

City of Fairfax, Virginia

Adopted Budget Fiscal Year 2019-2020



THE CITY OF FAIRFAX, VIRGINIA

A BRIEF HISTORY

Farmers from eastern Virginia and Maryland began settling this area in the early 1700s. Fairfax County, formed in 1742, was named for Thomas, the Sixth Lord Fairfax, whose family's land grant included all of Northern Virginia. The City of Fairfax began as the Town of Providence, platted in 1805 on fourteen acres of land owned by Richard Ratcliffe. The early community was centered around the Fairfax County Courthouse, completed in 1800 at the corner of Little River Turnpike and Ox Road.

The area became a crossroads of conflict during the American Civil War with hardship and disruption experienced by all. On June 1, 1861, the first land engagement of the American Civil War was fought here resulting in the death of Captain John Quincy Marr, the first Confederate officer killed. Confederate John S. Mosby and his rangers' raid and capture of a sleeping Union general here on March 9, 1863 did not change Union control of the area--but the bold act remains one of war's best-known legends.

In the late nineteenth century the crossroads village expanded. New homes, barns, churches, and schools were built, including of the county's first two-story brick elementary school in 1873, now the Fairfax Museum and Visitor Center. In 1874, the Town of Providence officially became the Town of Fairfax following Culpepper's name change from Fairfax to Culpepper.

By the early twentieth century, the mixed grain agricultural economy gave way to a booming dairy industry that served the growing population of the metropolitan Washington area. The Washington, Arlington and Falls Church Electric Railway was extended to Fairfax in 1904, inspiring new development and the Town's earliest residential subdivision. Civic and social progress saw the creation of a Town police unit, volunteer fire company, sports clubs, and civic organizations. Fairfax High School, the Town's first four-year high school, opened in 1935.

World War II and its aftermath brought rapid population growth that completed Fairfax's conversion to a suburban community. In 1959, the Town of Fairfax deeded a 150-acre tract of land to the University of Virginia to establish a permanent home for what is now George Mason University, an innovative leader in higher education.

In 1961, the Town of Fairfax was incorporated as the independent City of Fairfax. A new City Hall was completed in 1962. The City built new schools, established a bus service, expanded services to residents, and created a downtown historic district. Today, the City--through its elected officials and citizen involvement--strives to meet the changing needs of an increasingly multicultural community. Rich in history and tradition, residents and visitors enjoy a small-town atmosphere and an abundance of cultural and recreational pursuits in the midst of a busy metropolitan area. As the City's first Mayor, John C. Wood, said in 1962, "Fairfax has a wonderful past and present, and an even greater future."

City of Fairfax

Adopted Budget

FY 2020



2018 – 2020 Elected Officials

Mayor

David L. Meyer

City Council

Michael J. DeMarco

So P. Lim

Janice B. Miller

Jennifer E. Passey

Jon R. Stehle, Jr.

Sang H. Yi

City Manager

Robert A. Stalzer



.

GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished Budget
Presentation Award*

PRESENTED TO

**City of Fairfax
Virginia**

For the Fiscal Year Beginning

July 1, 2018

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Fairfax, Virginia for its annual budget for the fiscal year beginning July 1, 2018. This is the 25th consecutive year that the City of Fairfax has received this award, and is valid for a period of one year. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



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The City of Fairfax

Office of the City Manager



June 28, 2019

The Honorable Mayor and Members of the City Council
City of Fairfax
City Hall
10455 Armstrong Street, Suite 316
Fairfax, Virginia 22030

RE: City Manager's Adopted FY 20 Budget Transmittal Message

Dear Mayor Meyer and Members of City Council,

On behalf of a talented and dedicated leadership team, I am pleased to present the City Manager's adopted Fiscal Year 2020 (FY 20) budget. The adopted FY 20 budget contains the necessary personnel, operating and capital resources to:

- Fulfill the Mayor and City Council's vision included in the adopted 2035 Comprehensive Plan
- Pursue the adopted Strategic Goals, with a priority to prepare for economic opportunities thereby accelerating the City's prospects for longer term economic health
- Complete the Mayor and City Council's annual work plan as described in the adopted FY20 Budget

"Fairfax City is a vibrant, livable, 21st-Century community with a strong, sustainable economy that supports walkable, safe and convenient access to the natural and built environment."

-2035 Comprehensive Plan
adopted February 12, 2019

The City of Fairfax, similar to many other jurisdictions in the region, must deal with a challenging balancing act. Our residents, businesses and community partners expect us to fulfill the Mayor and City Council's adopted Strategic Goals of:

- Advancing the Economic Health of the City
- Stimulating and Supporting Targeted Redevelopment
- Improving the City's Multimodal Transportation System
- Enhancing the Quality of Neighborhood Living
- Modeling Successful Municipal Governance

The City has consistently delivered outstanding value even though revenue growth has been limited and the City's ability to adequately address some needs has been significantly constrained. For the past several years real estate taxes have grown minimally, especially in the commercial sector. City-wide real estate valuation has increased only 1.43 percent annually over the last ten years. Since real estate taxes comprise 47.2 percent of the City's General Fund revenues, this is a significant concern now and in the future.

Compared to eleven other Northern Virginia jurisdictions, (four towns, three cities and four counties), the City’s January 2018 to January 2019 real estate valuation growth ranked a distant last. The regional average growth was 3.44 percent and the highest growth rate was 6.9 percent. The City of Fairfax growth rate was 1.3 percent, which includes 0.68 percent of new construction and 0.63 percent growth of existing properties.

The adopted FY 2020 budget highlights several opportunities and challenges including modest increases in operating expenditures, reflecting the limited revenue growth, few additional personnel resources, and a reduced Capital Improvement Program (CIP) – all while seeking to achieve the City Council’s primary focus and commitment to stimulate commercial growth and bolster the City’s financial position. This budget provides funding for investment in economic development while also increasing the City’s General Fund’s cash reserves, a best practice recommended by the City’s financial advisors.

Strengths	Constraints
Economic Development/People/Places	Tax Base Growth Ranked #12
Dedicated, Professional, and Versatile Staff	Employee Recruitment and Retention
Sustainable Living	Professional, Organizational & Leadership Development
Communicative/Close Knit Community	Public Safety Recruitment & Retention
City-Wide Redevelopment Opportunities	WMATA Funding/CUE Funding
Northfax/Old Town Primed for Greater Success	Clear Strategies & Policies
Enhanced Partnership Opportunities: GMU, Fairfax County, Chamber, Civic/HOA Groups	Lack of Adopted 5 Year CIP
Financial Policies/12% Fund Balance	Wastewater Treatment & Infrastructure Costs
2035 Comprehensive Plan – Clear Guidance	
Available Transportation Funding	

The adopted budget is designed to advance Council directives and goals by investing in the following:

I. Economic Development and Redevelopment

1. Provides additional resources to the Department of Community Development and Planning, Economic Development Office, Economic Development Authority and other City operations to create and implement strategies for key commercial centers and, more specifically, to fund the development and completion of a small-area plan in the Northfax commercial activity center. The City’s immediate goal and primary focus of this adopted budget is the redevelopment of the Northfax area into a sustainable economic engine, one that will lead the way for development/redevelopment of other key activity centers throughout the City. Another area of focus will be to develop a strategic framework for the historic downtown. This framework will facilitate current decision-making while providing the foundation for the development of an area plan. (\$700,000, General Funds)

II. Transportation

1. Fund a Project Manager for Public Works to manage the City's transportation construction projects. This added position will help with strategic planning, securing funding, program administration and supervision to ensure City and regional coordination, resulting in the delivery of effective (and efficiently constructed) transportation projects. The successful launch and timely completion of key transportation projects will provide the infrastructure needed to support and encourage economic development and to improve the quality of life for City residents, business commuters and visitors (\$88,008, NVTA 30% funds).
2. Plan and equip a bikeshare system in partnership with Fairfax County, George Mason University and the Town of Vienna to implement a comprehensive bikeshare network. This project also supports quality of life and economic development (\$1,500,000, I-66 Inside the Beltway funds).
3. Design, engineer and implement the Old Lee Highway Multimodal project. The project provides a consistent design for the entire corridor, improving not only the appearance of this thoroughfare, but also the usability for all forms of transportation (\$16,000,000, state and regional funding, FY 2020 cost of \$1,500,000).

III. Neighborhoods

1. Supports four-person-minimum staffing (three additional FTEs, one per shift) on the Fire Department's Ladder Truck. For several years, the City has supported four-person-minimum staffing under certain conditions and with the financial support from SAFER Grants. SAFER Grant monies are no longer available for the City's minimum-staffing positions (\$185,534, General Funds).
2. Addresses aging infrastructure and regulations from the federal and state governments regarding storm-water management (additional 0.25 cents or \$195,583 on the real estate tax rate for a total allocation of 3.0 cents).
3. Provides funding for the LED Streetlight Conversion capital project. This program is scheduled to invest funds over a five-year period by converting more than 2,600 electric streetlights to light-emitting-diode (LED) technology. Once completed, the conversion is projected to reduce the City's yearly carbon footprint by 800 metric tons of CO2 while reducing the City's energy consumption by an estimated \$100,000 annually (\$110,000 a year investment for five years, General Funds).
4. Provides funding to the Lamb Center to provide a daytime drop-in for most vulnerable residents of the City and the area. (\$60,000, General Fund)

IV. Governance

1. Achieves minimum cash reserves (\$417,720 or 12% of General Fund revenues) in the General Fund while adding \$435,000 to the Budget Stabilization Fund, providing enhanced fiscal health aimed at retaining the City's AAA bond rating as adopted in the City Council's Financial Policies.
2. Fund an upgrade to the Electoral Assistant Registrar position, converting a part-time (0.5 FTE) to full-time (1.0 FTE). Additional help is requested by the Electoral Board to help ensure the integrity and efficiency of the voter registration process (\$29,223, General Funds).

3. Provided a 2.6 percent COLA to employees to maintain parity in terms of compensation with the Northern Virginia region supporting the City's recruitment and retention efforts (\$774,090, General Funds).
4. Fund the City's Supplemental Retirement Plan increase as recommended by the City's actuaries and as required by the City Council's adopted financial policies. The City's "recommended" contributions to employee retirement plans cannot be predetermined in the short term. Rather, the plans are managed and, when required, adjusted over the long-term. The City's retirement programs represent an integral part of the employees' compensation package, which also supports the City's recruitment and retention efforts (\$1,367,132, General Funds).
5. Improve the City's Senior/Disabled Citizen Tax Relief Program to be on par with Fairfax County's program. The program change will increase the tax-exemption amount for most qualified applicants (\$75,000 in FY 2020 and \$150,000 in future years, General Funds).

In closing, this budget plan favorably positions the City, in large measure, to advance Council goals in Economic Development, Redevelopment, Transportation, Neighborhoods and Governance.

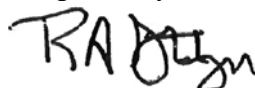
While conservative in its spending proposals, this budget plan does require additional tax revenues to maintain the City's high level of services in addition to supporting the investments outlined above. The increased funding needed to support this Proposed Budget includes a 1.25 cent increase to the Real Estate Tax Rate (\$784,663), a 0.25 cent increase to the Storm-water Real Estate Tax Rate (\$156,933), and a 1.0 cent increase in the Commercial and Industrial Real Estate Tax Rate (\$204,870).

The recommendation of a tax-rate increase is always a serious matter and only advised if considered absolutely necessary. In preparing this budget, the cost of the proposed investments was weighed against the future cost of not investing now. The proposed funding, as outlined in the FY 2020 budget plan, is meant to plant the economic development "seed" needed to ensure a financially stable and vibrant City of Fairfax for generations to come.

I want to thank the Mayor and City Council for their leadership and expectation of excellence for the organization.

There are many people to thank for their hard work in the preparation of this document. The principal responsibility lies with the Director of Finance, David Hodgkins and the Budget Manager, Kerry Kidd. There are many others who contributed substantively to the completion of the budget and they are acknowledged on page A-37.

Respectfully submitted,



Robert A. Stalzer
City Manager

Historic Old Town Hall



City Manager's Budget Message FY 2020 Budget

Highlights of FY 2020 Adopted Budget

1. Expenditures for all funds total \$169,854,947, a decrease of 1.2% from FY 2019 (General, Stormwater, Capital Projects, Old Town Service District, Transportation Tax, Cable, Wastewater and Transit).
2. General Fund revenues and expenditures equal \$145,333,489, an increase of 2.4% over FY 2019.
3. Capital Fund expenditures for General Fund supported projects of \$8,038,362 (\$5,708,362 pay as you go and \$2,330,000 financed) representing 5.5% of General Fund expenditures.
4. The adopted real estate tax rate increases from the current RE tax rate of \$1.06 to \$1.075 per \$100 of assessed value; of this, 3.0¢ is dedicated to the Stormwater Fund; average residential tax bill to increase 2.0% based on a real estate tax rate increase of 1.5¢ (1.25¢ General Fund and .25¢ Stormwater Fund) and a 0.53% increase in assessed values. For CY 2019 the average city residence (assessed value of \$508,231) annual real estate tax bill would increase \$106 to \$5,530.
5. 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 \$1.0544 per \$100 of assessed value.
6. Enhancement to the Senior Citizen Tax Relief program (\$75k).
7. A 1.0¢ increase in the Commercial and Industrial real estate tax, from 11.5¢ to 12.5¢ per \$100 of assessed value.
8. One cent on the real property tax rate is equivalent to \$627,730.
9. Real estate residential assessments increase an average of 0.53% for CY 2019; commercial assessments increase an average of 0.8% for CY 2019; combined assessments increase an average of 0.6% for CY 2019. New construction is excluded from this calculation.
10. Based on increase in value (excludes new construction), assessed value of all real property equals \$6,133,152,800, an increase of \$38,126,500 or 0.63%. The assessed value due to estimated new construction is \$41,646,100 or 0.68%. Assessed value of all real property equal to \$6,174,798,900, an increase of \$79,772,600 or 1.3%.
11. Provides cost of living adjustment (COLA) of 2.6% (\$774.1k) for City employees to retain parity within the region.
12. Positions not included in the FY 2019 Budget that were later funded during FY 2019 and included in the FY 2020 adopted budget:
 - a. 3 Fire Operations Fire Medics (3.0 FTE) previously funded by SAFER Grant.
 - b. 1 Fire Administration Recruitment & Retention Coordinator (1.0 FTE) funded by Safer Grant.
13. Additional full-time and part-time employee positions for FY 2020 have been adopted:
 - a. 1 Public Works Administration Project Manager (1.0 FTE) funded by NVTA 30% funds.
 - b. Electoral Assistant Registrar (additional 0.5 FTE) converts a part-time position to full-time.
14. A 53.6% (\$1,460,736) increase in the City's contribution to the Supplemental Retirement Plan. The General Fund portion equals \$1,367,132.
15. Wastewater utility rate increase of 10.0% to support the City's share of capital project costs required for the Noman M. Cole Jr., Pollution Control Plant (wastewater treatment facility).
16. Use of \$608,423 Unassigned General Fund Balance, and \$435,000 (0.3%) was designated as assigned for the Budget Stabilization Fund.
17. Unassigned General Fund Balance increased to 12.0% of General Fund revenues in conformance with the Council's Financial Policy.

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, you 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 in late February or early March.
- By law, local government budgets must be balanced; i.e., expenditures may not exceed revenues.

City Council Review and Adoption: March – June

- City departments provide department budget presentations.
- City Council advertises the proposed real estate tax rate (mid to late March)
- City 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.
- 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.
- City Council adopts the real estate tax rate, all other rates and levies, and the budget appropriation resolution.

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 presented to the City Council and the Planning Commission in a joint work session for discussion. The Planning Commission holds a public hearing on the CIP and issues a memorandum to the City Council with recommendations. The City Council holds a series of work sessions and public hearings on the CIP and defers action until adoption of the operating and capital budgets in April/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 CIP) is included in the operating budget—together they become the proposed budget. The CIP document 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:

FY 2020 Budget Calendar*

Date	Action Item
November 13, 2018	Discussion of the FY 2018 Financial Results, FY 2019 Budget Update, Projections for FY 2020, and suggested FY 2020 Budget Guidelines.
November 27, 2018	FY 2020 Budget Guidelines – Public Hearing and Adoption
December 4, 2018	FY 2020 CIP Joint Work Session w/Planning Commission; Major Department CIP Presentations
February 26, 2019	FY 2020 Proposed Budget Presentation
March 5, 2019	FY 2020 Budget Staff Presentations to Council and Community Outreach
March 12, 2019	FY 2020 Budget Public Hearing; Consideration of Real Estate Tax Rate to be Advertised**
March 26, 2019	FY 2020 Public Hearing and City Council Budget Discussion Work Session
April 2, 2019	FY 2020 City Council Budget Discussion Work Session
April 9, 2019	FY 2020 Introduction of C&I and Wastewater Rates
April 23, 2019	FY 2020 RE Tax Rate Public Hearing and City Council Budget Discussion Work Session
May 8, 2019	FY 2020 Special Council Meeting - Public Hearings: Budget, Rates & Levies, C&I, Wastewater; Budget Adoption (Please Note: WEDNESDAY replacing Tuesday's regular Work Session)

* All meetings listed are scheduled to begin at 7 pm on the designated date. Please check the City of Fairfax Community Calendar found on the City's website for updates as the meeting date approaches.

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

ORGANIZATION OF THE BUDGET

The City’s financial operations are budgeted and accounted for in a number of funds. Fiduciary funds, used to account for assets held by the City in a trustee capacity (i.e. City retirement funds), are not included. A fund is a separate accounting unit. All of the following funds are approved (through appropriation resolutions) and can be found in adopted budget books as part of the City’s annual budget review:

General Fund — This fund is the principal operating fund of the City, used to account for all expenditures and revenues not required to be accounted for in other funds. Generally, the majority of the spending incurred in performing the normal functions of the City, such as public works, public safety, administration, etc., is captured in the General Fund. The major revenue sources that fund these functions are general property taxes, other local taxes, licenses & fees, fines & forfeitures, charges for services, use of money & property, and state & federal aid.

General Fund (continued) – General government services and expenditures are organized into the following functions: Legislative, Judicial Administration, Electoral Board, General and Financial, Public Safety, Public Works, Social Services, Cultural and Recreation, Community Development and Planning, School Board/Education, and Non-departmental (primarily fringe benefits, debt service, expenditure details, etc). Within each General Fund function are departments that account for a specific set of governmental activities. For example, within the Public Safety function are the Fire and Police departments. Every department accounts for its activities in various accounts. While budgetary control is exercised at the department level, accounts are utilized to allow for more detailed management.

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 to City infrastructure. The Capital Fund is funded through transfers from the General, Stormwater, Transportation Tax, Cable, Downtown, and Wastewater funds; the Northern Virginia Transportation Authority (NVTA); federal and state aid; bond issues; private donations; and other outside sources. The current year CIP is included as part of the annual budget.

Stormwater Fund — This fund was established to account for major stormwater projects. 3.0¢ on the real estate tax rate has been adopted for project funding. This is a separate Capital Fund.

Cable Grant Fund — This fund receives its revenue from cable television fees, which 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 capital projects in the Old Town District. The City levies an additional 6.0¢ per \$100 of assessed value on all properties in this district. The tax levy for this fund will sunset June 30, 2020.

Utility Fund — Wastewater services are accounted for in the Utility Fund, which is an enterprise fund. Enterprise funds are those funds in which the cost of providing goods or services is funded primarily through user charges.

Transit Fund — The Transit Fund accounts for the operations of the City’s transit system. The City’s transit system owns and operates the CUE bus system and funds the City’s share of Washington Metropolitan Transportation Authority (WMATA) costs. The Transit Fund receives funding through the NVTA and the Northern Virginia Transportation Commission (NVTC).

Transportation Tax Fund – This fund levies a adopted 12.5¢ per \$100 of assessed value on all commercial and industrial properties. This fund also accounts for “30%” monies received from the NVTA pursuant to HB2331. The revenue collected is used exclusively for qualified and approved transportation projects and transit costs.

BUDGETARY BASIS

The budgets of the General and Capital funds (including Stormwater, Old Town Service District, Cable Grant, and Transportation Tax) utilize the modified accrual basis of accounting under which revenues are recorded when measurable and available to fund operations during the year. Expenditures, except for interest, are recorded when the liability is incurred. Interest is recorded when due. Budgets of the Wastewater and Transit funds utilize the accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded when the liability is incurred. The accounting method used for City budgeting 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 excluded for budgeting purposes, are included in the City’s Comprehensive Annual Financial Report (CAFR).



Council Goals*

1. *Economic Development:*

Capture opportunities for economic development and advance the economic health of the City through active marketing and balanced business recruitment, retention, expansion, incubation and placement to progress a business environment that supports the quality of life to which our residential and business communities have become accustomed.

2. *Governance:*

Maintain a high-performing, transparent, efficient, and effective governing system through open, multimodal communication with our residential and business communities; active participation from our diverse citizenry; and a professional, capable City administration collectively creating a model of successful municipal governance to sustain the City as a vibrant, thriving community.

3. *Neighborhoods:*

Build strong, safe, secure, and sustainable neighborhoods and improve quality of life through active community participation, improved physical and virtual connectivity, provision of a diverse mix of housing options, a culture of shared investment and accountability, and robust City services.

4. *Transportation:*

Provide for the safe, efficient, and effective movement of pedestrians, cyclists, motorists, mass transit and commercial vehicles within and across the City and region through an improved multimodal transportation system and by promoting a culture that embraces alternatives modes of transportation that supports a sustainable and healthy community.

5. *Redevelopment:*

Preserve our sense of place, support our changing demographics, prioritize housing affordability, and enable commercial and retail success to grow the local economy through appropriate, targeted, sustainable, and transportation-oriented redevelopment.

***These goals were adopted by the City Council on October 23, 2018.**

Strategic Priorities & Goals

1 Economic Development

Capture opportunities for economic development and advance the economic health of the City.

Culture & Rec
Enhance the cultural and leisure time activities for the Fairfax community.



Community Development
Develop and support coordinated land use and development strategies and policies consistent with the City's Comprehensive Plan.



General and Financial Admin
Provide the citizens the City with 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.



2 Governance

Maintain a high-performing, efficient and effective government system.

Legislative
Set goals and formulate policy for providing a variety of needed or required municipal services to City residents.



Judicial Administration
Ensure fair, effective Court services for City residents.



Electoral Board
Promote our representative form of government by ensuring the integrity of the voter registration process and conducting free and fair elections.



General and Financial Admin
Ensure that resources funded by the City Council are well managed and available to provide municipal services to City residents.



Strategic Priorities & Goals

3 Neighborhoods

Build strong, safe neighborhoods and improve residential quality of life.

Public Safety

Increase sense of safety and protection of life and property.



Public Works

Provide City residents with refuse collection, stormwater and street Maintenance.



Culture & Rec

Enhance the quality of life by planning, administering and operating leisure-time activities for City residents.

Schools

Provide the best possible educational opportunities for the citizens of Fairfax.



Social Services

Provide real estate tax relief to qualified elderly or disabled residents.

Community Development

Improve and preserve the aesthetics throughout The City.



General and Financial Admin

Foster better communication between the City and neighborhoods.



4 Transportation

Provide for the safe, efficient and effective movement of all traffic through the City.

Public Works

Improve pedestrian infrastructure, bicycle and automobile transportation.



Community Development

Improve and facilitate safe bicycle, pedestrian and vehicle mobility throughout the City.



5 Development and Redevelopment

Enable appropriate and targeted mixed use development and redevelopment within the City.

Culture & Rec

Enhance the cultural and leisure time activities for the Fairfax community.



General and Financial Admin

Assist in finalizing and implementing current redevelopment and transportation projects



Public Works

Maintain City infrastructure to aid in attracting new economic activity to the City.



Social Services

Assure access of human services programs to all City residents.



Community Development

Facilitate well-conceived development and redevelopment projects and land use that enhance the quality of life for City residents.



Council Strategic Goals Linked by Function

The five strategic goals generated by the City Council provide the framework to align our top strategic priorities through City Departments in creating goals and objectives that support the City Council's vision and achieve operational and sustainable accountability.

The relationship between departments and related council strategic goals are identified in the chart below:

<i>Strategic Priority</i>					
<i>Function*</i>	#1 <i>Economic Development</i>	#2 <i>Governance</i>	#3 <i>Neighborhoods</i>	#4 <i>Transportation</i>	#5 <i>Redevelopment</i>
Legislative		*			
Judicial Administration		*			
Electoral Board		*			
General and Financial Administration	*	*	*		*
Public Safety			*		
Public Works			*	*	*
Social Services			*		*
Culture and Recreation	*		*		*
Community Development and Planning	*		*	*	*
School Board/Education			*		

* - See "General Fund Overview" (following) for department detail and page references.

General Fund Overview

The General Fund is the principal operating fund of the City. The majority of the spending in this fund is incurred in performing the normal, recurring functions of the City. The major revenue sources that fund these functions are general property taxes, other local taxes, licenses & fees, fines & forfeitures, charges for services, use of money & property, and State & Federal aid. Within each operational function listed below are the departments responsible for carrying out specific activities for that function. The cost of each department's activities is tracked by account categories, such as salaries, fringe, purchased services, internal services, other charges, supplies and materials, and capital outlay.

The functions and associated departments of the City's General Fund are:

- **Legislative (page D-2)**
 - Mayor and City Council; City Clerk
- **Judicial Administration (page D-9)**
 - General District Court; Joint Court Service; Juvenile and Domestic Court; Court Service and Custody
- **Electoral Board (page D-17)**
- **General & Financial Administration (page D-23)**
 - City Manager; City Attorney; Public Audit of Accounts; Personnel; Communications; Marketing; Cable TV; Economic Development; Risk Management; Information Technology; Printing and Office Supplies; Fleet Maintenance; Finance and Accounting; Real Estate Assessment; Treasurer; Commissioner of the Revenue
- **Public Safety**
 - Police (page D-71)
 - Fire (page D-83)
- **Public Works (page D-95)**
 - Asphalt Maintenance; Concrete Maintenance; Snow and Ice Control; Storm Drainage; Signs, Signals, and Lighting; Refuse Collection; Facilities Maintenance; Streets and Rights of Way; Administration and Engineering
- **Social Services (page D-123)**
 - Health Department; Commission for Women; Community Services Board; Senior Citizen Tax Relief; Human Services Coordinator; Social Services
- **Culture and Recreation (page D-137)**
 - Parks and Recreation Administration; Special Events; Facilities Maintenance; Park and Ball Field Maintenance; Library; Historic Resources
- **Community Development & Planning (page D-163)**
 - Planning and Design Review; Current Planning
- **School Board/Education (page D-173)**
 - School Board; Contracted Instruction Costs; Capital Outlay; Debt Service; Capital Leases
- **Non-departmental (page D-181)**
 - General Debt Service; Employee Fringe Benefits; Salary Vacancy; Reserve for Contingency; Contributions to Regional Agencies; Fund Transfers; Capital Leases

Wastewater

Fiscal and Operating Policies

ESTABLISHMENT OF RATES

1. 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 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, and 4) ensure surplus revenues are reserved to facilitate rate stability for ratepayers.

APPLICATION OF THE MANAGEMENT FEE

1. The Wastewater utility 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 Wastewater enterprise fund shall 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 Wastewater enterprise fund 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 Wastewater Fund. Surplus revenues shall not be transferred from the Wastewater account to be used for non-utility purposes.



Noman M. Cole Wastewater Treatment Plant

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. Further revisions were developed by the Financial Policy Committee and City Management in concert with the City's Financial Advisor and approved by City Council on March 13, 2018.

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 execution 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 five percent of General Fund expenditures to help insure adequate reinvestment in capital plant and equipment. This transfer percentage incorporates the City's use of annual debt service payments toward capital projects.
5. The City shall annually update a multi-year financial forecast that takes into account projected operating revenues and expenditures as well projected capital needs. The multi-year financial forecast will also track projected compliance with the City's financial policy guidelines.
6. The City shall set utility rates that will ensure a self-supporting Wastewater Fund that does not rely on recurring financial support from the City's General Fund.

Reserve Policies:

1. The General Fund Unassigned Fund Balance should be grown to a minimum of 12% of total General Fund revenues (as defined below) by the end of fiscal year 2020. The Unassigned Fund Balance will be measured for policy compliance at the end of each fiscal year. The City anticipates dedicating already earmarked transportation fund reserves, potential school tuition surpluses, and/or other annual surpluses to the Unassigned Fund Balance until the 12% target is met. If these previously listed sources of potential funding are insufficient to meet the target the City will pro-actively adjust its budget to meet the 12% target by the end of FY 2020.
2. Once the Unassigned Fund Balance policy is met, the City shall establish a Budget Stabilization Fund ("BSF") within the assigned portion of the General Fund Balance. At the close of each audited fiscal year, the BSF shall receive a minimum of 25% of any prior year operating surplus as calculated as part of the prior fiscal year audit. Balances in the BSF will be allowed to accumulate until they reach an amount equal to 3% of General Fund Revenues. Balances in the BSF are available for:
 - a. reserves against shortfalls in the City's portion of WMATA funding;
 - b. unforeseen school tuition contract increases;
 - c. a declared fiscal emergency;
 - d. a financial opportunity(s) to enhance the well-being of the City; or,
 - e. other such global purpose as to protect the long-term fiscal security of the City.

If the BSF reaches the maximum 3% level, the portion of any surplus normally allocated to the BSF will be allowed to fall to Unassigned Fund Balance, which may be appropriated by City Council for any one-time expenditure.

3. If the Unassigned General Fund Balance falls below its minimum threshold of 12% of total general fund revenues a reserve replenishment plan will be enacted that restores the Fund Balance Reserve to its minimum level within the subsequent three fiscal years.
4. Revenues used in the fund balance calculation shall include total General Fund Revenues as reported in the CAFR with the following adjustments:
 - a. Exclude Old Town Special Tax District Revenues reported in the General Fund;
 - b. Exclude Stormwater Tax Revenues reported in the General Fund;
 - c. Exclude Commercial and Industrial Tax Revenues reported in the General Fund;
 - d. Include revenues reported in the School Operating Fund other than the local transfer from the General Fund.

Debt Policies:

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

Revenue/Cash Management Policies:

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

Accounting/Auditing and Financial Reporting Policies:

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

Council Adopted Budget Guidelines

FY 2020 Budget Guidelines were approved by the City Council November 27, 2018.

Revenue:

- Projected revenues must equal or exceed proposed expenditures. Significant one-time revenues shall be used only for one-time expenditures.
- The City will pursue federal, state and private grants but will strictly limit financial support of these programs to avoid commitments which continue beyond funding availability.
- Sufficient user charges and fees shall be budgeted to support the full cost (operating, direct, indirect and capital) of operations. Market rates and charges imposed by other public and private organizations for similar services should be considered when establishing tax rates, fees and charges.

Operating:

- Maintain City services at existing levels and to the extent possible minimize reliance on tax increases to balance the City's Proposed Budget.
- Review and assess all City government programs and operations to achieve the most efficient and effective delivery of community services possible using benchmarking, workflow evaluation, organizational design and technological enhancements.
- The annual budget process shall weigh all competing requests for City resources within expected fiscal constraints. New initiatives shall be financed by reallocating existing City resources to programs and services with the highest priorities or through new revenue sources.
- When a General Fund surplus is generated, in whole or part, as a result of savings realized in the school tuition budget the City will consider allocating a portion of those funds to the school tuition reserve to absorb unforeseen deficits in future school tuition budgets.
- The City will consider maintaining a transportation reserve (\$1,500,000 fund balance) to cover the City's share of unsubsidized WMATA expenditures. The reserve balance target is suggested to be equal to two times the projected annual deficit (up to \$750,000 annually).

Employee Staffing/Compensation/Administration:

- Consider a fair and affordable market adjustment and performance based increase for employees to retain parity with other local governments. The market adjustment shall be calculated using a wage index as recommended by the City’s compensation consultant.
- The City’s budget shall fund the Annual Required Contribution (ARC) to the City’s Supplemental Retirement Plan, as required by the City Council adopted financial policies.

Capital Improvement Program (CIP):

- Maintain the General Fund CIP transfer to provide the minimum funding required for repairs and maintenance to adequately protect the City’s investment in infrastructure. The sources of funding will largely be determined based on the useful life of the project. However, the City will use the pay as you go funding method whenever practical.

Fund Balance:

- Maintain an Unencumbered General Fund balance in conformance with the City Council adopted financial policies.

Financial:

- Follow the rating agencies and financial advisor directives, in order to maintain the highest credit rating.
- Adhere to the City Council’s adopted financial policies.

The Cyclist
Part of a public arts initiative
Larry Morris, Sculptor



Community Profile

City Government

Date of Incorporation	1799
Date of City Charter	1961
Form of Government	Council—Manager
City Employees (Adopted FY 2020)	409.43

Physiographic

Land Area - Square Miles	6.34
Acres of Public Parks & Open Space	188
Paved – Lane Miles	169
Sidewalks	87

Utilities

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

Economic Indicators:

Largest Private Employers (Nov 2018)

The Wackenhut Corporation
Ted Britt Ford Sales
Zeta Associates
Fairfax Nursing Center
Inova Health System
Inova VNA Home Care
Fairfax Volkswagen, Honda

Largest Public Employers (Nov 2018)

City of Fairfax
Dominion Virginia Power
U.S. Postal Service
Department of Rehabilitation Services
U.S. Department of the Treasury

Taxes:

Real Estate Tax Rate

FY 2019: \$1.060 per \$100 assessed value
 FY 2020: \$1.075 per \$100 assessed value (adopted)

Personal Property Tax Rate

FY 2019: \$4.13 per \$100 assessed value
 FY 2020: \$4.13 per \$100 assessed value (adopted)

City Finances – Bond Ratings

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

Population

2017 UVA Weldon Cooper Ctr. Estimate	23,825
2017 U.S. Census Estimate	24,097
2010 U.S. Census	22,565
2000 U.S. Census	21,498
1990 U.S. Census	19,622

Households

2013-17 American Community Survey Estimate	8,499
2010 U.S. Census	8,347
2000 U.S. Census	8,035
1990 U.S. Census	7,362

Average Household Size

2012-17 American Community Survey	2.70 persons
2010 U.S. Census	2.64 persons
2000 U.S. Census	2.61 persons

Age (2017 Census Estimate)

(1-19)	25.8%
(20-34)	20.2%
(35-64)	39.4%
(65 +)	14.6%

Race and Ethnicity (2017 Census Estimate)

White	56.2%
Asian	17.9%
Hispanic	17.2%
Black	5.6%
Other/Mixed	3.1%

Note: White, Asian and Black categories include non-Hispanics only.

Source: U.S. Census Bureau

Unemployment

	CY 2017	CY 2018
City of Fairfax	2.9%	2.3%
Virginia	3.8%	3.0%
United States	4.4%	3.9%

Vacancy Rates

	FY 2016	FY 2017
Office Space	14.1 %	11.9 %
Retail Space	3.4 %	4.8 %

City of Fairfax Employment by Industry

The largest major industry sector was Health Care and Social Assistance with 18.3% of the employment followed by Retail Trade with 18.0%, Professional, Scientific and Technical Services with 15.2%, and Accommodation and Food Services with 11.4 %. The following is a listing of major industries and the number employed in those sectors for 2018 in the City of Fairfax.

Industry Group	Employees
Health Care and Social Assistance	3,606
Retail Trade	3,555
Professional, Scientific & Technical Services	2,991
Accommodation and Food Services	2,257
Administrative and Waste Services	1,443
Other Services (Except Public Administration)	1,229
Public Administration	1,121
Finance and Insurance	739
Arts, Entertainment and Recreation	658
Construction	554
Education Services	457
Information	292
Transportation and Warehousing	269
Real Estate, Rental and Leasing	165
Wholesale Trade	131
Manufacturing	122
Management of Companies and Enterprises	119

*Source: Virginia Employment Commission,
Quarterly Census of Employment and Wages, Third Quarter 2018*

Economic Condition and Outlook

An independent jurisdiction of 6.34 square miles, just 15 miles west of Washington D.C., the City of Fairfax lies at the center of Northern Virginia. Bounded by Interstate 66 to the north and less than five miles west of the Capital Beltway, the City is at the crossroads of the area's major north/south and east/west highways. Two major airports, Washington Dulles International Airport and Ronald Reagan National Airport, are within 30 minutes of the City. The City-run CUE bus system provides direct access to Metrorail (rapid transit) at the Vienna/Fairfax/GMU station, less than three miles from the center of the City.



Local Economy

Economic growth remains stable in the City. Private sector employment within the City increased year over year. As of June 2018, there were 19,935 jobs within the City of Fairfax (as reported by the Bureau of Labor Statistics), representing a 3.0% increase from the previous year. Also encouraging was that the City's 2018 unemployment rate of 2.3% was well below state (3.0%) and national (3.9%) averages.

Continued downsizing by federal contractors, coupled with nonexistent demand for office space has had a discernable impact on the City and regional office markets. Additionally, many of the City's office buildings and complexes are aging and in need of property owner investment. These factors taken together result in an increase of the regional commercial vacancy rate over the last year, reaching 16.0% for FY 2019. The City's commercial office vacancy rate increased slightly; this is likely the result of more affordable office space with additional amenities that is in greater demand in the region's current office market. Fortunately the retail market continues to bolster the City's economy; however, there has been a slight increase in the retail vacancy rate to 5%. Slight upticks in that number are likely the result of vacancies caused by commercial redevelopment at many of the City's larger shopping centers, coupled with the fact that brokers are again listing more properties that had previously been removed from the calculation as inactive.

Three key revenue sources are bellwethers for the local economy - general property taxes, local sales and use tax, and Business Professional and Occupational License (BPOL) taxes. General property tax revenues increased \$1.2 million or 1.5% in F/Y 18 over F/Y 17, resulting from both an increase in assessed values (1.3%) and a higher real estate tax rate. BPOL tax revenues remained flat, while local sales and use tax revenue increased \$0.45 million or 4.0%

Economic Development Program

The Economic Development Office (EDO) spearheads the City's various economic development programming by developing a long term strategy and overseeing various program implementation. In partnership with the Economic Development Authority (the EDA), the local chamber of commerce, and the Old Town Fairfax Business Association, the EDO develops and supervises various programs designed to enhance the capacity of community partners, decrease the office vacancy rate, establish a unique business culture throughout the City, and develop long term strategic goal and plans for the various local commercial activity centers. The driving goal behind all of Fairfax City's economic development programming is to cultivate good jobs, to strengthen our City's businesses, and to develop plans that support a strong and robust community. The Economic Development Office, in partnership with the EDA, is also responsible for marketing and promoting the City and its assets as a good place to locate a business, to the region and beyond.

Beginning in FY 2020 the EDA and EDO will work with various City stakeholders and members of the community, alongside retained consultants, to develop a plan for our Northfax commercial activity center. The City has identified Northfax as its focus for commercial investment and expansion. The strategy developed by the EDO, EDA, and the City planning department (a small area plan) will establish the Northfax district as the primary economic engine within Fairfax City for generations to come. Similarly, various other small area plans will be developed over the coming months which will dictate how each individual commercial activity center can serve as strategic area for business growth and expansion within the City.

In addition to long term strategic planning the EDA will continue conducting individual vision exercises designed to illustrate how certain locations or parcels could be redeveloped for a higher and better use (e.g. obsolete hotel conversion to a destination business). Each plan, developed by a third party consultant, identifies projects that advance the City's goals to create a sense of place while facilitating an expansion of revenue for the City. The EDO and EDA will continue working hand-in-hand with property owners and developers to locate opportunities for reinvestment and expansion throughout the City and the EDA will continue studying how best to leverage publicly owned assets for an economic development benefit.

The EDA and EDO will continue to expand their existing programs, too. This includes the extremely impactful façade improvement program and work to engage businesses in existing City programming (e.g. fall festival, GMU homecoming, etc.) Business promotion programs such as the Fairfax City Restaurant Week (in partnership with the Chamber of Commerce) will continue to be expanded aiding the City in its ability to attract new and exciting businesses. The EDO will continue its enhanced oversight of the Mason Enterprise Center - Fairfax and will advance the relationship with George Mason University to ensure that all faculty, staff, students, and alumni are represented in the long term economic development strategies and programming developed for Fairfax City. Lastly, the business development associate has begun to serve as the individual point of contact for our City's numerous small businesses. In FY 2020 the EDO will continue outreach and capacity building support programs to all local businesses and will develop new programs to enhance business engagement throughout the entire City.

Major Projects

Commercial:

Scout on the Circle: Final plans to redevelop approximately 108,000 square feet of commercial space (the oldest dating back to 1964) were approved in 2014. The mixed-use development will include 392 apartments and 88,000 square feet of retail space, including a 54,000 square foot grocery store. Ground breaking occurred in February 2018. The project is expected to be completed in late 2020 with the grocery store opening in the first quarter of the year.

Northfax: The \$43.4 million Northfax transportation and stormwater improvement project is now complete, creating new and significant opportunities for public and private investment on Fairfax Boulevard.

Point 50: This 48,000 square foot shopping center will replace the former Fairfax Shopping Center located on Fairfax Boulevard just east of Chain Bridge Rd. The project will include a new north/south street connecting Fairfax Boulevard and Eaton Place, enhancing the commercial capacity of the new Northfax area.

Residential:

Mount Vineyard: This project includes 132 dwelling units (94 condominiums and 38 townhouses) that replaced an aged garden style apartment complex. This project was completed in 2018.

The Enclave: This 80-unit condominium project adds high quality condominiums to a property with existing office and educational uses. This project was completed in 2018.

Fairfield at Gateway: This approved project will add over 403 rental apartments and 21,000 square feet of commercial space to the Kamp Washington area. The project will construct new streets to connect to a roadway system supporting redevelopment of other parcels in the area.

Scout on the Circle: This project, as part of the Fairfax Circle Plaza Shopping Center Redevelopment, replaces an existing shopping center at Fairfax Circle with 392 rental apartments and 88,000 square feet of retail space. Groundbreaking occurred in February 2018.

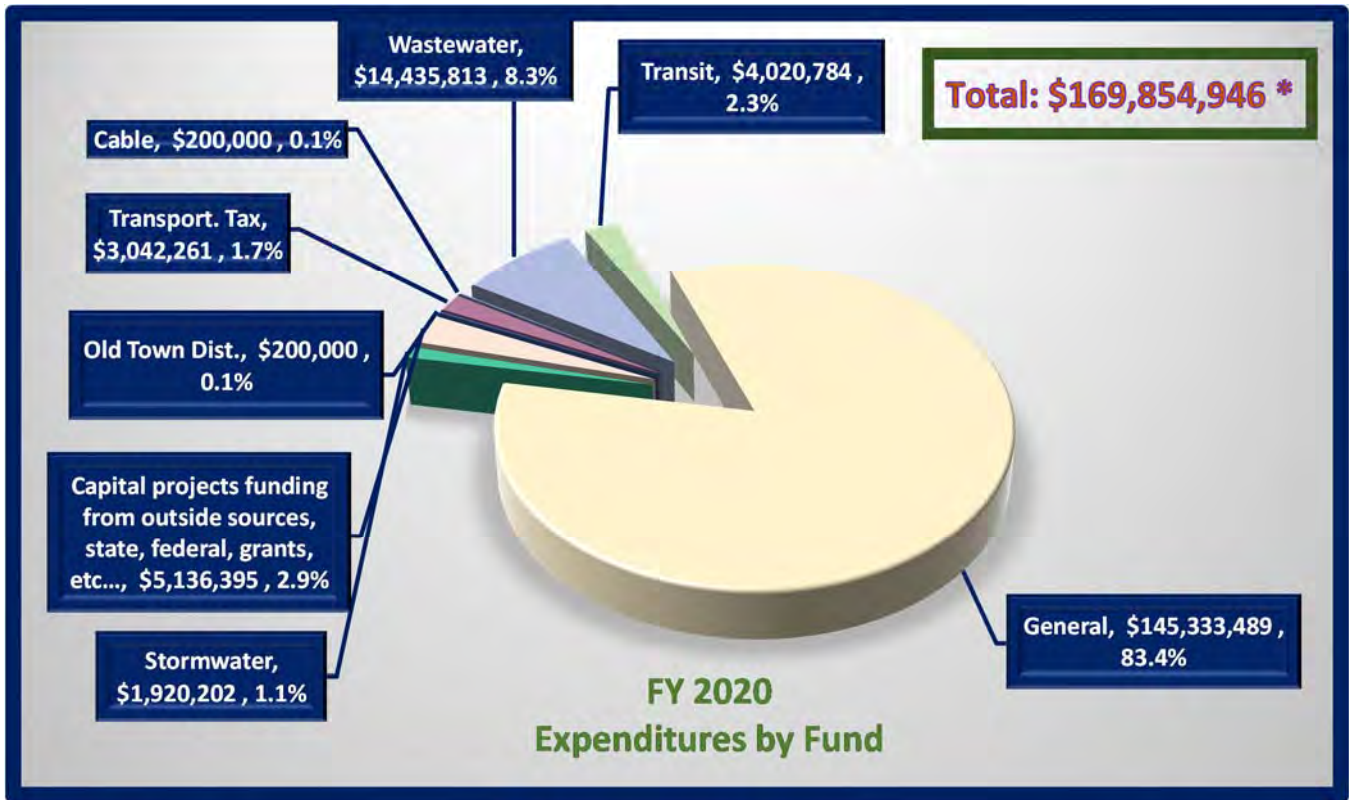
Mayfair: This project includes 25 townhouse-style condominiums above a shared, secured parking structure. The project is now complete and in sales.

Paul VI Site: The Diocese of Arlington announced that Paul VI High School will be relocating to Loudoun County. In 2018, the City Council approved the site for residential redevelopment, to include 144 condominium units, 115 townhouses and 7 detached homes, as well as 20,000 square feet of new retail space and 24,000 square feet of community/commercial space in a retained portion of the original school building. Construction is expected to start after the school vacates the site in 2020.

Capstone Collegiate Communities: This project was approved by the City Council in December 2018 and includes two private dormitory buildings containing approximately 800 beds. This project will preliminarily house individuals associated with George Mason University and is expected to provide an economic boost to businesses and companies located in the historic Old Town neighborhood of Fairfax.

Overview – All Funds

Expenditures for all funds total **\$174,288,944** less General Fund transfers (\$4,433,997), result in net total expenditures of **\$169,854,946**. This is a decrease of 1.0% from the FY 2019 Budget. Further details follow in the accompanying sections of the budget book.



*Note: Percentages may not total due to rounding; sums may differ immaterially due to rounding
Total expenditures by fund (\$174,288,944) reduced by \$4,433,997 to eliminate double accounting of City-wide expenditures.

Cash Management / Fund Balance

Financial policies recommended by the City’s financial advisors, the City’s auditors, and adopted by the City Council, require an unassigned fund balance equal to a minimum of approximately 12 percent of General Fund revenues. 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. The adopted FY 2020 Budget results in a 12.0% General Fund balance at the end of the year. This budget also anticipates a \$435,000 FY 2020 surplus that will be used to fund the newly established “Budget Stabilization Fund”.

The following chart provides a history of the City’s General Fund Balance:

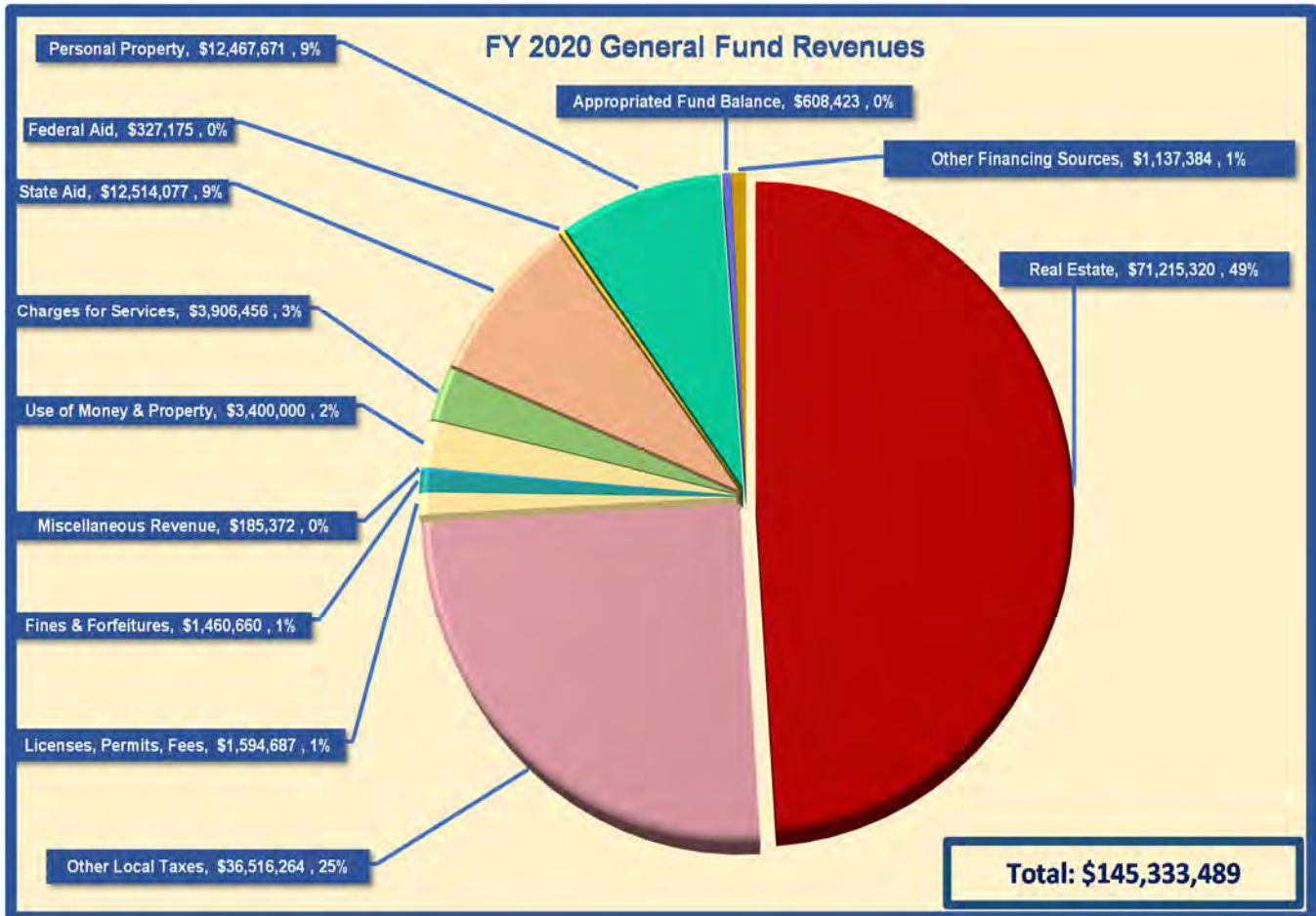
General Fund - Fund Balance		
Fiscal Year	Amount	% of Revenue
2020*	\$ 16,833,800	12.0%
2019*	17,877,223	13.0%
2018	18,087,673	13.4%
2017	16,931,385	12.8%
2016	15,244,854	11.8%
2015	13,429,441	10.7%
2014	15,130,848	12.3%
2013	16,288,209	13.6%
2012	13,205,665	11.8%
2011	15,171,679	14.0%

* Estimate

General Fund Revenues

Overview – General Fund

General fund revenues equate to \$145,333,489 for FY 2020, which represents an increase of 2.4% (\$3,358,291) over FY 2019. The following chart provides a summary overview of revenues by category for FY 2020.



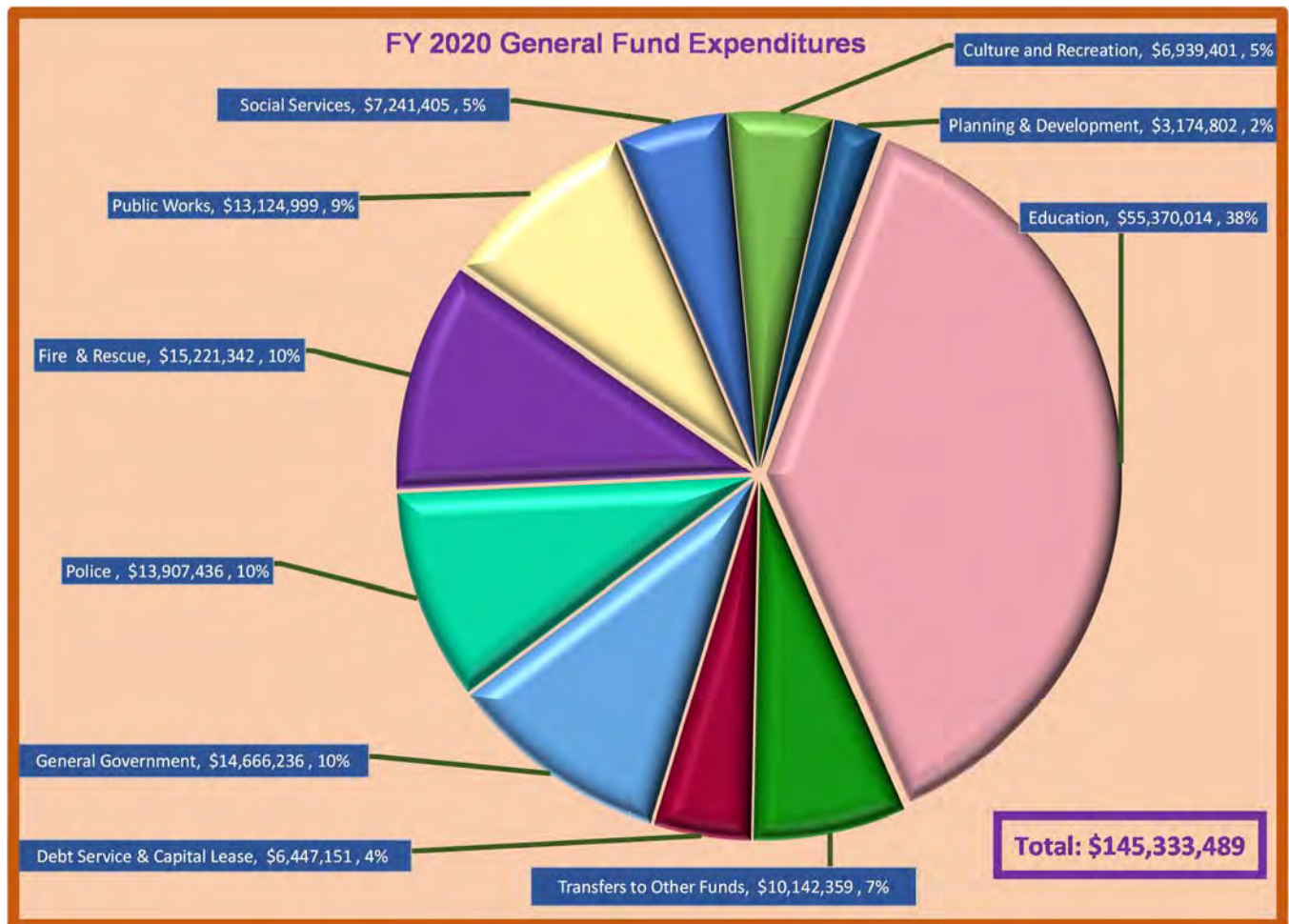
Note: Percentages may not total due to rounding; sums may differ immaterially due to rounding

The use of the Appropriated Fund Balance in the amount of \$608,423 is from the FY 2019 estimated Unassigned General Fund balance. The estimated ending Unassigned General Fund balance in FY 2020 is equal to 12.0 percent (\$16.8 million) of General Fund revenues.

General Fund Expenditures

Overview- General Fund

The City’s adopted General Fund expenditures are budgeted at \$145,333,489 for FY 2020. The largest spending category remains Education, followed by the Fire Department, General Government, Police Department, and Public Works. The “Transfers to Other Funds” category notes the General Fund transfers to the Capital Budget, Old Town Fund, Stormwater Fund, and Transportation Tax Fund.



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

General Fund Revenue and Expenditure Changes - FY 2019 to FY 2020

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

FY 2020 General Fund Expenditure Changes	
Increase / (Decrease) in Expenditures	\$ Change
Changes in Personnel Costs:	
COLA (2.6%)	\$ 774,090
Fringe (\$1.4m increase in City Retirement Plan)	1,661,877
FTE Additions (1.0 Project Manager and 0.5 Assistant Registrar)	117,232
Security Enhancements	185,000
Small Area Planning	700,000
County Contracts - Non Education	843,229
Fund Transfers (Storm .25¢, C&I 1.0¢)	377,121
All Other Changes	484,197
CIP Transfer	(784,454)
School Tuition	(1,000,000)
Total Increase / (Decrease) in Expenditures	\$ 3,358,291

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

FY 2020 General Fund Revenue Changes	
Increase / (Decrease) in Revenues	\$ Change
Real Estate Taxes (1.25¢ RE tax rate increase)	\$ 784,663
Sales Tax	706,458
Bank Franchise Tax	484,500
Interest on Investments	400,000
BPOL	253,755
C&I Taxes (1.0¢ increase)	204,870
Basic School Aid & State Sales Tax	203,737
Meals Tax	203,479
Personal Property Taxes	201,215
All Other Changes	112,308
Stormwater Tax (.25¢ increase)	195,583
Day Camps	125,000
Vehicle Rental Tax	121,200
Classroom Rentals	100,000
Use of Unassigned Fund Balance	(277,241)
Transfer from Old Town Fund	(275,702)
SAFER Grant funding for 3 Firefighters	(185,534)
Total Increase / (Decrease) in Revenues	\$ 3,358,291

Education

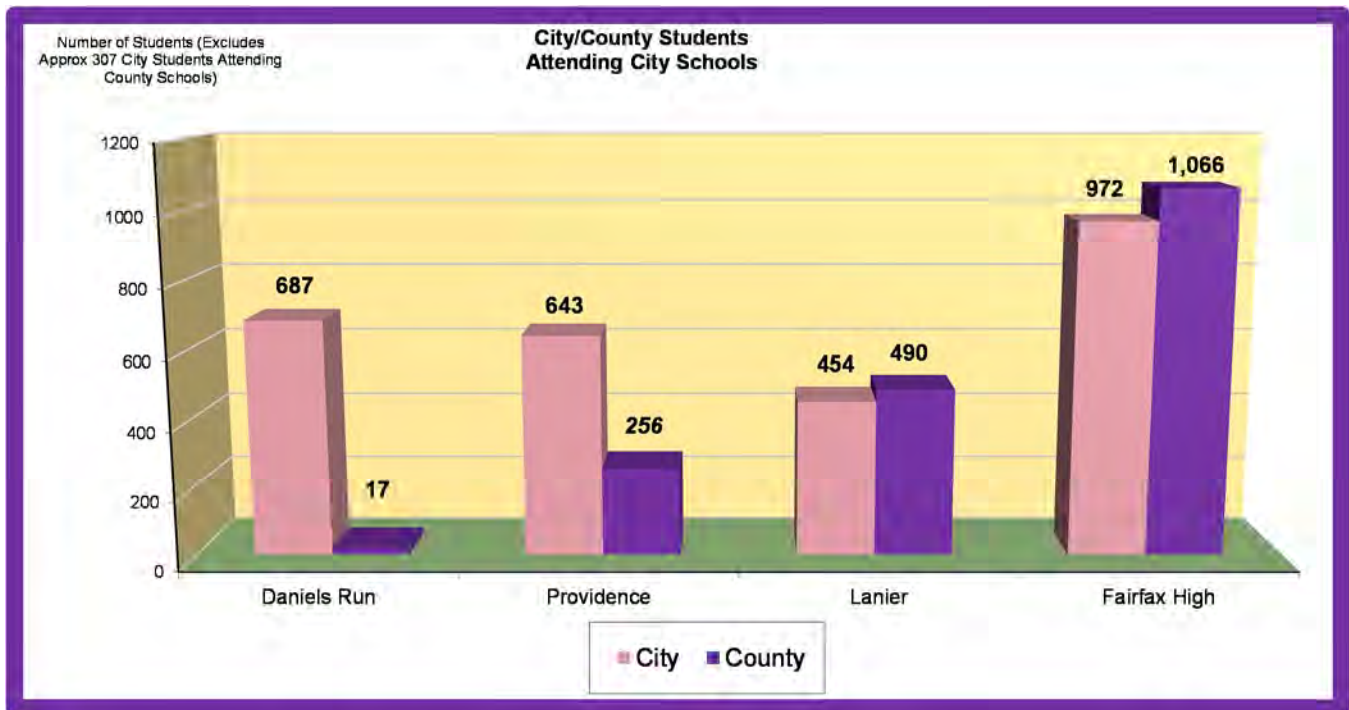
The total budget for the schools is \$55.4 million, a decrease of 1.0% (\$0.5 million). Administrative costs account for \$1.1 million, and combined debt/lease payments equate to \$6.0 million. The largest portion of this budget is the school tuition contract with Fairfax County Public Schools, budgeted at \$48.3 million, a decrease of \$1.0 million to the FY 2019 budget. The following chart highlights the historical costs associated with the school tuition contract.

Fiscal Year	Final Tuition Bill (excludes Classroom Rental Fee)	ADM
2020*	\$48,287,277	3,040
2019**	49,287,277	3,003
2018	47,500,899	3,079
2017	46,048,509	3,081
2016	45,300,452	3,125
2015	45,389,893	3,160
2014	44,029,716	3,078
2013	43,361,720	3,039
2012	40,392,677	3,046
2011	37,927,714	2,976
2010	37,380,696	2,905

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

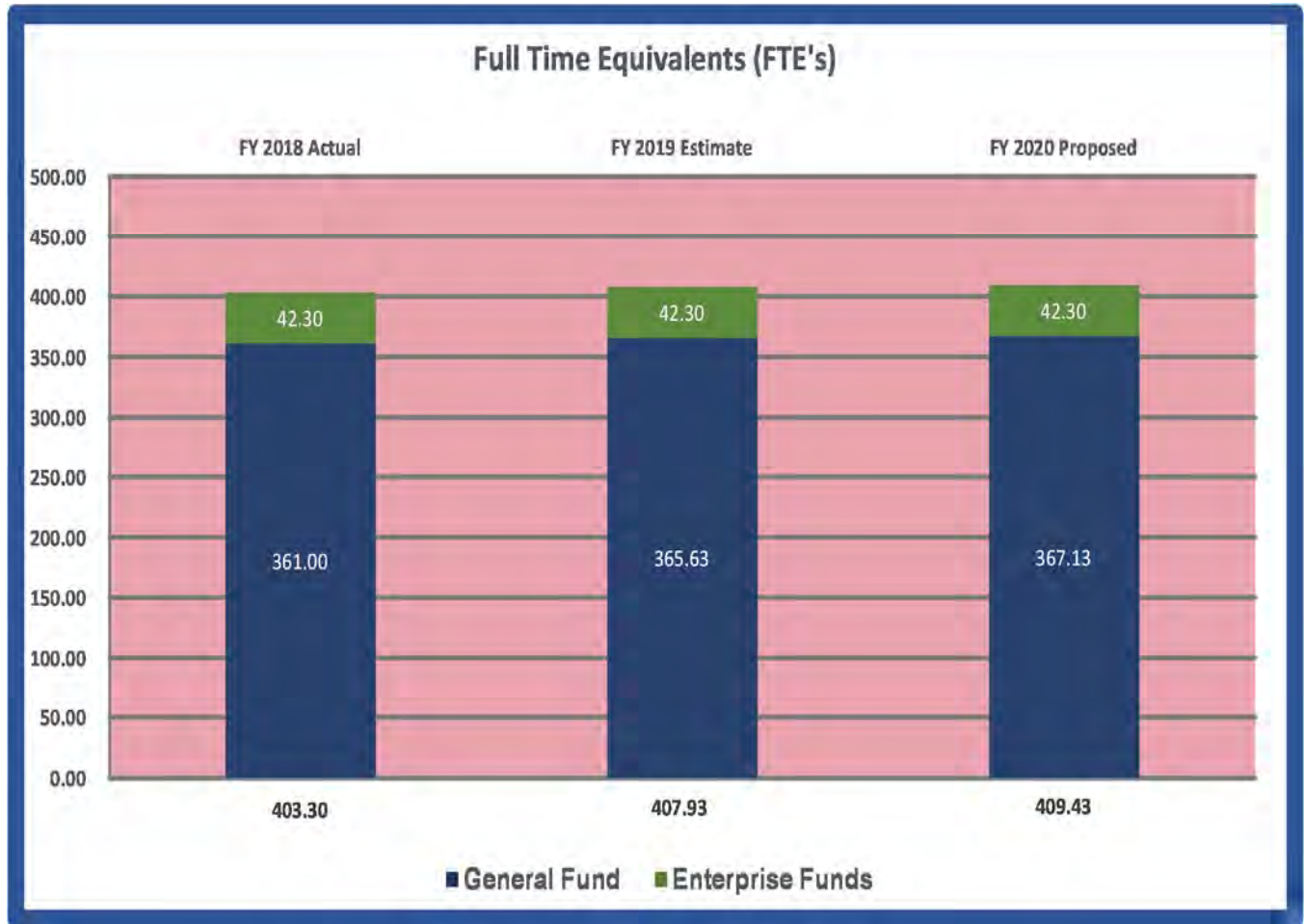
**Per FY 2019 Estimate

City students comprise a majority of the total population at both Daniels Run and Providence Elementary Schools at 97.6% and 71.5%, respectively. Lanier Middle School and Fairfax High School statistics note that City students represent 47.8% of their schools' populations.



Employees, Salaries and Fringe Benefits

The FY 2020 budget provides for a market adjustment (COLA) of 2.6%. Employee benefits remain unchanged; however FY 2020 retirement costs are projected to increase due to increases in health insurance and in the City’s contribution to its supplemental retirement plan (\$1.7 m).



For FY 2020, the City Council approved the following changes to staffing (excludes FY 2019 mid-year additions, 4.0 FTE’s):

<u>Department</u>	<u>Position</u>	<u>Full Time Equivalents (FTE’s)</u>
Electoral	Assistant Registrar	Convert from .5 to 1.0 FTE
Public Works Administration	Project Manager	Add Full-time, 1.0 FTE

Contract Services

Expenses for county and regional service contracts make up 40.4 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.

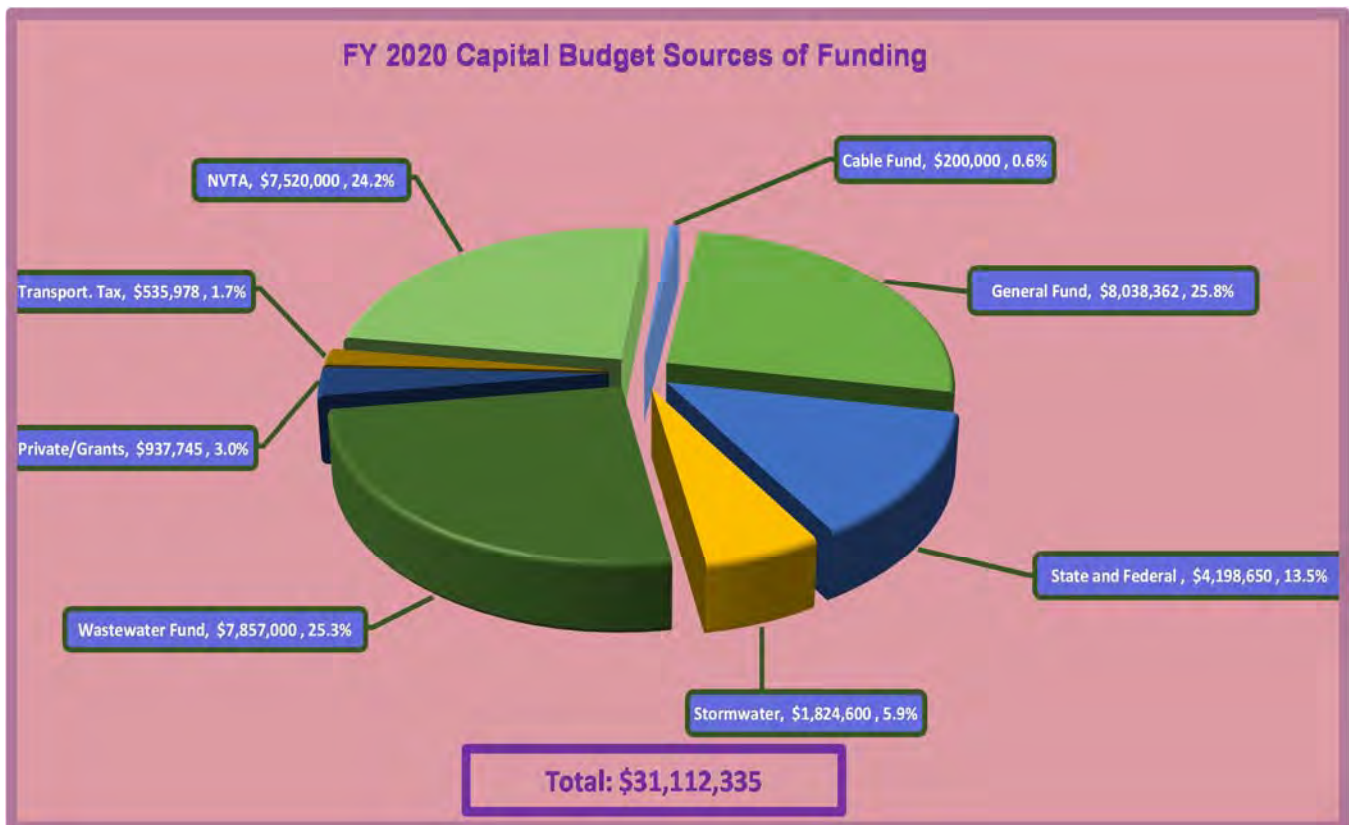
City-County and Regional Service Contracts				
	FY 2019 Budget	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
City-County Contracts:				
School Tuition Contract	\$ 49,287,277	\$ 48,287,277	\$ (1,000,000)	-2.03%
Library Services	833,996	897,376	63,380	7.60%
Joint Court Service	306,667	312,473	5,806	1.89%
Juvenile and Domestic Court	517,632	579,870	62,239	12.02%
Commonwealth Attorney	119,707	120,326	619	0.52%
Jail and Custody Service	1,910,869	2,011,611	100,742	5.27%
Fire & Rescue – Operations	164,000	194,000	30,000	18.29%
Refuse Disposal	372,000	384,400	12,400	3.33%
Extension - County Agent	48,809	35,000	(13,809)	-28.29%
Social Services	2,044,504	2,415,098	370,594	18.13%
Health Department	1,229,565	1,406,648	177,083	14.40%
Community Services Board	1,854,268	1,888,443	34,175	1.84%
Subtotal City-County Contracts	58,689,293	58,532,522	(156,771)	-0.27%
Regional Agencies:				
Council of Governments	26,170	27,478	1,308	5.00%
Health Systems Agency	2,350	2,350	-	0.00%
Area Agency on Aging	44,477	48,713	4,236	9.52%
Legal Services of NoVa	25,545	26,311	766	3.00%
NoVa Community College	1,771	2,391	620	35.01%
NoVa Regional Commission	19,176	19,572	396	2.07%
NoVa Regional Park Authority	45,670	46,025	355	0.78%
Volunteer Center	8,563	8,440	(123)	-1.44%
Subtotal Regional Agencies	173,722	181,280	7,558	4.35%
Total Contract Services	\$ 58,863,015	\$ 58,713,802	\$ (149,213)	-0.25%

Capital Fund

The adopted Capital Improvement Program for FY 2020 totals **\$31,112,335**. The chart below summarizes the City’s adopted FY 2020 capital improvement plan compared to the adopted FY 2019 program.

Category	FY 2019 Adopted	FY 2020 Adopted	Change	
			\$	%
Schools	\$ 210,500	\$ 941,745	\$ 731,245	347.38%
General Government	11,671,953	3,891,187	(7,780,766)	-66.66%
Recreation / Community Appearance	1,379,349	252,700	(1,126,649)	-81.68%
Environment	10,608,000	9,681,600	(926,400)	-8.73%
Transportation	12,812,751	16,345,103	3,532,352	27.57%
Total Capital Improvement Program	\$ 36,682,553	\$ 31,112,335	\$ (5,570,218)	-15.18%

In addition to the General Fund, support for the Capital Fund comes from the Wastewater Fund, Federal and State funds (including NVTA 70% funds available under HB 2331), the Cable Fund, privately donated funds, the Stormwater Fund, and the Transportation Tax Fund (includes NVTA 30% funds available under HB2331 and the Commercial and Industrial Tax). The following chart illustrates the sources of funding for the adopted Capital Budget in FY 2020; detailed information can be found in Section G of this budget.



Wastewater Fund

	FY 2018 Actual*	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Revenues	\$ 9,434,720	\$ 17,256,192	\$ 17,256,192	\$ 16,922,683
Expenditures	\$ 5,636,904	\$ 15,235,324	\$ 15,244,024	\$ 14,435,813
Rate Increase	10%	10%	10%	10%

* Actuals, as reflected in the City’s CAFR, are exclusive of financing activity.

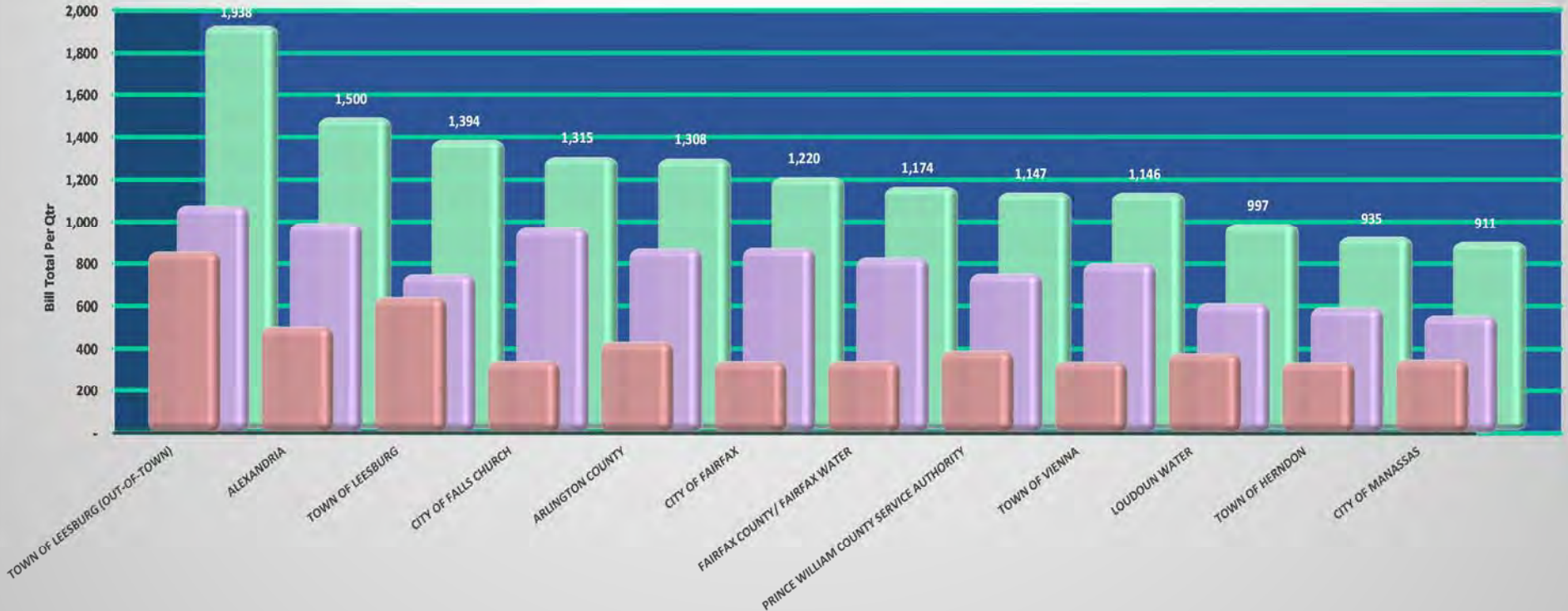
For FY 2020, a rate increase of 10.0 % has been adopted for the Wastewater Fund in order to keep pace with future operating, capital, and debt service costs as well as building the Wastewater Fund balance to industry recommended levels. In FY 2010, the City was officially notified of planned cost increases 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 Jr., Pollution Control Plant (wastewater treatment facility). This plant is subject to continuing stringent environmental standards to protect the Chesapeake Bay; 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 from FY 2020 through FY 2024 is projected to be approximately \$27.7 million. The City has successfully financed the first two phases of these costs and has established a payment schedule 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 2020 will require \$2,657,000 for continued wastewater conveyance maintenance to include GIS modeling, system evaluation, pipe relining, manhole rehabilitation and various other capital projects detailed in section G.

The three-year forecast for wastewater fee increases continues at 10.0% per year. These increases are primarily driven by needed infrastructure improvements, particularly at the Noman M. Cole Jr., Pollution Control Plant (wastewater treatment facility).

The chart on the following page is a comparison of the average quarterly residential cost for wastewater treatment by local jurisdiction.

FY20 Adopted Annual TOTAL RESIDENTIAL WATER & WASTEWATER BILLS (Based on 96 tgal of water consumed per year)



	Town of Leesburg (Out-of-Town)	Alexandria	Town of Leesburg	City of Falls Church	Arlington County	City of Fairfax	Fairfax County/ Fairfax Water	Prince William County Service Authority	Town of Vienna	Loudoun Water	Town of Herndon	City of Manassas
Water	859	506	644	344	435	344	344	393	342	381	339	352
Wastewater	1,079	995	751	972	873	876	831	754	804	616	596	559
Combined	1,938	1,500	1,394	1,315	1,308	1,220	1,174	1,147	1,146	997	935	911

Transit Fund

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Revenues:				
Local	\$ 432,755	\$ 479,200	\$ 479,200	\$ 479,200
GMU Contribution	750,000	750,000	750,000	750,000
NVTC	(161,533)	628,000	628,000	628,000
DRPT	-	3,402,500	3,402,500	-
Transfer from Transportation Tax Fund	1,681,987	1,984,698	2,057,726	2,148,275
Total Revenues	\$ 2,703,209	\$ 7,244,398	\$ 7,317,426	\$ 4,005,475
Expenditures:				
Operating Expenditures	\$ 3,975,143	\$ 3,841,898	\$ 3,899,617	\$ 4,020,784
DRPT transfer to NVTC Fund	-	3,402,500	3,402,500	-
Total Expenditures	\$ 3,975,143	\$ 7,244,398	\$ 7,302,117	\$ 4,020,784

The City/University/Energysaver (CUE) bus system provides an alternative transportation mode for City and area residents and George Mason University (GMU) students and faculty throughout the City and to and from GMU and Metro. The City has operated the CUE bus 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.

The adopted basic fare (cash or Smartrip) is \$1.75, which matches the Washington Metropolitan Area Transit Authority (WMATA) rate. GMU currently contributes \$750,000 annually to help offset the cost of student and faculty ridership. The chart above summarizes CUE’s financial results and projections. As directed by the Department of Rail and Public Transportation (DRPT) in FY 2014, Transit Fund revenues and expenditures reflect the pass through of funds from DRPT to the WMATA on the City’s behalf. CUE has not required a General Fund subsidy since FY 2012 because supplemental funding was made available from the Transportation Tax Fund.

Acknowledgements

The budget is the product of an intensive effort by staff in all City departments. Appreciation is expressed to David Hodgkins, Assistant City Manager / Director of Finance and Kerry Kidd, Budget Manager who have principal responsibility for the preparation of this document. Additional thanks go to Lyn Guzman, Sue Heath, Mike McCarthy, Melanie Crowder and 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.



Old Town Square Fountains

Budget Information Request

Copies of the FY 2020 Adopted Budget and FY 2020-2024 Capital Improvement Program (CIP) are available as follows:

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E-mail: romelyn.guzman@fairfaxva.gov

City website: <http://www.fairfaxva.gov/government/finance/budget>

2018 – 2020 Elected Officials

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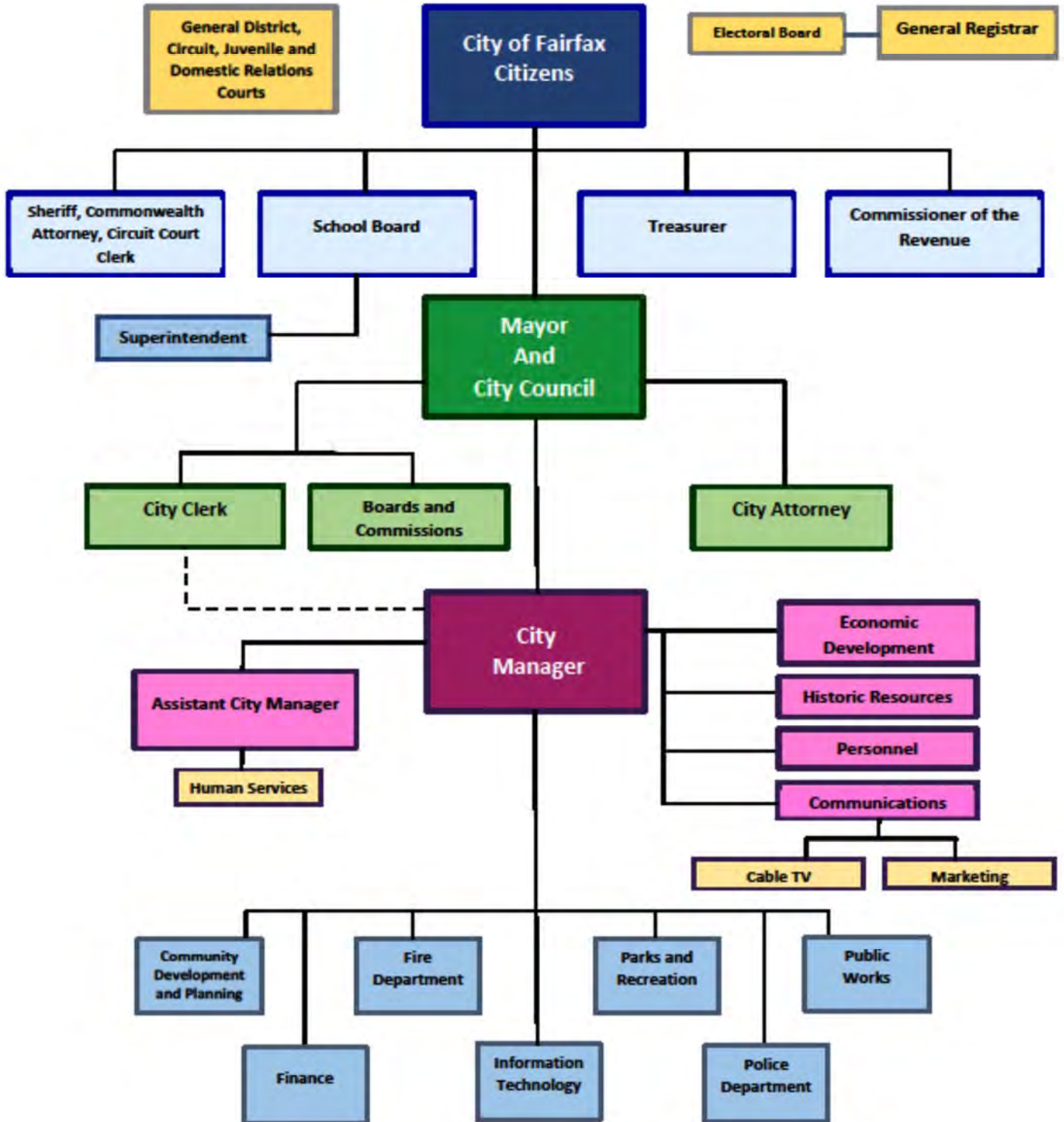
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BUDGET SUMMARY

City of Fairfax, Virginia Organizational Chart



Summary of Permanent Employee Positions

Department	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
City Clerk	1.50	1.50	1.50	1.50
Electoral Board	2.50	2.50	2.50	3.00
City Manager	2.50	2.50	2.50	2.50
Personnel	4.00	4.00	4.00	4.00
Communications	2.00	2.00	2.00	2.00
Cable TV	2.00	2.00	2.00	2.00
Information Technology	9.00	9.00	9.00	9.00
Printing & Office Supplies	1.00	1.00	1.00	1.00
Fleet Maintenance	12.00	12.75	12.75	12.75
Finance & Accounting	8.50	8.50	8.50	8.50
Real Estate Assessment	5.00	5.00	5.00	5.00
Treasurer	8.75	8.75	8.75	8.75
Commissioner of Revenue	9.00	9.00	9.00	9.00
Police Department	89.00	89.00	89.00	89.00
Fire Department	80.00	80.00	83.00	83.00
Public Works	78.95	78.95	78.45	79.45
Social Services	0.62	1.00	1.00	1.00
Parks & Recreation	20.88	20.88	20.88	20.88
Historic Resources	3.95	3.95	3.95	3.95
Community Development & Planning	16.50	17.00	16.50	16.50
Economic Development	1.50	2.50	2.50	2.50
Education	1.85	1.85	1.85	1.85
Total General Fund	361.00	363.63	365.63	367.13
Wastewater Fund	8.35	8.35	8.15	8.15
Transit Fund	33.25	33.25	33.45	33.45
Stormwater Fund	0.70	0.70	0.70	0.70
Total Enterprise Funds	42.30	42.30	42.30	42.30
Total All Funds	403.30	405.93	407.93	409.43

FY 2020 Adopted Budget – City of Fairfax, Virginia

City of Fairfax and Fairfax County Contracts

Contract	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
School Tuition Contract	\$ 47,500,899	\$ 49,287,277	\$ 48,722,277	\$ 48,287,277	\$ (1,000,000)	-2.03%
Library Services	816,123	833,996	862,862	897,376	63,380	7.60%
Joint Court Service	284,850	306,667	300,455	312,473	5,806	1.89%
Juvenile and Domestic Court	485,385	517,632	557,568	579,870	62,239	12.02%
Commonwealth Attorney	94,582	119,707	115,698	120,326	619	0.52%
Court Services and Custody	1,936,111	1,910,869	1,934,241	2,011,611	100,742	5.27%
Fire and Rescue - Operations	187,598	164,000	164,000	194,000	30,000	18.29%
Refuse Disposal	384,301	372,000	372,000	384,400	12,400	3.33%
Extension - County Agent	42,980	48,809	30,206	35,000	(13,809)	-28.29%
Community Services Board	1,776,119	1,854,268	1,854,268	1,888,443	34,175	1.84%
Social Services	2,123,197	2,044,504	2,053,664	2,415,098	370,594	18.13%
Health Services	1,235,339	1,229,565	1,352,546	1,406,648	177,083	14.40%
Total	\$ 56,867,484	\$ 58,689,293	\$ 58,319,784	\$ 58,532,522	\$ (156,771)	-0.27%

Category Summary

Education	47,500,899	49,287,277	48,722,277	48,287,277	(1,000,000)	-2.03%
Non Education	9,366,585	9,402,016	9,597,507	10,245,245	843,229	8.97%
Total	\$ 56,867,484	\$ 58,689,293	\$ 58,319,784	\$ 58,532,522	\$ (156,771)	-0.27%

FY 2020 Adopted Budget – City of Fairfax, Virginia

Combined Statement of Revenues and Expenditures - All Funds

Category	General Fund	Capital Funds*	Wastewater Fund	Transit Fund	Total
Revenues:					
General Property Tax	\$ 83,682,991				\$ 83,682,991
Other Local Taxes	36,516,264				36,516,264
Licenses, Permits & Fees	1,594,687				1,594,687
Fines & Forfeitures	1,460,660				1,460,660
Use of Money & Property	3,400,000		475,000		3,875,000
Charges for Services	3,906,456		8,590,683	479,200	12,976,339
Miscellaneous Revenue	185,372				185,372
State and Federal Aid	12,841,252	4,468,650		1,378,000	18,687,902
Transfers from Other Funds		7,045,395		2,148,275	9,193,670
Other Funding Sources	1,137,384	937,745	7,857,000		9,932,129
Use of Surplus/Appropriated Fund Bal	608,423				608,423
Total Revenue	\$ 145,333,489	\$ 12,451,790	\$ 16,922,683	\$ 4,005,475	\$ 178,713,436
Expenditures:					
Legislative	\$ 429,636				\$ 429,636
Judicial Administration	3,082,720				3,082,720
Electoral Board	402,775				402,775
General & Financial	10,751,106				10,751,106
Police Department	13,907,436				13,907,436
Fire & Rescue	15,221,342				15,221,342
Public Works	13,124,999				13,124,999
Social Services	7,241,405				7,241,405
Culture & Recreation	6,939,401				6,939,401
Community Development & Planning	3,174,802				3,174,802
Debt Service	1,153,605		1,868,344		3,021,949
Education	55,370,014				55,370,014
Interest & Uses - Capital Leases	5,293,546				5,293,546
Other Non-Departmental	(901,656)				(901,656)
Utility Service			4,710,469		4,710,469
Transit Service				4,020,784	4,020,784
Capital Projects	5,708,362	10,498,858	7,857,000		24,064,220
Transfer to Other Funds	4,433,997	(4,433,997)			-
Total Expenditures	\$ 145,333,489	\$ 6,064,860	\$ 14,435,813	\$ 4,020,784	\$ 169,854,947

Notes:

* Capital Funds also includes the Cable Fund, Old Town Fund, Transportation Tax Fund, and Stormwater Fund

FY 2020 Adopted Budget – City of Fairfax, Virginia

Projected Fund / Cash Balance - All Funds				
	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
General Fund				
Beginning Fund Balance	\$ 16,931,385	\$ 16,922,756	\$ 18,087,673	\$ 17,877,223
Surplus / Appropriated Fund Balance	-	885,664	210,450	608,423
Revenues - Non Fund Balance	139,071,012	141,089,534	141,985,400	144,725,066
Total Revenues	139,071,012	141,975,198	142,195,850	145,333,489
Expenditures	138,920,006	141,975,198	142,195,850	145,333,489
Encumbrances	1,005,282	-	-	(435,000)
Ending Fund Balance - Unassigned	\$ 18,087,673	\$ 16,037,092	\$ 17,877,223	\$ 16,833,799
Wastewater Fund				
Beginning Cash Balance	\$ 13,315,995	\$ 15,137,447	\$ 9,909,365	\$ 11,921,533
Revenues	9,434,720	17,256,192	17,256,192	16,922,683
Expenses	5,636,904	15,235,324	15,244,024	14,435,813
Adjustments for accrual activity	(7,204,446)	-	-	-
Ending Cash Balance	\$ 9,909,365	\$ 17,158,315	\$ 11,921,533	\$ 14,408,403
Transit Fund				
Beginning Cash Balance	\$ 3	\$ 18,387	\$ -	\$ 15,309
Revenues	2,703,209	7,244,398	7,317,426	4,005,475
Expenses	3,975,143	7,244,398	7,302,117	4,020,784
General Fund Transfer	1,271,931	-	-	-
Ending Cash Balance	\$ -	\$ 18,387	\$ 15,309	\$ -
Stormwater Fund				
Beginning Fund Balance	\$ 717,688	\$ 707,133	\$ 1,147,711	\$ 1,144,019
Revenues	1,762,274	1,664,312	1,754,374	1,859,895
Expenses	1,332,251	1,758,066	1,758,066	1,920,202
Less: Committed Fund Balance	-	(613,379)	-	(1,083,712)
Ending Fund Balance	\$ 1,147,711	\$ -	\$ 1,144,019	\$ -
Old Town Fund				
Beginning Fund Balance	\$ 603,486	\$ 319,889	\$ 370,520	\$ 7,146
Revenues	202,438	203,710	210,336	215,671
Expenses	435,404	413,710	573,710	200,000
Less: Committed Fund Balance	-	-	-	-
Ending Fund Balance	\$ 370,520	\$ 109,889	\$ 7,146	\$ 22,816
Transportation Tax Fund				
Beginning Fund Balance	\$ 5,764,076	\$ 7,674,952	\$ 7,352,434	\$ 9,070,118
Revenues	4,715,345	4,659,124	4,840,410	4,763,829
Expenses	3,126,987	3,049,698	3,122,726	3,042,261
Ending Fund Balance	\$ 7,352,434	\$ 9,284,378	\$ 9,070,118	\$ 10,791,687
Cable TV Fund				
Beginning Fund Balance	\$ 612,250	\$ 613,250	\$ 546,829	\$ 522,829
Revenues	226,352	216,000	216,000	206,000
Expenses	291,773	240,000	240,000	200,000
Less: Committed Fund Balance	-	-	-	-
Ending Fund Balance	\$ 546,829	\$ 589,250	\$ 522,829	\$ 528,829

Comments on Projected Fund Balance - All Funds

General Fund:

The City projects balanced budgets in the adopted FY 2020 budget, which is largely the result of revenues generated by an improvement in Real Estate values, an increase in School State Aid, an increase in Classroom Rental Fee and a substantial decrease in school tuition. Surplus unassigned fund balance in the amount of \$608,423 will be used in FY 2020 to balance the General Fund budget. The result is a projected ending fund balance for June 30, 2020 of \$16.8m (12.0% of General Fund revenues).

Water & Wastewater Funds:

In FY 2008 and FY 2011, the City financed \$5.0m and \$24.0m respectively in bond financing for water and wastewater capital projects. The debt financing was structured to meet the City's water and wastewater capital needs and help grow cash reserves to industry recommended levels. After the sale of the City's water treatment plant and related assets to Loudoun Water in January 2014, the remaining balance due on the 2008 financing was paid off with a portion of the resulting proceeds. The remaining balance on the 2011 financing was refinanced and transferred to the Wastewater Fund as a revenue bond, supported by the cash flows of the Wastewater Fund.

In concert with the City's financial advisors, annual wastewater rate increases are recommended for the foreseeable future. As such, the FY 2019 adopted budget included a recommended 10% rate increase as does the FY 2020 adopted budget for the Wastewater Fund. The Wastewater Fund rate increase is necessary due to additional costs associated with the City's mandated portion of capital improvements at the Noman M. Cole Jr., Pollution Control Plant (wastewater treatment facility) and improvement projects for the collection system as well as the increased debt service on the 2011 financing.

City of Fairfax water customers became retail water customers of Fairfax Water in January 2014 when the City bought into Fairfax Water's system and sold its water utility assets to Fairfax Water and Loudoun Water; the City's Water Utility effectively ceased operations at that time and was not included in the FY 2016 budget and thereafter.

Transit Fund:

This fund maintains a minimal cash balance. The transit system operates at a deficit, requiring transfers from the State and the Transportation Tax Fund.

Stormwater Fund:

The FY 2020 adopted budget reflects 3.0¢, an increase of 0.25¢, (equivalent to approximately \$1.8m) on the real estate tax rate dedicated to fund stormwater projects. Expenditures of \$1.8m have been approved for improvements relating to stormwater infrastructure.

Comments on Projected Fund Balance - All Funds (continued)

Old Town Fund:

This fund was established to fund services and City initiated commercial projects in the Old Town District. The City Council established the Old Town Service District in 2000 which levies special assessment taxes against properties located in Old Town Fairfax; the sunset date for the Old Town Service District is June 30, 2020. The special district tax rate is 6¢ per \$100 of assessed value of real property and improvements.

Transportation Tax Fund:

The City Council established the Transportation Tax Fund as part of the FY 2010 Adopted Budget, which levied an additional 8 cents per \$100 of assessed value on all commercial and industrial properties, located in the City of Fairfax. During the FY 2011 budget process, this rate was reduced by 2.5 cents from 8 to 5.5 cents per \$100 of assessed value. The rate increased to 9.5¢ per \$100 of assessed value for FY 2017, and 10.5¢ per \$100 of assessed value for FY 2018 and 11.5¢ per \$100 of assessed value for FY 2019. For FY 2020 the adopted rate increases to 12.5¢ 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 levying the additional commercial tax. The revenue collected by the jurisdiction imposing this tax and any fund balance carried forward is to be used solely for transportation projects. A preliminary set of projects has been approved by the City Council and are currently in the design and right-of-way acquisition phase.

HB 2313, as amended by the Governor went into effect July 1, 2013. The bill contains statewide and regional revenue components that will provide roughly \$840 million annually for transportation funding by FY 2020, as well as a regional component for Northern Virginia which will provide another \$300 - \$350 million annually.

The additional revenue generated for Northern Virginia will result from the state imposing an additional state sales tax of 0.7%, an additional 2.0% state transient occupancy tax, and an additional state recordation fee equal to \$0.15 per \$100 of the value of the real property for which the deed, instrument, or writing is being recorded. The additional revenues are deposited into a Northern Virginia Transportation Authority Fund, with 30% of the funds being distributed to the member localities for use on transportation projects, and the remainder to be used for regional transportation projects. The 30% allocation will be distributed to the individual localities provided that locality imposes its commercial/industrial tax at the maximum rate of 12.5¢ per \$100 of assessed value (or dedicated an equal amount of revenue from an alternate source). In general, the revenue allocated to each jurisdiction may be used for (1) transportation projects which increase capacity and (2) costs related to transit (i.e. CUE expenses).

FY 2020 Adopted Budget – City of Fairfax, Virginia

All Funds Summary - Revenues

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
General Fund Revenues				
General Property Tax	\$ 79,404,285	\$ 82,436,156	\$ 81,803,727	\$ 83,682,991
Other Local Taxes	35,262,214	34,983,895	35,809,313	36,516,264
Licenses, Permits & Fees	1,678,675	1,569,644	1,715,086	1,594,687
Fines & Forfeitures	1,408,265	1,500,444	1,374,544	1,460,660
Use of Money & Property	2,741,250	2,884,005	3,376,774	3,400,000
Charges for Services	3,744,262	3,527,759	3,722,473	3,906,456
Miscellaneous Revenue	166,968	223,900	184,544	185,372
State and Federal Aid	13,382,207	12,610,316	12,624,918	12,841,252
Other Financing Sources	1,282,886	1,353,415	1,374,022	1,137,384
Appropriated Fund Balance	-	885,664	210,450	608,423
Total General Fund Revenues	139,071,012	141,975,198	142,195,850	145,333,489
Wastewater				
Operating Revenue	7,061,604	7,514,257	7,514,257	8,265,683
Availability Charges	1,781,699	325,000	325,000	325,000
Other Revenues	591,417	473,935	473,935	475,000
Other Financing Sources	-	8,943,000	8,943,000	7,857,000
Total Wastewater	9,434,720	17,256,192	17,256,192	16,922,683
Transit				
Daily Receipts	428,102	475,000	475,000	475,000
Miscellaneous	4,653	4,200	4,200	4,200
State Revenues (NVTC)	(161,533)	628,000	628,000	628,000
DRPT Revenues	-	3,402,500	3,402,500	-
George Mason University	750,000	750,000	750,000	750,000
Transfers In	1,681,987	1,984,698	2,057,726	2,148,275
General Fund Support	-	-	-	-
Total Transit	2,703,209	7,244,398	7,317,426	4,005,475
Other Funds				
Stormwater Fund	1,762,274	1,664,312	1,754,374	1,859,895
Transportation Tax Fund	4,715,345	4,659,124	4,840,410	4,763,829
Old Town Fund	202,438	203,710	210,336	215,671
Cable Fund	226,352	216,000	216,000	206,000
Capital Fund (outside sources)	26,982,121	6,593,011	21,085,598	5,406,395
Total Other Funds	33,888,530	13,336,157	28,106,718	12,451,790
Total Revenues	\$ 185,097,471	\$ 179,811,945	\$ 194,876,186	\$ 178,713,436

Totals may vary due to immaterial rounding

FY 2020 Adopted Budget – City of Fairfax, Virginia

All Funds Summary - Expenditures				
	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
General Fund Expenditures				
Legislative	\$ 322,224	\$ 323,214	\$ 357,767	\$ 429,636
Judicial Administration	2,849,197	2,912,934	2,966,401	3,082,720
Electoral Board	291,973	357,098	353,524	402,775
General & Financial	9,773,569	10,103,470	10,308,730	10,751,106
Police Department	11,917,359	13,344,945	13,242,737	13,907,436
Fire & Rescue	13,834,689	14,956,404	14,941,162	15,221,342
Public Works	12,213,709	12,401,873	12,263,966	13,124,999
Social Services	6,428,426	6,547,906	6,663,630	7,241,405
Culture & Recreation	6,427,355	6,627,201	6,745,506	6,939,401
Community Development & Planning	2,393,712	2,701,828	2,523,029	3,174,802
Debt Service	1,607,798	1,602,526	1,602,526	1,153,605
Education	54,473,906	55,910,971	55,345,971	55,370,014
Interest and Uses - Capital Leases	4,510,270	5,067,412	5,067,412	5,293,546
Other Non Departmental	289,618	(1,432,278)	(1,142,530)	(901,656)
Fund Transfers	11,586,202	10,549,693	10,956,019	10,142,359
Total General Fund Expenditures	138,920,007	141,975,198	142,195,850	145,333,489
Wastewater				
County Wastewater Contract	2,006,913	2,271,992	2,271,992	2,499,192
Capital Improvements	335,801	8,943,000	8,943,000	7,857,000
Line Maintenance	1,046,502	1,116,042	1,116,042	1,122,751
Administration & Engineering	942,465	1,034,226	1,042,926	1,088,526
Debt Service	1,305,223	1,870,064	1,870,064	1,868,344
Total Wastewater	5,636,904	15,235,324	15,244,024	14,435,813
Transit	3,975,143	7,244,398	7,302,117	4,020,784
Other Funds				
Stormwater Fund	1,332,251	1,758,066	1,758,066	1,920,202
Transportation Tax Fund	3,126,987	3,049,698	3,122,726	3,042,261
Old Town Fund	100,876	413,710	573,710	200,000
Cable Fund	291,773	240,000	240,000	200,000
Capital Funding (outside sources)	26,982,121	6,078,011	14,972,275	5,136,395
Total Other Funds	31,834,008	11,539,485	20,666,777	10,498,858
Less Fund Transfers	(3,881,397)	(4,056,877)	(4,263,203)	(4,433,997)
Total Expenditures	\$ 176,484,664	\$ 171,937,528	\$ 181,145,565	\$ 169,854,946

Totals may vary due to immaterial rounding

FY 2020 Adopted Budget – City of Fairfax, Virginia

General Fund - Summary of Revenues and Expenditures

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Revenues				
General Property Tax	\$ 79,404,285	\$ 82,436,156	\$ 81,803,727	\$ 83,682,991
Other Local Taxes	35,262,214	34,983,895	35,809,313	36,516,264
Licenses, Permits & Fees	1,678,675	1,569,644	1,715,086	1,594,687
Fines & Forfeitures	1,408,265	1,500,444	1,374,544	1,460,660
Use of Money & Property	2,741,250	2,884,005	3,376,774	3,400,000
Charges for Services	3,744,262	3,527,759	3,722,473	3,906,456
Miscellaneous Revenue	166,968	223,900	184,544	185,372
State and Federal Aid	13,382,207	12,610,316	12,624,918	12,841,252
Other Financing Sources	1,282,886	1,353,415	1,374,022	1,137,384
Use of Surplus/Appropriated Fund Bal	-	885,664	210,450	608,423
Total Revenues	\$ 139,071,012	\$ 141,975,198	\$ 142,195,850	\$ 145,333,489
Expenditures				
Legislative	\$ 322,224	\$ 323,214	\$ 357,767	\$ 429,636
Judicial Administration	2,849,197	2,912,934	2,966,401	3,082,720
Electoral Board	291,973	357,098	353,524	402,775
General & Financial	9,773,569	10,103,470	10,308,730	10,751,106
Police Department	11,917,359	13,344,945	13,242,737	13,907,436
Fire & Rescue	13,834,689	14,956,404	14,941,162	15,221,342
Public Works	12,213,709	12,401,873	12,263,966	13,124,999
Social Services	6,428,426	6,547,906	6,663,630	7,241,405
Culture & Recreation	6,427,355	6,627,201	6,745,506	6,939,401
Community Development & Planning	2,393,712	2,701,828	2,523,029	3,174,802
Debt Service	1,607,798	1,602,526	1,602,526	1,153,605
Education	54,473,906	55,910,971	55,345,971	55,370,014
Interest and Uses - Capital Leases	4,510,270	5,067,412	5,067,412	5,293,546
Other Non Departmental	289,618	(1,432,278)	(1,142,530)	(901,656)
Transfer to CIP	7,704,805	6,492,816	6,692,816	5,708,362
Transfer to Stormwater	1,619,854	1,664,312	1,754,374	1,824,600
Transfer to Old Town Dist.	202,438	203,710	210,336	215,671
Transfer to Trans. R/E Tax Fund	2,059,105	2,188,856	2,298,494	2,393,727
Total Expenditures	\$ 138,920,007	\$ 141,975,198	\$ 142,195,850	\$ 145,333,489

FY 2020 Adopted Budget – City of Fairfax, Virginia

City of Fairfax, Virginia - General Fund Budget Review by Category

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Revenues				
Real Estate Revenues	\$ 67,638,721	\$ 70,156,156	\$ 69,525,477	\$ 71,215,320
Personal Property	11,765,563	12,280,000	12,278,250	12,467,671
Other Local Taxes	35,262,214	34,983,895	35,809,313	36,516,264
Licenses, Permits, and Fees	1,678,675	1,569,644	1,715,086	1,594,687
Fines and Forfeitures	1,408,265	1,500,444	1,374,544	1,460,660
Use of Money and Property	2,741,250	2,884,005	3,376,774	3,400,000
Charges for Services	3,744,262	3,527,759	3,722,473	3,906,456
Miscellaneous Revenue	166,968	223,900	184,544	185,372
State Revenue	12,116,884	12,096,083	12,115,423	12,514,077
Federal Revenue	1,265,322	514,233	509,495	327,175
Other Financing Sources	1,282,886	1,353,415	1,374,022	1,137,384
Appropriated Fund Balance	-	885,664	210,450	608,423
Total Revenues	\$ 139,071,012	\$ 141,975,198	\$ 142,195,850	\$ 145,333,489
Expenditures				
Compensation	\$ 33,696,203	\$ 34,200,686	\$ 34,192,268	\$ 34,798,567
Fringe Benefits	12,313,777	14,004,379	13,990,496	15,666,256
Non Education County Contracts	9,366,585	9,402,016	9,597,507	10,245,245
Transfer to Other Funds (Storm, DT, Trans Tax)	3,881,397	4,056,877	4,263,203	4,433,997
Senior Tax Relief	1,013,127	1,100,000	1,020,000	1,095,000
Education:				
Tuition Contract	47,500,899	49,287,277	48,722,277	48,287,277
School Debt Service	5,907,608	4,514,102	4,514,102	5,422,528
School Capital Lease	173,215	1,122,564	1,122,564	561,934
General Debt Service	1,607,798	1,602,526	1,602,526	1,153,605
General Capital Lease	4,483,390	5,067,412	5,067,412	5,293,546
Capital Budget - GF Transfer	7,704,805	6,492,816	6,692,816	5,708,362
Other (Contracts, Fuels, Utilities, Supplies, etc.)	11,271,202	11,124,543	11,410,679	12,667,170
Total Expenditures	\$ 138,920,006	\$ 141,975,198	\$ 142,195,850	\$ 145,333,489

FY 2020 Adopted Budget – City of Fairfax, Virginia

General Fund Expenditure Summary by Cost Center

Agency Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Legislative						
City Council	\$ 135,945	\$ 127,139	\$ 160,364	\$ 221,397	\$ 94,258	74.14%
City Clerk	<u>186,279</u>	<u>196,076</u>	<u>197,404</u>	<u>208,239</u>	<u>12,164</u>	<u>6.20%</u>
Total Legislative	\$ 322,224	\$ 323,214	\$ 357,767	\$ 429,636	\$ 106,422	32.93%
Judicial Administration						
General District Court	\$ 48,269	\$ 58,060	\$ 58,440	\$ 58,440	\$ 380	0.65%
Joint Court Service	284,850	306,667	300,455	312,473	5,806	1.89%
Juvenile & Domestic Court	485,385	517,632	557,568	579,870	62,239	12.02%
Commonwealth Attorney	94,582	119,707	115,698	120,326	619	0.52%
Court Services & Custody	<u>1,936,111</u>	<u>1,910,869</u>	<u>1,934,241</u>	<u>2,011,611</u>	<u>100,742</u>	<u>5.27%</u>
Total Judicial Administration	\$ 2,849,197	\$ 2,912,934	\$ 2,966,401	\$ 3,082,720	\$ 169,785	5.83%
Electoral Board						
Electoral Board	\$ 291,973	\$ 357,098	\$ 353,524	\$ 402,775	\$ 45,677	12.79%
General & Financial						
City Manager	\$ 485,018	\$ 504,953	\$ 695,672	\$ 517,876	\$ 12,923	2.56%
Economic Development	537,985	725,214	725,214	983,731	258,518	35.65%
City Attorney	635,341	472,700	472,250	514,758	42,058	8.90%
Public Audit of Accounts	103,706	75,464	82,764	86,688	11,224	14.87%
Personnel	718,220	774,192	823,406	849,607	75,415	9.74%
Communications	346,058	431,312	394,659	407,732	(23,579)	-5.47%
Cable TV	269,280	329,307	321,973	329,622	315	0.10%
Risk Management	382,736	294,972	288,165	316,439	21,467	7.28%
Telephone	84,506	90,909	75,909	77,922	(12,987)	-14.29%
Information Technology	2,183,766	2,113,339	2,103,023	2,175,756	62,417	2.95%
Printing & Office Supplies	228,974	257,783	253,485	257,196	(587)	-0.23%
Fleet Maintenance	10,538	-	-	-	-	0.00%
Finance	916,229	950,744	996,453	1,001,674	50,930	5.36%
Real Estate	671,425	717,713	715,193	751,582	33,869	4.72%
Treasurer	940,788	1,002,104	996,050	1,034,127	32,023	3.20%
Commissioner of Revenue	1,088,621	1,174,364	1,175,014	1,248,044	73,680	6.27%
Retirement Expenses	151,751	163,400	169,500	178,350	14,950	9.15%
Pool Maintenance	<u>18,628</u>	<u>25,000</u>	<u>20,000</u>	<u>20,000</u>	<u>(5,000)</u>	<u>-20.00%</u>
Total General and Financial	\$ 9,773,569	\$ 10,103,470	\$ 10,308,730	\$ 10,751,106	\$ 647,635	6.41%
Police						
Police Administration	\$ 1,397,188	\$ 1,712,002	\$ 1,699,002	\$ 1,840,815	\$ 128,813	7.52%
Technical Services	4,275,717	4,572,650	4,541,027	4,605,174	32,524	0.71%
Field Operations	<u>6,244,454</u>	<u>7,060,294</u>	<u>7,002,708</u>	<u>7,461,448</u>	<u>401,154</u>	<u>5.68%</u>
Total Police	\$ 11,917,359	\$ 13,344,945	\$ 13,242,737	\$ 13,907,436	\$ 562,491	4.22%

FY 2020 Adopted Budget – City of Fairfax, Virginia

General Fund Expenditure Summary by Cost Center

Agency Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Fire & Rescue						
Administration	\$ 1,545,689	\$ 1,657,339	\$ 1,695,159	\$ 1,883,429	\$ 226,090	13.64%
Fire Operations	10,491,415	11,289,139	11,247,577	11,403,070	113,931	1.01%
Code Administration	<u>1,797,585</u>	<u>2,009,926</u>	<u>1,998,426</u>	<u>1,934,843</u>	<u>(75,083)</u>	<u>-3.74%</u>
Total Fire & Rescue	\$ 13,834,689	\$ 14,956,404	\$ 14,941,162	\$ 15,221,342	\$ 264,937	1.77%
Public Works						
Asphalt & Concrete Maint.	\$ 2,157,412	\$ 2,254,117	\$ 2,190,655	\$ 2,407,601	\$ 153,484	6.81%
Snow Removal	446,490	387,620	387,620	456,819	69,199	17.85%
Storm Drainage	852,512	918,423	903,423	948,720	30,297	3.30%
Signs, Signal, and Lighting	2,063,480	2,160,099	2,144,599	2,219,571	59,472	2.75%
Refuse Collection	2,860,641	2,897,803	2,805,241	3,070,230	172,427	5.95%
Facility Maintenance	1,656,851	1,660,198	1,645,198	1,673,330	13,131	0.79%
R.O.W. & Grounds	1,166,060	1,120,042	1,120,042	1,181,496	61,454	5.49%
Administration	<u>1,010,264</u>	<u>1,003,570</u>	<u>1,067,187</u>	<u>1,167,231</u>	<u>163,661</u>	<u>16.31%</u>
Total Public Works	\$ 12,213,709	\$ 12,401,873	\$ 12,263,966	\$ 13,124,999	\$ 723,126	5.83%
Social Services						
Health Department	\$ 1,235,339	\$ 1,229,565	\$ 1,352,546	\$ 1,406,648	\$ 177,083	14.40%
Commission for Women	1,204	2,250	2,250	2,350	100	4.44%
Community Services Board	1,776,119	1,854,268	1,854,268	1,888,443	34,175	1.84%
Tax Relief	1,013,127	1,100,000	1,020,000	1,095,000	(5,000)	-0.45%
Human Services Coordinator	128,002	144,610	216,410	226,237	81,627	56.45%
Social Services	2,231,655	2,168,404	2,187,950	2,587,727	419,323	19.34%
County Agent	<u>42,980</u>	<u>48,809</u>	<u>30,206</u>	<u>35,000</u>	<u>(13,809)</u>	<u>-28.29%</u>
Total Social Services	\$ 6,428,426	\$ 6,547,906	\$ 6,663,630	\$ 7,241,405	\$ 693,500	10.59%
Culture and Recreation						
Administration	\$ 2,258,961	\$ 2,393,135	\$ 2,409,548	\$ 2,486,284	\$ 93,149	3.89%
Special Events	723,377	745,861	776,966	800,405	54,544	7.31%
Facilities	583,789	583,882	610,065	619,261	35,379	6.06%
Park/Ballfield Maintenance	1,390,354	1,401,007	1,416,745	1,434,786	33,779	2.41%
Library	816,123	833,996	862,862	897,376	63,380	7.60%
Historic Resources	<u>654,751</u>	<u>669,320</u>	<u>669,320</u>	<u>701,289</u>	<u>31,969</u>	<u>4.78%</u>
Total Culture and Recreation	\$ 6,427,355	\$ 6,627,201	\$ 6,745,506	\$ 6,939,401	\$ 312,200	4.71%
Community Development and Planning						
Planning & Design Review	\$ 1,379,199	\$ 1,686,853	\$ 1,398,722	\$ 1,988,195	\$ 301,342	17.86%
Current Planning	<u>1,014,513</u>	<u>1,014,976</u>	<u>1,124,306</u>	<u>1,186,607</u>	<u>171,631</u>	<u>16.91%</u>
Total CD & P	\$ 2,393,712	\$ 2,701,828	\$ 2,523,029	\$ 3,174,802	\$ 472,973	17.51%

FY 2020 Adopted Budget – City of Fairfax, Virginia

General Fund Expenditure Summary by Cost Center

Agency Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Education						
School Board	\$ 899,064	\$ 967,028	\$ 967,028	\$ 1,078,275	\$ 111,246	11.50%
Tuition	47,500,899	49,287,277	48,722,277	48,287,277	(1,000,000)	-2.03%
Capital Outlay	20,000	20,000	20,000	20,000	-	0.00%
School - Interest on Leases	74,391	159,064	159,064	86,664	(72,399)	-45.52%
School - Uses from Leases	98,824	963,500	963,500	475,270	(488,230)	-50.67%
School Debt Service	<u>5,880,728</u>	<u>4,514,102</u>	<u>4,514,102</u>	<u>5,422,528</u>	<u>908,426</u>	<u>20.12%</u>
Total Education	\$ 54,473,906	\$ 55,910,971	\$ 55,345,971	\$ 55,370,014	\$ (540,957)	-0.97%
Debt Service						
General Debt Service	\$ 1,607,798	\$ 1,602,526	\$ 1,602,526	\$ 1,153,605	\$ (448,921)	-28.01%
Non-Departmental						
Interest on Leases	\$ 1,736,501	\$ 1,841,390	\$ 1,841,390	\$ 1,829,804	\$ (11,587)	-0.63%
Uses From Leases	2,773,769	3,226,022	3,226,022	3,463,743	237,721	7.37%
Regional Agencies	164,922	173,722	173,722	181,280	7,558	4.35%
Salary Vacancy	100	(1,051,080)	(1,051,080)	(1,009,065)	42,015	4.00%
Reserve / Budget Cut	124,596	(554,920)	(265,172)	(73,871)	481,049	86.69%
Capital Budget	7,704,805	6,492,816	6,692,816	5,708,362	(784,454)	-12.08%
Transfer to Other Funds	<u>3,881,397</u>	<u>4,056,877</u>	<u>4,263,203</u>	<u>4,433,997</u>	<u>377,121</u>	<u>9.30%</u>
Total Non-Departmental	\$ 16,386,090	\$ 14,184,827	\$ 14,880,901	\$ 14,534,250	\$ 349,423	2.46%
Total General Fund Expenditures	\$ 138,920,006	\$ 141,975,198	\$ 142,195,850	\$ 145,333,489	\$ 3,358,291	2.37%

FY 2020 Adopted Budget – City of Fairfax, Virginia

History of General Fund Revenues by Category

Category	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	2019 Estimate	2020 Adopted
Real Estate	\$ 49,960,103	\$ 51,075,000	\$ 57,072,395	\$ 59,505,606	\$ 61,441,513	\$ 64,699,575	\$ 66,790,301	\$ 67,892,659	\$ 69,771,741	\$ 71,461,776
Personal Property	9,976,554	9,944,909	10,377,334	10,243,702	10,171,214	10,777,155	11,447,025	11,511,625	12,031,986	12,221,215
Sales Tax	9,907,063	10,200,696	10,263,955	11,580,673	11,181,816	11,283,271	11,276,435	11,721,703	11,859,898	12,106,458
BPOL	8,151,072	8,554,669	8,932,634	8,709,712	8,740,824	8,838,556	8,698,368	8,745,395	8,909,093	9,253,755
Meals Tax	4,938,869	5,252,922	5,553,975	5,703,399	5,771,329	5,918,534	5,972,064	5,967,535	5,987,361	6,103,479
Other Local Taxes	8,036,140	8,560,379	8,384,251	8,375,385	8,543,760	8,511,155	8,563,296	8,827,582	9,052,961	9,052,572
Licenses, Permits, and Fees	1,230,352	1,540,689	1,408,601	1,434,496	1,300,349	1,341,098	1,427,234	1,678,675	1,715,086	1,594,687
Fines & Forfeitures	1,041,172	1,288,331	1,148,262	1,113,719	1,233,802	1,232,773	1,344,266	1,408,265	1,374,544	1,460,660
Use of Money & Property	1,866,897	1,947,934	2,162,378	2,696,575	2,725,994	2,661,993	2,460,115	2,741,250	3,376,774	3,400,000
Charges for Services	2,878,252	3,176,925	3,249,168	3,049,479	3,304,373	3,387,913	3,388,964	3,744,262	3,722,473	3,906,456
Intergovernmental	10,358,222	10,837,393	11,318,838	11,480,641	11,854,303	12,101,966	12,927,118	13,382,207	12,624,918	12,841,252
Other Financing Sources / Misc.	1,076,776	1,245,630	1,152,263	1,043,308	1,460,877	1,741,602	1,222,088	1,449,854	1,558,566	1,322,756
Appropriated Fund Balance	282,265	1,926,941	-	1,260,278	1,164,306	-	-	-	210,450	608,423
Total Revenue	\$109,703,737	\$115,552,418	\$121,024,054	\$126,196,973	\$ 128,894,460	\$132,495,591	\$135,517,274	\$139,071,012	\$142,195,850	\$145,333,489

FY 2020 Adopted Budget – City of Fairfax, Virginia

History of General Fund Expenditures by Department

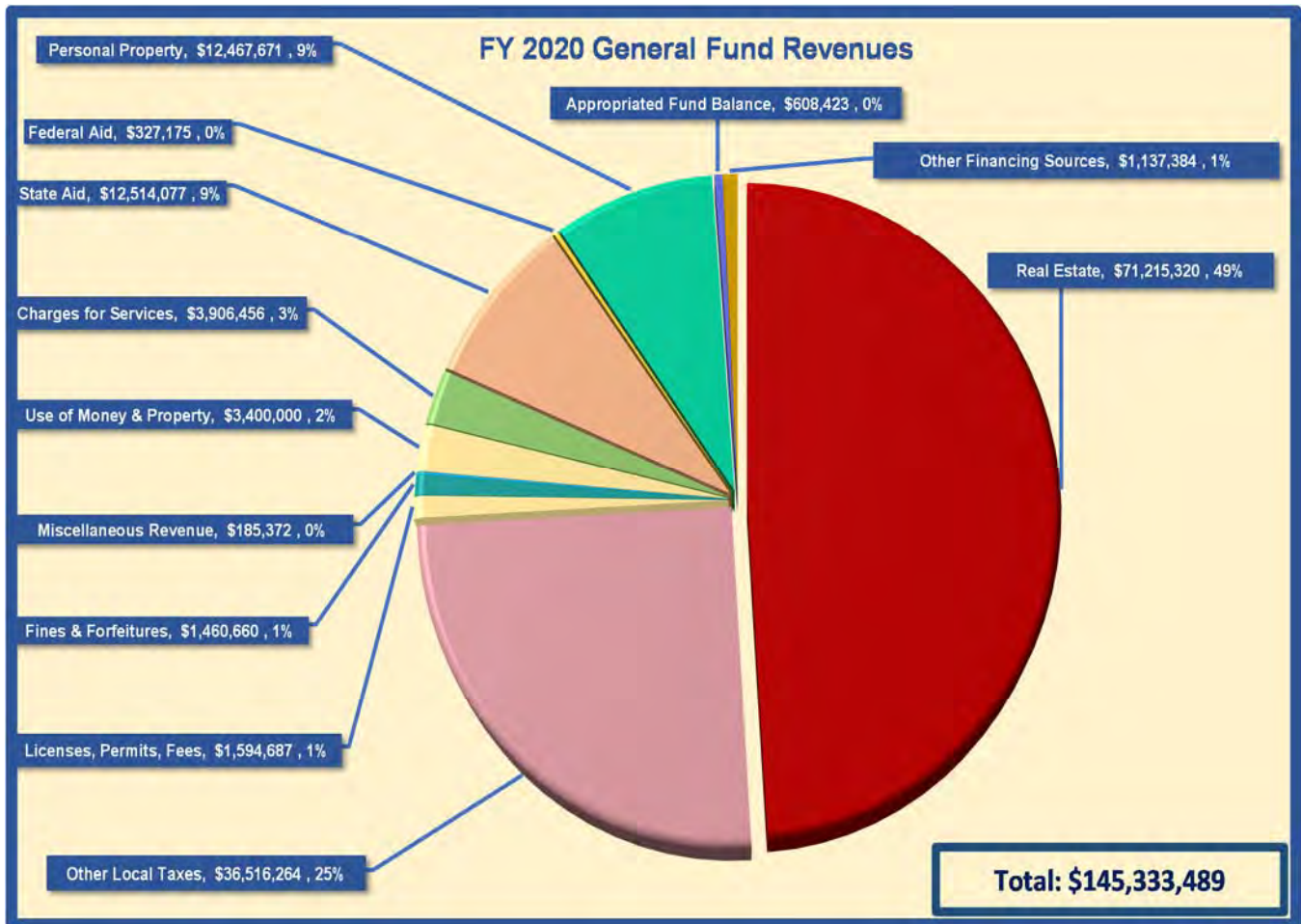
Category	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 Adopted
Legislative	\$ 179,536	\$ 191,402	\$ 173,874	\$ 224,144	\$ 230,344	\$ 253,490	\$ 245,332	\$ 322,224	\$ 357,767	\$ 429,636
Judicial Administration	2,035,451	1,812,456	2,002,629	2,063,179	2,523,536	2,619,067	2,760,268	2,849,197	2,966,401	3,082,720
Electoral	148,191	132,424	153,764	219,437	223,474	218,114	262,843	291,973	353,524	402,775
General Government	6,259,272	6,512,592	6,691,588	6,772,441	6,783,080	8,401,562	8,827,143	9,773,569	10,308,730	10,751,106
Police	10,431,371	10,413,039	10,802,452	11,219,396	12,116,608	11,894,981	11,479,277	11,917,359	13,242,737	13,907,436
Fire	11,097,471	11,517,467	11,425,326	11,886,181	13,130,471	13,430,593	13,280,819	13,834,689	14,941,162	15,221,342
Public Works	10,469,030	10,296,840	10,615,805	11,135,575	11,662,603	12,028,378	11,554,148	12,213,709	12,263,966	13,124,999
Social Services	4,787,158	4,666,290	4,757,820	5,139,750	5,243,811	5,541,941	5,794,872	6,428,426	6,663,630	7,241,405
Culture and Recreation	4,359,702	4,680,062	5,053,562	5,186,835	5,469,026	5,981,666	6,241,211	6,427,355	6,745,506	6,939,401
Planning & Development	1,839,384	1,902,438	2,012,348	1,864,014	1,926,060	2,127,517	2,132,379	2,393,712	2,523,029	3,174,802
Education	45,504,869	46,428,547	48,908,083	51,262,702	52,628,494	53,813,860	52,940,376	54,473,906	55,345,971	55,370,014
Transfer to Other Funds	6,045,589	3,586,327	5,230,436	4,834,425	7,645,848	6,908,270	8,912,947	11,586,202	10,956,019	10,142,359
Other	7,441,952	7,563,853	7,724,731	7,473,292	6,613,618	5,675,021	6,593,584	6,407,686	5,527,408	5,545,495
Total Expenditures	\$ 110,598,976	\$ 109,703,737	\$ 115,552,418	\$ 119,281,371	\$ 126,196,973	\$ 128,894,460	\$ 131,025,199	\$ 138,920,007	\$ 142,195,850	\$ 145,333,489

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GENERAL FUND REVENUE OVERVIEW

FY 2020 Adopted Budget – City of Fairfax, Virginia

The following pie chart provides an overview by category of General Fund revenue sources for the City of Fairfax FY 2020 Adopted Budget.



The Use of Undesignated Fund Balance in the amount of **\$608,423** is funded by the estimated FY 2019 Unassigned General Fund Balance. The ending Unassigned General Fund Balance is equal to approximately **12.0 percent (\$16.8m)** of adopted General Fund revenues.

FY 2020 Adopted Budget – City of Fairfax, Virginia

General Fund Revenue Summary

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
General Property Taxes							
311110	Real Estate Current December	\$ 31,057,841	\$ 31,814,201	\$ 31,282,669	\$ 32,068,942	\$ 254,741	0.80%
311111	Real Estate Current June	30,792,019	32,144,077	32,008,055	32,687,086	543,009	1.69%
311112	Real Estate Old Town - June	98,083	99,355	105,333	105,338	5,983	6.02%
311113	Delinquent Real Estate	353,215	448,000	324,000	300,000	(148,000)	-33.04%
311114	Real Estate Old Town - December	101,520	99,355	100,050	105,333	5,978	6.02%
311116	Delinquent R/E Old Town District	2,835	5,000	4,952	5,000	-	0.00%
311119	Delinquent R/E Commercial	13,260	24,000	23,904	24,000	-	0.00%
311120	Stormwater Fund Tax	1,585,760	1,664,312	1,754,374	1,859,895	195,583	11.75%
311121	Comm. Real Estate Tax Rate Trans. - June	1,041,785	1,087,149	1,184,624	1,185,102	97,953	9.01%
311122	Comm. Real Estate Tax Rate Trans. - Dec	1,004,060	1,077,707	1,089,965	1,184,624	106,917	9.92%
311210	Personal Property Current	11,283,575	11,620,000	11,821,986	11,971,215	351,215	3.02%
311213	Delinquent Personal Property	237,838	400,000	210,000	250,000	(150,000)	-37.50%
311311	PSC R/E Current	1,149,810	1,125,000	1,121,550	1,125,000	-	0.00%
311312	PSC PP Current	244,150	260,000	246,264	246,456	(13,544)	-5.21%
311313	PSC R/E Delinquent	(9,788)	-	-	-	-	0.00%
311410	Penalties on Delinquent Taxes	291,791	353,000	366,000	385,000	32,000	9.07%
311411	Interest on Delinquent Taxes	156,530	215,000	160,000	180,000	(35,000)	-16.28%
Total General Property Taxes		\$ 79,404,285	\$ 82,436,156	\$ 81,803,727	\$ 83,682,991	\$ 1,246,835	1.51%
Other Local Taxes							
312010	Local Sales & Use Tax	\$ 11,721,703	\$ 11,400,000	\$ 11,859,898	\$ 12,106,458	\$ 706,458	6.20%
312011	Consumers Utility Tax	1,607,476	1,579,795	1,658,584	1,600,000	20,205	1.28%
312012	Business & Occupational Licenses	8,745,395	9,000,000	8,909,093	9,253,755	253,755	2.82%
312013	Motor Vehicle Licenses	714,631	760,000	733,741	740,000	(20,000)	-2.63%
312014	Recordation Tax	442,640	420,000	448,791	430,000	10,000	2.38%
312015	Bank Franchise Tax	2,515,780	2,300,000	2,761,751	2,784,500	484,500	21.07%
312016	Tobacco Tax	718,296	732,000	646,320	658,800	(73,200)	-10.00%
312017	Transient Lodging Tax	644,563	760,000	676,893	675,640	(84,360)	-11.10%
312018	Meals Tax	5,967,535	5,900,000	5,987,361	6,103,479	203,479	3.45%
312021	Consumption Tax	106,052	110,000	107,454	111,200	1,200	1.09%
312024	Communication Taxes	2,078,144	2,022,100	2,019,427	2,052,432	30,331	1.50%
Total Other Local Taxes		\$ 35,262,214	\$ 34,983,895	\$ 35,809,313	\$ 36,516,264	\$ 1,532,369	4.38%

FY 2020 Adopted Budget – City of Fairfax, Virginia

General Fund Revenue Summary

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Licenses, Permits & Fees							
313202	Building Permits	\$ 260,218	\$ 350,000	\$ 348,911	\$ 350,000	\$ -	0.00%
313203	Electrical Permits	248,851	80,000	102,063	100,000	20,000	25.00%
313204	Plumbing Permits	51,877	70,000	90,663	90,000	20,000	28.57%
313205	Mechanical Permits	120,294	80,000	129,856	100,000	20,000	25.00%
313206	Elevator Inspection	60,011	58,000	45,980	60,000	2,000	3.45%
313225	Rental Housing Occupancy	4,400	2,500	8,530	2,000	(500)	-20.00%
313226	Fire Marshal Permit	98,865	90,000	102,970	90,000	-	0.00%
313227	Fire Protection System Permit	23,398	50,000	70,757	70,000	20,000	40.00%
313231	Fire Marshal Development Fees	14,934	14,000	13,899	14,000	-	0.00%
313233	Public Safety Fee	38,729	50,000	50,000	50,000	-	0.00%
313234	Reinspection Fees	-	3,000	360	3,000	-	0.00%
313240	State Levy - Construction Permits	-	-	690	-	-	0.00%
313308	Sign Permits	20,156	18,006	17,088	18,461	455	2.53%
313309	Occupancy Permits	24,356	29,309	28,849	27,668	(1,641)	-5.60%
313310	Soil & Erosion Fees	13,090	11,515	15,300	12,517	1,002	8.70%
313323	Zoning Fees	90,450	95,000	76,125	53,768	(41,232)	-43.40%
313328	Special Use Permits	58,695	71,834	69,935	67,840	(3,994)	-5.56%
313329	Variances	2,420	8,430	775	5,000	(3,430)	-40.69%
313411	Cemetery Interments	84,272	70,000	76,856	70,000	-	0.00%
313420	Street Opening Permits	105,288	50,000	69,000	50,000	-	0.00%
313430	Precious Metals	600	-	600	-	-	0.00%
313440	Public Right of Way Use	189,282	213,050	219,961	205,433	(7,617)	-3.58%
313510	Animal Licenses	10,405	12,000	10,900	12,000	-	0.00%
313512	Peddlers Permits	14,625	9,500	13,320	9,500	-	0.00%
313620	Transfer Fees	129,486	120,000	138,721	120,000	-	0.00%
313630	Cellular Comm	13,973	13,500	12,977	13,500	-	0.00%
Total Licenses, Permits & Fees		\$ 1,678,675	\$ 1,569,644	\$ 1,715,086	\$ 1,594,687	\$ 25,043	1.60%
Fines & Forfeitures							
314001	Court Fines & Forfeitures	\$ 583,616	\$ 750,000	\$ 598,483	\$ 625,000	\$ (125,000)	-16.67%
314002	Parking Fines	110,270	125,000	110,775	125,000	-	0.00%
314003	Juvenile Court	1,854	-	738	1,000	1,000	0.00%
314005	Circuit Court Revenue	3,119	-	4,827	4,500	4,500	0.00%
314006	Court Facilities Fee	15,343	-	14,156	14,000	14,000	0.00%
314010	Zoning Civil Penalties	1,800	6,380	6,080	4,960	(1,420)	-22.26%
314011	Photo Red Light	611,055	532,064	551,219	600,000	67,936	12.77%
314012	Jail Admin Fee	1,025	-	1,163	1,200	1,200	0.00%
314013	Courthouse Security	80,064	87,000	86,735	85,000	(2,000)	-2.30%
314030	Fire Restitution	118	-	368	-	-	0.00%
Total Fines & Forfeitures		\$ 1,408,265	\$ 1,500,444	\$ 1,374,544	\$ 1,460,660	\$ (39,784)	-2.7%

FY 2020 Adopted Budget – City of Fairfax, Virginia

General Fund Revenue Summary

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Use of Money & Property							
315101	Interest on Investments	\$ 403,971	\$ 450,000	\$ 840,928	\$ 850,000	\$ 400,000	88.89%
315106	Unrealized Gain/Loss	(187,270)	-	(9,330)	-	-	0.00%
315202	Rental - Old Town Hall	152,061	200,000	162,636	150,000	(50,000)	-25.00%
315203	Rental - Green Acres	106,474	100,000	112,386	120,000	20,000	20.00%
315206	Rental - Schools	1,694,319	1,600,000	1,700,000	1,700,000	100,000	6.25%
315208	Rental - Community Center	387,327	365,000	376,382	385,000	20,000	5.48%
315209	Rental - Main Street Day Care	40,243	39,005	41,231	40,000	995	2.55%
315211	Rental - Blenheim	82,667	65,000	88,414	90,000	25,000	38.46%
315213	Rental - Ball Fields	61,458	65,000	64,127	65,000	-	0.00%
Total Use of Money & Property		\$ 2,741,250	\$ 2,884,005	\$ 3,376,774	\$ 3,400,000	\$ 515,995	17.89%
Charges for Services							
316110	Court Fees	\$ 4,917	\$ 5,000	\$ 5,372	\$ 5,000	-	0.00%
316220	Sale of Record Copies	2,998	4,000	3,348	3,500	(500)	-12.50%
316221	False Alarm Fees	4,290	18,000	12,015	18,000	-	0.00%
316223	Ambulance Fees	1,070,754	1,030,000	1,028,668	1,080,000	50,000	4.85%
316225	Fire Recovery Fee - GMU	225,000	225,000	225,000	225,000	-	0.00%
316230	Animal Control Fees	2,050	2,500	1,666	2,000	(500)	-20.00%
316245	FFX Water	61,579	61,580	76,974	61,580	-	0.00%
316346	Community Programming	37,825	60,000	28,860	45,000	(15,000)	-25.00%
316347	Sherwood Programming	319,777	275,000	299,699	350,000	75,000	27.27%
316348	Green Acres Programming	59,910	70,000	51,663	70,000	-	0.00%
316349	Senior Programs	91,156	85,000	86,429	100,000	15,000	17.65%
316350	Rec Youth	15	-	15	-	-	0.00%
316351	Day Camps	681,042	575,000	701,561	700,000	125,000	21.74%
316352	Pavilion Rentals	26,501	25,000	25,822	25,000	-	0.00%
316353	Cultural Arts	4,414	5,000	1,082	5,000	-	0.00%
316354	Special Events	263,628	250,000	265,384	270,000	20,000	8.00%
316355	Museum Revenue	854	1,000	709	1,000	-	0.00%
316356	Museum Gift Shop	11,938	11,500	19,009	11,500	-	0.00%
316357	Show Mobile Revenue	2,629	4,000	900	3,000	(1,000)	-25.00%
316359	General Sales	311	-	-	-	-	0.00%
316460	Sale of Publications	34	35	34	35	-	0.00%
316461	Subdivision Review Fees	5,194	16,679	8,821	12,360	(4,319)	-25.89%
316462	Site Plan Review Fees	58,246	85,000	107,030	96,706	11,706	13.77%
316463	Architectural Review	3,730	4,000	3,700	4,314	314	7.85%
316464	Tree Removal Permit	2,440	1,713	2,080	1,973	260	15.18%
316466	Surety Review	13,530	13,559	11,470	13,367	(192)	-1.42%
316467	Mapping Sales	-	500	-	-	(500)	-100.00%
316570	School Age Child Care	682,418	635,693	685,693	691,121	55,428	8.72%
316580	Returned Check Fees	2,023	2,000	1,654	2,000	-	0.00%
316585	Administrative Fees	3,611	6,000	3,337	6,000	-	0.00%
316586	Collection Fees	24,788	15,000	28,658	30,000	15,000	100.00%
316684	Advertising	-	-	3,000	3,000	3,000	0.00%
316811	Inspection Fees After Hours	76,660	40,000	32,820	70,000	30,000	75.00%
Total Charges for Services		\$ 3,744,262	\$ 3,527,759	\$ 3,722,473	\$ 3,906,456	\$ 378,697	10.73%

FY 2020 Adopted Budget – City of Fairfax, Virginia

General Fund Revenue Summary

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Miscellaneous Revenue							
318102	Sale of Surplus Property	\$ 83,051	\$ 70,000	\$ 104,535	\$ 70,000	\$ -	0.00%
318104	Sale of Cemetery Lot	64,092	40,000	41,340	40,000	-	0.00%
318105	Perpetual Care - Cemetery	10,077	4,200	6,957	4,200	-	0.00%
318108	Sale of City License Plates	4,185	4,700	4,905	4,700	-	0.00%
318109	Recycling Rebate	2,664	25,000	-	-	(25,000)	-100.00%
318201	Misc. Revenue	2,899	80,000	26,807	66,472	(13,528)	-16.91%
Total Miscellaneous Revenue		\$ 166,968	\$ 223,900	\$ 184,544	\$ 185,372	\$ (38,528)	-17.21%
State Aid							
321103	Rolling Tax	\$ 230	\$ -	\$ 360	\$ -	\$ -	0.00%
321104	State Aid Police	614,284	600,000	625,650	626,000	26,000	4.33%
321106	Vehicle Rental Tax	387,338	340,000	459,482	461,200	121,200	35.65%
321201	Commissioner of Revenue	146,614	148,000	146,858	148,000	-	0.00%
321202	Treasurer	107,220	110,000	108,244	110,000	-	0.00%
321203	Registrar /Electoral	42,225	50,000	42,225	42,300	(7,700)	-15.40%
321204	DMV Reimbursement	75,146	72,000	79,985	79,000	7,000	9.72%
324201	State Sales Tax	3,254,564	3,442,149	3,434,223	3,513,470	71,321	2.07%
324202	Basic School Aid	4,667,975	4,550,191	4,358,125	4,682,607	132,416	2.91%
324302	Four for Life Grants	-	25,000	30,606	25,000	-	0.00%
324331	Asset Forfeiture	(1,142)	-	(455)	-	-	0.00%
324344	VDFP Aid to Localities	75,438	-	78,104	70,000	70,000	0.00%
324345	VDFP Education & Conference Grant	-	70,000	5,000	-	(70,000)	-100.00%
324403	Street & Highway Maint.	2,700,501	2,682,743	2,740,809	2,750,500	67,757	2.53%
324405	Solid Waste Grant	6,038	6,000	6,207	6,000	-	0.00%
324411	Disaster Assistance State	40,053	-	-	-	-	0.00%
324614	Arts Grant	400	-	-	-	-	0.00%
Total State Aid		\$ 12,116,884	\$ 12,096,083	\$ 12,115,423	\$ 12,514,077	\$ 417,994	3.46%

FY 2020 Adopted Budget – City of Fairfax, Virginia

General Fund Revenue Summary

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Federal Aid							
331005	Bulletproof Vest Grant	\$ 10,100	\$ 3,500	\$ 3,500	\$ 5,000	\$ 1,500	42.86%
331009	Alcohol Safety Grant	11,501	17,000	17,000	14,000	(3,000)	-17.65%
331011	FEMA Reimbursement	260,451	-	-	-	-	0.00%
331018	NCR Regional Planner	152,247	95,801	95,801	150,277	54,476	56.86%
331021	Speed Enforcement Grant	9,735	10,000	10,000	10,000	-	0.00%
331023	Byrne JAG Grant	-	1,500	-	-	(1,500)	-100.00%
331024	Gang Task Force Vehicle reimbursement	24,363	8,800	14,723	8,800	-	0.00%
331040	2016 SAFER Grant	30,017	109,598	109,598	109,598	-	0.00%
331043	2014 SAFER Grant	454,272	185,534	69,633	-	(185,534)	-100.00%
331044	AFG (Flammable Liquids, Paramedic, FMO)	136,182	-	-	-	-	0.00%
331046	LEMPG Grant	32,500	32,500	7,500	7,500	(25,000)	-76.92%
331048	Volunteer & Citizens Corp	34,389	25,000	25,000	22,000	(3,000)	-12.00%
331052	UASI State	-	25,000	25,000	-	(25,000)	-100.00%
331056	AFG (Leadership Development Institute)	109,566	-	131,740	-	-	0.00%
Total Federal Aid		\$ 1,265,322	\$ 514,233	\$ 509,495	\$ 327,175	\$ (187,058)	-36.38%
Other Financing Sources							
318282	Fairfax Little League	\$ -	\$ 50,000	\$ 20,000	\$ -	\$ (50,000)	-100.00%
318288	FPYC Turf Contribution	20,000	40,000	37,000	57,000	17,000	42.50%
318289	Schools Turf Contribution	20,000	20,000	20,000	20,000	-	0.00%
319008	City - County Contract	816,123	809,705	862,862	897,376	87,671	10.83%
342030	Insurance Recoveries	150,827	70,000	70,450	75,000	5,000	7.14%
347360	Transfers from Other Funds	275,936	363,710	363,710	88,008	(275,702)	-75.80%
Total Other Financing Sources		\$ 1,282,886	\$ 1,353,415	\$ 1,374,022	\$ 1,137,384	\$ (216,031)	-15.96%
Total Revenues		\$ 139,071,012	\$ 141,089,534	\$ 141,985,400	\$ 144,725,066	\$ 3,635,532	2.58%
Appropriated Fund Balance							
Restricted Funds (Budget Stabilization Fund)		\$ -	\$ -	\$ (435,000)	\$ -	\$ -	0.00%
Use of Prior Years' Surplus (unassigned)		-	885,664	645,450	608,423	(277,241)	-31.30%
Total Appropriated Fund Balance		\$ -	\$ 885,664	\$ 210,450	\$ 608,423	\$ (277,241)	-31.30%
Total Revenue Available		\$ 139,071,012	\$ 141,975,198	\$ 142,195,850	\$ 145,333,489	\$ 3,358,291	2.37%

FY 2020 Adopted Budget – City of Fairfax, Virginia

History of General Fund Revenues by Category

Category	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	2019 Estimate	2020 Adopted
Real Estate	\$ 49,960,103	\$ 51,075,000	\$ 57,072,395	\$ 59,505,606	\$ 61,441,513	\$ 64,699,575	\$ 66,790,301	\$ 67,892,659	\$ 69,771,741	\$ 71,461,776
Personal Property	9,976,554	9,944,909	10,377,334	10,243,702	10,171,214	10,777,155	11,447,025	11,511,625	12,031,986	12,221,215
Sales Tax	9,907,063	10,200,696	10,263,955	11,580,673	11,181,816	11,283,271	11,276,435	11,721,703	11,859,898	12,106,458
BPOL	8,151,072	8,554,669	8,932,634	8,709,712	8,740,824	8,838,556	8,698,368	8,745,395	8,909,093	9,253,755
Meals Tax	4,938,869	5,252,922	5,553,975	5,703,399	5,771,329	5,918,534	5,972,064	5,967,535	5,987,361	6,103,479
Other Local Taxes	8,036,140	8,560,379	8,384,251	8,375,385	8,543,760	8,511,155	8,563,296	8,827,582	9,052,961	9,052,572
Licenses, Permits, and Fees	1,230,352	1,540,689	1,408,601	1,434,496	1,300,349	1,341,098	1,427,234	1,678,675	1,715,086	1,594,687
Fines & Forfeitures	1,041,172	1,288,331	1,148,262	1,113,719	1,233,802	1,232,773	1,344,266	1,408,265	1,374,544	1,460,660
Use of Money & Property	1,866,897	1,947,934	2,162,378	2,696,575	2,725,994	2,661,993	2,460,115	2,741,250	3,376,774	3,400,000
Charges for Services	2,878,252	3,176,925	3,249,168	3,049,479	3,304,373	3,387,913	3,388,964	3,744,262	3,722,473	3,906,456
Intergovernmental	10,358,222	10,837,393	11,318,838	11,480,641	11,854,303	12,101,966	12,927,118	13,382,207	12,624,918	12,841,252
Other Financing Sources / Misc.	1,076,776	1,245,630	1,152,263	1,043,308	1,460,877	1,741,602	1,222,088	1,449,854	1,558,566	1,322,756
Appropriated Fund Balance	282,265	1,926,941	-	1,260,278	1,164,306	-	-	-	210,450	608,423
Total Revenue	\$109,703,737	\$115,552,418	\$121,024,054	\$126,196,973	\$ 128,894,460	\$132,495,591	\$135,517,274	\$139,071,012	\$142,195,850	\$145,333,489

Major Revenue Sources

Real Estate Tax

Background

Each year, the City Assessor's Office appraises all **real property** in the City to determine its assessed 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 are effective January 1 of the year and are at 100 percent of estimated 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 Revenue

Category	FY 2019 Budget	FY 2020 Adopted	Variance	
			\$	%
Real Estate Tax Revenue	\$ 67,763,590	\$ 68,605,923	\$ 842,333	1.2%
Base Real Estate Tax Rate	\$ 1.0325	\$ 1.045	\$ 0.0125	1.2%
Stormwater Tax Rate	\$ 0.0275	\$ 0.030	\$ 0.0025	9.1%
Total Real Estate Tax Rate	\$ 1.060	\$ 1.075	\$ 0.015	1.4%

Category	FY 2019 Budget	FY 2020 Adopted	Variance	
			\$	%
Old Town Service District Revenue	\$ 203,710	\$ 215,671	\$ 11,961	5.9%
Old Town Service District Tax Rate	6.0¢	6.0¢	-	0.0%

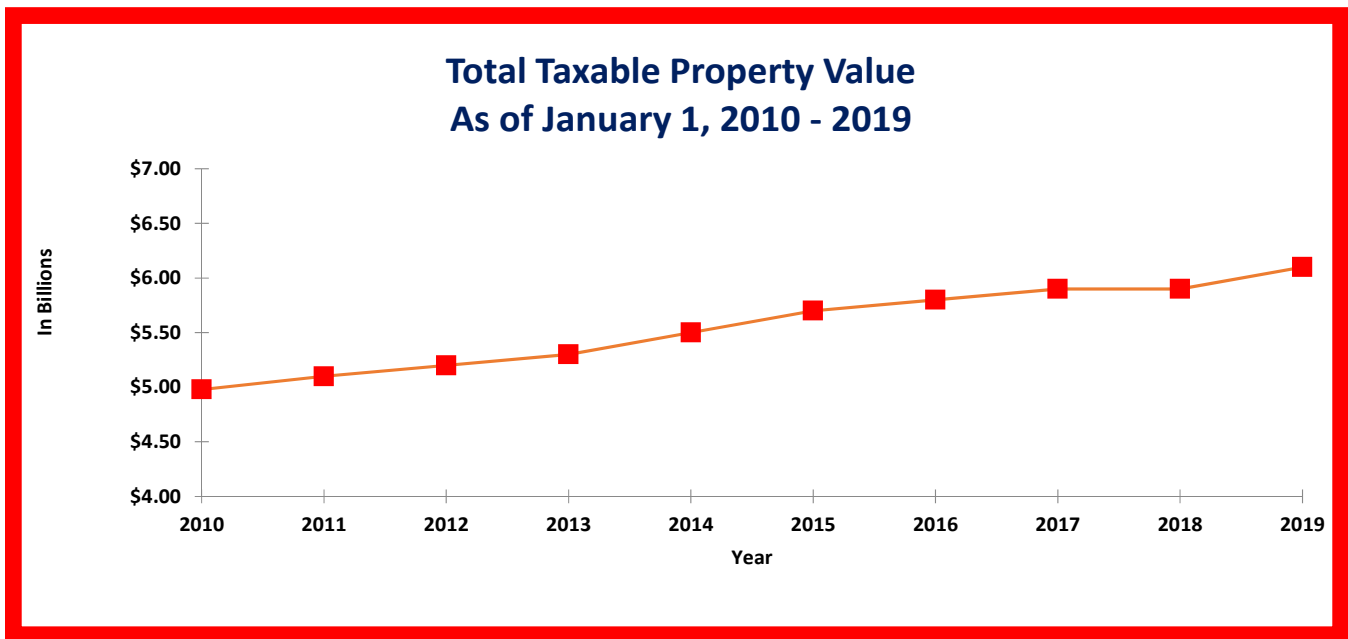
Category	FY 2019 Budget	FY 2020 Adopted	Variance	
			\$	%
Commercial & Industrial Revenue	\$ 2,188,856	\$ 2,393,727	\$ 204,871	9.4%
Commercial & Industrial Tax Rate	11.5¢	12.5¢	1¢	10.5%

Real property tax revenues account for the largest category of revenue for the General Fund, representing 49.0 percent of total General Fund revenues. For the FY 2020 Adopted Budget, the real estate tax rate increases to \$1.075, and includes 3.0¢ to be dedicated for the Stormwater Fund. The Stormwater Fund revenues are dedicated to meet federal and state regulatory requirements along with maintenance of aging stormwater infrastructure. The FY 2020 Adopted Budget also increases the Transportation tax rate by 1¢ to 12.5¢.

FY 2020 Adopted Budget – City of Fairfax, Virginia

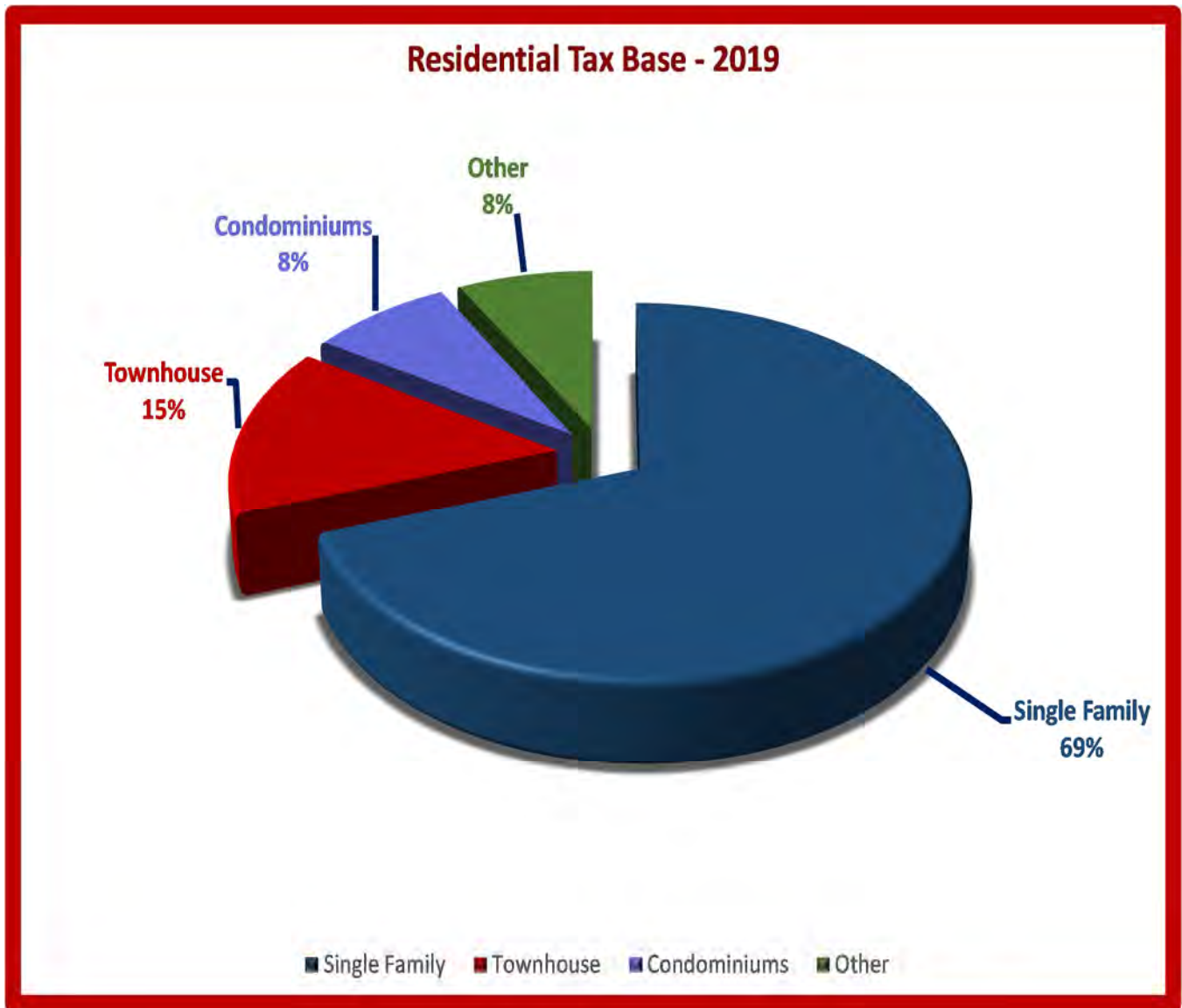
Total real estate assessments are up 1.3 percent, which includes new construction of \$41.6 million, compared to a 1.9 percent increase for the previous calendar year.

Assessments	CY 2018	CY 2019	Variance	
			\$	%
Residential	\$ 3,953,477,000	\$ 3,996,435,400	\$ 42,958,400	1.1%
Commercial	\$ 2,141,549,300	\$ 2,178,363,500	\$ 36,814,200	1.7%
Total	\$ 6,095,026,300	\$ 6,174,798,900	\$ 79,772,600	1.3%

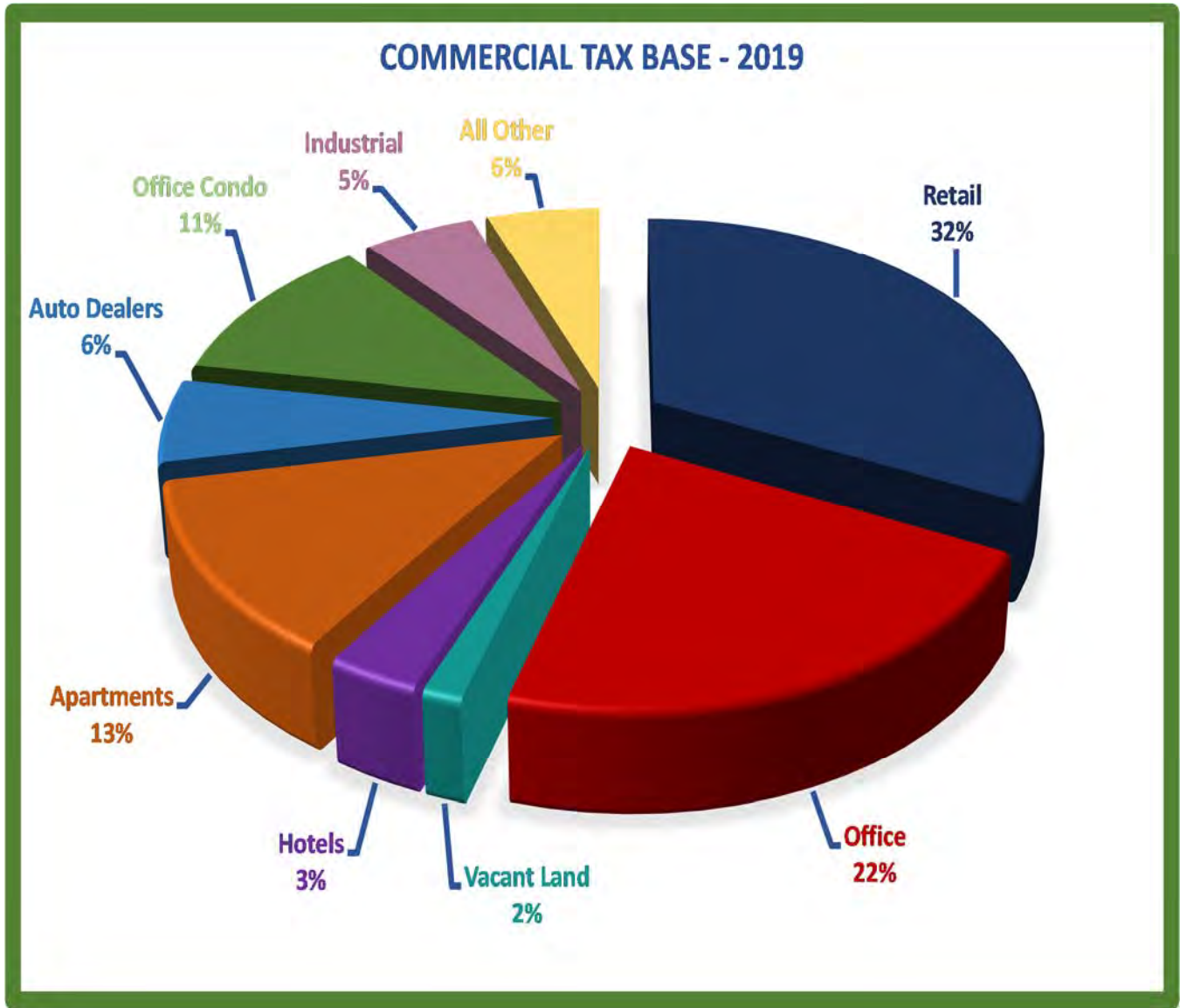


The calendar year 2019 total taxable value of City residential and commercial properties before appeals is \$6,174,798,900, an increase from last year’s total assessed value of \$6,095,026,300 (1.3%).

The overall residential assessment total, including new construction, has increased by 1.1 percent. The following notes the breakout by category for the residential tax base.



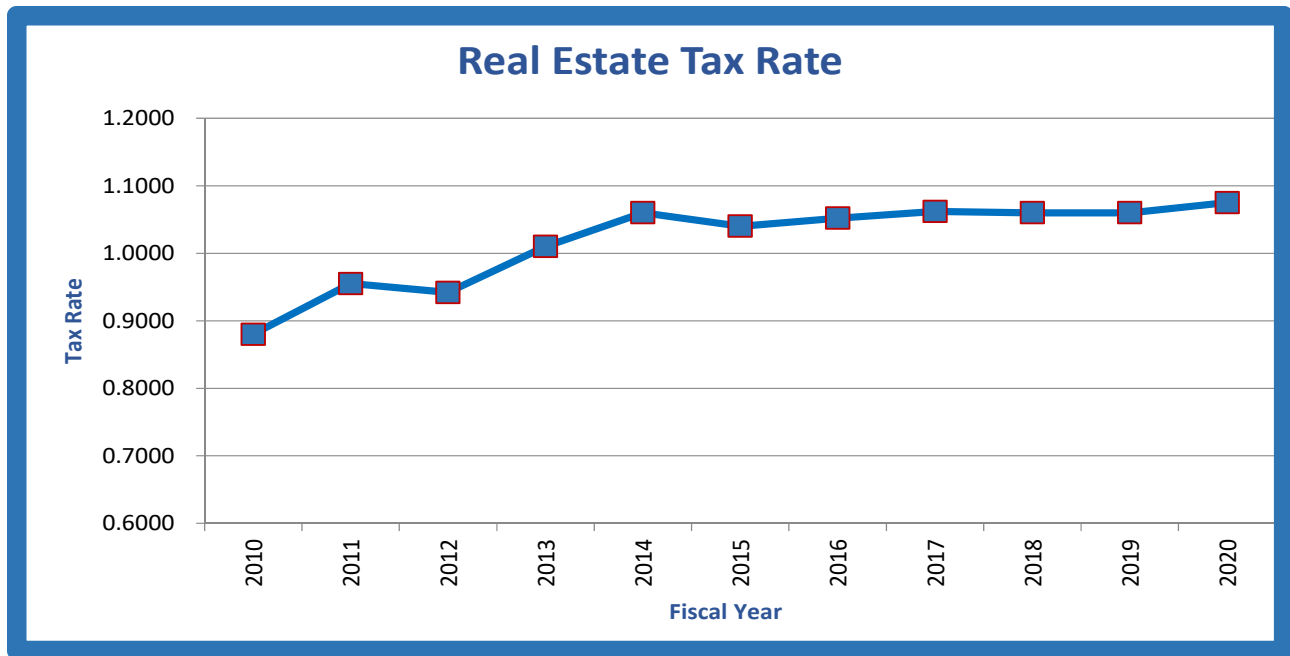
Commercial assessments increase 1.7 percent overall, which includes new construction. The following represents the breakout by category for the commercial tax base.



The Old Town Service District tax rate remains at 6.0 cents per \$100 of assessed value. The revenue generated is used to provide additional government services to the Old Town Service District and to pay debt service on downtown infrastructure improvement.

As part of the FY 2010 Adopted Budget, the Transportation Tax Fund provided for a surcharge on commercial and industrial real estate properties at a rate of 8.0 cents per \$100 of assessed value. During the FY 2011 budget process, the City Council decreased this rate from 8.0 cents per \$100 of assessed value to 5.5 cents per \$100 of assessed value. The rate was increased to 7.5¢ for the FY 2016 budget, to 9.5¢ for the FY 2017 budget, and 10.5¢ for the FY 2018 budget and 11.5¢ for the FY 2019 budget. A 1¢ addition is adopted for FY 2020, increasing the rate to the allowable maximum of 12.5¢.

A 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 22.5 and 26.5 cents per \$100 of assessed value (adopted fiscal year 2020 rates) on top of Fairfax County rate, respectively.

The City’s adopted real estate tax rate is \$1.075, an increase of 1.5¢ over the FY 2019 Adopted rate of \$1.060. The adopted base rate increased by 1.25¢ and the tax rate dedicated to stormwater increased 0.25¢. The average residential tax bill is expected to increase by 1.95 percent. The following chart provides an example of three residential assessed values:

**Impact of 2020 Real Estate Tax Rate
On Residential Property Owner’s Tax Bill at Various Values**

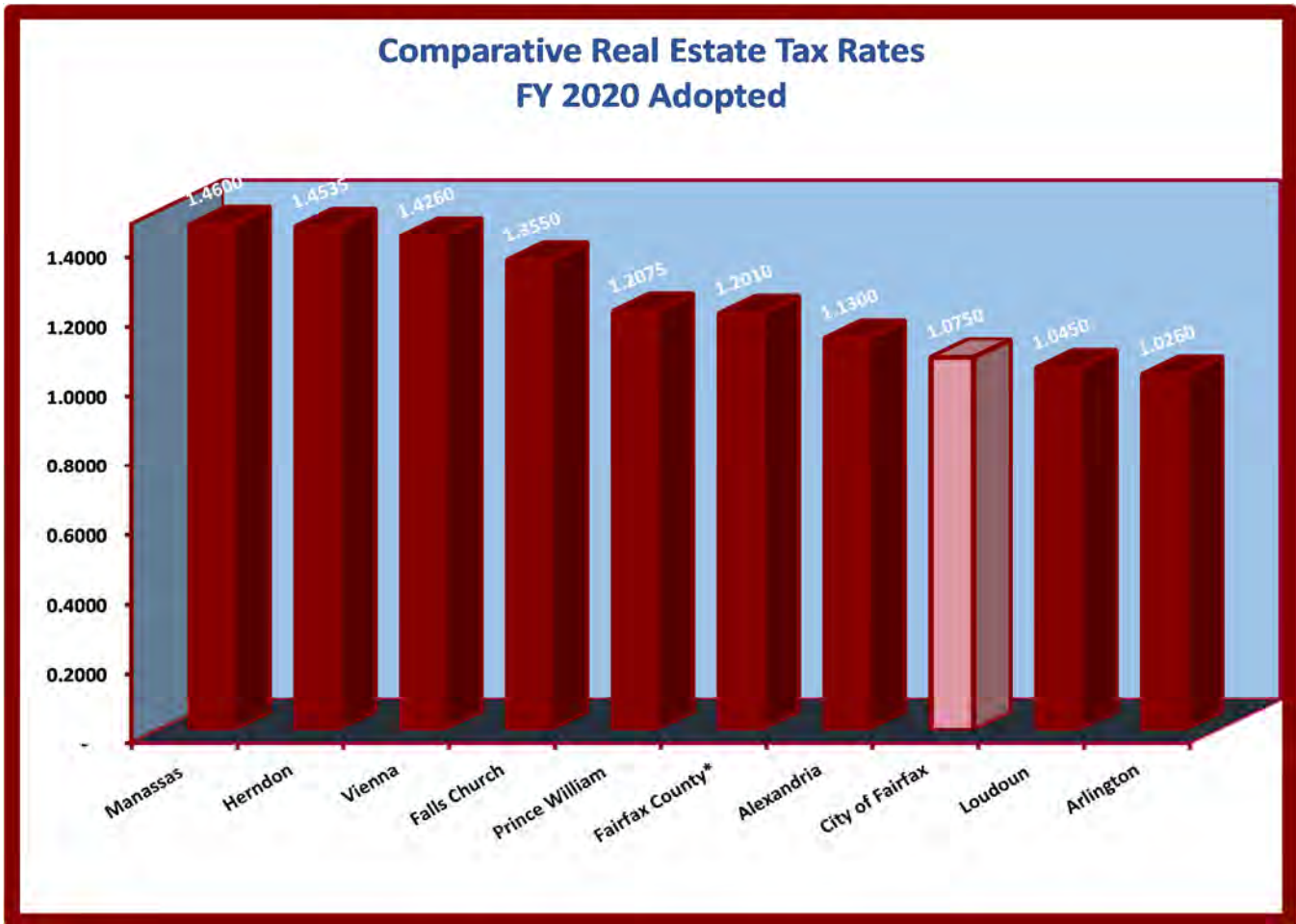
CY 18 Assessment	CY 18 Tax Rate	CY 18 Tax Bill	CY 19 Assessment	CY 19 Tax Rate	CY 19 Tax Bill	Change	
						\$	%
350,000	\$ 1.060	3,710	351,855	1.0750	3,782	72	1.95%
511,678	\$ 1.060	5,424	514,391	1.0750	5,530	106	1.95%
850,000	\$ 1.060	9,010	854,506	1.0750	9,186	176	1.95%

Note: average estimated increase in residential assessment of 0.53 percent (excludes new construction); each property is individually assessed therefore each property assessment may be higher or lower than the average.

FY 2020 Adopted Budget – City of Fairfax, Virginia

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 \$1.0544 per \$100 of assessed value. This is 2.06¢ less than the adopted FY 2020 rate of \$1.075. The real estate equalization rate for residential and commercial properties combined is \$1.0585 per \$100 of assessed value, 1.65¢ less than the adopted FY 2020 rate of \$1.075.

FY 2020 adopted rates for all of the surrounding jurisdictions are shown below for comparison.



*Fairfax County Rate includes Pest Management and Leaf Collection for most County residents

Personal Property Tax

Background

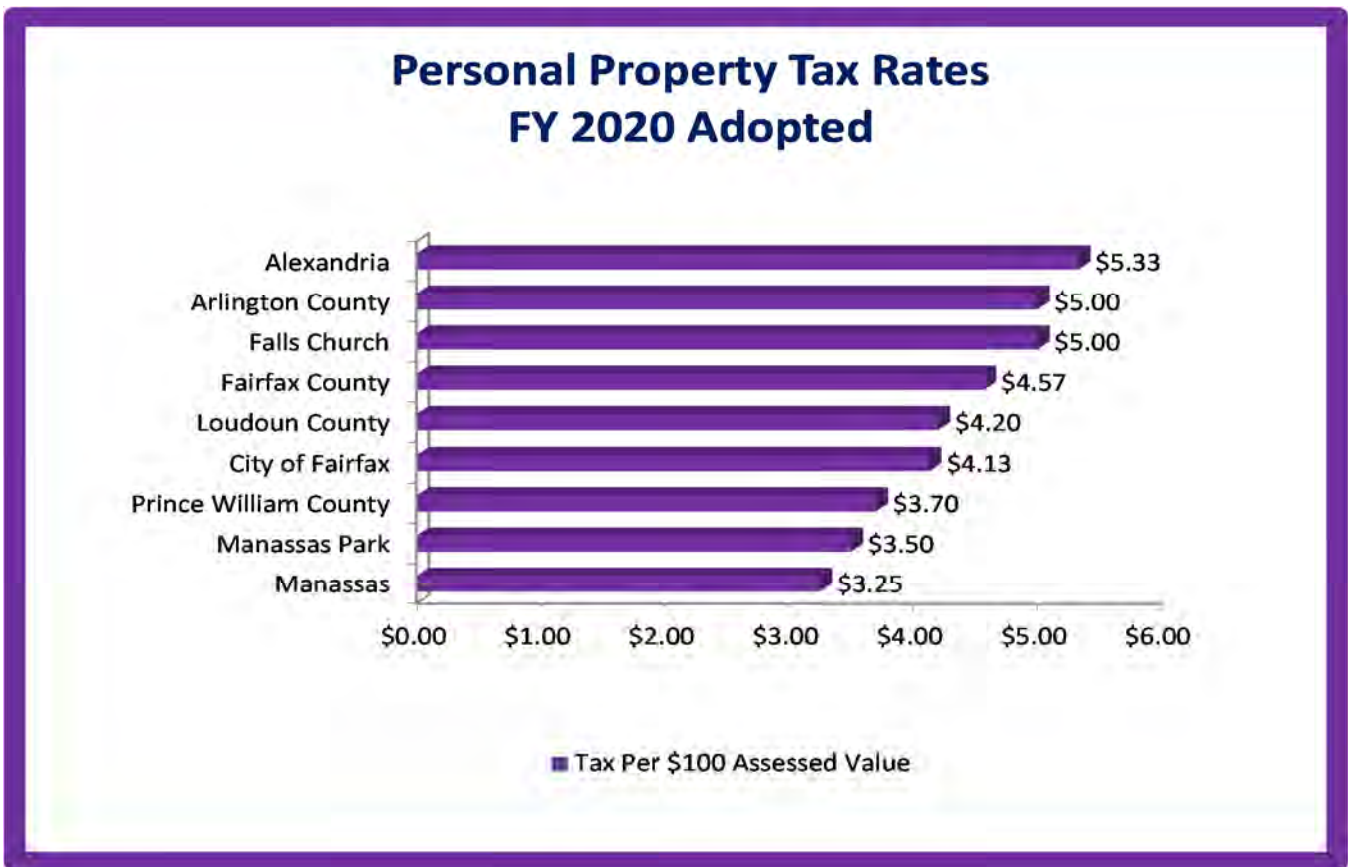
The City of Fairfax assesses all individuals and businesses on the value of motor vehicles, including automobiles, trucks, motorcycles, trailers, campers and other recreational vehicles and boats that are located in the City of Fairfax. The City also assesses all businesses on the value of all other 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 46.5 percent of the tax up to the first \$20,000 of assessed value. This reimbursement is based on a fixed amount, approximately \$3.1 million, the 2004 level of reimbursement. While in most cases a disproportionate amount of tax collected at local levels is disbursed to other areas of the state through means such as the composite index for education funding, in the case of personal property tax, a disproportionately larger amount is paid to Northern Virginia, because there are more and higher value cars in this area.

Fiscal Impact – Personal Property Tax

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Personal Property Tax Revenue	\$ 11,511,625	\$ 12,020,000	\$ 12,031,986	\$12,221,215
Personal Property Tax Rate	\$4.13	\$4.13	\$4.13	\$4.13



The FY 2020 adopted budget reflects no change in the Personal Property Tax rate of \$4.13. FY 2020 adopted revenues are projected to increase 1.7% compared with the FY 2019 budget. The increase is based on current collection experience which is attributable to additional resources made available to the Treasurer’s Department to aid in collections.

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. The local sales and use tax is 1.0%

Fiscal Impact – Local Sales and Use Tax

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Local Sales & Use Tax Revenue	\$ 11,721,703	\$ 11,400,000	\$ 11,859,898	\$ 12,106,458

The local sales and use tax is one of the most important economic indicators and highest revenue generators for the City. These revenues are projected to increase by 6.2% in FY 2020 based on retail sales trends.

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 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
BPOL Tax	\$ 8,745,395	\$ 9,000,000	\$ 8,909,093	\$ 9,253,755

FY 2020 adopted BPOL tax revenues are predicted to increase 2.8% over the FY 2019 adopted budget.

Meals Tax

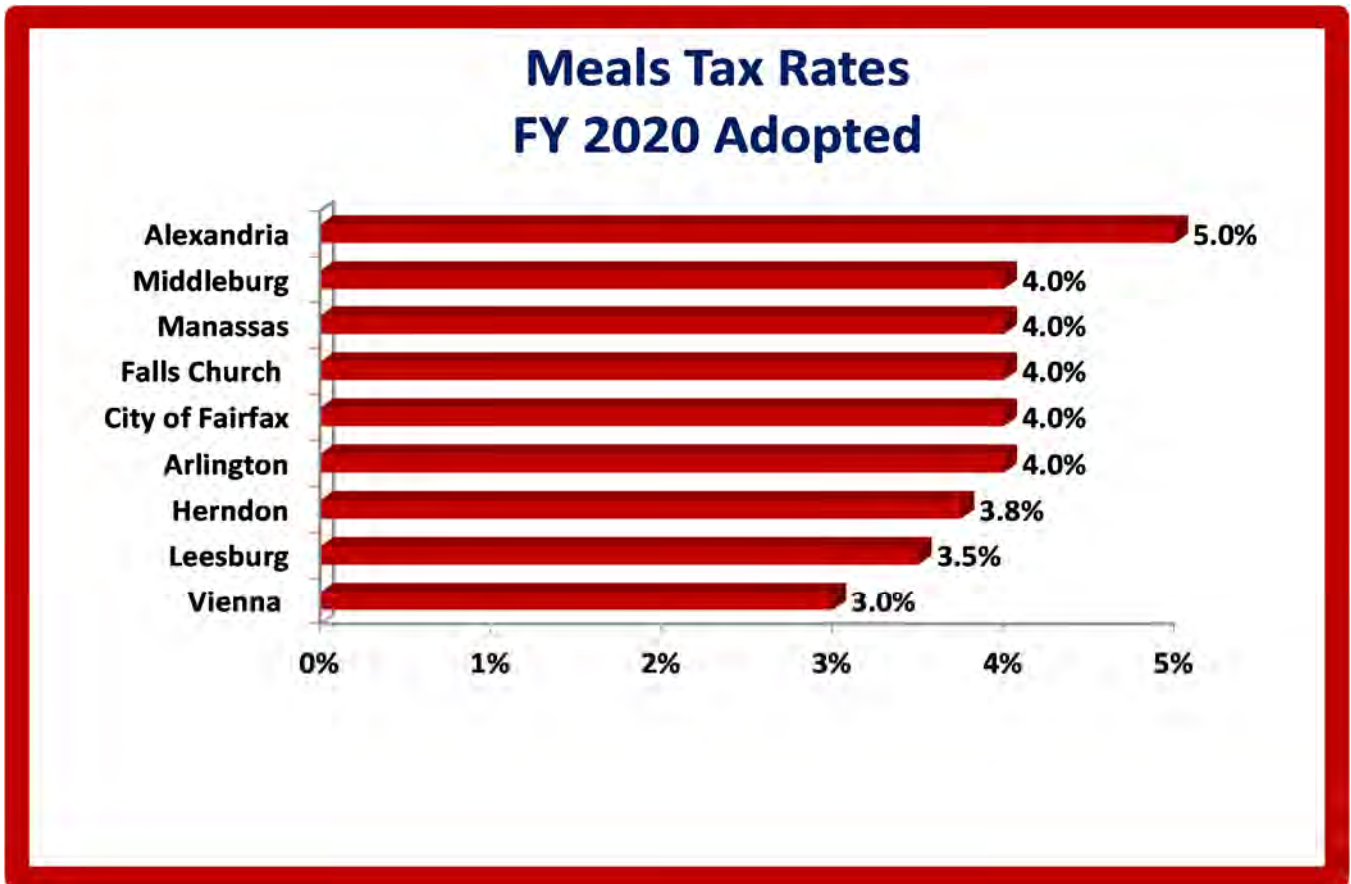
Background

The City of Fairfax levies a 4% tax upon all meals sold in the City by a restaurant or similar establishment.

Fiscal Impact – Meals Tax

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Meals Tax Revenue	\$ 5,967,535	\$ 5,900,000	\$ 5,987,361	\$ 6,103,479
Meals Tax Rate	4%	4%	4%	4%

The City’s meals tax remains a stable source of revenue for the City. The FY 2019 revenue estimate is projected to remain flat from the FY 2018 actual, based on receipts for the first nine months of the current fiscal year. FY 2020 projects an increase of 3.4% compared to the FY 2019 budget based on current trends and other economic indicators. As the following chart indicates, several area jurisdictions also impose this tax and in most cases at a rate on par with the City.



Tobacco Tax

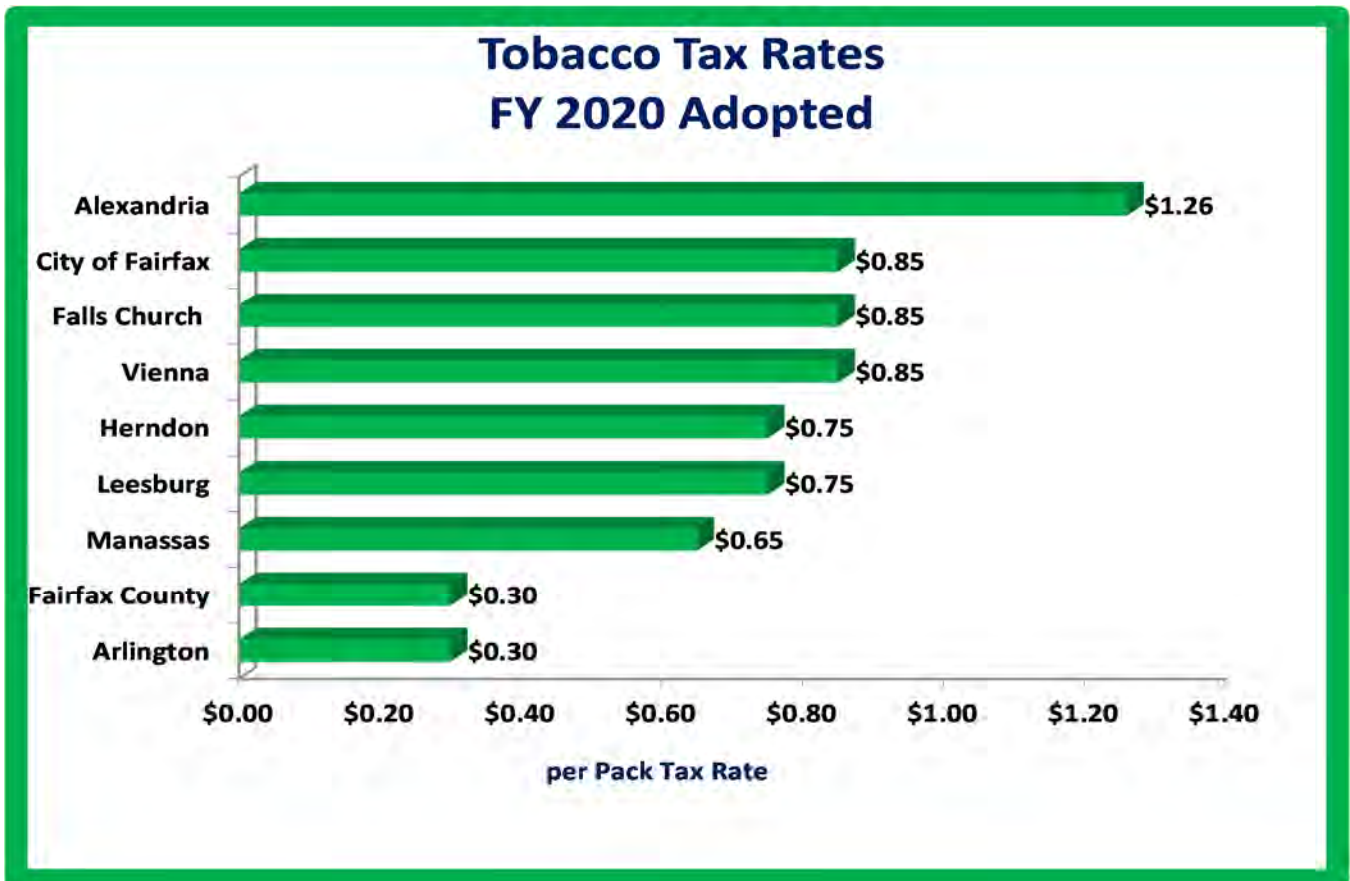
Background

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

Fiscal Impact – Tobacco Tax

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Tobacco Tax Revenue	\$ 718,296	\$ 732,000	\$ 646,320	\$ 658,800
Tobacco Tax Rate	\$0.85	\$0.85	\$0.85	\$0.85

Tobacco tax revenues for the FY 2019 estimate are projected at \$646,320, based on receipts for the first nine months of the current fiscal year, a decrease of 10.0% from FY 2018 actual revenues. FY 2020 revenues are projected to decrease from the FY 2019 adopted budget as we continue to see tobacco sales on a downward trend.



Transient Lodging Tax

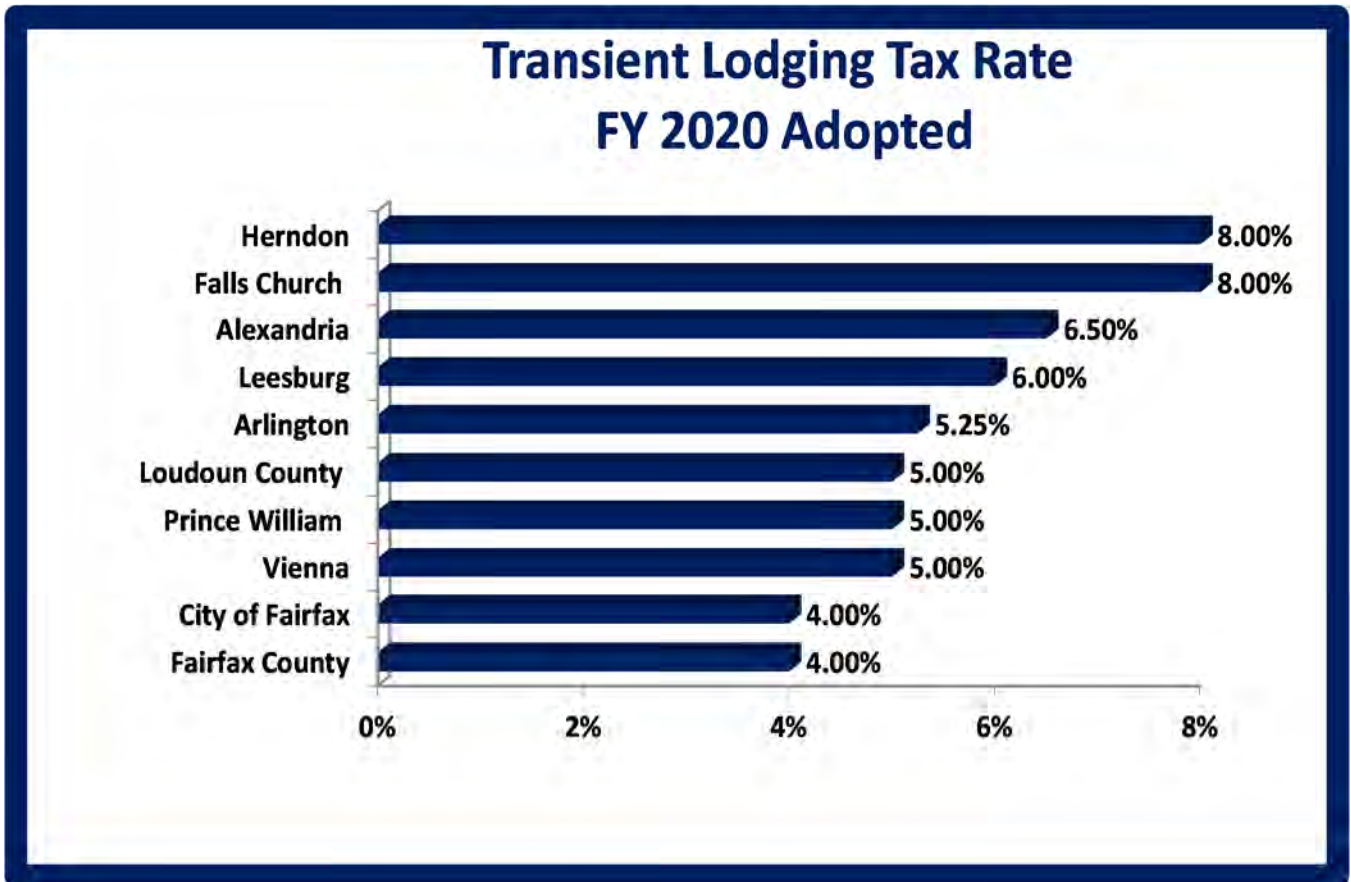
Background

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

Fiscal Impact – Transient Lodging Tax

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Transient Lodging Tax Revenue	\$ 644,563	\$ 760,000	\$ 676,893	\$ 675,640
Transient Lodging Tax Rate	4%	4%	4%	4%

The Transient Lodging Tax revenue is projected to remain on par with the FY 2019 estimated based on our current experience during the first nine months of this fiscal year. The City of Fairfax is tied with Fairfax County for the lowest rate in the region as shown by the chart below.



Licenses, Permits, and Fees

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Licenses, Permits, and Fees	\$ 1,678,675	\$ 1,569,644	\$ 1,715,086	\$ 1,594,687

The City reviews its licenses, permits and fees rates and levies annually to ensure each is on par with other jurisdictions in the region. The budget for FY 2020 projects a 7.0% decrease from the FY 2019 estimate primarily due to the timing of construction-related permits for several large commercial projects.

Fines and Forfeitures

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Fines & Forfeitures	\$ 1,408,265	\$ 1,500,444	\$ 1,374,544	\$ 1,460,660

This category of revenues is projected to increase by 6.3% in FY 2020 from the FY 2019 estimate based on recent trends in collections. A projected increase in Photo Red Light fines is the primary cause of this increase. Photo Red Light revenues will decrease over time as drivers adjust their behavior.

Use of Money and Property

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Use of Money and Property	\$ 2,741,250	\$ 2,884,005	\$ 3,376,774	\$ 3,400,000

Overall revenues are projected to increase by 0.7% in FY 2020 from the FY 2019 estimate. The primary driver is a projected increase in the Classroom Rental Fee charged to Fairfax County Public Schools for an estimated net increase in County students attending City schools.

Charges for Services

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Charges for Services	\$ 3,744,262	\$ 3,527,759	\$ 3,722,473	\$ 3,906,456

Overall revenues are projected to grow in FY 2020 as compared to the FY 2019 estimate, driven by increases in Ambulance Fees, Day Camp revenue and School Aged Child Care activity.

State Aid

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
State Aid	\$ 12,116,884	\$ 12,096,083	\$ 12,115,423	\$ 12,514,077

Total funding for state aid is projected to increase in FY 2020 compared to the FY 2019 estimate due to revenue growth in Vehicle Rental tax, Basic School Aid and State Sales Tax.

Federal Aid

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Federal Aid	\$ 1,265,322	\$ 514,233	\$ 509,495	\$ 327,175

Federal Aid is typically dedicated to public safety areas such as Firefighters and Police grants, and FEMA Disaster Reimbursements. These numbers can fluctuate greatly from year to year based on grants awarded.

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Adopted Budget

Fiscal Year

2020

General Fund

By Function & Program

LEGISLATIVE

Legislative Budget Summary

	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 205,229	\$ 209,207	\$ 209,207	\$ 212,905	\$ 3,698	1.77%
Fringe Benefits	58,326	59,922	59,922	66,209	6,287	10.49%
Purchased Services	14,059	16,000	16,000	16,800	800	5.00%
Internal Services	2,860	-	-	-	-	0.00%
Other Charges	39,493	35,291	69,714	130,797	95,506	270.62%
Supplies & Materials	2,257	2,795	2,925	2,925	130	4.65%
Capital Outlay	-	-	-	-	-	0.00%
Total Expenditures	\$ 322,224	\$ 323,214	\$ 357,767	\$ 429,636	\$ 106,422	32.93%

Total FTE	1.50	1.50	1.50	1.50
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FUNCTION: Legislative
DEPARTMENT: Mayor and City Council
DIVISION OR ACTIVITY: City Council

BUDGET COMMENTS:

An increase of \$94,258 (74.1%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Other Charges, increase of \$94,128 (284.9%)**
 - Overall increase due to increases in Travel & Training (\$29K), Lamb Center contribution (\$60k), and cost of swearing-in ceremony (\$5k – even years only).

Cost Center 411110: City Council

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ -	0.00%
Fringe Benefits	6,828	6,503	6,503	6,503	-	0.00%
Purchased Services	-	-	-	-	-	0.00%
Internal Services	2,860	-	-	-	-	0.00%
Other Charges	39,060	33,041	66,136	127,169	94,128	284.88%
Supplies & Materials	2,197	2,595	2,725	2,725	130	5.01%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 135,945	\$ 127,139	\$ 160,364	\$ 221,397	\$ 94,258	74.14%

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

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.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system:
 - Set goals and general and budgetary guidelines and formulate policy for providing a variety of needed and/or desired municipal services to City residents,
 - Ensure that financial resources are well managed and available in order to meet the present and future needs of City citizens and businesses,
 - Build a culture of transparency and predictability.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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 re-zonings, 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

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Mayor	**	1.00	1.00	1.00	1.00
Council	**	6.00	6.00	6.00	6.00
Total FTE		7.00	7.00	7.00	7.00

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

BUDGET COMMENTS:

An increase of \$12,164 (6.2%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$3,698 (3.0%)**
 - Increase due to market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$6,287 (11.8%)**
 - Increase due to COLA of 2.6% and increases in the cost of health insurance and retirement plans.
- **Other Charges, increase of \$1,378 (61.2%)**
 - Overall increase due to increases in Travel & Training (\$1k) and Dues and Subscriptions (\$.4k).

Cost Center 41120: City Clerk

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 120,229	\$ 124,207	\$ 124,207	\$ 127,905	\$ 3,698	2.98%
Fringe Benefits	51,498	53,419	53,419	59,707	6,287	11.77%
Purchased Services	14,059	16,000	16,000	16,800	800	5.00%
Internal Services	-	-	-	-	-	0.00%
Other Charges	433	2,250	3,578	3,628	1,378	61.24%
Supplies & Materials	60	200	200	200	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 186,279	\$ 196,076	\$ 197,404	\$ 208,239	\$ 12,164	6.20%

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

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.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system:
 - Record official actions and proceedings of the City Council,
 - Provide unsurpassed user-friendly and customer-focused services,
 - Establish a journal for the public and for historical purposes,
 - Maintain all original contracts and deeds.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

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

SERVICES AND PRODUCTS:

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

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
City Clerk	123	0.50	0.50	0.50	0.50
Deputy City Clerk	114	1.00	1.00	1.00	1.00
Total FTE		1.50	1.50	1.50	1.50

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY2019 Estimate	FY2020 Projected
Output Measures				
Number of City Council agendas prepared	34	34	34	34
Number of City Council minutes approved	34	24	24	30
Number of <i>Council Reporters</i> prepared	23	23	23	23
Number of FOIA Requests filed with City Clerk	65	70	70	70
Number of Financial Disclosures sent out	52	52	52	52
Number of proclamations prepared	39	30	30	30
Number of Board and Commission vacancies advertised	29	20	20	20
Outcome Measures				
Percent of <i>Council Reporters</i> 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	100%	98%	98%	100%
Percent of Financial Disclosures filed	99%	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 5-10 special meetings and work sessions based on need and public interest.
- 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. We have added the vacant positions to the City website to boost interest.

JUDICIAL ADMINISTRATION

General District Court

Joint Court Service

Juvenile and Domestic Court

Commonwealth Attorney

Court Service and Custody

Judicial Administration Budget Summary

	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Fringe Benefits	-	-	-	-	-	0.00%
Purchased Services	2,783,791	2,845,056	2,899,977	3,015,256	170,200	5.98%
Other Charges	35,908	39,640	39,640	39,640	-	0.00%
Supplies & Materials	997	420	800	800	380	90.48%
Debt Service	28,501	27,818	25,984	27,023	(795)	-2.86%
Capital Outlay	-	-	-	-	-	0.00%
Total Expenditures	\$ 2,849,197	\$ 2,912,934	\$ 2,966,401	\$ 3,082,720	\$ 169,785	5.83%
Revenues						
Juvenile Court	\$ 1,854	\$ -	\$ 738	\$ 1,000	\$ 1,000	0.00%
Circuit Court	3,119	-	4,827	4,500	4,500	0.00%
Court Facilities Fees	15,343	-	14,156	14,000	14,000	0.00%
Jail Admin Fee	1,025	-	1,163	1,200	1,200	0.00%
Courthouse Security	80,064	87,000	86,735	85,000	(2,000)	-2.30%
Court Fees	4,917	5,000	5,372	5,000	-	0.00%
Total Revenues	\$ 106,322	\$ 92,000	\$ 112,991	\$ 110,700	\$ 18,700	20.33%
Net Cost to the City	\$ 2,742,875	\$ 2,820,934	\$ 2,853,410	\$ 2,972,020	\$ 151,085	5.36%

FUNCTION: Judicial Administration
DEPARTMENT: General District Court
DIVISION OR ACTIVITY: General District Court

BUDGET COMMENTS:

No significant adjustment from FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget.

Cost Center 413110 General District Court

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 11,364	\$ 18,000	\$ 18,000	\$ 18,000	\$ -	0.00%
Other Charges	35,908	39,640	39,640	39,640	-	0.00%
Supplies & Materials	997	420	800	800	380	90.48%
Total	\$ 48,269	\$ 58,060	\$ 58,440	\$ 58,440	\$ 380	0.65%

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.

GOALS:

Council Goals

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - 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 by maximizing the benefits of intergovernmental and interregional cooperation.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Projected</u>
Output Measures				
New Traffic Actions	8,343	12,000	9,000	9,500
New Criminal Actions	466	800	600	650
New Civil Actions	52	200	100	200
New Cases Processed	8,861	13,000	9,700	10,350

PERFORMANCE MEASUREMENT RESULTS:

Projections for new traffic and criminal actions are expected to stay the same in FY 2019 and increase in FY 2020 as police officer vacancies are filled.

FUNCTION: Judicial Administration
DEPARTMENT: Joint Court Service
DIVISION OR ACTIVITY: Joint Court Service

BUDGET COMMENTS:

No significant adjustment from FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget.

Cost Center 413120: Joint Court Service

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 284,850	\$ 306,667	\$ 300,455	\$ 312,473	\$ 5,806	1.89%
Total	\$ 284,850	\$ 306,667	\$ 300,455	\$ 312,473	\$ 5,806	1.89%

PROGRAM:

The Joint Court Service provides a number of court service activities for the City of Fairfax by contract with Fairfax County. The Fairfax Circuit Court is a "court of record" with original jurisdiction in felony criminal cases and appellate review over lower courts including the Juvenile and Domestic Relations District Court and General District Court. Civil jurisdiction provides for adoptions, divorces, disputes concerning wills, trusts and estates, election recounts, eminent domain and controversies involving personal and real property. The Clerk of Court also administers the land records for the City of Fairfax. Public services include issuance of marriage licenses, notary commission, probating wills and collection of recordation taxes. Considerable revenue from recordation taxes offsets the city's costs for circuit court.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Ensure effective, fair Court services for City of Fairfax residents by maximizing the benefits of intergovernmental and interregional cooperation.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Monitor provisions of contract agreement and payments

SERVICES AND PRODUCTS:

Land Records and Public Services

- Record, preserve and safeguard all recorded documents and instruments pertaining to land, property and judgments
- Probate Division administers wills and qualifies fiduciaries for estate, trust and guardianship
- Public Services division issues marriage licenses, and processes notary commissions and trade names

Clerk's Office

- Provides for effective management of technical support with significant effort towards online access

Judicial Support and Civil Records

- Records Management and coordination of archiving cases
- Processes filing of new civil cases

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

BUDGET COMMENTS:

An increase of \$62,239 (12.0%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$63,466 (12.3%)**
 - Increase in the contract between Fairfax County and the City of Fairfax.

Cost Center 413130: Juvenile & Domestic Relations District Court

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 483,508	\$ 514,814	\$ 556,038	\$ 578,279	\$ 63,466	12.33%
Debt Service	1,877	2,818	1,530	1,591	(1,227)	-43.53%
Total	\$ 485,385	\$ 517,632	\$ 557,568	\$ 579,870	\$ 62,239	12.02%

PROGRAM:

The Juvenile and Domestic Relations District Court (JDRDC) adjudicates juvenile matters, offenses committed by adults against juveniles, and family matters except divorce. The Court Services Unit offers comprehensive probation and residential services for youth, services to adults experiencing domestic and/or family difficulties and adult probation services. Services are provided by Fairfax County and paid on a contractual basis.

During the intake process, structure decision-making and risk assessment have been successfully utilized to shift the philosophy of probation services from monitoring to a focus on behavior change which has improved efficiency and enhanced public safety. Racial and ethnic disproportionality continues to prevail and efforts are under way to reduce these disparities.

JDRDC operates five residential facilities that provide a safe, stable and structured environment for youth awaiting court processing or receiving treatment services. In most cases, youth are court ordered into the programs. Complicating service delivery is the diversity of cultures and languages among youth and their families. Overall, the significant decline in the number of youth in juvenile detention and residential care has continued.

In November 2017, a mediation program was initiated which is expected to reduce the overall docket. In addition, parent education and dispute resolution orientation is now required of all parties filing custody, visitation and child support cases.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Ensure effective, fair juvenile court services for City of Fairfax residents by maximizing the benefits of intergovernmental and interregional cooperation

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

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

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

SERVICES AND PRODUCTS:

- Lead Agency in Youth Gang Prevention and Intervention Activities
- Domestic Violence Action Center
 - Provides cultural responsive information and Support Services to victims and families of intimate partner violence and stalking
- Alternative Schools in Conjunction with Fairfax County Public Schools
 - Serves youth unable to participate in ordinary school experience
- Partnership with Fairfax Falls Church Community Services Board
 - Mental Health and Substance Use Disorder services to youth on probation and in residential care
- Probation Services
 - Intake and supervision including diversion from formal court processing
- Court Services Administration
 - Technology support
 - Research/evaluation
 - Victim and Restitution Services: only one percent of penalties is recovered
 - Volunteer Interpreter program
- Residential Services
 - Juvenile Detention Center which includes the BETA sentencing program
 - Less Secure Shelter Home
 - Boys' Probation House which has been relocated from Shirley Gate Road
 - Foundations (formerly Girls' Probation House)
 - Transitional Living Program
 - Supervised Release Services, includes electronic monitoring and intensive supervision

FUNCTION: Judicial Administration
DEPARTMENT: Commonwealth Attorney
DIVISION OR ACTIVITY: Commonwealth Attorney

BUDGET COMMENTS:

No significant adjustment from FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget.

Cost Center 413140: Commonwealth Attorney

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 94,582	\$ 119,707	\$ 115,698	\$ 120,326	\$ 619	0.52%
Total	\$ 94,582	\$ 119,707	\$ 115,698	\$ 120,326	\$ 619	0.52%

PROGRAM:

The Commonwealth's Attorney is a Constitutional Officer of the Commonwealth of Virginia. As such, s/he is not an officer or employee of the County from which s/he was elected. In this jurisdiction, the Commonwealth's Attorney is elected by voters of the City of Fairfax and Fairfax County.

The Office of the Commonwealth's Attorney is charged primarily with the prosecution of crime. This office prosecutes criminal and delinquency matters in the Juvenile and Domestic Relations District Court, and all felony cases in the Fairfax County Circuit Court.

The City contractually purchases the services of the Commonwealth's Attorney on a population-based ratio of the City to the County. This year, the City's ratio is 2 % based upon Weldon Cooper estimates.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

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

FUNCTION: Judicial Administration
DEPARTMENT: Court Services and Custody
DIVISION OR ACTIVITY: Court Services and Custody

BUDGET COMMENTS:

An increase of \$100,741 (5.3%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

Purchased Services, increase of \$100,309 (5.3%)

- Increase in the contract between Fairfax County and the City of Fairfax.

Cost Center 413230: Court Services & Custody

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Purchased Services	\$ 1,909,487	\$ 1,885,869	\$ 1,909,787	\$ 1,986,179	\$ 100,309	5.32%
Debt Service	26,624	25,000	24,454	25,432	432	1.73%

Total	\$ 1,936,111	\$ 1,910,869	\$ 1,934,241	\$ 2,011,611	\$ 100,741	5.27%
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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: 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. 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 Diversion First Program, designed to reduce the number of people with mental illness in local jails by diverting non-violent offenders experiencing mental health crisis to treatment instead of incarceration, has been successful and is expanding. Costs for the Adult Detention Center are based upon a three-year average of inmates who are either city residents or those arrested by a city police officer. Court Services are calculated at 2% of the overall costs consistent with the City's population ratio to the County as estimated by Weldon Cooper.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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:

- Administrative Services Division
 - Information Technology
 - Professional Services
 - Human Resources and Training
- Court Services Division
 - Security of courtrooms
 - Processing legal papers such as evictions, seizures and protective custody orders
- Confinement Division
 - Transportation
 - Housing of inmates
 - Diversion First Program
- Support and Services Division
 - Electronic Incarceration
 - Minimum and Medium Security Inmates
 - Work Release
 - Community Labor Force

ELECTORAL BOARD

Electoral Board Budget Summary

	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 185,806	\$ 178,576	\$ 178,576	\$ 253,230	\$ 74,654	41.81%
Fringe Benefits	56,308	70,802	70,802	96,460	25,658	36.24%
Purchased Services	40,876	54,670	51,465	38,715	(15,955)	-29.18%
Internal Services	-	-	-	-	-	0.00%
Other Charges	8,233	11,850	11,981	12,770	920	7.76%
Supplies & Materials	518	1,500	1,000	1,000	(500)	-33.33%
Capital Outlay	232	39,700	39,700	600	(39,100)	-98.49%
Total Expenditures	\$ 291,973	\$ 357,098	\$ 353,524	\$ 402,775	\$ 45,677	12.79%
Revenues						
Salary Reimbursement	42,225	50,000	42,225	42,300	(7,700)	-15.40%
Total Revenues	\$ 42,225	\$ 50,000	\$ 42,225	\$ 42,300	\$ (7,700)	-15.40%
Net Cost to the City	\$ 249,748	\$ 307,098	\$ 311,299	\$ 360,475	\$ 53,377	17.38%
Total FTE	2.50	2.50	2.50	3.00		

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

BUDGET COMMENTS:

An increase of \$45,677 (12.8%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$74,653 (41.8%)**
 Increase due to market adjustment (COLA) of 2.6%, increase in Over-time wages (\$3.5k), reclassification of Election Officer Stipends from Contract Services (\$43.2k), and the addition of a .5 FTE to the Assistant Registrar position (\$17.6k).
- **Fringe Benefits, increase of \$25,658 (36.2%)**
 - Increase due to the 2.6% COLA, increases in the cost of health insurance and retirement plans and the addition of a .5 FTE to the Assistant Registrar position (\$11.6k).
- **Purchased Services, decrease of \$15,955 (29.2%)**
 - Decrease due to reclassification of Election Officer Stipends to Salaries (\$43.2k), and increases in Ballot Machine programming (\$8k), Equipment Maintenance (\$7.7k), Printing (\$16.2k) and Advertising (\$6k).
- **Capital Outlay, decrease of \$39,100 (98.5%)**
 - Decrease due to replacement of electronic poll books, security cards for voting equipment and printer for electronic poll books that occurred in FY 2019 not needed in FY 2020.

Cost Center 414110: Electoral Board

Title	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Salaries	\$ 185,806	\$ 178,576	\$ 178,576	\$ 253,230	\$ 74,654	41.81%
Fringe Benefits	56,308	70,802	70,802	96,460	25,658	36.24%
Purchased Services	40,876	54,670	51,465	38,715	(15,955)	-29.18%
Internal Services	-	-	-	-	0	0.00%
Other Charges	8,233	11,850	11,981	12,770	920	7.76%
Supplies & Materials	518	1,500	1,000	1,000	(500)	-33.33%
Capital Outlay	232	39,700	39,700	600	(39,100)	-98.49%
Total	\$ 291,973	\$ 357,098	\$ 353,524	\$ 402,775	\$ 45,677	12.79%

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

PROGRAM:

The Electoral Board, appointed by the Circuit Court, oversees City, State and Federal Elections. The Director of Elections/General Registrar, appointed by the Board, in addition to managing the electoral process for the Board, oversees Campaign Finance reporting for City elected officials, and performs voter registration in conformity with all City, State and Federal laws.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Promote our representative form of government by ensuring the integrity of the voter registration process and conducting efficient, free, and fair elections.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

Electoral Board

- Oversees the electoral process to ensure elections are fair, free and accurate.
- Appoints and provides oversight of the Director of Elections/General Registrar.
- Appoints Officers of Election.

Director of Elections/General Registrar

- Provides voter registration for all eligible community members.
- Manages elections and other activities as directed by the Electoral Board.
- Ensures compliance of all Federal, State and local election laws.
- Manages the department.
- Serves the citizens of the City of Fairfax as the primary point of contact regarding elections, campaign finance, and all voting issues.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Registrar	119	1.00	1.00	1.00	1.00
Deputy Registrar	113	1.00	1.00	1.00	1.00
Assistant Registrar	113	0.50	0.50	0.50	1.00
Total Positions		2.50	2.50	2.50	3.00

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

SERVICES AND PRODUCTS:

Electoral Board

- Oversees elections.
- Monitors the performance and security of the voting systems.
- Certifies election results.

Director of Elections/General Registrar

- Conducts well managed, efficient, accessible, fair, transparent, and accurate elections.
- Maintains official records of elections, candidates and other information for public inspection.
- Maintains accurate voter registration rolls; maintains Virginia Election Registration Information System database.
- Answers voting and registration questions for the public and the media.
- Administers absentee voting by mail and in person.
- Ensures timely and accurate reporting of election results.
- Ensures the security, maintenance and integrity of voting systems.
- Certifies all local candidates' eligibility to run for office.
- Reviews campaign finance submissions by local candidates.
- Assesses civil penalties for campaign finance violations.
- Recruits and trains Officers of Election. These are mostly citizens of the City of Fairfax.

Voter registration remains relatively constant with 96% active voters of 16,000 registered. Fluctuations are dependent on public interest in an election. Citizens register and vote in greater numbers in presidential elections and for elections where candidates or issues attract interest and attention. Election turnout ranges from more than 80% to less than 10% for the same reasons.

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Number of elections	4	2	2	4
Number of votes cast	14,500	6,500	12,000	18,000
Number of Officers of Election deployment	190	115	115	220
Number of registered voters	16,200	16,000	16,4000	16,500
Number of additions, deletions and changes to voter registrations	8,417	8,000	9,000	12,000
Number of times a Voting Machine is deployed	56	28	28	56
Absentee applications processed	1,581	800	1,900	3,000
Number of candidates qualified	15	4	4	16
Number of campaign finance forms processed	111	100	110	115

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GENERAL AND FINANCIAL ADMINISTRATION

General & Financial Government - Budget Summary

	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 6,020,839	\$ 6,297,503	\$ 6,318,419	\$ 6,423,099	\$ 125,596	1.99%
Fringe Benefits	2,208,496	2,642,173	2,635,232	2,899,045	256,872	9.72%
Purchased Services	2,446,432	2,219,029	2,455,655	2,358,767	139,738	6.30%
Internal Services	(3,649,076)	(3,693,084)	(3,661,258)	(3,737,692)	(44,608)	-1.21%
Other Charges	1,184,794	1,105,636	1,084,413	1,327,379	221,742	20.06%
Supplies & Materials	1,257,674	1,380,813	1,330,868	1,324,108	(56,706)	-4.11%
Capital Outlay	304,410	151,400	145,400	156,400	5,000	3.30%
Total Expenditures	\$ 9,773,569	\$ 10,103,470	\$ 10,308,730	\$ 10,751,106	\$ 647,635	6.41%
Total FTE	65.25	67.00	67.00	67.00		

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

BUDGET COMMENTS:

An increase of \$12,923 (2.6%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, decrease of \$3,991 (.9%)**
- **Fringe Benefits, increase of \$13,716 (7.5%)**
 - Increase due to the COLA increase of 2.6% and increases in the cost of health insurance and retirement plans.
- **Other Charges, increase of \$4,075 (55.7%)**
 - Increase due to added Travel & Training (\$3.0k) and Association dues (\$1.1k).
- **Supplies and Materials, increase of \$2,000 (59.7%)**
 - Increase due to additional color ink costs for copier.

Cost Center 415110: City Manager

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 449,603	\$ 424,253	\$ 424,253	\$ 420,262	\$ (3,991)	-0.94%
Fringe Benefits	135,809	182,464	182,464	196,180	13,716	7.52%
Purchased Services	257	-	185,000	-	-	0.00%
Internal Services	(107,986)	(112,424)	(112,424)	(115,302)	(2,877)	-2.56%
Other Charges	4,526	7,310	11,029	11,385	4,075	55.75%
Supplies & Materials	2,809	3,350	5,350	5,350	2,000	59.70%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 485,018	\$ 504,953	\$ 695,672	\$ 517,876	\$ 12,923	2.56%

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

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.

COUNCIL GOALS:

- #1, Economic Development – capture opportunities for economic development and advance the economic health of the City.
 - Encourage the financial health and business expansion of the existing companies located within the City
- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Ensure 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 residents.
 - Ensure appropriate level of funding is directed to fund City Council priorities as outlined in Council's goals.
 - Build a culture of transparency and predictability and to ensure City Staff are committed to customer service and administrative excellence.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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 the City 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

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
City Manager	**	1.00	1.00	1.00	1.00
Assistant City Manager	**	0.50	0.50	0.50	0.50
City Clerk	123	0.50	0.50	0.50	0.50
Administrative Support Specialist*	113	0.50	0.50	0.50	0.50
Total FTE		2.50	2.50	2.50	2.50

* Administrative FTE is shared with the Economic Development Office - 50% each.

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 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.

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

BUDGET COMMENTS:

An increase of \$42,058 (8.9%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$42,960 (8.9%)**
 - Increase due to legal services rate increase and an increase in litigation costs.

Cost Center 415120: City Attorney

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 649,099	\$ 482,840	\$ 482,390	\$ 525,800	\$ 42,960	8.90%
Internal Services	(13,758)	(10,140)	(10,140)	(11,042)	(902)	-8.90%
Total	\$ 635,341	\$ 472,700	\$ 472,250	\$ 514,758	\$ 42,058	8.90%

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.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Protect the interests of the City of Fairfax by serving as legal advisor to the City Council, the City Manager, City staff, and City boards and commissions.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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, resolutions 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 or required
- 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 Financial
DEPARTMENT: Law
DIVISION OR ACTIVITY: City Attorney

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Formal/informal opinions rendered	40	40	40	40
Ordinances/resolutions prepared and/or reviewed for City Council and other boards and commissions	40	40	45	45
Lawsuits initiated/closed during the year	10	15	10	10
Review special use permits, special exceptions, variances, rezoning applications and staff reports	65	70	70	65
Appearances before City Council, Planning Commission, and other City boards/commissions, and regulatory matters	40	35	35	40
Review and assist with response to FOIA requests	25	30	30	25

Performance Measurement Results:

- The City Attorney’s office remains occupied with development and redevelopment initiatives in the City, and has continued to assist the Mayor and City Council, and City staff generally, with those matters. The City remains an attractive location for development proposals (particularly given recent changes to the Zoning Ordinance) and the City continues to see, both formally and informally, complicated redevelopment proposals.
- The City Attorney has continued to undertake numerous 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. The nature of future development and redevelopment projects in the City remains relatively complex, given that the majority of land use work is in the nature of either infill development or redevelopment, where the legal issues can be particularly complex.
- The City’s ownership of various public properties, and the management and disposition of the same as applicable, 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 to enforce the same. Tax assessment appeals have also seen an increase, particularly in terms of litigation. Lastly, several large road and utility projects have resulted in an increase in complicated negotiations with landowners. Litigation continues to be the one area that it is difficult to predict or budget for with any degree of certainty (and which can vary significantly year over year), although we continue to utilize a conservative estimating process in arriving at projections in this area and, further, aggressively attempt to control legal fees and costs.

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

BUDGET COMMENTS:

No significant adjustment from FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget.

Cost Center 415130: Public Audit of Accounts

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 113,650	\$ 82,700	\$ 90,000	\$ 95,000	\$ 12,300	14.87%
Internal Services	(9,944)	(7,236)	(7,236)	(8,313)	(1,076)	-14.87%
Total	\$ 103,706	\$ 75,464	\$ 82,764	\$ 86,688	\$ 11,224	14.87%

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.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Ensure that City financial methods and controls are in accordance with generally accepted accounting standards.
 - Build transparency and accountability into City's financial management.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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)

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 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 2017, 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 2018 CAFR has been submitted to GFOA in hopes of obtaining another award.

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

BUDGET COMMENTS:

An increase of \$75,415 (9.7%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$50,694 (11.6%)**
 - Increase due to market adjustment (COLA) of 2.6%, increases in Over-time wages (\$3k) and Incentive Awards (\$25k).
- **Fringe Benefits, increase of \$6,679 (3.4%)**
 - Increase due to market adjustment (COLA) of 2.6%, increases in the cost of health insurance and retirement plans.
- **Purchased Services, increase of \$19,285 (8.3%)**
 - Increase due to increases in Benefit Fair Health Screenings, GMU MPA program and in the contract with Fairfax County for Fire and Police medical exams.
- **Internal Services, decrease of \$11,770 (9.7%)**
 - Decrease due to a reduction in wastewater and transit allocation.
- **Other Charges, increase of \$10,527 (37.0%)**
 - Increase due to the addition of Leadership training (\$10k).

Cost Center 415140: Personnel

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 422,799	\$ 435,942	\$ 435,942	\$ 486,636	\$ 50,694	11.63%
Fringe Benefits	168,288	196,580	186,580	203,259	6,679	3.40%
Purchased Services	212,583	233,583	283,583	252,868	19,285	8.26%
Internal Services	(112,092)	(120,828)	(120,828)	(132,598)	(11,770)	-9.74%
Other Charges	26,281	28,415	37,629	38,942	10,527	37.05%
Supplies & Materials	361	500	500	500	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 718,220	\$ 774,192	\$ 823,406	\$ 849,607	\$ 75,415	9.74%

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

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.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Recruit and retain a highly motivated work force equipped with the skills and knowledge required to deliver high quality services to citizens.
 - Ensure City Staff are committed to customer service and administrative excellence.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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, hiring and employee orientation
- Employee activities – health fair
- Personnel records
- Training
- Benefits
- Employee relations advice/guidance

Personnel Classification	Grade	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>
Personnel Director	128	1.00	1.00	1.00	1.00
Benefits & Risk Manager	124	1.00	1.00	1.00	1.00
Personnel Safety Technician	114	1.00	1.00	1.00	1.00
Personnel Technician	114	1.00	1.00	1.00	1.00
Total FTE		4.00	4.00	4.00	4.00

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Number of Positions Filled	48	52	50	50
Average time to fill a job (days)	60	60	60	60
Applications received per year	3,500	3,500	3,500	3,500
Number of disciplinary actions	4	4	4	4
Number of grievances	0	0	0	0
Number of personnel/payroll actions	1,400	1,400	1,400	1,400
Outcome Measures				
Turnover rate	11.5%	10.75%	9.75%	9.75%

FY 2020 Adopted Budget - City of Fairfax, Virginia

FUNCTION: General and Financial
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Communications & Marketing
BUDGET COMMENTS:

The FY 2020 Adopted Budget reflects a reduction of \$23,579 (5.5%) from the FY 2019 Adopted Budget. Notable adjustments include:

- **Salaries, decrease of \$14,698 (6.1%)**
 - Decrease due to the elimination on temporary help (\$25k), partially offset by the market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$10,952 (11.5%)**
 - Increase due to market adjustment (COLA) of 2.6% and increases in the cost of health insurance and retirement plans, partially offset by the elimination on temporary help.
- **Other Charges, decrease of \$11,270 (72.8%)**
 - Decrease due to savings in Travel, Other Expenses and Dues and Subscriptions.
- **Supplies & Materials, increase of \$1,155 (48.7%)**
 - Increase due to additional equipment replacement.

Cost Center 415150: Communications & Marketing

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 195,883	\$ 242,341	\$ 217,341	\$ 227,643	\$ (14,698)	-6.07%
Fringe Benefits	66,180	95,313	95,313	106,265	10,952	11.49%
Purchased Services	76,660	75,418	65,980	65,700	(9,718)	-12.89%
Internal Services	-	-	-	-	-	0.00%
Other Charges	6,004	15,470	12,200	4,200	(11,270)	-72.85%
Supplies & Materials	969	2,370	3,425	3,525	1,155	48.73%
Capital Outlay	362	400	400	400	-	0.00%
Total	\$ 346,058	\$ 431,312	\$ 394,659	\$ 407,732	\$ (23,579)	-5.47%



FUNCTION: General and Financial
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Communications & Marketing

PROGRAM:

The Communications Office provides comprehensive and far-reaching initiatives across a range of audiences: residents, businesses, prospective businesses, developers, visitors, the GMU community and media. Through a variety of digital, TV and print media, the program helps keep these audiences informed and engaged about city services and activities. The program also serves to streamline all communications efforts (digital, social media, print) emanating from a range of city programs, creating a better understanding of all the city has to offer. Ultimately, the communications and marketing department's goal is to effectively tell the outstanding stories of the city and its smart governance, services, neighborhoods, schools, economic-development opportunities, parks, cultural options, and strong relationship with George Mason University — further enhancing community and the “live life connected” theme.

COUNCIL GOALS:

Governance: High-performance, streamlined and open governing system

- Ensure an educated and involved citizenry and an informed media by providing timely information about city programs and activities via a range of targeted media, including digital, print and TV.

Neighborhoods: Build a strong, safe and secure community through the city's neighborhoods.

- Improve connections throughout the city (from residents to business to visitors) through effective and uniform communications that adhere to consistent messaging and branding.

OBJECTIVES:

- Produce timely, engaging and on-brand digital, print and video content for the city's residents, businesses, media and regional community.
- Disseminate essential city information via a range of media channels (web, TV, print).
- Continuously gauge and survey the informational needs of residents and businesses and the ways in which these groups gather info; from there, create new and engaging ways for the dissemination of successful and on-brand messaging.
- Create an effective media kit for city assets (photography, videos, city briefs/PDF), which can be easily accessed by staff and/or provided to media, real estate agents, businesses, developers and other interested parties.
- Serve as an in-house marketing, PR and branding agency, promoting via digital, video and print media a range of programs (from Parks and Recreation to Economic Development).
- Create and monitor branding and communications guidelines for all city departments, including an adherence to the spirit of Live Life Connected in community correspondence.
- Streamline (through editing, writing, branding) citywide communications efforts in every department.
- Provide critical information to residents for city services during emergencies via the Emergency Operations Center and virtual EOC.
- Cultivate and maintain community engagement, especially with civic associations and other active groups in the city.
- Maintain media relationships with local and regional outlets, including the *Connection*, *Fairfax Times*, *Northern Virginia* magazine, *Washingtonian* and the *Washington Post*.
- Incorporate current trends, research and best practices for tourism via partnerships with the Virginia Tourism Corporation and George Mason University.

FUNCTION: General and Financial
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Communications & Marketing

SERVICES AND PRODUCTS:

- Provide communications, marketing and branding oversight for citywide engagement
- Offer in-house PR, marketing and branding services for every city department
- Serve as promotional and informational center for citywide events and services
- Create timely and community-focused content for the city’s principle websites (fairfaxva.gov), social media (Facebook, Twitter, Instagram), print and TV
- The *Cityscene* newsletter printing and mailing, plus electronic version
- Oversee content, design and production of *Parks & Rec Connected* and *Summer Camps Guide* (Parks/Rec)
- Oversee production of *City Clips*, the main source of timely event information (via web, email and mobile) for events happening in the city
- Pamphlets, brochures, flyers, banners for all departments
- News releases and media advisories
- Photography and video of city events and special programs
- Establish media guidelines and talking points for Mayor and Council (plus city staff) for a range of issues and major city events
- Serve as point of contact and lead for press conferences and press queries
- Publicity, content and marketing lead for the city’s marquee events, including the Chocolate Lover’s Festival, Fall Festival, Fourth of July Parade, Rock the Block and Beer in the Burbs.
- Emergency Operations Center and virtual EOC communication functions and coordination
- Fairfax City Alert (electronic message alert system)

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Communications Director	125	1.00	1.00	1.00	1.00
Community Relations Specialist	117	1.00	1.00	1.00	1.00
Total FTE		2.00	2.00	2.00	2.00

FUNCTION: General and Financial
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Communications & Marketing

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Estimate	FY 2020 Projected
Output Measures			
<i>The Cityscene</i> monthly newsletter	12	12	12
<i>City Clips</i>	26	26	52
Media Inquiries	200	350	500
Media Inquiries	2,100	5,000	6,000
Social Media Posts	500	700	1,000
Social Media Videos	75/25K	85/35K	85/35K
Parks/Rec Connected (oversight)	3	3	3

Performance Measurement Results:

Nationally, the communications landscape has changed dramatically over the past several years, and municipalities like the City of Fairfax have certainly felt the impact. Our residents, businesses and visitors look to us to provide critical information (from city events to basic services) across a number of media channels, including web, mobile, print and TV. Social media has also become a critical way for residents to receive information, and the city’s communications team has responded accordingly.

The communications and marketing team has ensured that every piece of information it creates has a strong digital component. Social media also has become the linchpin for communicating with a range of audiences, (including residents and businesses), which means the city’s social media posts have increased and will continue to do so.

The communications marketing team has also built a successful framework for information tools, from fairfaxva.gov (which serves a landing site for every social-media post) to Fairfax City Alerts.

Finally, the program’s team has assisted in the content development, promotion and marketing of scores of city events, including festivals and Spotlight on the Arts. These efforts have included both digital and print products, and the marketing efforts have ensured that residents and businesses learn about events and, in turn, boost event success and attendance.

FUNCTION: General and Financial
DEPARTMENT: Communications & Marketing
DIVISION OR ACTIVITY: Cable TV

BUDGET COMMENTS:

An increase of \$1,444 (0.4%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, decrease of \$34 (0.0%)**
 - Decrease due to reduction in temporary help (\$7.7k), offset by the market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$9,592 (11.3%)**
 - Increase due to market adjustment (COLA) of 2.6% and increases in the cost of health insurance and retirement plans, partially offset by the reduction in temporary help.
- **Internal Services, decrease of \$5,014 (59.9%)**
 - The allocation of motor pool expenses from the Fleet Maintenance was updated based on the actual usage statistics; as a result, motor pool expenses allocated to this division decreased.
- **Other Charges, decrease of \$2,100 (72.9%)**
 - Reductions in travel and training costs

Cost Center 415160: Cable TV

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 201,570	\$ 218,028	\$ 213,294	\$ 217,994	\$ (34)	-0.02%
Fringe Benefits	54,588	85,180	85,180	94,772	9,592	11.26%
Purchased Services	7,445	13,250	12,750	12,250	(1,000)	-7.55%
Internal Services	1,914	8,369	8,369	3,355	(5,014)	-59.91%
Other Charges	2,300	2,880	780	780	(2,100)	-72.92%
Supplies & Materials	1,463	1,600	1,600	1,600	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 269,280	\$ 329,307	\$ 321,973	\$ 330,751	\$ 1,444	0.44%

FUNCTION: General and Financial
DEPARTMENT: Communications & Marketing
DIVISION OR ACTIVITY: Cable TV

PROGRAM:

The Communications 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 DVD/Blu-ray discs. This division oversees the main video control room at City Hall, the mobile studio and nine remote PEG sites, including Old Town Hall, Fairfax High School, Lanier Middle School, Daniels Run Elementary School, Providence Elementary School, Police Station, Stacy C. Sherwood Community Center, Fairfax Museum and Visitor Center and the Civil War Interpretive Center. This division also oversees Cable Franchise Agreements and assists citizens with questions, concerns or complaints about cable service.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Keep residents and businesses 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. Copies of Cityscreen-12 programming are available on DVD and Blu-ray discs for purchase or loan.
 - Manage issues pertaining to Cable Franchise Agreements and to oversee the Cable Capital Grant Fund. Encourage community-wide involvement in the governing process.
- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Foster better communication between the City and neighborhoods.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Program the electronic bulletin board on Cityscreen-12 with timely and pertinent information important to the community
- Televisе live, unedited coverage of City Council meetings (Closed Captioned) and work sessions
- Televisе live, unedited coverage of Planning Commission meetings and work sessions
- Televisе live, unedited coverage of School Board meetings
- Produce and televisе "The Fairfax Scene" magazine programs
- Produce and televisе special and cultural events and activities
- Produce and televisе public service programs that promote an understanding of City government and the safety and quality of life of those in the community
- Produce and televisе 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 website
- Provide a video archive of recent Cityscreen-12 programming including meetings and special events
- Provide content on the city's YouTube channel
- Provide DVD and Blu-ray copies of programs as requested
- Oversee Cable Franchise Agreements
- Assist citizens with unresolved issues with cable service
- Oversee the Cable Capital Grant Fund

Ongoing Programming:

- 24-hour bulletin board
- City Council meetings (Closed Captioned)
- School Board meetings
- Planning Commission meetings
- The Fairfax Scene program

FUNCTION: General and Financial
DEPARTMENT: Communications & Marketing
DIVISION OR ACTIVITY: Cable TV

Special Programming:

- Special event coverage (i.e. Independence Day Parade, Spotlight on the Arts, Fall Festival)
- Training and recruitment videos
- Budget presentation
- City Election results
- Public Service Announcements/Event Promotional Videos

On-line Video Archive:

- All televised meetings, The Fairfax Scene programs and special programming are available in the online video archive at www.fairfaxva.gov.

YouTube Channel:

- The Fairfax Scene programs, special programming, recruitment videos, promos and public service announcements are posted on the City's YouTube Channel: CityofFairfaxVA.

Discs for purchase and loan:

- All Cityscreen-12 programs are available for purchase on Blu-ray discs or on DVDs
- DVDs of all Cityscreen-12 programs are available for loan in the City Manager's Office

Closed Captioning of City Council Meetings:

- All regular meetings of the City Council and work sessions that are held on the same evening as a regular meeting are Closed Captioned

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Cable Television Manager	121	1.00	1.00	1.00	1.00
Cable TV Technician	119	1.00	1.00	1.00	1.00
Total FTE		2.00	2.00	2.00	2.00

FUNCTION: General and Financial
DEPARTMENT: Communications & Marketing
DIVISION OR ACTIVITY: Cable TV

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
City Council meetings/work sessions televised	28	34	30	32
School Board meetings televised/recorded*	10/12	9/11	10/11	10/11
Planning Commission meetings televised	20	20	20	20
<i>The Fairfax Scene</i> monthly programs produced/televised	9	10	11	11
Special programming**	53	50	80	80
Outcome Measures				
Number of Live Stream/Archived Video views (web site)	7.1K	14K	14K	20K
Number of unique viewers (web site)	15K	16K	16K	17K
Number of minutes watched on city's YouTube Channel	106.5K	180K	190K	200K
Number of YouTube Channel views	32.6K	34K	34K	36K

Performance Measurement Results:

Live Stream/Archived Video (web site): The number of viewers of the Live Stream and archived videos on the city's web site has already surpassed last year's totals and will most likely double, while the total number of unique viewers is projected to remain about the same.

City's YouTube Channel: The city's channel currently has over 160K views, over 480 videos posted and at least one adding weekly with 294 subscribers. The number of minutes watched is projected to nearly double from FY18 to FY20.

Cable Channels: Cityscreen-12 is channel 12 on both the Cox Communications and Verizon FiOS TV cable systems. Unfortunately, there is no data available on viewership.

Please note:

*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 on-line video archive.

The substantial jump in special programming is due to converting the Video Producer/Director position from 0.75 FT to 1.0 FTE and the creation of the weekly promotional program **Fairfax City Minute.

This weekly video showcases what's happening in and around Fairfax City. Although this video is posted on the City's YouTube Channel, it's viewed most often on Facebook and Twitter **averaging over 1,000 views each week**.

FUNCTION: General and Financial
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Economic Development

BUDGET COMMENTS:

An increase of \$258,518 (35.6%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salary, increase of \$3,238 (1.3%)**
 Increase due to market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$8,730 (8.4%)**
 - Increase due to market adjustment (COLA) of 2.6% and increases in the cost of health insurance and retirement plans.
- **Purchased Services, increase of 16,000 (17.6%)**
 - Increase due to additional New Business attraction Incentives (\$75k), partially offset by reduction in advertising costs (\$62k).
- **Other Charges, increase of \$230,050 (81.1%)**
 - Increase due to the realignment of Economic Development resources to EDA.

Cost Center 461210: Economic Development

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 140,217	\$ 245,115	\$ 245,115	\$ 248,352	\$ 3,238	1.32%
Fringe Benefits	46,677	103,299	103,299	112,029	8,730	8.45%
Purchased Services	54,110	91,000	91,000	107,000	16,000	17.58%
Internal Services	-	-	-	-	-	0.00%
Other Charges	295,790	283,800	283,800	513,850	230,050	81.06%
Supplies & Materials	1,191	2,000	2,000	2,500	500	25.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 537,985	\$ 725,214	\$ 725,214	\$ 983,731	\$ 258,518	35.65%



FUNCTION: General and Financial
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Economic Development

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 and exceptional level of services the City has enjoyed for many years.

COUNCIL GOALS:

- #1, Economic Development – capture opportunities for economic development and advance the economic health of the City
 - Provide the City with a strong, diverse economy that delivers 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 City’s innate ambience and character, making Fairfax the best place to both live, work, and shop.
- #5, Development and Redevelopment – enable appropriate, targeted, sustainable, and transportation-oriented development and redevelopment
 - Assist in the strategic development (providing input on proposed plans, soliciting feedback to developers in consultation with Community Development and Planning) of the City, focusing on the five commercial activity centers. The purpose of economic development within the development and redevelopment process is to attract new or expanding businesses to projects as they come on-line in order to develop a vibrant local economy.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Encourage the financial health and business expansion of the existing companies located within the City;
- Actively recruit new business into the city and place graduates of the Mason Enterprise Center into City office space;
- Responsibly assist in refurbishing and developing commercial properties within the City in an effort to improve the appeal of the City while providing additional revenue;
- Facilitate ongoing dialogue between the residential and business communities, all in partnership with area business associations and George Mason University;
- Review City ordinances, policies, and practices to determine their impact on existing and proposed commercial businesses;
- Promote programming (strategic and marketing) that aids in the increase in the number of full time jobs within the City;
- Continue to brand the City as a strong commercial center with a high quality of life.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Economic Development Director	125	1.00	1.00	1.00	1.00
Administrative Support Specialist*	113	0.50	0.50	0.50	0.50
Business Development Associate	113	-	1.00	1.00	1.00
Total FTE		1.50	2.50	2.50	2.50

* Administrative FTE is shared with the City Manager Office - 50% each.

FUNCTION: General & Financial
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Economic Development

SERVICES AND PRODUCTS:

Business Development

- Assist existing and new businesses in streamlining their experience within the internal administrative policies and practices
- Assist start-up companies, in conjunction with the Small Business Development Center and Mason Enterprise Center, by providing guidance, education, and capacity building services
- Coordinate ribbon cuttings with Council and Chamber of Commerce
- Serve as City's interface with the Chamber of Commerce and the Economic Development Authority
- Develop and administer a new suite of business engagement programs (e.g. integration with existing programs and events such as Chocolate Lover's Festival, Rock the Block, etc.)
- Develop a "Start Up City" initiative that will streamline and coordinate the business establishment practices within the City
- Grow and expand the City-wide restaurant week program designed to support local restaurants and serve as a marketing tool for future restaurant attraction programs

Attraction

- Promote the city's office and retail spaces to business prospects and vacant commercial properties to developers
- Assist prospective businesses in their location decisions and processing through the city's administrative procedures
- Create and disseminate fact sheets and brochures to market the City
- Realignment of City's marketing activities
- Manage content of Department and Economic Development Authority website and social media channels

Real Estate Development

- Promote and foster redevelopment in accordance with the City's vision
- Stimulate commercial development through land assembly, sale of properties and program awareness
- Thoughtfully utilize City-owned assets to leverage their position within the community for an overall business improvement impact
- Identify opportunities to foster more pro-business environment including financial incentives and streamlining of zoning regulations

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Office Space – Vacancy Rate	11.5%	11.5%	11.7%	11.5%
Retail Space – Vacancy Rate	5.5%	4.0%	5.0%	4.8%
Number of Meals Tax Contributing Businesses	186	186	186	189

Performance Measurement Results:

- The City's overall commercial vacancy rates are equal to or better than those in surrounding regions. Generally speaking, the numbers representing Fairfax County held steady from last year's reported numbers. An overview of the office market vacancy rate indicates:
 - Greater Fairfax County: 16.0%
 - Washington D.C. metropolitan region: 11.2%
- The retail vacancy rates reflect a slight change from last year's reported numbers as well:
 - Greater Fairfax County: 3.0%
 - Washington D.C. metropolitan region: 4.7%

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

BUDGET COMMENTS:

An increase of \$21,467 (7.3%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Internal Services, decrease of \$3,106 (7.3%)**
 - Decrease due to an increase in wastewater and transit allocation.
- **Other Charges, increase of \$25,238 (8.6%)**
 - Increase due to cost increases of insurance policies.

Cost Center 415230: Risk Management

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 34,583	\$ 44,465	\$ 44,565	\$ 43,300	\$ (1,165)	-2.62%
Internal Services	(55,330)	(42,679)	(42,679)	(45,785)	(3,106)	-7.28%
Other Charges	403,478	292,686	285,279	317,925	25,238	8.62%
Supplies & Materials	5	500	1,000	1,000	500	100.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 382,736	\$ 294,972	\$ 288,165	\$ 316,439	\$ 21,467	7.28%

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

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.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Protect the financial resources of the City, and provide a safe work environment.
 - Promote a safety program and a liability loss prevention program that is functional and effective.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Number of preventable accidents	16	32	25	22
Number of lost day injuries	12	25	20	20
Number of lost days	266	300	150	170
Number of light duty days	175	600	175	200

Performance Measurement Results:

- Preventable accidents and injuries have decreased by an overall 59.40% in actual 2018 numbers.
- Accidents and injuries are expected to trend at or below the budgeted 2019 projected figures.
- The Risk Manager and Safety Officer has focused on increased OSHA safety training, defensive driver training, accident and incident review process, and tracking safety training and new policy information through a robust web based training program for employees.
- Increases in revenue are expected to rise as an increased effort to collect funds owed to the city from City property damaged by motorists.

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

BUDGET COMMENTS:

The FY 2020 Adopted Budget reflects a reduction of \$12,987 (14.3%) from the FY 2019 Adopted Budget. Notable adjustments include:

- **Internal Services, increase of \$2,013 (14.3%)**
 - Increase due to a decrease in wastewater and transit allocation.
- **Other Charges, decrease of \$15,000 (14.3%)**
 - Decrease due to a reduction in cost of telephone services.

Cost Center 415240: Telephone

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Internal Services	\$ (13,098)	\$ (14,091)	\$ (14,091)	\$ (12,078)	\$ 2,013	14.29%
Other Charges	97,604	105,000	90,000	90,000	(15,000)	-14.29%
Total	\$ 84,506	\$ 90,909	\$ 75,909	\$ 77,922	\$ (12,987)	-14.29%

PROGRAM:

The telephone communications system is a VoIP and analog telephone service that provides a full range of telecommunications features.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Ensure efficient transmission of information internally and externally via telephone, computer and Internet.
 - Enable employees and citizens to interact directly with departments in the transaction of City business

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Maintain telephone system in an effective manner for all users

SERVICES AND PRODUCTS:

- Management of the telephone infrastructure and services

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Telephone support call response	940	900	900	900
IP Phone Devices	396	400	400	405
Voice Servers and Gateways	17	19	19	19
Digital SIP Phone Lines	438	458	458	468
Analog Phone Lines	250	120	117	110
Outcome Measurers				
Request completed in a timely/sat. fashion	99.9%	99.9%	99.9%	99.9%

Performance Measurement Results:

- IT has completed the migration of the existing Verizon Telephone PRI/Analog Services over to Cox SIP/Analog Services, which entailed 600 plus phone lines in FY19. This migration has created redundant links, one to City Hall and one to the Police Department, which the City did not have before and created
- Internet Services. The City has completed the internet service at City Hall from 100Mb to 500Mb and at the Police Department to allow for more external cloud services and a higher level of redundancy.
- FTE dedicated to handle all telephone communication issues is 0.5.

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

BUDGET COMMENTS:

An increase of \$62,417 (2.9%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salary, increase of \$36,589 (3.5%)**
 Increase due to market adjustment (COLA) of 2.6% and an increase in Over-time Wages (\$6k).
- **Fringe Benefits, increase of \$53,738 (12.1%)**
 - Increase due to market adjustment (COLA) of 2.6%, an increase in Over-time Wages and increases in the cost of health insurance and retirement plans.
- **Other Charges, decrease of \$28,770 (29.5%)**
 - Decrease due to reductions in Equipment Rental (\$28.6k).

Cost Center 415250: Information Technology

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 1,004,674	\$ 1,033,169	\$ 1,039,169	\$ 1,069,757	\$ 36,589	3.54%
Fringe Benefits	368,562	443,288	443,288	497,026	53,738	12.12%
Purchased Services	485,118	460,295	461,579	461,612	1,317	0.29%
Internal Services	(109,875)	(102,862)	(102,862)	(101,618)	1,243	1.21%
Other Charges	104,601	97,599	85,999	68,829	(28,770)	-29.48%
Supplies & Materials	31,608	30,850	30,850	29,150	(1,700)	-5.51%
Capital Outlay	299,078	151,000	145,000	151,000	-	0.00%
Total	\$ 2,183,766	\$ 2,113,339	\$ 2,103,023	\$ 2,175,756	\$ 62,417	2.95%

PROGRAM:

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

- Enterprise Architecture
- Business Process Improvement
- Service Management

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - 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.
 - Utilize technology (Facebook, Twitter, Email, Pinterest, Print and City Website) to make information and links readily available to the public.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Technical Support				
Technical service call responses	7,400	7,400	7,450	7,450
Number of workstations/computers supported	212	212	209	207
Number Laptops supported	115	115	122	125
Number of Mobile Devices: Cell Phones, Tablets and Smart Phones.	334	335	335	336
Network Administration				
Network support call responses	2,600	2,620	2,620	2,620
Number of servers (physical and virtual)	58	59	50	50
Number of applications/systems	146	146	148	148
Number of network security devices	8	8	8	10
Number of routers and switches	113	113	115	115
Application Programming				
Requests for Web Services	1,820	1,820	1,820	1,860
Requests for GIS Services	1,350	1,400	1,400	1,400
Requests for queries/reports	810	840	840	840
Requests for custom applications	50	46	46	50
Outcome Measurers				
Network Management FTE	1.2	1.2	1.2	1.2
Computer time available	AVG 99.9%	AVG 99.9%	AVG 99.9%	AVG 99.9%

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

Performance Measurement Results:

- Requests for services and support 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. Continued support of the new online building permit application, new applicant tracking system, departmental implementation of SharePoint, and continued migration of applications to the cloud.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Director of Information Tech	**	1.00	1.00	1.00	1.00
Assistant Director of Info. Tech.	126	1.00	1.00	1.00	1.00
Telecommunications Manager	125	1.00	1.00	1.00	1.00
Program / Systems Analyst	123	1.00	1.00	1.00	1.00
Web Architect	123	1.00	1.00	1.00	1.00
GIS Manager	123	1.00	1.00	1.00	1.00
Network Administrator	121	1.00	1.00	1.00	1.00
Telecommunications Technician	119	1.00	1.00	1.00	1.00
Computer Technician II	116	1.00	1.00	1.00	1.00
Total FTE		9.00	9.00	9.00	9.00



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

BUDGET COMMENTS:

The FY 2020 Adopted Budget reflects a reduction of \$587 (0.2%) from the FY 2019 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$250 (0.5%)**
 - Increase due to market adjustment (COLA) of 2.6%, partially offset by reduced budgeted pay rate.
- **Fringe Benefits, increase of \$1,862 (9.1%)**
 - Increase due to market adjustment (COLA) of 2.6%, partially offset by reduced budgeted pay rate and increases in the cost of health insurance and retirement plans.
- **Supplies & Materials, decrease of \$10,000 (23.8%)**
 - Reduction in office supply expense.

Cost Center 415260: Printing and Office Supplies

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 44,640	\$ 47,536	\$ 47,536	\$ 47,786	\$ 250	0.53%
Fringe Benefits	17,287	20,444	20,444	22,307	1,862	9.11%
Purchased Services	-	-	-	-	-	0.00%
Internal Services	(38,675)	(43,541)	(43,541)	(43,442)	99	0.23%
Other Charges	177,864	191,344	197,046	198,546	7,202	3.76%
Supplies & Materials	27,858	42,000	32,000	32,000	(10,000)	-23.81%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 228,974	\$ 257,783	\$ 253,485	\$ 257,196	\$ (587)	-0.23%

PROGRAM:

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

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Ensure efficient departmental operations by providing needed office services.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Pieces of mail processed annually	215,000	215,000	215,000	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 mailings	2,000	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 remained level.
- Supply orders for FY19 and FY20 will remain level.
- Mail room copying and printing projects are expected to remain level.
- Special printing projects are expected to remain level.
- Agenda mailings have remained level.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Mail / Duplication Services Admin.	110	1.00	1.00	1.00	1.00
Total FTE		1.00	1.00	1.00	1.00

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

BUDGET COMMENTS:

An increase of \$5,268 (0.2%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, decrease of \$15,724 (1.6%)**
 - Overall decrease due to market adjustment (COLA) of 2.6%, partially offset by reduced budgeted salaries of replacement employees to fill retired positions.
- **Fringe Benefits, increase of \$24,984 (6.6%)**
 - Increase due to market adjustment (COLA) of 2.6% and increases in the cost of health insurance and retirement plans, partially offset by reduced budget salaries.
- **Purchased Services, increase of \$38,619 (7.6%)**
 - Due to increases in contract services (\$4.5k), building maintenance (\$5.1k) and vehicle repairs (\$29k).
- **Supplies & Materials, decrease of \$45,661 (3.7%)**
 - Reductions in fuel (\$15k), tires (\$20k) and lubricants (\$5k) account for this decrease.
- **Capital Outlay, increase of \$5,000 (0.0%)**
 - Increase due to new equipment purchases.

Cost Center 415270: Fleet Maintenance

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 928,026	\$ 955,493	\$ 955,493	\$ 939,769	\$ (15,724)	-1.65%
Fringe Benefits	339,664	378,905	378,905	403,889	24,984	6.59%
Purchased Services	621,794	510,888	510,888	549,507	38,619	7.56%
Other Charges	9,033	16,250	13,000	14,300	(1,950)	-12.00%
Supplies & Materials	1,132,409	1,222,938	1,182,938	1,177,278	(45,661)	-3.73%
Capital Outlay	4,970	-	-	5,000	5,000	0.00%
Subtotal	3,035,897	3,084,474	3,041,224	3,089,742	5,268	0.17%
Internal Services	(3,025,359)	(3,084,474)	(3,041,224)	(3,089,742)	(5,268)	-0.17%
Total	\$ 10,538	\$ -	\$ -	\$ -	\$ -	0.00%

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

PROGRAM:

An aggressive preventative and predictive maintenance program to maintain the City's fleet in an 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.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Protect the City's \$28 million plus investment in vehicles and other motorized equipment by keeping it in safe and efficient working order with minimal downtime.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Maintain all motorized equipment
- Perform preventive and predictive maintenance
- Inspect air brakes monthly
- Provide fuel and lubricants
- Perform major and minor mechanical repairs
- Supports departments during snow removal and leaf season
- Repair body and interior of damaged vehicles
- Maintain facility in accordance with all state and federal regulations
- Build fleet specifications for new fleet purchases
- 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, performs custom installs
- Welding
- Tire replacements
- Speed calibrations
- Fueling site operation, maintenance and recordkeeping
- Property yard uniform, deliveries and supplies distribution
- Emergency road service
- Surplus fleet sales
- Two way radio maintenance

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimated	FY 2020 Projected
Output Measures				
Number of repair orders	3,965	3,850	3,908	3,950
Total Fleet	711	650	703	703
Downtime hours	84,834	155,000	66,146	75,000
Efficiency Measures				
Mechanic to vehicle ratio	1/102	1/93	1/100	1/100
National average	1/55	1/55	1/60	1/60
Outcome Measures				
Vehicle availability	97%	97%	97%	98%
National average	95%	95%	95%	95%

Performance Measurement Results:

- Repair orders are expected to increase slightly in FY20, compared to FY19 budgeted, as a result of age of fleet.
- Total Fleet rolling stock and non-rolling stock, has increased from FY18 to FY19.
- The mechanic to vehicle ratio remains fairly consistent. This is nearly 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 Trucks due to their unique specifications.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Fleet Manager	121	1.00	1.00	1.00	1.00
Automotive Parts Supervisor	116	1.00	1.00	1.00	1.00
Automotive Shop Supervisor	116	1.00	1.00	1.00	1.00
Fleet Technician III	115	3.00	1.00	3.00	3.00
Fleet Technician II	114	1.00	2.00	1.00	1.00
Fleet Technician I	112	3.00	4.00	3.00	3.00
Assistant to Operations Superintendent	111	1.00	1.00	1.00	1.00
Automotive Parts Assistant	110	1.00	1.00	1.00	1.00
Administrative Assistant II	110	-	0.75	0.75	0.75
Total FTE		12.00	12.75	12.75	12.75

FY 2020 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$50,930 (5.4%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$20,195 (2.7%)**
 - Increase due to market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$36,527 (11.3%)**
 - Increase due to market adjustment (COLA) of 2.6% and increases in the cost of health insurance and retirement plans.

Cost Center 415410: Finance & Accounting

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 734,990	\$ 753,398	\$ 793,398	\$ 773,592	\$ 20,195	2.68%
Fringe Benefits	293,614	322,638	325,698	359,165	36,527	11.32%
Purchased Services	24,392	15,050	15,050	15,050	-	0.00%
Internal Services	(146,435)	(152,751)	(152,751)	(160,091)	(7,341)	-4.81%
Other Charges	7,722	8,409	10,058	9,958	1,549	18.42%
Supplies & Materials	1,946	4,000	5,000	4,000	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 916,229	\$ 950,744	\$ 996,453	\$ 1,001,674	\$ 50,930	5.36%

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

PROGRAM:

The finance and accounting element of the Finance Department provides financial services, financial management and direction for the City organization.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Ensure fiscal stability and efficient departmental operations by providing financial accounting and reporting, purchasing and budgeting services.
 - Build a culture of transparency and predictability.
 - Ensure the appropriate level of department assistance and guidance as it relates to the implementation of the City Council's goals, guidelines, and financial policies.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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)
- Purchasing card program

Personnel Classification	Grade	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>
Director of Finance*	**	0.50	0.50	0.50	0.50
Assistant Director of Finance	127	1.00	1.00	1.00	1.00
Budget Manager	124	1.00	1.00	1.00	1.00
Staff Accountant	119	2.00	2.00	2.00	2.00
Purchasing Specialist	115	1.00	1.00	1.00	1.00
Payroll & Accounting Technician	114	1.00	1.00	1.00	1.00
Finance Technician	112	2.00	2.00	2.00	2.00
Total FTE		8.50	8.50	8.50	8.50

* Serves dually as Assistant City Manager

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Payroll checks issued (nearly 100% direct deposit now)	64	60	60	60
Prepare monthly and quarterly payroll reports and send to state and federal agencies	Yes	Yes	Yes	Yes
Purchase orders issued	373	337	380	380
Outcome Measures				
Receive "Clean" Annual Audit Opinion as reported in the Consolidated Financial Report (CAFR)	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
Execute and Manage Budget Preparation Process	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 2017, the City's Comprehensive Annual Financial Report (CAFR) was again awarded a Certificate of Achievement for Excellence in Financial Reporting upon review by the Government Finance Officers Association (GFOA). The FY 2018 CAFR has been submitted to the GFOA again this year in hopes of obtaining another award. In addition, the City's FY 2019 Operating Budget also received a Distinguished Budget Presentation Award from the GFOA. The Office of Finance strives annually to receive both awards.

FY 2020 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$33,869 (4.7%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$11,790 (2.4%)**
 - Increase due to market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$23,253 (11.2%)**
 - Increase due to market adjustment (COLA) of 2.6% and increases in the cost of health insurance and retirement plans.

Cost Center 415420: Real Estate Assessment

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 464,572	\$ 485,354	\$ 485,354	\$ 497,144	\$ 11,790	2.43%
Fringe Benefits	189,630	208,036	208,036	231,289	23,253	11.18%
Purchased Services	1,005	2,000	1,360	2,000	-	0.00%
Internal Services	-	-	-	-	-	0.00%
Other Charges	15,273	18,793	18,913	19,619	826	4.40%
Supplies & Materials	945	3,530	1,530	1,530	(2,000)	-56.66%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 671,425	\$ 717,713	\$ 715,193	\$ 751,582	\$ 33,869	4.72%

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

PROGRAM:

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

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - 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. Meet the City’s adopted goal of providing unsurpassed, user-friendly, customer-focused business practices.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- List and appraise all existing real property within City limits
- List and appraise all new construction based on final permits
- Maintain an assessment/sales ratio of between 95 and 98 percent
- Maintain a coefficient of dispersion of between 5 and 9 percent
- Obtain sales data on all transactions occurring within the City
- Administer residential and commercial partial exemption programs for rehabilitated property
- Forecast and report real estate market activity in support of City management, City Council, and the annual budgeting process
- Maintain and continuously monitor computer assisted mass appraisal system (CAMA) and its online public interface (Web Pro)

SERVICES AND PRODUCTS:

- Annual real estate assessment notification to all property owners
- Real estate land book
- Property and sales data
- Inform and educate public
- Serve as support staff to Board of Equalization
- Forecast and report real estate market activity in support of City management, City Council, and the annual budgeting process
- Maintain CAMA system and its online public interface (Web Pro)

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Real Estate Assessor	127	1.00	1.00	1.00	1.00
Real Estate Appraiser II	119	1.00	1.00	2.00	2.00
Real Estate Appraiser I	116	1.00	1.00	1.00	1.00
Real Estate Appraiser Trainee	114	1.00	1.00	-	-
Real Estate Appraiser Technician	112	1.00	1.00	1.00	1.00
Total FTE		5.00	5.00	5.00	5.00

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Actual	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Number of parcels assessed	8,992	9,023	9,165	9,226
Total assessed value-taxable	\$5.85B	5.94B	\$6.06B	\$6.31B
Total assessed value-exempt	\$502M	\$530M	\$530M	\$556M
Number of building permits	1,007	1,231	1,191	1,191
New construction value (growth)	\$23.6M	\$82.1M	\$105.9M	\$126.1M
Properties in Rehab programs	122	99	85	75
Tax \$ exempted for Rehab	\$158,004	\$142,141	\$118,628	\$94,800
Outcome Measures				
Coefficient of Dispersion	6.4%	6.5%	6.3%	6.5%
Efficiency Measures				
Per parcel maintenance cost	\$71.70	\$73.08	\$74.41	\$75.16
Cost per tax dollar assessed	\$.0101	\$.0104	\$.0103	\$.0104
Service Quality				
Median Sales Assessment Ratio	97.61%	96.57%	98.00%	98.00%

Performance Measurement Notes:

- Real estate assessments are on a calendar year basis (for example, FY 2020 Projected reflects assessed values as of 1/1/2019).
- Coefficient of Dispersion and Median Sales Assessment Ratio for FY 2017 obtained from the Virginia Department of Taxation.
- Coefficient of Dispersion and Median Sales Assessment Ratio for FY 2018, FY 2019, and FY 2020 were estimated based on data available at the time.
- The Median Sales Assessment Ratio is a statistical measure which indicates the performance of the real estate market.
- The Coefficient of Dispersion is a statistical measure of uniformity in the assessment of real property.
- Efficiency measures for FY 2020 were calculated using the current tax rate of \$1.06/\$100 for residential and \$1.175/\$100 for commercial.

FUNCTION: General and Financial
DEPARTMENT: Treasurer
DIVISION OR ACTIVITY: Treasury Services

BUDGET COMMENTS:

An increase of \$32,023 (3.2%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$6,019 (0.9%)**
 - Increase due to market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$24,324 (9.0%)**
 - Increase due to market adjustment (COLA) of 2.6% and increases in the cost of health insurance and retirement plans.
- **Purchased Services, increase of \$6,180 (15.3%)**
 - Increase due to an increase in contract services (\$9.4k), partially offset by a reduction in equipment maintenance (\$3.2k).
- **Other Charges, increase of \$6,000 (84.6%)**
 - Increase due to an increase in bank credit card processing fees (\$6.0k).
- **Supplies & Materials, increase of \$1,500 (3.5%)**
 - Increase due to an increase in office supplies (\$1.5k) related to decal enforcement.

Cost Center 415440: Treasurer

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 661,992	\$ 657,050	\$ 657,050	\$ 663,069	\$ 6,019	0.92%
Fringe Benefits	235,172	270,182	270,182	294,506	24,324	9.00%
Purchased Services	12,352	40,440	38,310	46,620	6,180	15.28%
Internal Services	(22,639)	(15,637)	(27,061)	(27,638)	(12,001)	-76.74%
Other Charges	13,415	7,095	13,095	13,095	6,000	84.57%
Supplies & Materials	40,496	42,975	44,475	44,475	1,500	3.49%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 940,788	\$ 1,002,104	\$ 996,050	\$ 1,034,127	\$ 32,023	3.20%

FUNCTION: General and Financial
DEPARTMENT: Treasurer
DIVISION OR ACTIVITY: Treasury Services

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.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Ensure the City's fiscal integrity and viability by efficiently collecting and accurately accounting for City, Federal, State, and other revenues.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Provide efficient methods for collecting revenues and taxes including the use of technological advances to improve customer services
- Provide exceptional customer service which includes:
 - Responding to ALL customer inquiries with empathy and courtesy
 - Providing accurate information and guidance to the public
 - Minimizing customer wait times at the counter and on the phone
 - Demonstrating integrity, competence and reliability on all customer transactions, thereby fostering community trust
 - Creating a marketing mentality in communicating deadlines to customers so as to minimize late penalties and interest
- Collect delinquent tax revenue
- Maintain a collection ratio of a minimum of 98% for Real Estate and 96% for Personal Property Tax Collection
- Deposit funds within 24 hours of receipt.
- Disburse checks and wire transfers as directed by the Finance Department after ensuring that funds are available for payment
- Invest funds to obtain the highest rate of return 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 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, by mail, via internet, telephone or 24 hour drop boxes for:
 - real estate and personal property taxes (including issuing city decals)
 - city invoices
 - security alarms
 - dog tags
 - service fees
 - delinquent collection: real estate, personal property and meals taxes; business licenses;
 - state income and estimated income taxes, cigarette taxes
- Walk-in DMV services
 - vehicle transactions (titles, registrations, decals, plates, handicap decals, trip passes)
 - driving records
- Signature on checks guaranteeing availability of funds
- Information on City funds and revenue collecting

FUNCTION: General and Financial
DEPARTMENT: Treasurer
DIVISION OR ACTIVITY: Treasury Services

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Delinquent Tax Collection	\$597,360	\$877,000	\$693,000	\$722,000
Late payment penalty collected	\$291,791	\$353,000	\$390,000	\$400,000
Interest on delinquent taxes	\$156,530	\$215,000	\$182,000	\$210,000
Outcome Measures				
Collection Ratio for Current Taxes for Previous Fiscal Year (2018):				
Personal Property Tax	97.42%			
Real Estate Tax	98.16%			

Collection Rate for Prior Years' Taxes through End of Previous Fiscal Year (2018):

Personal Property Tax	98.29%
Real Estate Tax	99.67%

Performance Measurement Results:

The City has met its Real Estate and Personal Property tax overall collection rate objective for FY 2018.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Treasurer	128	1.00	1.00	1.00	1.00
Chief Deputy Treasurer	121	1.00	1.00	1.00	1.00
Deputy Treasurer	114	1.00	1.00	1.00	1.00
Treasury Technician Real Estate	114	2.00	2.00	2.00	2.00
Revenue Collections Specialist	112	1.00	1.00	1.00	1.00
Treasury Technician I	112	1.00	1.00	1.00	1.00
Customer Service Representatives (P/T)	112	1.00	1.00	1.00	1.00
Decal Enforce. Officer (P/T)	106	0.75	0.75	0.75	0.75
Total FTE		8.75	8.75	8.75	8.75

FY 2020 Adopted Budget - City of Fairfax, Virginia

FUNCTION: General and Financial
DEPARTMENT: Commissioner of the Revenue
DIVISION OR ACTIVITY: Commissioner of the Revenue

BUDGET COMMENTS:

An increase of \$73,680 (6.3%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$32,398 (4.0%)**
 - Increase due to market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$42,515 (12.7%)**
 - Increase due to market adjustment (COLA) of 2.6% and increases in the cost of health insurance and retirement plans.

Cost Center 415450: Commissioner of the Revenue

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 771,873	\$ 799,826	\$ 804,476	\$ 832,224	\$ 32,398	4.05%
Fringe Benefits	293,025	335,843	335,843	378,358	42,515	12.66%
Purchased Services	1,633	3,700	3,700	3,710	10	0.27%
Internal Services	4,201	5,210	5,210	6,602	1,392	26.72%
Other Charges	2,275	5,585	5,585	5,950	365	6.54%
Supplies & Materials	15,614	24,200	20,200	21,200	(3,000)	-12.40%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 1,088,621	\$ 1,174,364	\$ 1,175,014	\$ 1,248,044	\$ 73,680	6.27%

FUNCTION: General and Financial
DEPARTMENT: Commissioner of the Revenue
DIVISION OR ACTIVITY: Commissioner of the Revenue

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.

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Ensure the City's fiscal integrity and viability by fairly and uniformly administering revenue collection due to the City from individuals and businesses.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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 Financial
DEPARTMENT: Commissioner of the Revenue
DIVISION OR ACTIVITY: Commissioner of the Revenue

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Total Tax Revenue	\$47,373,302	\$ 44,632,985	\$47,455,814	\$48,857,228
Personal Property Tax revenue	\$11,527,725	\$ 11,060,000	\$12,037,114	\$12,217,671
BPOL Revenue	\$8,745,395	\$ 9,170,900	\$9,117,00	\$9,253,755
Efficiency Measures				
Cost per dollar levied – Total	0.0191	.0218	0.0208	0.0208
Cost per dollar levied – Personal Property	0.0317	.0375	0.0349	0.0353
Cost per dollar levied – BPOL	0.0613	.0611	0.0623	0.0630

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.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Commissioner of Revenue	128	1.00	1.00	1.00	1.00
Deputy Comm. Of Revenue	121	1.00	1.00	1.00	1.00
Business Revenue Auditor	119	2.00	2.00	2.00	2.00
Revenue Inspector	114	2.00	2.00	2.00	2.00
Tax Technician	112	2.00	2.00	3.00	3.00
Administrative Assistant I	**	1.00	1.00	-	-
Total FTE		9.00	9.00	9.00	9.00

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

BUDGET COMMENTS:

An increase of \$9,950 (5.3%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$14,950 (9.1%)**
 - The City provides health insurance stipends to qualified retirees. The number of qualified retirees is expected to increase in FY 2020.

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

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 151,751	\$ 163,400	\$ 169,500	\$ 178,350	\$ 14,950	9.15%
Other Charges	18,628	25,000	20,000	20,000	(5,000)	-20.00%
Total	\$ 170,379	\$ 188,400	\$ 189,500	\$ 198,350	\$ 9,950	5.28%



PUBLIC SAFETY

POLICE DEPARTMENT

FY 2020 Adopted Budget - City of Fairfax, Virginia

Police Department Budget Summary

	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 7,729,134	\$ 8,251,203	\$ 8,251,203	\$ 8,385,418	\$ 134,215	1.63%
Fringe Benefits	3,086,477	3,705,571	3,705,571	4,147,009	441,438	11.91%
Purchased Services	309,478	376,770	359,620	381,070	4,300	1.14%
Internal Services	404,981	531,732	517,170	491,982	(39,750)	-7.48%
Other Charges	194,602	266,919	222,423	283,587	16,668	6.24%
Supplies & Materials	192,687	212,750	186,750	218,370	5,620	2.64%
Capital Outlay	-	-	-	-	-	0.00%
Total Expenditures	\$ 11,917,359	\$ 13,344,945	\$ 13,242,737	\$ 13,907,436	\$ 562,491	4.22%
Revenues						
Animal Licenses	\$ 10,405	\$ 12,000	\$ 10,900	\$ 12,000	\$ -	0.00%
Peddlers Permits	14,625	9,500	13,320	9,500	-	0.00%
Court Fines / Forfeitures	583,616	750,000	598,483	625,000	(125,000)	-16.67%
Parking Meter Violations	110,270	125,000	110,775	125,000	-	0.00%
Sale of Record Copies	2,998	4,000	3,348	3,500	(500)	-12.50%
False Alarm Fees	4,290	18,000	12,015	18,000	-	0.00%
Animal Control Fees	2,050	2,500	1,666	2,000	(500)	-20.00%
State Aid - Police	614,284	600,000	625,650	626,000	26,000	4.33%
Grants	55,699	40,800	45,223	37,800	(3,000)	-7.35%
Total Revenues	\$ 1,398,237	\$ 1,561,800	\$ 1,421,380	\$ 1,458,800	\$ (103,000)	-6.59%
Net Cost to the City	\$ 10,519,122	\$ 11,783,145	\$ 11,821,357	\$ 12,448,636	\$ 665,491	5.65%
Total FTE	89.00	89.00	89.00	89.00		

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

BUDGET COMMENTS:

An increase of \$128,813 (7.5%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$34,499 (3.6%)**
 - Increase due to market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$72,910 (15.6%)**
 - Increase due to market adjustment (COLA) of 2.6% and increases in the cost of health insurance and retirement plans.
- **Purchased Services, increase of \$29,750 (66.0%)**
 - Increase due to consolidation of Captain and Sergeant/ Lieutenant promotional process (\$25k) and increase in officer counseling services (\$5k).
- **Internal Services, decrease of \$11,951 (28.5%)**
 - The allocation of motor pool expenses from the Fleet Maintenance was updated based on the actual usage statistics; as a result, motor pool expenses allocated to this division decreased.

Cost Center 421110: Police Administration

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 808,448	\$ 964,348	\$ 964,348	\$ 998,847	\$ 34,499	3.58%
Fringe Benefits	327,102	468,465	468,465	541,376	72,910	15.56%
Purchased Services	45,920	45,081	35,081	74,831	29,750	65.99%
Internal Services	35,513	41,995	41,995	30,044	(11,951)	-28.46%
Other Charges	102,903	108,863	108,863	115,467	6,604	6.07%
Supplies & Materials	77,302	83,250	80,250	80,250	(3,000)	-3.60%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 1,397,188	\$ 1,712,002	\$ 1,699,002	\$ 1,840,815	\$ 128,813	7.52%



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

PROGRAM:

The administrative function of the Police Department provides central direction and control over all organizational components of the agency. All complaints about police services are reviewed by the Chief of Police and Professional Standards Division Commander who also oversees the internal affairs process. The administration function also develops and maintains the budgets for current and anticipated police service needs, maintains and oversees an internal audit and inspection program, develops policy and manages the training functions of the department.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - 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.
 - Enhance community safety and security by working collaboratively with residents.
 - Enhance quality of life measures and amenities with continued emphasis on recommendations of the Livability Task Force.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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/commendation function
- Budget, planning and research
- Training Administration

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Chief of Police	**	1.00	1.00	1.00	1.00
Assistant Chief	227	1.00	1.00	1.00	1.00
Captain	224	1.00	1.00	-	1.00
Police Lieutenant	220	1.00	1.00	2.00	2.00
Master Patrol Officer	212	1.00	1.00	1.00	1.00
Administrative Assistant IV	113	1.00	1.00	1.00	1.00
Total FTE		6.00	6.00	6.00	7.00

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

PERFORMANCE MEASURES:

Indicators	CY 2018 Actual	CY 2019 Budget	CY 2019 Estimated	CY 2020 Projected
Output Measures				
Citizen complaints/All internal affairs cases: Investigated and processed	34	50	50	45
Citizen commendations received/processed	45	50	50	55
In-custody reports reviewed/analyzed	572	750	625	625

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 complaints/internal affairs cases investigated and processed remain stable. The department includes all 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 2017 due to an increase in the number of custodial arrests and non-custodial police transports. Arrests and transports are expected to remain consistent in out-year estimates. This number may fluctuate depending on crime and arrest rates.



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

BUDGET COMMENTS:

An increase of \$32,524 (0.7%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salary, decrease of \$73,363 (2.6%)**
 - Decrease due to department reorganization, partially offset by market adjustment (COLA) of 2.6%.
- **Fringe, increase of \$84,189 (6.7%)**
 - Increase due to market adjustment (COLA) of 2.6% and increases in the cost of health insurance and retirement plans partially offset by department reorganization.
- **Internal Services, increase of \$4,374 (12.5%)**
 - The allocation of motor pool expenses from the Fleet Maintenance was updated based on the actual usage statistics; as a result, motor pool expenses allocated to this division increased.
- **Supplies & Materials, increase of \$19,500 (31.4%)**
 - Increase due to the purchase, maintenance and operation of a new E-ticketing system.

Cost Center 421120: Police Technical Services

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 2,831,971	\$ 2,857,121	\$ 2,835,991	\$ 2,783,758	\$ (73,363)	-2.57%
Fringe Benefits	1,060,719	1,248,052	1,246,435	1,332,240	84,189	6.75%
Purchased Services	263,558	331,689	324,539	306,239	(25,450)	-7.67%
Internal Services	25,212	35,062	35,062	39,436	4,374	12.48%
Other Charges	30,512	38,726	37,000	62,000	23,274	60.10%
Supplies & Materials	63,745	62,000	62,000	81,500	19,500	31.45%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 4,275,717	\$ 4,572,650	\$ 4,541,027	\$ 4,605,174	\$ 32,524	0.71%

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

PROGRAM:

The Technical Services cost center comprises the Administrative Services and Criminal Investigations Divisions which provide necessary and specialized operational support functions and services. These divisions are responsible for the Emergency Communications Center, Criminal Investigations, Police Records/Data Processing functions, and property management and evidence control.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Ensure specialized services, investigations, enforcement, communications and support services are provided to citizens and various department sections and members.
 - Enhance community safety and security by working collaboratively with residents.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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
- To increase the number of in-car video cameras in the patrol fleet

Property & Evidence Section

- To maintain efforts to return evidence and property as soon as no longer needed
- To maintain strict security and inventory of all acquired in-custody property and evidence

SERVICES AND PRODUCTS:

- Apprehension of criminal offenders
- Emergency communication services
- Property/evidence security and control
- Records management services
- Internal IT services and law enforcement technology research/implementation
- Citizen Report/Incident information dissemination

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

PERFORMANCE MEASURES:

Indicators	CY 2018 Actual	CY 2019 Budget	CY 2019 Estimated	CY 2020 Projected
Output Measures				
Cases assigned	183	240	220	220
Cases closed	103	163	143	143
Calls for service	13,277	13,500	13,500	13,500
Total phone calls received	56,677	45,000	55,000	55,000
Outcome Measures				
Clearance rate	56%	67%	65%	65%

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

PERFORMANCE MEASUREMENT RESULTS:

- The number of cases assigned to the Criminal Investigations Division remains stable.
 - Clearance rates will fluctuate depending on case complexity and solvability factors.
 - Overall calls for service remain stable.
- “Clearance rates” reflect only those cases assigned to CID

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Police Captain	224	2.00	2.00	2.00	2.00
Police Lieutenant	220	2.00	3.00	3.00	3.00
Detective Sergeant	220	1.00	1.00	1.00	1.00
Master Patrol Officer	212	8.00	5.00	5.00	5.00
Detective/PFC	210	4.00	2.00	2.00	2.00
Police Officer	208	-	1.00	1.00	1.00
Police IT Specialist	116	1.00	1.00	1.00	1.00
Police IT Technician	116	1.00	1.00	1.00	1.00
Dispatcher III	113	3.00	3.00	3.00	3.00
Dispatcher II	112	2.00	4.00	4.00	4.00
Dispatcher I	111	4.00	2.00	2.00	2.00
Administrative Assistant III	112	1.00	1.00	1.00	1.00
Police Records Specialist II	110	1.00	1.00	1.00	1.00
Police Records Specialist I	107	1.00	1.00	1.00	1.00
Total FTE		31.00	28.00	28.00	28.00

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

BUDGET COMMENTS:

An increase of \$401,154 (5.7%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salary, increase of \$173,078 (3.9%)**
 - Increase due to by market adjustment (COLA) of 2.6%, increases in overtime wages and holiday premium pay, and department reorganization.
- **Fringe, increase of \$284,339 (14.3%)**
 - Increase due to market adjustment (COLA) of 2.6%, increases in the cost of health insurance and retirement plans and department reorganization.
- **Internal Services, decrease of \$32,173 (7.1%)**
 - The allocation of motor pool expenses from the Fleet Maintenance was reviewed and updated; as a result, motor pool expenses allocated to this division decreased.
- **Other Charges, decrease of \$13,210 (11.1%)**
 - Reductions due in uniform cleaning expense (\$4.5k) and reclassification of firing range capital projects (\$25.8k), partially offset by to the purchase and maintenance of new tasers (\$15.1k).
- **Supplies and Materials, decrease of \$10,880 (16.1%)**
 - Reductions in operating supplies and K9 replacement (\$18k), partially offset by increase for the Emergency Services Team (\$7.1k).

Cost Center 421130: Police Field Operations

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 4,088,715	\$ 4,429,734	\$ 4,450,864	\$ 4,602,813	\$ 173,078	3.91%
Fringe Benefits	1,698,656	1,989,054	1,990,671	2,273,393	284,339	14.30%
Purchased Services	-	-	-	-	-	0.00%
Internal Services	344,256	454,675	440,113	422,502	(32,173)	-7.08%
Other Charges	61,187	119,330	76,560	106,120	(13,210)	-11.07%
Supplies & Materials	51,640	67,500	44,500	56,620	(10,880)	-16.12%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 6,244,454	\$ 7,060,294	\$ 7,002,708	\$ 7,461,448	\$ 401,154	5.68%

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

PROGRAM:

The Field Operations component is primarily responsible for maintaining “street-level” police services. The Field Operations cost center includes the Patrol and the Support Operations Divisions, which provide services including traffic and crime enforcement, School Resource Officers, motorcycle patrol, K-9 units, school crossing guards, parking enforcement, public information/media relations activities, and animal control.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - 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.
 - Enhance community safety and security by working collaboratively with residents and businesses.
 - Address speed violations in neighborhoods with targeted enforcement.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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 keep the community informed by use of media releases and social media
- 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 2018 Actual	CY 2019 Budget	CY 2019 Estimated	CY 2020 Projected
Output Measures				
Calls for service	13,277	13,500	13,500	13,500
Drunk driving arrests	60	70	70	75
Criminal arrests	936	1,050	1,050	1,050
Traffic summonses	7,998	10,500	8,700	8,700
Parking summonses	3,624	3,000	3,500	3,500
Animal cases	668	725	700	725

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

PERFORMANCE MEASUREMENT RESULTS:

- Calls for service have remained relatively constant over last year and are within historical norms.
- The number of criminal arrests, traffic summonses, parking summons and drunken driving arrests decreased due to sworn personnel retirements, staffing shortages, and position vacancies.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Police Captain	224	2.00	2.00	2.00	1.00
Police Lieutenant	220	5.00	4.00	4.00	4.00
Police Sergeant	220	6.00	7.00	7.00	7.00
Master Patrol Officer	212	5.00	4.00	4.00	4.00
Police Officer First Class	210	9.00	14.00	14.00	14.00
Police Officer	208	16.00	16.00	16.00	16.00
Program Manager/Crime Analyst	117	-	-	1.00	1.00
Traffic Services Technician	113	1.00	1.00	-	-
Animal Control Officer	113	2.00	2.00	2.00	2.00
Parking Enforce. Official	106	1.00	1.00	1.00	1.00
Parking Enforce. Official (P/T)	106	0.75	0.75	0.75	0.75
Crossing Guard Super. (P/T)	**	0.75	0.75	0.75	0.75
School Crossing Guard (P/T)	**	3.50	2.50	2.50	2.50
Total FTE		52.00	55.00	55.00	54.00

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PUBLIC SAFETY

FIRE DEPARTMENT

FY 2020 Adopted Budget - City of Fairfax, Virginia

Fire Department Budget Summary

	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 8,676,278	\$ 9,071,752	\$ 9,088,198	\$ 8,943,786	\$ (127,966)	-1.41%
Fringe Benefits	3,275,371	4,000,450	4,011,824	4,311,965	311,515	7.79%
Purchased Services	432,219	422,546	422,546	474,785	52,239	12.36%
Internal Services	556,124	595,176	580,614	625,074	29,898	5.02%
Other Charges	554,731	451,331	438,331	453,582	2,251	0.50%
Supplies & Materials	242,231	300,150	284,650	297,150	(3,000)	-1.00%
Capital Outlay	97,735	115,000	115,000	115,000	-	0.00%
Total Expenditures	\$ 13,834,689	\$ 14,956,404	\$ 14,941,162	\$ 15,221,342	\$ 264,937	1.77%
Revenues						
Building Permits	\$ 260,218	\$ 350,000	\$ 348,911	\$ 350,000	\$ -	0.00%
Electrical Permits	248,851	80,000	102,063	100,000	20,000	25.00%
Plumbing Permits	51,877	70,000	90,663	90,000	20,000	28.57%
Mechanical Insp Fees	120,294	80,000	129,856	100,000	20,000	25.00%
Elevator Insp Fees	60,011	58,000	45,980	60,000	2,000	3.45%
Fire Marshal Permit	98,865	90,000	102,970	90,000	-	0.00%
Fire Protection System Per	23,398	50,000	70,757	70,000	20,000	40.00%
Fire Marshal Develop Fees	14,934	14,000	13,899	14,000	-	0.00%
Public Safety Fees	38,729	50,000	50,000	50,000	-	0.00%
Rental Housing Permits	4,400	2,500	8,530	2,000	(500)	-20.00%
Fire Programs Fund	75,438	-	78,104	70,000	70,000	0.00%
Four for Life Grants	-	25,000	30,606	25,000	-	0.00%
Ambulance Fees	1,070,754	1,030,000	1,028,668	1,080,000	50,000	4.85%
Fire Recovery Fee	225,000	225,000	225,000	225,000	-	0.00%
NCR Regional Planner Grant	152,247	95,801	95,801	150,277	54,476	56.86%
Emergency Management Grants	327,340	82,500	57,500	29,500	(53,000)	-64.24%
Total Revenues	\$ 2,772,354	\$ 2,302,801	\$ 2,479,308	\$ 2,505,777	\$ 202,976	8.81%
Net Cost to the City	\$ 11,062,334	\$ 12,653,603	\$ 12,461,854	\$ 12,715,565	\$ 61,961	0.49%
Total FTE	80.00	80.00	83.00	83.00		

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

BUDGET COMMENTS:

An increase of \$226,090 (13.6%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salary, increase of \$92,189 (10.9%)**
 - Increase due to by market adjustment (COLA) of 2.6%, increases in overtime wages and holiday premium pay, and department reorganization.
- **Fringe, increase of \$87,788 (21.4%)**
 - Increase due to market adjustment (COLA) of 2.6%, increases in the cost of health insurance and retirement plans and department reorganization.
- **Purchased Services, increase of \$12,000 (20.6%)**
 - Increase primarily due to purchase of a statistics dashboard (\$8k) and an increase in Telestaff maintenance.
- **Other Charges, increase of \$34,876 (14.3%)**
 - Increase due to expenses associated with additional grant revenue.

Cost Center 422110: Fire & Rescue Administration

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 799,464	\$ 848,174	\$ 874,620	\$ 940,364	\$ 92,189	10.87%
Fringe Benefits	309,019	409,769	421,143	497,557	87,788	21.42%
Purchased Services	60,575	58,100	58,100	70,100	12,000	20.65%
Internal Services	38,198	13,755	13,755	11,991	(1,764)	-12.82%
Other Charges	275,364	243,641	243,641	278,517	34,876	14.31%
Supplies & Materials	15,879	13,900	13,900	14,900	1,000	7.19%
Capital Outlay	47,190	70,000	70,000	70,000	-	0.00%
Total	\$ 1,545,689	\$ 1,657,339	\$ 1,695,159	\$ 1,883,429	\$ 226,090	13.64%



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

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, safety, and the minimization of property damage to citizens of Fairfax.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Provide programs and procedures needed to protect people and property from fire, accident, illness and their related results.
 - Enhance community safety and security by working collaboratively with residents and businesses.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Provide direction and administration to the fire department
- Ensure the development, as well as, regular review of policies, programs and procedures targeted at the prevention and response to all hazards emergencies in the City
- Ensure training that develops the skills essential to minimizing loss of life and property is provided to all employees
- Establish policies and procedures to ensure responsible and accountable fiscal activities within City directives
- Develop and administer programs that ensure maintenance of personnel health, wellness and fitness in light of occupational hazards and promote safety in the work place
- Provide the community 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
- Provide city-wide oversight of emergency management and preparedness activities

SERVICES AND PRODUCTS:

- Provides supervision and oversight for fire, emergency medical services and code enforcement
- Fire Prevention Code, Building Code, and City Code compliance
- Provides oversight of hazardous material regulation and mitigation procedures
- City of Fairfax Emergency Operations Plan

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Fire Chief	**	1.00	1.00	1.00	1.00
Assistant Chief	227	1.00	1.00	1.00	1.00
Captain	220	2.00	2.00	2.00	2.00
Emergency Management Specialis	123	1.00	1.00	1.00	1.00
Master Technician	213	1.00	1.00	1.00	1.00
Management & Billing Analyst	114	1.00	1.00	1.00	1.00
Fire Recruitment & Retention	113	-	-	1.00	1.00
Total FTE		7.00	7.00	8.00	8.00

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimated	FY 2020 Projected
Output Measures				
Number of retirements	2	1	1	1
Number of resignations	10	0	3	3
Personnel hired	11	1	3	3
Total career operational training hours	16,780	17,000	17,000	17,000
Vehicle accidents reviewed	9	4	8	6
Injuries resulting in lost work days	10	2	8	6
Emergency plans and procedures reviewed or developed	8	20	12	10

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, retirements, and resignations are not equal because of the vacancies carried and the timing of the new employee start dates in CY 2018.
- The documentation and tracking of training has improved over the past CY. The department continues to make training a priority and continually increase the opportunities.

FY 2020 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$113,931 (1.0%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salary, decrease of \$141,066 (2.0%)**
 - Decrease due to department reorganization, partially offset by market adjustment (COLA) of 2.6%, increases in overtime wages and ALS Certification pay.
- **Fringe, increase of \$216,245 (7.1%)**
 - Increase due to market adjustment (COLA) of 2.6%, increases in the cost of health insurance and retirement plans and department reorganization.
- **Purchased Services, increase of \$40,239 (11.7%)**
 - Overall increase primarily due to increases in contract services (\$9.2k) and City-County Radon contract (\$34k).
- **Internal Services, increase of \$33,827 (6.2%)**
 - The allocation of motor pool expenses from the Fleet Maintenance was updated based on the actual usage statistics; as a result, motor pool expenses allocated to this division increased.
- **Other Charges, decrease of \$31,815 (22.7%)**
 - Decrease due to end of 2016 SAFER Grant (\$19.8k) and decrease in utilities expense (\$10k).
- **Supplies & Materials, decrease of \$3,500 (1.2%)**
 - Reductions in protective clothing (\$13.5k), partially offset by increases in uniforms (\$5k) and medical supplies (\$5k).

Cost Center 422120: Operations

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 6,635,135	\$ 6,893,255	\$ 6,893,255	\$ 6,752,190	\$ (141,066)	-2.05%
Fringe Benefits	2,528,508	3,041,377	3,041,377	3,257,622	216,245	7.11%
Purchased Services	361,907	343,446	343,446	383,685	40,239	11.72%
Internal Services	481,443	546,496	531,934	580,323	33,827	6.19%
Other Charges	213,330	140,315	128,315	108,500	(31,815)	-22.67%
Supplies & Materials	220,547	279,250	264,250	275,750	(3,500)	-1.25%
Capital Outlay	50,545	45,000	45,000	45,000	-	0.00%
Total	\$ 10,491,415	\$ 11,289,139	\$ 11,247,577	\$ 11,403,070	\$ 113,931	1.01%

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

PROGRAM:

The Operations Division is charged with emergency response to and mitigation of fire, flammable liquid, vehicle collisions, technical rescue 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. Paramedics and EMT-Intermediates satisfy minimum staffing requirements for emergency medical response vehicles and provide advanced medical treatment capability to firefighting response vehicles.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Prepare for, respond to and mitigate fire, flammable liquid, vehicle collision, technical rescue, hazard materials and emergency medical situations.
 - Prepare for and respond quickly and expeditiously to emergency incidents, minimizing human suffering and loss.
 - Enhance community safety and security by working collaboratively with residents and businesses.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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
- Continue emphasis on hazardous materials recognition and mitigation through future classes and education
- Maintain and test skills used in firefighting, emergency medicine, and hazardous material incident mitigation efforts, assuring quality response and actions by emergency workers, and minimum life and property losses
- Maintain a high level of technical skills 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

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
- 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

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimated	FY 2020 Projected
Output Measures				
Total number of Incidents	6,984	6,763	7,000	7,050
Fire and other non EMS related incidents	2,540	2,388	2,500	2,500
Rescue and EMS incidents	4,444	4,375	4,500	4,550
Total number of EMS transports	2,422	2,597	2,450	2,495
Number of BLS transports	350	450	430	425
Number of ALS1 transports	1,983	2,078	1,900	1,950
Number of ALS2 transports	89	69	120	120
Total number of FVFD operational hours	2,081	2,400	2,400	2,400
Number of FVFD minimum staffing hours	850	900	900	900
Number of FVFD supplemental staffing hours	1,231	1,500	1,500	1,500

Performance Measurement Results:

- Incident numbers and EMS transports are trending higher for the first half of FY19. The department anticipates this trend to continue with growth and redevelopment in the city.
- Volunteer hours of minimum and supplemental staffing fluctuate annually as a result of the number of members certified to ride and who participate in the truck staffing program. We are working with FVFD leadership to increase both minimum staffing and supplemental volunteer members.
- Volunteer minimum staffing in both suppression and EMS continues to cycle up and down based on the number of active and new volunteers in the system.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Battalion Chief	224	3.00	3.00	3.00	3.00
Captain	220	6.00	6.00	6.00	6.00
Lieutenant	215	9.00	9.00	9.00	9.00
Fire Medic	211	24.00	24.00	27.00	27.00
Technician	211	9.00	9.00	9.00	9.00
Fire Fighter	208	9.00	9.00	9.00	9.00
Total FTE		60.00	60.00	63.00	63.00

FY 2020 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

The FY 2020 Adopted Budget reflects a reduction of \$75,083 (3.7%) from the FY 2019 Adopted Budget. Notable adjustments include:

- **Salaries, decrease of \$79,089 (5.9%)**
 - Decrease due department reorganization, partially offset by market adjustment (COLA) of 2.6%.
- **Fringe, increase of \$7,481 (1.4%)**
 - Increase due to market adjustment (COLA) of 2.6%, increases in the cost of health insurance and retirement plans, partially offset by and department reorganization.

Cost Center 422140: Code Administration

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 1,241,679	\$ 1,330,322	\$ 1,320,322	\$ 1,251,233	\$ (79,089)	-5.95%
Fringe Benefits	437,844	549,304	549,304	556,785	7,481	1.36%
Purchased Services	9,737	21,000	21,000	21,000	-	0.00%
Internal Services	36,483	34,925	34,925	32,760	(2,165)	-6.20%
Other Charges	66,037	67,375	66,375	66,565	(810)	-1.20%
Supplies & Materials	5,805	7,000	6,500	6,500	(500)	-7.14%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 1,797,585	\$ 2,009,926	\$ 1,998,426	\$ 1,934,843	\$ (75,083)	-3.74%

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

PROGRAM:

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

COUNCIL GOALS:

- #1, Economic Development – Capture opportunities for economic development
 - Provide prompt and accurate services to developers, architects and the business community to aid in economic development.
 - Provide a fair, transparent and equitable regulatory environment.
- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Ensure the public safety by enforcing recognized safety standards, by investigating fires, and by providing comprehensive safety education programs.
 - 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.
 - Propose and enforce rules related to the care and maintenance of properties to enhance safety and preserve neighborhood character.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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
- Assure the integrity of the water supply by conducting backflow and cross-connection inspections under contract to Fairfax Water.

SERVICES AND PRODUCTS:

- Fire Prevention Code, Building Code and City Code compliance
- Life safety education programs

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Director of Code Administration	227	1.00	1.00	1.00	1.00
Captain	220	1.00	1.00	1.00	1.00
Lieutenant*	215	2.00	2.00	1.00	1.00
Engineering Plans Examiner	123	1.00	1.00	1.00	1.00
Senior Inspector	117	4.00	2.00	2.00	2.00
Combination Inspector	116	-	1.00	1.00	1.00
Property Maint. Inspector	116	1.00	1.00	1.00	1.00
Building Inspector	114	-	1.00	1.00	1.00
Permit Technicians	112	3.00	3.00	3.00	3.00
Total FTE		13.00	13.00	12.00	12.00

* A second Lieutenant position was included as an FTE, but was not funded since 2009. Position is now being removed from FTE count.

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Building/construction plans reviewed	1,138	1,100	1,100	1,000
Building permits issued	356	650	375	350
Estimated cost of construction	\$157,500,340	\$150,000,000	\$150,000,000	\$150,000,000
Other permits issued	1,209	1,600	1,000	1,000
Construction inspections conducted	7,541	8,000	7,000	7,000
Rental permits issued	10	25	25	25
Fire prevention permit inspections	891	600	800	850
In-home day care safety inspections	29	30	30	30
New business use inspections	151	-	125	130
Property maintenance inspections	1,381	1,500	1,400	1,400
Tank farm facility inspections	368	380	375	375
Tank farm construction plans reviewed	27	20	20	20
Other inspections/notices	82	-	100	100
Child Safety Seats Installed/Inspected	28	30	30	30
Smoke detectors or batteries installed	52	100	75	75
Investigations conducted	25	+	11*	+
Life safety education – staff hours	120	200	175	175
Service Quality				
Percentage of investigations closed	88%	+	81%*	+
Ratio of property loss to property value	1.8%	+	1.0%*	+
Outcome Measures				
Fire loss damage	\$1,235,824	+	\$10,000*	+
Value of property affected by fire	\$67,758,211	+	\$952,480*	+
Number of citizens reached via community outreach programs	5,610	5,000	5,500	5,000

*Actual numbers for the first six months of FY 2018

+These numbers are not provided as there is no statistical basis for estimate

Performance Measurement Results:

- 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 may reduce the time available for these functions.

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PUBLIC WORKS

FY 2020 Adopted Budget - City of Fairfax, Virginia

Public Works Budget Summary

	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 6,004,102	\$ 5,874,651	\$ 5,861,751	\$ 6,210,369	\$ 335,718	5.71%
Fringe Benefits	2,194,480	2,207,422	2,210,864	2,529,738	322,317	14.60%
Purchased Services	1,603,791	1,651,085	1,678,335	1,702,883	51,798	3.14%
Internal Services	360,441	413,344	384,220	473,486	60,143	14.55%
Other Charges	1,215,103	1,313,040	1,220,840	1,286,390	(26,650)	-2.03%
Supplies & Materials	718,428	885,332	850,957	853,132	(32,200)	-3.64%
Capital Outlay	117,364	57,000	57,000	69,000	12,000	21.05%
Total Expenditures	\$ 12,213,709	\$ 12,401,873	\$ 12,263,966	\$ 13,124,999	\$ 723,126	5.83%
Revenues						
Meals Tax	\$ 1,491,884	\$ 1,475,000	\$ 1,496,840	\$ 1,525,870	\$ 50,870	3.45%
Cemetery Interments	84,272	70,000	76,856	70,000	-	0.00%
Street Opening Permits	105,288	50,000	69,000	50,000	-	0.00%
Inspection Fees After Hours	76,660	40,000	32,820	70,000	30,000	75.00%
Public ROW Use Fees	189,282	213,050	219,961	205,433	(7,617)	-3.58%
Photo Red Light	611,055	532,064	551,219	600,000	67,936	12.77%
Sale of Surplus Property	83,051	70,000	104,535	70,000	-	0.00%
Sale of Cemetery Lots	64,092	40,000	41,340	40,000	-	0.00%
Perpetual Cemetery Care	10,077	4,200	6,957	4,200	-	0.00%
Street & Highway Maintenance	2,700,501	2,682,743	2,740,809	2,750,500	67,757	2.53%
Solid Waste Grant	6,038	6,000	6,207	6,000	-	0.00%
Total Revenues	\$ 5,422,200	\$ 5,183,057	\$ 5,346,544	\$ 5,392,003	\$ 208,946	4.03%
Net Cost to the City	\$ 6,791,509	\$ 7,218,816	\$ 6,917,422	\$ 7,732,995	\$ 514,180	7.12%
Total FTE	78.95	78.95	78.45	79.45		

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

BUDGET COMMENTS:

An increase of \$75,065 (5.8%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$22,747 (3.6%)**
 - Increase due primarily to increase in overtime wages (\$20k), and the impact of the market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$23,368 (9.5%)**
 - Increase due increases in the cost of health insurance and retirement plans.
- **Internal Services, increase of \$32,770 (25.9%)**
 - The allocation of motor pool expenses from the Fleet Maintenance was updated based on actual usage statistics; as a result, motor pool expenses allocated to this division increased.
- **Other Charges, increase of \$31,180 (59.9%)**
 - Increase primarily due to increased debris disposal costs (\$30k).
- **Supplies & Materials, decrease of \$35,000 (16.7%)**
 - Decrease primarily due to reduction in asphalt costs (\$38k).

Cost Center 431110: Asphalt Maintenance

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 574,066	\$ 632,762	\$ 632,762	\$ 655,510	\$ 22,747	3.59%
Fringe Benefits	208,346	246,329	246,329	269,697	23,368	9.49%
Purchased Services	24,085	30,839	30,839	30,839	-	0.00%
Internal Services	104,122	126,601	126,601	159,371	32,770	25.88%
Other Charges	124,992	52,060	51,060	83,240	31,180	59.89%
Supplies & Materials	137,662	209,589	184,589	174,589	(35,000)	-16.70%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 1,173,273	\$ 1,298,180	\$ 1,272,180	\$ 1,373,245	\$ 75,065	5.78%

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

PROGRAM:

The Highway Asphalt Division of the Public Works Department maintains the City’s road surface infrastructure. The asphalt crew repairs potholes, repaves roadways, maintains shoulders, gravel lots, neighborhood walking paths, traffic calming devices, and manages the annual paving contract, crack filling, and pathway resurfacing projects.

COUNCIL GOALS:

- #4, Transportation – Provide for the safe, efficient, and effective movement of pedestrians, cyclists, motorists, mass transit and commercial vehicles through the City and region
- Ensure a safe and efficient highway and pedestrian transportation system for the public, by keeping City highways, streets and pedestrian walkways in excellent condition.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Maintain ride-ability on 15.44 miles of primary highways and 56.27 miles of secondary and residential streets
- Maintain anti-cut-through traffic devices
- Address potholes within 24 hours of citizen request

SERVICES AND PRODUCTS:

- Street repair and resurfacing
- Road subbase repair
- Pothole repair year around
- Shoulder maintenance
- Repair asphalt pedestrian pathways
- Install and maintain guardrails
- Manage roadway paving, crack sealing and pedestrian trail Capital Improvement Projects

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Division Superintendent	124	0.75	0.75	0.75	0.75
Crew Supervisor	117	1.00	1.00	1.00	1.00
Utility Worker III	112	1.00	1.00	1.00	1.00
Assistant to Superintendent	113	1.00	1.00	1.00	1.00
Equipment Operator	111	2.00	2.00	2.00	2.00
Truck Driver II	109	2.00	1.00	2.00	2.00
Truck Driver I	107	1.00	2.00	1.00	1.00
Total FTE		8.75	8.75	8.75	8.75

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Output Measures			
Street asphalt repairs (tons)	1,360	2,800	2,800
Street preventive maint. (man hrs)	4,300	5,040	5,040
Assist other depts/divisions (man hrs)	100	100	100
Paving Oversight (man hrs)	3,090	4,200	4,200
Infrastructure Projects (man hrs)	3,850	2,000	2,000

Performance Measurement Results:

- Major repairs on Ford Rd, Old Lee Highway, and Chain Bridge Road
- Replace traffic calming devices on Orchard Street and Roberts Road
- Install curb on Mosley Road and Sherwood Street
- CIP paving oversight
- CIP asphalt sidewalk replacement oversight
- CIP crack sealing oversight
- Performed pothole repairs citywide
- Assisted with curb & gutter replacement citywide

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

BUDGET COMMENTS:

An increase of \$78,419 (8.2%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$44,806 (8.7%)**
 - Overall increase due to the impact of market adjustment (COLA) of 2.6%, increase in overtime wages (\$9k) and by department reorganization.
- **Fringe Benefits, increase of \$41,830 (22.2%)**
 - Increase due increases in the cost of health insurance and retirement plans.
- **Internal Services, decrease of \$36,718 (31.0%)**
 - The allocation of motor pool expenses from the Fleet Maintenance was updated based on actual usage statistics; as a result, motor pool expenses allocated to this division decreased.
- **Other Charges, increase of \$10,000 (19.6%)**
 - Increase primarily due to increased debris disposal costs (\$10k).
- **Supplies & Materials, increase of \$18,500 (22.8%)**
 - Increase primarily due to increased concrete purchases (\$15k) and small equipment purchases (\$3.5k).

Cost Center 431111: Concrete Maintenance

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 558,026	\$ 515,014	\$ 497,114	\$ 559,821	\$ 44,806	8.70%
Fringe Benefits	224,816	188,541	188,541	230,371	41,830	22.19%
Purchased Services	2,350	2,000	2,000	2,000	-	0.00%
Internal Services	76,585	118,393	103,831	81,675	(36,718)	-31.01%
Other Charges	30,745	51,000	46,000	61,000	10,000	19.61%
Supplies & Materials	91,617	80,989	80,989	99,489	18,500	22.84%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 984,139	\$ 955,937	\$ 918,475	\$ 1,034,356	\$ 78,419	8.20%

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

PROGRAM:

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

COUNCIL GOALS:

- #4, Transportation – Provide for the safe, efficient, and effective movement of pedestrians, cyclists, motorists, mass transit and commercial vehicles through the City and region
- Ensure a safe and efficient highway and pedestrian transportation system for the public, by keeping City pedestrian walkways and curbs in excellent condition.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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
- Retro-fit existing handicap ramps City-Wide

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Crew Supervisor	117	1.00	1.00	1.00	1.00
Utility Worker III	112	1.00	1.00	1.00	1.00
Equipment Operator	111	1.00	1.00	1.00	1.00
Utility Worker II	109	2.00	2.00	2.00	2.00
Truck Driver I	107	2.00	2.00	2.00	2.00
Total FTE		7.00	7.00	7.00	7.00

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Output Measures			
Concrete (yds)	330	350	350
Concrete preventive maint. (man hrs)	4,000	3,840	3,840
Downtown brick sidewalk repair (mhs)	2,200	2,000	2,000
Assist other depts/divisions (man hrs)	130	100	100
Illegal ROW sign removal (man hrs)	1,670	2,000	2,000
Concrete project oversight (man hrs)	3,340	3,400	3,400

Performance Measurement Results:

- Total Concrete Poured – 327 yards
- Brick Sidewalk Repair – 1,000 Sq. Ft.
- Curb Replacement – 1,500 Sq. Ft.
- Sidewalk Replacement – 15,000 Sq. Ft.
- Assessment of damage concrete for FY replacement program – 50 man hours
- Graffiti removal – 3 times removing graffiti
- Citywide illegal sign removal daily – 1,670 man hours removing illegal signs
- Grinding of concrete tripping hazards citywide – 0 man hours (see concrete sidewalk replacement)
- Retrofit existing handicapped ramps – 0 Man hours (entire ramps are replaced to comply with ADA standards) 20 ramps replaced
- Haul debris to Lorton Landfill/ recycling center – 100 loads hauled
- Brine manufacturing – 40,000 gallons manufactured

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

BUDGET COMMENTS:

An increase of \$69,199 (17.8%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$27,639 (29.9%)**
 - Increase due to increase in overtime wages (\$27.6k) and the impact of market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$2,114 (29.9%)**
 - Increase due increases in the cost of health insurance and retirement plans.
- **Purchased Services, increase of \$5,700 (57.0%)**
 - Increase due primarily to the addition of a welder (\$5k).
- **Internal Services, increase of \$15,496 (29.0%)**
 - The allocation of motor pool expenses from the Fleet Maintenance was updated based on actual usage statistics; as a result, motor pool expenses allocated to this division increased.
- **Capital Outlay, increase of \$12,000 (25.0%)**
 - Purchases of replacement snow removal equipment.

Cost Center 431120: Snow Removal

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 149,146	\$ 92,361	\$ 92,361	\$ 120,000	\$ 27,639	29.92%
Fringe Benefits	48,127	7,066	7,066	9,180	2,114	29.92%
Purchased Services	12,556	10,000	10,000	15,700	5,700	57.00%
Internal Services	36,287	53,393	53,393	68,889	15,496	29.02%
Other Charges	10,168	9,000	9,000	9,000	-	0.00%
Supplies & Materials	86,592	167,800	167,800	174,050	6,250	3.72%
Capital Outlay	103,614	48,000	48,000	60,000	12,000	25.00%
Total	\$ 446,490	\$ 387,620	\$ 387,620	\$ 456,819	\$ 69,199	17.85%

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

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.

COUNCIL GOALS:

- #4, Transportation – Provide for the safe, efficient, and effective movement of pedestrians, cyclists, motorists, mass transit and commercial vehicles through the City and region
 - 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.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Place salt and sand on streets when snow or ice first begins to accumulate on the street
- Pre-treat roads with anti-icing brine material
- 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
- Anti-icing treatment of road surfaces
- Clear access to bus stops
- Clear sidewalks along primary roads

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Output Measures			
Total snowfall (inches)	8.0	6-20	6-20
Snow Equipment pre/post prep	750	800	800
Snow/Ice operations (ot man hrs)	2,500	3,000	3,000

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.

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

BUDGET COMMENTS:

An increase of \$30,297 (3.3%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, decrease of \$4,483 (1.0%)**
 - Decrease due to reduction in overtime wages (\$15k), partially offset by the impact of market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$17,164 (10.4%)**
 - Increase due increases in the cost of health insurance and retirement plans.
- **Other Charges, increase of \$9,000 (14.4%)**
 - Increase due to an increase in debris disposal fees (\$9k).
- **Supplies & Materials, increase of \$15,500 (23.5%)**
 - Increase due to increases in construction materials (\$21k).

Cost Center 431130: Storm Drainage

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 411,513	\$ 462,587	\$ 447,587	\$ 458,103	\$ (4,483)	-0.97%
Fringe Benefits	179,098	164,432	164,432	181,596	17,164	10.44%
Purchased Services	5,200	35,000	35,000	35,000	-	0.00%
Internal Services	91,249	128,115	128,115	121,232	(6,883)	-5.37%
Other Charges	89,212	62,400	62,400	71,400	9,000	14.42%
Supplies & Materials	76,240	65,889	65,889	81,389	15,500	23.52%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 852,512	\$ 918,423	\$ 903,423	\$ 948,720	\$ 30,297	3.30%

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

PROGRAM:

The Storm Drainage Division maintains the City’s storm water collection systems, which consist of 300,000 linear feet of storm pipe, 1,840 catch basins, 145 outfalls, 28 box culverts, 324 driveway culverts, 7 bridges, and 37 bridge culverts. Crews replace deteriorated storm lines, perform preventive maintenance tasks biannually, clear blocked streams, repair box culverts, and repair damaged driveway pipe and ditch lines.

COUNCIL GOALS:

- #4, Transportation – Provide for the safe, efficient, and effective movement of pedestrians, cyclists, motorists, mass transit and commercial vehicles through the City and region
 - 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.
 - 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.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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 sewer pipe maintenance, repair and replacement
- Culvert repairs
- Bridge repairs
- Line storm pipe and storm culverts
- Concrete lid/top replacement/repair

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Crew Supervisor	117	1.00	1.00	1.00	1.00
Utility Worker III	112	1.00	1.00	1.00	1.00
Equipment Operator I	112	1.00	1.00	1.00	1.00
Utility Worker II	109	1.00	1.00	1.00	1.00
Truck Driver II	109	-	-	-	-
Truck Driver I	107	3.00	3.00	3.00	3.00
Total FTE		7.00	7.00	7.00	7.00

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Output Measures			
Preventive maintenance (man hrs)	6,890	6,840	6,840
Assist other depts/divisions (man hrs)	0	100	100
Infrastructure projects (man hrs)	4,450	4,400	4,400

Performance Measurement Results:

- Performed cleaning and maintenance of 1,840 storm structures
- Performed semi-annual outfall inspections
- Graffiti removal throughout City
- Removed trees in city streams and creeks
- Oversight of CIP storm water contractors
- Ditch line maintenance on Egan Dr., Second St., Oak St., Scott Dr., Burrows Ave., Orchard St., Howerton Ave., Fern St., and National Asphalt Rd.
- Catch basin reconstruction on Eaton Pl., Fairfax Boulevard, and Scott Dr.
- Repaired sinkhole problems on Evergreen Dr. and Panther Pl.
- Worked with vendor for automated brine maker
- Removed sediment from concrete conveyance on Fairfax Boulevard beside Dominion Power. Sediment was 18' – 24' deep and 200' long.
- Repaired or reconstructed lids on Eaton Pl., Cobb St., Collier Rd., and Fairfax Boulevard
- Continue city wide storm drainage system flushing

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

BUDGET COMMENTS:

An increase of \$59,472 (2.7%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$43,331 (4.5%)**
 - Increase due to the impact of market adjustment (COLA) of 2.6%, and an increase in overtime wages (\$12k).
- **Fringe Benefits, increase of \$44,483 (12.6%)**
 - Increase due increases in the cost of health insurance and retirement plans.
- **Internal Services, increase of \$4,158 (16.6%)**
 - The allocation of motor pool expenses from the Fleet Maintenance was updated based on actual usage statistics; as a result, motor pool expenses allocated to this division increased.

Cost Center 431140: Signs, Signals, Lighting

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 981,516	\$ 966,721	\$ 966,721	\$ 1,010,052	\$ 43,331	4.48%
Fringe Benefits	313,641	352,600	352,600	397,082	44,483	12.62%
Purchased Services	70,927	141,000	135,000	135,000	(6,000)	-4.26%
Internal Services	34,125	25,049	25,049	29,207	4,158	16.60%
Other Charges	479,180	502,400	492,900	482,900	(19,500)	-3.88%
Supplies & Materials	184,091	172,330	172,330	165,330	(7,000)	-4.06%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 2,063,480	\$ 2,160,099	\$ 2,144,599	\$ 2,219,571	\$ 59,472	2.75%

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

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.

COUNCIL GOALS:

- #4, Transportation – Provide for the safe, efficient, and effective movement of pedestrians, cyclists, motorists, mass transit and commercial vehicles through the City and region
 - Ensure a safe and efficient highway and pedestrian transportation system for the public by controlling traffic flow with traffic signals, signs and markings that is effective under all driving conditions.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Program changes to signal plans throughout the City
- Install and repair all associated traffic control devices including the City's 58 traffic signals and the 2 VDOT traffic signals maintained under agreement by the City
- Provide accurate data entry to 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 detector systems and maintain signal communications system
- Maintain traffic signal battery backup power systems to limit signal outages
- Update and Maintain emergency vehicle signal preemption system to reduce fire/EMS response time
- Update and Maintain Traffic Control Center to include 23 Traffic Surveillance Cameras
- 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 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Signals preventative maintenance (crew hours)	2,100	2,300	2,300	2,500
Pavement markings (crew hours)	2,075	2,275	2,275	2,350
Sign maintenance (crew hours)	2,725	2,925	2,925	3,025

Performance Measurement Results:

The plan for this division is to continue to concentrate on preventative maintenance. Staff will perform more in-house tasks increasing the projected output measure hours.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Traffic Signal Sys Engineer	121	1.00	1.00	1.00	1.00
Sign & Signal Supervisor	119	1.00	1.00	1.00	1.00
Traffic Signal & Comp Tech III	115	5.00	5.00	5.00	5.00
Sign & Signal Technician I	113	2.00	2.00	2.00	2.00
Sign Fabrication Tech	109	1.00	1.00	1.00	1.00
Total FTE		10.00	10.00	10.00	10.00

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

BUDGET COMMENTS:

An increase of \$172,427 (5.9%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$77,810 (6.1%)**
 - Increase due to timing difference in the calculation of FY 2019 merit increases and the impact of market adjustment (COLA) of 2.6%.
- **Fringe Benefits increase of \$82,355 (16.0%)**
 - Increase due increases in the cost of health insurance and retirement plans.
- **Purchased Services, increase of \$12,072 (2.6%)**
 - Increase due to an increase in the City-County contract for trash disposal (\$12.4k).
- **Internal Services, increase of \$60,515 (15.5%)**
 - The allocation of motor pool expenses from the Fleet Maintenance was updated based on actual usage statistics; as a result, motor pool expenses allocated to this division increased.
- **Other Charges, decrease of \$50,200 (27.0%)**
 - Reductions in disposal costs for leaves and yard waste (\$63.k), partially offset by increase for composting center (\$12.8k).

Cost Center 431210: Refuse Collection

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 1,330,550	\$ 1,274,889	\$ 1,274,889	\$ 1,352,699	\$ 77,810	6.10%
Fringe Benefits	507,512	514,745	514,745	597,100	82,355	16.00%
Purchased Services	481,979	460,595	460,595	472,667	12,072	2.62%
Internal Services	394,822	389,949	375,387	450,464	60,515	15.52%
Other Charges	90,347	186,000	118,000	135,800	(50,200)	-26.99%
Supplies & Materials	55,431	71,625	61,625	61,500	(10,125)	-14.14%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 2,860,641	\$ 2,897,803	\$ 2,805,241	\$ 3,070,230	\$ 172,427	5.95%

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

PROGRAM:

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

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - 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.
- #4, Transportation – Provide for the safe, efficient, and effective movement of pedestrians, cyclists, motorists, mass transit and commercial vehicles through the City and region

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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, street sweeping

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

PERFORMANCE MEASURES:

INDICATORS	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Output Measures			
Number of homes served	6,477	6,511	6,485
Outcome Measures			
Number of homes missed for refuse	2%	2%	2%
Number of homes missed for recycling	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.
- Increase participation in Residential and Commercial Recycling programs through education and community involvement.

Personnel Classification	Grade	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>
Operations Director	124	1.00	1.00	1.00	1.00
Crew Supervisor	117	1.00	1.00	1.00	1.00
Utility Worker III	112	1.00	1.00	1.00	1.00
Sanitation Driver	109	8.00	8.00	8.00	8.00
Sanitation Worker II	105	6.00	6.00	10.00	10.00
Sanitation Worker I	104	6.00	6.00	2.00	2.00
Total FTE		23.00	23.00	23.00	23.00

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

BUDGET COMMENTS:

An increase of \$13,131 (0.8%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$21,285 (3.8%)**
 - Increase due to timing difference in the calculation of FY 2019 merit increases and the impact of market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$29,024 (12.8%)**
 - Increase due increases in the cost of health insurance and retirement plans.
- **Supplies & Materials, increase of \$5,000 (13.8%)**
 - Increase due to budgeted increase in concrete repairs.

Cost Center 431310: Facilities Maintenance

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 564,545	\$ 564,805	\$ 564,805	\$ 586,090	\$ 21,285	3.77%
Fringe Benefits	260,463	227,002	227,002	256,026	29,024	12.79%
Purchased Services	801,610	755,795	755,795	730,548	(25,247)	-3.34%
Internal Services	(294,611)	(303,554)	(303,554)	(305,484)	(1,930)	-0.64%
Other Charges	300,182	380,000	365,000	365,000	(15,000)	-3.95%
Supplies & Materials	24,661	36,149	36,149	41,149	5,000	13.83%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 1,656,851	\$ 1,660,198	\$ 1,645,198	\$ 1,673,330	\$ 13,131	0.79%

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

PROGRAM:

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

COUNCIL GOALS:

- #5, Redevelopment — enable appropriate, targeted, sustainable, and transportation-oriented development and redevelopment
 - Protect the City's \$57 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.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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, 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.
- Maintain the city's energy management system to insure maximum savings.

SERVICES AND PRODUCTS:

- Well maintained public buildings
- Clean meeting rooms
- Emergency service

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Crew Supervisor	117	1.00	1.00	1.00	1.00
Utility Worker III	112	2.00	2.00	2.00	2.00
Utility Worker II	109	1.00	1.00	1.00	1.00
Utility Worker I	108	1.00	1.00	1.00	1.00
Custodian II	105	5.00	5.00	5.00	5.00
Total FTE		10.00	10.00	10.00	10.00

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Output Measures			
Square feet City buildings to maintain	312,596	312,596	312,596
Efficiency Measures			
Custodian per sq/ft City Buildings	1/32,053	1/32,053	1/32,053
National Average	1/28,000	1/28,000	1/28,000
Maintenance staff per sq/ft ratio	1/62,519	1/62,519	1/62,519
National Average	1/50,000	1/50,000	1/50,000

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

BUDGET COMMENTS:

An increase of \$61,454 (5.5%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$7,488 (1.4%)**
 - Increase due to timing difference in the calculation of FY 2019 merit increases, and the impact of market adjustment (COLA) of 2.6%, partially offset by a reduction in over-time wages (\$5k).
- **Fringe Benefits, increase of \$16,696 (11.3%)**
 - Increase due to increases in the cost of health insurance and retirement plans.
- **Purchased Services, increase of \$32,023 (14.8%)**
 - Increase related to increase in mowing contract (\$32.2k)
- **Internal Services, increase of \$26,448 (28.4%)**
 - The allocation of motor pool expenses from Fleet Maintenance was updated based on actual usage statistics; as a result, motor pool costs in this division have increased.
- **Supplies & Materials, decrease of \$26,200 (39.4%)**
 - Reductions in repair parts (\$16.2k) and operating supplies & materials (\$10k).

Cost Center 431320: Street Right of Way (ROW)

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 542,430	\$ 530,834	\$ 525,834	\$ 538,322	\$ 7,488	1.41%
Fringe Benefits	143,736	147,726	147,726	164,422	16,696	11.30%
Purchased Services	177,083	215,856	215,856	247,879	32,023	14.84%
Internal Services	154,028	93,160	93,160	119,608	26,448	28.39%
Other Charges	85,167	57,000	62,000	62,000	5,000	8.77%
Supplies & Materials	49,867	66,466	66,466	40,266	(26,200)	-39.42%
Capital Outlay	13,750	9,000	9,000	9,000	-	0.00%
Total	\$ 1,166,060	\$ 1,120,042	\$ 1,120,042	\$ 1,181,496	\$ 61,454	5.49%

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

PROGRAM:

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

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Ensure an attractive and sanitary community by keeping City-owned land clean and planted with trees, shrubs and flowers.
 - Operate the City Cemetery in an efficient and cost effective manner.
- #4, Transportation – provide for the safe, efficient, and effective movement of pedestrians, cyclists, motorists, mass transit, and commercial vehicles through the City and region
 - Continue emphasis on the reduction of the impact of increasing traffic through the City.
- #5, Redevelopment – enable appropriate, targeted, sustainable, and transportation-oriented development and redevelopment
 - Implement the Downtown Redevelopment Project to strengthen the City's economy and creation of a revitalized downtown core.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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
- Power wash downtown brick sidewalks
- 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 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Output Measures			
Number of maintenance hours on plantings	10,000	10,000	10,000
Trees and shrubs planted	129	129	129
Flowers planted	9,600	9,600	9,600
Maintain downtown planters	137	137	137
Maintain Gaslights	360	360	360
Mowing/ Man Hours	3,000	3,000	3,000

Personnel Classification	Grade	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>
Crew Supervisor	117	1.00	1.00	1.00	1.00
Utility Worker III	113	1.00	1.00	1.00	1.00
Equipment Operator	111	1.00	1.00	2.00	2.00
Cemetery Attendant	**	0.50	0.50	0.50	0.50
Truck Driver I	107	2.00	2.00	1.00	1.00
Total FTE		5.50	5.50	5.50	5.50

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

BUDGET COMMENTS:

An increase of \$163,661 (16.3%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$95,095 (11.4%)**
 - Increase primarily due to increases in overtime wages (\$5k), temporary help (\$20k) and an increase in full time salaries (\$70.1k) due to the addition of a Project Manager position (\$60k) and the impact of market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$65,284 (18.2%)**
 - Increase due to increases in the cost of health insurance and retirement plans.

Cost Center 431410: Public Works Administration

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 892,310	\$ 834,677	\$ 859,677	\$ 929,772	\$ 95,095	11.39%
Fringe Benefits	308,741	358,981	362,423	424,265	65,284	18.19%
Purchased Services	28,002	-	33,250	33,250	33,250	0.00%
Internal Services	(236,166)	(217,763)	(217,763)	(251,476)	(33,713)	-15.48%
Other Charges	5,110	13,180	14,480	16,050	2,870	21.78%
Supplies & Materials	12,267	14,495	15,120	15,370	875	6.04%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 1,010,264	\$ 1,003,570	\$ 1,067,187	\$ 1,167,231	\$ 163,661	16.31%

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

PROGRAM:

The office of the director manages the seven public works divisions – Administration / Engineering; Operations; Streets; Signs and Signals; Stormwater Management and Environment; Transportation/Transit and Wastewater – and provides professional engineering services for constructing and maintaining publicly owned land and facilities.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
- #4, Transportation – Provide for the safe, efficient, and effective movement of pedestrians, cyclists, motorists, mass transit and commercial vehicles through the City and region
 - Ensure an attractive and sanitary community, and a safe, efficient highway and pedestrian transportation system for the public through professional management of resources.
 - 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.
 - Finalize and implement current redevelopment and transportation projects.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Chain Bridge Rd at Rust Curve Sidewalk Improvements
- CUE Transit Development Plan
- Fairfax Blvd at Chain Bridge Rd Intersection (Northfax)
- Government Center Pkwy Extension
- Multimodal Transportation Plan
- Old Lee Highway "Great Street" Conceptual Plan
- Stream Restoration Project along an Unnamed Tributary of the Accotink Creek
- University Drive Extension
- Implementing a more accelerated schedule for critical transportation projects involving State and Federal funding.
- Continued emphasis on the reduction of the impact of increasing traffic through the City.
- Maintaining and rehabilitating the City infrastructure.
- Transit Facility Improvements
- Bikeshare Program
- University Drive Traffic Calming
- George Snyder Trail
- Judicial Drive Trail
- Electric Vehicle Charging Stations
- Main Street/Pickett Shopping Center Improvements

SERVICES AND PRODUCTS:

- Engineering and transportation studies
- Transportation improvements
- Major building renovations and additions
- Drainage improvement plans
- Floodplain and stormwater management
- Construction management and inspection
- City cemetery
- CUE bus
- Plan review
- Infrastructure repair and maintenance
- Provide support to Fairfax Water for water system maintenance

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Number of capital projects administered	65	75	75	70

Performance Measurement Results:

For details about projects managed or administered, refer to the Capital Projects sections of this book.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Director of Public Works	**	0.90	0.90	0.90	0.90
Transportation Director	126	1.00	1.00	0.90	0.90
City Engineer	125	0.90	0.90	0.90	0.90
Sustainability Coordinator	123	-	-	0.50	0.50
Stormwater Res Engineer	121	0.90	0.90	0.90	0.90
Project Manager	117	-	-	-	1.00
Stormwater Program Specialist	117	-	-	-	-
Facilities Inspector	116	2.00	2.00	2.00	2.00
Multimodal Traffic Engineer	115	1.00	1.00	0.70	0.70
Administrative Assistant IV	113	1.00	1.00	0.40	0.40
Total FTE		7.70	7.70	7.20	8.20



SOCIAL SERVICES

Social Services Budget Summary

	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 117,347	\$ 100,000	\$ 148,200	\$ 152,053	\$ 52,053	52.05%
Fringe Benefits	9,424	42,780	65,204	70,979	28,199	65.92%
Purchased Services	3,509,974	3,446,778	3,570,702	4,029,375	582,597	16.90%
Other Charges	2,791,517	2,958,098	2,879,198	2,988,748	30,650	1.04%
Supplies & Materials	164	250	250	250	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total Expenditures	\$ 6,428,426	\$ 6,547,906	\$ 6,663,554	\$ 7,241,405	\$ 693,500	10.59%
Revenues						
School Age Child Care	\$ 682,418	\$ 635,693	\$ 685,693	\$ 691,121	\$ 55,428	8.72%
Total Revenues	\$ 682,418	\$ 635,693	\$ 685,693	\$ 691,121	\$ 55,428	8.72%
Net Cost to the City	\$ 5,746,008	\$ 5,912,213	\$ 5,977,861	\$ 6,550,284	\$ 638,072	10.79%
Total FTE	0.62	1.00	1.00	1.00		

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

BUDGET COMMENTS:

An increase of \$177,083 (14.4%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$177,083 (14.4%)**
 - The increase is contractually driven by the estimated shared cost of services contracted with Fairfax County. The estimate is calculated by the County and based on experience with forecasts for the coming year's health service needs.

Cost Center 441110: Health Department

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$1,235,339	\$1,229,565	\$1,352,546	\$1,406,648	\$ 177,083	14.40%
Total	\$ 1,235,339	\$ 1,229,565	\$ 1,352,546	\$ 1,406,648	\$ 177,083	14.40%

PERFORMANCE MEASURES:

Type of Facility	# of Facilities	# of Inspections/Services
Food Establishments	201	424
Foodborne Investigations	0	25
Water Recreational Pools	30	82
Tourist (Lodging/Hotels)	11	15
Tattoo	4	4
Water Wells	58	0
Health & Safety	0	9

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

PROGRAM:

Public health services are provided through the city's contract with the Fairfax County Health Department. 2,665 unduplicated clients received 10,406 services. Prenatal health care management is provided through INOVA Health Systems. Clinics include Audiology, Eye, Child Dental, Regional Chest, Speech Therapy and Vital Statistics services for birth and death records. Overall clinic utilization has declined, in part because an increased number of people have health insurance through Affordable Health Care (ACA) but also because an increasing number of immigrants are not seeking health services. Last year, the Annandale Adult Day Health Center was closed and residents needing those services were relocated to Herndon while the Lewinsville Center in McLean is redeveloped. Of Food Facility Violations reported, 570 were non-critical while 427 were critical violations. The Disease Carrying Insects Program (DCIP), a coordinated program to reduce the impact of Zika, West Nile Virus and Lyme disease includes routine collection and testing and significant community outreach and education. This year, the Health Department was named the lead agency for coordinated response to the opioid crisis. The Health Department began third party insurance billing which has reduced City costs.

The Health Department plans to increase the number of school based nurses in FY 20.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Support the Fairfax County Health Department's goal of protecting 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.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Preventing epidemics and the spread of disease
- Protecting the public against environmental hazards
- Promoting and encouraging health behaviors
- Assuring the quality and accessibility of health services
- Responding to disasters and assisting communities in recovery

SERVICES AND PRODUCTS:

- School and home health care
- Adult Day Health Programs at three sites
- Specialty clinics or nursing visits:
- Management of maternity cases through INOVA, and WIC
- Communicable Disease such as TB, STI, salmonella, measles, norovirus, meningitis
- Nursing Home Prescreening
- Environmental inspections
- Hotels, swimming pools, tattoo establishments, restaurants, well and septic systems
- Disease Carrying Insects Program to reduce Zika, West Nile Virus and Lyme Disease

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

BUDGET COMMENTS:

No significant adjustment from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget.

Cost Center 441210: Commission for Women							
Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %	
Other Charges	\$ 1,052	\$ 2,150	\$ 2,150	\$ 2,250	\$ 100	4.65%	
Supplies & Materials	152	100	100	100	-	0.00%	
Total	\$ 1,204	\$ 2,250	\$ 2,250	\$ 2,350	\$ 100	4.44%	

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.

The Commission for Women offers an annual community outreach program in celebration and recognition of Women’s History Month. Last year, the Commission for Women presented a highly successful program on Harriett Tubman in conjunction with Historic Resources. Other Women’s History Month programs have included public screening and discussion of films on the suffragist movement and objectification of women in advertising, programs on women seeking elected office, preparing for death, and, together with Commissions for Women in our region, Human Trafficking. This year, a Task Force of Commission for Women members and the Economic Development Authority are recognizing and promoting Women Owned Businesses in the City.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Improve the quality of life for women and families in the City of Fairfax.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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
- Advocacy
- Fall Festival
- Maintenance of website
- Creation and distribution of Domestic Violence pamphlets in English and Spanish

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

BUDGET COMMENTS:

An increase of \$34,175 (1.8%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$34,175 (1.8%)**
 - The increase is contractually driven by the estimated shared cost of services contracted with Fairfax County. The estimate is calculated by the County and based on experience with forecasts for the coming year.

Cost Center 441220: Community Services Board

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 1,776,119	\$ 1,854,268	\$ 1,854,268	\$ 1,888,443	\$ 34,175	1.84%
Total	\$ 1,776,119	\$ 1,854,268	\$ 1,854,268	\$ 1,888,443	\$ 34,175	1.84%

PROGRAM:

The Fairfax-Falls Church Community Services Board (CSB) is the publicly-funded provider of services and support coordination for individual and families affected by developmental delay, intellectual disabilities, serious emotional disturbance, mental illness or substance use disorders. Its mission includes empowering and supporting the people served by the CSB to live self-determined and healthy 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. The CSB is at the forefront of addressing the opioid crisis in conjunction with the Health Department. Last year, the CSB launched the Diversion First Program in collaboration with law enforcement to redirect non-violent offenders from incarceration to mental health treatment, and a program called Turning Point for young adults (ages 16-25) with emergency mental health and substance abuse needs, was implemented to offer rapid intervention following a first psychotic episode. Growing awareness of the needs of older adults who are at risk of suicide and substance abuse is being met through a partnership with the Fairfax Area Agency on Aging. This year, the comprehensive program for Behavioral Health Care for Children, Youth and Families was moved from the Department of Family Services where it primarily managed Children’s Services Act programs to the Community Services Board. The Infant Toddler Connection Program will physically remain at the Willard Health Center in Fairfax but administratively, the program will shift from the CSB to the Department of Family Service’s Office for Children.

The City has been paying for CSB services based upon an equal percentage of transfer of General Fund dollars from Fairfax County plus a five percent "catch up" funding formula, however, we will reevaluate this fiscal arrangement to ensure it is equitable to the city.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - 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.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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

OBJECTIVES:

- Provide a single, direct point of access regardless of disability
- Offer walk in screening for adults and children at the Merrifield Center
- Offer Employment and Day Services for those with intellectual and other disabilities
- Provide an integrated approach to primary and behavioral health services
- Implement Medicaid waiver redesign to eliminate silos of intellectual and development disabilities for case management and other services; to reduce the waiting list for these programs
- Continue implementation of Diversion First
- Address the growing epidemic of opiate use
- Move from a fee for service delivery model to managed care through Magellan for persons with Medicaid and Medicare
- Provide emergency and crisis services
- Provide acute and therapeutic day and residential treatment services

Services delivered by CSB program area:

Persons Served	Alcohol Dependency	Mental Health	IDS	Intervention	All Agency
Outpatient & Case Mgt.	8	-	21	-	-
Day Support	-	2	-	-	-
Residential	19	23	6	-	-
Early Intervention	-	-	-	122	-
Inpatient	1	-	-	-	-
Limited Services:					
• Assessment & Monitoring	-	-	-	-	187
• Emergency	-	-	-	-	51

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

BUDGET COMMENTS:

The FY 2020 Adopted Budget reflects a reduction of \$5,000 (0.4%) from the FY 2019 Adopted Budget. Notable adjustments include:

- **Other Charges, decrease of \$5,000 (0.4%)**
 - Projected decrease based on actual participation in this program, offset by improvements to the tax relief program of \$75k.

Cost Center 441230: Senior Citizen Tax Relief

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Other Charges	\$ 1,013,127	\$ 1,100,000	\$ 1,020,000	\$ 1,095,000	\$ (5,000)	-0.45%
Total	\$ 1,013,127	\$ 1,100,000	\$ 1,020,000	\$ 1,095,000	\$ (5,000)	-0.45%

PROGRAM:

Two relief programs for low to moderate-income elderly or persons with disabilities 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 10% of annual paid out rent, up to \$2,000 rental relief (a one-time annual payment). The income ceiling remains at \$72,000 and the net worth ceiling remains at \$340,000 (excluding the value of the primary residence) for real estate tax relief. The program limits for Rent Relief are as follows: net worth no greater than \$150,000 and an annual income not greater than \$40,000.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
- #5, Redevelopment – enable appropriate, targeted, sustainable, and transportation-oriented development and redevelopment
 - Provide real estate tax or rent relief to qualified elderly or disabled residents.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Offer citizens with fixed incomes a reduced tax cost by exempting some or all of the amount due 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 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Number of Real Estate tax relief grants	264	300	280	280
Rent relief grants	1	5	2	2

FY 2020 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$81,627 (56.4%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$52,053 (52.0%)**
 - Human Resources Coordinator position became full-time in FY 2019. Net increase in compensation is reflected.
- **Fringe Benefits, increase of \$28,199 (65.9%)**
 - Human Resources Coordinator position became Full-time in FY 2019, and increases in the cost of health insurance and retirement plans.

Cost Center 441240: Human Services Coordinator

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 117,347	\$ 100,000	\$ 148,200	\$ 152,053	\$ 52,053	52.05%
Fringe Benefits	9,424	42,780	65,204	70,979	28,199	65.92%
Purchased Services	-	-	-	-	-	0.00%
Other Charges	1,219	1,680	2,780	3,055	1,375	81.85%
Supplies & Materials	12	150	150	150	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 128,002	\$ 144,610	\$ 216,334	\$ 226,237	\$ 81,627	56.45%

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

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. A key focus of the past few years has been on developing an affordable housing policy. The Human Services Coordinator is also responsible for monitoring City compliance with the Americans with Disabilities Act; to that end, a comprehensive audit of programs and facilities was completed this year.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Ensure access by City residents to human service programs provided by the City, directly or through contracts with Fairfax County and other agencies.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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
- Assist with development of an affordable housing policy
- Assures compliance with the ADA
- Provides staff support to the Commission for Women
- Provides staff support to the Human Services Committee

Personnel Classification	Grade	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>
Human Services Director/ADA Compliance Officer	127	0.62	1.00	1.00	1.00
Total FTE		0.62	1.00	1.00	1.00

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

BUDGET COMMENTS:

An increase of \$419,323 (19.3%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$419,323 (19.3%)**
 - Increase due increased cost for School Age Child Care, Family Services, Community Health Network and Main Street Child Care contracts.

Cost Center 441250: Social Services

Title	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Purchased Services	\$2,231,655	\$2,168,404	\$2,187,950	\$2,587,727	\$ 419,323	19.34%
Total	\$2,231,655	\$2,168,404	\$2,187,950	\$2,587,727	\$ 419,323	19.34%

PROGRAM:

Regional and Fairfax County social service agencies provide the City with a comprehensive array of human services on a contractual basis, with various funding formulae based on caseload plus a population-based portion of administrative expenses. The City' population based ratio to Fairfax County is 2% as calculated annually by the Weldon Cooper Center. The mission of Social Service Programs is to protect the vulnerable including children, elderly and persons with disabilities, help all people strengthen their capacity for self-sufficiency and promote good life outcomes through prevention and early intervention. Certain factors have challenged the social services delivery system. They include aging of our population, increasing language and cultural diversity and the lack of affordable housing. Youth and families in need of services for developmental, emotional or behavioral problems are served by the System of Care for Behavioral health Services which shifted administratively to the Community Services Board this year. The Children Services Act, a multi-agency collaboration of the schools, courts and foster care system in conjunction with families continues to seek community based services as an alternative to residential treatment facilities. The Office to Prevent Homelessness will shift in April 2017 to become a stand-alone agency that seeks to reduce homelessness through the Housing First Model, an initiative that provides a continuum of housing services. Victims of domestic and sexual violence are served through the Office for Women and Domestic Violence Action Center. Fairly level funding is anticipated in FY 19.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Assist individuals and families in the City of Fairfax to become or to remain economically and socially self-supporting.
 - Protect and ensure a minimum standard of living for the vulnerable populations of children, persons with disabilities, and the elderly.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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

OBJECTIVES:

- Provide affordable quality child care on a sliding fee scale for working parents
- Assist individuals and families to become or to remain self-supporting through public assistance benefits such as SNAP, TANF and Medicaid, child care assistance and employment training
- Ensure basic health and safety standards in home child care through inspection, permitting
- To ensure timely access to affordable quality health and dental care for eligible adults
- To reduce homelessness through supported and affordable housing opportunities
- To ensure protective services for children and certain adults

Family Services Adult and Aging Services	
Unduplicated Clients	36
Pre-Admission Screening	17
Home-Based Care	19
Adult Protective Services	16
Home Delivered Meals	2,581
Unduplicated Clients	10
Congregate Meals	628
Permitted Child Care Providers	22
Main Stree Child Development Center	
Before/After School Care	5
Child Care Subsidy	8
Indigent Burials	1
Northern Virginsa Dental Clinic New Patients	34
Community Health Care Network	293

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

BUDGET COMMENTS:

No significant adjustment from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget.

Cost Center 431510: County Agent

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 42,980	\$ 48,809	\$ 30,206	\$ 35,000	\$ (13,809)	-28.29%
Total	\$ 42,980	\$ 48,809	\$ 30,206	\$ 35,000	\$ (13,809)	-28.29%

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Assist individuals and families in the City of Fairfax to become or to remain economically and socially self-supporting.
 - Protect and ensure a minimum standard of living for the vulnerable populations of children, persons with disabilities, and the elderly.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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 through public assistance benefits such as SNAP, TANF and Medicaid, child care assistance and employment training
- Ensure basic health and safety standards in home child care through inspection, permitting
- To ensure timely access to affordable quality health and dental care for eligible adults
- To reduce homelessness through supported and affordable housing opportunities
- To ensure protective services for children and certain adults

SERVICES AND PRODUCTS:

- Youth development through 4 – H
- Master Gardening Program
- Forest Pest Management
- Identification and elimination of diseases affecting trees
- Outreach and Education
- Cooperative Extension

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PARKS AND RECREATION

FY 2020 Adopted Budget - City of Fairfax, Virginia

Parks and Recreation Budget Summary

	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 2,570,790	\$ 2,568,454	\$ 2,613,454	\$ 2,637,207	\$ 68,753	2.68%
Fringe Benefits	687,447	682,398	680,858	758,483	76,085	11.15%
Purchased Services	948,013	962,625	1,065,678	1,058,060	95,435	9.91%
Internal Services	148,303	124,738	124,738	122,356	(2,382)	-1.91%
Other Charges	362,226	465,870	429,295	485,480	19,610	4.21%
Supplies & Materials	239,702	319,800	299,300	279,150	(40,650)	-12.71%
Total Expenditures	\$ 4,956,481	\$ 5,123,885	\$ 5,213,323	\$ 5,340,736	\$ 216,851	4.23%
Revenues						
Rental - Old Town Hall	\$ 152,061	\$ 200,000	\$ 162,636	\$ 150,000	\$ (50,000)	-25.00%
Rental - Green Acres	106,474	100,000	112,386	120,000	20,000	20.00%
Rental - Community Center	387,327	365,000	376,382	385,000	20,000	5.48%
Rental - Blenheim	82,667	65,000	88,414	90,000	25,000	38.46%
Rental - Ball Fields	61,458	65,000	64,127	65,000	-	0.00%
Senior Programs	91,156	85,000	86,429	100,000	15,000	17.65%
Community Programming	37,825	60,000	28,860	45,000	(15,000)	-25.00%
Sherwood Programming	319,777	275,000	299,699	350,000	75,000	27.27%
Green Acres Programming	59,910	70,000	51,663	70,000	-	0.00%
Day Camps	681,042	575,000	701,561	700,000	125,000	21.74%
Showmobile	2,629	4,000	900	3,000	(1,000)	-25.00%
Pavilion Rentals	26,501	25,000	25,822	25,000	-	0.00%
Special Events	263,628	250,000	265,384	270,000	20,000	8.00%
Cultural Arts	4,414	5,000	1,082	5,000	-	0.00%
Fairfax Little League	-	50,000	20,000	-	(50,000)	-100.00%
FPYC Turf Contribution	20,000	40,000	37,000	57,000	17,000	42.50%
Schools Turf Contribution	20,000	20,000	20,000	20,000	-	0.00%
Total Revenues	\$ 2,316,869	\$ 2,254,000	\$ 2,342,345	\$ 2,455,000	\$ 201,000	8.92%
Net Cost to the City	\$ 2,639,612	\$ 2,869,885	\$ 2,870,978	\$ 2,885,736	\$ 15,851	0.55%
Total FTE	20.88	20.88	20.88	20.88		

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

BUDGET COMMENTS:

An increase of \$93,149 (3.9%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, decrease of \$49,933 (4.1%)**
 - Overall decrease primarily due to decrease in full time salaries due to new cultural arts structure, partially offset by increases in part time wages and the impact of market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$23,279 (7.9%)**
 - Increase due to increases in the cost of health insurance and retirement plans.
- **Purchased Services, increase of \$97,125 (20.4%)**
 - Additional program costs
- **Other Charges, increase of \$29,935 (9.2%)**
 - Additional costs related to the reorganization of certain marketing costs into Parks & Recreation, and other miscellaneous program costs.

Cost Center 451110: Parks & Recreation Administration

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 1,103,870	\$ 1,206,877	\$ 1,176,877	\$ 1,156,943	\$ (49,933)	-4.14%
Fringe Benefits	226,094	294,853	287,576	318,132	23,279	7.89%
Purchased Services	549,635	476,875	561,690	574,000	97,125	20.37%
Internal Services	82,695	34,235	34,235	32,479	(1,756)	-5.13%
Other Charges	264,360	323,695	299,570	353,630	29,935	9.25%
Supplies & Materials	32,307	56,600	49,600	51,100	(5,500)	-9.72%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 2,258,961	\$ 2,393,135	\$ 2,409,548	\$ 2,486,284	\$ 93,149	3.89%

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

PROGRAM:

The Recreation Administration Account has traditionally encompassed a variety of expenditures and revenue items related to a comprehensive delivery of recreational programming. This division accounts for approximately \$1,000,000 in annual revenue from a variety of community programs operating out of the Green Acres Center, Stacy C. Sherwood Community Center, City Schools and City parks. The Recreation Administration Account is subdivided into the following cost center areas; General Administration, Sherwood Center Programs, Green Acres Center Programs, Camp and Community Programs, the Senior Center and Cultural Arts.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - 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.
 - Continue discourse with the Parks and Recreation Advisory Board in the analysis of services, facilities and activities.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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 Center at Green Acres Center
- After School Activities at Daniels Run and Providence Elementary Schools
- Summer Day Camp program
- Sherwood Center Programming for youth and adults
- Green Acres Programming for youth and adults
- Community Events
- Cultural Arts



FY 2020 Adopted Budget - City of Fairfax, Virginia

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

PERFORMANCE MEASURES:		FY 2018	FY 2019	FY 2020
OUTPUT MEASURES		ACTUAL	ESTIMATED	PROJECTED
Youth	GREEN ACRES			
	Total Green Acres youth programs	55	55	50
	Total individual Green Acres youth participants	375	375	300
	SHERWOOD			
	Total Sherwood youth programs	200	200	210
	Total individual Sherwood youth participants	1,700	1,700	1,750
	COMMUNITY			
	Total Community youth programs	60	60	40
	Total individual Community youth participants	500	500	300
	Total youth programs			
	Total individual youth participants			
Adult/Family	GREEN ACRES			
	Total Green Acres Adult programs	200	200	250
	Total individual Green Acres Adult participants	1,955	1,955	1,700
	SHERWOOD			
	Total Sherwood Adult programs	65	65	65
	Total individual Sherwood Adult participants	1,200	1,200	1,200
	COMMUNITY			
	Total Community Adult programs	5	5	2
	Total individual Community Adult participants	50	50	25
	Total adult programs			
	Total individual adult participants			
SENIOR	Total unique senior programs	22	22	25
	Total senior programs	140	140	160
	Total senior trips	44	44	44
	Total senior fundraisers	4	4	4
	Total senior participants	2,600	2,600	2,700
	Total senior members	3,200	3,200	3,500
	Total days senior center open	251	251	251
	Total members using center in calendar year	1,100	1,100	1,100
	TRADITIONAL DAY CAMPS			
	Total program locations	5	5	5
	Total day camps	7	7	7
	Total day camp participants	850	850	875
	SPECIALTY/SPORTS CAMPS			
	Total specialty camp	35	35	35
	Total specialty camp participants	470	470	475
	OVERALL			
	Total programs			
	Resident customers	1,878	1,900	1,950
	Non-resident customers	3,107	3,500	3,650
	Percentage of online transactions- campdoc.com	n/a	98%	98%
	Percentage of online transactions- activenet	75%	75%	75%

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

Performance Measurement Results:

- The traditional Day Camps achieve American Camping Association Accreditation re-accreditation
- Classes at the Sherwood Community Center continue to gain strong enrollment
- Senior Center usage increased and program participation remains strong-day trips enrollments continue to be full with waitlist
- 3 new offerings of Senior Center Programs along with drop in options for classes to offer flexibility
- Average of 32 new Seniors per month register for memberships and increase from 26 last year
- Fitness room attendance increased this year with both general public and senior members.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Director of Parks & Recreation	**	1.00	1.00	1.00	1.00
Cultural Arts Manager	121	1.00	1.00	1.00	1.00
Recreation Manager	118	2.00	2.00	2.00	2.00
Community Program Coordinator	114	1.00	1.00	1.00	1.00
Administrative Assistant IV	113	1.00	1.00	1.00	1.00
Administrative Assistant I (PT)	**	0.75	0.75	0.75	0.75
Athletic Supervisor (P/T)	**	0.38	0.38	0.38	0.38
Total FTE		7.13	7.13	7.13	7.13

FUNCTION: Parks and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: Administration - Cultural Arts

PROGRAM:

The Cultural Arts budget includes expenditures for Arts Grants, Public Art, creating and maintaining the Cultural Arts calendars, children’s programming, payments to performing and visual artists, hiring of specialized equipment, and a new partnership to feature George Mason University’s College of Visual and Performing Arts. This division is responsible for liaison with the Commission on the Arts, the booking and set up of concerts, events, booking of artists, curating Gallery shows, maintenance of website, 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, Old Town Square Programming - Saturday Morning - June-September, Old Town Square Concert Series, Class Programming - addition of visual, performing art classes at GA and Sherwood - cost neutral, Special Programming - Temporary Public Art, Piano Maintenance and the CVPA Series. The City also provides support to the City of Fairfax Band Association, City of Fairfax Commission on the Arts and Fall for the Book. Some of the duties of the Cultural Arts Division also include writing and producing Annual Reports, Grant Writing, sponsorship growth, website development, volunteer liaison, database maintenance, partnerships with FCPS High School Arts Faculty, Fairfax Academy for Communications and Arts, collaboration with Virginia Arts Commission, Local Arts Agency Boards, Cultural Alliance of Greater Washington, Fairfax Arts Council, George Mason Center for the Arts, Northern Virginia Community College and local arts groups.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - 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 all citizens.
 - Continue dialogue with the Parks and Recreation Advisory Board both in the use and make-up of the Sherwood Center, Old Town Hall, Blenheim, and in the analysis of alternative venues for cultural use.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

Working in partnership with city businesses, local schools, performing groups and artists to cultivate a creative community that will benefit from the many advantages and economic benefits that the Arts can bring to all groups and levels of our community, thereby encouraging the economic impact of the Arts to the City and positive vitality and viability of living in the City.

FUNCTION: Parks and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: Administration - Cultural Arts, Continued

SERVICES AND PRODUCTS:

- Public Art projects
- 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 Festival
- Fairfax Spotlight on the Arts Festival
- Fairfax Art League at Old Town Hall Gallery
- Stacy C. Sherwood Community Center
- Rotary Art Gallery at The Sherwood
- Liaison with Mason & City Arts groups.
- Fairfax Irish Folk Festival

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Old Town Hall Performances Series	12	12	12	12
Commission on the Arts Grants requests	\$34,350	\$36,040	\$36,040	\$38,000
Commission on the Arts -. Grants given	\$21,250	\$18,300	\$13,940	\$18,300
Summer Concerts Series – City Band	6	6	6	6
Fairfax Spotlight on the Arts, City events	54	45	50	45
Old Town Plaza Series	26	20	8	0
Rotary Art Gallery at Sherwood shows	6	6	6	6
Fall for the Book – City events	12	12	14	15

Performance Measurement Results:

- Create an updated Public Art program that models the diversity and spirit of the City of Fairfax
- Continue partnerships with Local visual artists, hosting Fairfax Art League, and Fairfax Artist Coalition with gallery space in Old Town Hall and Sherwood Center, as well as partnerships with the City of Fairfax Band Association, and Fall for the Book.
- Partner with George Mason University College of Visual and Performing Arts to present “Mason Arts at Old Town Hall” Highlighting Mason’s most talented CVPA students.
- Continue to bring quality professional performers and lectures to entertain people of all ages! Quality arts programming for those aged 2 – 99.
- Continue to partner with Fairfax Spotlight on the Arts by providing space and the time of their Executive Director in-kind.

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

BUDGET COMMENTS:

An increase of \$54,544 (7.3%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$76,085 (25.0%)**
 - Increases in Special Event overtime allocated from other departments (\$69k), temporary help wages (\$20k) and the impact of market adjustment (COLA) of 2.6%, partially offset by a decrease in overtime wages (\$16k).
- **Fringe Benefits, increase of \$13,584 (20.0%)**
 Increase due to merit increase and increases in the cost of health insurance and retirement plans.

Cost Center 451220: Recreation Special Events

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 349,104	\$ 303,715	\$ 373,715	\$ 379,800	\$ 76,085	25.05%
Fringe Benefits	116,415	67,821	73,176	81,405	13,584	20.03%
Purchased Services	159,125	253,350	219,550	230,450	(22,900)	-9.04%
Internal Services	-	-	-	-	-	0.00%
Other Charges	57,813	86,325	75,875	72,000	(14,325)	-16.59%
Supplies & Materials	40,920	34,650	34,650	36,750	2,100	6.06%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 723,377	\$ 745,861	\$ 776,966	\$ 800,405	\$ 54,544	7.31%



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

PROGRAM:

The account is divided into specific cost centers that include the Independence Day Celebration, Fall Festival, Beer in the Burbs, Rock the Block, Holiday Craft Show, Festival of Lights & Carols, Holiday Market, Movies Under the Moon, Liquid Chocolate and General Operations (Chocolate Lovers Festival, Home Town Thursdays, Egg-Streme Egg Hunt, Fido Fest and a Fishing Rodeo). Annual revenue is approximately \$260,000. 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 and connecting with dozens of non-profits who help support the events and earn income for their causes.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - 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.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Coordinate with other Parks and Recreation Divisions for special events for all ages throughout the year.
- Focus on adding small, community events throughout the year.
- Monitoring the overtime for Special Events with Public Works, Police and Fire.
- Organize new activities at Old Town Square to attract more park users and to encourage staying in the Downtown during May through September, to include lunchtime, weeknight and weekend programs.
- Identify how to get City restaurants and businesses to participate in all events.
- Use Social Media such as Facebook and real time social media such as texting to attract younger generations.
- Add elite sponsors to help reduce costs of special events and to add special attractions.

SERVICES AND PRODUCTS:

- Independence Day Celebration
- Fall Festival
- Holiday Craft show
- Festival of Lights and Carols
- Lunch with Santa
- Beer in the Burbs
- Holiday Market
- Liquid Chocolate
- Movies Under the Moon
- Rock the Block (once a month May – October)
- Permitting for private non-city special events
Coordination with Chocolate Lovers, Hometown Thursdays, Egg-Streme Egg Hunt, Fido Fest and Fishing Rodeo

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Output Measures			
July 4 th Parade units	155	155	155
Craft show vendors at Special Events	675	700	750
Number of Non-Profits Served	18	21	21
Number of Event Partnerships	15	20	20
Sponsors of special events	\$60,000	\$66,000	\$70,000
Attendance at all events	130,000	120,000	130,000

Performance Measurement Results:

- Craft Show vendor applications have increased and attendance at the Holiday Craft Show continued to be strong.
- An aggressive sponsorship program has been developed anticipating greater returns on sponsorship investments for FY20 and continuing into FY21. Sponsorships have increased with an additional elite sponsor. Created our own sponsorship packets for all events.
- Attempted a Farmer’s Market at Old Town Square on Tuesdays, which did not perform well.
- Inclement weather disrupted the Holiday Market which is normally held the first three weekends in December.
- Brought back Movies Under the Moon which was very popular.
- Worked with Economic Development on additions to Chocolate Lover’s Festival and Rock the Block. Will be doing more in the future.
- Created all graphic content for special events in-house and worked with the Communications and Marketing Director to increase event awareness and attendance.

Personnel Classification	Grade	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>
Special Events Manager	121	1.00	1.00	1.00	1.00
Assistant Special Events/Fac Manager Asst. (P/T)	113	0.75	0.75	0.75	0.75
Total FTE		1.75	1.75	1.75	1.75

FUNCTION: Parks and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: Facilities Division

BUDGET COMMENTS:

An increase of \$35,379 (6.1%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$12,210 (3.4%)**
 - Overall increases due to increases in full time wages (\$3.3k), overtime wages (\$5.0k), temporary help wages (\$10k) and the impact of market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$9,208 (11.4%)**
 - Increase due to increases in the cost of health insurance and retirement plans.
- **Purchased Services, increase of \$19,210 (20.9%)**
 - Overall increase due to increase in porter services and other special venue related costs.
- **Other Charges, increase of \$5,000 (24.1%)**
 - Increase due to the addition of a shed at the Blenheim Interpretive Center.

Cost Center 451250: Parks and Recreation Facilities

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 383,854	\$ 363,687	\$ 368,687	\$ 375,897	\$ 12,210	3.36%
Fringe Benefits	64,884	80,395	80,778	89,604	9,208	11.45%
Purchased Services	109,178	91,800	114,100	111,010	19,210	20.93%
Internal Services	-	-	-	-	-	0.00%
Other Charges	17,440	20,750	20,750	25,750	5,000	24.10%
Supplies & Materials	8,433	27,250	25,750	17,000	(10,250)	-37.61%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 583,789	\$ 583,882	\$ 610,065	\$ 619,261	\$ 35,379	6.06%

FUNCTION: Parks and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: Facilities Division

PROGRAM:

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

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
- #5, Redevelopment – enable appropriate, targeted, sustainable, and transportation-oriented development and redevelopment
 - Increase the use and marketability of all rentable facilities and items.
 - Seek out new market segments of renters for all rentable facilities and items.
 - Enhance the cultural and leisure-time quality of life by providing a well-maintained facility for City events.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Create new facilities marketing pieces that include all facilities in one brochure.
- Reface the facilities pages of the City website to streamline and modernize the on-line reservation experience.
- Develop a waitlist for customers that are interested in booking a date that is already reserved.
- Monitor and coordinate the dual booking of Old Town Hall and Old Town Square to determine if changes are needed in our reservation policies and procedures.
- Tap into unused hours at Historic Blenheim – specifically Sunday mornings.



FUNCTION: Parks and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: Facilities Division

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Output Measures			
Old Town Hall Rentals	131	130	125
Total Free Rentals at Old Town Hall	119	120	125
Total Free Users at Old Town Hall	9	10	10
Green Acres Rentals	1,058	1,100	1,125
Total Free Rentals at Green Acres	147	155	162
Total Free Users at Green Acres	29	30	30
Sherwood Comm. Center Rentals-SCSCC	476	492	500
Total Free Rentals at SCSCC	110	115	120
Total Free Users at SCSCC	23	25	25
Historic Blenheim Rentals	166	170	173
Total Free Rentals at Blenheim	20	23	23
Total Free Users at Blenheim	15	15	15
Blenheim blocks by OHR/HFCI	79	85	85
Show Mobile Rentals	5	6	6
Pavilion/Shelter Rentals	425	435	450
Free Rentals of Show Mobile	2	2	2
Free Rentals of Pavilions/Shelters	45	45	45
Total Field Permits	275	290	275
Total Free Field Permits	20	20	20
Total Gym Permits	45	45	45

Performance Measurement Results:

- Free rentals at Old Town Hall are increasing due to the number of events the City is hosting in both Old Town Square and Old Town Hall.
- As predicted, Sherwood rentals are already on the rise due to the decrease in the hourly rental rate of the half and full Performance Space.

Personnel Classification	Grade	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>
Operations Manager	117	1.00	1.00	1.00	1.00
Facilities Coordinator	114	1.00	1.00	1.00	1.00
Total FTE		2.00	2.00	2.00	2.00

FY 2020 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$33,779 (2.4%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$30,391 (4.4%)**
 - Increases in full time wages (\$7.5k), temporary help wages (\$7.5k), on call pay (\$1.5k) and the impact of market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$30,014 (12.5%)**
 - Increase due to increases in the cost of health insurance and retirement plans.

Cost Center 451340: Parks and Recreation Ball Field Maintenance

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 733,962	\$ 694,175	\$ 694,175	\$ 724,566	\$ 30,391	4.38%
Fringe Benefits	280,054	239,328	239,328	269,342	30,014	12.54%
Purchased Services	130,075	140,600	170,338	142,600	2,000	1.42%
Internal Services	65,608	90,503	90,503	89,877	(626)	-0.69%
Other Charges	22,613	35,100	33,100	34,100	(1,000)	-2.85%
Supplies & Materials	158,042	201,300	189,300	174,300	(27,000)	-13.41%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 1,390,354	\$ 1,401,007	\$ 1,416,745	\$ 1,434,786	\$ 33,779	2.41%

Personnel Classification	Grade	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>
Parks Manager	118	2.00	1.00	1.00	1.00
Crew Supervisor	112	2.00	2.00	3.00	3.00
Utility Worker II	109	1.00	2.00	1.00	1.00
Utility Worker I	108	2.00	2.00	2.00	2.00
Laborer II	105	1.00	1.00	1.00	1.00
Laborer I	105	2.00	2.00	2.00	2.00
Total FTE		10.00	10.00	10.00	10.00

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

PROGRAM:

The Parks Division of the Parks and Recreation Department maintains all the City parks, trails, athletic fields, and open spaces. The Parks Division budget includes expenditures for the routine maintenance and annual improvements of all 276 plus acres of park land, school athletic areas, open space, various public areas and 28 miles of trails. 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, athletic field maintenance, fence repairs, leaf collection, mowing, plantings and beautification, ice and snow removal, trail building and repairs, facility lighting, bridge maintenance, drainage repairs, showmobile set-up and sound, sound system management and more.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Provide safe high quality outdoor spaces for passive and active recreation opportunities that increases a sense of community, athletic endeavors and pursuits, appreciation of nature, 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.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVE:

- To provide clean, safe, and beautiful park grounds and ensure quality access by all user groups.
- To utilize best management practices in the maintenance of all areas, especially passive areas to enhance environmental protection and provide educational opportunities.
- To develop and implement new approaches to special event operations focused on staffing and equipment needs.
- To repair and/or replace outdated park equipment to insure ADA compliance.
- Complete approved capital projects within the fiscal year.
- Add seasonal plantings to Old Town Square to include the sidewalk planters adjacent to the park.
- Increase the number of staff with CPSI, AFO and CPC certifications.

PARK FACILITIES

Bridges	18
Ball Fields	17
Basketball Courts	8.5
Lighted Fields	8
Rectangular Fields	15
Pavilions/Shelters	10
Playgrounds	17
Restroom Facilities	1
Skate Parks	1
Show Mobiles	1
Synthetic Turf Fields	4
Tennis Courts	7
Volleyball Courts (Sand)	4

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Output Measures			
Staff hours on Ball Field Maintenance	2,250	2,250	2,250
Staff hours on Special Events	1,750	2,000	2,000
Staff OT hours on Special Events	1,200	1,400	1,400
Staff hours on Trails	3,500	3,500	3,500
Staff hours on Mowing	5,500	5,500	5,500
Staff hours on Trash	4,500	4,500	4,500
Tonnage of Trash Removed from Parks	35	35	35
Staff hours on Park Maintenance	7,500	7,500	7,500
Staff hours on Leaf/Snow (regular & overtime)	3,000	3,000	3,000
Trees planted in parks	22	25	25
Staff hours – Full-time	20,800	20,800	20,800
Staff hours – Temporary	9,360	9,360	9,360
Maintainable acres of Parkland and Open space	183	183	183
Staff Hours for Recycling	700	700	700

Performance Measurement Results:

- Developed a new management structure for the maintenance and events crews, allowing for more timely and cost efficient up-keep of our facilities and events.
- Restructured the staffing into three crews in order to complete more diverse tasks.
- Worked with Lamb Center on homeless work program Tuesdays and Thursdays.
- Additional staff received training in playground safety, pesticide application and pool operations (for Old Town Square).
- Provided more games played by providing more maintenance to ball fields including aeration, seeding and fertilizing on a regular schedule.
- Planted 25 new trees in our parks.
- Assisted with 10 Eagle Scout projects.
- Coordinated the dog park construction and Draper Drive turf replacement.
- Coordinated the completion of the landscaping and site amenities for Old Town Square and Sherwood Center.
- Installed new playground equipment at Ratcliffe, Westmore and Cobbdale parks.
- Completed drainage enhancements at Ratcliffe Park.
- Began design of George Snyder Trail and work on trail improvements using federal funding.

FUNCTION: Culture and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: General Parks and Sherwood Legacy

BUDGET COMMENTS:

This program does not impact the City's General Fund.

Donations through the Legacy program for the Stacy C. Sherwood Community Center and Parks will be allocated in the following manner. Irrigation will be installed on the civic green and planting beds around the Stacy C. Sherwood Community Center as part of the Sherwood Legacy Fund.

The Parks Fund regularly receives donations for park benches, trees and other equipment. The Parks Legacy Fund anticipates similar expenses to purchase and install donated items.

All expenses for any item from the Sherwood and Parks Legacy Funds are covered by the donation revenue.

Sherwood and Parks Legacy Fund (172)

	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Purchased Services	\$ 10,478	\$ 15,119	\$ 131,000	\$ 40,000	\$ 24,881	164.57%
Other Services & Charges	-	4,049	-	-	(4,049)	-100.00%
Supplies and Materials	2,113	10,110	3,500	3,500	(6,610)	-65.38%
Total Expenditures	\$ 12,591	\$ 29,278	\$ 134,500	\$ 43,500	\$ 14,222	48.58%
Revenues						
Donations, Contributions, Fees - General	\$ 12,698	\$ 36,234	\$ 19,000	\$ 5,000	\$ (31,234)	-86.20%
Donations, Contributions, Fees - Sherwood	15,269	2,100	3,900	3,900	1,800	85.71%
Total Revenues	\$ 27,967	\$ 38,334	\$ 22,900	\$ 8,900	\$ (29,434)	-76.78%
Net	\$ 15,376	\$ 9,056	\$ (111,600)	\$ (34,600)	\$ (43,656)	-482.07%

FUNCTION: Culture and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: General Parks and Sherwood Legacy

BUDGET COMMENTS:

This program does not impact the City's General Fund.

Donations through the Legacy program for the Stacy C. Sherwood Community Center and Parks will be allocated in the following manner. Irrigation will be installed on the civic green and planting beds around the Stacy C. Sherwood Community Center as part of the Sherwood Legacy Fund.

The Parks Fund regularly receives donations for park benches, trees and other equipment. The Parks Legacy Fund anticipates similar expenses to purchase and install donated items.

All expenses for any item from the Sherwood and Parks Legacy Funds are covered by the donation revenue.

PROGRAM:

The Legacy Program is your unique way to contribute to the development and enhancement of the City of Fairfax Stacy C. Sherwood Community Center, parks, trails, arts and facilities.

Through gifting and naming opportunities your contribution will be used to purchase much needed community center, parks, trails and facility equipment while recognizing yourself or a loved one for years to come.

The Legacy Fund is a special revenue fund account broken into two donation categories; Sherwood Legacy Fund for the Stacy C. Sherwood Community Center and Parks Legacy Fund for general parks donations.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods

OBJECTIVES:

- **Community Involvement**
The Legacy for Fairfax Program allows you and your family to participate in your community providing equipment, facilities or program access to others to enrich their lives.
- **Economic**
Your contribution is tax deductible and helps the City of Fairfax provide much needed parks and amenities for all while keeping a reasonable tax base.
- **Environmental**
Contributions ensure a healthy facilities and park system with a focus on beautifying the community and maintaining sound environmental practices.
- **Individual**
What better feeling can one have than the feeling of knowing that you make a difference? You can make a difference in the aesthetics of your community, health of the environment and the sense of pride people have in our park system.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

LIBRARY

FUNCTION: Library
DEPARTMENT: Library Services
DIVISION OR ACTIVITY: Library Services

BUDGET COMMENTS:

An increase of \$63,380 (7.6%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Purchased Services of \$63,380 (7.6%)**
 - Increases in City-County payment for Library debt service.

Cost Center 451410: Library

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Purchased Services	\$ 816,123	\$ 833,996	\$ 862,862	\$ 897,376	\$ 63,380	7.60%
Total	\$ 816,123	\$ 833,996	\$ 862,862	\$ 897,376	\$ 63,380	7.60%

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. Website usage of library materials has expanded significantly while book circulation has declined.

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.

The City's share of library services is paid through debt service for the new facility.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - 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.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18



HISTORIC RESOURCES

Historic Resources Budget Summary

	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 397,933	\$ 402,742	\$ 402,742	\$ 414,886	\$ 12,144	3.02%
Fringe Benefits	111,218	150,988	150,988	170,814	19,825	13.13%
Purchased Services	56,807	44,600	44,600	44,600	-	0.00%
Internal Services	2,452	-	-	-	-	0.00%
Other Charges	77,472	59,990	59,990	59,990	-	0.00%
Supplies & Materials	8,869	11,000	11,000	11,000	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total Expenditures	\$ 654,751	\$ 669,320	\$ 669,320	\$ 701,289	\$ 31,969	4.78%
Revenues						
Museum Revenue	\$ 854	\$ 1,000	\$ 709	\$ 1,000	\$ -	0.00%
Museum Gift Shop	11,938	11,500	19,009	11,500	-	0.00%
Total Revenues	\$ 12,792	\$ 12,500	\$ 19,718	\$ 12,500	\$ -	0.00%
Net Cost to the City	\$ 641,959	\$ 656,820	\$ 649,602	\$ 688,789	\$ 31,969	4.87%
Total FTE	3.95	3.95	3.95	3.95		



Blenheim Interpretive Center

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

BUDGET COMMENTS:

An increase of \$31,969 (4.9%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$12,144 (3.0%)**
 - Increase due to timing difference in the calculation of FY 2019 merit increases and the impact of market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$19,825 (13.1%)**
 - Increase due to increases in the cost of health insurance and retirement plans.

PROGRAM:

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

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
- #5, Development and Redevelopment – enable appropriate, targeted, sustainable, and transportation-oriented development and redevelopment
 - 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.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Act as liaison with Historic Fairfax City, Inc.
- Implement preservation and promotion objectives in Comprehensive Plan
- Communicate information on historic sites and history to the community through educational programs, walking tours, youth group outreach, exhibitions, special events and the internet
- Ensure City historic sites are staffed and open to the public
- Promote Blenheim and Civil War Interpretive Center as a major regional historical site
- Assist with fundraising initiatives (e.g. HFCl fundraisers) and revenue enhancement (e.g. Blenheim rentals) and coordinate with non-profit organizations, foundations, and the public for fundraising opportunities
- Assist Destination Fairfax, Visit Fairfax, Civil War Trails, and other tourism initiatives
- Assist City preservation planning activity, ensure CLG compliance
- Perform planning project reviews to assess impacts to historic properties and archeological sites
- Manage workforce of 50 volunteers and provide a variety of opportunities for citizen involvement through volunteering for special events, projects and internships

SERVICES AND PRODUCTS:

- Fairfax Museum and Visitor Center
- Ratcliffe-Allison House
- Historic Blenheim and Civil War Interpretive Center
- Grandma's Cottage
- Fairfax History Day
- Kitty Pozer Day
- Special projects including various anniversary commemorations

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Museum & Visitor Center Visitation	7,521	7,000	7,200	7,500
Ratcliffe-Allison House Visitation	847	1,300	1,100	1,100
Blenheim & Civil War Interpretive Ctr Vis.	4,312	4,500	4,500	4,500
Tours / Educational Programs	210	225	200	210

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 visitation during seasonal hours (April-October), special events, and downtown walking tours. Visitation was down in FY18 due to inclement weather during the Chocolate Lover's event when house is open.
- The opening of the Blenheim site has significantly increased total daily visitation, tours, and educational programs offered by the Office of Historic Resources.
- Visitation statistics above at Blenheim do not include approximately 4,000 customers annually during rental events.
- Tours and Educational Programs include daily site tours, tours by appointment, downtown walking tours, talks by outside speakers, off-site talks by staff, and programs during special events.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Historic Resources Director	127	1.00	1.00	1.00	1.00
Historic Resources Specialist III	119	1.00	1.00	1.00	1.00
Historic Resources Specialist II	115	0.75	0.75	0.75	0.75
Historic Resources Specialist I	110	1.20	1.20	1.20	1.20
Total FTE		3.95	3.95	3.95	3.95

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COMMUNITY DEVELOPMENT AND PLANNING

Community Development and Planning Budget Summary

	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 1,476,394	\$ 1,675,311	\$ 1,549,231	\$ 1,627,208	\$ (48,103)	-2.87%
Fringe Benefits	540,204	733,190	680,470	753,226	20,037	2.73%
Purchased Services	161,257	65,000	65,000	564,900	499,900	769.08%
Internal Services	1,519	3,778	3,778	4,817	1,039	27.50%
Other Charges	8,846	14,850	14,850	14,950	100	0.67%
Supplies & Materials	5,492	9,700	9,700	9,700	-	0.00%
Capital Outlay	200,000	200,000	200,000	200,000	-	0.00%
Total Expenditures	\$ 2,393,712	\$ 2,701,828	\$ 2,523,029	\$ 3,174,802	\$ 472,973	17.51%
Revenues						
Sign Permits	\$ 20,156	\$ 18,006	\$ 17,088	\$ 18,461	\$ 455	2.53%
Occupancy Permits	24,356	29,309	28,849	27,668	(1,641)	-5.60%
Soil & Erosion Fees	13,090	11,515	15,300	12,517	1,002	8.70%
Zoning Fees	90,450	95,000	76,125	53,768	(41,232)	-43.40%
Special Use Permits	58,695	71,834	69,935	67,840	(3,994)	-5.56%
Variances	2,420	8,430	775	5,000	(3,430)	-40.69%
Zoning Penalties	1,800	6,380	6,080	4,960	(1,420)	-22.26%
Subdivision Fees	5,194	16,679	8,821	12,360	(4,319)	-25.89%
Site Plan Fees	58,246	85,000	107,030	96,706	11,706	13.77%
Architectural Review	3,730	4,000	3,700	4,314	314	7.85%
Tree Removal Permit	2,440	1,713	2,080	1,973	260	15.18%
Surety Review	13,530	13,559	11,470	13,367	(192)	-1.42%
Total Revenues	\$ 294,107	\$ 361,425	\$ 347,253	\$ 318,934	\$ (42,491)	-11.76%
Net Cost to the City	\$ 2,099,605	\$ 2,340,403	\$ 2,175,776	\$ 2,855,868	\$ 515,464	22.02%
Total FTE	16.50	17.00	16.50	16.50		

FUNCTION: Community Development
DEPARTMENT: Community Development and Planning
DIVISION OR ACTIVITY: Planning & Design Review

BUDGET COMMENTS:

An increase of \$301,342 (17.9%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable changes are as follows:

- **Salaries, decrease of \$150,385 (13.1 %)**
 - Decrease due to position reclassification within the CDP Department partially offset by increases due to timing difference in the calculation of FY 2019 merit increases and the impact of market adjustment (COLA) of 2.6%.
- **Fringe Benefits, decrease of \$48,273 (9.5%)**
 - Decrease due to position reclassification within the CDP Department, partially offset by increases in the cost of health insurance and retirement plans.
- **Purchased Services, increase of \$499,900 (3163.9%)**
 - Increase due to the addition of \$500k to support the Small Area Plan program.

Cost Center 461110: Planning Design & Review

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 935,139	\$ 1,149,023	\$ 947,545	\$ 998,638	\$ (150,385)	-13.09%
Fringe Benefits	334,052	508,080	421,427	459,807	(48,273)	-9.50%
Purchased Services	101,482	15,800	15,800	515,700	499,900	3163.92%
Internal Services	-	-	-	-	-	0.00%
Other Charges	5,552	9,250	9,250	9,350	100	1.08%
Supplies & Materials	2,974	4,700	4,700	4,700	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 1,379,199	\$ 1,686,853	\$ 1,398,722	\$ 1,988,195	\$ 301,342	17.86%

FUNCTION: Community Development
DEPARTMENT: Community Development and Planning
DIVISION OR ACTIVITY: Planning & Design Review

PROGRAM:

The Planning and Design Review Division of the Department of Community Development and Planning provides professional expertise to the City Council and advisory boards and commissions, including the Planning Commission, Board of Architectural Review, Fairfax Renaissance Housing Corp., and the Environmental Sustainability Committee, regarding the development and implementation of plans, policies, and initiatives pertaining to land use, physical development, demographics/economics, environmental stewardship, and quality of life issues.

COUNCIL GOALS:

- #1, Economic Development – capture opportunities for economic development and advance the economic health of the City
- #3, Neighborhoods – build strong, safe, and secure neighborhoods
- #4, Transportation – Provide for the safe, efficient, and effective movement of pedestrians, cyclists, motorists, mass transit and commercial vehicles through the City and region
- #5, Redevelopment – enable appropriate, targeted, sustainable, and transportation-oriented development and redevelopment
 - Develop and support coordinated land use and development strategies and policies, which are consistent with the City’s Comprehensive Plan and the vision and goals of the City Council.
 - Provide high-quality research and analyses, best practices-based approaches, and innovative, yet practical advice to decision-makers in order to produce a vibrant and sustainable community that protects, conserves, and enhances its economic, social, and environmental resources.
 - Engage residents and property owners, elected and appointed officials, and other vested community stakeholders, and work in a collaborative manner across departments, identify tangible and attainable solutions to the land use and development, transportation, and environmental challenges that face the City.
 - Manage the City’s land use, comprehensive planning and sustainability programs, including the maintenance of the Comprehensive Plan and the development of the Sustainability Plan, and assist in implementing redevelopment plans and other departmental projects, such as those identified as priorities by the City Council.
 - Maintain an effective land use 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.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Assure the accuracy, relevance, and validity of the Comprehensive Plan, the City’s official policy guide for development-related decisions;
- Prepare Zoning Ordinance text amendments in support of the Plan;
- Provide decision-makers with reports and analyses on planning matters;
- Provide appropriate staff support for assigned boards and commissions;
- Provide professional guidance during the land use application evaluation process;
- Represent the City on various boards and committees;
- Engage City departments in implementing sustainability initiatives and measures;
- Educate residents and City businesses on sustainable practices and encourage their use;
- Administer City’s Census program and disseminate statistical information;
- Facilitate the review by the Planning Commission of the Capital Improvement Program and Comprehensive Plan determinations for qualifying public projects.

FUNCTION: Community Development
DEPARTMENT: Community Development and Planning
DIVISION OR ACTIVITY: Planning & Design Review

SERVICES AND PRODUCTS:

- Comprehensive Plan amendments and updates
- Master or small area plans preparation and implementation
- Zoning Ordinance text amendments
- Rezoning, special use permit, and special exception application processing
- Planning and zoning related reports and analyses
- Management of the City's sustainability program
- Assistance in the City's economic development efforts
- Fiscal impact analyses and maintenance of the City's fiscal impact model
- Mapping support, geographic analyses, and digital visualizations
- Demographic/economic/housing summaries, estimates, and projections
- Management of the land use application process
- Preparation of legal advertisements and posting of notifications for land use applications
- Staff the Planning Commission
- Staff the Board of Architectural Review
- Staff the Fairfax Renaissance Housing Corporation
- Staff the Environmental Sustainability Committee

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Estimate	FY 2020 Projected
Output Measures			
City Council meetings and work sessions	28	30	32
Planning Commission meetings and work sessions	22	23	21
Board of Architectural Review meetings	16	19	22
Fairfax Renaissance Housing Corporation meetings	10	10	11
Environmental Sustainability Committee meetings	13	10	11
Comprehensive Plan or Zoning Ordinance map/text amendments	3	4	3

FUNCTION: Community Development
DEPARTMENT: Community Development and Planning
DIVISION OR ACTIVITY: Planning & Design Review

Performance Measurement Results:

- Completed amendment to the Zoning Ordinance to update the planned development district regulations
- Facilitated the process to prepare a new Comprehensive Plan through community-wide and kids surveys, outreach events, presentations to boards and commissions, the compilation of relevant maps, information, and data in an easy-to-read and informative manner, community meetings, and drafting of a vision, guiding principles, goals, outcomes, and actions
- Completed update to City’s Design Guidelines, including input from boards and commissions and community members
- Initiated amendments to the Zoning Ordinance pertaining to affordable housing and telecommunications
- Maintained an interactive online mapping system that has become a valuable resource for members of the public to obtain updated and timely information regarding major development projects
- Served as City’s coordinator for ongoing development of streetscape standards/concept plan and Main Street Streetscape Design
- Prepared various planning and zoning reports and analyses, including: student generation; fiscal impact; employment; and population and housing estimates for the Metropolitan Washington Council of Governments
- Advanced the City’s sustainability program, including: facilitating the City’s participation in the Solarize NOVA campaign; publishing articles in *Cityscene* to educate residents on environmental programs; achieving the City’s first gold certification in VML’s green government challenge; and assisting the Environmental Sustainability Committee in its outreach efforts

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Director of Planning	**	1.00	1.00	1.00	1.00
Division Chief	126	2.00	2.00	2.00	2.00
Sustainability Coordinator	121	0.50	1.00	0.50	0.50
Planner III	121	2.00	2.00	2.00	2.00
Planner II	119	3.00	3.00	3.00	3.00
Administrative Assistant IV	113	1.00	1.00	1.00	1.00
Total FTE		9.50	10.00	9.50	9.50

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

BUDGET COMMENTS:

An increase of \$171,631 (16.9%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$102,283 (19.4%)**
 - Increase due to position reclassification within the CDP Department, by increase due to timing difference in the calculation of FY 2019 merit increases and the impact of market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$68,310 (30.3%)**
 - Increase due to increases in the cost of health insurance and retirement plans and position reclassification within the CDP Department.

Cost Center 461220: Current Planning

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 541,255	\$ 526,287	\$ 601,685	\$ 628,570	\$ 102,283	19.43%
Fringe Benefits	206,152	225,110	259,043	293,420	68,310	30.35%
Purchased Services	59,775	49,200	49,200	49,200	-	0.00%
Internal Services	1,519	3,778	3,778	4,817	1,039	27.50%
Other Charges	3,294	5,600	5,600	5,600	-	0.00%
Supplies & Materials	2,518	5,000	5,000	5,000	-	0.00%
Capital Outlay	200,000	200,000	200,000	200,000	-	0.00%
Total	\$ 1,014,513	\$ 1,014,976	\$ 1,124,306	\$ 1,186,607	\$ 171,631	16.91%



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

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.

COUNCIL GOALS:

- #1, Economic Development – capture opportunities for economic development and advance the economic health of the City
- #5, Redevelopment – enable appropriate, targeted, sustainable, and transportation-oriented development and redevelopment
 - Facilitate well-conceived development and redevelopment projects and land uses that enhance the quality of life for Fairfax residents.
 - Protect the City's attractive properties by enforcing standards of the zoning ordinance, and implementing City policy and Council goals related to quality of life, residential rejuvenation and economic development.
 - Provide professional administration and enforcement of the City's zoning and various environmental regulations.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Administer, interpret and enforce residential, commercial, and industrial zoning and subdivision regulations.
- Provide timely staff analyses and recommendations for Board of Zoning Appeals.
- Provide effective and timely review of development plans and building permits.
- Provide effective administration of surety for development.

SERVICES AND PRODUCTS:

- Confer with potential applicants and community representatives to discuss appropriate parameters for development
- Zoning Ordinance interpretation and compliance administration
- Zoning inspections and enforcement
- Illegal sign and noise abatement programs
- Sign, temporary use, and zoning permit issuance
- Building permit review
- Administrative zoning approval
- Site Plan and Subdivision review
- Floodplain permitting
- Bond administration
- Tree management permitting
- Special Exception and Variance application processing, evaluations, and recommendations
- Staff the Board of Zoning Appeals

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Estimate	FY 2020 Projected
Output Measures			
Use and Development Permits	822	825	922
Land Use Applications	15	16	18
Development Plans and Subdivisions	43	36	40
Site Bonds	20	22	21
Board of Zoning Appeals and follow-up	0	1	1

Performance Measurement Results:

- The amount of land use activity has remained substantial and includes larger-scale projects.
- The complexity of development proposals continues to increase, as the character of new development is now mostly in the form of redevelopment of existing sites.
- Zoning enforcement activity continues to be a challenge in terms of the volume of cases and the nature of the violations.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Deputy Director CD&P	126	1.00	1.00	1.00	1.00
Planner III	121	2.00	2.00	2.00	2.00
Planner II	119	1.00	1.00	1.00	1.00
Zoning Inspector	115	1.00	1.00	1.00	1.00
Zoning Technician	112	2.00	2.00	2.00	2.00
Total FTE		7.00	7.00	7.00	7.00

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SCHOOL BOARD

EDUCATION

Education Budget Summary

	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 312,224	\$ 271,288	\$ 271,288	\$ 300,993	\$ 29,705	10.95%
Fringe Benefits	96,422	84,765	84,765	115,307	30,541	36.03%
Purchased Services	47,928,349	49,833,777	49,268,777	48,884,777	(949,000)	-1.90%
Other Charges	59,322	59,475	59,475	59,475	-	0.00%
Supplies & Materials	3,646	5,000	5,000	5,000	-	0.00%
Debt Service	6,053,943	5,636,666	5,636,666	5,984,462	347,797	6.17%
Capital Outlay	20,000	20,000	20,000	20,000	-	0.00%
Total Expenditures	\$ 54,473,906	\$ 55,910,971	\$ 55,345,971	\$ 55,370,014	\$ (540,957)	-0.97%
Revenues						
State Sales Tax	\$ 3,254,564	\$ 3,442,149	\$ 3,434,223	\$ 3,513,470	\$ 71,321	2.07%
Basic School Aid	4,667,975	4,550,191	4,358,125	4,682,607	132,416	2.91%
Rental of Schools	1,694,319	1,600,000	1,700,000	1,700,000	100,000	6.25%
Total Revenues	\$ 9,616,859	\$ 9,592,340	\$ 9,492,348	\$ 9,896,077	\$ 303,737	3.17%
Net Cost to the City	\$ 44,857,047	\$ 46,318,631	\$ 45,853,623	\$ 45,473,937	\$ (844,694)	-1.82%
Total FTE	1.85	1.85	1.85	1.85		



FUNCTION: Education
DEPARTMENT: Fairfax Public Schools
DIVISION OR ACTIVITY: School Board/Administration

BUDGET COMMENTS:

An increase of \$111,246 (11.5%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$29,705 (10.9%)**
 - Overall increase due to reclassification of Assistant Superintendent from temporary help to part-time wages and the impact of market adjustment (COLA) of 2.6%.
- **Fringe Benefits, increase of \$30,541 (36.0%)**
 - Overall increase due to increases in the cost of health insurance and retirement plans.
- **Purchased Services, increase of \$51,000 (9.3%)**
 - Increases in legal services (\$5k), communications support (\$20k) and professional development (\$24k).

Cost Center 481110: School Board

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 312,224	\$ 271,288	\$ 271,288	\$ 300,993	\$ 29,705	10.95%
Fringe Benefits	96,422	84,765	84,765	115,307	30,541	36.03%
Purchased Services	427,450	546,500	546,500	597,500	51,000	9.33%
Other Charges	59,322	59,475	59,475	59,475	-	0.00%
Supplies & Materials	3,646	5,000	5,000	5,000	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 899,064	\$ 967,028	\$ 967,028	\$ 1,078,275	\$ 111,246	11.50%

Personnel Classification	Grade	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>
School Superintendent	**	0.50	0.50	0.50	0.50
Executive Assistant	116	1.00	1.00	1.00	1.00
Asst to Superintendent	**	0.35	0.35	0.35	0.35
Total FTE		1.85	1.85	1.85	1.85

FUNCTION: Education
DEPARTMENT: Fairfax Public Schools
DIVISION OR ACTIVITY: School Board/Administration

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.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
- Ensure the best possible education for the school age youth of the City by overseeing the City-County Tuition Contract and establishing education policy.
- 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.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
School Board Meetings	13	13	12	12
School Board Work Sessions	9	9	9	9

- The School Board holds meetings on the first Monday of the month, and additional meetings deemed necessary.
- The School Board holds works session on the third Monday of the month, and additional meetings as deemed necessary.

FUNCTION: Education
DEPARTMENT: Fairfax Public Schools
DIVISION OR ACTIVITY: Contracted Instruction Costs

BUDGET COMMENTS:

The FY 2020 Adopted Budget reflects a reduction of \$1,000,000 (2.0%) from the FY 2019 Adopted Budget. Notable adjustments include:

- **Purchased Services, decrease of \$1,000,000 (2.0%)**
 - Decrease based on a projected decrease in the City's school enrollment, resulting in a lower amount per the City's contact with Fairfax County.

Cost Center 481220: Contracted Instruction Costs

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$47,500,899	\$49,287,277	\$48,722,277	\$48,287,277	\$(1,000,000)	-2.03%

Total	\$47,500,899	\$49,287,277	\$48,722,277	\$48,287,277	\$(1,000,000)	-2.03%
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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.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - 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.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Support the quality school curriculum provided by the County

SERVICES AND PRODUCTS:

- Curriculum in City schools
- Instructional services

PERFORMANCE MEASURES:

Indicators	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Projected</u>
Output Measures				
City ADM	3,079	3,080	3,076	3,082
Tuition cost per student	\$14,875	\$15,493	\$15,395	\$15,516

PERFORMANCE MEASUREMENT RESULTS:

- The City of Fairfax School Membership follows a School Year (SY) basis.
- Figures for 2019 and 2020 are projections.
- Tuition cost per student is an estimate. To be determined once final contract with Fairfax County Public Schools is finalized after Fairfax County budget meetings.

FUNCTION: Education
DEPARTMENT: Fairfax Public Schools
DIVISION OR ACTIVITY: School Capital Outlay

BUDGET COMMENTS:

No change from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget.

Cost Center 481350: Capital Outlay Expense

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Capital Outlay	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.00%
Total	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.00%

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.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Ensure the best possible education for the school age youth of the City, by providing facilities and equipment for use by students.

City Council’s goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Maintain and provide necessary equipment and facilities



FUNCTION: Education
DEPARTMENT: Fairfax Public Schools
DIVISION OR ACTIVITY: School Debt Service

BUDGET COMMENTS:

An increase of \$908,426 (20.1%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Debt Service, increase of \$908,426 (20.1%)**
 - As a result of balloon payments scheduled for FY 2020 and FY 2021, debt service payments in FY 2020 have increased.

Cost Center 481710: School Debt Service

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Debt Service	\$ 5,880,728	\$ 4,514,102	\$ 4,514,102	\$ 5,422,528	\$ 908,426	20.12%
Total	\$ 5,880,728	\$ 4,514,102	\$ 4,514,102	\$ 5,422,528	\$ 908,426	20.12%

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. The City recently took advantage of historically low interest rates and refunded the majority of the 2004 and 2005 school bonds.

<u>Year Issued</u>	<u>Amount</u>	<u>Purpose</u>
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 MS

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Ensure the best possible education for the school age youth of the City, by providing facilities and equipment for use by students.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Fund debt service

FY 2020 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Education
DEPARTMENT: Fairfax Public Schools
DIVISION OR ACTIVITY: School Lease Financing

BUDGET COMMENTS:

The FY 2020 Adopted Budget reflects a reduction of \$560,629 (49.9%) from the FY 2019 Adopted Budget. Notable adjustments include:

- **Debt Service, decrease of \$560,629 (49.9%)**
 - Based on lease financing schedules.

Cost Center 481710: School Interest - Capital Leases & 481730: School Uses - Capital Leases

Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Interest	\$ 74,391	\$ 159,064	\$ 159,064	\$ 86,664	(72,399)	-45.52%
Uses on School Financing	98,824	963,500	963,500	475,270	(488,230)	-50.67%
Total	\$ 173,215	\$ 1,122,564	\$ 1,122,564	\$ 561,934	\$ (560,629)	-49.94%

NON-DEPARTMENTAL ACCOUNTS

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

BUDGET COMMENTS:

No significant adjustment from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget.

Cost Center 491710: General Debt Service

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Debt Service	\$ 1,607,798	\$ 1,602,526	\$ 1,602,526	\$ 1,153,605	\$ (448,921)	-28.01%
Total	\$ 1,607,798	\$ 1,602,526	\$ 1,602,526	\$ 1,153,605	\$ (448,921)	-28.01%

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.

OBJECTIVES:

- Pay debt service when due.

SERVICES AND PRODUCTS:

- Principal and interest payments on general bonds

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, including a supplemental retirement plan, participation in the Virginia Retirement System (VRS), and subsidized health insurance premiums.

City-wide, fringe expense increased by \$1,703,150 or 11.2%. The main drivers are due to contribution increases required in the City Retirement Plan. The contribution rate for General employees increased from 5.36% to 9.12% and from 13.15% to 18.6% for Public Safety employees.

The fringe benefits are budgeted in the individual operating accounts. For comparative purposes they are shown below by type of benefit.

FY 2020 Fringe Benefits Summary

Category	FY 2019 Budget	FY 2020 Adopted
Social Security	\$ 2,838,428	\$ 2,910,170
Virginia Retirement System (VRS)	3,903,397	3,943,375
City Retirement	2,726,012	4,186,748
Health Insurance	4,447,574	4,669,953
Life Insurance	168,356	105,267
Disability	146,135	119,876
Employee Assistance	9,500	8,925
Unemployment Insurance	10,000	18,000
LODA	101,735	149,264
Workers Compensation	905,610	848,320
Total	\$ 15,256,747	\$ 16,959,897

All Funds	FY 2019 Budget	FY 2020 Adopted
General	\$ 14,300,510	\$ 15,873,112
Wastewater	250,715	280,008
Transit	677,533	776,352
Stormwater	27,989	30,425
Total All Funds	\$ 15,256,747	\$ 16,959,897

FUNCTION: Non-Departmental
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Employee Fringe Benefits

OBJECTIVES:

- Monitor benefit programs available to determine optimum programs

PROGRAM:

The responsibility for the administration of employee benefits is under the direct control of the City Manager.

Social Security is a portion of the retirement benefits program which is shared by both the City and each of its employees. The employee and the City each contribute 6.2% of the Social Security wage base determined annually by the Internal Revenue Service and 1.45% for Medicare on all wages.

Retirement: In addition to the Social Security program, the City and its full-time employees participate in two other plans – the Virginia Retirement System (VRS) and the City plan. This provides a comprehensive retirement package and is a condition of employment. Employees contribute 5% to VRS and 3.0% (General employees) and 7.0% (Public Safety employees) to the City Retirement Plan. For the City Retirement Plan, in FY 2020, the City will contribute 9.12% (an increase of 3.76% over FY 2019's rate of 5.36%) of all full-time general employees' creditable compensation. For Public Safety personnel, the City will contribute 18.6% (an increase of 5.54% over FY 2019's rate of 13.15%) of creditable compensation in FY 2020. The City's employer contribution to VRS remains 12.39%.

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. The program is funded 88% by the City and 12% by the employee or 75% City / 25% employee for employees hired after 1/1/2013.

FUNCTION: Non-Departmental
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Market Adjustment/Salary Vacancy

BUDGET COMMENTS:

The FY 2020 Adopted Budget projects the vacancy related savings to increase from the FY 2019 Adopted Budget. Vacancy savings are generated from personnel cost reductions through normal employee turnover.

*Salary Vacancy savings are absorbed by the individual salary accounts impacted by personnel vacancies in that particular fiscal year.

Cost Center 415456: Salary Vacancy

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 100	\$ (1,051,080)	\$ (1,051,080)	\$ (1,009,065)	\$ 42,015	4.00%
Total	\$ 100	\$ (1,051,080)	\$ (1,051,080)	\$ (1,009,065)	\$ 42,015	4.00%

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.

OBJECTIVES:

- Monitor cost-of-living indicators

SERVICES AND PRODUCTS:

- Cost of living allowance

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

BUDGET COMMENTS:

No significant adjustment from FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget.

Cost Center 415460: Reserve for Contingency

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Other Charges	\$ 124,596	\$ 75,000	\$ 75,000	\$ 75,000	\$ -	0.00%
Total	\$ 124,596	\$ 75,000	\$ 75,000	\$ 75,000	\$ -	0.00%

PROGRAM:

A reserve account is established to provide funds for unforeseen expenditures and contingent liabilities.

OBJECTIVES:

- Arrange for financial flexibility to pay for unknown cost increases and/or unforeseen necessary projects

SERVICES AND PRODUCTS:

- Funds for contingencies

FY 2020 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Non-Departmental
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Budget Cut Clearing Account

BUDGET COMMENTS:

An increase of \$481,049 (76.4%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget.

Cost Center 415499: Budget Cut Clearing

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Other Charges	\$ -	\$ (629,920)	\$ (340,172)	\$ (148,871)	\$ 481,049	76.37%
Total	\$ -	\$ (629,920)	\$ (340,172)	\$ (148,871)	\$ 481,049	76.37%

PROGRAM:

Identifies the amount of additional cost savings required from the current Adopted budget.

FUNCTION: Non-Departmental
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Regional Agencies

BUDGET COMMENTS:

No significant adjustment from the FY 2019 Adopted Budget is needed to fund the FY 2020 Adopted Budget.

Cost Center 431520: Regional Agencies

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Other Charges	\$ 164,922	\$ 173,722	\$ 173,722	\$ 181,280	\$ 7,558	4.35%
Total	\$ 164,922	\$ 173,722	\$ 173,722	\$ 181,280	\$ 7,558	4.35%

General Subsidies/Contributions:

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.

FY 2020 Regional Agency Spending

Agency	FY 2019 Budget	FY 2020 Adopted
Council of Governments	26,170	27,478
Health Systems Agency	2,350	2,350
Area Agency on Aging	44,477	48,713
Legal Services of NoVa	25,545	26,311
NoVA Community College	1,771	2,391
Northern Virginia Regional Commission	19,176	19,572
NoVa Regional Park Authority	45,670	46,025
Volunteer Center	8,563	8,440
Total	\$173,722	\$181,280

FUNCTION: Non-Departmental
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Regional Agencies

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.

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Provide residents a full range of services that can most efficiently be administered on a regional, cooperative basis.

City Council's goals can be found on page A-8, financial policies on page A-15, and budgetary guidelines on page A-18.

OBJECTIVES:

- Exchange information with other jurisdictions
- Share resources with other jurisdictions

SERVICES AND PRODUCTS:

- Regional government programs
 - Council of Governments
 - Northern Virginia Regional Commission
- Education
 - Northern Virginia Community
 - College classes and facilities
- Social services
 - Health Systems Agency
 - Agency on Aging
- Legal Services of Northern Virginia
- Volunteer Fairfax

FY 2020 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

The FY 2020 Adopted Budget reflects a reduction of \$784,454 (12.1%) from the FY 2019 Adopted Budget. Notable adjustments include:

Cost Center 491910: Capital Budget Fund Transfers

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Interfund Transfers	\$ 7,704,805	\$ 6,492,816	\$ 6,692,816	\$ 5,708,362	\$ (784,454)	-12.08%
Total	\$ 7,704,805	\$ 6,492,816	\$ 6,692,816	\$ 5,708,362	\$ (784,454)	-12.08%

Details of the various adopted projects can be found in Capital Budget - Section G of the budget document.

FY 2020 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$377,121 (9.3%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable adjustments include:

- **Transfer to Stormwater Fund**
 A 0.25¢ tax rate increase, from 2.75 cents to 3.00 cents per \$100 of assessed value on all properties is adopted for FY 2020
- **Transfer to Transportation Tax Fund**
 A 1¢ tax rate increase, from 11.5 cents to 12.5 cents per \$100 of assessed value on commercial and industrial real property, is adopted for FY 2020. The maximum tax rate on C&I properties is 12.5 cents.

Cost Center 491910: Other Fund Transfers

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Transfer to Stormwater Fund	\$ 1,619,854	\$ 1,664,312	\$ 1,754,374	\$ 1,824,600	\$ 160,288	9.63%
Transfer to Old Town Svc. District Fund	202,438	203,710	210,336	215,671	11,961	5.87%
Transfer to Transportation Tax Fund	2,059,105	2,188,856	2,298,494	2,393,727	204,871	9.36%
Total	\$ 3,881,397	\$ 4,056,877	\$ 4,263,203	\$ 4,433,997	\$ 377,121	9.30%

See section H – Other Funds in this book for more detail.

FY 2020 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Non-Departmental
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Capital Leases

BUDGET COMMENTS:

An increase of \$226,134 (4.5%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget.

Cost Center 491720: & Interest 491730: Uses - Capital Leases

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Debt Service	\$ 1,736,501	\$ 1,841,390	\$ 1,841,390	\$ 1,829,804	\$ (11,587)	-0.63%
Capital Outlay	2,806,638	3,226,022	3,226,022	3,463,743	237,721	7.37%
Bond Issuance	27,680	-	-	-	-	0.00%
Payment to Escrow	(60,549)	-	-	-	-	0.00%
Total	\$ 4,510,270	\$ 5,067,412	\$ 5,067,412	\$ 5,293,546	\$ 226,134	4.46%

FY 2020 Adopted

General Fund

Expenditure Detail

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
City Council (411110)							
511110	Salaries-Part Time	85,000	85,000	85,000	85,000	-	0.00%
512110	Fringe Benefits	6,828	6,503	6,503	6,503	-	0.00%
540010	Wastewater & Transit Allocation	2,860	-	-	-	-	0.00%
550501	Travel & Training	11,019	7,755	21,155	36,970	29,215	376.72%
550601	General Subsidies/Contribution	7,500	8,500	31,000	68,500	60,000	705.88%
550720	Special Events	7,173	2,000	2,000	7,000	5,000	250.00%
550813	Discretionary Fund	1,225	2,600	-	2,500	(100)	-3.85%
550820	Dues & Subscriptions	12,143	12,186	11,981	12,199	13	0.11%
560110	Office Supplies	2,197	2,595	2,725	2,725	130	5.01%
	Total	135,945	127,139	160,364	221,397	94,258	74.14%
City Clerk (411120)							
511105	Salaries - Full Time	120,170	124,207	124,207	127,905	3,698	2.98%
511170	MLR Kaiser Rebate	59	-	-	-	-	0.00%
512110	Fringe Benefits	51,498	53,419	53,419	59,707	6,287	11.77%
530512	Code Supplements	4,096	6,000	6,000	6,800	800	13.33%
530620	Advertising	9,963	10,000	10,000	10,000	-	0.00%
550501	Travel & Training	133	2,050	3,023	3,023	973	47.46%
550820	Dues & Subscriptions	300	200	555	605	405	202.50%
560110	Office Supplies	60	200	200	200	-	0.00%
	Total	186,279	196,076	197,404	208,239	12,164	6.20%
District Court (413110)							
530113	Contract Services	11,364	18,000	18,000	18,000	-	0.00%
550501	Travel & Training	972	3,000	3,000	3,000	-	0.00%
550807	Other Expenses	34,500	36,225	36,225	36,225	-	0.00%
550820	Dues & Subscriptions	436	415	415	415	-	0.00%
560110	Office Supplies	529	120	500	500	380	316.67%
560120	Small Equipment	468	300	300	300	-	0.00%
	Total	48,269	58,060	58,440	58,440	380	0.65%
Joint Court Service (413120)							
530835	City-County Contracts	237,784	232,077	253,389	263,525	31,448	13.55%
530846	Facilities Management	47,066	74,590	47,066	48,949	(25,641)	-34.38%
	Total	284,850	306,667	300,455	312,473	5,807	1.89%
Juvenile & Domestic Relations District Court (413130)							
530835	City-County Contracts	483,508	514,814	556,038	578,279	63,466	12.33%
590106	Fairfax County Principal	1,615	2,350	1,062	1,104	(1,246)	-53.00%
590111	Fairfax County Interest	262	468	468	487	19	4.00%
	Total	485,385	517,632	557,568	579,870	62,239	12.02%
Commonwealth Attorney (413140)							
530835	City-County Contracts	76,741	89,353	97,857	101,771	12,418	13.90%
530846	Facilities Management	17,841	30,354	17,841	18,555	(11,799)	-38.87%
	Total	94,582	119,707	115,698	120,326	619	0.52%
Court Services & Custody (413230)							
530835	City-County Contracts	1,850,729	1,794,221	1,850,635	1,924,660	130,439	7.27%
530846	Facilities Management	58,758	91,648	59,152	61,518	(30,130)	-32.88%
590106	Fairfax County Principal	21,489	20,000	19,454	20,232	232	1.16%
590111	Fairfax County Interest	5,135	5,000	5,000	5,200	200	4.00%
	Total	1,936,111	1,910,869	1,934,241	2,011,611	100,741	5.27%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Electoral Board (414110)							
511105	Salaries - Full Time	140,631	144,045	144,045	197,506	53,461	37.11%
511110	Salaries - Part Time	31,199	27,031	27,031	-	(27,031)	-100.00%
511115	Salaries - Overtime	4,364	3,500	3,500	7,000	3,500	100.00%
511125	Salaries - Temporary Help	9,594	4,000	4,000	47,200	43,200	1080.00%
511160	Incentive Awards	-	-	-	1,524	1,524	0.00%
511170	MLR Kaiser Rebate	18	-	-	-	-	0.00%
512110	Fringe Benefits	56,308	70,802	70,802	96,460	25,658	36.24%
530113	Contract Services	17,512	30,600	28,348	8,800	(21,800)	-71.24%
530351	Equipment Maintenance	14,004	15,020	14,470	7,740	(7,280)	-48.47%
530521	Printing & Duplicating	9,360	9,050	8,647	16,175	7,125	78.73%
530620	Advertising	-	-	-	6,000	6,000	0.00%
550430	Equipment Rental	1,640	820	820	1,640	820	100.00%
550501	Travel & Training	6,013	10,400	10,531	10,500	100	0.96%
550820	Dues & Subscriptions	580	630	630	630	-	0.00%
560110	Office Supplies	100	500	500	500	-	0.00%
560420	Operating Supplies	418	1,000	500	500	(500)	-50.00%
580103	Office Equipment Replacement	232	25,100	25,100	600	(24,500)	-97.61%
580208	New Other Mach & Equip	-	14,600	14,600	-	(14,600)	-100.00%
	Total	291,973	357,098	353,524	402,775	45,677	12.79%
City Manager (415110)							
511105	Salaries - Full Time	449,544	424,253	424,253	420,262	(3,991)	-0.94%
511170	MLR Kaiser Rebate	59	-	-	-	-	0.00%
512110	Fringe Benefits	135,809	182,464	182,464	196,180	13,716	7.52%
530113	Contract Services	257	-	185,000	-	-	0.00%
540010	Wastewater & Transit Allocation	(107,986)	(112,424)	(112,424)	(115,302)	(2,877)	-2.56%
550501	Travel & Training	1,065	2,185	5,185	5,185	3,000	137.30%
550820	Dues & Subscriptions	3,461	5,125	5,844	6,200	1,075	20.98%
560110	Office Supplies	2,809	3,350	5,350	5,350	2,000	59.70%
	Total	485,018	504,953	695,672	517,876	12,923	2.56%
City Attorney (415120)							
530110	General Legal Services	425,356	357,390	357,390	377,800	20,410	5.71%
530114	Delinquent Tax Collections	-	450	-	-	(450)	-100.00%
530117	City Prosecutor	69,000	75,000	75,000	78,000	3,000	4.00%
530118	Litigation	154,743	50,000	50,000	70,000	20,000	40.00%
540010	Wastewater & Transit Allocation	(13,758)	(10,140)	(10,140)	(11,042)	(902)	-8.90%
	Total	635,341	472,700	472,250	514,758	42,058	8.90%
Public Audit of Accounts (415130)							
530111	Audit Services	113,650	82,700	90,000	95,000	12,300	14.87%
540010	Wastewater & Transit Allocation	(9,944)	(7,236)	(7,236)	(8,313)	(1,076)	-14.87%
	Total	103,706	75,464	82,764	86,688	11,224	14.87%
Personnel (415140)							
511105	Salaries - Full Time	383,179	390,942	390,942	413,636	22,694	5.80%
511115	Salaries - Over Time	495	-	-	-	-	0.00%
511125	Temporary Help	39,125	45,000	45,000	48,000	3,000	6.67%
511160	Incentive Awards	-	-	-	25,000	25,000	0.00%
512110	Fringe Benefits	157,871	171,580	171,580	196,759	25,179	14.67%
512985	Employee Education	10,417	25,000	15,000	6,500	(18,500)	-74.00%
530113	Contract Services	212,583	233,583	233,583	252,868	19,285	8.26%
530220	Recruitment	-	-	50,000	-	-	0.00%
540010	Wastewater & Transit Allocation	(112,092)	(120,828)	(120,828)	(132,598)	(11,770)	-9.74%
550501	Travel & Training	3,609	2,700	12,700	12,700	10,000	370.37%
550807	Other Expenses	22,181	23,000	23,000	24,000	1,000	4.35%
550820	Dues & Subscriptions	491	2,715	1,929	2,242	(473)	-17.42%
560110	Office Supplies	361	500	500	500	-	0.00%
	Total	718,220	774,192	823,406	849,607	75,415	9.74%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Communications (415150)							
511105	Salaries - Full Time	171,364	217,341	217,341	227,643	10,302	4.74%
511115	Salaries - Over Time	9	-	-	-	-	0.00%
511125	Temporary Help	24,510	25,000	-	-	(25,000)	-100.00%
512110	Fringe Benefits	66,180	95,313	95,313	106,265	10,952	11.49%
530113	Contract Services	71,865	66,263	58,280	63,000	(3,263)	-4.92%
530116	Web Development	4,887	5,700	7,700	2,700	(3,000)	-52.63%
530620	Advertising	(92)	3,455	-	-	(3,455)	-100.00%
550501	Travel & Training	(33)	800	-	-	(800)	-100.00%
550807	Other Expenses	5,517	13,700	12,200	4,200	(9,500)	-69.34%
550820	Dues & Subscriptions	520	970	-	-	(970)	-100.00%
560110	Office Supplies	185	950	950	950	-	0.00%
560120	Small Equipment	-	500	1,500	1,500	1,000	200.00%
560420	Operating Supplies	784	920	975	1,075	155	16.85%
580103	Office Equipment Replacement	362	400	400	400	-	0.00%
	Total	346,058	431,312	394,659	407,732	(23,579)	-5.47%
Cable TV (415160)							
511105	Salaries - Full Time	164,745	193,732	193,732	201,438	7,706	3.98%
511110	Salaries - Part Time	5,511	-	-	-	-	0.00%
511125	Temporary Help	30,952	24,296	19,562	16,556	(7,740)	-31.86%
511135	Holiday Premium	362	-	-	-	-	0.00%
512110	Fringe Benefits	54,588	85,180	85,180	94,772	9,592	11.26%
530113	Contract Services	7,153	11,250	11,250	11,250	-	0.00%
530351	Equipment Maintenance	292	2,000	1,500	1,000	(1,000)	-50.00%
540102	Motor Pool Charges	1,914	8,369	8,369	3,355	(5,014)	-59.91%
550501	Travel & Training	1,580	2,100	-	-	(2,100)	-100.00%
550820	Dues & Subscriptions	720	780	780	780	-	0.00%
560420	Operating Supplies	1,463	1,600	1,600	1,600	-	0.00%
	Total	269,280	329,307	321,973	330,751	1,444	0.44%
Risk Management (415230)							
511115	Salaries - Over Time	27	-	-	-	-	0.00%
512110	Fringe Benefits	21	-	-	-	-	0.00%
530113	Contract Services	33,029	37,465	37,565	36,300	(1,165)	-3.11%
530355	Uninsured Costs	1,554	7,000	7,000	7,000	-	0.00%
540010	Wastewater & Transit Allocation	(55,378)	(42,679)	(42,679)	(45,785)	(3,106)	-7.28%
550314	Other Insurance	396,599	284,179	276,772	307,650	23,470	8.26%
550501	Travel & Training	5,530	6,000	6,000	7,500	1,500	25.00%
550820	Dues & Subscriptions	1,349	2,507	2,507	2,775	268	10.69%
560110	Office Supplies	5	500	1,000	1,000	500	100.00%
	Total	382,736	294,972	288,165	316,439	21,467	7.28%
Telephone (415240)							
540010	Wastewater & Transit Allocation	(13,098)	(14,091)	(14,091)	(12,078)	2,013	14.29%
550110	Utilities Expense	97,604	105,000	90,000	90,000	(15,000)	-14.29%
	Total	84,506	90,909	75,909	77,922	(12,987)	-14.29%
Information Technology (415250)							
511105	Salaries - Full Time	1,001,351	1,030,169	1,030,169	1,063,757	33,589	3.26%
511115	Salaries - Overtime	3,153	3,000	9,000	6,000	3,000	100.00%
511170	MLR Kaiser Rebate	170	-	-	-	-	0.00%
512110	Fringe Benefits	368,562	443,288	443,288	497,026	53,738	12.12%
530113	Contract Services	10,173	13,200	13,200	13,200	-	0.00%
530127	Computer Fees/Contracts	13,050	14,900	14,900	14,399	(501)	-3.36%
530351	Equipment Maintenance	461,895	432,195	433,479	434,013	1,818	0.42%
540010	Wastewater & Transit Allocation	(111,339)	(111,531)	(111,531)	(111,143)	387	0.35%
540102	Motor Pool Charges	1,464	8,669	8,669	9,525	856	9.87%
550430	Equipment Rental	101,305	82,099	70,499	53,499	(28,600)	-34.84%
550501	Travel & Training	3,016	15,000	15,000	15,000	-	0.00%
550820	Dues & Subscriptions	280	500	500	330	(170)	-34.00%
560110	Office Supplies	16,779	18,000	18,000	16,300	(1,700)	-9.44%
560120	Small Equipment	14,829	12,850	12,850	12,850	-	0.00%
580103	Office Equipment Replacement	201,469	106,000	100,000	106,000	-	0.00%
580208	New Machinery & Equipment	97,609	45,000	45,000	45,000	-	0.00%
	Total	2,183,766	2,113,339	2,103,023	2,175,756	62,417	2.95%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Printing and Office Supplies (415260)							
511105	Salaries - Full Time	39,635	47,536	47,536	47,786	250	0.53%
511125	Temporary Help	5,005	-	-	-	-	0.00%
512110	Fringe Benefits	17,287	20,444	20,444	22,307	1,862	9.11%
540010	Wastewater & Transit Allocation	(38,675)	(43,541)	(43,541)	(43,442)	99	0.23%
550430	Equipment Rental	44,687	53,546	53,546	53,546	-	0.00%
550806	Other Services	133,177	137,798	143,500	145,000	7,202	5.23%
560110	Office Supplies	27,858	42,000	32,000	32,000	(10,000)	-23.81%
	Total	228,974	257,783	253,485	257,196	(587)	-0.23%
Fleet Maintenance (415270)							
511105	Salaries - Full Time	803,460	843,373	843,373	828,758	(14,615)	-1.73%
511110	Salaries - Part Time	-	33,120	33,120	32,011	(1,109)	-3.35%
511115	Salaries - Overtime	39,318	30,000	30,000	30,000	-	0.00%
511125	Temporary Help	67,560	30,000	30,000	30,000	-	0.00%
511130	On Call Pay	17,804	19,000	19,000	19,000	-	0.00%
511170	MLR Kaiser Rebate	76	-	-	-	-	0.00%
511180	Salary Reimbursement	(192)	-	-	-	-	0.00%
512110	Fringe Benefits	339,664	378,905	378,905	403,889	24,984	6.59%
530113	Contract Services	18,328	19,951	19,951	24,507	4,556	22.84%
530350	Building Maintenance	79,344	39,937	39,937	45,000	5,063	12.68%
530352	Vehicle Maintenance	452,645	401,000	401,000	430,000	29,000	7.23%
530354	Uninsured Repairs	71,477	50,000	50,000	50,000	-	0.00%
540020	Distribution to Other Accounts	(3,025,359)	(3,084,474)	(3,041,224)	(3,089,742)	(5,268)	-0.17%
550501	Travel & Training	3,710	13,250	10,000	10,000	(3,250)	-24.53%
550806	Other Services	5,323	2,700	2,700	4,000	1,300	48.15%
550820	Dues & Subscriptions	-	300	300	300	-	0.00%
560351	Repair Parts	437,762	419,249	419,249	419,249	-	0.00%
560352	Fuel	491,806	530,000	515,000	515,000	(15,000)	-2.83%
560353	Tires & Accessories	102,256	130,000	110,000	110,000	(20,000)	-15.38%
560354	Lubricants	42,905	57,615	52,615	52,615	(5,000)	-8.68%
560359	Change in Inventory	(10,120)	-	-	-	-	0.00%
560416	Uniforms	6,001	10,414	10,414	10,414	-	0.00%
560420	Operating Supplies	61,798	75,661	75,661	70,000	(5,661)	-7.48%
580208	New Other Mach & Equip	4,970	-	-	5,000	5,000	0.00%
	Total	10,538	-	-	-	-	0.00%
Finance & Accounting (415410)							
511105	Salaries - Full Time	721,875	748,398	748,398	768,592	20,195	2.70%
511115	Salaries - Overtime	344	-	-	-	-	0.00%
511125	Salaries - Temporary Help	12,771	5,000	45,000	5,000	-	0.00%
512110	Fringe Benefits	293,614	322,638	325,698	359,165	36,527	11.32%
530113	Contract Services	24,392	15,050	15,050	15,050	-	0.00%
540010	Wastewater & Transit Allocation	(146,435)	(152,751)	(152,751)	(160,091)	(7,341)	-4.81%
550501	Travel & Training	5,072	5,070	5,520	5,020	(50)	-0.99%
550807	Other Expenses	(42)	-	-	-	-	0.00%
550820	Dues & Subscriptions	2,692	3,339	4,538	4,938	1,599	47.89%
560110	Office Supplies	1,946	4,000	5,000	4,000	-	0.00%
	Total	916,229	950,744	996,453	1,001,674	50,930	5.36%
Real Estate Assessments (415420)							
511105	Salaries - Full Time	462,404	483,354	483,354	495,144	11,790	2.44%
511115	Salaries - Over Time	193	-	-	-	-	0.00%
511125	Temporary Help	1,872	2,000	2,000	2,000	-	0.00%
511170	MLR Kaiser Rebate	103	-	-	-	-	0.00%
512110	Fringe Benefits	189,630	208,036	208,036	231,289	23,253	11.18%
530113	Contract Services	848	1,800	1,160	1,800	-	0.00%
530620	Advertising	157	200	200	200	-	0.00%
550501	Travel & Training	1,697	4,500	4,500	4,800	300	6.67%
550820	Dues & Subscriptions	13,576	14,293	14,413	14,819	526	3.68%
560110	Office Supplies	945	3,530	1,530	1,530	(2,000)	-56.66%
	Total	671,425	717,713	715,193	751,582	33,869	4.72%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Treasurer (415440)							
511105	Salaries - Full Time	564,280	571,761	571,761	569,605	(2,155)	-0.38%
511110	Salaries - Part Time	59,957	77,289	77,289	80,559	3,270	4.23%
511115	Salaries - Overtime	3,785	-	-	-	-	0.00%
511125	Salaries - Temporary Help	25,051	-	-	-	-	0.00%
511160	Incentive Awards	8,843	8,000	8,000	12,905	4,905	61.31%
511170	MLR Kaiser Rebate	76	-	-	-	-	0.00%
512110	Fringe Benefits	235,172	270,182	270,182	294,506	24,324	9.00%
530113	Contract Services	10,569	21,055	20,920	30,430	9,375	44.53%
530114	Delinquent Tax Collection	1,468	5,500	5,500	5,500	-	0.00%
530351	Equipment Maintenance	214	12,060	10,060	8,860	(3,200)	-26.53%
530620	Advertising	101	1,825	1,830	1,830	5	0.27%
540010	Wastewater & Transit Allocation	(25,435)	(27,457)	(27,457)	(28,041)	(584)	-2.13%
540102	Motor Pool Charges	2,796	11,820	396	403	(11,417)	-96.59%
550501	Travel & Training	2,913	6,545	6,545	6,545	-	0.00%
550804	Processing Charge	10,407	-	6,000	6,000	6,000	0.00%
550820	Dues & Subscriptions	95	550	550	550	-	0.00%
560110	Office Supplies	40,496	42,975	44,475	44,475	1,500	3.49%
	Total	940,788	1,002,104	996,050	1,034,127	32,023	3.20%
Commissioner of Revenue (415450)							
511105	Salaries - Full Time	755,748	776,776	776,776	806,274	29,498	3.80%
511115	Salaries - Overtime	183	2,400	2,400	2,400	-	0.00%
511125	Temporary Help	10,547	15,350	20,000	16,000	650	4.23%
511160	Incentive Awards	5,395	5,300	5,300	7,550	2,250	42.45%
512110	Fringe Benefits	293,025	335,843	335,843	378,358	42,515	12.66%
530113	Contract Services	173	1,650	1,650	1,650	-	0.00%
530351	Equipment Maintenance	1,101	1,700	1,700	1,700	-	0.00%
530620	Advertising	359	350	350	360	10	2.86%
540102	Motor Pool Charges	4,201	5,210	5,210	6,602	1,392	26.72%
550501	Travel & Training	1,565	4,660	4,660	5,000	340	7.30%
550820	Dues & Subscriptions	710	925	925	950	25	2.70%
560110	Office Supplies	15,614	24,200	20,200	21,200	(3,000)	-12.40%
	Total	1,088,621	1,174,364	1,175,014	1,248,044	73,680	6.27%
Retirement Expenses (415457)							
530113	Contract Services	151,751	163,400	169,500	178,350	14,950	9.15%
	Total	151,751	163,400	169,500	178,350	14,950	9.15%
Pool Maintenance (415458)							
550110	Utilities Expense	18,628	25,000	20,000	20,000	(5,000)	-20.00%
	Total	18,628	25,000	20,000	20,000	(5,000)	-20.00%
Police Administration (421110)							
511105	Salaries - Full Time	767,882	912,678	912,678	952,187	39,509	4.33%
511115	Salaries - Overtime	11,903	4,000	4,000	4,000	-	0.00%
511117	P&R Special Events OT	2,038	-	-	-	-	0.00%
511125	Temporary Help	28,890	46,770	46,770	41,760	(5,010)	-10.71%
511130	On Call Pay	90	-	-	-	-	0.00%
511135	Holiday Premium	683	-	-	-	-	0.00%
511138	Uniform / Shoe Allowance	1,350	900	900	900	-	0.00%
511140	Shift Differential	812	-	-	-	-	0.00%
511170	MLR Kaiser Rebate	229	-	-	-	-	0.00%
511180	Salary Reimbursement	(5,429)	-	-	-	-	0.00%
512110	Fringe Benefits	327,102	468,465	468,465	541,376	72,910	15.56%
530113	Contract Services	45,752	43,831	33,831	73,581	29,750	67.87%
530620	Advertising	168	1,250	1,250	1,250	-	0.00%
540102	Motor Pool Charges	35,513	41,995	41,995	30,044	(11,951)	-28.46%
550501	Travel & Training	10,543	14,500	14,500	14,500	-	0.00%
550503	Police Academy	81,011	80,617	80,617	87,141	6,524	8.09%
550601	General Subsidy/Contributions	376	376	376	376	-	0.00%
550820	Dues & Subscriptions	10,973	13,370	13,370	13,450	80	0.60%
560110	Office Supplies	5,807	6,000	6,000	6,000	-	0.00%
560120	Small Equipment	603	1,000	1,000	1,000	-	0.00%
560416	Uniforms	69,950	71,750	71,750	71,750	-	0.00%
560420	Operating Supplies	942	4,500	1,500	1,500	(3,000)	-66.67%
	Total	1,397,188	1,712,002	1,699,002	1,840,815	128,813	7.52%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Police Technical Services (421120)							
511105	Salaries - Full Time	2,377,878	2,515,578	2,515,578	2,451,740	(63,838)	-2.54%
511115	Salaries - Overtime	240,944	189,818	189,818	197,318	7,500	3.95%
511116	Holiday Base Pay	-	28,683	28,683	29,400	717	2.50%
511117	P&R Special Events OT	1,130	(22,350)	(22,350)	(22,350)	-	0.00%
511125	Temporary Help	151,986	68,242	68,242	69,022	780	1.14%
511130	On Call Pay	27,411	25,500	25,500	27,500	2,000	7.84%
511135	Holiday Premium	9,424	31,250	10,120	9,828	(21,422)	-68.55%
511138	Uniform / Shoe Allowance	12,150	9,900	9,900	10,800	900	9.09%
511140	Shift Differential	10,493	10,500	10,500	10,500	-	0.00%
511170	MLR Kaiser Rebate	555	-	-	-	-	0.00%
512110	Fringe Benefits	1,060,719	1,248,052	1,246,435	1,332,240	84,189	6.75%
530113	Contract Services	63,611	75,300	68,150	49,150	(26,150)	-34.73%
530351	Equipment Maintenance	199,947	256,389	256,389	257,089	700	0.27%
540102	Motor Pool Charges	25,212	35,062	35,062	39,436	4,374	12.48%
550430	Equipment Rental	20,000	25,000	25,000	25,000	-	0.00%
550501	Travel & Training	9,512	11,000	11,000	36,000	25,000	227.27%
550744	Byrne Jag Grant	-	1,726	-	-	(1,726)	-100.00%
550807	Other Expenses	1,000	1,000	1,000	1,000	-	0.00%
560110	Office Supplies	13,734	14,000	14,000	14,000	-	0.00%
560120	Small Equipment	6,937	8,000	8,000	8,000	-	0.00%
560416	Uniforms	-	1,000	1,000	1,000	-	0.00%
560420	Operating Supplies	43,074	39,000	39,000	40,000	1,000	2.56%
560520	Electronic Ticketing	-	-	-	18,500	18,500	0.00%
	Total	4,275,717	4,572,650	4,541,027	4,605,174	32,524	0.71%
Police Field Operations (421130)							
511105	Salaries - Full Time	3,561,925	3,709,914	3,709,914	3,809,999	100,085	2.70%
511110	Salaries - Part Time	139,634	178,295	178,295	204,983	26,689	14.97%
511115	Salaries - Overtime	328,583	357,175	357,175	379,675	22,500	6.30%
511116	Holiday Base Pay	-	94,729	94,729	95,000	271	0.29%
511117	Salaries - Special Events OT	12,692	(40,800)	(40,800)	(40,800)	-	0.00%
511125	Salaries - Temporary Help	22,800	90,422	90,422	71,136	(19,286)	-21.33%
511130	On Call Pay	1,256	9,000	9,000	9,000	-	0.00%
511135	Holiday Premium	25,452	-	21,130	36,820	36,820	0.00%
511138	Uniform / Shoe Allowance	1,500	-	-	-	-	0.00%
511140	Shift Differential	31,240	36,000	36,000	42,000	6,000	16.67%
511170	MLR Kaiser Rebate	367	-	-	-	-	0.00%
511180	Salary Reimbursement	(36,734)	(5,000)	(5,000)	(5,000)	-	0.00%
512110	Fringe Benefits	1,698,656	1,989,054	1,990,671	2,273,393	284,339	14.30%
540102	Motor Pool Charges	344,256	454,675	440,113	422,502	(32,173)	-7.08%
550704	Crime Prevention	4,993	5,000	5,000	5,000	-	0.00%
550806	Other Services	10,452	22,500	17,500	18,000	(4,500)	-20.00%
550807	Other Expenses	45,742	91,830	54,060	81,120	(10,710)	-11.66%
550797	Major Storm Expenses	-	-	-	2,000	2,000	0.00%
560110	Office Supplies	3,904	5,000	5,000	5,000	-	0.00%
560120	Small Equipment	1,707	4,500	4,500	4,500	-	0.00%
560420	Operating Supplies	33,361	48,000	25,000	30,000	(18,000)	-37.50%
560451	Emergency Services Team	12,668	10,000	10,000	17,120	7,120	71.20%
	Total	6,244,454	7,060,294	7,002,708	7,461,448	401,154	5.68%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Fire Administration (422110)							
511105	Salaries - Full Time	784,292	822,123	848,569	910,364	88,240	10.73%
511115	Salaries - Overtime	-	6,051	6,051	10,000	3,949	65.26%
511138	Uniform / Shoe Allowance	65	-	-	-	-	0.00%
511145	ALS Certification Pay	15,022	20,000	20,000	20,000	-	0.00%
511170	MLR Kaiser Rebate	85	-	-	-	-	0.00%
512110	Fringe Benefits	309,019	409,769	421,143	497,557	87,788	21.42%
530113	Contract Services	55,584	53,700	53,700	65,700	12,000	22.35%
530620	Advertising	4,991	4,400	4,400	4,400	-	0.00%
540102	Motor Pool Charges	38,198	13,755	13,755	11,991	(1,764)	-12.82%
550501	Travel & Training	11,578	26,300	26,300	26,300	-	0.00%
550749	NCR Regional Planner Grant	14,952	95,801	95,801	150,277	54,476	56.86%
550751	LEMPG Grant	33,628	25,000	25,000	7,500	(17,500)	-70.00%
550754	Volunteer & Citizens Corps Grant	32,011	25,000	25,000	22,000	(3,000)	-12.00%
550755	Fire Prevention & Life Safety Donations	(1,642)	500	500	500	-	0.00%
550781	AFG (Leadership Development Institute)	106,022	-	-	-	-	0.00%
550808	EMS Billing	73,670	65,000	65,000	65,000	-	0.00%
550820	Dues & Subscriptions	5,145	6,040	6,040	6,940	900	14.90%
560110	Office Supplies	5,999	6,000	6,000	6,000	-	0.00%
560120	Misc Equipment	9,880	7,900	7,900	8,900	1,000	12.66%
580210	Capital Outlay	47,190	70,000	70,000	-	(70,000)	-100.00%
580214	Capital Outlay - Fire Program Fund	-	-	-	70,000	70,000	0.00%
	Total	1,545,689	1,657,339	1,695,159	1,883,429	226,090	13.64%
Fire Operations (422120)							
511105	Salaries - Full Time	5,526,244	5,720,620	5,720,620	5,514,525	(206,095)	-3.60%
511110	Salaries - Part Time	(353)	-	-	-	-	0.00%
511115	Salaries - Overtime	640,340	510,600	510,600	546,160	35,560	6.96%
511116	Holiday Base Pay	-	208,000	208,000	208,000	-	0.00%
511117	Salaries - Special Events OT	-	(13,000)	(13,000)	(13,000)	-	0.00%
511125	Temporary Help	53,706	53,535	53,535	55,911	2,376	4.44%
511135	Holiday Premium	55,922	85,000	85,000	85,000	-	0.00%
511138	Uniform / Shoe Allowance	1,526	-	-	-	-	0.00%
511145	ALS Certification Pay	361,651	353,500	353,500	380,594	27,094	7.66%
511170	MLR Kaiser Rebate	502	-	-	-	-	0.00%
511180	Salary Reimbursement	(4,403)	(25,000)	(25,000)	(25,000)	-	0.00%
512110	Fringe Benefits	2,528,508	3,041,377	3,041,377	3,257,622	216,245	7.11%
530113	Contract Services	149,404	157,246	157,246	166,485	9,239	5.88%
530350	Building Maintenance	6,894	5,700	5,700	6,700	1,000	17.54%
530351	Equipment Maintenance	18,011	16,500	16,500	16,500	-	0.00%
530835	City - County Contracts	187,598	164,000	164,000	194,000	30,000	18.29%
540102	Motor Pool Charges	481,443	546,496	531,934	580,323	33,827	6.19%
550110	Utilities Expense	56,244	70,000	60,000	60,000	(10,000)	-14.29%
550501	Travel & Training	12,696	28,000	26,000	26,000	(2,000)	-7.14%
550507	2016 SAFER Gant	-	19,815	19,815	-	(19,815)	-100.00%
550777	AFG (Flammable Liquids, Paramedic, FMO)	119,824	-	-	-	-	0.00%
550806	Other Services	25,066	22,500	22,500	22,500	-	0.00%
550820	Dues & Subscriptions	(500)	-	-	-	-	0.00%
560120	Small Equipment	20,076	33,000	33,000	33,000	-	0.00%
560210	Janitorial Supplies	6,617	9,000	9,000	9,000	-	0.00%
560351	Repair Parts	6,171	12,000	12,000	12,000	-	0.00%
560416	Uniforms	40,339	43,250	43,250	48,250	5,000	11.56%
560418	Protective Clothing	34,446	68,000	53,000	53,000	(15,000)	-22.06%
560419	Protective Clothing R & M	17,529	19,000	19,000	20,500	1,500	7.89%
560420	Fire - Operating Supplies	25,665	26,000	26,000	26,000	-	0.00%
560426	EMS - Operating Supplies	69,704	69,000	69,000	74,000	5,000	7.25%
580108	Other Mach & Equip Replace	22,640	20,000	20,000	20,000	-	0.00%
580210	Capital Outlay (Four for Life)	27,905	25,000	25,000	25,000	-	0.00%
580212	EMS Billing Contribution-VFD	-	325,000	420,435	420,435	95,435	29.36%
580213	Allocation of In-kind Contributions- VFD	-	(325,000)	(420,435)	(420,435)	(95,435)	-29.36%
	Total	10,491,415	11,289,139	11,247,577	11,403,070	113,931	1.01%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Fire Code Administration (422140)							
511105	Salaries - Full Time	1,127,007	1,155,322	1,155,322	1,083,824	(71,498)	-6.19%
511115	Salaries - Overtime	11,120	25,000	15,000	15,000	(10,000)	-40.00%
511117	Salaries - Special Events OT	1,320	-	-	-	-	0.00%
511125	Temporary Help	68,931	110,000	110,000	110,000	-	0.00%
511130	On Call Pay	20,713	30,000	30,000	30,000	-	0.00%
511138	Uniform / Shoe Allowance	65	-	-	-	-	0.00%
511145	ALS Certification Pay	12,409	10,000	10,000	12,409	2,409	24.09%
511170	MLR Kaiser Rebate	114	-	-	-	-	0.00%
512110	Fringe Benefits	437,844	549,304	549,304	556,785	7,481	1.36%
530113	Contract Services	80	1,500	1,500	1,500	-	0.00%
530351	Equipment Maintenance	1,107	1,500	1,500	1,500	-	0.00%
530360	Maint Code Violations	8,550	18,000	18,000	18,000	-	0.00%
540102	Motor Pool Charges	36,483	34,925	34,925	32,760	(2,165)	-6.20%
550501	Travel & Training	15,773	10,750	10,750	10,750	-	0.00%
550806	Other Services	48,414	52,000	52,000	52,000	-	0.00%
550820	Dues & Subscriptions	1,850	4,625	3,625	3,815	(810)	-17.51%
560110	Office Supplies	2,369	3,800	3,800	3,800	-	0.00%
560120	Small Equipment	3,108	2,100	2,100	2,100	-	0.00%
560420	Operating Supplies	328	1,100	600	600	(500)	-45.45%
	Total	1,797,585	2,009,926	1,998,426	1,934,843	(75,083)	-3.74%
Asphalt Maintenance (431110)							
511105	Salaries - Full Time	475,889	559,762	559,762	562,510	2,747	0.49%
511115	Salaries - Overtime	83,083	60,000	60,000	80,000	20,000	33.33%
511125	Temporary Help	10,130	6,000	6,000	6,000	-	0.00%
511130	On Call Pay	4,964	7,000	7,000	7,000	-	0.00%
512110	Fringe Benefits	208,346	246,329	246,329	269,697	23,368	9.49%
530113	Contract Services	24,085	30,839	30,839	30,839	-	0.00%
540102	Motor Pool Charges	104,122	126,601	126,601	159,371	32,770	25.88%
550430	Equipment Rental	6,667	3,240	3,240	3,240	-	0.00%
550501	Travel & Training	4,450	6,000	5,000	5,000	(1,000)	-16.67%
550806	Other Services	113,875	42,820	42,820	75,000	32,180	75.15%
560120	Small Equipment	6,604	11,700	11,700	11,700	-	0.00%
560416	Uniforms	3,335	4,389	4,389	4,389	-	0.00%
560420	Operating Supplies	12,207	11,000	11,000	11,000	-	0.00%
560422	Construction Material	12,146	15,000	15,000	15,000	-	0.00%
560423	Asphalt	100,857	165,000	140,000	130,000	(35,000)	-21.21%
560435	Soil & Mulch	2,513	2,500	2,500	2,500	-	0.00%
	Total	1,173,273	1,298,180	1,272,180	1,373,245	75,065	5.78%
Concrete Maintenance (431111)							
511105	Salaries - Full Time	463,512	421,801	421,801	480,508	58,706	13.92%
511115	Salaries - Overtime	89,734	81,000	71,000	75,000	(6,000)	-7.41%
511125	Temporary Help	-	6,000	-	-	(6,000)	-100.00%
511130	On Call Pay	4,313	6,213	4,313	4,313	(1,900)	-30.58%
511170	MLR Kaiser Rebate	467	-	-	-	-	0.00%
512110	Fringe Benefits	224,816	188,541	188,541	230,371	41,830	22.19%
530113	Contract Services	2,350	2,000	2,000	2,000	-	0.00%
540102	Motor Pool Charges	76,585	118,393	103,831	81,675	(36,718)	-31.01%
550501	Travel & Training	595	1,000	1,000	1,000	-	0.00%
550806	Other Services	30,150	50,000	45,000	60,000	10,000	20.00%
560120	Small Equipment	1,789	1,500	1,500	5,000	3,500	233.33%
560416	Uniforms	2,957	4,389	4,389	4,389	-	0.00%
560420	Operating Supplies	15,295	5,100	5,100	5,100	-	0.00%
560422	Construction Material	11,369	15,000	15,000	15,000	-	0.00%
560424	Concrete	55,274	50,000	50,000	65,000	15,000	30.00%
560435	Soil & Mulch	4,933	5,000	5,000	5,000	-	0.00%
	Total	984,139	955,937	918,475	1,034,356	78,419	8.20%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Snow & Ice Control (431120)							
511105	Salaries Full Time	1,069	-	-	-	-	0.00%
511115	Salaries Overtime	145,869	92,361	92,361	120,000	27,639	29.92%
511125	Temporary Help	2,208	-	-	-	-	0.00%
512110	Fringe Benefits	48,127	7,066	7,066	9,180	2,114	29.92%
530113	Contract Services	12,556	10,000	10,000	15,700	5,700	57.00%
540102	Motor Pool Charges	36,287	53,393	53,393	68,889	15,496	29.02%
550430	Equipment Rental	1,209	2,000	2,000	2,000	-	0.00%
550501	Travel & Training	3,787	4,000	4,000	4,000	-	0.00%
550807	Other Expenses	5,172	3,000	3,000	3,000	-	0.00%
560420	Operating Supplies	9,586	7,800	7,800	14,050	6,250	80.13%
560501	Chemicals - Other	77,006	160,000	160,000	160,000	-	0.00%
580208	New Other Mach & Equip	103,614	48,000	48,000	60,000	12,000	25.00%
	Total	446,490	387,620	387,620	456,819	69,199	17.85%
Storm Drainage (431130)							
511105	Salaries - Full Time	330,127	364,962	364,962	375,478	10,517	2.88%
511115	Salaries Overtime	63,911	83,125	68,125	68,125	(15,000)	-18.05%
511125	Temporary Help	7,913	6,000	6,000	6,000	-	0.00%
511130	On Call Pay	9,392	8,500	8,500	8,500	-	0.00%
511170	MLR Kaiser Rebate	170	-	-	-	-	0.00%
512110	Fringe Benefits	179,098	164,432	164,432	181,596	17,164	10.44%
530113	Contract Services	5,200	35,000	35,000	35,000	-	0.00%
540102	Motor Pool Charges	91,249	128,115	128,115	121,232	(6,883)	-5.37%
550430	Equipment Rental	23,474	9,400	9,400	9,400	-	0.00%
550501	Travel & Training	2,039	2,000	2,000	2,000	-	0.00%
550806	Other Services	63,699	51,000	51,000	60,000	9,000	17.65%
560120	Small Equipment	16,163	15,000	15,000	15,000	-	0.00%
560416	Uniforms	2,909	4,389	4,389	4,389	-	0.00%
560420	Operating Supplies	10,440	6,000	6,000	8,000	2,000	33.33%
560421	Pipe & Accessories	15,021	14,000	14,000	14,000	-	0.00%
560422	Construction Material	12,206	10,500	10,500	20,000	9,500	90.48%
560424	Concrete	6,673	3,000	3,000	5,000	2,000	66.67%
560430	Operating Material	8,376	8,000	8,000	10,000	2,000	25.00%
560435	Soil & Mulch	4,452	5,000	5,000	5,000	-	0.00%
	Total	852,512	918,423	903,423	948,720	30,297	3.30%
Signs/Signals/Lighting (431140)							
511105	Salaries - Full Time	771,783	788,061	788,061	819,392	31,331	3.98%
511115	Salaries Overtime	138,564	108,000	108,000	120,000	12,000	11.11%
511117	Salaries - Special Events OT	3,808	-	-	-	-	0.00%
511125	Temporary Help	20,880	20,160	20,160	20,160	-	0.00%
511130	On Call Pay	49,190	50,500	50,500	50,500	-	0.00%
511170	MLR Kaiser Rebate	291	-	-	-	-	0.00%
511180	Salary Reimbursement	(3,000)	-	-	-	-	0.00%
512110	Fringe Benefits	313,641	352,600	352,600	397,082	44,483	12.62%
530113	Contract Services	70,927	141,000	135,000	135,000	(6,000)	-4.26%
540102	Motor Pool Charges	34,125	25,049	25,049	29,207	4,158	16.60%
550110	Utilities Expense	457,915	475,000	455,000	455,000	(20,000)	-4.21%
550501	Travel & Training	5,041	15,000	25,000	15,000	-	0.00%
550807	Other Expenses	14,351	11,000	11,000	11,000	-	0.00%
550820	Dues & Subscriptions	1,873	1,400	1,900	1,900	500	35.71%
560120	Small Equipment	12,779	5,000	5,000	5,000	-	0.00%
560416	Uniforms	5,083	7,030	7,030	7,030	-	0.00%
560420	Operating Supplies	39,507	16,500	16,500	16,500	-	0.00%
560421	Pipe & Accessories	383	2,800	2,800	2,800	-	0.00%
560422	Construction Material	10,615	10,000	10,000	10,000	-	0.00%
560440	Signal Repairs	45,457	26,000	26,000	26,000	-	0.00%
560441	Traffic Sign Material	65,267	62,500	62,500	63,000	500	0.80%
560442	Pre-emption Repairs	2,255	7,500	7,500	-	(7,500)	-100.00%
560443	Pavement Markings	2,626	16,000	16,000	16,000	-	0.00%
560444	ITS Equipment	119	19,000	19,000	19,000	-	0.00%
	Total	2,063,480	2,160,099	2,144,599	2,219,571	59,472	2.75%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Refuse (431210)							
511105	Salaries - Full Time	1,171,287	1,186,889	1,186,889	1,264,699	77,810	6.56%
511115	Salaries Overtime	79,515	60,000	60,000	60,000	-	0.00%
511117	Salaries - Special Events OT	1,128	-	-	-	-	0.00%
511125	Temporary Help	77,881	28,000	28,000	28,000	-	0.00%
511170	MLR Kaiser Rebate	739	-	-	-	-	0.00%
512110	Fringe Benefits	507,512	514,745	514,745	597,100	82,355	16.00%
530113	Contract Services	97,678	88,595	88,595	88,267	(328)	-0.37%
530835	City County Contracts	384,301	372,000	372,000	384,400	12,400	3.33%
540102	Motor Pool Charges	394,822	389,949	375,387	450,464	60,515	15.52%
550501	Travel & Training	199	-	-	-	-	0.00%
550806	Other Services	87,824	178,000	110,000	115,000	(63,000)	-35.39%
550809	Commercial Recycling	2,324	8,000	-	8,000	-	0.00%
550810	Composting Services	-	-	8,000	12,800	12,800	0.00%
560416	Uniforms	11,977	15,500	15,500	15,500	-	0.00%
560420	Operating Supplies	43,453	56,125	46,125	46,000	(10,125)	-18.04%
	Total	2,860,641	2,897,803	2,805,241	3,070,230	172,427	5.95%
Facilities Maintenance (431310)							
511105	Salaries - Full Time	509,478	519,805	519,805	541,090	21,285	4.09%
511115	Salaries Overtime	30,364	20,000	20,000	20,000	-	0.00%
511125	Temporary Help	4,930	8,000	8,000	8,000	-	0.00%
511130	On-Call Pay	19,629	17,000	17,000	17,000	-	0.00%
511170	MLR Kaiser Rebate	144	-	-	-	-	0.00%
512110	Fringe Benefits	260,463	227,002	227,002	256,026	29,024	12.79%
530350	Building Maintenance	2,951	-	-	-	-	0.00%
530356	Blenheim Maintenance	21,533	34,900	34,900	31,410	(3,490)	-10.00%
530357	Green Acres Maintenance	122,207	115,706	115,706	104,135	(11,571)	-10.00%
530359	Comm. Appearance Committee	2,547	3,500	3,500	3,150	(350)	-10.00%
530361	Stacey C. Sherwood Center	46,426	55,831	55,831	50,248	(5,583)	-10.00%
530364	Fire Training Center	8,533	17,000	17,000	15,300	(1,700)	-10.00%
530365	Property Yard	148,698	87,265	87,265	78,538	(8,727)	-10.00%
530366	City Hall	187,670	155,088	155,088	170,088	15,000	9.67%
530367	Police Station	54,113	58,330	58,330	52,497	(5,833)	-10.00%
530368	Cemetery	166	6,000	6,000	5,400	(600)	-10.00%
530369	Fire Station # 33	26,655	23,935	23,935	21,542	(2,393)	-10.00%
530370	R A House	33,279	33,622	33,622	33,622	-	0.00%
530371	Museum	21,223	35,071	35,071	35,071	-	0.00%
530372	Sisson House	11,095	21,215	21,215	21,215	-	0.00%
530373	Old Town Hall	53,505	53,030	53,030	53,030	-	0.00%
530374	Fire Station # 3	61,010	55,303	55,303	55,303	-	0.00%
540010	Transit & Wastewater Allocation	(300,566)	(304,999)	(304,999)	(307,411)	(2,412)	-0.79%
540102	Motor Pool Charges	5,955	1,445	1,445	1,927	482	33.36%
550110	Utilities Expense	299,834	375,000	360,000	360,000	(15,000)	-4.00%
550501	Travel & Training	348	5,000	5,000	5,000	-	0.00%
560416	Uniforms	4,787	6,149	6,149	6,149	-	0.00%
560420	Operating Supplies	19,642	20,000	20,000	20,000	-	0.00%
560422	Construction Material	232	-	-	-	-	0.00%
560424	Concrete	-	10,000	10,000	15,000	5,000	50.00%
	Total	1,656,851	1,660,198	1,645,198	1,673,330	13,131	0.79%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
<u>Streets/ROW (431320)</u>							
511105	Salaries - Full Time	274,746	288,327	288,327	299,479	11,151	3.87%
511110	Salaries - Part Time	28,846	22,507	22,507	23,843	1,336	5.94%
511115	Salaries Overtime	33,629	40,000	35,000	35,000	(5,000)	-12.50%
511125	Temporary Help	205,053	180,000	180,000	180,000	-	0.00%
511170	MLR Kaiser Rebate	156	-	-	-	-	0.00%
512110	Fringe Benefits	143,736	147,726	147,726	164,422	16,696	11.30%
530113	Contract Services	177,083	215,856	215,856	247,879	32,023	14.84%
540102	Motor Pool Charges	154,028	93,160	93,160	119,608	26,448	28.39%
550110	Utilities Expense	4,943	-	5,000	5,000	5,000	0.00%
550501	Travel & Training	2,487	2,500	2,500	2,500	-	0.00%
550806	Other Services	77,737	54,500	54,500	54,500	-	0.00%
560351	Repair Parts	8,276	16,200	16,200	-	(16,200)	-100.00%
560416	Uniforms	5,932	9,266	9,266	9,266	-	0.00%
560420	Operating Supplies	19,588	20,000	20,000	15,000	(5,000)	-25.00%
560430	Operating Material	15,106	20,000	20,000	15,000	(5,000)	-25.00%
560435	Soil & Mulch	965	1,000	1,000	1,000	-	0.00%
580108	Other Mach & Equip Replace	13,750	9,000	9,000	9,000	-	0.00%
	Total	1,166,060	1,120,042	1,120,042	1,181,496	61,454	5.49%
<u>Administration/Engineering/Transportation (431410)</u>							
511105	Salaries - Full Time	832,336	834,677	834,677	904,772	70,095	8.40%
511110	Salaries - Part Time	21,768	-	-	-	-	0.00%
511115	Salaries Overtime	4,782	-	5,000	5,000	5,000	0.00%
511125	Temporary Help	33,400	-	20,000	20,000	20,000	0.00%
511170	MLR Kaiser Rebate	24	-	-	-	-	0.00%
512110	Fringe Benefits	308,741	358,981	362,423	424,265	65,284	18.19%
530113	Contract Services	24,752	-	30,000	30,000	30,000	0.00%
530620	Advertising	3,250	-	3,250	3,250	3,250	0.00%
540010	Transit & Wastewater Allocation	(254,917)	(263,564)	(263,564)	(306,546)	(42,982)	-16.31%
540102	Motor Pool Charges	18,751	45,801	45,801	55,070	9,269	20.24%
550501	Travel & Training	3,620	4,850	5,850	6,870	2,020	41.65%
550820	Dues & Subscriptions	1,490	8,330	8,630	9,180	850	10.20%
560110	Office Supplies	4,214	5,270	5,270	5,320	50	0.95%
560120	Small Equipment	3,787	5,700	5,700	6,400	700	12.28%
560416	Uniforms	476	-	-	-	-	0.00%
560420	Operating Supplies	3,790	3,525	4,150	3,650	125	3.55%
	Total	1,010,264	1,003,570	1,067,187	1,167,231	163,661	16.31%
<u>County Agent (431510)</u>							
530835	City - County Contracts	42,980	48,809	30,206	35,000	(13,809)	-28.29%
	Total	42,980	48,809	30,206	35,000	(13,809)	-28.29%
<u>Health Services (441110)</u>							
530835	City - County Contracts	1,235,339	1,229,565	1,352,546	1,406,648	177,083	14.40%
	Total	1,235,339	1,229,565	1,352,546	1,406,648	177,083	14.40%
<u>Commission For Women (441210)</u>							
550501	Travel & Training	395	550	550	400	(150)	-27.27%
550601	General Sub/Contributions	150	-	-	250	250	0.00%
550720	Special Events	507	1,425	1,425	1,425	-	0.00%
550820	Dues & Subscriptions	-	175	175	175	-	0.00%
560110	Office Supplies	152	100	100	100	-	0.00%
	Total	1,204	2,250	2,250	2,350	100	4.44%
<u>Community Services Board (441220)</u>							
530835	City - County Contracts	1,776,119	1,854,268	1,854,268	1,888,443	34,175	1.84%
	Total	1,776,119	1,854,268	1,854,268	1,888,443	34,175	1.84%
<u>Senior Citizen Tax/Rent Relief (441230)</u>							
550760	Rent/Property Tax Relief	1,013,127	1,100,000	1,020,000	1,095,000	(5,000)	-0.45%
	Total	1,013,127	1,100,000	1,020,000	1,095,000	(5,000)	-0.45%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Human Services Coordinator (441240)							
511105	Salaries - Full Time	-	100,000	148,200	152,053	52,053	52.05%
511125	Temporary Help	117,347	-	-	-	-	0.00%
512110	Fringe Benefits	9,424	42,780	65,204	70,979	28,199	65.92%
550501	Travel & Training	839	1,200	2,300	2,600	1,400	116.67%
550820	Dues & Subscriptions	380	480	480	455	(25)	-5.21%
560110	Office Supplies	12	150	150	150	-	0.00%
	Total	128,002	144,610	216,334	226,237	81,627	56.45%
Social Services (441250)							
530833	School Age Child Care	829,720	815,833	815,833	860,704	44,871	5.50%
530835	City - County Contracts	1,163,643	1,091,917	1,091,917	1,390,394	298,477	27.34%
530839	Day Care Contract	11,972	12,254	12,254	13,500	1,246	10.17%
530841	Fastran	-	3,000	3,000	3,000	-	0.00%
530842	Comprehensive Services Act	20,329	25,000	25,000	25,000	-	0.00%
530843	Community Health Care Network	96,910	95,000	104,160	120,000	25,000	26.32%
530844	Dental Clinic	623	1,500	1,500	2,500	1,000	66.67%
530845	Main Street Child Care	101,096	113,300	123,686	162,029	48,729	43.01%
530847	Indigent Burials	1,862	5,100	5,100	5,100	-	0.00%
530848	Christmas in April	5,500	5,500	5,500	5,500	-	0.00%
	Total	2,231,655	2,168,404	2,187,950	2,587,727	419,323	19.34%
Recreation Administration (451110)							
511105	Salaries - Full Time	521,728	626,877	571,233	548,285	(78,591)	-12.54%
511110	Salaries - Part Time	59,535	-	55,644	58,658	58,658	0.00%
511115	Salaries - Overtime	17,354	25,000	20,000	20,000	(5,000)	-20.00%
511125	Temporary Help	505,222	555,000	530,000	530,000	(25,000)	-4.50%
511170	MLR Kaiser Rebate	31	-	-	-	-	0.00%
512110	Fringe Benefits	226,094	294,853	287,576	318,132	23,279	7.89%
530113	Contract Services	462,857	393,800	473,140	486,000	92,200	23.41%
530351	Equipment Maintenance	795	2,500	2,500	2,500	-	0.00%
530521	Printing & Duplicating Expense	71,075	62,000	70,000	70,000	8,000	12.90%
530620	Advertising	14,908	18,575	16,050	15,500	(3,075)	-16.55%
540010	Wastewater & Transit Allocation	56,028	-	-	-	-	0.00%
540102	Motor Pool Charges	26,667	34,235	34,235	32,479	(1,756)	-5.13%
550110	Utilities Expense	70,293	104,500	84,500	84,500	(20,000)	-19.14%
550430	Equipment Rental	1,939	8,930	3,930	8,930	-	0.00%
550501	Travel & Training	6,491	5,400	7,300	6,400	1,000	18.52%
550601	General Sub/Contributions	70,200	70,200	70,200	101,160	30,960	44.10%
550720	Special Events	1,150	5,400	5,400	5,400	-	0.00%
550783	KIMCO Grant	4,400	-	-	-	-	0.00%
550804	Processing Charge	-	3,000	3,000	3,000	-	0.00%
550806	Other Services	560	-	-	-	-	0.00%
550807	Other Expenses	101,961	115,025	112,500	111,500	(3,525)	-3.06%
550820	Dues & Subscriptions	5,248	2,740	4,240	4,240	1,500	54.74%
550830	Cultural Arts	2,118	8,500	8,500	28,500	20,000	235.29%
560110	Office Supplies	4,859	10,000	7,000	7,000	(3,000)	-30.00%
560120	Miscellaneous Equipment	1,439	2,000	2,000	2,000	-	0.00%
560408	Food & Concessions	15,120	15,700	15,700	15,700	-	0.00%
560416	Uniforms	-	7,400	7,400	7,400	-	0.00%
560420	Operating Supplies	10,874	21,500	17,500	19,000	(2,500)	-11.63%
560430	Operating Material	15	-	-	-	-	0.00%
	Total	2,258,961	2,393,135	2,409,548	2,486,284	93,149	3.89%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Special Events (451220)							
511105	Salaries - Full Time	100,607	100,325	100,325	104,729	4,403	4.39%
511110	Salaries - Part Time	29,277	39,680	39,680	43,071	3,392	8.55%
511115	Salaries - Overtime	6,187	28,000	8,000	12,000	(16,000)	-57.14%
511117	Salaries - Special Events OT	180,960	110,710	180,710	180,000	69,290	62.59%
511125	Temporary Help	45,732	25,000	45,000	40,000	15,000	60.00%
511160	Incentive Awards	2,261	-	-	-	-	0.00%
511180	Salary Reimbursement	(15,920)	-	-	-	-	0.00%
512110	Fringe Benefits	116,415	67,821	73,176	81,405	13,584	20.03%
530113	Contract Services	143,769	215,150	202,150	213,050	(2,100)	-0.98%
530521	Printing & Duplicating Expense	-	800	-	-	(800)	-100.00%
530620	Advertising	15,356	37,400	17,400	17,400	(20,000)	-53.48%
550430	Equipment Rental	31,615	35,200	36,000	35,500	300	0.85%
550501	Travel & Training	760	1,000	1,000	1,000	-	0.00%
550807	Other Expenses	25,203	49,900	38,650	35,500	(14,400)	-28.86%
550820	Dues & Subscriptions	235	225	225	-	(225)	-100.00%
560110	Office Supplies	232	200	200	-	(200)	-100.00%
560120	Miscellaneous Equipment	-	300	300	-	(300)	-100.00%
560408	Food & Concessions	13,619	16,700	16,700	16,500	(200)	-1.20%
560416	Clothing and Uniforms	4,981	3,600	3,600	4,000	400	11.11%
560420	Operating Supplies	22,088	13,750	13,750	16,250	2,500	18.18%
560430	Operating Material	-	100	100	-	(100)	-100.00%
	Total	723,377	745,861	776,966	800,405	54,544	7.31%
Parks and Recreation Facilities (451250)							
511105	Salaries - Full Time	141,684	148,687	148,687	155,897	7,210	4.85%
511115	Salaries - Overtime	10,609	5,000	10,000	10,000	5,000	100.00%
511125	Temporary Help	231,561	210,000	210,000	210,000	-	0.00%
512110	Fringe Benefits	64,884	80,395	80,778	89,604	9,208	11.45%
530113	Contract Services	95,421	60,775	93,075	90,475	29,700	48.87%
530351	Equipment Maintenance	738	8,535	8,535	8,535	-	0.00%
530620	Advertising	13,019	22,490	12,490	12,000	(10,490)	-46.64%
550110	Utilities Expense	17,285	20,750	20,750	20,750	-	0.00%
550807	Other Expenses	155	-	-	5,000	5,000	0.00%
560110	Office Supplies	381	500	500	500	-	0.00%
560120	Misc Equipment	2,028	19,500	19,500	7,550	(11,950)	-61.28%
560210	Janitorial Supplies	406	2,750	1,250	1,750	(1,000)	-36.36%
560408	Food & Concessions	-	-	-	1,500	1,500	0.00%
560416	Clothing and Uniforms	-	500	500	500	-	0.00%
560420	Operating Supplies	5,618	4,000	4,000	5,200	1,200	30.00%
	Total	583,789	583,882	610,065	619,261	35,379	6.06%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Park & Ball Field Maintenance (451340)							
511105	Salaries - Full Time	516,123	526,675	526,675	548,066	21,391	4.06%
511110	Salaries - Part Time	118	-	-	-	-	0.00%
511115	Salaries - Overtime	56,279	50,000	50,000	50,000	-	0.00%
511117	P&R Special Events OT	3,276	-	-	-	-	0.00%
511125	Temporary Help	157,043	117,500	117,500	125,000	7,500	6.38%
511130	On Call Pay	953	-	-	1,500	1,500	0.00%
511170	MLR Kaiser Rebate	170	-	-	-	-	0.00%
512110	Fringe Benefits	280,054	239,328	239,328	269,342	30,014	12.54%
530113	Contract Services	127,602	133,600	163,338	138,100	4,500	3.37%
530350	Building Maintenance	-	1,000	1,000	1,000	-	0.00%
530351	Equipment Maintenance	2,473	3,500	3,500	3,500	-	0.00%
530620	Advertising	-	2,500	2,500	-	(2,500)	-100.00%
540102	Motor Pool Charges	65,608	90,503	90,503	89,877	(626)	-0.69%
550110	Public Utilities	7,171	11,000	11,000	11,000	-	0.00%
550430	Equipment Rental	12,212	12,000	14,000	12,000	-	0.00%
550501	Travel & Training	354	2,100	2,100	2,100	-	0.00%
550807	Other Expenses	2,887	9,000	5,000	8,000	(1,000)	-11.11%
550820	Dues & Subscriptions	(11)	1,000	1,000	1,000	-	0.00%
560110	Office Supplies	239	600	600	600	-	0.00%
560120	Miscellaneous Equipment	12,232	8,500	8,500	8,500	-	0.00%
560210	Janitorial Supplies	12,496	16,000	13,000	14,000	(2,000)	-12.50%
560351	Repair Parts	7,575	11,000	11,000	8,000	(3,000)	-27.27%
560416	Uniforms	11,159	14,500	14,500	15,000	500	3.45%
560420	Operating Supplies	15,798	19,000	19,000	19,500	500	2.63%
560422	Construction Material	3,375	8,000	8,000	7,000	(1,000)	-12.50%
560424	Concrete	161	6,500	6,500	5,000	(1,500)	-23.08%
560430	Operating Materials	33,879	50,000	50,000	38,000	(12,000)	-24.00%
560435	Soil & Mulch	27,602	41,000	36,000	32,500	(8,500)	-20.73%
560501	Chemicals	33,526	26,200	22,200	26,200	-	0.00%
	Total	1,390,354	1,401,007	1,416,745	1,434,786	33,779	2.41%
Library (451410)							
530835	City - County Contracts	816,123	833,996	862,862	897,376	63,380	7.60%
	Total	816,123	833,996	862,862	897,376	63,380	7.60%
Historic Resources (451420)							
511105	Salaries - Full Time	245,170	248,210	248,210	259,219	11,009	4.44%
511110	Salaries - Part Time	137,210	141,132	141,132	142,267	1,134	0.80%
511115	Salaries Overtime	6,942	1,000	1,000	1,000	-	0.00%
511125	Temporary Help	7,555	9,500	9,500	9,500	-	0.00%
511130	On Call Pay	-	200	200	200	-	0.00%
511135	Holiday Premium	981	2,700	2,700	2,700	-	0.00%
511170	MLR Kaiser Rebate	75	-	-	-	-	0.00%
512110	Fringe Benefits	111,218	150,988	150,988	170,814	19,825	13.13%
530113	Contract Services	32,540	26,000	26,000	26,000	-	0.00%
530521	Printing & Duplicating Expense	5,742	5,600	5,600	5,600	-	0.00%
530620	Advertising	18,525	13,000	13,000	13,000	-	0.00%
540010	Wastewater & Transit Allocation	2,452	-	-	-	-	0.00%
550470	Rental Expense	11,900	11,900	11,900	11,900	-	0.00%
550501	Travel & Training	546	1,500	1,500	1,500	-	0.00%
550720	Special Events	2,730	2,390	2,390	2,390	-	0.00%
550722	Civil War Day - Other	18,446	11,200	11,200	11,200	-	0.00%
550723	Museum Shop	6,945	8,000	8,000	8,000	-	0.00%
550724	Museum Exhibitions	17,198	8,000	8,000	8,000	-	0.00%
550726	Museum Collections Manage.	9,795	8,000	8,000	8,000	-	0.00%
550728	Collection Acquisition	2,754	3,000	3,000	3,000	-	0.00%
550729	Museum Programming	4,336	3,000	3,000	3,000	-	0.00%
550820	Dues & Subscriptions	2,822	3,000	3,000	3,000	-	0.00%
560110	Office Supplies	6,681	9,500	9,500	9,500	-	0.00%
560120	Small Equipment	1,762	1,000	1,000	1,000	-	0.00%
560420	Operating Supplies	426	500	500	500	-	0.00%
	Total	654,751	669,320	669,320	701,289	31,969	4.78%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Planning & Design Review (461110)							
511105	Salaries - Full Time	868,063	1,126,623	925,145	975,238	(151,385)	-13.44%
511110	Salaries - Part Time	52,197	10,400	10,400	10,400	-	0.00%
511115	Salaries - Overtime	824	-	-	1,000	1,000	0.00%
511125	Temporary Help	14,055	12,000	12,000	12,000	-	0.00%
512110	Fringe Benefits	334,052	508,080	421,427	459,807	(48,273)	-9.50%
530113	Contract Services	98,295	11,000	11,000	511,000	500,000	4545.45%
530620	Advertising	3,187	4,800	4,800	4,700	(100)	-2.08%
550501	Travel & Training	1,348	4,000	4,000	4,000	-	0.00%
550806	Other Services	561	600	600	700	100	16.67%
550820	Dues & Subscriptions	3,643	4,650	4,650	4,650	-	0.00%
560110	Office Supplies	2,974	4,700	4,700	4,700	-	0.00%
	Total	1,379,199	1,686,853	1,398,722	1,988,195	301,342	17.86%
Economic Development (461210)							
511105	Salaries - Full Time	134,572	239,115	239,115	238,352	(762)	-0.32%
511125	Temporary Help	5,586	6,000	6,000	10,000	4,000	66.67%
511170	MLR Kaiser Rebate	59	-	-	-	-	0.00%
512110	Fringe Benefits	46,677	103,299	103,299	112,029	8,730	8.45%
530113	Contract Services	19,599	23,000	23,000	101,000	78,000	339.13%
530620	Advertising	34,511	68,000	68,000	6,000	(62,000)	-91.18%
550501	Travel & Training	5,074	10,000	10,000	10,000	-	0.00%
550624	Economic Development Initiatives	285,181	265,000	265,000	495,000	230,000	86.79%
550820	Dues & Subscriptions	5,535	8,800	8,800	8,850	50	0.57%
560110	Office Supplies	1,191	2,000	2,000	2,500	500	25.00%
	Total	537,985	725,214	725,214	983,731	258,518	35.65%
Current Planning (461220)							
511105	Salaries - Full Time	541,179	522,787	601,685	628,570	105,783	20.23%
511115	Salaries - Overtime	-	3,500	-	-	(3,500)	-100.00%
511170	MLR Kaiser Rebate	76	-	-	-	-	0.00%
512110	Fringe Benefits	206,152	225,110	259,043	293,420	68,310	30.35%
530113	Contract Services	59,775	47,000	47,000	47,000	-	0.00%
530620	Advertising	-	2,200	2,200	2,200	-	0.00%
540102	Motor Pool Charges	1,519	3,778	3,778	4,817	1,039	27.50%
550501	Travel & Training	738	3,000	3,000	3,000	-	0.00%
550820	Dues & Subscriptions	2,556	2,600	2,600	2,600	-	0.00%
560110	Office Supplies	2,518	5,000	5,000	5,000	-	0.00%
580208	Renaissance Housing Corporation	200,000	200,000	200,000	200,000	-	0.00%
	Total	1,014,513	1,014,976	1,124,306	1,186,607	171,631	16.91%
School Board (481110)							
511105	Salaries - Full Time	95,142	95,142	95,142	97,615	2,474	2.60%
511110	Salaries - Part Time	132,516	132,231	132,231	203,378	71,146	53.80%
511125	Temporary Help	84,566	43,915	43,915	-	(43,915)	-100.00%
512110	Fringe Benefits	96,422	84,765	84,765	115,307	30,541	36.03%
530113	Contract Services	427,450	546,500	546,500	597,500	51,000	9.33%
550501	Travel & Training	17,122	15,500	15,500	15,500	-	0.00%
550601	General Sub/Contrib.	20,420	20,420	20,420	20,420	-	0.00%
550806	Other Services	10,173	11,200	11,200	11,200	-	0.00%
550820	Dues & Subscriptions	11,607	12,355	12,355	12,355	-	0.00%
560110	Office Supplies	3,646	5,000	5,000	5,000	-	0.00%
	Total	899,064	967,028	967,028	1,078,275	111,246	11.50%
Contracted Instruction Costs (481220)							
530835	City - County Contracts	47,500,899	49,287,277	48,722,277	48,287,277	(1,000,000)	-2.03%
	Total	47,500,899	49,287,277	48,722,277	48,287,277	(1,000,000)	-2.03%
School Capital Outlay (481350)							
580211	Improvements	20,000	20,000	20,000	20,000	-	0.00%
	Total	20,000	20,000	20,000	20,000	-	0.00%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
School - Uses / Principal From Capital Leases (481710)							
580620	Uses on School Financing	98,824	963,500	963,500	475,270	(488,230)	-50.67%
	Total	98,824	963,500	963,500	475,270	(488,230)	-50.67%
School Debt Service (481710)							
590105	Principal	3,702,050	2,464,600	2,464,600	3,448,600	984,000	39.93%
590110	Interest	2,178,678	2,049,502	2,049,502	1,973,928	(75,574)	-3.69%
	Total	5,880,728	4,514,102	4,514,102	5,422,528	908,426	20.12%
School Interest on Capital Leases (481710)							
590125	Interest on School Financing	74,391	159,064	159,064	86,664	(72,399)	-45.52%
	Total	74,391	159,064	159,064	86,664	(72,399)	-45.52%
Wage Adjustments (415456)							
511125	Temporary Help	-	(50,000)	(50,000)	-	50,000	100.00%
511198	Salary Vacancy Factor	100	(650,000)	(650,000)	(762,587)	(112,587)	-17.32%
512110	Salary Vacancy Factor	-	(351,080)	(351,080)	(246,478)	104,602	29.79%
	Total	100	(1,051,080)	(1,051,080)	(1,009,065)	42,015	4.00%
Budget Cut Clearing Account (415499)							
530113	Budget Cut Contract Services	-	(500,000)	(100,000)	-	500,000	100.00%
591097	Budget Cut	-	(129,920)	(240,172)	(148,871)	(18,951)	-14.59%
	Total	-	(629,920)	(340,172)	(148,871)	481,049	76.37%
Regional Agencies (431520)							
550601	General Sub/Contributions	164,922	173,722	173,722	181,280	7,558	4.35%
	Total	164,922	173,722	173,722	181,280	7,558	4.35%
Contingent Reserve (415460)							
550891	Contingent Reserve	124,596	75,000	75,000	75,000	-	0.00%
	Total	124,596	75,000	75,000	75,000	-	0.00%
General Debt Service (491710)							
590105	Principal	1,270,950	1,302,400	1,302,400	895,400	(407,000)	-31.25%
590110	Interest	335,548	300,126	300,126	258,205	(41,921)	-13.97%
590132	Escrow Fee	500	-	-	-	-	0.00%
590140	Arbitrage Expense	800	-	-	-	-	0.00%
	Total	1,607,798	1,602,526	1,602,526	1,153,605	(448,921)	-28.01%
Interest on Capital Leases (491720)							
590125	Interest on Capital Leases	1,736,501	1,841,390	1,841,390	1,829,804	(11,587)	-0.63%
	Total	1,736,501	1,841,390	1,841,390	1,829,804	(11,587)	-0.63%
Uses / Principal From Capital Leases (491730)							
580620	Uses From Capital Leases	2,806,638	3,226,022	3,226,022	3,463,743	237,721	7.37%
590120	Bond Issuance	27,680	-	-	-	-	0.00%
590132	Payment to Escrow Agent	(60,549)	-	-	-	-	0.00%
	Total	2,773,769	3,226,022	3,226,022	3,463,743	237,721	7.37%
Transfers (491910)							
591320	Transfer to Capital Projects	7,704,805	6,492,816	6,692,816	5,708,362	(784,454)	-12.08%
591340	Transfer to Stormwater Fund	1,619,854	1,664,312	1,754,374	1,824,600	160,288	9.63%
591360	Transfer to Old Town District Fund	202,438	203,710	210,336	215,671	11,961	5.87%
591370	Transfer to Transport. Tax Fund	2,059,105	2,188,856	2,298,494	2,393,727	204,871	9.36%
	Total	11,586,202	10,549,693	10,956,019	10,142,359	(407,334)	-3.86%
Total General Fund		\$ 138,920,006	\$ 141,975,198	\$ 142,195,850	\$ 145,333,489	\$ 3,358,291	2.37%

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Wastewater Fund

FY 2020 Adopted Budget - City of Fairfax, Virginia

**City of Fairfax, Virginia
FY 2020 Wastewater Fund
Budget Summary**

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Revenues						
Operating Revenues	\$ 7,061,604	\$ 7,514,257	\$ 7,514,257	\$ 8,265,683	\$ 751,426	10.00%
Availability Charges	1,781,699	325,000	325,000	325,000	-	0.00%
Other Revenues						
Interest	192,214	75,900	75,900	80,000	4,100	5.40%
Miscellaneous / Financing	23,035	23,035	23,035	20,000	(3,035)	-13.18%
Reimbursements	376,168	375,000	375,000	375,000	-	0.00%
Subtotal Other Revenues	591,417	473,935	473,935	475,000	1,065	0.22%
Other Financing Sources	-	8,943,000	8,943,000	7,857,000	(1,086,000)	-12.14%
Total Revenues	\$ 9,434,720	\$ 17,256,192	\$ 17,256,192	\$ 16,922,683	\$ (333,509)	-1.93%
Expenses						
Operating Expenses						
Annual Wastewater Treatment	\$ 2,006,913	\$ 2,271,992	\$ 2,271,992	\$ 2,499,192	\$ 227,199	10.00%
CIP Payments - Fairfax County	-	6,849,000	6,849,000	5,200,000	(1,649,000)	-24.08%
Capital Projects	335,801	2,094,000	2,094,000	2,657,000	563,000	26.89%
Line Maintenance	1,046,502	1,116,042	1,116,042	1,122,751	6,710	0.60%
Administrative & Engineering	942,465	1,034,226	1,042,926	1,088,526	54,300	5.25%
Subtotal Operating Costs	4,331,681	13,365,260	13,373,960	12,567,469	(797,791)	-5.97%
Other Expenses						
Debt Service	1,305,223	1,870,064	1,870,064	1,868,344	(1,720)	-0.09%
Subtotal Other Expenses	1,305,223	1,870,064	1,870,064	1,868,344	(1,720)	-0.09%
Total Expenses	\$ 5,636,904	\$ 15,235,324	\$ 15,244,024	\$ 14,435,813	\$ (799,511)	-5.25%
Cash Balance - June 30	\$ 9,909,365	\$ 17,158,315	\$ 11,921,533	\$ 14,408,403		
Total FTE	8.4	8.4	8.2	8.2		

FY 2020 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

The FY 2020 Adopted Budget reflects a reduction of \$1,421,801 (15.6%) from the FY 2019 Adopted Budget. Notable changes are as follows:

- Annual Wastewater Treatment**
 The contracted amount for the Wastewater treatment with Fairfax County is projected to increase by 10.0% in FY 2020. Due to increased conservation, usage has generally trended down.
- CIP Payments – Fairfax County**
 The Capital Improvement is based on the County’s projections for the cost of the upgrades to the Noman M. Cole Wastewater Treatment plant. 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 is 6.27 %, which equates to the percentage of total capacity that the City owns at the Noman M. Cole Wastewater Treatment Plant. Renovation and construction costs are contingent upon the final scope of work and construction change

Cost Center 435110: County Wastewater Treatment Contract

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
County Charges - Operating	\$ 2,006,913	\$ 2,271,992	\$ 2,271,992	\$ 2,499,192	\$ 227,199	10.00%
County Charges - Capital	-	6,849,000	6,849,000	5,200,000	(1,649,000)	-24.08%
Total	\$ 2,006,913	\$ 9,120,992	\$ 9,120,992	\$ 7,699,192	\$ (1,421,801)	-15.59%

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 guaranteed 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 wastewater 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 accurate and properly prorated.

SERVICES AND PRODUCTS:

- Wastewater metering stations, treatment and disposal of wastewater for City residents and businesses and to protect the Chesapeake Bay.

FY 2020 Adopted Budget - City of Fairfax, Virginia

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

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Output Measures				
Rolling average daily flow (Millions Gallons Daily–MGD)	3.2	3.2	3.3	3.4
Outcome Measures				
% Utilization 4.2 MGD Avg Capacity	76%	76%	79%	81%

FY 2020 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Wastewater Services
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Wastewater Line Maintenance

BUDGET COMMENTS:

An increase of \$569,710 (17.7%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable changes are as follows:

- **Salaries, decrease of \$10,716 (1.7%)**
 - Decrease in full time salaries
- **Fringe Benefits, increase of \$11,971 (5.7%)**
 - Increase due to increases in the cost of health insurance and retirement plans.
- **Capital Outlay, increase of \$563,000 (26.9%)**
 - The detail for Wastewater capital projects is provided in the Capital Budget Section G.

Cost Center 435120: Wastewater Line Maintenance

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 562,400	\$ 607,228	\$ 607,228	\$ 596,512	\$ (10,716)	-1.76%
Fringe Benefits	201,139	209,889	209,889	221,860	11,971	5.70%
Purchased Services	99,319	67,500	67,500	67,500	-	0.00%
Internal Services	56,008	89,003	89,003	92,957	3,954	4.44%
Other Charges	21,373	32,033	32,033	33,033	1,000	3.12%
Supplies & Materials	106,263	110,389	110,389	110,889	500	0.45%
Capital Outlay	335,801	2,094,000	2,094,000	2,657,000	563,000	26.89%
Total	\$ 1,382,303	\$ 3,210,042	\$ 3,210,042	\$ 3,779,751	\$ 569,710	17.75%

PROGRAM:

Wastewater conveyance pipelines and facilities are maintained and rehabilitated by the Wastewater Division of the Public Works Department.

GOAL:

To provide reliable wastewater service by inspecting, cleaning, repairing and rehabilitating the city's wastewater pumping and gravity 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 the environment to less than two per fiscal year
- To reduce excessive inflow and infiltration (I/I) by ten percent from FY 2013, the base year.
- To perform preventive maintenance flushing of 50% of the wastewater system per year.
- To perform preventive maintenance video recording of 15% of the wastewater system per year.

FY 2020 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Wastewater Services
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Wastewater Line Maintenance

SERVICES AND PRODUCTS:

- Provide well-maintained and unobstructed wastewater conveyance pipelines
- Minimize backups and overflows
- Inspect and resolve wastewater pipelines exhibiting grease and blockage
- Respond to and resolve odor control issues

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Estimate	FY 2020 Projected
Output Measures			
Sanitary Sewer Lining – 10” & under (lf)	12,400	12,000	12,000
Sanitary Sewer Lining – over 10” (lf)	6,970	6,900	6,900
Manholes Rehabilitated (lf)	690	650	650
Sewer Lines TV’d (lf)	84,050	84,000	84,000
Sewer Lines Flushed (lf)	314,050	314,000	314,000
Miss Utility tickets marked	3,048	3,050	3,050

Performance Measurement Results:

- Daily/Weekly preventive maintenance of the five pump stations
- 24/7 alarm monitoring of the five pump stations
- Assist with TV inspection of new development
- Oversight of CIP wastewater lining contractors
- Mowed and maintained sewer easements
- Oversight of CIP wastewater repair and replacement
- Schedule repair and maintenance on ten pump motors
- Schedule repair and maintenance on five generators (1 on each pump house)
- Respond to Emergency Miss Utility Tickets 24/7
- Grounds and building maintenance of five pump station facilities
- Replacement of manhole frame and covers

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Superintendent	124	0.25	0.25	0.25	0.25
Crew Supervisor	117	1.00	1.00	1.00	1.00
Utility Worker III	112	1.00	1.00	1.00	1.00
Wastewater Equipment Operator	111	1.00	1.00	1.00	1.00
Utility Line Technician	110	1.00	1.00	1.00	1.00
Utility Technician III	110	1.00	1.00	1.00	1.00
Utility Worker II	109	1.00	1.00	1.00	1.00
Utility Technician II	109	1.00	1.00	1.00	1.00
Total FTE		7.25	7.25	7.25	7.25

FY 2020 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$54,300 (5.2%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable changes are as follows:

- **Salaries, increase of \$29,807 (31.4%)**
 - Increase due to timing difference created by FY 2019 merit.
- **Fringe Benefits, increase of \$17,322 (42.4%)**
 - Increase due to increases in the cost of health insurance and retirement plans.

Cost Center 435130: Wastewater Administration & Engineering

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 77,152	\$ 94,926	\$ 95,126	\$ 124,733	\$ 29,807	31.40%
Fringe Benefits	28,117	40,826	40,826	58,148	17,322	42.43%
Purchased Services	5,265	16,250	16,250	16,250	-	0.00%
Internal Services (Motor Pool)	578,069	586,374	586,374	619,845	33,471	5.71%
Other Charges	253,862	295,000	303,500	268,500	(26,500)	-8.98%
Supplies & Materials	-	850	850	1,050	200	23.53%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 942,465	\$ 1,034,226	\$ 1,042,926	\$ 1,088,526	\$ 54,300	5.25%

PROGRAM:

Wastewater service management and administration are provided by the Department of Public Works but no longer include utility billing. Customer service, customer issue resolution, general administration, and engineering review are to be provided by Public Works as an in-kind service.

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 goal of providing unsurpassed user-friendly, customer-focused business practices.

FY 2020 Adopted Budget - City of Fairfax, Virginia

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

OBJECTIVES:

- To monitor and ensure efficient utility billing for Wastewater customers by Fairfax Water the City’s out source for these services.
- To review site plans submitted by developers within 7 business days of submittal
- To manage new connections to the wastewater system
- To provide “Capacity Management” via managing wastewater conveyance to Fairfax County and a life-cycle cost basis for the wastewater Capital Improvement Program
- To have a strong safety program resulting in zero “lost time” accidents for the Department

SERVICES AND PRODUCTS:

- Administrative services for Wastewater Services Section
- Monitoring Utility Billing Quality and cost effectiveness
- Wastewater emergency response assistance
- Wastewater conveyance and service connection Information Management
- Asset Management support via GIS
- Records Management

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
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Output Measures

Site Plans reviewed	37	33	33	30
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Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Director of Public Works	**	0.10	0.10	0.10	0.10
City Engineer	125	0.10	0.10	0.10	0.10
Stormwater Res Engineer	121	0.10	0.10	0.10	0.10
Assistant Stormwater Res Engineer	117	0.30	0.30	0.30	0.30
Administrative Assistant IV	112	0.50	0.50	0.30	0.30
Total FTE		1.10	1.10	0.90	0.90

FY 2020 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

No significant adjustment from FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget.

Cost Center 435710: Wastewater Debt Service

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Debt Service	\$ 1,305,223	\$ 1,870,064	\$ 1,870,064	\$ 1,868,344	\$ (1,720)	-0.09%
Total	\$ 1,305,223	\$ 1,870,064	\$ 1,870,064	\$ 1,868,344	\$ (1,720)	-0.09%

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.

Purpose: Financing capital improvements to the Wastewater System
Principal Amount: \$24,080,000
Date of Issue: November 2010
Collateral: Wastewater Fund reserves

2012C VRA Bonds
Lease Financing for Utility Improvements
Principal and Interest, 10-1; Interest, 4-1

Payments During Year

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>NET</u> <u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
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	\$ 21,390,000	\$ 16,292,747	\$ 37,682,747

FY 2020 Adopted Budget - City of Fairfax, Virginia

Wastewater Fund Expense Detail							
Account	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
County Wastewater Treatment Contract (435110)							
530835	City-County Contracts - O&M	\$ 2,006,913	\$ 2,271,992	\$ 2,271,992	\$ 2,499,192	\$ 227,199	10.00%
530835	City-County Contracts - CIP	-	6,849,000	6,849,000	5,200,000	(1,649,000)	-24.08%
	Subtotal	2,006,913	9,120,992	9,120,992	7,699,192	(1,421,801)	-15.59%
Wastewater Line Maintenance (435120)							
511105	Salaries - Full Time	424,349	462,228	462,228	451,512	(10,716)	-2.32%
511115	Salaries - Overtime	124,115	112,000	112,000	112,000	-	0.00%
511125	Temporary Help	-	6,000	6,000	6,000	-	0.00%
511130	On Call Pay	24,983	27,000	27,000	27,000	-	0.00%
511165	Annual Accrual	(11,387)	-	-	-	-	0.00%
511170	MLR Kaiser Rebate	340	-	-	-	-	0.00%
512110	Fringe Benefits	201,139	209,889	209,889	221,860	11,971	5.70%
530113	Contract Services	17,614	29,000	29,000	29,000	-	0.00%
530350	Building Maintenance	772	5,000	5,000	5,000	-	0.00%
530351	Equipment Maintenance	80,933	33,500	33,500	33,500	-	0.00%
540102	Motor Pool Charges	56,008	89,003	89,003	92,957	3,954	4.44%
550110	Utilities Expense	13,699	17,533	17,533	17,533	-	0.00%
550430	Equipment Rental	4,344	10,500	10,500	11,500	1,000	9.52%
550501	Travel & Training	3,330	4,000	4,000	4,000	-	0.00%
560110	Office Supplies	263	1,000	1,000	1,000	-	0.00%
560416	Uniforms	3,074	4,389	4,389	4,389	-	0.00%
560420	Operating Supplies	33,926	11,000	11,000	11,500	500	4.55%
560430	Operating Materials	11,777	29,000	29,000	29,000	-	0.00%
560501	Chemicals - Other	57,223	65,000	65,000	65,000	-	0.00%
580428	Sewage Pump Station Rehab	5,575	30,000	30,000	30,000	-	0.00%
580429	Sewer Rehab at Creek Cross.	-	-	-	-	-	0.00%
580441	Sewer Lining	169,730	470,000	470,000	470,000	-	0.00%
580440	Sewer Trunk Lining-pipes over 10 in	148,669	550,000	550,000	875,000	325,000	59.09%
580442	Manhole Rehab	-	120,000	120,000	122,000	2,000	1.67%
580443	Sewer Trunk Line Evaluation	4,293	300,000	300,000	300,000	-	0.00%
580444	SCADA	-	-	-	-	-	0.00%
580448	Geographical Information System	(4,293)	130,000	130,000	130,000	-	0.00%
580449	Collection System Repair & Replacement	11,827	110,000	110,000	112,000	2,000	1.82%
580450	Pump Station Containment	-	50,000	50,000	50,000	-	0.00%
580451	Stream Easement Encasement Project	-	150,000	150,000	153,000	3,000	2.00%
580452	Mobilized Video Camera Equipment	-	-	-	-	-	0.00%
580453	SS Line & Replace @ Main St & West St	-	-	-	-	-	0.00%
580454	Wastewater Vehicle Replacement	-	84,000	84,000	415,000	499,000	594.05%
580455	SS Main Rehab @ Univ Dr & North St	-	100,000	100,000	-	100,000	100.00%
	Subtotal	1,382,303	3,210,042	3,210,042	3,779,751	937,710	29.21%
Administration & Engineering (435130)							
511105	Salaries - Full Time	77,033	94,926	94,926	124,533	29,607	31.19%
511115	Salaries - Over Time	114	-	200	200	200	0.00%
511170	MLR Kaiser Rebate	5	-	-	-	-	0.00%
512110	Fringe Benefits	28,117	40,826	40,826	58,148	17,322	42.43%
530113	Contract Services	5,265	16,250	16,250	16,250	-	0.00%
540060	Management Fee	578,069	586,374	586,374	619,845	33,471	5.71%
550806	Other Services	253,862	295,000	303,500	268,500	(26,500)	-8.98%
560110	Office Supplies	-	850	850	850	-	0.00%
560416	Uniforms	-	-	-	200	200	0.00%
	Subtotal	942,465	1,034,226	1,042,926	1,088,526	54,300	5.25%
Debt Service (435710)							
590105	Principal	-	595,000	595,000	625,000	30,000	5.04%
590110	Interest	1,305,223	1,275,064	1,275,064	1,243,344	(31,720)	-2.49%
	Subtotal	1,305,223	1,870,064	1,870,064	1,868,344	(1,720)	-0.09%
Total Wastewater Fund		\$ 5,636,904	\$ 15,235,324	\$ 15,244,024	\$ 14,435,813	\$ (431,511)	-2.83%

FY 2020 Adopted Budget - City of Fairfax, Virginia

Function: Wastewater Services
Department: Public Works
Division or Activity: Wastewater Lateral Repair and Replacement Program

Program:

The Code of the City of Fairfax, Virginia requires wastewater customers to be responsible for wastewater laterals all the way to the main. In all cases, repair or replacement of the lateral within the Right-of-Way is expensive and urgent. As a first step toward establishing assistance within the Right-of-Way the Wastewater Utility established, effective March 2017, a reimbursement program for corrective repairs and replacements as well as preventive replacements using open trench or trenchless technologies. The program provides a new charge entitled Wastewater lateral repair and replacement charge.

A dedicated escrow account has been established under this Utility Fund for the wastewater lateral repair and replacement program. The program is to be self-sustaining.

**City of Fairfax, Virginia
 FY 2020 Lateral Repair and Replacement Program
 Budget Summary**

	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
Fund Balance - Beginning	(35,934)	-	236,084	236,084		
Revenues						
Lateral R & R Charge	\$ 297,518	\$ 160,000	\$ 160,000	\$ 160,000	\$ -	0.00%
Total Revenues	\$ 297,518	\$ 160,000	\$ 160,000	\$ 160,000	\$ -	0.00%
Expenses						
Lateral R & R Expense	\$ 25,500	\$ 160,000	\$ 160,000	\$ 160,000	\$ -	0.00%
Total Expenses	\$ 25,500	\$ 160,000	\$ 160,000	\$ 160,000	\$ -	0.00%
Account Balance - 6/30	\$ 236,084	\$ -	\$ 236,084	\$ 236,084		

TRANSIT FUND

FY 2020 Adopted Budget - City of Fairfax, Virginia

**City of Fairfax, Virginia
FY 2020 Transit Fund
Budget Summary**

	<u>FY 2018 Actual</u>	<u>FY 2019 Budget</u>	<u>FY 2019 Estimate</u>	<u>FY 2020 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Revenues						
Local Revenues						
CUE Bus Receipts	\$ 428,102	\$ 475,000	\$ 475,000	\$ 475,000	\$ -	0.00%
Advertising	-	-	-	-	-	0.00%
Farewheels	611	1,200	1,200	1,200	-	0.00%
Charter Services	4,042	3,000	3,000	3,000	-	0.00%
Miscellaneous	-	-	-	-	-	0.00%
Total Local Revenues	432,755	479,200	479,200	479,200	-	0.00%
State and Federal Grants						
NVTC	(161,533)	628,000	628,000	628,000	-	0.00%
DRPT	-	3,402,500	3,402,500	-	(3,402,500)	-100.00%
Total State & Federal Grants	(161,533)	4,030,500	4,030,500	628,000	(3,402,500)	-84.42%
General Fund Support	-	-	-	-	-	0.00%
Transfers In - Trans Tax Fund	1,681,987	1,984,698	2,057,726	2,148,275	163,577	8.24%
Partnership Contributions						
GMU Bus Contribution	750,000	750,000	750,000	750,000	-	0.00%
Total Partnership Contributions	750,000	750,000	750,000	750,000	-	0.00%
Total Revenues	\$ 2,703,209	\$ 7,244,398	\$ 7,317,426	\$ 4,005,475	\$ (3,238,923)	-44.71%
Total Expenses	\$ 3,975,143	\$ 7,244,398	\$ 7,302,117	\$ 4,020,784	\$ (3,223,614)	-44.50%
Cash Equivalents - June 30	\$ -	\$ 18,387	\$ 15,309	\$ -		
Total FTE	33.3	33.3	33.5	33.5		

FY 2020 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: CUE Bus

BUDGET COMMENTS:

The FY 2020 Adopted Budget reflects a reduction of \$3,223,614 (44.5%) from the FY 2019 Adopted Budget. Notable changes are as follows:

- **Salaries, increase of \$111,129 (6.6%)**
 - Increase due to true up of part time labor from FY 2018.
- **Fringe Benefits, increase of \$96,182 (14.1%)**
 - Increase due to increases the cost of health insurance and retirement plans.
- **Internal Services, decrease of \$41,725 (3.1%)**
 - The allocation of motor pool expenses from Fleet Maintenance was updated based on actual usage statistics; as result, motor pool costs allocated to this division decreased.
- **Other Charges, decrease of \$3,402,500 (98.4%)**
 - Removed DRPT revenue and expenses from CUE accounting (\$3.4m).
- **Supplies & Materials, increase of \$6,300 (40.6%)**
 - Increases in office supplies (\$5k) for new CUE Bus office furniture and operating supplies (\$1k).

Cost Center 437110: CUE Bus

Title	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 1,689,982	\$ 1,685,339	\$ 1,730,869	\$ 1,796,468	\$ 111,129	6.59%
Fringe Benefits	659,515	680,170	688,360	776,352	96,182	14.14%
Purchased Services	56,398	50,100	54,100	59,100	9,000	17.96%
Internal Services	1,538,369	1,348,896	1,348,896	1,307,172	(41,725)	-3.09%
Other Charges	14,506	3,459,392	3,459,392	56,892	(3,402,500)	-98.36%
Supplies & Materials	13,788	15,500	15,500	21,800	6,300	40.65%
Capital Outlay	2,585	5,000	5,000	3,000	(2,000)	-40.00%
Total	\$ 3,975,143	\$ 7,244,398	\$ 7,302,117	\$ 4,020,784	\$ (3,223,614)	-44.50%

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 and SmarTrip) is \$1.75.

A fare of \$0.85 is charged to students, seniors and persons with disabilities with a valid ID. GMU students, faculty and staff ride for free. In FY 18, the City started a Free Student Bus Pass Pilot Program for high school and middle school students. This program provides free rides on CUE to students who have their parent/guardian's approval. The City receives compensation annually from GMU, which is currently budgeted at \$750,000.

FY 2020 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: CUE Bus

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 and frequent access to the Vienna-Fairfax/GMU Metrorail Station
- To provide service seven days a week
- To meet our partnership 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 within the City and to/from the Vienna/Fairfax/GMU Metro Station and George Mason University
- Bus schedules and information

FY 2020 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: CUE Bus

PERFORMANCE MEASURES:

Indicators	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Projected
Output Measures				
Authorized Fleet Size	12	12	12	12
Basic Fare	\$1.75	\$1.75	\$1.75	\$1.75
Total Ridership	605,388	650,000	650,000	650,000
Revenue Hours	33,576	33,000	33,000	33,000
City Wheels Clients	31	31	31	31
Outcome Measurers				
On-time Performance at Vienna Metro	89%	88%	88%	90%
Percent Change in Ridership	-6.2%	-5.0%	-5.0%	-5.0%

Performance Measurement Results:

- Ridership is projected to decline in FY 2020 to less than 650,000 trips.
- The number of revenue hours is expected to remain constant.
- The City Wheels program is expected to remain constant at 31 clients. 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.

Personnel Classification	Grade	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted
Transportation Director	126	-	-	0.10	0.10
Transit Superintendent	123	1.00	1.00	1.00	1.00
Bus Driver Supervisor	115	2.00	2.00	2.00	2.00
Multimodal Transportation Specialist	115	-	-	0.30	0.30
Administrative Assistant	113	0.50	0.50	0.30	0.30
Bus Driver	110	20.00	21.00	21.00	21.00
Bus Driver (P/T)	110	8.75	7.75	7.75	7.75
Transit Technician	107	1.00	1.00	1.00	1.00
Total FTE		33.25	33.25	33.45	33.45

FY 2020 Adopted Budget - City of Fairfax, Virginia

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 NVTC. The FY 2020 CUE reimbursement request is estimated at \$628,000.

<u>4-YEAR BUDGET PROJECTION FOR THE CITY'S ACCOUNT AT NORTHERN VIRGINIA TRANSPORTATION COMMISSION</u>				
<u>ITEM</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>
BALANCE FORWARD	\$ 4,144,584	\$ 4,312,630	\$ 4,306,283	\$ 1,361,086
REVENUES	3,894,000	3,947,000	3,979,000	4,021,350
TOTAL	7,545,992	6,320,492	5,194,992	4,497,492
EXPENDITURES				
WMATA	\$ 3,097,954	\$ 3,325,347	\$ 3,696,197	\$ 3,812,165
CUE BUS (REIMB. REQUESTS)	628,000	628,000	228,000	228,000
CUE BUS REPLACEMENT	-	-	3,000,000	-
TOTAL	3,725,954	3,953,347	6,924,197	4,040,165
ENDING BALANCE	\$ 4,312,630	\$ 4,306,283	\$ 1,361,086	\$ 1,342,271

FY 2020 Adopted Budget - City of Fairfax, Virginia

Transit Fund Expense Detail

Account	Account Title	FY 2018 Actual	FY 2019 Budget	FY 2019 Estimate	FY 2020 Adopted	Variance to Budget \$	Variance to Budget %
CUE Bus (437110)							
511105	Salaries - Full Time	\$1,322,572	\$1,455,046	\$1,408,629	\$1,445,090	\$ (9,956)	-0.68%
511110	Salaries - Part Time	271,625	160,053	252,000	281,138	121,085	75.65%
511115	Salaries - Overtime	72,572	39,000	39,000	39,000	-	0.00%
511117	Salaries - Special Events OT	-	(18,760)	(18,760)	(18,760)	-	0.00%
511125	Temporary Help	6,740	10,000	10,000	10,000	-	0.00%
511135	Holiday Premium	7,211	40,000	40,000	40,000	-	0.00%
511165	Annual Accrued Leave	9,936	-	-	-	-	0.00%
511170	MLR Kaiser Rebate	523	-	-	-	-	0.00%
511180	Salary Reimbursement	(1,197)	-	-	-	-	0.00%
512110	Fringe Benefits	659,515	680,170	688,360	776,352	96,182	14.14%
530113	Contract Services	15,597	30,000	30,000	30,000	-	0.00%
530351	Equipment Maintenance	33,397	5,000	9,000	14,000	9,000	180.00%
530438	Fare Wheels	2,170	2,500	2,500	2,500	-	0.00%
530620	Advertising	5,234	12,600	12,600	12,600	-	0.00%
540060	Management Fee	550,216	624,866	624,866	661,947	37,080	5.93%
540102	Motor Pool Charges	988,153	724,030	724,030	645,225	(78,805)	-10.88%
550110	Utilities Expense	1,119	800	800	800	-	0.00%
550314	Other Insurance	-	30,000	30,000	30,000	-	0.00%
550501	Travel & Training	845	11,990	11,990	11,990	-	0.00%
550779	State Funds Deposited at NVTC	-	3,402,500	3,402,500	-	(3,402,500)	-100.00%
550807	Other Expenses	289	350	350	350	-	0.00%
550820	Dues & Subscriptions	12,253	13,752	13,752	13,752	-	0.00%
560110	Office Supplies	1,030	1,500	1,500	6,800	5,300	353.33%
560416	Uniforms	10,543	12,000	12,000	12,000	-	0.00%
560420	Operating Supplies	2,215	2,000	2,000	3,000	1,000	50.00%
580108	Other Machinery & Equipment	2,585	5,000	5,000	3,000	(2,000)	-40.00%
Total Expenses		\$3,975,143	\$7,244,398	\$7,302,117	\$4,020,784	\$(3,223,614)	-44.50%

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CAPITAL BUDGET

Schools
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.

INTRODUCTION

Purpose:

The Capital Improvement Program is a recommended schedule of public, physical improvements, including planning and engineering thereof, for the City of Fairfax for the next five years. The first year of the program represents the proposed capital budget for that fiscal year. The schedule is based on a series of priorities which take into consideration the need, desire, and importance of such improvements, their relation to other improvements and plans, and the City's current and anticipated financial capacity. The Capital Improvement Program is updated annually, at which time the schedule of projects will be re-evaluated, and another fiscal year and new projects may be added. Requests for projects are submitted annually by departments to the City Manager for review. Those projects which meet the approval of the City Manager are then part of the proposed budget which is presented to both the Planning Commission and the City Council.

For the purpose of this report, capital improvements are major projects undertaken by the City that are generally not recurring on a year-in, year-out basis and that fit within one or more of the following categories:

1. All projects requiring debt obligation or borrowing.
2. Purchase of land.
3. Purchase of major equipment and vehicles valued in excess of \$25,000 with a life expectancy of five years or more.
4. Construction of new buildings or facilities, including engineering, design, and other preconstruction costs, with an estimated cost in excess of \$25,000.
5. Major building improvements or additions that are not routine expenses and that substantially enhance the value of a structure and are greater than \$25,000.
6. Major equipment or furnishings required to furnish new buildings or other projects.
7. Major parks development projects totaling more than \$25,000 over the five years covered by the plan.
8. Ongoing improvement projects to the City greater than \$25,000.

Advantages:

The principal advantage of capital improvement programming is that it makes the City come to grips with the problem of balancing needed or desired physical improvements with available funding, thereby receiving the optimum benefits for the available public revenue. This provides for a responsible fiscal policy on the part of the City. Other advantages are:

1. It provides an opportunity for the City Council to review overall City needs and rationally assign priorities and establish policy;
2. It allows for a stabilization of the tax rate over a period of time and makes it possible for the City Council to see how a particular capital project under review fits into the total pattern of projects over the next five years;
3. It allows for coordination of various City improvements and makes each department aware of all other improvements so that informed decisions can be made and joint programs initiated;
4. It enables private businesses and all citizens to have some assurance as to when certain public improvements will be undertaken so that they, in turn, may make sounder judgments concerning their own construction programs;
5. It enables the City to take better advantage of federal and state grant-in-aid programs, thereby allowing the City to receive greater amounts of aid for its given investment;
6. It calls attention to the deficiencies of the City and stimulates action to correct them; and

7. It allows a more balanced development since impartial treatment can be given to all sections of the City and concentration, or over emphasis, on any single project to the exclusion of others may be avoided.

These and other advantages make the Capital Improvement Program a practical necessity for the City, even though it involves painful decisions to postpone many worthwhile improvement projects due to financial limitations.

Usefulness and Procedures:

This Capital Improvement Program has been adopted by the City Council, and is recognized as the capital budget for the City's capital improvement plan 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.

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2020 to 2024

Summary

Funding Summary	FY 2019 Budget	FY 2020 Adopted	FY 2021 Proposed	FY 2022 Proposed	FY 2023 Proposed	FY 2024 Proposed	FY 20 to 24 Total
General Fund							
Schools	\$ 210,500	\$ 389,000	\$ 738,100	\$ 866,000	\$ 229,195	\$ 381,573	\$ 2,603,868
General Government	1,420,475	1,318,347	4,037,274	2,742,990	833,058	2,452,241	11,383,910
Recreation / Community Appearance	392,101	252,700	687,800	162,900	163,000	163,100	1,429,500
Transportation	4,469,740	3,748,315	6,760,315	3,198,352	5,555,600	2,882,681	22,145,263
Financing	9,848,726	2,330,000	380,400	2,540,400	400	45,500	5,296,700
General Fund Subtotal	16,341,542	8,038,362	12,603,889	9,510,642	6,781,253	5,925,095	42,859,241
Other Funds							
Wastewater Fund (Waste)	8,943,000	7,857,000	7,810,000	7,564,000	7,464,000	7,479,000	38,174,000
Stormwater Fund (Storm)	1,665,000	1,824,600	2,049,600	2,274,600	2,499,600	2,724,500	11,372,900
State, Federal (DRPT, State, RevShr, CMAQ, Federal, RSTP, NVTC, I-66)	5,623,011	4,198,650	9,724,260	5,200,000	1,755,462	-	20,878,372
Commercial & Industrial Tax	400,000	535,978	580,382	431,239	430,629	435,835	2,414,063
NVTA 30%	515,000	270,000	1,140,000	1,400,000	1,200,000	200,000	4,210,000
NVTA 70%	2,500,000	7,250,000	10,250,000	11,500,000	2,000,000	7,000,000	38,000,000
Parks Bond Issue	-	-	4,100,000	15,750,000	1,500,000	-	21,350,000
Private / Grants / Other / FCPS / FVFD	455,000	937,745	1,325,000	5,300,000	-	835,000	8,397,745
Cable Capital Grant (Cable)	240,000	200,000	200,000	200,000	200,000	200,000	1,000,000
Other Funds Subtotal	20,341,011	23,073,973	37,179,242	49,619,839	17,049,691	18,874,335	145,797,080
Total Capital Improvement Program	\$ 36,682,553	\$ 31,112,335	\$ 49,783,131	\$ 59,130,481	\$ 23,830,944	\$ 24,799,430	\$ 188,656,321

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2020 to 2024

Schools

Project Schools	Page Num	Funding Source	FY 2019 Adopted	FY 2020 Adopted	FY 2021 Proposed	FY 2022 Proposed	FY 2023 Proposed	FY 2024 Proposed	FY 20 to 24 Total
Elementary Schools									
Fitness Trail - Providence Elementary School	G-15	General	-	25,000	-	-	-	-	25,000
Water Booster Pump (PES)	-	General	35,000	-	-	-	-	-	-
Fairfax High School									
Elevator Replacement - Fairfax High School	-	General	-	-	-	-	-	150,000	150,000
Gym Floor - Fairfax High School	G-16	FCPS	-	552,745	-	-	-	-	552,745
Orchestra Pit - Fairfax High School	G-17	General	-	20,000	100,000	638,000	-	-	758,000
Lanier Middle School									
Elevator Replacement - Lanier Middle School	-	General	-	-	139,100	-	-	-	139,100
Maintenance									
Carpet and Tile Replacement - Daniels Run/Providence	G-18	General	20,000	30,000	30,000	30,000	30,000	30,000	150,000
Concrete Repairs - Schools	G-19	General	20,000	20,000	20,000	20,000	20,000	20,000	100,000
HVAC Repair/Replacement - Schools	G-20	General	95,000	205,000	372,000	100,000	100,000	100,000	877,000
Paving Repairs - Schools	G-21	General	25,000	25,000	25,000	25,000	25,000	25,000	125,000
Roof Repair and Replacement - Schools	G-22	General	15,500	54,000	17,000	18,000	19,195	21,573	129,768
Other									
Other Projects - Schools	G-23	General	-	10,000	35,000	35,000	35,000	35,000	150,000
Schools Summary			210,500	941,745	738,100	866,000	229,195	381,573	3,156,613
FCPS			-	552,745	-	-	-	-	552,745
General Fund			210,500	389,000	738,100	866,000	229,195	381,573	2,603,868
Total Schools			210,500	941,745	738,100	866,000	229,195	381,573	3,156,613

Bolded items represent new CIP projects in FY 2020

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2020 to 2024

General Government

Project General Government	Page Num	Funding Source	FY 2019 Adopted	FY 2020 Adopted	FY 2021 Proposed	FY 2022 Proposed	FY 2023 Proposed	FY 2024 Proposed	FY 20 to 24 Total
Annual Maintenance									
Planting & Beautification	G-24	General	25,000	30,000	30,000	30,000	30,000	30,000	150,000
Stub Street Improvements	-	General	-	-	143,000	25,000	-	-	168,000
Tree Removal	G-25	General	-	42,500	42,500	-	-	-	85,000
Building Maintenance									
City Hall Maintenance	-	General	75,000	-	100,000	-	-	-	100,000
Fire Station #3 Maintenance	-	General	140,000	-	-	-	-	-	-
Green Acres Gym Floor Replacement	-	General	-	-	50,000	-	-	-	50,000
Green Acres Maintenance	-	General	-	-	400,000	50,000	50,000	-	500,000
Old Town Hall Maintenance	-	General	100,000	-	-	-	-	-	-
Property Yard Maintenance	-	General	75,000	-	-	-	-	-	-
Fire									
Fire Station 33: Replacement Project	-	Financing	9,000,000	-	-	-	-	-	-
Medic Unit Replacement	-	FVFD	300,000	-	350,000	-	-	-	350,000
Rescue Engine Replacement	G-26	Financing	-	1,200,000	-	-	-	-	1,200,000
Self Contained Breathing Apparatus Replacement	-	General	-	-	755,000	-	-	-	755,000
Training Center Fire/Security Alarm & Fire Protection System	-	Financing	50,000	-	-	-	-	-	-
Training Center: Public Safety Radio & Alerting System	-	Financing	50,000	-	-	-	-	-	-
Vehicle Exhaust System for Station 3	G-27	Financing	-	150,000	-	-	-	-	150,000
General									
Cable TV Equipment	H-21	Cable	240,000	200,000	200,000	200,000	200,000	200,000	1,000,000
Northern Virginia Community College	G-28	General	52,328	53,606	54,946	56,320	57,728	59,171	281,771
Historic Resources									
Blenheim House	-	General	35,000	-	25,000	-	-	-	25,000
Blenheim Interpretive Center Parking Lot Repairs	-	General	-	-	160,000	30,000	-	-	190,000
Krasnow Barn Site and Reassembly	-	General, Grant	-	-	85,000	-	-	-	85,000
Infrastructure Replacement and Improvements									
Datacenter server and storage replacement	G-29	General	50,000	50,000	-	-	-	-	50,000
Fleet Maintenance Lift Replacement	G-30	General, DRPT	-	45,000	18,000	15,000	-	160,000	238,000
Fuel Island Maintenance	G-31	General, DRPT	60,000	120,000	80,000	-	-	-	200,000
Property Yard Tire Storage Facility	-	General, DRPT	-	-	50,000	-	-	-	50,000
Redevelopment & Design of the Property Yard	-	Other	-	-	100,000	-	-	-	100,000
IT - Software Upgrades									
Finance System Audit	G-32	General	-	40,000	-	-	-	-	40,000
General Ledger/Personnel Software	-	General	-	-	-	750,000	-	-	750,000
Police									
Emergency Comm and Records Management Systems Upgrade	G-33	General	-	127,000	127,000	-	-	-	254,000
Police Facility Security System Upgrade	G-34	General	15,000	15,000	15,000	-	-	-	30,000
Police Information Technology Program	G-35	General	81,147	83,581	86,088	88,670	91,330	94,070	443,739
Police Vehicle Garage	-	General	-	-	448,000	-	-	-	448,000
Police Vehicle Replacement	G-36	General	160,000	145,500	150,000	150,000	150,000	150,000	745,500

General Government

Project General Government	Page Num	Funding Source	FY 2019 Adopted	FY 2020 Adopted	FY 2021 Proposed	FY 2022 Proposed	FY 2023 Proposed	FY 2024 Proposed	FY 20 to 24 Total
Vehicle/Equipment Replacement									
Debt Service of Existing Equipment Leases (Pre - FY 2019)	-	Financing	611,478	-	-	-	-	-	-
Refuse & Recycling Trucks Replacement	G-37	Financing,General	-	980,000	-	250,000	-	-	1,230,000
Vehicle & Equipment Replacement (Cash Purchases Only)	G-41	General	552,000	609,000	1,236,000	1,298,000	454,000	1,959,000	5,556,000
General Government Summary			11,671,953	3,891,187	4,705,534	2,942,990	1,033,058	2,652,241	15,225,010
Cable - Fund			240,000	200,000	200,000	200,000	200,000	200,000	1,000,000
Financing			9,711,478	2,330,000	-	-	-	-	2,330,000
FVFD			300,000	-	350,000	-	-	-	350,000
General Fund			1,420,475	1,318,347	4,037,274	2,742,990	833,058	2,452,241	11,383,910
Grant			-	-	5,000	-	-	-	5,000
Other - FCPS			-	-	100,000	-	-	-	100,000
State – DRPT			-	42,840	13,260	-	-	-	56,100
Total General Government			11,671,953	3,891,187	4,705,534	2,942,990	1,033,058	2,652,241	15,225,010

Bolded items represent new CIP projects in FY 2020

Recreation / Community Appearance

Project Recreation / Community Appearance	Page Num	Funding Source	FY 2019 Adopted	FY 2020 Adopted	FY 2021 Proposed	FY 2022 Proposed	FY 2023 Proposed	FY 2024 Proposed	FY 20 to 24 Total
Drainage									
Pat Rodio Park - Drainage Project	-	General	-	-	200,000	-	-	-	200,000
Fairfax High School									
Fairfax High School Synthetic Turf Replacement	-	Financing	137,248	-	-	-	-	-	-
Fencing / Backstops									
Thaiss Park - Replacement of Fencing	-	General	40,000	-	40,000	-	-	-	40,000
Van Dyck Park Tennis Court Fence Replacement	G-50	General	-	20,000	-	-	-	-	20,000
Lanier Middle School									
Lanier Middle School Synthetic Turf Installation	-	Parks Bond	-	-	-	2,000,000	-	-	2,000,000
Lighting									
Thaiss Park Field Lighting	-	General,Private	70,000	-	-	-	-	-	-
Park Construction & Maintenance									
ADA Compliance - Parks	-	General,Parks Bond	25,000	-	250,000	250,000	250,000	-	750,000
All Parks - Sign Replacement & Park Entrance Beautification	-	General	15,000	-	60,000	-	-	-	60,000
Draper Park Synthetic Turf Replacement	-	Financing	-	-	-	-	-	-	-
Green Acres Bocci Court and Shade Structure	G-51	General	-	40,000	-	-	-	-	40,000
Northern Virginia Regional Park Authority-NOVA Parks	G-52	General	62,101	62,700	62,800	62,900	63,000	63,100	314,500
Providence Park Rectangle Field Renovation	-	Parks Bond	-	-	100,000	-	-	-	100,000
Stafford Park Turf Replacement and Light Addition	-	Parks Bond	-	-	1,000,000	-	-	-	1,000,000
Thaiss Park Field Renovation	-	General	25,000	-	-	-	-	-	-
Thaiss Park Redevelopment	-	Parks Bond	-	-	-	2,500,000	-	-	2,500,000
Van Dyck Master Plan Implementation	-	Parks Bond	-	-	1,500,000	10,500,000	-	-	12,000,000
Pavilions / Shelters									
Providence Elementary - Concession/Storage/Restroom Building	-	Parks Bond	-	-	750,000	-	-	-	750,000
Ratcliffe Park Pavilion Replacement	G-53	General	-	25,000	-	-	-	-	25,000
Replace Providence Park Pavilion & Add Restroom	-	Parks Bond	-	-	-	-	750,000	-	750,000
Paving & Parking Lots									
Annual - General Park Asphalt Resurfacing	G-54	General	50,000	25,000	50,000	50,000	50,000	50,000	225,000
Planning									
Community Center Site and Program Study	-	General	20,000	-	-	-	-	-	-
Performing Arts Feasibility Study	-	General	-	-	20,000	-	-	-	20,000
Update of the 2014 Parks Strategic Master Plan	-	General	-	-	75,000	-	-	-	75,000
Westmore School Site Master Plan	-	General	-	-	60,000	-	-	-	60,000
Playgrounds									
Innovative Playground Development	-	Parks Bond	-	-	-	500,000	500,000	-	1,000,000
Playground Equipment Maintenance & Replacement	G-55	General	50,000	50,000	50,000	50,000	50,000	50,000	250,000
Restrooms									
Permanent Restroom Installations at Draper Drive Park	-	Parks Bond	-	-	500,000	-	-	-	500,000
Tennis Courts									
Providence, Westmore, Kutner & Van Dyck Tennis Courts	G-56	General	-	30,000	70,000	-	-	-	100,000

Recreation / Community Appearance

Project Recreation / Community Appearance	Page Num	Funding Source	FY 2019 Adopted	FY 2020 Adopted	FY 2021 Proposed	FY 2022 Proposed	FY 2023 Proposed	FY 2024 Proposed	FY 20 to 24 Total
Trails									
Comstock Trail	-	C&I,Other	-	-	150,000	500,000	-	-	650,000
Judicial Drive Trail Connection	-	Federal,General	425,000	-	-	-	-	-	-
Pickett Road Trail Connector	-	Other	-	-	870,000	4,000,000	-	-	4,870,000
Trail Repair and Improvements	-	RSTP	460,000	-	-	-	-	-	-
Rec. & Community Appearance Summary			1,379,349	252,700	5,807,800	20,412,900	1,663,000	163,100	28,299,500
C&I			-	-	150,000	-	-	-	150,000
Federal - Other			340,000	-	-	-	-	-	-
Federal - RSTP			460,000	-	-	-	-	-	-
Financing			137,248	-	-	-	-	-	-
General Fund			392,101	252,700	687,800	162,900	163,000	163,100	1,429,500
Other - FCPS			-	-	870,000	4,500,000	-	-	5,370,000
Parks Bond Issue			-	-	4,100,000	15,750,000	1,500,000	-	21,350,000
Private			50,000	-	-	-	-	-	-
Total Rec. & Community Appearance			1,379,349	252,700	5,807,800	20,412,900	1,663,000	163,100	28,299,500

Bolded items represent new CIP projects in FY 2020

Environment - Stormwater

Project Environment - Stormwater	Page Num	Funding Source	FY 2019 Adopted	FY 2020 Adopted	FY 2021 Proposed	FY 2022 Proposed	FY 2023 Proposed	FY 2024 Proposed	FY 20 to 24 Total
Annual Maintenance									
Driveway Pipe Replacement Project	H-4	Storm	50,000	50,000	60,000	65,000	70,000	75,000	320,000
Replacement of Failing Galvanized Storm Drainage Systems	H-5	Storm	110,000	110,000	120,000	125,000	130,000	135,000	620,000
Storm Drainage Maintenance	H-6	Storm	120,000	120,000	150,000	150,000	150,000	150,000	720,000
Storm Drainage Outfall Maintenance & Repair	H-7	Storm	100,000	100,000	110,000	115,000	120,000	125,000	570,000
Storm Drainage Repair for Paving Schedule	H-8	Storm	100,000	100,000	110,000	115,000	120,000	125,000	570,000
Storm Pipe Lining Rehabilitation	H-9	Storm	110,000	110,000	120,000	125,000	130,000	135,000	620,000
Drainage									
Neighborhood Drainage Projects	-	Financing,Storm	200,000	-	300,000	200,000	100,000	50,000	650,000
Reline Bridge Culvert Storm Structures	H-10	Storm	75,000	80,000	85,000	90,000	95,000	100,000	450,000
Sager Ave Culvert Replacement	-	30%,RevShr	-	-	680,000	-	-	-	680,000
Video Inspection of Storm Lines	-	Storm	125,000	-	125,000	125,000	125,000	125,000	500,000
Infrastructure Replacement and Improvements									
Ashby Pond Dredging	-	Financing,Storm	20,000	-	50,000	500,000	-	-	550,000
Fairfax Blvd & Meredith Ave Drainage Improvements	-	Financing,Storm	-	-	70,000	500,000	-	-	570,000
Flood Study - Foxcroft Colony & Mosby Woods Condos	-	Financing	-	-	-	595,000	-	-	595,000
Plantation Parkway Culvert Repairs	H-11	Storm	-	150,000	-	-	-	-	150,000
University Drive Storm Sewer Outfall Relocation	-	Financing	-	-	30,000	90,000	-	-	120,000
State/Federal Mandated									
Municipal Separate Storm Sewer System (MS4)	H-12	Storm	95,000	100,000	120,000	130,000	130,000	140,000	620,000
Private BMP/SWM Inspection	H-13	Storm	120,000	120,000	145,000	155,000	165,000	165,000	750,000
Public BMP/SWM Inspection and Maintenance	H-14	Storm	110,000	110,000	130,000	135,000	140,000	145,000	660,000
Stream Evaluation and Restoration	H-15	Financing,Grant,Storm	230,000	70,000	130,000	1,600,000	525,000	1,600,000	3,925,000
TMDL Action Plans	H-16	Storm	100,000	500,000	500,000	500,000	500,000	500,000	2,500,000
Stormwater									
Culvert at Pickett Road Crossing	H-17	Storm	-	104,600	-	-	-	-	104,600
Storm Improvement, Oak Street and Second	-	Financing,Storm	-	-	75,000	300,000	-	-	375,000
Subtotal Stormwater			1,665,000	1,824,600	3,110,000	5,615,000	2,500,000	3,570,000	16,619,600
Financing			-	-	380,400	2,540,400	400	45,500	2,966,700
Grant			-	-	-	800,000	-	800,000	1,600,000
NVTA 30%			-	-	340,000	-	-	-	340,000
State-Revenue Sharing			-	-	340,000	-	-	-	340,000
Storm Water - Fund			1,665,000	1,824,600	2,049,600	2,274,600	2,499,600	2,724,500	11,372,900
Total Stormwater			1,665,000	1,824,600	3,110,000	5,615,000	2,500,000	3,570,000	16,619,600

Bolded items represent new CIP projects in FY 2020

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2020 to 2024

Environment - Wastewater

Project Environment - Wastewater	Page Num	Funding Source	FY 2019 Adopted	FY 2020 Adopted	FY 2021 Proposed	FY 2022 Proposed	FY 2023 Proposed	FY 2024 Proposed	FY 20 to 24 Total
Facility Maintenance & Equipment									
Wastewater Pump Station Containment	G-57	Waste	50,000	50,000	-	-	-	-	50,000
Infrastructure Replacement and Improvements									
Noman M. Cole Plant Upgrade	G-58	Waste	6,849,000	5,200,000	5,865,000	5,272,000	5,673,000	5,659,000	27,669,000
Sanitary Sewer Line Repair and Replacement	G-59	Waste	110,000	112,000	114,000	116,000	119,000	122,000	583,000
Sanitary Sewer Lining - 10" and Under	G-60	Waste	470,000	470,000	480,000	480,000	490,000	500,000	2,420,000
Sanitary Sewer Main Rehab at University Dr & North St	-	Waste	100,000	-	-	-	-	-	-
Sanitary Sewer Manhole Rehabilitation	G-61	Waste	120,000	122,000	125,000	127,000	130,000	132,000	636,000
Sanitary Sewer Trunk Lining - Over 10"	G-62	Waste	550,000	875,000	600,000	650,000	650,000	650,000	3,425,000
Sewage Pumping Stations R&R	G-63	Waste	30,000	30,000	30,000	30,000	30,000	30,000	150,000
Wastewater Stream Pipe Encasement Project	G-64	Waste	150,000	153,000	156,000	159,000	162,000	166,000	796,000
Projects									
Geographic Information System (GIS) for Wastewater	G-65	Waste	130,000	130,000	15,000	10,000	10,000	10,000	175,000
Sanitary Sewer Evaluation	G-66	Waste	300,000	300,000	200,000	200,000	200,000	150,000	1,050,000
Vehicle/Equipment Replacement									
Wastewater Equipment Replacement	G-67	Waste	84,000	415,000	225,000	520,000	-	60,000	1,220,000
Subtotal Wastewater			8,943,000	7,857,000	7,810,000	7,564,000	7,464,000	7,479,000	38,174,000

Environment Summary									
Financing			-	-	380,400	2,540,400	400	45,500	2,966,700
Grant			-	-	-	800,000	-	800,000	1,600,000
NVTA 30%			-	-	340,000	-	-	-	340,000
State-Revenue Sharing			-	-	340,000	-	-	-	340,000
Storm Water - Fund			1,665,000	1,824,600	2,049,600	2,274,600	2,499,600	2,724,500	11,372,900
Wastewater - Fund			8,943,000	7,857,000	7,810,000	7,564,000	7,464,000	7,479,000	38,174,000
Total Environment			10,608,000	9,681,600	10,920,000	13,179,000	9,964,000	11,049,000	54,793,600

Bolded items represent new CIP projects in FY 2020

Transportation

Project Transportation	Page Num	Funding Source	FY 2019 Adopted	FY 2020 Adopted	FY 2021 Proposed	FY 2022 Proposed	FY 2023 Proposed	FY 2024 Proposed	FY 20 to 24 Total
Annual Maintenance									
Asphalt Sidewalk Replacement Program	-	General	30,000	-	31,000	32,000	32,000	33,000	128,000
Brick Sidewalk and Crosswalk Maintenance	G-71	General	109,000	55,500	113,000	116,000	118,000	120,000	522,500
City Sidewalk & Handicapped Ramp Replacement Program	G-72	General	123,000	62,500	127,000	130,000	133,000	136,000	588,500
Bridges									
Bridge Maintenance	G-73	RSTP,General	400,000	400,000	621,000	50,000	50,000	50,000	1,171,000
Drainage									
Roberts Road East Side Drainage and Roadway Improvements	G-74	NVTA 30%	-	70,000	300,000	-	-	-	370,000
Facility Maintenance & Equipment									
Compact Excavator	G-75	General	-	65,000	-	-	-	-	65,000
Infrastructure Replacement and Improvements									
Chain Bridge Road/Judicial Streetscape	-	General	75,000	-	-	-	-	-	-
Emergency Power Battery Backup System	-	General	25,500	-	28,013	29,063	30,153	31,284	118,513
Main Street Streetscape	-	30%,RevShr	-	-	600,000	2,400,000	2,000,000	-	5,000,000
Pickett Road Roadway Resurfacing	-	RSTP	280,000	-	-	-	-	-	-
Replace Traffic Controllers & Central Management System	-	General,I-66	-	-	435,000	36,313	37,674	39,087	548,074
Replacement of Older Traffic Signal Cabinets	-	General	30,600	-	32,163	33,369	34,620	35,918	136,070
Roadbed Reconstruction	-	RSTP	-	-	-	1,000,000	-	-	1,000,000
University Drive Improvements	-	C&I,30%,RevShr	1,000,000	-	-	-	-	-	-
Maintenance									
Downtown Signal Pole Painting	G-76	Other - OTSD	-	35,000	-	-	-	35,000	70,000
Sealing Renovated Masonry Work	-	General	-	-	20,000	25,000	25,000	25,000	95,000
Multimodal									
Bicycle Plan	G-77	C&I	-	75,000	-	-	-	-	75,000
Bike Share	G-78	I-66,30%	25,000	1,500,000	-	-	-	-	1,500,000
Multimodal Improvements	G-79	RSTP	74,000	331,000	-	-	755,462	-	1,086,462
Transit Facility Improvements	G-80	I-66	500,000	465,000	-	-	-	-	465,000
Transportation Demand Management	-	Other	30,000	-	-	-	-	-	-
Planning									
Eaton Place/CBR Intersection	-	NVTA 70%	-	-	-	-	2,000,000	7,000,000	9,000,000
Projects									
Chain Bridge Rd Sidewalk (new location north of Kenmore)	G-81	Other	75,000	350,000	-	-	-	-	350,000
FHWA Mandated Sign Retroreflectivity Compliance	G-82	General	51,000	52,800	54,780	56,834	58,966	61,177	284,557
Jermantown Road Corridor Improvements	G-83	30%,70%	200,000	6,500,000	6,000,000	8,500,000	-	-	21,000,000
Northfax Internal Street & ROW Improvements (Northfax II)	-	70%,RevShr	5,000,000	-	-	-	-	-	-
Old Lee Highway Multimodal Project	G-84	70%,RevShr	-	1,500,000	8,500,000	6,000,000	-	-	16,000,000
Primary Extension Paving	G-85	Federal	-	947,810	-	-	-	-	947,810
Railroad Avenue Sidewalk, Curb and Gutter	-	C&I	50,000	-	-	-	-	-	-
Residential Sidewalk Construction	G-86	C&I	100,000	200,000	200,000	200,000	200,000	200,000	1,000,000
Road Maintenance									
Citywide Crosswalk Recoating	-	General	32,640	-	34,371	35,660	36,998	38,385	145,414
Colonial Ave.	G-87	General	-	40,000	-	-	-	-	40,000
Concrete Curb and Gutter Maintenance	G-88	General	1,400,000	1,850,000	2,200,000	1,350,000	1,000,000	1,000,000	7,400,000
Independent Roadway Evaluation	G-89	RSTP,General	50,000	50,000	250,000	50,000	50,000	50,000	450,000
Primary Extension Paving	-	Federal	969,011	-	-	-	-	-	-
Street Repaving	G-90	General	1,997,000	1,109,515	3,300,000	1,000,000	3,300,000	1,000,000	9,709,515

Transportation

Project Transportation	Page Num	Funding Source	FY 2019 Adopted	FY 2020 Adopted	FY 2021 Proposed	FY 2022 Proposed	FY 2023 Proposed	FY 2024 Proposed	FY 20 to 24 Total
Street Lights									
LED Streetlight Conversion	G-92	General	-	110,000	110,000	110,000	110,000	110,000	550,000
Streetlight improvements	-	General,30%	40,000	-	30,000	30,000	30,000	30,000	120,000
Streetlight Improvements on George Mason Blvd	-	General	35,000	-	-	-	-	-	-
Traffic Signal Maintenance									
Advanced Signal Detector & Conventional Loop Maint.	G-93	General	21,000	53,000	54,988	57,050	59,189	61,408	285,635
Refurbishing Existing Traffic Signal Intersections	-	General	60,000	-	450,000	57,063	450,000	61,422	1,018,485
Traffic Signal Cabinet Security Locks	-	General	30,000	-	-	-	-	-	-
Transit									
CUE Automatic Passenger Counters (APC)	G-94	NVTC,DRPT	-	62,000	-	-	-	-	62,000
Pre-Application Transportation Project Evaluation	G-95	30%	-	200,000	200,000	200,000	200,000	200,000	1,000,000
Transit Buses Replacement	-	State	-	-	3,600,000	-	-	-	3,600,000
WMATA Capital Funding Contribution	G-96	C&I	-	260,978	230,382	231,239	230,629	235,835	1,189,063
Vehicle/Equipment Replacement									
Snowblower	-	General	-	-	90,000	-	-	-	90,000
Transportation Summary			12,812,751	16,345,103	27,611,697	21,729,591	10,941,691	10,553,516	87,181,598
C&I			400,000	535,978	430,382	431,239	430,629	435,835	2,264,063
Federal - Other			969,011	947,810	-	-	-	-	947,810
Federal - RSTP			354,000	431,000	821,000	1,000,000	755,462	-	3,007,462
General Fund			4,469,740	3,748,315	6,760,315	3,198,352	5,555,600	2,882,681	22,145,263
I-66 Inside Beltway			500,000	1,965,000	400,000	-	-	-	2,365,000
NVTA 30%			515,000	270,000	800,000	1,400,000	1,200,000	200,000	3,870,000
NVTA 70%			2,500,000	7,250,000	10,250,000	11,500,000	2,000,000	7,000,000	38,000,000
NVTC Trust Fund			-	19,840	-	-	-	-	19,840
Other - FCPS			105,000	385,000	-	-	-	35,000	420,000
State – DRPT			-	42,160	-	-	-	-	42,160
State - Other			-	-	3,600,000	-	-	-	3,600,000
State–Revenue Sharing			3,000,000	750,000	4,550,000	4,200,000	1,000,000	-	10,500,000
Total Transportation			12,812,751	16,345,103	27,611,697	21,729,591	10,941,691	10,553,516	87,181,598

Bolded items represent new CIP projects in FY 2020

PROJECT INFORMATION

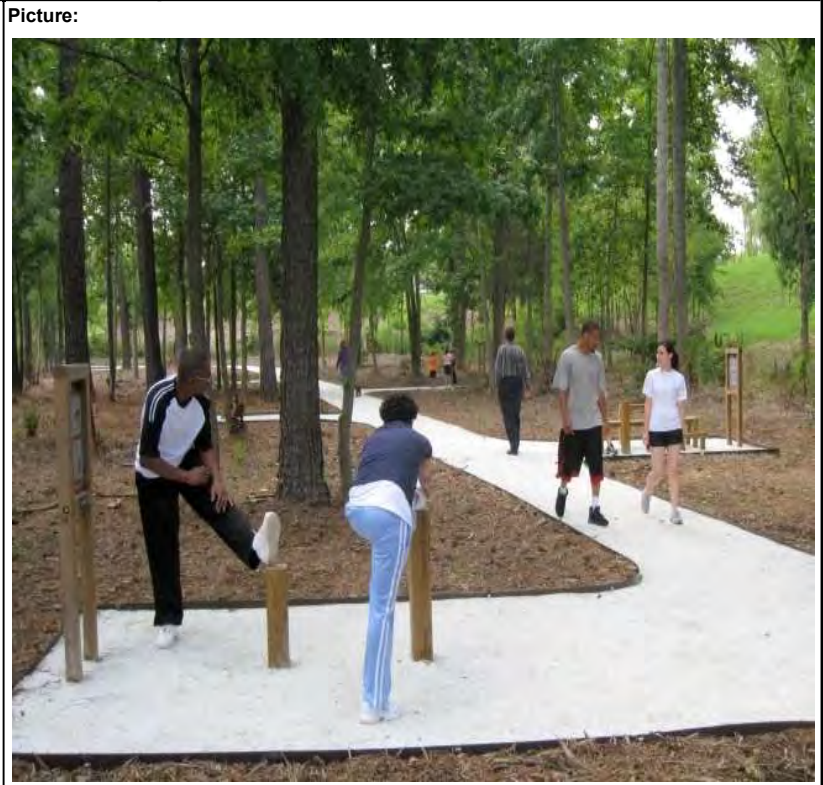
Name: Fitness Trail - Providence Elementary School **Project #** 320-681715-580330

2012 Comprehensive Plan Reference: PFS-1.2 (P.83); PRO-3.3 (p.94)

Comprehensive Plan Element

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

Statement of Need:
 Funding is requested to install a fitness trail at Providence Elementary School. In a joint project with the City's Parks and Recreation Department, the creation of a fitness trail on school property would benefit, not only students and staff, but the greater community.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	-	25,000	-	-	-	-	25,000
Total Costs	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	-	25,000	-	-	-	-	25,000
Total Funding	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	07/01/19	✓	Cable TV		Police	
Project Design Start Date			CD&P		PW Admin	
Construction Start Date			City Manager	✓	PW Fleet	
Project Completion Date	03/01/20		Finance		PW Operations	
Financial Impacts			Fire		PW Signs/Signal	
Annual Revenue Generated:	\$ -		Historic		PW Stormwater	
Annual Cost Savings:	\$ -		Human Svc		PW Streets	
Annual Increase in Operating Costs:	\$ -		IT		PW Transport	
Projected Future Savings:	\$ -		Parks & Rec	✓	PW Wastewater	
			Personnel		Schools	✓

PROJECT INFORMATION

Name: Gym Floor - Fairfax High School	Project # 320-681235-580330
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2012 Comprehensive Plan Reference: PFS-1.2 (p.83); PFS-2.2 (P.84)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	Public Service and Facilities		Environment
	Economy		Housing
	Community Appearance		Transportation
	Land Use		Other City Plan/Policy

Statement of Need:
 The current gym floor at Fairfax High School has had continual maintenance issues over the past several years resulting in costly repairs. A new wood floor is proposed for this facility.

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	-	552,745	-	-	-	-	552,745
Total Costs	\$ -	\$ 552,745	\$ -	\$ -	\$ -	\$ -	\$ 552,745

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
FCPS	-	552,745	-	-	-	-	552,745
Total Funding	\$ -	\$ 552,745	\$ -	\$ -	\$ -	\$ -	\$ 552,745

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	07/01/19	<input checked="" type="checkbox"/>	Cable TV		Police	
Project Design Start Date	07/01/18		CD&P		PW Admin	
Construction Start Date	06/01/19		City Manager		PW Fleet	
Project Completion Date	08/01/19		Finance		PW Operations	
			Fire		PW Signs/Signal	
			Historic		PW Stormwater	
			Human Svc		PW Streets	
			IT		PW Transport	
			Parks & Rec		PW Wastewater	
			Personnel		Schools	<input checked="" type="checkbox"/>
Financial Impacts						
Annual Revenue Generated:	\$ -					
Annual Cost Savings:	\$ -					
Annual Increase in Operating Costs:	\$ -					
Projected Future Savings:	\$ -					

PROJECT INFORMATION

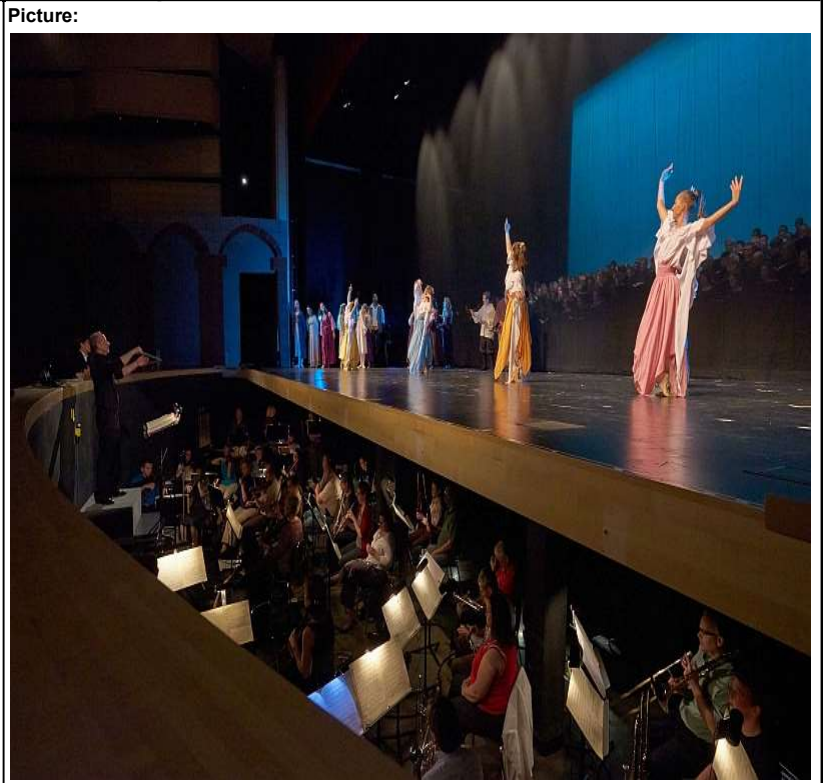
Name: Orchestra Pit - Fairfax High School **Project #** 320-681233-580330

2012 Comprehensive Plan Reference: PFS-1.2 (p.83); PFS-2.2 (P.84)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	Public Service and Facilities		Environment
	Economy		Housing
	Community Appearance		Transportation
	Land Use		Other City Plan/Policy

Statement of Need:
 As the first step in determining the viability of restoring the Orchestra Pit, a sound study would be conducted in FY 2020. Funding is requested in FY 2021 for remediation based on the results of the sound study, and funding is requested in FY 2022 for the complete restoration of the Orchestra Pit.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering	-	20,000	-	-	-	-	20,000
Infrastructure Maint/Repair/Upgrade	-	-	100,000	638,000	-	-	738,000
Total Costs	\$ -	\$ 20,000	\$ 100,000	\$ 638,000	\$ -	\$ -	\$ 758,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	-	20,000	100,000	638,000	-	-	758,000
Total Funding	\$ -	\$ 20,000	\$ 100,000	\$ 638,000	\$ -	\$ -	\$ 758,000

Estimated Project Timeline		New Project	Responsible Department(s):				
Project Origination Date	07/01/19		<input checked="" type="checkbox"/>	Cable TV		Police	
Project Design Start Date	07/01/19	CD&P			PW Admin		
Construction Start Date	07/01/21	City Manager			PW Fleet		
Project Completion Date	03/31/22	Finance			PW Operations		
			Fire		PW Signs/Signal		
			Historic		PW Stormwater		
			Human Svc		PW Streets		
			IT		PW Transport		
			Parks & Rec		PW Wastewater		
			Personnel		Schools	<input checked="" type="checkbox"/>	
Financial Impacts							
Annual Revenue Generated:	\$ -						
Annual Cost Savings:	\$ -						
Annual Increase in Operating Costs:	\$ -						
Projected Future Savings:	\$ -						

PROJECT INFORMATION

Name: Carpet and Tile Replacement - Daniels Run/Providence **Project #** 320-681707-580330

2012 Comprehensive Plan Reference: PFS-1.2 (p.83); PFS-2.2 (p.84)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	Public Service and Facilities		Environment
	Economy		Housing
	Community Appearance		Transportation
	Land Use		Other City Plan/Policy


Statement of Need:
This project provides funding to replace existing carpeted areas and re-tile areas within classrooms at Daniels Run and Providence Elementary schools.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	20,000	30,000	30,000	30,000	30,000	30,000	150,000
Total Costs	\$ 20,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	20,000	30,000	30,000	30,000	30,000	30,000	150,000
Total Funding	\$ 20,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date			Cable TV		Police	
Project Design Start Date			CD&P		PW Admin	
Construction Start Date			City Manager		PW Fleet	
Project Completion Date	Ongoing		Finance		PW Operations	
			Fire		PW Signs/Signal	
			Historic		PW Stormwater	
			Human Svc		PW Streets	
			IT		PW Transport	
			Parks & Rec		PW Wastewater	
			Personnel		Schools	✓
Financial Impacts						
Annual Revenue Generated:	\$ -					
Annual Cost Savings:	\$ -					
Annual Increase in Operating Costs:	\$ -					
Projected Future Savings:	\$ -					

PROJECT INFORMATION								
Name: Concrete Repairs - Schools					Project # 320-681705-580330			
2012 Comprehensive Plan Reference:		PFS-1.2 (p.83); PFS-2.2 (p.84)						
Comprehensive Plan Element								
<input checked="" type="checkbox"/>	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 the City's four schools.				Picture: 				
Funding Allocation		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade		20,000	20,000	20,000	20,000	20,000	20,000	100,000
Total Costs		\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
Funding Sources		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund		20,000	20,000	20,000	20,000	20,000	20,000	100,000
Total Funding		\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
Estimated Project Timeline			New Project	Responsible Department(s):				
Project Origination Date				Cable TV		Police		
Project Design Start Date				CD&P		PW Admin		
Construction Start Date				City Manager		PW Fleet		
Project Completion Date				Ongoing	Finance		PW Operations	
Financial Impacts				Historic		PW Signs/Signal		
Annual Revenue Generated:				\$ -	Human Svc		PW Stormwater	
Annual Cost Savings:				\$ -	IT		PW Streets	
Annual Increase in Operating Costs:				\$ -	Parks & Rec		PW Transport	
Projected Future Savings:			\$ -	Personnel		PW Wastewater		
						Schools	✓	

PROJECT INFORMATION

Name: HVAC Repair/Replacement - Schools	Project # 320-681713-580108
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2012 Comprehensive Plan Reference: PFS-1.2 (p.83); PFS-2.2 (p.84)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	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 air conditioning and/or heating unit components as needed at City schools. Several HVAC units at the elementary schools are nearing the end of their useful life and will likely need repair or replacement in future years. Currently, FY 2020 expenditures will cover the replacement of units at Providence Elementary and Fairfax High School. FY 2021 expenditures are slated for Fairfax High School. As units at all four schools reach the end of their useful life, they will be evaluated for replacement in out years.

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	95,000	205,000	372,000	100,000	100,000	100,000	877,000
Total Costs	\$ 95,000	\$ 205,000	\$ 372,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 877,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	95,000	205,000	372,000	100,000	100,000	100,000	877,000
Total Funding	\$ 95,000	\$ 205,000	\$ 372,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 877,000

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date	Ongoing	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Paving Repairs - Schools **Project #** 320-681705-580330

2012 Comprehensive Plan Reference: PFS-1.2 (p.83); PFS-2.2 (p.84)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	Public Service and Facilities		Environment
<input type="checkbox"/>	Economy		Housing
<input type="checkbox"/>	Community Appearance		Transportation
<input type="checkbox"/>	Land Use		Other City Plan/Policy

Statement of Need:
This project provides funding to repair parking areas, bus loops, and other paving at all four City schools.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	25,000	25,000	25,000	25,000	25,000	25,000	125,000
Total Costs	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	25,000	25,000	25,000	25,000	25,000	25,000	125,000
Total Funding	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date			Cable TV		Police	
Project Design Start Date			CD&P		PW Admin	
Construction Start Date			City Manager		PW Fleet	
Project Completion Date	Ongoing		Finance		PW Operations	
			Fire		PW Signs/Signal	
			Historic		PW Stormwater	
			Human Svc		PW Streets	
			IT		PW Transport	
			Parks & Rec		PW Wastewater	
			Personnel		Schools	✓

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

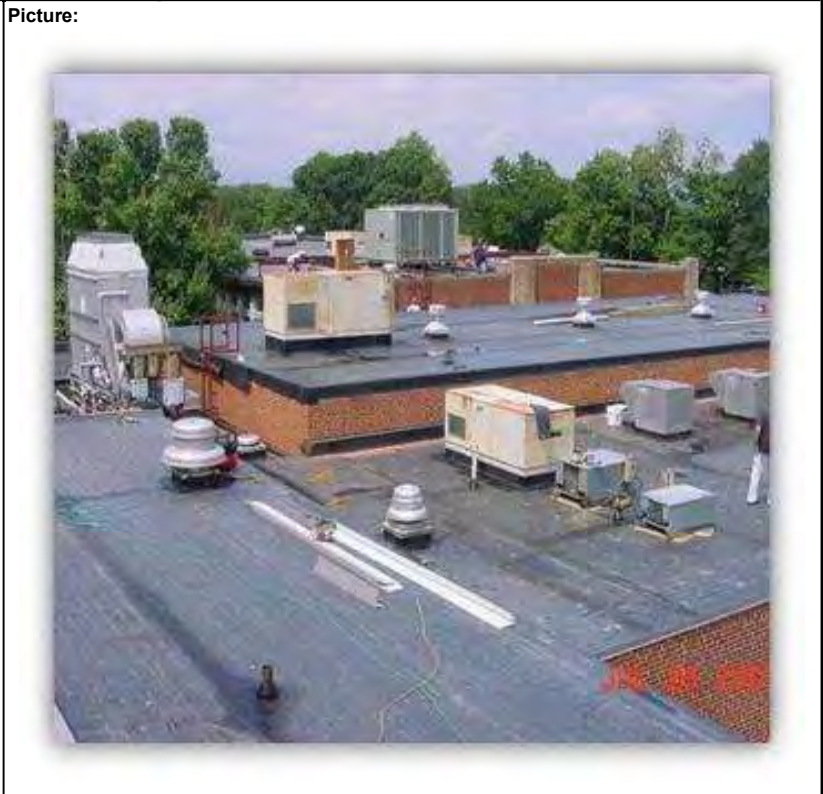
Name: Roof Repair and Replacement - Schools **Project #** 320-681712-580330

2012 Comprehensive Plan Reference: PFS-1.2 (p.83); PFS-2.2 (p.84)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	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 repair and replacement of roofing components at City schools. Additionally, funding will provide for the maintenance agreement at both Lanier Middle School and Fairfax High School. In FY 2020, an increase in funding will cover the cost of recoating the gym roof at Fairfax High School.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	15,500	54,000	17,000	18,000	19,195	21,573	129,768
Total Costs	\$ 15,500	\$ 54,000	\$ 17,000	\$ 18,000	\$ 19,195	\$ 21,573	\$ 129,768

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	15,500	54,000	17,000	18,000	19,195	21,573	129,768
Total Funding	\$ 15,500	\$ 54,000	\$ 17,000	\$ 18,000	\$ 19,195	\$ 21,573	\$ 129,768

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date			Cable TV		Police	
Project Design Start Date			CD&P		PW Admin	
Construction Start Date			City Manager		PW Fleet	
Project Completion Date	Ongoing		Finance		PW Operations	
			Fire		PW Signs/Signal	
			Historic		PW Stormwater	
			Human Svc		PW Streets	
			IT		PW Transport	
			Parks & Rec		PW Wastewater	
			Personnel		Schools	✓

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Other Projects - Schools **Project #** 320-681901-580330

2012 Comprehensive Plan Reference: PFS-1.2 (p.83); PFS-2.2 (p.84)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	Public Service and Facilities		Environment
<input type="checkbox"/>	Economy		Housing
<input type="checkbox"/>	Community Appearance		Transportation
<input type="checkbox"/>	Land Use		Other City Plan/Policy

Statement of Need:
 This project provides funding for unforeseen projects in our school buildings. These projects are likely repair/replacement of major components in the schools that may fail or require major costly repairs.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	-	10,000	35,000	35,000	35,000	35,000	150,000
Total Costs	\$ -	\$ 10,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 150,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	-	10,000	35,000	35,000	35,000	35,000	150,000
Total Funding	\$ -	\$ 10,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 150,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date			Cable TV		Police	
Project Design Start Date			CD&P		PW Admin	
Construction Start Date			City Manager		PW Fleet	
Project Completion Date	Ongoing		Finance		PW Operations	
			Fire		PW Signs/Signal	
			Historic		PW Stormwater	
			Human Svc		PW Streets	
			IT		PW Transport	
			Parks & Rec		PW Wastewater	
			Personnel		Schools	✓
Financial Impacts						
Annual Revenue Generated:	\$ -					
Annual Cost Savings:	\$ -					
Annual Increase in Operating Costs:	\$ -					
Projected Future Savings:	\$ -					

PROJECT INFORMATION

Name: Planting & Beautification **Project #** 320-651420-580330

2012 Comprehensive Plan Reference: EC-1.2 (p. 49); ENV-1.3 (p. 33); CA-1.5 (p. 103); CA-4.2 (p. 106)

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. This project also includes benches, planters, and tree pit maintenance.

Operating Cost(s): Upkeep on trees/shrubs/flowers with fertilizers, mulch and pesticide treatments.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	25,000	30,000	30,000	30,000	30,000	30,000	150,000
Total Costs	\$ 25,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	25,000	30,000	30,000	30,000	30,000	30,000	150,000
Total Funding	\$ 25,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000

Estimated Project Timeline		New Project	Responsible Department(s):	
Project Origination Date			Cable TV	Police
Project Design Start Date			CD&P	PW Admin
Construction Start Date			City Manager	PW Fleet
Project Completion Date	Ongoing		Finance	PW Operations
Financial Impacts			Fire	PW Signs/Signal
Annual Revenue Generated:	\$ -		Historic	PW Stormwater
Annual Cost Savings:	\$ -		Human Svc	PW Streets
Annual Increase in Operating Costs:	\$ -		IT	PW Transport
Projected Future Savings:	\$ -	Parks & Rec	PW Wastewater	
		Personnel	Schools	

PROJECT INFORMATION

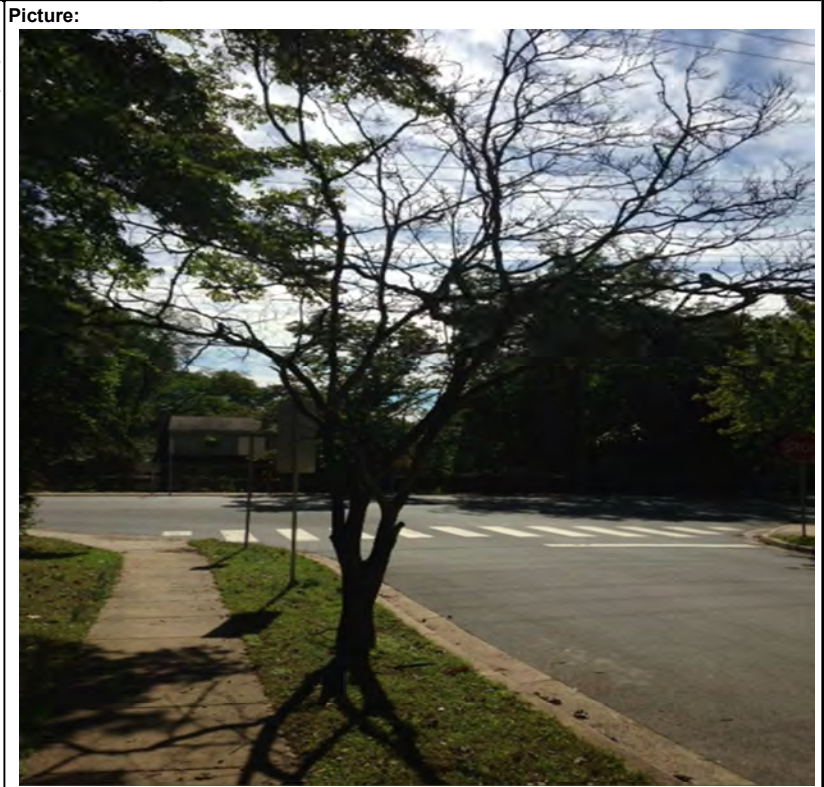
Name: Tree Removal **Project #** 320-651420-580330

2012 Comprehensive Plan Reference: EC-1.2 (p. 49); ENV-1.3 (p. 33); CA-1.5 (p. 103); CA-4.2 (p. 106)

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 removal and replacement of trees in residential areas throughout the city. There is a high volume of dead or dying trees located in the utility strips along the right of way, which is between the sidewalk and the curb. These trees need to be removed to prevent future safety issues. (\$85k)



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Right of Way	-	42,500	42,500	-	-	-	85,000
Total Costs	\$ -	\$ 42,500	\$ 42,500	\$ -	\$ -	\$ -	\$ 85,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	-	42,500	42,500	-	-	-	85,000
Total Funding	\$ -	\$ 42,500	\$ 42,500	\$ -	\$ -	\$ -	\$ 85,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	07/01/19	✓	Cable TV	Police		
Project Design Start Date			CD&P	PW Admin		
Construction Start Date			City Manager	PW Fleet		
Project Completion Date	06/30/20		Finance	PW Operations		✓
		Fire	PW Signs/Signal			
		Historic	PW Stormwater			
		Human Svc	PW Streets			
		IT	PW Transport			
		Parks & Rec	PW Wastewater			
		Personnel	Schools			

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ 1,000
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Rescue Engine Replacement **Project #** 320-611730-580105

2012 Comprehensive Plan Reference: PFS - 2.2/2.4 (p. 84)

Comprehensive Plan Element

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

Statement of Need:

According to the Fairfax Volunteer Fire Department (FVFD) and the City of Fairfax Fire Department multi-year Apparatus Replacement Plan the 2004 Pierce Rescue Engine is in need of replacement in October 2019 (FY 2020 CIP).

This vehicle served as the front line Rescue Engine for 8 years and was then moved to reserve status for 8 years. This request is inclusive of the cost to replace the extrication equipment and fire hose carried on this vehicle. These items also have reached the end of their life cycle.


Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Equipment Repair/Replace/Upgrade	-	1,200,000	-	-	-	-	1,200,000
Total Costs	\$ -	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Financing	-	1,200,000	-	-	-	-	1,200,000
Total Funding	\$ -	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	10/01/18	✓	Cable TV		Police	
Project Design Start Date	11/01/18		CD&P		PW Admin	
Construction Start Date	07/01/19		City Manager		PW Fleet	
Project Completion Date	11/01/19		Finance		PW Operations	
Financial Impacts			Fire	✓	PW Signs/Signal	
Annual Revenue Generated:	\$ -		Historic		PW Stormwater	
Annual Cost Savings:	\$ -		Human Svc		PW Streets	
Annual Increase in Operating Costs:	\$ -		IT		PW Transport	
Projected Future Savings:	\$ -		Parks & Rec		PW Wastewater	
			Personnel		Schools	

PROJECT INFORMATION								
Name: Vehicle Exhaust System for Station 3					Project # 320-611749-580105			
2012 Comprehensive Plan Reference:		PFS 2.4 (84)						
Comprehensive Plan Element								
<input checked="" type="checkbox"/>	Public Service and Facilities						Environment	
	Economy						Housing	
	Community Appearance						Transportation	
	Land Use						Other City Plan/Policy	
Statement of Need: Hazardous diesel exhaust emissions in the fire station are a significant cancer health risk for firefighters. The World Health Organization classified diesel exhaust as carcinogenic to humans based upon significant medical evidence. To help eliminate hazards in the workplace, the department is requesting funds to upgrade the electrical system and to purchase/install a vehicle exhaust system at Station 3 for the heavy apparatus and medic units.				Picture: 				
Funding Allocation		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade		-	150,000	-	-	-	-	150,000
Total Costs		\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Funding Sources		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Financing		-	150,000	-	-	-	-	150,000
Total Funding		\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Estimated Project Timeline			New Project	Responsible Department(s):				
Project Origination Date		08/01/19		<input checked="" type="checkbox"/>	Cable TV		Police	
Project Design Start Date					CD&P		PW Admin	
Construction Start Date					City Manager		PW Fleet	
Project Completion Date		12/30/19			Finance		PW Operations	
				Fire		<input checked="" type="checkbox"/> PW Signs/Signal		
				Historic		PW Stormwater		
				Human Services		PW Streets		
				IT		PW Transport		
				Parks & Rec		PW Wastewater		
				Personnel		Schools		
Financial Impacts								
Annual Revenue Generated:		\$ -						
Annual Cost Savings:		\$ -						
Annual Increase in Operating Costs:		\$ -						
Projected Future Savings:		\$ -						

PROJECT INFORMATION

Name: Northern Virginia Community College **Project #** 320-611901-580330

2012 Comprehensive Plan Reference: PFS-1.2 (p. 83)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	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.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	52,328	53,606	54,946	56,320	57,728	59,171	281,771
Total Costs	\$ 52,328	\$ 53,606	\$ 54,946	\$ 56,320	\$ 57,728	\$ 59,171	\$ 281,771

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	52,328	53,606	54,946	56,320	57,728	59,171	281,771
Total Funding	\$ 52,328	\$ 53,606	\$ 54,946	\$ 56,320	\$ 57,728	\$ 59,171	\$ 281,771

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date	Ongoing	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Datacenter server and storage replacement **Project #** 320-611613-580330

2012 Comprehensive Plan Reference: PFS-2.5 (p.84)

Comprehensive Plan Element

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

Statement of Need:
 The City has two datacenters, one primary datacenter that provides most of the network services in the City and one datacenter that acts as a redundant backup system to be used if any system or systems go down in the primary datacenter. As of 2020, EMC will cease support on the City's Data Storage Systems and Dell will cease support on the City's Virtual Server Systems. This project would allow for the replacement of the existing Data Storage Systems and the existing Virtual Server Systems. The new systems will take up less space, require less power, create less heat and provide a faster and more stable environment for the City's network services.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Equipment Repair/Replace/Upgrade	50,000	50,000	-	-	-	-	50,000
Total Costs	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	50,000	50,000	-	-	-	-	50,000
Total Funding	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date	07/01/17	Cable TV
Project Design Start Date	07/01/17	CD&P
Construction Start Date	10/01/18	City Manager
Project Completion Date	10/01/19	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ 6,700
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ 186,000

PROJECT INFORMATION

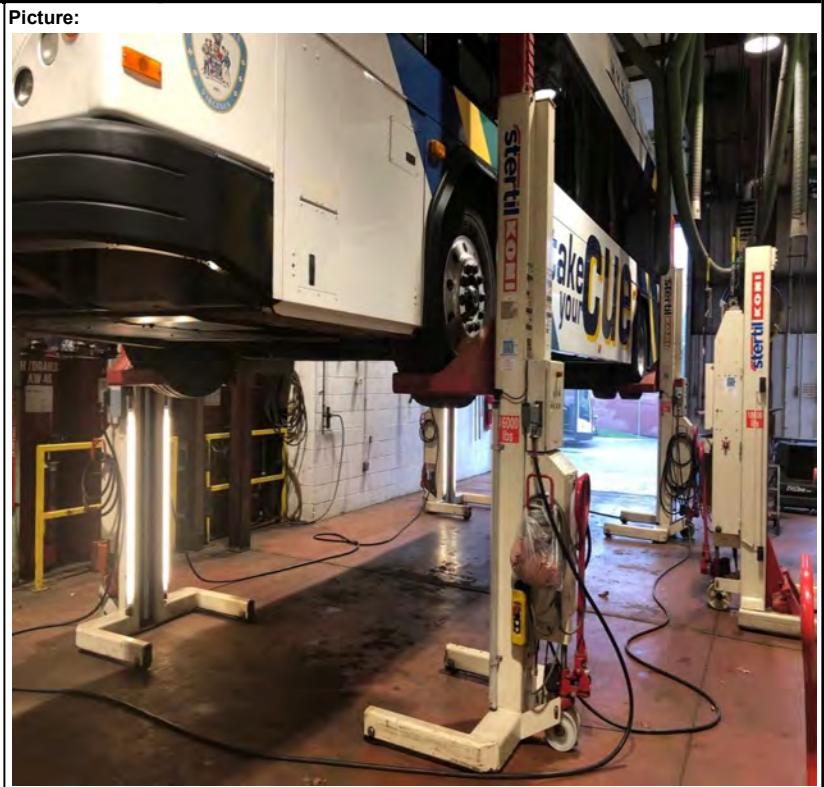
Name: Fleet Maintenance Lift Replacement **Project #** 320-611486-580108

2012 Comprehensive Plan Reference: PFS-1.4 (p.83)

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 vehicle lifts in the Fleet Garage. These lifts are used in the daily operation of the garage, they are used to perform repairs and preventative maintenance on all city vehicles/equipment. The lifts have a life expectancy of 15-20 years and will reach their lift expectancies in FY 2020 thru FY 2024 respectively. The lifts are used on an average of six hours per day. It's important to replace these lifts on schedule to help prevent potential safety hazards and to meet the ANSI/ALI safety requirements.
 FY 2020>Bay 7 \$45k
 FY 2021>Bay 1 \$18k
 FY 2022>Bay 2 \$15k
 FY 2024>Bay 4 \$160k



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Equipment Repair/Replace/Upgrade	-	45,000	18,000	15,000	-	160,000	238,000
Total Costs	\$ -	\$ 45,000	\$ 18,000	\$ 15,000	\$ -	\$ 160,000	\$ 238,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	-	14,400	18,000	15,000	-	160,000	207,400
State - DRPT	-	30,600	-	-	-	-	30,600
Total Funding	\$ -	\$ 45,000	\$ 18,000	\$ 15,000	\$ -	\$ 160,000	\$ 238,000

Estimated Project Timeline		New Project	Responsible Department(s):	
Project Origination Date	07/01/19		Cable TV	Police
Project Design Start Date	07/01/19	CD&P	PW Admin	
Construction Start Date	09/01/19	City Manager	PW Fleet	
Project Completion Date	10/01/19	Finance	PW Operations	
		Fire	PW Signs/Signal	
		Historic	PW Stormwater	
		Human Svc	PW Streets	
		IT	PW Transport	
		Parks & Rec	PW Wastewater	
		Personnel	Schools	

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Fuel Island Maintenance	Project # 320-611487-580108
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2012 Comprehensive Plan Reference: PFS-1.4 (p.83)

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 maintenance of the Fuel Island at the Property Yard facility. Work proposed includes:

FY2020> Tank Relining and Concrete Replacement: This project is to refurbish the current Gasoline and Diesel Underground Storage Tanks and to clean, re-line and repair any damaged areas on two 12k gallon underground gasoline and diesel tanks. The current tanks are over 23 years old and are made from steel vs. the newer tanks which are made of fiberglass to prevent corrosion. The concrete surface covering the tanks has deteriorated and is breaking away from the cracks. This requires removal and installation of new concrete. (\$120k)

FY2021> Wireless Card Reader: This project is to purchase and install a wireless module on all the fleet. This module will communicate wirelessly with the fuel pump when the fleet needs fuel. This upgrade will eliminate the wrong fuel from being added to the fleet, and will track the fuel mileage, allowing for proper tracking of MPG. (\$80k)

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Equipment Repair/Replace/Upgrade	-	-	80,000	-	-	-	80,000
Infrastructure Maint/Repair/Upgrade	60,000	120,000		-	-	-	120,000
Total Costs	\$ 60,000	\$ 120,000	\$ 80,000	\$ -	\$ -	\$ -	\$ 200,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	60,000	107,760	71,840	-	-	-	179,600
State - DRPT	-	12,240	8,160	-	-	-	20,400
Total Funding	\$ 60,000	\$ 120,000	\$ 80,000	\$ -	\$ -	\$ -	\$ 200,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	07/01/19		Cable TV CD&P City Manager Finance Fire Historic Human Svc IT Parks & Rec Personnel	Police		
Project Design Start Date		PW Admin				
Construction Start Date		PW Fleet				✓
Project Completion Date	06/30/20	PW Operations				
			PW Signs/Signal			
			PW Stormwater			
			PW Streets			
			PW Transport			
			PW Wastewater			
			Schools			

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

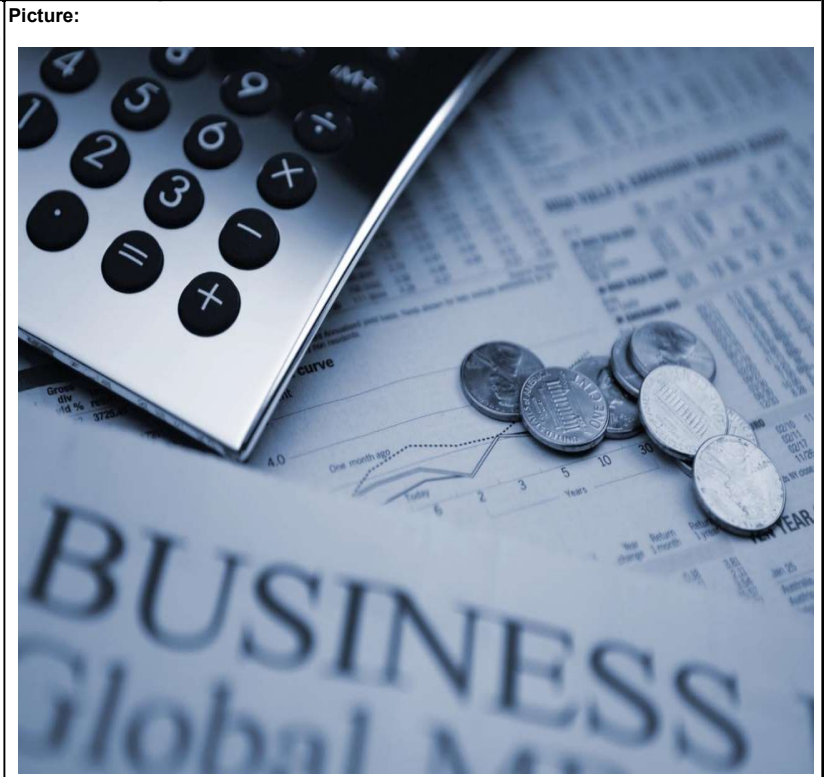
Name: Finance System Audit **Project #** 320-611207-580108

2012 Comprehensive Plan Reference: PFS-2.5 (p.84)

Comprehensive Plan Element

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

Statement of Need:
 The City currently is using Central Square Finance Plus system for its bookkeeping, budgeting, payroll, and financial reporting (GL System). The City has outgrown this system and needs a system that is more robust as well as modular to handle its future needs. This project is the first phase of the replacement process of this system and the second phase will be the purchase of a new GL system beginning in FY2022. In this phase, the City will seek a third party to conduct a full needs assessment, build a requirements document, and assist in the project bidding process. One major benefit of this project is that it makes our implementation estimate significantly more accurate because the assessment helps to reduce any surprises and minimize scope creep. This project is not an additional cost to the replacement process because it is replacing the cost that most vendors build into their quotes to gather requirements and then develop the project plan and revised estimate.




Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering	-	40,000	-	-	-	-	40,000
Total Costs	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	-	40,000	-	-	-	-	40,000
Total Funding	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	07/01/19	✓	Cable TV		Police	
Project Design Start Date	07/01/19		CD&P		PW Admin	
Construction Start Date			City Manager		PW Fleet	
Project Completion Date	10/01/19		Finance	✓	PW Operations	
			Fire		PW Signs/Signal	
			Historic		PW Stormwater	
			Human Svc		PW Streets	
			IT	✓	PW Transport	
			Parks & Rec		PW Wastewater	
			Personnel	✓	Schools	

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ 40,000

PROJECT INFORMATION								
Name: Emergency Comm and Records Management Systems Upgrade				Project # 320-611613-580108				
2012 Comprehensive Plan Reference:		PFS - 2.4 (p.84)						
Comprehensive Plan Element								
✓	Public Service and Facilities					Environment		
	Economy					Housing		
	Community Appearance					Transportation		
	Land Use					Other City Plan/Policy		
<p>Statement of Need: In January 2006, the Police Department purchased a new software program (New World Systems) to upgrade existing records management software (RMS), computer aided dispatch (CAD) software, and mobile computing/field-based reporting software (Mobile). Each distinct software system is integrated and communicates seamlessly to a central database. In FY 2016 the department upgraded our field reporting system. We are seeking to further enhance our operations by purchasing new software for the final two modules. Our current software is approaching end of life and software modifications are no longer supported by our vendor. The proposed upgrade will enhance operations by providing a new interface platform for the Emergency Communications Center and the department records section. The system will provide an integrated map across all three platforms, support NG-911 (Next-Generation 911), increase efficiency, and permit the sharing of RMS data among multiple servers. The new system will provide new and increased access to actionable intelligence data as well as instant access to statistics, graphs and mapping information. The new software also contains an upgraded alert system which will permit dispatchers to give officers better real-time information on potentially dangerous persons or places.</p>				<p>Picture:</p> 				
Funding Allocation		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade		-	127,000	127,000	-	-	-	254,000
Total Costs		\$ -	\$ 127,000	\$ 127,000	\$ -	\$ -	\$ -	\$ 254,000
Funding Sources		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund		-	127,000	127,000	-	-	-	254,000
Total Funding		\$ -	\$ 127,000	\$ 127,000	\$ -	\$ -	\$ -	\$ 254,000
Estimated Project Timeline			New Project	Responsible Department(s):				
Project Origination Date		07/01/19		Cable TV		Police	✓	
Project Design Start Date				CD&P		PW Admin		
Construction Start Date				City Manager		PW Fleet		
Project Completion Date		01/01/21		Finance		PW Operations		
			Fire		PW Signs/Signal			
Financial Impacts				Historic		PW Stormwater		
Annual Revenue Generated:		\$ -		Human Svc		PW Streets		
Annual Cost Savings:		\$ -		IT		PW Transport		
Annual Increase in Operating Costs:		\$ -		Parks & Rec		PW Wastewater		
Projected Future Savings:		\$ -		Personnel		Schools		

PROJECT INFORMATION

Name: Police Facility Security System Upgrade **Project #** 320-611621-580330

2012 Comprehensive Plan Reference: PFS - 2.4 (P.84)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	Public Service and Facilities		Environment
	Economy		Housing
	Community Appearance		Transportation
	Land Use		Other City Plan/Policy

Statement of Need:
 In 2006 the police department moved into its new facility and installed an analog camera and door keycard access system. The funding for the initially proposed security system was reduced to minimize final costs to the building project. The originally installed system consisted of separate camera and door keycard access systems. It was incompatible with Internet Protocol (IP) based cameras and provided 15-18 days of backup recording. Upgrades to the antiquated technology was not considered cost efficient and initial funding was approved in FY 2018 for a replacement system. The new IP based security system utilizes one software solution to combine the camera and key card access systems, increases back-up recording time to 12 months, permits access to externally located IP cameras (City Hall or any other external location), and allows for future camera expansion and recording space upgrades. FY 2020 is the third year of a multi-year project and funding this year will permit us to purchase and install additional cameras and hardware.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Equipment - New Purchase	15,000	15,000	15,000	-	-	-	30,000
Total Costs	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ 30,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	15,000	15,000	15,000	-	-	-	30,000
Total Funding	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ 30,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	07/01/18		Cable TV		Police	<input checked="" type="checkbox"/>
Project Design Start Date			CD&P		PW Admin	
Construction Start Date			City Manager		PW Fleet	
Project Completion Date	12/01/21		Finance		PW Operations	
			Fire		PW Signs/Signal	
			Historic		PW Stormwater	
			Human Svc		PW Streets	
			IT		PW Transport	
			Parks & Rec		PW Wastewater	
			Personnel		Schools	
Financial Impacts						
Annual Revenue Generated:	\$ -					
Annual Cost Savings:	\$ -					
Annual Increase in Operating Costs:	\$ 2,000					
Projected Future Savings:	\$ 2,000					

PROJECT INFORMATION

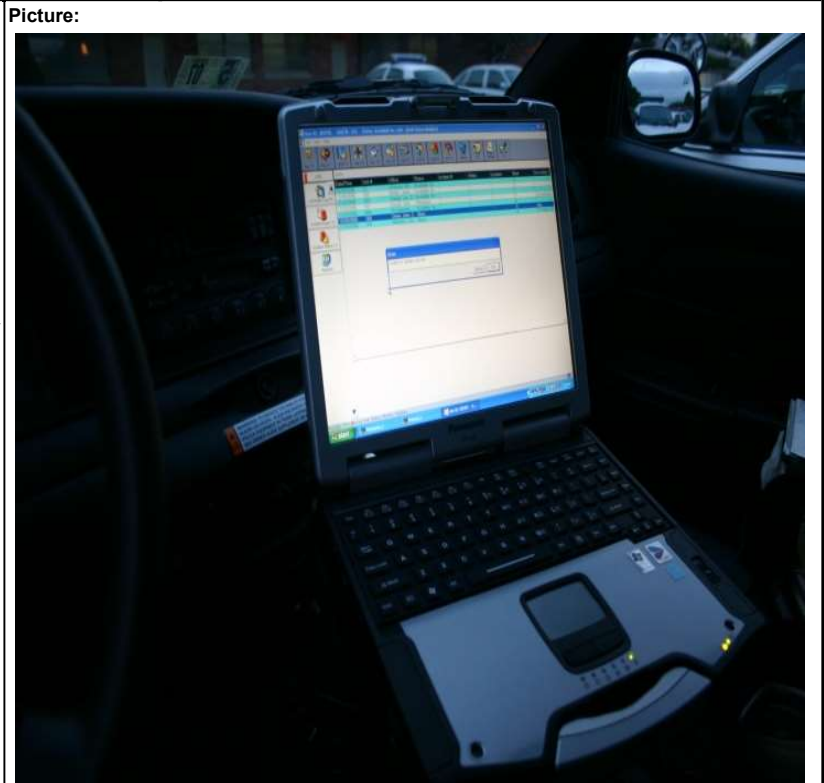
Name: Police Information Technology Program **Project #** 320-611607-580330

2012 Comprehensive Plan Reference: PFS - 2.4 (p.84)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	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 12 physical and 15 virtual servers, and the significant number of mobile and office computers necessary to streamline work productivity and to maintain the police department's critical IT systems. The replacement of major IT components is based on a projected lifecycle to avoid catastrophic failures as well as replacing minor equipment such as printers, keyboards, cables, mobile storage media, scanners, etc.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Equipment Repair/Replace/Upgrade	81,147	83,581	86,088	88,670	91,330	94,070	443,739
Total Costs	\$ 81,147	\$ 83,581	\$ 86,088	\$ 88,670	\$ 91,330	\$ 94,070	\$ 443,739

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	81,147	83,581	86,088	88,670	91,330	94,070	443,739
Total Funding	\$ 81,147	\$ 83,581	\$ 86,088	\$ 88,670	\$ 91,330	\$ 94,070	\$ 443,739

Estimated Project Timeline		New Project	Responsible Department(s):	
Project Origination Date			Cable TV	Police
Project Design Start Date			CD&P	PW Admin
Construction Start Date			City Manager	PW Fleet
Project Completion Date	Ongoing		Finance	PW Operations
			Fire	PW Signs/Signal
			Historic	PW Stormwater
			Human Svc	PW Streets
			IT	PW Transport
			Parks & Rec	PW Wastewater
			Personnel	Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Police Vehicle Replacement	Project # 320-611620-580105
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2012 Comprehensive Plan Reference: PFS - 2.4 (p. 84)

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 aging and would require extensive maintenance costs to retain. Police vehicles are generally replaced every five to ten years depending on type of vehicle, use, condition, mileage and department needs. The vehicle replacement request includes the base price of the vehicles, build costs, as well as the equipment costs for lights, sirens, in-car video, consoles and racks, prisoner shields, and vehicle markings. All vehicles recommended for replacement are experiencing frequent maintenance issues and have high overall operating costs. Vehicles recommended for replacement in FY 2020:

YR	Vehicle	Assigned to	Mileage	Replacement Cost
2006	Harley Motorcycle	SOD	42,972	\$ 32,500
2008	Ford Crown Vic	SOD	85,179	\$ 56,500
2008	Ford Crown Vic	CID	96,919	\$ 56,500
Total				\$ 145,500

The Ford Crown Victorias will be replaced with Ford Police Interceptor SUVs. Total vehicle cost consists of the following components:

Vehicle	\$31,450	In-Car Video	\$4,600
Build out	\$14,500	Armored Doors	\$3,200
Light Bar	\$ 1,900	Striping	\$ 850



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Equipment Repair/Replace/Upgrade	160,000	145,500	150,000	150,000	150,000	150,000	745,500
Total Costs	\$ 160,000	\$ 145,500	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 745,500

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	160,000	145,500	150,000	150,000	150,000	150,000	745,500
Total Funding	\$ 160,000	\$ 145,500	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 745,500

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date	Ongoing	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings (5 years):	\$ 35,000

PROJECT INFORMATION

Name: Refuse & Recycling Trucks Replacement **Project #** 320-611501-580105

2012 Comprehensive Plan Reference: PFS-2.2 (p.84)

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 trash and recycling trucks for the Refuse and Recycling Department in the Operations Division. It is necessary to replace these truck every eight years due to the daily use, condition and parts availability . The city owns a total of 7 trash/recycling trucks with a replacement value of \$1.75M. These trucks service an estimate of 6,500 homes on a weekly basis.



FY 2020-FY 2024 details on following page.

Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Equipment Repair/Replace/Upgrade	-	980,000	-	250,000	-	-	1,230,000
Total Costs	\$ -	\$ 980,000	\$ -	\$ 250,000	\$ -	\$ -	\$ 1,230,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Financing	-	980,000	-	-	-	-	980,000
General Fund	-	-	-	250,000	-	-	250,000
Total Funding	\$ -	\$ 980,000	\$ -	\$ 250,000	\$ -	\$ -	\$ 1,230,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date		✓	Cable TV		Police	
Project Design Start Date			CD&P		PW Admin	
Construction Start Date			City Manager		PW Fleet	✓
Project Completion Date	Ongoing		Finance		PW Operations	
Financial Impacts			Fire		PW Signs/Signal	
Annual Revenue Generated:	\$ -		Historic		PW Stormwater	
Annual Cost Savings:	\$ -		Human Svc		PW Streets	
Annual Increase in Operating Costs:	\$ -		IT		PW Transport	
Projected Future Savings (5 years):	\$ 158,201		Parks & Rec		PW Wastewater	
			Personnel		Schools	

Refuse Trash/Recycling Truck Replacement (FY 2020 Adopted)



EQ #: 681
Make/Model: Mack/Recycle Truck
Assignment: Refuse

Entire body is covered in rust that's starting to scale. All hydraulic cylinders are seeping fluid and need to be rebuilt. The bushings for the rear cylinders have a lot of wear and need to be refurbished. Engine needs to be pulled and resealed due to multiple leaks.



EQ #: 685
Make/Model: Mack/Trash Truck
Assignment: Refuse

The truck needs a new body due to wear and rust scales. Temporary repairs have been made to keep the truck in service. The engine needs to be pulled and resealed due to multiple leaks. The LTD operating cost has exceeded the original purchase cost.



EQ #: 687
Make/Model: Mack/Trash Truck
Assignment: Refuse

The truck needs a new body due to wear and rust scales. Temporary repairs have been made to keep the truck in service. The engine needs to be pulled and resealed due to multiple leaks. The hydraulic system needs to be replaced due to losing PSI during operations




EQ #: 686
Make/Model: Mack/Trash Truck
Assignment: Refuse

The truck needs a new body due to wear and rust scales. Temporary repairs have been made to keep the truck in service. The engine needs to be pulled and resealed due to multiple leaks. The repair cost has steadily increase over the past couple years due to condition.

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2020 to 2024

Refuse Trash/Recycling Truck Replacement Chart - FY 2020 Public Works																
Equipment #	Yr / Make / Model	Assignment	September 2018 Odometer Reading	Age Years	Replacement Schedule	Estimate Replacement (thousands)	Age	Miles	Obsolete	Request By Dept	Safety	Condition	Downtime Hrs	Repair \$	Parts Availability	Recommended Replacement
FY 2020 Purchases																
685	2012 Mack Trash Truck	Refuse	46,730	8	8	245,000				X	X	X	X			Equivalent Trash Truck
681	2010 Mack Recycling Truck	Refuse	42,212	11	8	245,000				X	X			X		Equivalent Recycling Truck
687	2012 Mack Trash Truck	Refuse	50,827	8	8	245,000				X	X	X	X			Equivalent Trash Truck
686	2012 Mack Trash Truck	Refuse	57,071	8	8	245,000				X	X	X	X			Equivalent Trash Truck

PROJECT INFORMATION								
Name: Vehicle & Equipment Replacement (Cash Purchases Only)				Project # 320-611501-580105				
2012 Comprehensive Plan Reference:		PFS-2.2 (p. 84)						
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 391 vehicles and major pieces of equipment, with a replacement value of \$25,498,000. Vehicles and equipment are replaced every 8 to 30 years, depending on type, use, condition, parts, availability and department requirements.				Picture: 				
Funding Allocation		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Equipment Repair/Replace/Upgrade		552,000	609,000	1,236,000	1,298,000	454,000	1,959,000	5,556,000
Total Costs		\$ 552,000	\$ 609,000	\$ 1,236,000	\$ 1,298,000	\$ 454,000	\$ 1,959,000	\$ 5,556,000
Funding Sources		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund		552,000	609,000	1,236,000	1,298,000	454,000	1,959,000	5,556,000
Total Funding		\$ 552,000	\$ 609,000	\$ 1,236,000	\$ 1,298,000	\$ 454,000	\$ 1,959,000	\$ 5,556,000
Estimated Project Timeline		New Project		Responsible Department(s):				
Project Origination Date				Cable TV		Police		
Project Design Start Date				CD&P		PW Admin		
Construction Start Date				City Manager		PW Fleet	✓	
Project Completion Date		Ongoing		Finance		PW Operations		
				Fire		PW Signs/Signal		
				Historic		PW Stormwater		
				Human Svc		PW Streets		
				IT		PW Transport		
				Parks & Rec		PW Wastewater		
				Personnel		Schools		
Financial Impacts								
Annual Revenue Generated:		\$	-					
Annual Cost Savings:		\$	-					
Annual Increase in Operating Costs:		\$	-					
Projected Future Savings (5 years):		\$	101,816					

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2020 to 2024

Vehicle & Equipment Replacement Chart - FY 2020 Public Works

Equipment #	Yr / Make / Model	Assignment	September 2018 Odometer Reading	Age Years	Replacement Schedule	Estimate Replacement	Age	Miles	Obsolete	Request By Dept	Safety	Condition	Downtime Hrs	Repair \$	Parts Availability	Recommended Replacement
FY 2020 Purchases																
435	2004 JOHN DEERE 710G BACKHOE	Asphalt	2,953	15	15	\$ 180,000					X	X		X		Equivalent Backhoe
437	2007 GMC MEDIUM DUTY UTILITY BOX TRUCK	Storm Water	61,386	13	10	125,000	X				X	X	X	X		Equivalent Utility Truck
346	2005 CHEVROLET VAN	Code Inspector	41,178	15	10	55,000	X		X	X	X					4wd Pickup Truck
420	2004 WANCO WTSP75-LSA ARROW BOARD	Storm Water	N/A	16	12	7,000	X				X	X				Equivalent Arrow Board
467	1998 GMC TOP KICK FLAT BED TRUCK	Sign & Signal	59,873	21	12	65,000	X		X	X	X				X	Medium Duty Utility Truck
498	2006 VER-MAC MESSAGE BOARD	Sign & Signal	N/A	14	12	20,000	X		X			X			X	Equivalent Message Board
211	2007 CHEVROLET TRAILBLAZER	PW Inspections	70,555	12	12	32,000					X	X	X			Equivalent SUV
456	2006 GMC C7500 DUMP TRUCK	Concrete	63,550	14	12	125,000	X		X	X				X	X	Medium Duty Utility Truck

*Vehicles/Equipment are in priority order.

\$ 609,000

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2020 to 2024

Vehicle and Equipment Replacement (FY 2020 Adopted)



EQ #: 435
Make/Model: John Deere 710G Backhoe
Assignment: Asphalt

Massive amount of rust is present around engine and all structural pieces on the machine. Several hydraulic cylinders need to be refurbished. Joysticks are in need of refurbishing.



EQ #: 437
Make/Model: GMC Utility Truck
Assignment: Storm Drain

Complete undercarriage has scaling rust. Electrical system for entire vehicle has multiple issues. Engine and transmission need to be resealed for multiple leaks. Interior components are showing rust.



EQ #: 346
Make/Model: Chevrolet Van
Assignment: Code Inspections

Body has exterior rust. Frame is forming a good amount of rust coverage. Engine has multiple leaks that need to be resealed. Due to change in operations, vehicle does not properly serve as needed.



EQ #: 420
Make/Model: Wanco Arrow Board
Assignment: Storm Drain

Severe rust has occurred on the entire trailer, undercarriage. The electronics for the arrow direction need to be upgraded to current model.

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2020 to 2024

Vehicle and Equipment Replacement (FY 2020 Adopted)



EQ #: 498
Make/Model: Vermac Message Board
Assignment: Sign & Signal

Operating system is obsolete due to age. Frame of trailer has severe scaling rust present. Display screen needs to be refurbished.



EQ #: 211
Make/Model: Chevrolet Trailblazer
Assignment: PW Inspections

This vehicle was assigned to the water line locator and paint has leaked over complete interior and needs to be replaced. Multiple electrical/HVAC issues need refurbishing. LTD operating cost has exceeded the original purchase cost.



EQ #: 456
Make/Model: GMC Dump Truck
Assignment: Concrete

Repair parts are becoming obsolete due to age. LTD operation cost has well exceeded the original purchase cost. Department's operation has changed and a different model of truck is needed to serve in their operation.



EQ #: 467
Make/Model: GMC Flatbed Truck
Assignment: Sign & Signal

Complete drive train is in need of overhaul due to multiple leaks and age. Electric components and interior parts are obsolete, and a complete dashboard is needed. Undercarriage is covered in rust. Parts have become extremely hard to locate due to age.

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2020 to 2024

REQUEST FOR EQUIPMENT PURCHASE OR RENTAL					
Project Name: Vehicle and Equipment Replacement FY 2022					
For Fiscal Year: 2022		Cost			
Form of Acquisition				Per Unit	Total
X	Purchase	Total Estimate Cost		see below	\$1,298,000
	Rental/Lease	Plus, Installation or Other Charge			\$0
		Less, Trade-in or Other Discount			\$0
24	# of Units Requested	Net Cost or Rental			\$1,298,000
Purpose of Expenditure: Scheduled replacement; present equipment obsolete; replace worn-out equipment; reduce personnel time; expand service; new operation; increase safety.					
Replaced Item(s)					
Item	Year	Age	Prior Years		
			Maintenance Costs	Purchase Cost	Lease Payment
207-Chevrolet Impala	2005	17		20,000	
221-GMC 12 Pass. Van	2006	16		40,000	
300-Ford Explorer	2013	9		50,000	
312-Ford F-350 Pickup	2006	16		60,000	
345-Chevrolet 3/4 Ton Utility Truc	2004	18		80,000	
392-Scotty Code Training Trailer	2003	19		58,000	
393-Haulmark Cert 1/4 Ton Traile	2002	20		20,000	
401-Camsuperliner Trailer	2010	12		12,000	
405-Kaesar M57 Air Compressor	2010	12		20,000	
428-GMC 3/4 Ton Pickup	2008	14		50,000	
430-Volvo Roller	2008	14		40,000	
438-Chevrolet 1 Ton Pickup	2008	14		50,000	
448-GMC W5500 Form Truck	2006	16		75,000	
4506-RGC Hydrapack HV2312	2012	10		11,000	
454-Sakai SW300 Roller	2003	19		35,000	
455-Ford F-550 Utility Truck	2011	11		100,000	
465-Homesteader 610CS Trailer	2010	12		4,000	
610-Ford F-350 Pickup	2013	9		55,000	
683-Mack Terrapro Brush Truck	2011	11		260,000	
715-Chevrolet Cargo Van	2007	15		40,000	
724-Wells Cargo EW2024 Trailer	2008	14		13,000	
732-Toro Mower	2010	12		95,000	
929-Ford F-250 Pickup	2008	14		40,000	
930-Ford F-350 Mobile Repair Tru	2010	12		70,000	
TOTAL				\$ 1,298,000	
Recommended Disposition of Replaced Items					
	Possible Use by Other Depts.		Trade-In		Sale
Submitted by: Operations		Date:		Public Works	

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2020 to 2024

REQUEST FOR EQUIPMENT PURCHASE OR RENTAL					
Project Name: Vehicle and Equipment Replacement FY 2024					
For Fiscal Year: 2024		Cost			
Form of Acquisition				Per Unit	Total
X	Purchase	Total Estimate Cost		see below	\$1,959,000
	Rental/Lease	Plus, Installation or Other Charge			\$0
		Less, Trade-in or Other Discount			\$0
25	# of Units Requested	Net Cost or Rental			\$1,959,000
Purpose of Expenditure: Scheduled replacement; present equipment obsolete; replace worn-out equipment; reduce personnel time; expand service; new operation; increase safety. Vehicles are in priority order.					
Replaced Item(s)					
Item	Year	Age	Prior Years		
			Maintenance Costs	Purchase Cost	Lease Payment
226-Ford Fusion Hybrid	2012	12		35,000	
298-Chevrolet Colorado Pickup	2012	12		35,000	
304-Chevrolet Tahoe	2014	10		50,000	
314-Ford F-350 Battalion Truck	2008	16		120,000	
380-Ford Explorer	2014	10		50,000	
390-Kawasaki Mule Utility	2013	11		40,000	
440-Trafix Devices Scorpion	2012	12		30,000	
445-Freightliner M2 Dump Truck	2012	12		180,000	
446-Freightliner M2 Dump Truck	2012	12		180,000	
447-Freightliner M2 Dump Truck	2012	12		180,000	
4508-Bobcat 40 Hyd Plainer	2012	12		25,000	
451-Bobcat S-570 Skid Loader	2013	11		80,000	
459-Freightliner M2 Dump Truck	2012	12		180,000	
480-Ford F-250 Pickup	2015	9		45,000	
481-Ford F-350 Pickup	2015	9		40,000	
609-Homesteader Trailer	2012	12		5,000	
660-Bobcat S70 Skid Steer Load	2015	9		40,000	
676-Mack Terrapro Brush Truck	2015	9		265,000	
6138-Exmark LazerZ Mower	2016	8		11,000	
714-Ford F-350 Pickup	2015	9		45,000	
733-Bobcat Skid Loader	2013	11		60,000	
735-Wenger Encore Show Mobile	2001	23		160,000	
743-Toro Sandpro Mower	2013	11		18,000	
903-Ford F-350 Pickup	2015	9		45,000	
925-Toyota Forklift	2009	15		40,000	
TOTAL				\$ 1,959,000	
Recommended Disposition of Replaced Items					
	Possible Use by Other Depts.		Trade-In		Sale
Submitted by: Operations		Date:		Public Works	

PROJECT INFORMATION

Name: Van Dyck Park Tennis Court Fence Replacement **Project #** 320-651739-580330

2012 Comprehensive Plan Reference: PFS-2.2 (p. 84), PRO-3.1 (p. 94), CA-1.5 (p. 103)

Comprehensive Plan Element

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

Statement of Need:
Replacement of fencing around Van Dyck tennis courts. This was identified in the adopted 2014 Strategic Plan as action item strategy 1.4.1. and is endorsed by PRAB.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	-	20,000	-	-	-	-	20,000
Total Costs	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	-	20,000	-	-	-	-	20,000
Total Funding	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	10/01/19		Cable TV		Police	
Project Design Start Date	10/01/19		CD&P		PW Admin	
Construction Start Date	11/15/19		City Manager		PW Fleet	
Project Completion Date	10/01/20		Finance		PW Operations	
		Fire		PW Signs/Signal		
		Historic		PW Stormwater		
		Human Svc		PW Streets		
		IT		PW Transport		
		Parks & Rec	✓	PW Wastewater		
		Personnel		Schools		

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Green Acres Bocci Court and Shade Structure **Project #** 320-651225-580330

2012 Comprehensive Plan Reference: PRO-3.1, 3.4 (P.94)

Comprehensive Plan Element

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

Statement of Need:
 The Green Acres bocci court is in need of replacement. In addition, the large shade tree that provided protection from the sun had died and was removed. Therefore, a shade structure is needed for the bocci court, horseshoes and picnic area. The bocci court is used on a regular basis by the Senior Center and is the location of the annual Senior Olympics for bocci. This project has been endorsed by PRAB.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Construction	-	20,000	-	-	-	-	20,000
Equipment - New Purchase	-	20,000	-	-	-	-	20,000
Total Costs	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	-	40,000	-	-	-	-	40,000
Total Funding	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000

Estimated Project Timeline		New Project	Responsible Department(s):	
Project Origination Date	07/01/19		✓	Cable TV
Project Design Start Date	07/01/19	CD&P		PW Admin
Construction Start Date	09/01/19	City Manager		PW Fleet
Project Completion Date	10/01/19	Finance		PW Operations
Financial Impacts		✓	Fire	PW Signs/Signal
Annual Revenue Generated:	\$ -		Historic	PW Stormwater
Annual Cost Savings:	\$ 500		Human Svc	PW Streets
Annual Increase in Operating Costs:	\$ -		IT	PW Transport
Projected Future Savings:	\$ -		Parks & Rec	PW Wastewater
			Personnel	Schools

PROJECT INFORMATION

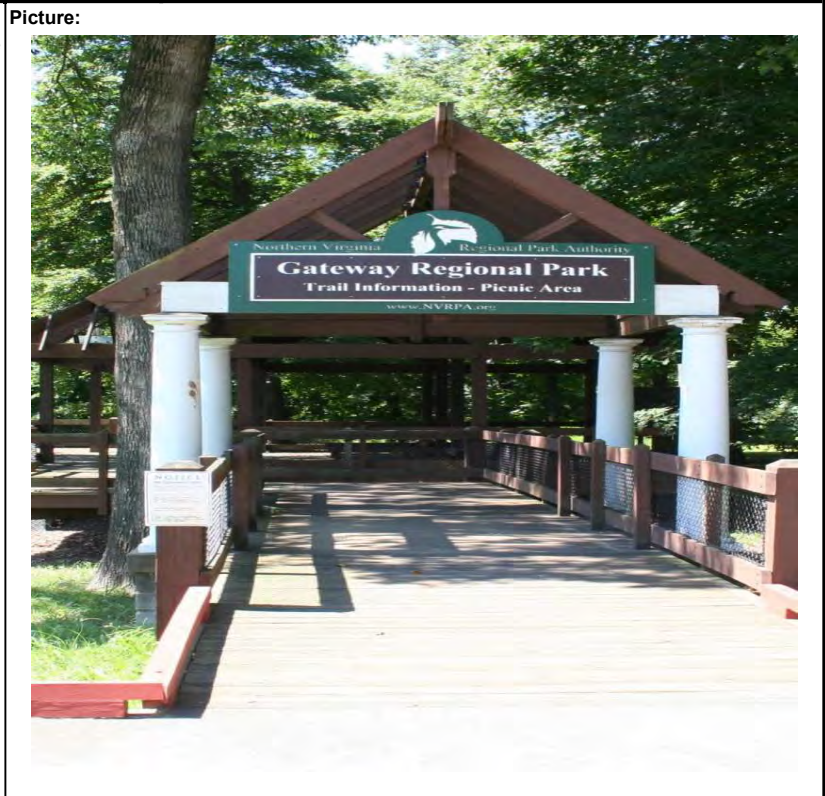
Name: Northern Virginia Regional Park Authority-NOVA Parks **Project #** 320-651601-580330

2012 Comprehensive Plan Reference: ENV-6.1, 6.3 (p. 36)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	Public Service and Facilities		Environment
	Economy		Housing
	Community Appearance		Transportation
	Land Use	<input checked="" type="checkbox"/>	Other City Plan/Policy

Statement of Need:
This project provides for the City's population-based share of the capital expenditures for the NVRPA.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	62,101	62,700	62,800	62,900	63,000	63,100	314,500
Total Costs	\$ 62,101	\$ 62,700	\$ 62,700	\$ 62,900	\$ 63,000	\$ 63,100	\$ 314,500

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	62,101	62,700	62,800	62,900	63,000	63,100	314,500
Total Funding	\$ 62,101	\$ 62,700	\$ 62,800	\$ 62,900	\$ 63,000	\$ 63,100	\$ 314,500

Estimated Project Timeline		New Project	Responsible Department(s):	
Project Origination Date			Cable TV	Police
Project Design Start Date			CD&P	PW Admin
Construction Start Date			City Manager	PW Fleet
Project Completion Date	Ongoing		Finance	PW Operations
			Fire	PW Signs/Signal
			Historic	PW Stormwater
			Human Svc	PW Streets
			IT	PW Transport
			Parks & Rec	<input checked="" type="checkbox"/> PW Wastewater
			Personnel	Schools
Financial Impacts				
Annual Revenue Generated:	\$ -			
Annual Cost Savings:	\$ -			
Annual Increase in Operating Costs:	\$ -			
Projected Future Savings:	\$ -			

PROJECT INFORMATION

Name: Ratcliffe Park Pavilion Replacement **Project #** 320-651340-580330

2012 Comprehensive Plan Reference: PFS-2.2 (p. 84), PRO-3.1 (p. 94), CA-1.5 (p. 103)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	Public Service and Facilities		Environment
<input checked="" type="checkbox"/>	Economy		Housing
	Community Appearance		Transportation
	Land Use		Other City Plan/Policy

Statement of Need:
 Replace pavilion at Ratcliffe Park identified as in poor shape in the 2014 Strategic Master Plan. The pavilion replacement will be a compliment to the new playground.

This project is recommended by PRAB.

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	-	25,000	-	-	-	-	25,000
Total Costs	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	-	25,000	-	-	-	-	25,000
Total Funding	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	07/01/19		Cable TV		Police	
Project Design Start Date	07/30/19		CD&P		PW Admin	
Construction Start Date	11/01/19		City Manager		PW Fleet	
Project Completion Date	12/31/19		Finance		PW Operations	
Financial Impacts		Personnel	Fire		PW Signs/Signal	
Annual Revenue Generated:	\$ 5,000		Historic		PW Stormwater	
Annual Cost Savings:	\$ 500		Human Svc		PW Streets	
Annual Increase in Operating Costs:	\$ -		IT		PW Transport	
Projected Future Savings:	\$ -		Parks & Rec	<input checked="" type="checkbox"/>	PW Wastewater	
				Schools		

PROJECT INFORMATION

Name: Annual - General Park Asphalt Resurfacing **Project #** 320-651193-580330

2012 Comprehensive Plan Reference: PFS-2.2 (p. 84), PRO-3.1 (p. 94), CA-1.5 (p. 103)

Comprehensive Plan Element

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

Statement of Need:
 As identified in the adopted 2014 Strategic Master Plan under strategy 1.4.1 to maintain and improve our existing facilities, amenities and structures. Many of the asphalt trails and parking lots have not been repaved in over 20 years and continued neglect will result in larger costs to repair base and sub-base in addition to the asphalt surface. FY 2019 requests funds to repair and top coat the entrance and parking lot at the Westmore School Site and contribute to expanding the parking lot at Providence Elementary School for the mutual benefit of the school and athletic complex. FY 2020 request includes funds for top coating Stafford and Providence Park parking lots repairing and repaving pathways at Providence Elementary School athletic complex. This has been adopted in the strategic plan and is endorsed by PRAB.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	50,000	25,000	50,000	50,000	50,000	50,000	225,000
Total Costs	\$ 50,000	\$ 25,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 225,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	50,000	25,000	50,000	50,000	50,000	50,000	225,000
Total Funding	\$ 50,000	\$ 25,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 225,000

Estimated Project Timeline		New Project	Responsible Department(s):	
Project Origination Date			Cable TV	Police
Project Design Start Date			CD&P	PW Admin
Construction Start Date			City Manager	PW Fleet
Project Completion Date	Ongoing		Finance	PW Operations
Financial Impacts			Fire	PW Signs/Signal
Annual Revenue Generated:	\$ -		Historic	PW Stormwater
Annual Cost Savings:	\$ -		Human Svc	PW Streets
Annual Increase in Operating Costs:	\$ -		IT	PW Transport
Projected Future Savings:	\$ -	Parks & Rec	✓ PW Wastewater	Schools
		Personnel		

PROJECT INFORMATION

Name: Playground Equipment Maintenance & Replacement **Project #** 320-651190-580330

2012 Comprehensive Plan Reference: PFS-2.2 (p. 84), PRO-3.1 (p. 94), CA-1.5 (p. 103)

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 fund the purchase and installation of replacement playground equipment and parts in parks as required for safety reasons. FY 2020 funding request is \$50,000 in order to replace play equipment components and single pieces at several parks. Annual funding was identified in the adopted 2014 Strategic Plan as action item strategy 1.4.1. and is endorsed by PRAB.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Equipment Repair/Replace/Upgrade	50,000	50,000	50,000	50,000	50,000	50,000	250,000
Total Costs	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	50,000	50,000	50,000	50,000	50,000	50,000	250,000
Total Funding	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000

Estimated Project Timeline		New Project	Responsible Department(s):	
Project Origination Date			Cable TV	Police
Project Design Start Date			CD&P	PW Admin
Construction Start Date			City Manager	PW Fleet
Project Completion Date	Ongoing		Finance	PW Operations
			Fire	PW Signs/Signal
			Historic	PW Stormwater
			Human Svc	PW Streets
			IT	PW Transport
			Parks & Rec	✓ PW Wastewater
			Personnel	Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

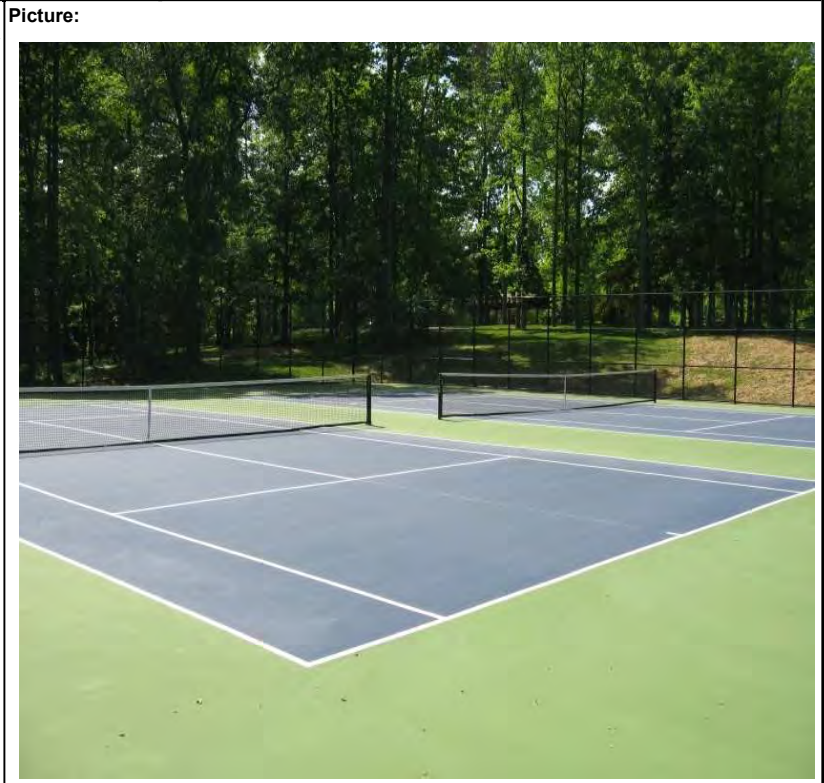
Name: Providence, Westmore, Kutner & Van Dyck Tennis Courts **Project #** 320-651194-580330

2012 Comprehensive Plan Reference: PFS-2.2 (p. 84), PRO-3.1 (p. 94), CA-1.5 (p. 103)

Comprehensive Plan Element

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

Statement of Need:
 As identified in the adopted 2014 Strategic Master Plan under strategy 1.4.1 to maintain and improve our existing facilities, amenities and structures, the following repairs and resurfacing projects for tennis courts is proposed. The industry standard is to do crack repair, pond filling and re-coating every 3 years and total resurfacing every 12. Van Dyck needs crack repair and recoating on two courts which would be done in FY 2020 and complete rehab on two courts which would be in FY 2021. This has been adopted in the strategic plan and is endorsed by PRAB.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	-	30,000	70,000	-	-	-	100,000
Total Costs	\$ -	\$ 30,000	\$ 70,000	\$ -	\$ -	\$ -	\$ 100,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	-	30,000	70,000	-	-	-	100,000
Total Funding	\$ -	\$ 30,000	\$ 70,000	\$ -	\$ -	\$ -	\$ 100,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	07/01/19		Cable TV		Police	
Project Design Start Date	07/01/19		CD&P		PW Admin	
Construction Start Date	09/01/19		City Manager		PW Fleet	
Project Completion Date	11/01/19		Finance		PW Operations	
Financial Impacts		Historic Human Svc IT Parks & Rec Personnel	Fire		PW Signs/Signal	
Annual Revenue Generated:	\$ -		Historic		PW Stormwater	
Annual Cost Savings:	\$ -		Human Svc		PW Streets	
Annual Increase in Operating Costs:	\$ -		IT		PW Transport	
Projected Future Savings:	\$ -		Parks & Rec	✓	PW Wastewater	
		Personnel		Schools		

PROJECT INFORMATION

Name: Wastewater Pump Station Containment **Project #** 403-435120-580450

2012 Comprehensive Plan Reference: ENV-2.1 (p. 34); PFS-2.2 (p. 84)

Comprehensive Plan Element

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

Statement of Need:
 The purpose of this request is to protect the environment from pump station failures/overflow. Currently, there is no backup system to contain wastewater if a storage facility filled and overflowed. A structure would be built to eliminate a porous base and enclose the pump area for wastewater containment. This structure would allow for emergency crew response.

FY 2020 – University Dr Pump Station

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Equipment - New Purchase	50,000	50,000	-	-	-	-	50,000
Total Costs	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Wastewater Fund	50,000	50,000	-	-	-	-	50,000
Total Funding	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	07/01/18		Cable TV		Police	
Project Design Start Date	07/30/18		CD&P		PW Admin	
Construction Start Date			City Manager		PW Fleet	
Project Completion Date	06/30/20	Finance		PW Operations		
		Fire		PW Signs/Signal		
		Historic		PW Stormwater		
		Human Svc		PW Streets	✓	
		IT		PW Transport		
		Parks & Rec		PW Wastewater		
		Personnel		Schools		

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Noman M. Cole Plant Upgrade **Project #** 403-435130-530835

2012 Comprehensive Plan Reference: PFS-2.2 (p. 84)

Comprehensive Plan Element

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

Statement of Need:
The cost of the Noman M. Cole Plant Upgrade project is approximately \$42 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 as is enforced today under the Clean Water Act. Therefore, much of the work at the NMCCP is mandated and under stringent deadlines.

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	6,849,000	5,200,000	5,865,000	5,272,000	5,673,000	5,659,000	27,669,000
Total Costs	\$ 6,849,000	\$ 5,200,000	\$ 5,865,000	\$ 5,272,000	\$ 5,673,000	\$ 5,659,000	\$ 27,669,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Wastewater Fund	6,849,000	5,200,000	5,865,000	5,272,000	5,673,000	5,659,000	27,669,000
Total Funding	\$ 6,849,000	\$ 5,200,000	\$ 5,865,000	\$ 5,272,000	\$ 5,673,000	\$ 5,659,000	\$ 27,669,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date			Cable TV		Police	
Project Design Start Date		CD&P		PW Admin	✓	
Construction Start Date		City Manager	✓	PW Fleet		
Project Completion Date	Ongoing	Finance	✓	PW Operations		
		Fire		PW Signs/Signal		
		Historic		PW Stormwater		
		Human Svc		PW Streets		
		IT		PW Transport		
		Parks & Rec		PW Wastewater		
		Personnel		Schools		

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Sanitary Sewer Line Repair and Replacement **Project #** 403-435120-580449

2012 Comprehensive Plan Reference: ENV-2.1 (p. 34); PFS-2.2 (p. 84)

Comprehensive Plan Element

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

Statement of Need:
Sanitary Sewer Line Repair and Replacement Program will be utilized to address sanitary sewer lines that have deteriorated and cannot be lined. Repair and replacement is identified during the annual TV evaluation program.

Locations currently identified:

- Intersection of Hill St & Norman Ave
- Bevan Dr & Orchard St
- Scott Dr & Hill St
- Warwick Ave & Meredith Dr
- Addison Ct & Collier Rd
- 4147 Addison Rd, behind property
- 3818 Ren Rd & Fairchester Dr
- 10204 Rodgers Rd -- FY 2020
- Virginia St & Dwight Ave
- 3801 Pickett Rd, in woods behind building -- FY 2020
- 4001 Virginia St -- FY 2020
- 3705 McLean Ave -- FY 2020
- 10645 Ashby PI -- FY 2020

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	110,000	112,000	114,000	116,000	119,000	122,000	583,000
Total Costs	\$ 110,000	\$ 112,000	\$ 114,000	\$ 116,000	\$ 119,000	\$ 122,000	\$ 583,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Wastewater Fund	110,000	112,000	114,000	116,000	119,000	122,000	583,000
Total Funding	\$ 110,000	\$ 112,000	\$ 114,000	\$ 116,000	\$ 119,000	\$ 122,000	\$ 583,000

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date	Ongoing	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Sanitary Sewer Lining - 10" and Under **Project #** 403-435120-580441

2012 Comprehensive Plan Reference: ENV-2.1 (p. 34); PFS-2.2 (p. 84)

Comprehensive Plan Element

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

Statement of Need:
 The Sanitary Sewer Lining Program extends the life of existing sanitary sewer lines via the installation of a plastic liner on the inside wall of the pipes. As sanitary sewer lines age, structural deterioration and loss of thickness in the pipe crown occurs because of hydrogen sulfide gas. Settlement and tree root damage can also occur if the system is not well maintained. In some cases, slip lining sanitary sewers is the only method to eliminate root invasion. Selection of specific locations for the program will be prioritized based upon maintenance history, pipe age and structural stability. The objective for the program is to slip line 100 percent of the inventory over a 20 year planning horizon. This equates to relining approximately 3,000 linear feet of sanitary sewer per year.



FY 2020 - Fairchester subdivision

Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	470,000	470,000	480,000	480,000	490,000	500,000	2,420,000
Total Costs	\$ 470,000	\$ 470,000	\$ 480,000	\$ 480,000	\$ 490,000	\$ 500,000	\$ 2,420,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Wastewater Fund	470,000	470,000	480,000	480,000	490,000	500,000	2,420,000
Total Funding	\$ 470,000	\$ 470,000	\$ 480,000	\$ 480,000	\$ 490,000	\$ 500,000	\$ 2,420,000

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date	Ongoing	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Sanitary Sewer Manhole Rehabilitation **Project #** 403-435120-580442

2012 Comprehensive Plan Reference: ENV-2.1 (p. 34); PFS-2.2 (p. 84)

Comprehensive Plan Element

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

Statement of Need:
 The Sanitary Sewer Manhole Rehabilitation Program repairs deteriorated manholes. As sanitary sewer manholes age, they will deteriorate on the inside resulting in structural instability and increased infiltration and inflow which must be treated at the County's Noman Cole Plant. Hydrogen Sulfide (H2S) gas in sewage is a major contributing factor. To extend the life of the manholes, lost concrete must be replaced with a H2S resistant material. This may be accomplished by using either a 10,000-psi concrete coating with a special chemical additive or a plastic liner. Manholes will be rehabilitated in conjunction with the sanitary sewer lining projects. As more lining occurs, more manhole rehabilitation is required. There are approximately 3,000 manholes and the City currently rehabilitates approx. 40 manholes per year.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	120,000	122,000	125,000	127,000	130,000	132,000	636,000
Total Costs	\$ 120,000	\$ 122,000	\$ 125,000	\$ 127,000	\$ 130,000	\$ 132,000	\$ 636,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Wastewater Fund	120,000	122,000	125,000	127,000	130,000	132,000	636,000
Total Funding	\$ 120,000	\$ 122,000	\$ 125,000	\$ 127,000	\$ 130,000	\$ 132,000	\$ 636,000

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date	Ongoing	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

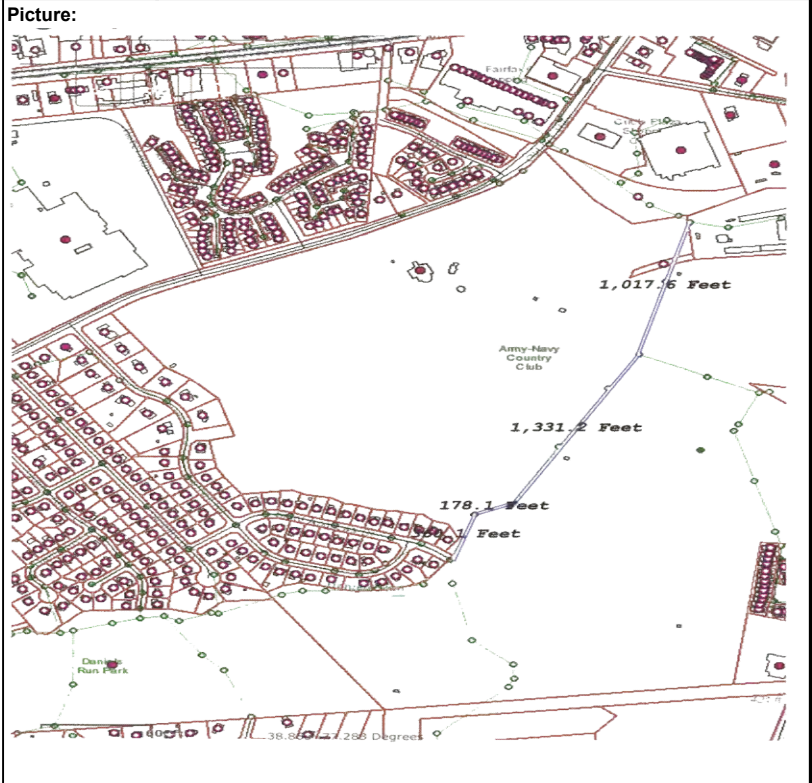
Name: Sanitary Sewer Trunk Lining - Over 10" **Project #** 403-435120-580440

2012 Comprehensive Plan Reference: ENV-2.1 (p. 34); PFS-2.2 (p. 84)

Comprehensive Plan Element

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

Statement of Need:
 The Sanitary Sewer Lining Program extends the life of existing sanitary sewer lines via the installation of a plastic liner on the inside wall of the pipes. As sanitary sewer lines age, structural deterioration and loss of thickness in the pipe crown occurs because of hydrogen sulfide gas. Settlement and tree root damage can also occur if the system is not well maintained. In some cases, slip lining sanitary sewers is the only method to eliminate root invasion. Selection of specific locations for the program will be prioritized based upon maintenance history, pipe age and structural stability. The objective for the program is to slip line 100 percent of the inventory over a 25 year planning horizon. Operation requires wastewater pump around which costs one third of the total rehab project cost. The golf course section is approximately 2,500 LF and must occur in one phase. Trunk lines over 10" require a pump around and equipment matting which increase line costs to approximately \$350.00 LF.



FY 2020 - Army-Navy Country Club Golf Course

Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	550,000	875,000	600,000	650,000	650,000	650,000	3,425,000
Total Costs	\$ 550,000	\$ 875,000	\$ 600,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 3,425,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Wastewater Fund	550,000	875,000	600,000	650,000	650,000	650,000	3,425,000
Total Funding	\$ 550,000	\$ 875,000	\$ 600,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 3,425,000

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date	Ongoing	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Sewage Pumping Stations R&R **Project #** 403-435120-580428

2012 Comprehensive Plan Reference: ENV-2.1 (p. 34); PFS-2.2 (p. 84)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	Public Service and Facilities		<input checked="" type="checkbox"/>	Environment
	Economy			Housing
	Community Appearance			Transportation
	Land Use			Other City Plan/Policy

Statement of Need:

This project is to maintain the five pump station's infrastructure to include:

- Evaluate/test stations
- Address deficiencies
- Force main evaluation
- Pipe replacement
- Generator replacement
- Concrete infrastructure repair/replace
- Structure maintenance
- Asphalt replacement
- Pump/valve replacement

FY 2020 - University Dr Pump Station

Picture:




Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	30,000	30,000	30,000	30,000	30,000	30,000	150,000
Total Costs	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Wastewater Fund	30,000	30,000	30,000	30,000	30,000	30,000	150,000
Total Funding	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date			Cable TV		Police	
Project Design Start Date		CD&P		PW Admin		
Construction Start Date		City Manager		PW Fleet		
Project Completion Date	Ongoing	Finance		PW Operations		
		Fire		PW Signs/Signal		
		Historic		PW Stormwater		
		Human Svc		PW Streets	✓	
		IT		PW Transport		
		Parks & Rec		PW Wastewater		
		Personnel		Schools		

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION								
Name: Wastewater Stream Pipe Encasement Project					Project # 403-435120-580451			
2012 Comprehensive Plan Reference: ENV-2.1 (p. 34); PFS-2.2 (p. 84)								
Comprehensive Plan Element								
✓	Public Service and Facilities			✓	Environment			
	Economy				Housing			
	Community Appearance				Transportation			
	Land Use				Other City Plan/Policy			
Statement of Need:				Picture:				
<p>The purpose of this request is to provide maintenance and structural improvements to the wastewater stream crossings to avoid wastewater spillage into the area's watershed. Wastewater lines require concrete encasement. The current crossings require rehabilitation and additional encasement. Pipe rehabilitation requires stream restoration due to years of erosion and pipe encasement. There is approximately 19,000 lft of pipe that travels through a body of water. The cost has increased due to federal permit and restoration requirements after sewer encasement work has been completed.</p> <p>FY 2020 - Heritage Ln and Traveler St.</p>								
Funding Allocation		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade		150,000	153,000	156,000	159,000	162,000	166,000	796,000
Total Costs		\$ 150,000	\$ 153,000	\$ 156,000	\$ 159,000	\$ 162,000	\$ 166,000	\$ 796,000
Funding Sources		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Wastewater Fund		150,000	153,000	156,000	159,000	162,000	166,000	796,000
Total Funding		\$ 150,000	\$ 153,000	\$ 156,000	\$ 159,000	\$ 162,000	\$ 166,000	\$ 796,000
Estimated Project Timeline			New Project	Responsible Department(s):				
Project Origination Date				Cable TV		Police		
Project Design Start Date				CD&P		PW Admin		
Construction Start Date				City Manager		PW Fleet		
Project Completion Date			Ongoing	Finance		PW Operations		
				Fire		PW Signs/Signal		
				Historic		PW Stormwater		
Financial Impacts				Human Svc		PW Streets		✓
Annual Revenue Generated:			\$ -	IT		PW Transport		
Annual Cost Savings:			\$ -	Parks & Rec		PW Wastewater		
Annual Increase in Operating Costs:			\$ -	Personnel		Schools		
Projected Future Savings:			\$ -					

PROJECT INFORMATION

Name: Geographic Information System (GIS) for Wastewater	Project # 403-435120-580448
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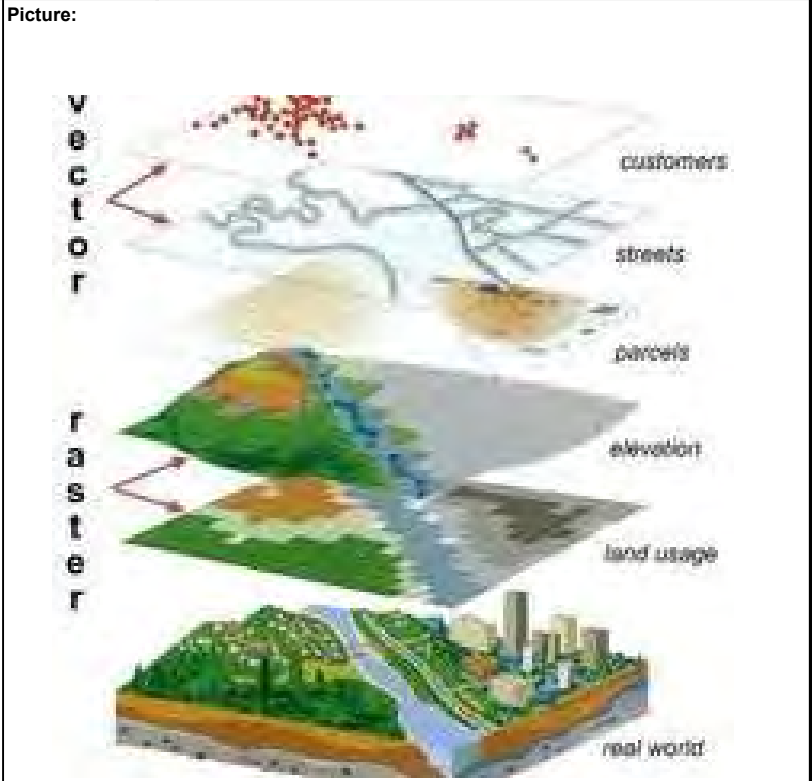
2012 Comprehensive Plan Reference: PFS-2.2 (p. 84)

Comprehensive Plan Element

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

Statement of Need:
 GIS captures, stores, analyzes, manages and presents data that is linked to the sanitary sewer collection system. A calibrated hydraulic model will allow City staff to make accurate decisions based on existing capacity when approached by new development and/or redevelopment, plan for future capacity needs in growth corridors and assess wet weather impacts on the capacity of the existing system.

The project will provide the development of a geodatabase and subsequent collection of inventory data on the existing sanitary sewer system (i.e. pump station, meter vault, manholes, pipe, size, inverts, pipe material, age, etc.) that will be stored in the GIS. The information will be used to support the phased development of an all-pipes hydraulic model over a three (3) year period, with FY 2020 as the last year of the project. Continuing out years will be support services for the model. The model will be used to assist in proper planning, capacity assessment and making prioritized rehabilitation and repair decisions.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering	130,000	130,000	15,000	10,000	10,000	10,000	175,000
Total Costs	\$ 130,000	\$ 130,000	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 175,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Wastewater Fund	130,000	130,000	15,000	10,000	10,000	10,000	175,000
Total Funding	\$ 130,000	\$ 130,000	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 175,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	07/01/17			Cable TV		Police
Project Design Start Date		CD&P			PW Admin	
Construction Start Date		City Manager			PW Fleet	
Project Completion Date	06/30/20	Finance			PW Operations	
Financial Impacts			Fire		PW Signs/Signal	
Annual Revenue Generated:	\$ -		Historic		PW Stormwater	
Annual Cost Savings:	\$ -		Human Svc		PW Streets	
Annual Increase in Operating Costs:	\$ -		IT	✓	PW Transport	
Projected Future Savings:	\$ -		Parks & Rec		PW Wastewater	✓
		Personnel		Schools		

PROJECT INFORMATION

Name: Sanitary Sewer Evaluation **Project #** 403-435120-580443

2012 Comprehensive Plan Reference: ENV-2.1 (p. 34); PFS-2.2 (p. 84)

Comprehensive Plan Element

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

Statement of Need:
 The Sanitary Sewer Evaluation Program is a Capacity Management, Operations and Maintenance (CMOM) program designed to create a City Wastewater program that includes a sewer overflow response plan, a Fats, Oil and Grease (FOG) program, and a preventative maintenance plan that evaluates the existing infrastructure. The majority of the gravity collection system is in excess of 30 to 50+ years old and designed to convey sanitary sewer flow to Fairfax County's Noman Cole Wastewater Treatment Plant.



This program will systematically assess the condition of the aging infrastructure city-wide, prioritize repairs and quantify impacts of infiltration and inflow over a three (3) year period. These efforts will prioritize the rehabilitation and repair work required to provide a sustainable sanitary sewer collection system and reduce the likelihood of sanitary sewer overflows. Additional funding in the out years will be for continued maintenance including continued manhole inspections, ongoing flow data monitoring, ongoing CCTV work, pump station rehab reports and force main evaluation and repair work prioritization reports.

Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering	300,000	300,000	200,000	200,000	200,000	150,000	1,050,000
Total Costs	\$ 300,000	\$ 300,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 150,000	\$ 1,050,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Wastewater Fund	300,000	300,000	200,000	200,000	200,000	150,000	1,050,000
Total Funding	\$ 300,000	\$ 300,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 150,000	\$ 1,050,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date			Cable TV		Police	
Project Design Start Date		CD&P		PW Admin		
Construction Start Date		City Manager		PW Fleet		
Project Completion Date	Ongoing	Finance		PW Operations		
Financial Impacts		Fire		PW Signs/Signal		
Annual Revenue Generated:	\$ -	Historic		PW Stormwater		
Annual Cost Savings:	\$ -	Human Svc		PW Streets		
Annual Increase in Operating Costs:	\$ -	IT		PW Transport		
Projected Future Savings:	\$ -	Parks & Rec		PW Wastewater	✓	
		Personnel		Schools		

PROJECT INFORMATION

Name: Wastewater Equipment Replacement **Project #** 403-435120-580454

2012 Comprehensive Plan Reference: PFS-2.2 (P. 84)

Comprehensive Plan Element

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

Statement of Need:
 Wastewater 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 wastewater collection.

FY 2020-FY 2024 details on following page.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Equipment Repair/Replace/Upgrade	84,000	415,000	225,000	520,000	-	60,000	1,220,000
Total Costs	\$ 84,000	\$ 415,000	\$ 225,000	\$ 520,000	\$ -	\$ 60,000	\$ 1,220,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Wastewater Fund	84,000	415,000	225,000	520,000	-	60,000	1,220,000
Total Funding	\$ 84,000	\$ 415,000	\$ 225,000	\$ 520,000	\$ -	\$ 60,000	\$ 1,220,000

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date	Ongoing	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings (5 years):	\$ 36,816

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2020 to 2024

REQUEST FOR EQUIPMENT PURCHASE OR RENTAL					
Project Name: Wastewater FY 2020 - FY 2024 Vehicle and Equipment Replacement					
FY 2020 - FY 2024		Cost			
Form of Acquisition			Per Unit	Total	
X	Purchase	Total Estimate Cost	see below	\$1,220,000	
	Rental/Lease	Plus, Installation or Other Charge		\$0	
		Less, Trade-in or Other Discount		\$0	
9	# of Units Requested	Net Cost or Rental		\$1,220,000	
Purpose of Expenditure: Scheduled replacement; present equipment obsolete; replace worn-out equipment; reduce personnel time; expand service; new operation; increase safety for all Wastewater vehicles and equipment..					
Replaced Item(s)					
Item	Year	Age	Prior Years		
			Maintenance Costs	Purchase Cost	Lease Payment
413-GMC Flush Truck	2001	18		\$ 415,000	
FY 2020 Replacement Total				\$ 415,000	
531-Ingersol Air Compressor	2008	13		\$ 20,000	
572-Ford Ranger Line Locator Pickup	2011	10		35,000	
588-GMC W5500 TV Truck	2007	14		80,000	
597-GMC Roll Off Truck	2005	16		90,000	
FY 2021 Replacement Total				\$ 225,000	
524-Jet Away Easement Machine	2002	20		\$ 35,000	
561-Ford F-350 Utility Pickup	2008	14		\$ 65,000	
590-International Flush Truck	2009	13		420,000	
FY 2022 Replacement Total				\$ 520,000	
577-Obrien Mobile Sewer Flush	2012	12		\$ 60,000	
FY 2024 Replacement Total				\$ 60,000	
TOTAL (FY2020-FY2024)				\$ 1,220,000	
Recommended Disposition of Replaced Items					
	Possible Use by Other Depts.	Trade-In		Sale	
Submitted by: Operations		Date:		Public Works	

Wastewater FY 2020 Vehicle and Equipment Replacement (Adopted)



EQ #: 413
Make/Model: GMC/Flush Truck
Assignment: Waste Water/Storm Drain

Parts have become obsolete due to age of unit. A new storage tank is needed and temporary repairs have been made to keep unit in service. Complete hydraulic system needs to be replaced due to age. Multiple fluid leaks from drivetrain need to be repaired. Water pump needs to be refurbished. Truck replacement has been deferred for 6 years

Wastewater Vehicle & Equipment Replacement Chart - FY 2020 Public Works																
Equipment #	Yr / Make / Model	Assignment	September 2018 Odometer Reading	Age Years	Replacement Schedule	Estimate Replacement	Age	Miles	Obsolete	Request By Dept	Safety	Condition	Downtime Hrs	Repair \$	Parts Availability	Recommended Replacement
FY 2020 Purchases																
413	2001 GMC TOP KICK FLUSH TRUCK	Waste/Storm Water	28,745	18	12	415,000	X	X	X	X				X	Equivalent Flush Truck	

PROJECT INFORMATION

Name: Brick Sidewalk and Crosswalk Maintenance **Project #** 320-631313-580330

2012 Comprehensive Plan Reference: EC-1.2 (p. 49); PFS-2.2 (p. 84); CA-1.4 (p. 103); CA-1.5 (p. 103); T-7.2.1 (p. 133)

Comprehensive Plan Element

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

Statement of Need:
 This project provides funds to contract the repair of brick sidewalks and brick crosswalks. There is approximately 165,500 square feet of brick sidewalk and 1,000 square feet of brick crosswalk in the City. Since the first brick sidewalks were installed in the mid-1970's, this program has been necessary to properly maintain the brickwork.

 The objective is for the program to rebuild 100 percent of the inventory over a 38 year period. This equates to rebuilding approximately 4,800 sq ft of brickwork per year.

 FY 2020 - East Bound Main Street.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	109,000	55,500	113,000	116,000	118,000	120,000	522,500
Total Costs	\$ 109,000	\$ 55,500	\$ 113,000	\$ 116,000	\$ 118,000	\$ 120,000	\$ 522,500

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	109,000	55,500	113,000	116,000	118,000	120,000	522,500
Total Funding	\$ 109,000	\$ 55,500	\$ 113,000	\$ 116,000	\$ 118,000	\$ 120,000	\$ 522,500

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date	Ongoing	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: City Sidewalk & Handicapped Ramp Replacement Program **Project #** 320-631311-580330

2012 Comprehensive Plan Reference: PFS-2.2(p. 84); CA-1.4 (p. 103)

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 residential sidewalk and handicapped ramp replacement city-wide. This project will continue to address Federal ADA compliance requirements and correct tripping hazards. Approximately 44 handicapped ramps and 5,000 sq ft of sidewalk would be replaced each year over a 50 year cycle. Replacement locations run in conjunction with the paving schedule.




Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	123,000	62,500	127,000	130,000	133,000	136,000	588,500
Total Costs	\$ 123,000	\$ 62,500	\$ 127,000	\$ 130,000	\$ 133,000	\$ 136,000	\$ 588,500

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	123,000	62,500	127,000	130,000	133,000	136,000	588,500
Total Funding	\$ 123,000	\$ 62,500	\$ 127,000	\$ 130,000	\$ 133,000	\$ 136,000	\$ 588,500

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date	Ongoing	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION								
Name: Bridge Maintenance					Project # 320-631137-580330			
2012 Comprehensive Plan Reference:		PFS 2.2 (p. 84); CA-1.5 (p. 103) T-7.3.2 (p. 134)						
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 address deficiencies identified during the annual bridge inspection. Examples include: • Spall and crack repair • Joint replacement • Surface repairs • Bridge deck evaluation and rehabilitation • Address exposed rebar • Remove sediment and debris from abutments • Remove graffiti • Waterproofing Work would be performed annually to address preventative maintenance issues. The three locations that will be addressed with FY 2020 funding are: Route 237 Old Lee Highway, Route 50/29 Lee Highway (Fairfax Boulevard) and Main Street Box Culvert.				Picture: 				
Funding Allocation		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade		400,000	400,000	621,000	50,000	50,000	50,000	1,171,000
Total Costs		\$ 400,000	\$ 400,000	\$ 621,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 1,171,000
Funding Sources		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Federal - RSTP		-	100,000	621,000	-	-	-	721,000
General Fund		400,000	300,000	-	50,000	50,000	50,000	450,000
Total Funding		\$ 400,000	\$ 400,000	\$ 621,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 1,171,000
Estimated Project Timeline			New Project	Responsible Department(s):				
Project Origination Date				Cable TV CD&P City Manager Finance Fire Historic Human Svc IT Parks & Rec Personnel	Police			
Project Design Start Date					PW Admin			
Construction Start Date					PW Fleet			
Project Completion Date			Ongoing		PW Operations			
Financial Impacts					PW Signs/Signal			
Annual Revenue Generated:			\$ -		PW Stormwater			
Annual Cost Savings:			\$ -		PW Streets			
Annual Increase in Operating Costs:			\$ -		PW Transport			✓
Projected Future Savings:			\$ -		PW Wastewater			
					Schools			

PROJECT INFORMATION

Name: Roberts Road East Side Drainage and Roadway Improvements **Project #** 320-631328-580330

2012 Comprehensive Plan Reference: PFS-2.2 (p.84);

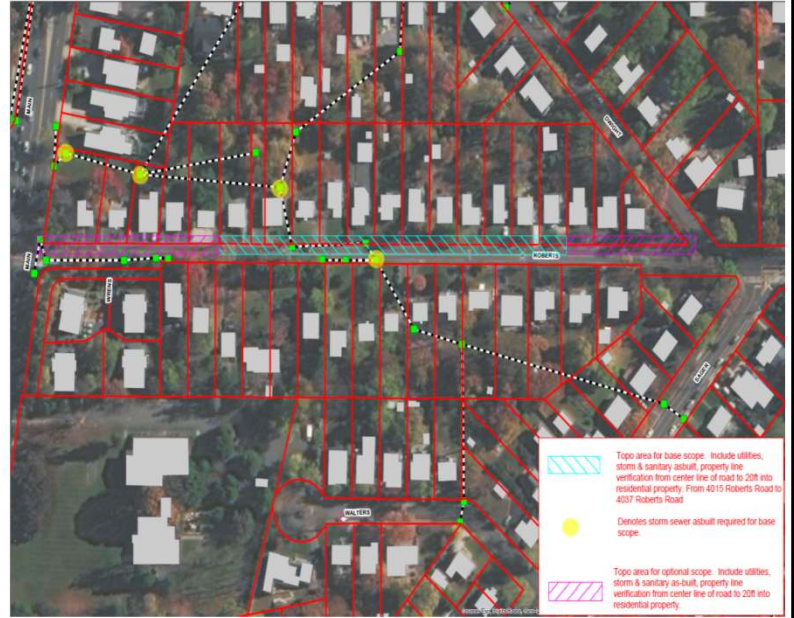
Comprehensive Plan Element

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

Statement of Need:

This project will address drainage and roadway improvements on the east side of Roberts Road from Main Street to Dwight Avenue. This work is need to collect and control stormwater runoff from Roberts Road. The storm water runoff from Roberts Road enters several residential properties as concentrated flow which causes erosion. The designed facilities will collect and direct the storm water flows to a curb inlet and storm sewer main. There will also be improvements to all the driveway aprons on the east side of Roberts Road.

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering	-	70,000	-	-	-	-	70,000
Construction	-	-	300,000	-	-	-	300,000
Total Costs	\$ -	\$ 70,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 370,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
NVTA 30%	-	70,000	300,000	-	-	-	370,000
Total Funding	\$ -	\$ 70,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 370,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	07/01/19		✓	Cable TV	Police	
Project Design Start Date	07/01/19	CD&P		PW Admin		✓
Construction Start Date	07/01/21	City Manager		PW Fleet		
Project Completion Date	06/30/22	Finance		PW Operations		
Financial Impacts			Fire	PW Signs/Signal		✓
Annual Revenue Generated:	\$ -		Historic	PW Stormwater		✓
Annual Cost Savings:	\$ -		Human Services	PW Streets		✓
Annual Increase in Operating Costs:	\$ -		IT	PW Transport		✓
Projected Future Savings:	\$ -		Parks & Rec	PW Wastewater		
			Personnel	Schools		

PROJECT INFORMATION

Name: Compact Excavator **Project #** 320-631393-580105

2012 Comprehensive Plan Reference: ENV-2.1 (p. 34); PFS-2.2 (p. 84)

Comprehensive Plan Element

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

Statement of Need:

The purpose of this request is to purchase a compact excavator and hoe ram that will provide service to all four street divisions.

- Asphalt – excavate/load tight areas
- Concrete – break up/remove curb/sidewalk
- Storm – replace/install storm pipe & rehab outfalls
- Wastewater – emergency repairs to shallow wastewater breaks

The purchase of this excavator will reduce the operating budget equipment rental line which exceeded \$21,000 in FY 2018. With routine maintenance, this piece of equipment is expected to last 15 years.

Operating Cost(s): Maintenance and cleaning.

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Equipment - New Purchase	-	65,000	-	-	-	-	65,000
Total Costs	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ 65,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	-	65,000	-	-	-	-	65,000
Total Funding	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ 65,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	07/01/19	✓	Cable TV		Police	
Project Design Start Date			CD&P		PW Admin	
Construction Start Date			City Manager		PW Fleet	
Project Completion Date	06/30/20		Finance		PW Operations	
			Fire		PW Signs/Signal	
			Historic		PW Stormwater	
			Human Svc		PW Streets	✓
			IT		PW Transport	
			Parks & Rec		PW Wastewater	
			Personnel		Schools	
Financial Impacts						
Annual Revenue Generated:	\$ -					
Annual Cost Savings:	\$ 20,000					
Annual Increase in Operating Costs:	\$ 500					
Projected Future Savings:	\$ -					

PROJECT INFORMATION

Name: Downtown Signal Pole Painting **Project #** 320-616123-580330

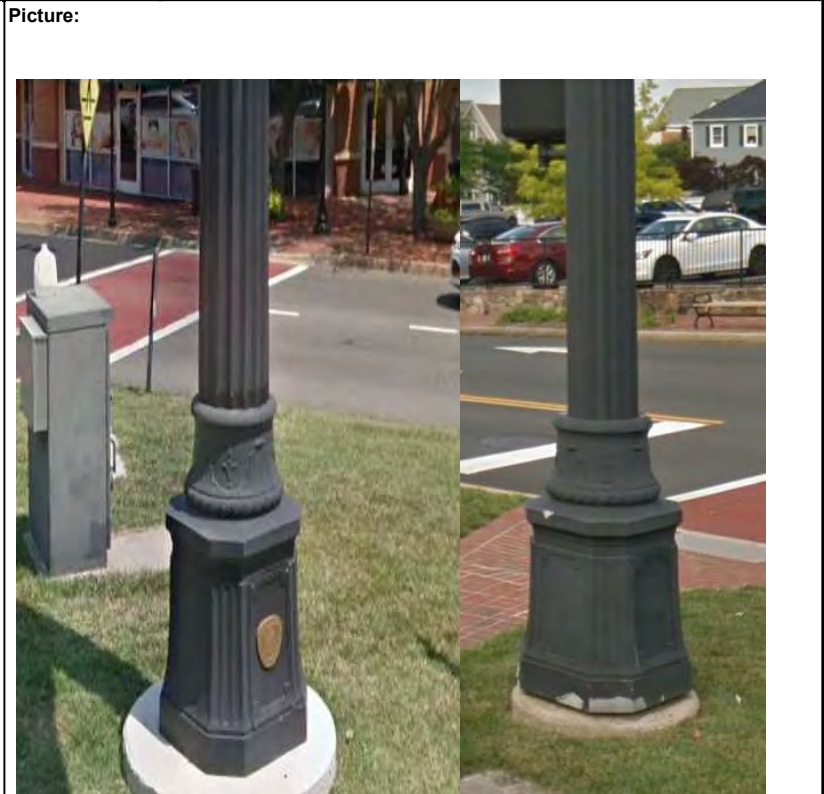
2012 Comprehensive Plan Reference: CA-4.1 (P. 106)

Comprehensive Plan Element

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

Statement of Need:
 Several traffic signal poles in the downtown area are severely faded and the paint is beginning to peel off. This project will provide funding for a contractor to paint all of the signal poles at the following locations for FY 2020:

Main St & West St
 Main St & Chain Bridge Rd
 Main St & University Dr
 Main St & East St
 Old Lee Hwy & North St
 University Dr & North St
 Chain Bridge Rd & North St



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	-	35,000	-	-	-	35,000	70,000
Total Costs	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,000	\$ 70,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Other - OTSD	-	35,000	-	-	-	35,000	70,000
Total Funding	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,000	\$ 70,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	07/01/19	✓	Cable TV	Police		
Project Design Start Date			CD&P	PW Admin		
Construction Start Date	09/01/19		City Manager	PW Fleet		
Project Completion Date	12/31/19		Finance	PW Operations		
Financial Impacts			Fire	PW Signs/Signal		✓
Annual Revenue Generated:	\$ -		Historic	PW Stormwater		
Annual Cost Savings:	\$ -		Human Svc	PW Streets		
Annual Increase in Operating Costs:	\$ -		IT	PW Transport		
Projected Future Savings:	\$ -		Parks & Rec	PW Wastewater		
			Personnel	Schools		

PROJECT INFORMATION

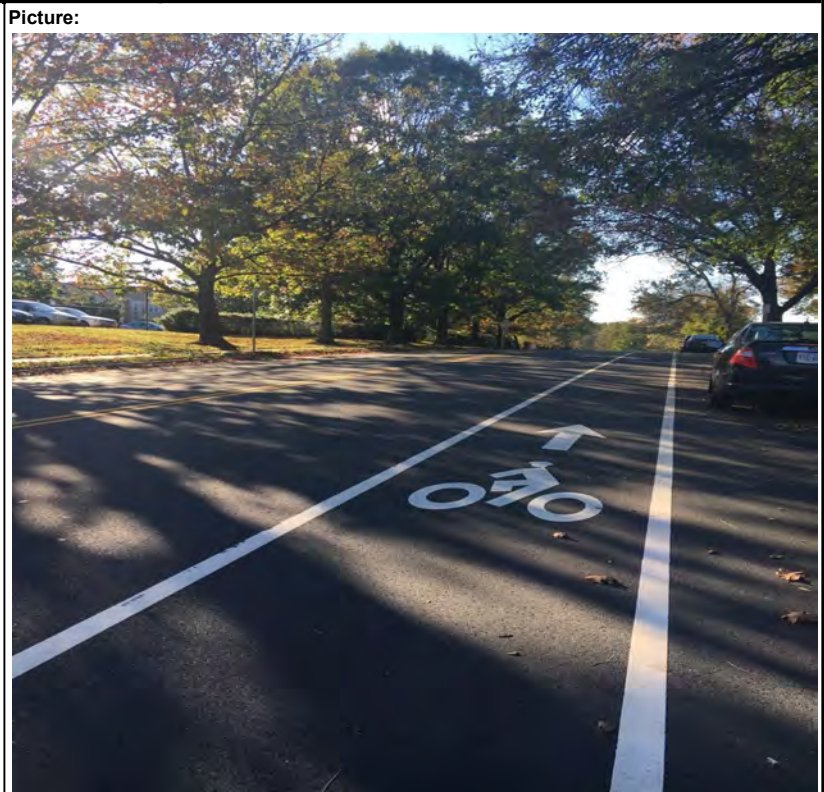
Name: Bicycle Plan **Project #** 320-631394-580310

2012 Comprehensive Plan Reference: T-7.5 (p. 135), T-7.10.4 (p. 137) and Multimodal Transportation Plan

Comprehensive Plan Element

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

Statement of Need:
 This project would develop a Citywide bicycle plan. One of the goals of the Multimodal Transportation Plan is the development and adoption of a bicycle network plan for the City. This plan would identify bicycle facility recommendations, bicycle facility design standards and recommended safety education components. As the City works towards increasing and improving multimodal transportation options in the City (i.e bike share implementation), it is increasingly important to identify priority locations for improvements such as mobility/bicycle lanes, bicycle racks, signage and safe crossings.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering	-	75,000	-	-	-	-	75,000
Total Costs	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
C&I	-	75,000	-	-	-	-	75,000
Total Funding	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	08/01/19	✓	Cable TV	Police		
Project Design Start Date			CD&P	PW Admin		
Construction Start Date			City Manager	PW Fleet		
Project Completion Date	08/01/20		Finance	PW Operations		
			Fire	PW Signs/Signal		
			Historic	PW Stormwater		
			Human Svc	PW Streets		
			IT	PW Transport		✓
			Parks & Rec	PW Wastewater		
			Personnel	Schools		

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Bike Share	Project # 320-631341-580108
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2012 Comprehensive Plan Reference: T-7.1.3 (p. 133), T-7.2 (p. 133), EC-2.1 (p. 51),

Comprehensive Plan Element

<input checked="" type="checkbox"/>	Public Service and Facilities			Environment
<input checked="" type="checkbox"/>	Economy			Housing
	Community Appearance		<input checked="" type="checkbox"/>	Transportation
	Land Use			Other City Plan/Policy

Statement of Need:

In FY 2019 the City, in partnership with Mason, Fairfax County and the Town of Vienna, conducted a bike share feasibility study. In FY 2020 the City plans to apply for Commuter Choice Program funding (I-66 Inside the Beltway) jointly with the Town of Vienna to implement the study recommendations within the City. Fairfax County already received funding through the Commuter Choice program to implement bike share in the vicinity, including at the Vienna Metrorail station, so the City and Town's application would complement this and enable the study partners (except Mason) to implement a comprehensive bike share network.

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering	25,000	-	-	-	-	-	-
Equipment - New Purchase	-	1,500,000	-	-	-	-	1,500,000
Total Costs	\$ 25,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
I-66 inside the Beltway	-	1,500,000	-	-	-	-	1,500,000
NVTA 30%	25,000	-	-	-	-	-	-
Total Funding	\$ 25,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000

Estimated Project Timeline		New Project	Responsible Department(s):	
Project Origination Date	09/01/18		Cable TV	Police
Project Design Start Date	09/01/19	CD&P	PW Admin	
Construction Start Date	02/01/21	City Manager	PW Fleet	
Project Completion Date	02/01/22	Finance	PW Operations	
		Fire	PW Signs/Signal	
		Historic	PW Stormwater	
		Human Svc	PW Streets	
		IT	PW Transport	
		Parks & Rec	PW Wastewater	
		Personnel	Schools	
Financial Impacts				
Annual Revenue Generated:	\$ -			
Annual Cost Savings:	\$ -			
Annual Increase in Operating Costs:	\$ 10,000			
Projected Future Savings:	\$ -			

PROJECT INFORMATION

Name: **Multimodal Improvements** **Project #** **320-631338-580330**

2012 Comprehensive Plan Reference: **CA-11.4 (p. 103), T-7.2.1 (p. 133), T-7.2.3 (p. 134), T-7.10 (p. 136/137)**

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 construct improvements to the multimodal (bicycle, pedestrian, transit) network throughout the City consistent with the recommendations in the Multimodal Transportation Plan. This funding may be used to construct improvements (i.e. signage, striping, new crosswalks) at various locations throughout the City. The City has been awarded \$74,000 in RSTP funding in FY 2019, \$331,000 in RSTP funding in FY 2020, and \$755,462 in RSTP funding in FY 2023 for these types of improvements. This can fund a variety of improvements ranging from smaller spot improvements to larger projects such as sidewalk construction. Specific projects will be identified and discussed with the City Council prior to implementation.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Construction	74,000	331,000	-	-	755,462	-	1,086,462
Total Costs	\$ 74,000	\$ 331,000	\$ -	\$ -	\$ 755,462	\$ -	\$ 1,086,462

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Federal - RSTP	74,000	331,000	-	-	755,462	-	1,086,462
Total Funding	\$ 74,000	\$ 331,000	\$ -	\$ -	\$ 755,462	\$ -	\$ 1,086,462

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date			Cable TV		Police	
Project Design Start Date			CD&P		PW Admin	
Construction Start Date			City Manager		PW Fleet	
Project Completion Date	Ongoing		Finance		PW Operations	
Financial Impacts			Fire		PW Signs/Signal	
Annual Revenue Generated:	\$ -		Historic		PW Stormwater	
Annual Cost Savings:	\$ -		Human Svc		PW Streets	
Annual Increase in Operating Costs:	\$ -		IT		PW Transport	✓
Projected Future Savings:	\$ -		Parks & Rec		PW Wastewater	
			Personnel		Schools	

PROJECT INFORMATION

Name: Transit Facility Improvements		Project # 320-631718-580330	
2012 Comprehensive Plan Reference: T-7.8.2 (p. 136) T-7.5.2 (p. 135)			
Comprehensive Plan Element			
✓	Public Service and Facilities		Environment
✓	Economy		Housing
✓	Community Appearance	✓	Transportation
	Land Use		Other City Plan/Policy

Statement of Need:
 In FY 2019 the City applied for I-66 Inside the Beltway Funding to implement Transit Facility Improvements. This funding would be used to make transit improvements such as new bus shelters, transit screens, and other bus amenities. The funding would also initially pay for the evaluation that would identify the locations for these improvements. The City initially programmed \$500,000 for this project but ultimately applied for, and received, \$965,000.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	500,000	465,000	-	-	-	-	465,000
Total Costs	\$ 500,000	\$ 465,000	\$ -	\$ -	\$ -	\$ -	\$ 465,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
I-66 inside the Beltway	500,000	465,000	-	-	-	-	465,000
Total Funding	\$ 500,000	\$ 465,000	\$ -	\$ -	\$ -	\$ -	\$ 465,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	10/01/18		Cable TV		Police	
Project Design Start Date	12/01/18	CD&P		PW Admin		
Construction Start Date	06/01/19	City Manager		PW Fleet		
Project Completion Date	12/31/20	Finance		PW Operations		
		Fire		PW Signs/Signal		
		Historic		PW Stormwater		
		Human Svc		PW Streets		
		IT		PW Transport		✓
		Parks & Rec		PW Wastewater		
		Personnel		Schools		

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Chain Bridge Rd Sidewalk (new location north of Kenmore) **Project #** 320-631381-580331

2012 Comprehensive Plan Reference: CA-4-1 (P.106); T-7.2.2 (P. 133)

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, gutter and sidewalk on the east side of Chain Bridge Road beginning at 3739 Chain Bridge Road and ending at the intersection with Jenny Lynne Lane. The existing asphalt sidewalk has the following problems: 1) Does not provide any separation between the north bound travel lane of Chain Bridge Road and the sidewalk. 2) Does not meet requirements for ADA. 3) Presents a safety hazard. Staff requested \$350,000 to construct a new sidewalk at this location. Staff will pursue various funding opportunities for this project.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Construction	75,000	350,000	-	-	-	-	350,000
Total Costs	\$ 75,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Other	75,000	350,000	-	-	-	-	350,000
Total Funding	\$ 75,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date	07/01/18	Cable TV
Project Design Start Date	07/01/16	CD&P
Construction Start Date	07/01/20	City Manager
Project Completion Date	06/30/21	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: FHWA Mandated Sign Retroreflectivity Compliance **Project #** 320-631316-580330

2012 Comprehensive Plan Reference: T-7.3.2 (p. 134), T-7.9.2 (p. 136)

Comprehensive Plan Element

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

Statement of Need:

As of June 14, 2014 the City of Fairfax was required by the FHWA "to use an assessment or management method that is designed to maintain regulatory and warning sign retroreflectivity at or above the minimum levels in Table 2A-3 of the 2009 MUTCD." Regulatory signs include Speed Limit, Stop, Yield, Parking, and a few others. Warning signs include most intersection, signal, and construction signs. The chosen method of complying with this FHWA mandate is the "Blanket Replacement Method." The Sign and Signal Department will divide the City into 10 zones, with first priority given to signs along the main roads. Normal expected sign life is approximately 10 years, and this ongoing program will both improve the legibility of crucial signs and meet the FHWA mandate. The current fiscal year, FY 2020, will be year five of the ten year rotation.

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	51,000	52,800	54,780	56,834	58,966	61,177	284,557
Total Costs	\$ 51,000	\$ 52,800	\$ 54,780	\$ 56,834	\$ 58,966	\$ 61,177	\$ 284,557

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	51,000	52,800	54,780	56,834	58,966	61,177	284,557
Total Funding	\$ 51,000	\$ 52,800	\$ 54,780	\$ 56,834	\$ 58,966	\$ 61,177	\$ 284,557

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date			Cable TV		Police	
Project Design Start Date			CD&P		PW Admin	
Construction Start Date			City Manager		PW Fleet	
Project Completion Date	Ongoing		Finance		PW Operations	
Financial Impacts			Fire		PW Signs/Signal	✓
Annual Revenue Generated:	\$ -		Historic		PW Stormwater	
Annual Cost Savings:	\$ -		Human Svc		PW Streets	
Annual Increase in Operating Costs:	\$ -		IT		PW Transport	
Projected Future Savings:	\$ -		Parks & Rec		PW Wastewater	
			Personnel		Schools	

PROJECT INFORMATION

Name: Jermantown Road Corridor Improvements	Project # 320-631150-580330
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2012 Comprehensive Plan Reference: T-7.8.1 (p. 136), T-7.8.3 (p. 136), T-7.10.1 (p. 136)

Comprehensive Plan Element

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

Statement of Need:
 This project proposes to make corridor improvements to Jermantown Road (Rte 655) between I-66 and Route 50/Fairfax Blvd (total project length approximately 0.9 miles) to include spot widening and pedestrian and bicycle improvements. As part of the I-66 Outside the Beltway Project, VDOT will widen the bridge over I-66. This project would then tie into the VDOT improvements and implement spot improvements to facilitate the movement of traffic from the Vienna/Oakton area to access the I-66 managed-lane entrance at Monument Drive. The City applied for and received \$21M in NVTA 70% funds to construct this project.




Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering	200,000	1,500,000	-	-	-	-	1,500,000
Right of Way	-	5,000,000	4,500,000	-	-	-	9,500,000
Construction	-	-	1,500,000	8,500,000	-	-	10,000,000
Total Costs	\$ 200,000	\$ 6,500,000	\$ 6,000,000	\$ 8,500,000	\$ -	\$ -	\$ 21,000,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
NVTA 30%	200,000	-	-	-	-	-	-
NVTA 70%	-	6,500,000	6,000,000	8,500,000	-	-	21,000,000
Total Funding	\$ 200,000	\$ 6,500,000	\$ 6,000,000	\$ 8,500,000	\$ -	\$ -	\$ 21,000,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	07/01/18		Cable TV		Police	
Project Design Start Date	02/01/18		CD&P		PW Admin	
Construction Start Date	02/01/21		City Manager		PW Fleet	
Project Completion Date	02/01/22		Finance		PW Operations	
			Fire		PW Signs/Signal	
			Historic		PW Stormwater	
			Human Svc		PW Streets	
			IT		PW Transport	✓
			Parks & Rec		PW Wastewater	
			Personnel		Schools	

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION								
Name: Old Lee Highway Multimodal Project					Project # 320-631161-580330			
2012 Comprehensive Plan Reference: CA-1.5 (p. 103), CA-3.5 (p. 106), T-7.2.1 (p. 133), T-7.2.3 (p. 134)								
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 make improvements to Old Lee Highway based on the concept plan developed in 2015. The City has performed survey and developed a preliminary design to develop a feasible design for Old Lee Highway. This project proposes to provide a consistent design for the entire length of the corridor, which includes removing excess asphalt, constructing a two-way shared use mobility/bicycle path on the north side of the road, providing sidewalks on both sides of the roadway, and accessible transit accommodations. The City has \$4M in pre-existing funding allocations and recently received an additional \$10M from VDOT (Revenue Sharing) and NVTA (70% regional funding). The City anticipates applying for an additional \$6M to fund the anticipated project cost of \$20M.				Picture: 				
Funding Allocation		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering		-	500,000	-	-	-	-	500,000
Right of Way		-	1,000,000	-	-	-	-	1,000,000
Construction		-	-	8,500,000	6,000,000	-	-	14,500,000
Total Costs		\$ -	\$ 1,500,000	\$ 8,500,000	\$ 6,000,000	\$ -	\$ -	\$ 16,000,000
Funding Sources		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
NVTA 70%		-	750,000	4,250,000	3,000,000	-	-	8,000,000
State - Revenue Sharing		-	750,000	4,250,000	3,000,000	-	-	8,000,000
Total Funding		\$ -	\$ 1,500,000	\$ 8,500,000	\$ 6,000,000	\$ -	\$ -	\$ 16,000,000
Estimated Project Timeline			New Project	Responsible Department(s):				
Project Origination Date			07/01/15	Cable TV CD&P City Manager Finance Fire Historic Human Svc IT Parks & Rec Personnel	Police			
Project Design Start Date			07/01/19		PW Admin			
Construction Start Date			07/01/20		PW Fleet			
Project Completion Date			06/30/22		PW Operations			
Financial Impacts					PW Signs/Signal			
Annual Revenue Generated:		\$ -			PW Stormwater			
Annual Cost Savings:		\$ -			PW Streets			
Annual Increase in Operating Costs:		\$ -			PW Transport			✓
Projected Future Savings:		\$ -			PW Wastewater			
					Schools			

PROJECT INFORMATION

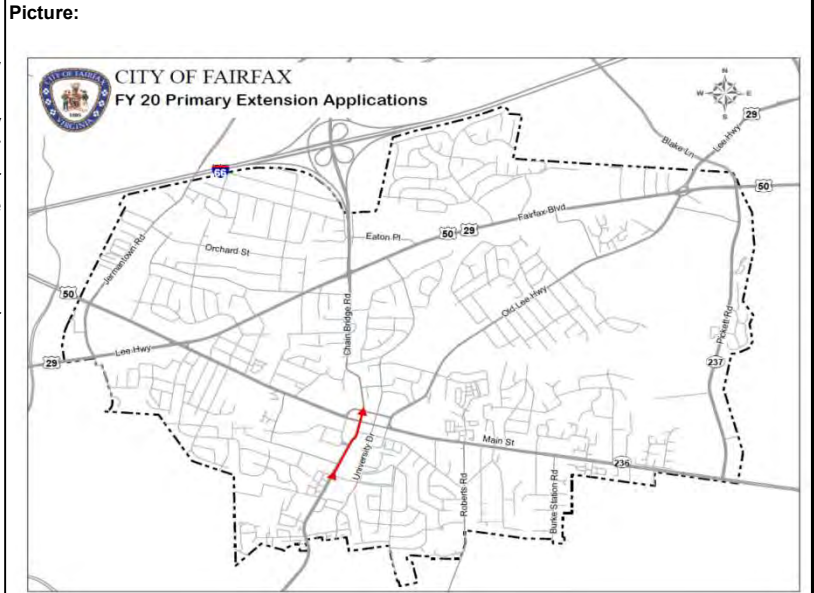
Name: Primary Extension Paving	Project # 320-631327-580330
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2012 Comprehensive Plan Reference: EC-1.2 (p. 49): PFS-2.2 (p. 84): CA 1.5 (p. 103): T-7.6 (p. 135)

Comprehensive Plan Element

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

Statement of Need:
 Based on a legislative change that was effective July 1, 2014, Section 33.2-358 provides that Primary Extensions maintained by municipalities can receive a portion of the reconstruction and paving allocations previously only distributed to interstates and Primary Roads with a combined condition index of less than 60. VDOT developed an application process to allow municipalities to apply for this funding for qualifying projects. The City has been notified that we are recommended to receive the requested FY 20 funding. In accordance with CTB policy, these projects must be advertised within 6 months of the award date. The City's FY 20 project is will pave the roadway and repair the associated concrete curb, gutter and sidewalk on Chain Bridge Road northbound between Armstrong Street and North Street in the City of Fairfax.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Construction	-	947,810	-	-	-	-	947,810
Total Costs	\$ -	\$ 947,810	\$ -	\$ -	\$ -	\$ -	\$ 947,810

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Federal - Other	-	947,810	-	-	-	-	947,810
Total Funding	\$ -	\$ 947,810	\$ -	\$ -	\$ -	\$ -	\$ 947,810

Estimated Project Timeline		New Project	Responsible Department(s):				
Project Origination Date			✓	Cable TV		Police	
Project Design Start Date				CD&P		PW Admin	
Construction Start Date	10/19/19			City Manager		PW Fleet	
Project Completion Date	01/29/19			Finance		PW Operations	
		Fire			PW Signs/Signal		
Financial Impacts			Historic		PW Stormwater		
Annual Revenue Generated:	\$ -		Human Svc		PW Streets		
Annual Cost Savings:	\$ -		IT		PW Transport	✓	
Annual Increase in Operating Costs:	\$ -		Parks & Rec		PW Wastewater		
Projected Future Savings:	\$ -		Personnel		Schools		

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2020 to 2024

PROJECT INFORMATION

Name: Residential Sidewalk Construction	Project # 320-631311-580330
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2012 Comprehensive Plan Reference: T-7.2.1 (p. 133)

Comprehensive Plan Element

<input type="checkbox"/>	Public Service and Facilities		<input type="checkbox"/>	Environment
<input type="checkbox"/>	Economy		<input type="checkbox"/>	Housing
<input checked="" type="checkbox"/>	Community Appearance		<input checked="" type="checkbox"/>	Transportation
<input type="checkbox"/>	Land Use		<input type="checkbox"/>	Other City Plan/Policy

Statement of Need:
 City staff will evaluate engineering, right of way and construction costs along with priority level for various residential sidewalk project requests that have been received. It is anticipated that each year the City will design one sidewalk (for the following year construction) and construct one sidewalk (designed the previous year). Funding is requested for the current year as well as outyears to provide continuous funding for this program. The City has received petitions from residents on Hallman Street, Rust Road, Jones Street, and First and Second Streets. Locations to be determined.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering	100,000	50,000	50,000	50,000	50,000	50,000	250,000
Construction	-	150,000	150,000	150,000	150,000	150,000	750,000
Total Costs	\$ 100,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
C&I	100,000	200,000	200,000	200,000	200,000	200,000	1,000,000
Total Funding	\$ 100,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date	Ongoing	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Colonial Ave. **Project #** 320-631395-580330

2012 Comprehensive Plan Reference: PFS-2.2 (p.84); CA-1.5 (p.103)

Comprehensive Plan Element

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

Statement of Need:
 Asphalt continues to rut/displace on Colonial Avenue due to loaded tanker trucks stopping at the intersection. To resolve this issue, the asphalt needs to be removed and replaced with concrete. A section of approximately 100'L X 30'W X 10"D of concrete needs to be placed.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Right of Way	-	40,000	-	-	-	-	40,000
Total Costs	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	-	40,000	-	-	-	-	40,000
Total Funding	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	01/01/20	✓	Cable TV		Police	
Project Design Start Date	05/01/20		CD&P		PW Admin	
Construction Start Date	05/01/20		City Manager		PW Fleet	
Project Completion Date	06/29/20		Finance		PW Operations	
			Fire		PW Signs/Signal	
			Historic		PW Stormwater	
			Human Svc		PW Streets	✓
			IT		PW Transport	
			Parks & Rec		PW Wastewater	
			Personnel		Schools	

PROJECT INFORMATION

Name: Concrete Curb and Gutter Maintenance **Project #** 320-631310-580330

2012 Comprehensive Plan Reference: EC-1.2 (p. 49); PFS-2.2 (p. 84); CA-1.4 (p. 103); CA-1.5 (p. 103); T-7.2.1 (p. 133)

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 for approximately 50% replacement of curb/gutter and driveway aprons for the FY 2020 adopted street paving list. This project is needed to address the aging concrete infrastructure. During previous CIP years, the concrete infrastructure was in its mid-life and not much had to be replaced. Now, the concrete infrastructure has reached its expected life cycle and additional concrete replacement is needed to provide a functional road system.

Estimated quantities:
 31,500 LF of curb/gutter
 20,000 SF of sidewalk
 400 Driveway aprons.

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	1,400,000	1,850,000	2,200,000	1,350,000	1,000,000	1,000,000	7,400,000
Total Costs	\$ 1,400,000	\$ 1,850,000	\$ 2,200,000	\$ 1,350,000	\$ 1,000,000	\$ 1,000,000	\$ 7,400,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	1,400,000	1,850,000	2,200,000	1,350,000	1,000,000	1,000,000	7,400,000
Total Funding	\$ 1,400,000	\$ 1,850,000	\$ 2,200,000	\$ 1,350,000	\$ 1,000,000	\$ 1,000,000	\$ 7,400,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date			Cable TV		Police	
Project Design Start Date		CD&P		PW Admin		
Construction Start Date		City Manager		PW Fleet		
Project Completion Date	Ongoing	Finance		PW Operations		
		Fire		PW Signs/Signal		
		Historic		PW Stormwater		
		Human Svc		PW Streets	✓	
		IT		PW Transport		
		Parks & Rec		PW Wastewater		
		Personnel		Schools		

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Independent Roadway Evaluation **Project #** 320-631108-580330

2012 Comprehensive Plan Reference: EC-1.2 (p. 49); PFS-2.2 (p. 84); CA-1.5 (p. 103)

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 be considered for a 50% matching fund for road reconstruction from the state, proof of need, in the form of a professional evaluation with core samples and analysis, is necessary.

The evaluation information will provide the City with future CIP projects and assist staff with maintenance management.

FY 2020:
 Main Street

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering	50,000	50,000	250,000	50,000	50,000	50,000	450,000
Total Costs	\$ 50,000	\$ 50,000	\$ 250,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 450,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Federal - RSTP	-	-	200,000	-	-	-	200,000
General Fund	50,000	50,000	50,000	50,000	50,000	50,000	250,000
Total Funding	\$ 50,000	\$ 50,000	\$ 250,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 450,000

Estimated Project Timeline		New Project	Responsible Department(s):	
Project Origination Date			Cable TV	Police
Project Design Start Date			CD&P	PW Admin
Construction Start Date			City Manager	PW Fleet
Project Completion Date	Ongoing		Finance	PW Operations
			Fire	PW Signs/Signal
			Historic	PW Stormwater
			Human Svc	PW Streets
			IT	PW Transport
			Parks & Rec	PW Wastewater
			Personnel	Schools
Financial Impacts				
Annual Revenue Generated:	\$ -			
Annual Cost Savings:	\$ -			
Annual Increase in Operating Costs:	\$ -			
Projected Future Savings:	\$ -			

PROJECT INFORMATION

Name: Street Repaving **Project #** 320-631320-580330

2012 Comprehensive Plan Reference: EC-1.2 (p. 49); PFS-2.2 (p. 84); CA-1.5 (p. 103)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	Public Service and Facilities			Environment
	Economy			Housing
	Community Appearance		<input checked="" type="checkbox"/>	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:

- Line striping
- Pavement markers and loop detectors
- Manhole adjustment rings
- Third party inspection oversight

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	1,997,000	1,109,515	3,300,000	1,000,000	3,300,000	1,000,000	9,709,515
Total Costs	\$ 1,997,000	\$ 1,109,515	\$ 3,300,000	\$ 1,000,000	\$ 3,300,000	\$ 1,000,000	\$ 9,709,515

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	1,997,000	1,109,515	3,300,000	1,000,000	3,300,000	1,000,000	9,709,515
Total Funding	\$ 1,997,000	\$ 1,109,515	\$ 3,300,000	\$ 1,000,000	\$ 3,300,000	\$ 1,000,000	\$ 9,709,515

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date			Cable TV		Police	
Project Design Start Date			CD&P		PW Admin	
Construction Start Date			City Manager		PW Fleet	
Project Completion Date	Ongoing		Finance		PW Operations	
			Fire		PW Signs/Signal	
			Historic		PW Stormwater	
			Human Svc		PW Streets	<input checked="" type="checkbox"/>
			IT		PW Transport	
			Parks & Rec		PW Wastewater	
			Personnel		Schools	

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2020 to 2024

FY 2020 Adopted Street Repaving Detail

The paving replacement schedule is subject to change based on unforeseen circumstances

<u>Street</u>	<u>From</u>	<u>To</u>	<u>Estimated Cost</u>
Spring St.	FFX B	City Line	33,570
Draper Dr.	FFX B	City Line	53,754
Beech Dr.	Draper Dr	DEAD END	16,126
Oliver St	Keith Ave	Railroad Ave	28,405
Cedar Ave	Chain Bridge Rd	Keith Ave	50,679
South St	Sager Ave	University Dr	13,679
John Trammel Ct	Sager Ave	CUL-DE-SAC	11,023
Barbour Dr	Sager Ave	Beaumont St	25,928
Dwight Ave	Roberts Rd	Orchard Dr	23,071
Rodgers Rd	Locust Lane	Locust Lane	33,816
Randolph St	Mason St	Wood Rd	47,588
Monroe St	Randolph St	CUL-DE-SAC	3,867
Wood Rd	Mason St	University Dr	39,209
Sharpes Meadow Lane	Stratford Ave	CUL-DE-SAC	22,545
Farmington Dr	Spring Lake Terrace	Parkhill Place	34,782
Cornwell Rd	Spring Lake Terrace	Andover Dr.	47,904
Newberry Dr	Spring Lake Terrace	Farmington Dr	18,972
Capeway Ct	Newberry Dr	CUL-DE-SAC	4,079
Colony Rd	Old Lee Hwy	Country Hill Dr.	97,436
Simpson Mews Lane	Chancery Park Dr	Chancery Park Dr	13,116
Chancery Park Dr	University Drive	School St	56,513
Sessions Ct	Chancery Park Dr	CUL-DE-SAC	6,521
Amnesty Pl	School St	CUL-DE-SAC	7,907
Winston Pl	Norman Ave	CUL-DE-SAC	5,774
University Dr	Kenmore Dr	Stratford Avenue	108,754
		SubTotal for Milling/Overlay	805,018
		Line Striping	150,000
		Pavement Markers & Loops	50,000
		Manhole adjustment rings	4,497
		Third party inspection oversight	100,000
		TOTAL	1,109,515

PROJECT INFORMATION

Name: LED Streetlight Conversion **Project #** 320-631396-580455

2012 Comprehensive Plan Reference: PFS-2.2 (p. 84); CA-1.7 (p. 104); ENV-2.2 (p. 34); T-7.3.3 (p. 134)

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 to convert over 2,600 electric streetlights that have older technology (high pressure sodium and mercury vapor lights) to light emitting diode (LED) technology. This project will reduce energy use, provide cost savings and enhance the safety and quality of the City's street lighting. Some of the benefits of converting to LEDs include:

- Better Light Quality: LED lights allow for colors to be seen more accurately and vividly, improving nighttime visibility. They also provide consistent light distribution across the entire roadway, improving safety.
- Reduced Light Pollution: The City will follow the International Dark Sky Association specifications to minimize glare, light trespass and sky glow.
- Ability to Integrate Smart City Technology: The LED lights will be installed with a 7-pin receptacle, which gives the City the ability to install smart city technology features in the future.
- Longer Life: LED lights have a life span of 10-20 years which is 2-3 times longer than older technologies, which improves reliability.
- Energy Savings: The conversion is projected to save the City over 1.1 million kWh of energy use annually (which is equivalent to powering 102 homes/year).
- Carbon Emissions Reductions: The conversion is projected to reduce the city's carbon footprint by 800 metric tons of CO2 annually.
- Cost Savings: The conversion is projected to reduce the City's energy bills by approximately \$110,000/year. Since the LED street lights have a life span of 10-20 years, the conversion is projected to save the City \$1.1 to \$2.2 million on the City's energy bills over the life of the LED lights.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	-	110,000	110,000	110,000	110,000	110,000	550,000
Total Costs	\$ -	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 550,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	-	110,000	110,000	110,000	110,000	110,000	550,000
Total Funding	\$ -	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 550,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date	07/01/19	✓	Cable TV		Police	
Project Design Start Date			CD&P		PW Admin	✓
Construction Start Date			City Manager		PW Fleet	
Project Completion Date	06/30/24		Finance		PW Operations	
Financial Impacts			Fire		PW Signs/Signal	
Annual Revenue Generated:	\$ -		Historic		PW Stormwater	
Annual Cost Savings:	\$ 100,000		Human Services		PW Streets	✓
Annual Increase in Operating Costs:	\$ -		IT		PW Transport	
Projected Future Savings:	\$ 1,100,000		Parks & Rec		PW Wastewater	
			Personnel		Schools	

PROJECT INFORMATION

Name: Advanced Signal Detector & Conventional Loop Maint. **Project #** 320-631239-580330

2012 Comprehensive Plan Reference: T-7.3.3 (p. 134); T-7.4.1 (p. 134); T-7.8.1 (p. 136)

Comprehensive Plan Element

Public Service and Facilities		Environment
Economy		Housing
Community Appearance		Transportation <input checked="" type="checkbox"/>
Land Use		Other City Plan/Policy

Statement of Need:
 As traffic congestion increases and becomes more complex, the monitoring and management task expands. Where possible, the City intends to remove in-ground inductive detection loops and malfunctioning video detection, and replace them with advanced thermal, video and wireless detection units. This project will install advanced detection units at 1 to 3 intersections per year (locations to be determined), at a cost of \$15,000 - \$25,000 per intersection. Targeted locations will be those with recurring detection issues and outdated equipment. Also required annually is \$20-25K for repair and replacement of existing in-ground detector systems (loops).

Locations for FY 2020:

- Pickett and Old Pickett
- University and Whitehead (Loops and Junction Boxes)
- Old Lee and Old Pickett
- Main and Roberts

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	21,000	53,000	54,988	57,050	59,189	61,408	285,635
Total Costs	\$ 21,000	\$ 53,000	\$ 54,988	\$ 57,050	\$ 59,189	\$ 61,408	\$ 285,635

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
General Fund	21,000	53,000	54,988	57,050	59,189	61,408	285,635
Total Funding	\$ 21,000	\$ 53,000	\$ 54,988	\$ 57,050	\$ 59,189	\$ 61,408	\$ 285,635

Estimated Project Timeline		New Project	Responsible Department(s):	
Project Origination Date			Cable TV	Police
Project Design Start Date			CD&P	PW Admin
Construction Start Date			City Manager	PW Fleet
Project Completion Date	Ongoing		Finance	PW Operations
Financial Impacts			Fire	PW Signs/Signal <input checked="" type="checkbox"/>
Annual Revenue Generated:	\$ -		Historic	PW Stormwater
Annual Cost Savings:	\$ -		Human Svc	PW Streets
Annual Increase in Operating Costs:	\$ -		IT	PW Transport
Projected Future Savings:	\$ -		Parks & Rec	PW Wastewater
			Personnel	Schools

PROJECT INFORMATION

Name: CUE Automatic Passenger Counters (APC) **Project #** 320-631719-580105

2012 Comprehensive Plan Reference: T-7.5.2 (p. 135), T-7.6.3 (p. 135)

Comprehensive Plan Element

Public Service and Facilities		Environment
Economy		Housing
Community Appearance		Transportation <input checked="" type="checkbox"/>
Land Use		Other City Plan/Policy

Statement of Need:
 An Automatic Passenger Counter (APC) is an electronic device that is installed on transit vehicles to accurately report boarding and alighting data. This technology will enable the City to accurately track transit ridership by bus stop rather than relying on estimation through surveying. This will enable the City to better plan our bus service and add or eliminate stops based on ridership. The City plans to apply for the APCs through DRPT's transit capital program, which would provide 68% of the funding for this project.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Equipment - New Purchase	-	62,000	-	-	-	-	62,000
Total Costs	\$ -	\$ 62,000	\$ -	\$ -	\$ -	\$ -	\$ 62,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
NVTC Trust Fund	-	19,840	-	-	-	-	19,840
State - DRPT	-	42,160	-	-	-	-	42,160
Total Funding	\$ -	\$ 62,000	\$ -	\$ -	\$ -	\$ -	\$ 62,000

Estimated Project Timeline		New Project <input checked="" type="checkbox"/>	Responsible Department(s):	
Project Origination Date	07/01/19		Cable TV	Police
Project Design Start Date		CD&P	PW Admin	
Construction Start Date	02/01/20	City Manager	PW Fleet	
Project Completion Date	02/01/20	Finance	PW Operations	
		Fire	PW Signs/Signal	
		Historic	PW Stormwater	
		Human Servi	PW Streets	
		Human Svc	PW Transport <input checked="" type="checkbox"/>	
		Parks & Rec	PW Wastewater	
		Personnel	Schools	

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ 4,980
Projected Future Savings:	\$ -

PROJECT INFORMATION

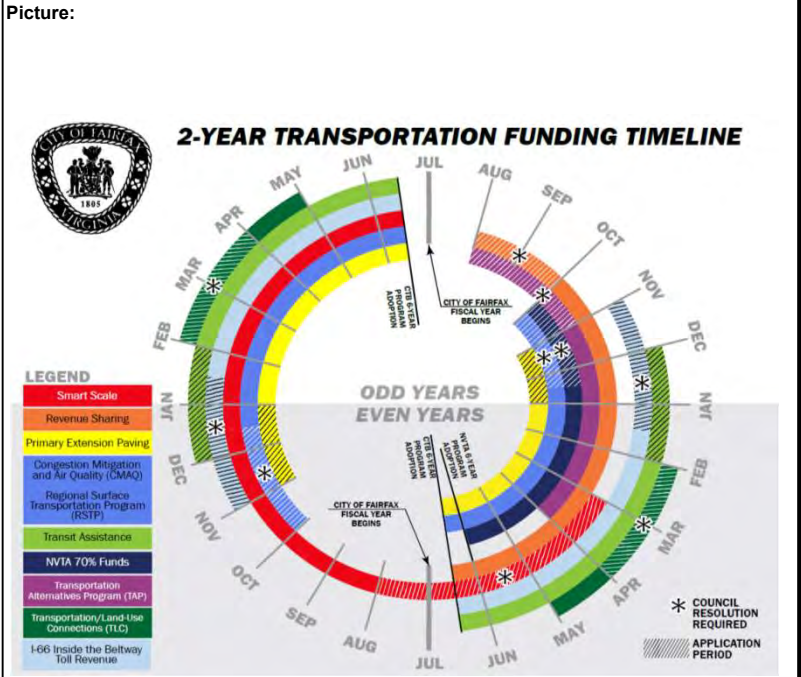
Name: Pre-Application Transportation Project Evaluation **Project #** 320-631397-580310

2012 Comprehensive Plan Reference: T-7.6-1 (page 135)

Comprehensive Plan Element

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

Statement of Need:
 There are multiple opportunities for the City to apply for federal, regional and state funding applications for transportation projects. Many of these application require detailed engineering plans. In turn, the City needs funding to hire engineers to perform this prerequisite evaluation. This "project" sets aside funds for the pre-application project evaluation.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering	-	200,000	200,000	200,000	200,000	200,000	1,000,000
Total Costs	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
NVTA 30%		200,000	200,000	200,000	200,000	200,000	1,000,000
Total Funding	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date		✓	Cable TV		Police	
Project Design Start Date			CD&P		PW Admin	
Construction Start Date			City Manager		PW Fleet	
Project Completion Date			Finance		PW Operations	
Financial Impacts			Fire		PW Signs/Signal	
Annual Revenue Generated:	\$ -		Historic		PW Stormwater	
Annual Cost Savings:	\$ -		Human Svc		PW Streets	
Annual Increase in Operating Costs:	\$ -		IT		PW Transport	✓
Projected Future Savings:	\$ -		Parks & Rec		PW Wastewater	
			Personnel		Schools	

PROJECT INFORMATION

Name: WMATA Capital Funding Contribution	Project # 370-637301-550601
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2012 Comprehensive Plan Reference: T-7.1 (page 133)

Comprehensive Plan Element

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

Statement of Need:
 In 2018, the Virginia General Assembly approved \$154M in dedicated capital funding for WMATA beginning in FY 2019. One of the revenue sources for the WMATA Capital Fund is \$27.12M in local funds from the WMATA funding jurisdictions. Each jurisdiction's share of the \$27.12M is based on the jurisdiction's proportion of the annual WMATA Capital Improvement Program. For the City of Fairfax, this is a payment of \$260,978 in FY 20. These funds may be paid from the jurisdiction's NVTVA 30% funds or may be appropriated from other local funds by resolution.

Picture:

AGREEMENT BY AND BETWEEN THE VIRGINIA DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION AND THE CITY OF FAIRFAX CONCERNING PAYMENT OF FUNDING FOR THE CITY'S PROPORTIONATE SHARE OF CAPITAL FUNDING FOR THE WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY CAPITAL FUND

THIS AGREEMENT ("Agreement"), is between the Virginia Department of Rail and Public Transportation ("Department"), acting by and through its Director, and the City of Fairfax (the "Locality") (the Department and the Locality are each a "Party" and collectively are the "Parties"), concerning the payment of the Locality's proportionate share of capital funding for the Washington Metropolitan Area Transit Authority Capital Fund ("WMATA Capital Fund") pursuant to § 33.2-3404 of the Code of Virginia (1950), as amended ("Code").

RECITALS

WHEREAS, the Locality meets the criteria set out in § 33.2-3404(A) of the Code and therefore is required to make annual payments to the WMATA Capital Fund; and

WHEREAS, the Locality's required payment amount is determined in accordance with § 33.2-3404(B) of the Code; and

WHEREAS, pursuant to § 33.2-3401 of the Code, the amounts paid by the Locality pursuant to § 33.2-3404 of the Code are credited to the WMATA Capital Fund; and

WHEREAS, the Parties wish to memorialize their agreement concerning the responsibilities of each Party and the processing and payment of the Locality's required payment to the WMATA Capital Fund.

NOW, THEREFORE, in consideration of the covenants and agreements in this Agreement, the sufficiency of which is acknowledged, the Parties agree as follows:

ARTICLE I

INVOICING

§ 1.1 The Department shall prepare invoices for the Locality on a quarterly schedule. The Department shall issue invoices at least 45 days prior to the beginning of each quarter. However, the first invoice shall be prepared and issued after execution of this Agreement and not in accordance with the quarterly schedule. The first invoice shall include all amounts that would have been due from the Locality assuming July 1, 2018 as the first quarterly payment date, and the amount due for the first quarter after execution of the Agreement.

§ 1.2 Pursuant to § 33.2-3404(B) of the Code, the Department shall prepare invoices for the Locality by multiplying \$27.12 million by a fraction the numerator of which shall be the

Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	-	260,978	230,382	231,239	230,629	235,835	1,189,063
Total Costs	\$ -	\$ 260,978	\$ 230,382	\$ 231,239	\$ 230,629	\$ 235,835	\$ 1,189,063

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
C&I	-	260,978	230,382	231,239	230,629	235,835	1,189,063
Total Funding	\$ -	\$ 260,978	\$ 230,382	\$ 231,239	\$ 230,629	\$ 235,835	\$ 1,189,063

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date	✓	Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date		Finance
Financial Impacts		Fire
Annual Revenue Generated:		Historic
Annual Cost Savings:		Human Svc
Annual Increase in Operating Costs:		IT
Projected Future Savings:		Parks & Rec
		Personnel

STORMWATER FUND

FUNCTION: Stormwater Fund
DEPARTMENT:
DIVISION OR ACTIVITY:

Budget Comments:

The FY 2020 Adopted Budget increases the City's real estate tax rate dedicated for the Stormwater Fund from 2.75¢ to 3.00¢, generating approximately \$1,859,895 in revenues in FY 2020. These funds will be used to support of the City's plan to address aging infrastructure and regulations from the federal and state governments regarding stormwater management. A series of projects are scheduled to be funded by these monies and are noted in the accompanying pages of this section.

An increase of \$162,136 (9.2%) from the FY 2019 Adopted Budget is necessary to fund the FY 2020 Adopted Budget. Notable changes are as follows:

- **Capital Projects increase of \$162,136 or 9.2%**
 - Capital Projects affecting the Stormwater Fund have increased due to the .25¢ increase in the Stormwater tax rate.

FY 2020 Adopted Budget - City of Fairfax, Virginia

**City of Fairfax, Virginia
FY 2020 Stormwater Fund
Budget Summary**

	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Fund Balance - Beginning	\$ 717,688	\$ 707,133	\$ 1,147,711	\$ 1,144,019		
Revenues						
Transfer From General Fund	1,595,106	1,664,312	1,754,374	1,859,895	195,583	11.75%
State Funding	159,664	-	-	-	-	0.00%
VSMP Fees	(2,016)	-	-	-	-	0.00%
Daniels Run	9,520	-	-	-	-	0.00%
Grant Revenue	-	-	-	-	-	0.00%
Transfer from Wastewater Fund	-	-	-	-	-	0.00%
Total Revenues	\$ 1,762,274	\$ 1,664,312	\$ 1,754,374	\$ 1,859,895	\$ 195,583	11.75%
Expenses						
Capital Projects	1,332,251	1,665,000	1,665,000	1,824,600	159,600	9.59%
Salaries - Full Time	-	65,077	65,077	65,177	100	0.15%
Fringe Benefits	-	27,989	27,989	30,425	2,436	8.70%
Total Expenses	\$ 1,332,251	\$ 1,758,066	\$ 1,758,066	\$ 1,920,202	\$ 162,136	9.22%
Committed Funds	-	613,379	-	1,083,712		
Fund Balance - Ending	\$ 1,147,711	\$ -	\$ 1,144,019	\$ -		

Personnel Classification	<u>Grade</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>
Stormwater Program Specialist	117	0.7	0.7	0.7	0.7

PROJECT INFORMATION

Name: Driveway Pipe Replacement Project **Project #** 340-644413-580330

2012 Comprehensive Plan Reference: PFS-2.2 (p. 84); CA-1.5 (p. 103)

Comprehensive Plan Element

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

Statement of Need:
 Residential galvanized driveway pipe in City right-of-ways has deteriorated. This project would allow new pipe installation and right-of-way rehabilitation for 15 to 20 property locations per year. There are 324 driveway pipes throughout the city.

FY 2020 - Orchard Street and Wilson Street

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	50,000	50,000	60,000	65,000	70,000	75,000	320,000
Total Costs	\$ 50,000	\$ 50,000	\$ 60,000	\$ 65,000	\$ 70,000	\$ 75,000	\$ 320,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Storm Water Fund	50,000	50,000	60,000	65,000	70,000	75,000	320,000
Total Funding	\$ 50,000	\$ 50,000	\$ 60,000	\$ 65,000	\$ 70,000	\$ 75,000	\$ 320,000

Estimated Project Timeline		New Project	Responsible Department(s):	
Project Origination Date			Cable TV	Police
Project Design Start Date			CD&P	PW Admin
Construction Start Date			City Manager	PW Fleet
Project Completion Date	Ongoing		Finance	PW Operations
Financial Impacts			Fire	PW Signs/Signal
Annual Revenue Generated:	\$ -		Historic	PW Stormwater
Annual Cost Savings:	\$ -		Human Svc	PW Streets
Annual Increase in Operating Costs:	\$ -		IT	PW Transport
Projected Future Savings:	\$ -	Parks & Rec	PW Wastewater	
		Personnel	Schools	

PROJECT INFORMATION

Name: Replacement of Failing Galvanized Storm Drainage Systems **Project #** 340-644411-580330

2012 Comprehensive Plan Reference: PFS-2.2 (p. 84)

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 City's galvanized storm drain systems located within the city's right-of-ways and citizen's properties. Failed storm sewer mains create sinkholes and hazards. The failing systems would be replaced with HDPE pipe and new structures.

Picture:



FY20 - West bound Fairfax Boulevard at Draper

Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	110,000	110,000	120,000	125,000	130,000	135,000	620,000
Total Costs	\$ 110,000	\$ 110,000	\$ 120,000	\$ 125,000	\$ 130,000	\$ 135,000	\$ 620,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Storm Water Fund	110,000	110,000	120,000	125,000	130,000	135,000	620,000
Total Funding	\$ 110,000	\$ 110,000	\$ 120,000	\$ 125,000	\$ 130,000	\$ 135,000	\$ 620,000

Estimated Project Timeline		New Project	Responsible Department(s):		
Project Origination Date			Cable TV		Police
Project Design Start Date			CD&P		PW Admin
Construction Start Date			City Manager		PW Fleet
Project Completion Date	Ongoing		Finance		PW Operations
			Fire		PW Signs/Signal
			Historic		PW Stormwater
			Human Svc		PW Streets
			IT		PW Transport
			Parks & Rec		PW Wastewater
			Personnel		Schools
Financial Impacts					
Annual Revenue Generated:	\$ -				
Annual Cost Savings:	\$ -				
Annual Increase in Operating Costs:	\$ -				
Projected Future Savings:	\$ -				

PROJECT INFORMATION

Name: Storm Drainage Maintenance **Project #** 340-644409-580330

2012 Comprehensive Plan Reference: PFS-2.2 (p. 84); CA-1.5 (p. 103)

Comprehensive Plan Element

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

Statement of Need:
 The City maintains 1,800 structures and 300,000 linear feet of storm pipe. 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 pipes, cleaning out and re-purging drainage structures, repairing the tops of the drainage structures, blockage removal of trees and debris, and reconstruction of concrete and asphalt ditch lines.




Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	120,000	120,000	150,000	150,000	150,000	150,000	720,000
Total Costs	\$ 120,000	\$ 120,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 720,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Storm Water Fund	120,000	120,000	150,000	150,000	150,000	150,000	720,000
Total Funding	\$ 120,000	\$ 120,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 720,000

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date	Ongoing	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION								
Name: Storm Drainage Outfall Maintenance & Repair				Project # 340-644412-580330				
2012 Comprehensive Plan Reference:		PFS-2.2 (p. 84)						
Comprehensive Plan Element								
✓	Public Service and Facilities		✓	Environment				
	Economy		Housing					
	Community Appearance		Transportation					
	Land Use		Other City Plan/Policy					
Statement of Need:		Picture:						
<p>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 ditch lines. There are 149 outfalls in the City.</p> <p>The object for the project is to rebuild 100 percent of the inventory over a 30 year period.</p> <p>FY 2020 - Country Club Hills; Approximately 4 outfalls.</p>								
Funding Allocation		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade		100,000	100,000	110,000	115,000	120,000	125,000	570,000
Total Costs		\$ 100,000	\$ 100,000	\$ 110,000	\$ 115,000	\$ 120,000	\$ 125,000	\$ 570,000
Funding Sources		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Storm Water Fund		100,000	100,000	110,000	115,000	120,000	125,000	570,000
Total Funding		\$ 100,000	\$ 100,000	\$ 110,000	\$ 115,000	\$ 120,000	\$ 125,000	\$ 570,000
Estimated Project Timeline		New Project		Responsible Department(s):				
Project Origination Date				Cable TV		Police		
Project Design Start Date				CD&P		PW Admin		
Construction Start Date				City Manager		PW Fleet		
Project Completion Date		Ongoing		Finance		PW Operations		
				Fire		PW Signs/Signal		
				Historic		PW Stormwater		
Financial Impacts				Human Svc		PW Streets	✓	
Annual Revenue Generated:		\$ -		IT		PW Transport		
Annual Cost Savings:		\$ -		Parks & Rec		PW Wastewater		
Annual Increase in Operating Costs:		\$ -		Personnel		Schools		
Projected Future Savings:		\$ -						

PROJECT INFORMATION

Name: Storm Drainage Repair for Paving Schedule **Project #** 340-644408-580330

2012 Comprehensive Plan Reference: PFS-2.2 (p. 84); CA-1.5 (p. 103)

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 address all storm drainage infrastructure issues prior to road overlay paving construction. Work would include storm pipe replacement and structure reconstruction.

- Storm pipe replacement
- Storm pipe lining
- Throat reconstruction
- Storm top reconstruction
- Manhole rehab

As paving quantities increase, additional funds are needed to address storm drainage infrastructure.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	100,000	100,000	110,000	115,000	120,000	125,000	570,000
Total Costs	\$ 100,000	\$ 100,000	\$ 110,000	\$ 115,000	\$ 120,000	\$ 125,000	\$ 570,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Storm Water Fund	100,000	100,000	110,000	115,000	120,000	125,000	570,000
Total Funding	\$ 100,000	\$ 100,000	\$ 110,000	\$ 115,000	\$ 120,000	\$ 125,000	\$ 570,000

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date	Ongoing	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Storm Pipe Lining Rehabilitation **Project #** 340-644410-580330

2012 Comprehensive Plan Reference: ENV-2.1 (p. 34); PFS-2.2 (p. 84)

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 pipe lines. As concrete storm pipe 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.

Project includes mobilization, pre TV inspection, heavy cleaning, post TV inspection, and linear installation.

FY 2020:
 East bound Fairfax Boulevard at Harley Dealership

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	110,000	110,000	120,000	125,000	130,000	135,000	620,000
Total Costs	\$ 110,000	\$ 110,000	\$ 120,000	\$ 125,000	\$ 130,000	\$ 135,000	\$ 620,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Storm Water Fund	110,000	110,000	120,000	125,000	130,000	135,000	620,000
Total Funding	\$ 110,000	\$ 110,000	\$ 120,000	\$ 125,000	\$ 130,000	\$ 135,000	\$ 620,000

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date	Ongoing	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Reline Bridge Culvert Storm Structures **Project #** 320-631318-580330

2012 Comprehensive Plan Reference: PFS-2.2 (p. 84); CA-1.5 (p. 103)

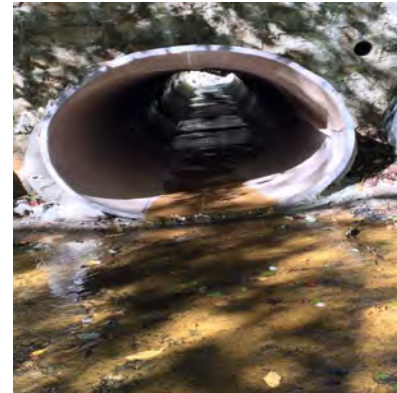
Comprehensive Plan Element

<input checked="" type="checkbox"/>	Public Service and Facilities		<input checked="" type="checkbox"/>	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 structures that bridge vehicular traffic over the creek systems. The existing galvanized pipe has deteriorated and will not support the road bed if a new system is not installed. There are approximately 37 bridge culverts throughout the city.

FY 2020 - Presbyterian and Hallman

Picture:



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	75,000	80,000	85,000	90,000	95,000	100,000	450,000
Total Costs	\$ 75,000	\$ 80,000	\$ 85,000	\$ 90,000	\$ 95,000	\$ 100,000	\$ 450,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Storm Water Fund	75,000	80,000	85,000	90,000	95,000	100,000	450,000
Total Funding	\$ 75,000	\$ 80,000	\$ 85,000	\$ 90,000	\$ 95,000	\$ 100,000	\$ 450,000

Estimated Project Timeline		New Project	Responsible Department(s):	
Project Origination Date			Cable TV	Police
Project Design Start Date			CD&P	PW Admin
Construction Start Date			City Manager	PW Fleet
Project Completion Date	Ongoing		Finance	PW Operations
Financial Impacts			Fire	PW Signs/Signal
Annual Revenue Generated:	\$ -		Historic	PW Stormwater
Annual Cost Savings:	\$ -		Human Svc	PW Streets
Annual Increase in Operating Costs:	\$ -		IT	PW Transport
Projected Future Savings:	\$ -	Parks & Rec	PW Wastewater	
		Personnel	Schools	

PROJECT INFORMATION

Name: Plantation Parkway Culvert Repairs **Project #** 320-644427-580330

2012 Comprehensive Plan Reference: PFS2.2(p.84)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	Public Service and Facilities		<input checked="" type="checkbox"/>	Environment
	Economy			Housing
	Community Appearance			Transportation
	Land Use			Other City Plan/Policy

Statement of Need:
 This project will replace the erosion/scour slab, riprap and repair the wing walls on the upstream and downstream ends of this double 10' diameter corrugated metal pipe culvert.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering	-	50,000	-	-	-	-	50,000
Construction	-	100,000	-	-	-	-	100,000
Total Costs	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Storm Water Fund	-	150,000	-	-	-	-	150,000
Total Funding	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

Estimated Project Timeline		New Project <input checked="" type="checkbox"/>	Responsible Department(s):			
Project Origination Date	07/01/19		Cable TV		Police	
Project Design Start Date	07/01/19		CD&P	<input checked="" type="checkbox"/>	PW Admin	<input checked="" type="checkbox"/>
Construction Start Date	07/01/20		City Manager		PW Fleet	
Project Completion Date	06/30/21		Finance		PW Operations	
Financial Impacts			Fire		PW Signs/Signal	
Annual Revenue Generated:	\$ -		Historic		PW Stormwater	
Annual Cost Savings:	\$ -		Human Svc		PW Streets	
Annual Increase in Operating Costs:	\$ -		IT		PW Transport	
Projected Future Savings:	\$ -		Parks & Rec		PW Wastewater	
		Personnel		Schools		

PROJECT INFORMATION

Name: Municipal Separate Storm Sewer System (MS4) **Project #** 340-644424-580330

2012 Comprehensive Plan Reference: ENV 2.1 (p. 34), ENV 4.1 (p. 35), PFS 2.2 (p. 84)

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 required to comply with the 2018 5 year MS4 permit requirements. The new permit has new significant milestones the City has to meet each year of the 5 year permit term. The new permit has a significant amount of added requirements, including updating GIS files for DEQ, updating website, revising the 5 year program plan, nutrient management plans and our annual report. This permit will be active from 2018-2023.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering	95,000	100,000	120,000	130,000	130,000	140,000	620,000
Total Costs	\$ 95,000	\$ 100,000	\$ 120,000	\$ 130,000	\$ 130,000	\$ 140,000	\$ 620,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Storm Water Fund	95,000	100,000	120,000	130,000	130,000	140,000	620,000
Total Funding	\$ 95,000	\$ 100,000	\$ 120,000	\$ 130,000	\$ 130,000	\$ 140,000	\$ 620,000

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV
Project Design Start Date		CD&P
Construction Start Date		City Manager
Project Completion Date	Ongoing	Finance
		Fire
		Historic
		Human Svc
		IT
		Parks & Rec
		Personnel
		Police
		PW Admin
		PW Fleet
		PW Operations
		PW Signs/Signal
		PW Stormwater
		PW Streets
		PW Transport
		PW Wastewater
		Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

PROJECT INFORMATION

Name: Private BMP/SWM Inspection **Project #** 340-644432-580330

2012 Comprehensive Plan Reference: ENV-2.1 (p. 34); PFS-2.2 (p. 84)

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 annual inspection of all the private Best Management Practice/Storm Water Management (BMP/SWM) systems throughout the City. Currently there are 341 private facilities inspected annually. The State requires annual inspection of these facilities under the Virginia Pollution Discharge Elimination System (VPDES) and Phase II-Municipal Separate Storm Sewer System (MS4). We expect these numbers to increase in the future as new BMPs come online.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	120,000	120,000	145,000	155,000	165,000	165,000	750,000
Total Costs	\$ 120,000	\$ 120,000	\$ 145,000	\$ 155,000	\$ 165,000	\$ 165,000	\$ 750,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Storm Water Fund	120,000	120,000	145,000	155,000	165,000	165,000	750,000
Total Funding	\$ 120,000	\$ 120,000	\$ 145,000	\$ 155,000	\$ 165,000	\$ 165,000	\$ 750,000

Estimated Project Timeline	New Project	Responsible Department(s):	
Project Origination Date		Cable TV	Police
Project Design Start Date		CD&P	PW Admin
Construction Start Date		City Manager	PW Fleet
Project Completion Date	Ongoing	Finance	PW Operations
		Fire	PW Signs/Signal
		Historic	PW Stormwater
		Human Svc	PW Streets
		IT	PW Transport
		Parks & Rec	PW Wastewater
		Personnel	Schools
Financial Impacts			✓
Annual Revenue Generated:	\$ -		
Annual Cost Savings:	\$ -		
Annual Increase in Operating Costs:	\$ -		
Projected Future Savings:	\$ -		

PROJECT INFORMATION

Name:	Public BMP/SWM Inspection and Maintenance	Project #	340-644415-580330	
2012 Comprehensive Plan Reference:		ENV-2.1 (p. 34); PFS-2.2 (p. 84)		
Comprehensive Plan Element				
<input type="checkbox"/>	Public Service and Facilities		<input checked="" type="checkbox"/>	Environment
<input type="checkbox"/>	Economy		<input type="checkbox"/>	Housing
<input type="checkbox"/>	Community Appearance		<input type="checkbox"/>	Transportation
<input type="checkbox"/>	Land Use		<input type="checkbox"/>	Other City Plan/Policy

Statement of Need:
 This project provides for the annual inspection and maintenance of all the public Best Management Practice/Storm Water Management (BMP/SWM) systems throughout the City. Currently there are 31 City owned and maintained facilities that are inspected annually. The State requires annual inspection of these facilities under the Virginia Pollution Discharge Elimination System (VPDES) and Phase II-Municipal Separate Storm Sewer System (MS4). We expect these numbers to increase in the future as new BMPs come online.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Infrastructure Maint/Repair/Upgrade	110,000	110,000	130,000	135,000	140,000	145,000	660,000
Total Costs	\$ 110,000	\$ 110,000	\$ 130,000	\$ 135,000	\$ 140,000	\$ 145,000	\$ 660,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Storm Water Fund	110,000	110,000	130,000	135,000	140,000	145,000	660,000
Total Funding	\$ 110,000	\$ 110,000	\$ 130,000	\$ 135,000	\$ 140,000	\$ 145,000	\$ 660,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date			Cable TV		Police	
Project Design Start Date			CD&P		PW Admin	
Construction Start Date			City Manager		PW Fleet	
Project Completion Date	Ongoing		Finance		PW Operations	
Financial Impacts			Fire		PW Signs/Signal	
Annual Revenue Generated:	\$ -		Historic		PW Stormwater	✓
Annual Cost Savings:	\$ -		Human Svc		PW Streets	
Annual Increase in Operating Costs:	\$ -		IT		PW Transport	
Projected Future Savings:	\$ -		Parks & Rec		PW Wastewater	
		Personnel		Schools		

PROJECT INFORMATION

Name: Stream Evaluation and Restoration **Project #** 340-644422-580330

2012 Comprehensive Plan Reference: ENV-2.1 (p. 34); PFS-2.2 (p. 84); T-7.3.3 (p. 134)

Comprehensive Plan Element

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

Statement of Need:
 The Accotink Creek Stream Stability Assessment and Prioritization Plan Supplemental Report for Daniels Run (October 2008) listed the stretch of stream at Van Dyke Park (Jean St) as Extreme. The Accotink Creek Watershed, with a portion of the "southern reach" tributary, flows in a northeast direction along the entire northern edge of Van Dyck Park. Overall poor stream health for this portion of the creek indicates that immediate action is needed to address bank erosion, tree loss, flooding, and stream debris. Stream restoration is a priority in the Van Dyke master plan. This project will fund engineering plans for construction of stream restoration on this stretch of stream. All grant opportunities will be explored for this project.




Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering	230,000	70,000	130,000	-	525,000	-	725,000
Construction	-	-	-	1,600,000	-	1,600,000	3,200,000
Total Costs	\$ 230,000	\$ 70,000	\$ 130,000	\$ 1,600,000	\$ 525,000	\$ 1,600,000	\$ 3,925,000


Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Financing	-	-	-	355,400	-	-	355,400
Grant	-	-	-	800,000	-	800,000	1,600,000
Storm Water Fund	230,000	70,000	130,000	444,600	525,000	800,000	1,969,600
Total Funding	\$ 230,000	\$ 70,000	\$ 130,000	\$ 1,600,000	\$ 525,000	\$ 1,600,000	\$ 3,925,000

Estimated Project Timeline		New Project	Responsible Department(s):			
Project Origination Date			Cable TV		Police	
Project Design Start Date			CD&P		PW Admin	
Construction Start Date			City Manager		PW Fleet	
Project Completion Date	Ongoing		Finance		PW Operations	
			Fire		PW Signs/Signal	
			Historic		PW Stormwater	✓
			Human Svc		PW Streets	
			IT		PW Transport	
			Parks & Rec		PW Wastewater	
			Personnel		Schools	

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2020 to 2024

PROJECT INFORMATION								
Name: TMDL Action Plans					Project # 340-644426-580330			
2012 Comprehensive Plan Reference:		ENV-4.1(pg35); PFS-2.2(pg84)						
Comprehensive Plan Element								
	Public Service and Facilities			✓	Environment			
	Economy				Housing			
	Community Appearance				Transportation			
	Land Use				Other City Plan/Policy			
Statement of Need: This project is needed to comply with the annual milestone requirements of the Municipal Separate Storm Sewer System (MS4) permit and state mandated TMDL allocations for waterways located within the regional watershed. A Chesapeake Bay Total Maximum Daily Load (TMDL) action plan was completed in July 2015, as well as 9 additional TMDLs allocated to the City. Each action plan outlines what the pollutant of concern (POC) loads and required reductions are for the City to meet the permit requirements, and how the City will achieve them. We met our Chesapeake Bay TMDL 5% reduction requirements for 2018. The Chesapeake Bay TMDL requires that the City hit a 5% pollutant reduction goal to meet the permit requirements by 2018, 40% pollutant reduction goal to meet the permit requirements by 2023, and 100% pollutant reduction goal to meet the permit requirements 2028. We are currently working on a BMP retrofit plan to outline potential projects to meet the 2023 and 2028 deadlines. Each years funding is anticipated to fund 1-2 retrofits depending on the type of facility. All grant opportunities will be explored. Additional TMDL's are anticipated in the near future.				Picture: 				
Funding Allocation		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Planning/Design/Engineering		100,000	100,000	100,000	100,000	100,000	100,000	500,000
Construction		-	400,000	400,000	400,000	400,000	400,000	2,000,000
Total Costs		\$ 100,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,500,000
Funding Sources		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Storm Water Fund		100,000	500,000	500,000	500,000	500,000	500,000	2,500,000
Total Funding		\$ 100,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,500,000
Estimated Project Timeline			New Project	Responsible Department(s):				
Project Origination Date				Cable TV		Police		
Project Design Start Date				CD&P		PW Admin		
Construction Start Date				City Manager		PW Fleet		
Project Completion Date				Ongoing	Finance		PW Operations	
				Fire		PW Signs/Signal		
				Historic		PW Stormwater	✓	
				Human Svc		PW Streets		
				IT		PW Transport		
				Parks & Rec		PW Wastewater		
				Personnel		Schools		
Financial Impacts								
Annual Revenue Generated:			\$ -					
Annual Cost Savings:			\$ -					
Annual Increase in Operating Costs:			\$ -					
Projected Future Savings:			\$ -					

PROJECT INFORMATION								
Name: Culvert at Pickett Road Crossing					Project # 320-641416-580330			
2012 Comprehensive Plan Reference:		PFS-2.2 (p. 84)						
Comprehensive Plan Element								
Public Service and Facilities				Environment				
Economy				Housing				
Community Appearance				Transportation				
Land Use				Other City Plan/Policy				
<p>Statement of Need: The galvanized abandoned pedestrian tunnel under Pickett has deteriorated and is structurally unstable and could cause a sinkhole or major damage to Pickett Road. The structure would be filled with flowable fill, creating a solid structure.</p> <p>Estimated cost for Flowable Fill is \$367.00 per calendar year. Approximately 285 per calendar year are needed.</p>				<p>Picture:</p> 				
Funding Allocation		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Construction		-	104,600	-	-	-	-	104,600
Total Costs		\$ -	\$ 104,600	\$ -	\$ -	\$ -	\$ -	\$ 104,600
Funding Sources		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Storm Water Fund		-	104,600	-	-	-	-	104,600
Total Funding		\$ -	\$ 104,600	\$ -	\$ -	\$ -	\$ -	\$ 104,600
Estimated Project Timeline			New Project	Responsible Department(s):				
Project Origination Date		07/01/19		✓	Cable TV	Police		
Project Design Start Date					CD&P	PW Admin		
Construction Start Date					City Manager	PW Fleet		
Project Completion Date		06/30/20			Finance	PW Operations		
				Fire	PW Signs/Signal			
				Historic	PW Stormwater			
				Human Svc	PW Streets	✓		
				IT	PW Transport			
				Parks & Rec	PW Wastewater			
				Personnel	Schools			
Financial Impacts								
Annual Revenue Generated:		\$ -						
Annual Cost Savings:		\$ -						
Annual Increase in Operating Costs:		\$ -						
Projected Future Savings:		\$ -						

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CABLE GRANT FUND

FY 2020 Adopted Budget - City of Fairfax, Virginia

**City of Fairfax, Virginia
FY 2020 Cable Fund
Budget Summary**

	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Revenues						
Cable TV - Cox	\$ 79,349	\$ 72,000	\$ 72,000	\$ 65,000	\$ (7,000)	-9.72%
Cable TV - Verizon Franchise	147,003	144,000	144,000	141,000	(3,000)	-2.08%
Total Revenues	\$ 226,352	\$ 216,000	\$ 216,000	\$ 206,000	\$ (10,000)	-4.63%
Expenses						
Cable TV Equipment	\$ 291,773	\$ 240,000	\$ 240,000	\$ 200,000	\$ (40,000)	-16.67%
Total Expenses	\$ 291,773	\$ 240,000	\$ 240,000	\$ 200,000	\$ (40,000)	-16.67%
Fund Balance - 6/30	\$ 546,829	\$ 589,250	\$ 522,829	\$ 528,829		

PROJECT INFORMATION

Name: Cable TV Equipment	Project # 201-619110-580108
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2012 Comprehensive Plan Reference: PFS-1.6 (p 84);HR-1.2 (p 113);T-7.11.2 (p 137)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	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 receives quarterly, 3% of the cable service providers gross revenues in grant monies for the purchase of cable-related equipment and facilities (Cable Capital Grant Fund). Annually the city receives approximately \$218,000. In the current year, funds were used to purchase two new ENG Cameras with associated gear, upgrade the two edit stations/media storage and make minor repairs to the TV Truck (2001 Ford E-Superduty) to extend the life of this low-mileage vehicle. These funds may also be used to purchase emergency replacements of essential equipment.

In FY 2020, upgrades to the production switcher and graphics generator in the TV Control Room are needed (purchased in FY 2014). Within the next 2-4 years, the TV Truck (purchased FY 2001; refurbished in FY 2010; enhancements made in FY 2017) will need to be replaced. Through FY 2024, upgrades and improvements to the TV Control Room to maintain operations and to incorporate changes in technology may need to be made. The cost of these projects would be funded by the Cable Capital Grant Fund.



Funding Allocation	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Equipment Repair/Replace/Upgrade	240,000	200,000	200,000	200,000	200,000	200,000	1,000,000
Total Costs	\$ 240,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000

Funding Sources	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Totals
Cable Fund	240,000	200,000	200,000	200,000	200,000	200,000	1,000,000
Total Funding	\$ 240,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000

Estimated Project Timeline	New Project	Responsible Department(s):
Project Origination Date		Cable TV <input checked="" type="checkbox"/> Police
Project Design Start Date		CD&P <input type="checkbox"/> PW Admin
Construction Start Date		City Manager <input type="checkbox"/> PW Fleet
Project Completion Date	Ongoing	Finance <input type="checkbox"/> PW Operations
		Fire <input type="checkbox"/> PW Signs/Signal
		Historic <input type="checkbox"/> PW Stormwater
		Human Svc <input type="checkbox"/> PW Streets
		IT <input type="checkbox"/> PW Transport
		Parks & Rec <input type="checkbox"/> PW Wastewater
		Personnel <input type="checkbox"/> Schools

Financial Impacts	
Annual Revenue Generated:	\$ -
Annual Cost Savings:	\$ -
Annual Increase in Operating Costs:	\$ -
Projected Future Savings:	\$ -

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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 sunset date for the Old Town Service District is June 30, 2020. 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. Past 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 (principal debt of approximately \$23 million) relating to the financing of the library, which opened in January 2008, 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. The 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 is a major beneficiary.

Financing of the Old Town Service District's undergrounding of overhead utility lines and road improvements (totaling approximately \$16 million) is supported in part by revenue generated from the Old Town District special assessment and increased revenues realized and anticipated from the ongoing redevelopment of the downtown area.

The FY 2020 Adopted budget reflects a decrease of \$213,710 (51.7%) from the FY 2019 Adopted Budget. Notable adjustments include:

- **Transfer to General Fund, a decrease of \$203,710 (100.0%)**
 - No return of Old Town Service District tax revenue to the General Fund in FY 2020.

FY 2020 Adopted Budget - City of Fairfax, Virginia

**City of Fairfax, Virginia
FY 2020 Old Town Service District
Budget Summary**

	FY 2018 <u>Actual</u>	FY 2019 <u>Budget</u>	FY 2019 <u>Estimate</u>	FY 2020 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Fund Balance - Beginning	\$ 603,486	\$ 319,889	\$ 370,520	\$ 7,146		
Revenues						
Marketing Contributions	-	-	-	-	-	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Transfer from General Fund	202,438	203,710	210,336	215,671	11,961	5.87%
Transfer from Transportation Tax Fund	-	-	-	-	-	0.00%
Total Revenues	\$ 202,438	\$ 203,710	\$ 210,336	\$ 215,671	\$ 11,961	5.87%
Expenses						
Old Town Redevelopment	\$ 100,876	\$ -	\$ -	\$ -	\$ -	0.00%
Old Town Signal Pole Painting	-	-	-	35,000	35,000	0.00%
Old Town Improvements and Expenses	58,592	210,000	210,000	165,000	(45,000)	-21.43%
Transfer to General Fund	275,936	203,710	363,710	-	(203,710)	-100.00%
Total Expenses	\$ 435,404	\$ 413,710	\$ 573,710	\$ 200,000	\$ (213,710)	-51.66%
Less: Non-Spendable Funds	-	-	-	-		
Available Fund Balance - Ending	\$ 370,520	\$ 109,889	\$ 7,146	\$ 22,817		

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TRANSPORTATION TAX FUND

FUNCTION: Transportation Tax Fund
DEPARTMENT:
DIVISION OR ACTIVITY:

Budget Comments:

The City Council established the Commercial Property Tax/Transportation Fund (renamed “Transportation Tax Fund”) as part of the FY 2010 Adopted Budget, which levied an additional 8¢ 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¢ to 5.5¢ per \$100 of assessed value. For the FY 2017 Budget, the rate was increased to 9.5¢, and to 10.5¢ for the FY 2018 Adopted Budget, and to 11.5¢ for the FY 2019 Adopted Budget. One penny on the commercial property tax rate is equivalent to approximately \$191,498, and the FY 2020 adopted rate of 12.5¢ per \$100 of assessed value generates approximately \$2,393,727 annually. FY 2020 is the final year of an increase to this rate. 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. This fund also accounts for “30%” monies received from NVTA pursuant to HB2331. The revenue collected from these sources is to be used solely for transportation and transit purposes, as follows:

- 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.

FY 2020 Adopted Budget - City of Fairfax, Virginia

**City of Fairfax, Virginia
FY 2020 Transportation Tax Fund
Budget Summary**

	FY 2018	FY 2019	FY 2019	FY 2020	Variance to	Variance to
	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>	<u>Budget \$</u>	<u>Budget %</u>
Fund Balance - Beginning	\$5,764,076	\$ 7,674,952	\$ 7,352,434	\$ 9,070,118		
Revenues						
NVTA 30% Revenue	2,398,659	\$ 2,282,020	\$ 2,353,669	\$ 2,370,103	\$ 88,083	3.86%
Other State Revenue	-	-	-	-	-	0.00%
Transfer from General Fund (C & I Tax)	2,059,105	2,188,856	2,298,493	2,393,727	204,871	9.36%
Transfer from Water Fund	257,581	188,248	188,248	-	(188,248)	-100.00%
Total Revenues	\$ 4,715,345	\$ 4,659,124	\$ 4,840,410	\$ 4,763,829	\$ 104,705	2.25%
Expenses						
Capital Projects (C&I)	-	150,000	150,000	535,978	385,978	257.32%
Transfer to Capital Projects Fund	1,445,000	915,000	915,000	270,000	(645,000)	-70.49%
Transfer to Other Funds	-	-	-	88,008	88,008	0.00%
Transfer to Transit Fund	1,681,987	1,984,698	2,057,726	2,148,275	163,577	8.24%
Total Expenses	\$ 3,126,987	\$ 3,049,698	\$ 3,122,726	\$ 3,042,261	\$ (7,437)	-0.24%
Cash Balance - Ending	7,352,434	\$ 9,284,378	\$ 9,070,118	\$ 10,791,687		

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PAY PLAN INFORMATION

Expenditure Object Classification

Position Classification Plan – General

Position Classification Plan – Police

Position Classification Plan – 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.
511117	Salaries - Special Events OT	Transfer account for overtime - Parks & Rec Special Events
511130	On-Call Pay	Salaries for authorized overtime.
511135	Additional Holiday Pay	Salaries for working on a holiday.

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.
530220	Recruitment	Executive search expense.
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	Wastewater and Transit Allocation	Reimbursement to the General Fund from the Wastewater and Transit Funds for services rendered such as accounting, personnel services, 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 Wastewater and Transit Funds.
540102	Motor Pool	Allocation of the Fleet Shop cost to operating departments.

Other Services and Charges

550110	Public Utilities	Charges for Dominion Virginia Power, Washington Gas.
550314	Insurance	Premiums paid on various insurance policies.
550430	Equipment Rental	Xerox rental, teletype rental, temporary heavy equipment rental.
550501	Travel & Training	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	Dues 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	Fuel	Gasoline and diesel fuel for City vehicles and equipment.
560353	Tires and Accessories	Tire, tubes and valve stems.
560354	Lubricants	Lubricants for City vehicles.
560410	New Water Meters and Parts	Meters and meter boxes.
560411	Replacement Meters and Parts	Replacement water meters.
560416	Clothing and Uniforms	Clothing allowances, uniforms.
560420	Operating Supplies	Safety equipment, hardware, flares, signal supplies.
560421	Pipe and Accessories	Drain pipe, fittings and copper tubing.
560422	Construction Material	Stone, lumber, bricks.
560423	Asphalt	Hot and liquid asphalt.
560424	Concrete	Concrete and cement.
560430	Operating Material	Manhole castings, steel, hydrants and valves, brass goods.
560435	Soil and Mulch	Nursery material.
560441	Traffic Sign Material	Sign blanks, line material, sign faces.
560501	Chemicals	Sand, fluoride, alum, carbon.

Expenditure Object

Examples of Items Funded

Capital Outlay

580103	Office Equipment Replacement	Secretarial chairs, calculators, typewriters, etc.
580105	Vehicular Equip. Replacement	Automobiles, dump trucks, pick-up trucks, street sweepers.
580108	Other Capital Equipment	Mobile radios, leaf collectors, lawn mowers, etc.
580203	New Office Equipment	File cabinets, typewriters, desks, calculators.
580205	New Vehicular Equipment	Automobiles, dump trucks, backhoe loaders.
580208	Other Capital Outlay	Items of long duration not otherwise classified.

Capital Construction

580310	Design & Engineering	Design and engineering for capital construction.
580330	Construction	Construction for capital projects.
580620	Uses from Capital Leases	Principal payments on leases.

Other Uses of Funds

590105	Bond Principal	Payments toward contracted debt service.
590110	Bond Interest	Payments toward the interest charges on contracted debt.
590125	Interest Expense - Capital Leases	Interest payments on leases

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
General
FISCAL YEAR 2019-2020

DEPARTMENT HEADS

Assistant City Manager/Director of Finance Chief of Fire & Rescue Services Chief of Police Director of Community Development & Planning Director of Information Technology Director of Parks and Recreation Director of Public Works	}	DEPARTMENT HEAD PAY BAND 100,397-205,817
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PROFESSIONAL AND ADMINISTRATIVE

GRADE

SALARY RANGE

Personnel Director	128	101,625-162,317
Assistant Director of Finance	127	96,787-154,588
Director of Historic Resources	127	
Human Services Director/ADA Compliance Officer	127	
Real Estate Assessment Director	127	
Assistant Director of IT	126	92,178-147,227
Division Chief (Planning & Zoning)	126	
Transportation Director	126	
City Engineer	125	87,788-140,215
Communications Director	125	
Economic Development Director	125	
Telecommunications Manager	125	
Benefits and Risk Manager	124	83,609-133,539
Budget Manager	124	
Operations Superintendent	124	
Streets Superintendent	124	
City Clerk	123	78,575-127,180
Deputy Building Official	123	
Emergency Management Specialist	123	
GIS Manager	123	
Systems Analyst	123	
Transit Superintendent	123	
Web Architect	123	
Cable TV Manager	121	72,224-115,356
Chief Deputy Treasurer	121	
Cultural Arts & Marketing Manager	121	
Deputy Commissioner of Revenue	121	
Events & Athletics Manager	121	
Planner III	121	
Stormwater Resource Engineer	121	
Sustainability Coordinator	121	
Traffic Engineer	121	
Business Revenue Auditor	119	65,509-104,630
Buyer	119	
Historic Resource Specialist III	119	
Multimodal Transportation Program Specialist	119	
Planner II	119	
Real Estate Appraiser II	119	
Registrar	119	
Staff Accountant	119	

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
GENERAL
FISCAL YEAR 2019-2020

<u>PROFESSIONAL AND ADMINISTRATIVE (cont.)</u>	<u>GRADE</u>	<u>SALARY RANGE</u>
Sign & Signal Supervisor	119	
Assistant Recreation Manager	117	59,419-94,904
Operations Manager	117	
Public Relations Specialist	117	
Recreation Center Manager	117	
Planner I	116	56,590-90,384
<u>TECHNICAL</u>		
Fleet Manager	121	72,224-115,356
Network Administrator	121	
Police Information Technology Specialist	120	68,785-109,863
Telecommunications Technician	119	65,509-104,630
Parks Manger	118	62,389-99,648
Crew Supervisor	117	59,419-94,904
Senior Inspector	117	
Stormwater Program Specialist	117	
Video Producer/Director	117	
Automotive Parts Supervisor	116	56,590-90,384
Automotive Shop Supervisor	116	
Combination Inspector	116	
Computer Technician II	116	
Facilities Inspector	116	
Information Technology Support Specialist (PD)	116	
Property Maintenance Inspector	116	
Real Estate Appraiser I	116	
Traffic Signal Crew Leader	116	
Fleet Technician III	115	53,895-86,079
Traffic Signal & Computer Tech. III	115	
Zoning Inspector	115	
Accounting Specialist	114	51,328-81,982
Building Inspector	114	
Community Program Coordinator	114	
Deputy Treasurer	114	
Facility Coordinator	114	
Fleet Technician II	114	
Payroll & Accounting Technician	114	
Personnel Generalist	114	
Revenue Inspector	114	
Dispatcher III	113	48,884-78,078
Fire Recruitment and Retention Coordinator	113	
Traffic Services Technician	113	
Traffic Signal & Computer Tech. II	113	
Utility Worker III/Arborist	113	
Dispatcher II	112	46,556-74,359
Fleet Technician I	112	
Revenue Collections Specialist	112	
Tax Technician	112	
Zoning Technician	112	
Dispatcher I	111	44,340-70,818
Signal Technician I	111	

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
General
FISCAL YEAR 2019-2020

<u>PUBLIC SAFETY</u>	<u>GRADE</u>	<u>SALARY RANGE</u>
Animal Warden	113	48,884-78,078
Parking Enforcement Official	106	34,740-55,488
<u>CLERICAL</u>		
Executive Assistant to the School Board	116	56,590-90,384
Purchasing Specialist	115	53,895-86,079
Contract Manager	114	51,328-81,982
Deputy City Clerk	114	
Management & Billing Analyst	114	
Treasury Real Estate Specialist	114	
Administrative Assistant IV	113	48,884-78,078
Administrative Support Specialist	113	
Deputy Registrar	113	
Fire Recruitment and Retention Coordinator	113	
Assistant to the Superintendent	112	46,556-74,359
Public Works Administrative Assistant	112	
Finance Technician	112	
Permit Technician	112	
Real Estate Appraisal Technician	112	
Treasury Technician	112	
Administrative Assistant III	111	44,340-70,818
Administrative Assistant II	110	42,228-67,446
Mail/Duplication Services Admin.	110	
Police Records Specialist II	110	
Police Records Specialist I	107	36,477-58,262
<u>SERVICE MAINTENANCE</u>		
Bus Driver Supervisor	115	53,895-86,079
Building Maintenance III	112	46,556-74,359
Heavy Equipment Operator	112	
Parks Supervisor	112	
Utility Line Locator	112	
Utility Worker III	112	
Equipment Operator	111	44,340-70,818
Automotive Parts Assistant Manager	110	42,228-67,446
Building Maintenance II	110	
Bus Driver	110	
Utility Technician	110	
Sanitation Driver	109	40,217-64,234
Sign Fabrication Technician	109	
Truck Driver II	109	
Utility Worker II	109	
Laborer II	108	38,303-61,176
Signal Tech Helper	108	
Utility Worker I	108	
Sanitation Worker III	107	36,477-58,262
Transit Technician	107	
Truck Driver I	107	
Building Maintenance I	106	34,740-54,488

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
General
FISCAL YEAR 2019-2020

<u>SERVICE MAINTENANCE (cont.)</u>	<u>GRADE</u>	<u>SALARY RANGE</u>
Custodian	105	33,086-52,846
Laborer I	105	
Sanitation Worker II	105	
Sanitation Worker I	104	31,511-50,329

****CONSTITUTIONAL OFFICERS**

*Commissioner of the Revenue	128	101,625-162,317
*Treasurer	128	

NON-CLASSIFIED PERSONNEL

** City Manager	235,000	
*** School Superintendent	123,165	
**** Assistant to the School Superintendent	51,677	

****COUNCIL, BOARDS & COMMISSIONS**

Mayor:	\$13,000/year
City Council:	\$12,000/year
Planning Commission:	\$40/meeting
Board of Zoning Appeals:	\$40/meeting
School Board:	\$4,600/year
Chair:	\$5,600/year
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)

- * Constitutional Officers are also eligible for an annual bonus based on certifications and performance measures.
- ** 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.
- **** The salary of this position is set by the School Board and is a .35 FTE equivalent.

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
POLICE
FISCAL YEAR 2019-2020

<u>TITLE</u>	<u>GRADE</u>	<u>SALARY RANGE</u>
Major-Deputy Chief of Police	227	100,588-159,332
Police Captain	224	92,053-145,811
Police Lieutenant	220	81,788-129,552
Police Sergeant	215	70,551-112,599
Master Police Officer	212	64,563-103,044
Police Officer First Class	210	60,857-97,128
Police Officer	208	57,365-91,553

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
FIRE
FISCAL YEAR 2019-2020

<u>TITLE</u>	<u>GRADE</u>	<u>SALARY RANGE</u>
Assistant Chief, Code Administration	227	100,588-159,332
Assistant Chief, Fire & Rescue	227	
Battalion Chief	224	92,053-145,811
Fire Captain	220	81,788-129,552
Lieutenant, Fire & Rescue	215	70,551-112,599
Master Fire Medic	213	66,501-106,136
Master Technician	213	
Fire Medic	211	62,683-100,042
Fire Technician	211	
Master Firefighter	210	60,857-97,128
Firefighter	208	57,365-91,553

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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 requires that the City may not issue bonds in excess of 10% of assessed valuation. Per the City's FY 2018 Comprehensive Annual Financial Report (CAFR), approximately \$157.4 million of outstanding debt is applicable to the limit of 10% of assessed value (approximately \$619.3 million). Thus, the City's total net debt applicable to the limit as a percentage of the debt limit is 25.41%.

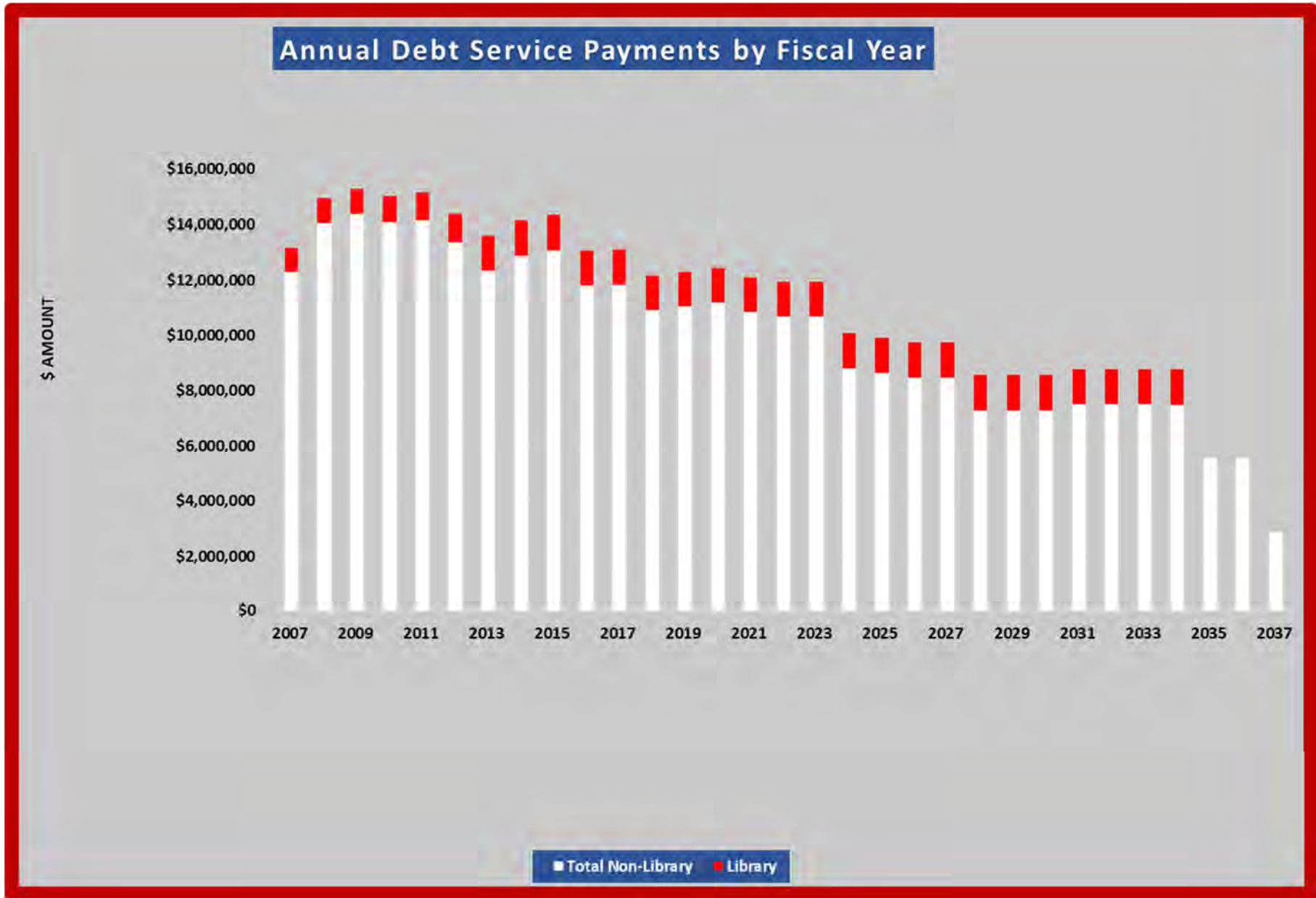
The City consults with its financial advisors and bond counsel to explore the most cost effective financing options for all debt issuances. This adherence to prudent fiscal management has allowed the City to make several long term infrastructure improvements for its residents. The City currently receives 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 nine currently carry AAA ratings: the cities of Alexandria, Charlottesville, Chesapeake, City of Fairfax, Falls Church, Poquoson, Suffolk, Virginia Beach and Winchester. 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."

The City is currently repaying bonds for projects to construct or improve City schools, the Blenheim property, streets, municipal buildings, underground utilities, construct a library, purchase and develop open space, improve storm drainage, and develop ball fields and a park. The following chart provides a summary of total debt service and capital lease payments due from the General Fund. Debt service for the Wastewater Fund is noted in section E of this book (Wastewater Fund).

Category	FY 2019 Budget	FY 2020 Adopted
General Obligation (G/O)		
General Government	\$ 1,602,526	\$ 1,153,605
Schools	4,514,102	5,422,528
Total General Obligation	\$ 6,116,628	\$ 6,576,133
Capital Lease		
General Government	\$ 5,067,412	\$ 5,293,546
Schools	1,122,564	561,934
Total Capital Lease	\$ 6,189,976	\$ 5,855,481
Total Payments	\$ 12,306,604	\$ 12,431,614

The chart on the following page provides a comparative view of total debt service and capital lease payments due from the General Fund for the years 2007 -2037.



FY 2020 Adopted Budget – City of Fairfax, Virginia

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.
2006	38,390,418	21,407	5,443,890,600	1,793	0.71%	4,093,000	6.50%
2007	122,682,596	21,682	5,608,301,700	5,658	2.19%	6,385,700	9.20%
2008	119,124,230	22,112	5,637,792,000	5,387	2.11%	9,271,124	9.00%
2009	114,767,655	22,418	5,359,097,100	5,119	2.14%	9,644,801	8.70%
2010	110,300,000	22,565	5,359,610,100	4,888	2.06%	9,568,519	7.90%
2011	106,825,000	22,940	4,972,880,538	4,657	2.15%	8,778,887	7.80%
2012	102,605,000	23,461	5,093,200,975	4,373	2.01%	8,578,460	7.30%
2013	101,361,000	23,973	5,221,856,263	4,228	1.94%	8,517,882	6.90%
2014	100,382,000	22,671	5,334,283,205	4,428	1.88%	7,884,006	6.28%
2015	95,983,000	22,671	5,647,034,371	4,234	1.70%	7,824,902	6.09%
2016	91,455,000	24,730	5,633,974,261	3,698	1.62%	7,744,376	5.94%
2017	86,764,000	24,919	6,006,307,600	3,482	1.44%	7,700,066	5.68%
2018	82,121,000	23,183	6,086,943,000	3,542	1.35%	7,487,241	5.34%
2019	77,148,000	23,257	6,116,628,000	3,317	1.26%	6,116,628	4.29%
2020	73,381,000	23,825	6,289,785,600	3,080	1.17%	6,578,763	4.53%

(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 \$630,328,580.

Per City Debt Policy, Outstanding Debt shall be less than 3% of Assessed Value

General Fund General Obligation Debt Services
Consolidated Debt Service Requirements

Payments During Year

YEAR ENDING <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL REQUIREMENT</u>
2020	4,344,000	2,232,133	6,576,133
2021	4,542,000	2,036,763	6,578,763
2022	4,222,000	1,859,364	6,081,364
2023	4,358,000	1,722,504	6,080,504
2024	3,021,000	1,582,386	4,603,386
2025	3,121,000	1,492,214	4,613,214
2026	3,259,000	1,407,631	4,666,631
2027	3,358,000	1,299,504	4,657,504
2028	3,568,000	1,227,847	4,795,847
2029	3,627,000	1,162,910	4,789,910
2030	3,696,000	1,096,898	4,792,898
2031	4,515,000	1,029,631	5,544,631
2032	4,700,000	849,031	5,549,031
2033	4,845,000	708,031	5,553,031
2034	4,980,000	562,681	5,542,681
2035	5,140,000	413,281	5,553,281
2036	5,295,000	252,656	5,547,656
2037	2,790,000	87,188	2,877,188
Total	\$ 73,381,000	\$ 21,022,653	\$ 94,403,653

Note – This schedule consolidates the debt issuances found on pages J-7 through J-11.

General Obligation Refunding Bonds, Series 2010
(2002 General Obligation Bonds)
Principal and Interest, 7-15; Interest, 1-15

Payments During Year

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
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	\$ 6,003,250	\$ 1,000,435	\$ 7,003,685

Purpose: Renovation and construction of City Hall and Police Headquarters on Old Lee Hwy.

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; Interest, 1-15

Payments During Year

YEAR ENDING <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL REQUIREMENT</u>
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	\$ 10,221,750	\$ 1,703,443	\$ 11,925,193

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 Obligation Refunding Bonds, Series 2016B
(2004 & 2005 School Bonds)
Principal and Interest, 7-15; Interest, 1-15

Payments During Year

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
2020	40,000	34,463	74,463
2021	40,000	34,023	74,023
2022	40,000	33,583	73,583
2023	44,000	33,121	77,121
2024	1,484,000	24,717	1,508,717
2025	1,505,000	8,278	1,513,278
Total	\$ 3,153,000	\$ 168,185	\$ 3,321,185

Purpose: Advanced refunding of a portion of the 2004 and 2005 school bonds for the renovation and construction of Fairfax High School and Lanier Middle School.

Principal Amount: \$3,415,000; Refunding – \$3,235,000

Date of Issue: November 2011; Refunding – August 2016

Collateral / Property Interest: N/A

General Obligation Refunding Bonds, Series 2016A
(2004 & 2005 School Bonds)
Principal and Interest, 7-15; Interest, 1-15

Payments During Year

YEAR ENDING JUNE 30	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL REQUIREMENT</u>
2020	209,000	333,388	542,388
2021	212,000	329,584	541,584
2022	1,537,000	325,725	1,862,725
2023	1,564,000	297,752	1,861,752
2024	157,000	269,287	426,287
2025	161,000	266,430	427,430
2026	1,779,000	263,500	2,042,500
2027	1,808,000	231,122	2,039,122
2028	3,568,000	198,216	3,766,216
2029	3,627,000	133,279	3,760,279
2030	3,696,000	67,267	3,763,267
Total	\$ 18,318,000	\$ 2,715,550	\$ 21,033,550

Purpose: Advanced refunding of a portion of the 2004 and 2005 school bonds for the renovation and construction of Fairfax High School and Lanier Middle School.

Principal Amount: \$19,346,000; Refunding - \$18,871,000

Date of Issue: June 2012; Refunding – August 2016

Collateral / Property Interest: N/A

General Obligation Refunding Bonds, Series 2012B
(2004 & 2005 School Bonds)
Principal and Interest, 7-15; Interest, 1-15

Payments During Year

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
2020	1,675,000	1,166,431	2,841,431
2021	1,745,000	1,099,431	2,844,431
2022	-	1,029,631	1,029,631
2023	-	1,029,631	1,029,631
2024	-	1,029,631	1,029,631
2025	-	1,029,631	1,029,631
2026	-	1,029,631	1,029,631
2027	-	1,029,631	1,029,631
2028	-	1,029,631	1,029,631
2029	-	1,029,631	1,029,631
2030	-	1,029,631	1,029,631
2031	4,515,000	1,029,631	5,544,631
2032	4,700,000	849,031	5,549,031
2033	4,845,000	708,031	5,553,031
2034	4,980,000	562,681	5,542,681
2035	5,140,000	413,281	5,553,281
2036	5,295,000	252,656	5,547,656
2037	2,790,000	87,188	2,877,188
Total	\$ 35,685,000	\$ 15,435,040	\$ 51,120,040

Purpose: Advanced refunding of a portion of the 2004 and 2005 school bonds for the renovation and construction of Fairfax High School and Lanier Middle School.

Principal Amount: \$35,685,000

Date of Issue: September 2012

Collateral / Property Interest: N/A

General Fund Capital Lease Schedule
Consolidated Capital Lease Payment Requirements

Payments During Year

YEAR ENDING JUNE 30	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL REQUIREMENT</u>
2020	3,939,013	1,916,468	5,855,481
2021	3,736,410	1,794,968	5,531,378
2022	4,177,380	1,680,958	5,858,338
2023	4,291,230	1,553,901	5,845,131
2024	4,033,679	1,416,280	5,449,959
2025	4,015,470	1,279,712	5,295,182
2026	3,929,960	1,143,302	5,073,262
2027	4,070,760	1,008,369	5,079,129
2028	2,895,870	881,591	3,777,461
2029	3,006,320	770,979	3,777,299
2030	3,107,000	650,859	3,757,859
2031	2,709,000	523,189	3,232,189
2032	2,831,000	398,173	3,229,173
2033	2,958,000	267,080	3,225,080
2034	3,090,000	133,382	3,223,382
Total	\$ 52,791,092	\$ 15,419,209	\$ 68,210,301

Note – This schedule consolidates schedules found on pages J-13 through J-22.

2017 COPS Refunding B & C
Ball Fields/Schools/Transportation
Principal and Interest, 7-15 & 1-15

Payments During Year

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
2020	933,000	170,130	1,103,130
2021	952,000	150,057	1,102,057
2022	983,000	129,513	1,112,513
2023	982,000	108,487	1,090,487
2024	1,013,000	87,312	1,100,312
2025	1,033,000	65,527	1,098,527
2026	1,132,000	42,886	1,174,886
2027	1,155,000	18,532	1,173,532
Total	\$8,183,000	\$772,444	\$8,955,444

Purpose: Advanced refunding of the Series 2011 B & C COPS

Principal Amount: Original: \$15,800,000; Refunding \$13,738,800 (May 2011);
 Refunding \$9,552,000 (April 2017)

Date of Issue: April 2017

Collateral / Property Interest: Stafford Drive Park, Blenheim Property, Stafford East Park

Advanced Refunding of EDA Bond 2012
(2005 Public Facility Bond - Library Project)
Principal and Interest, 10-1; Interest, 4-1

Payments During Year

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
2020	622,026	644,322	1,266,348
2021	655,719	611,580	1,267,299
2022	686,821	580,248	1,267,069
2023	720,514	548,345	1,268,859
2024	754,207	511,644	1,265,851
2025	795,675	471,928	1,267,603
2026	837,143	430,087	1,267,230
2027	878,612	388,739	1,267,351
2028	920,080	348,038	1,268,118
2029	961,549	305,472	1,267,021
2030	1,008,201	257,874	1,266,075
2031	1,062,628	204,809	1,267,437
2032	1,119,647	148,888	1,268,535
2033	1,179,258	89,978	1,269,236
2034	1,238,869	29,880	1,268,749
Total	\$ 13,440,949	\$ 5,571,832	\$ 19,012,781

Purpose: Advanced refunding of the 2005 Public Facility Lease (EDA) – Library Project

Principal Amount: Library Project - \$17,160,146
 Total Refunding Principal - \$33,105,000

Date of Issue: June 2012

Collateral / Property Interest: City Hall & Property Yard

Advanced Refunding of EDA Bond 2012
(2005 Public Facility Bond - Downtown Projects)
Principal and Interest, 10-1; Interest, 4-1

Payments During Year

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
2020	577,974	598,691	1,176,665
2021	609,281	568,267	1,177,548
2022	638,179	539,155	1,177,334
2023	669,486	509,511	1,178,997
2024	700,793	475,409	1,176,202
2025	739,325	438,506	1,177,831
2026	777,857	399,628	1,177,485
2027	816,388	361,208	1,177,596
2028	854,920	323,390	1,178,310
2029	893,451	283,838	1,177,289
2030	936,799	239,611	1,176,410
2031	987,372	190,304	1,177,676
2032	1,040,353	138,343	1,178,696
2033	1,095,742	83,606	1,179,348
2034	1,151,131	27,764	1,178,895
Total	\$ 12,489,051	\$ 5,177,231	\$ 17,666,282

Purpose: Advanced refunding of the 2005 Public Facility Lease (EDA) – Downtown Projects

Principal Amount: Downtown Projects - \$15,944,854
 Total Refunding Principal - \$33,105,000

Date of Issue: June 2012

Collateral / Property Interest: City Hall & Property Yard

Energy Services Financing 2014
Principal and Interest, 7-15 & 1-15

Payments During Year

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
2020	99,310	30,620	129,930
2021	105,400	28,200	133,600
2022	111,750	25,632	137,382
2023	118,380	22,911	141,291
2024	125,280	20,029	145,309
2025	132,470	16,979	149,449
2026	139,960	13,755	153,715
2027	147,760	10,353	158,113
2028	155,870	6,755	162,625
2029	164,320	2,964	167,284
Total	\$ 1,300,500	\$ 178,197	\$ 1,478,697

Purpose: Finance the purchase and installation of energy saving equipment at various City buildings. Energy cost savings should cover debt service.

Principal Amount: \$1,708,450

Date of Issue: November 2013

Collateral / Property Interest: Equipment purchased with lease proceeds

Old Town Square Lease Financing 2014 (Part A)
Principal and Interest, 8-1; Interest, 2-1

Payments During Year

YEAR ENDING			
<u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL REQUIREMENT</u>
2020	280,000	83,363	363,363
2021	290,000	76,323	366,323
2022	295,000	69,098	364,098
2023	305,000	61,688	366,688
2024	310,000	54,093	364,093
2025	320,000	46,313	366,313
2026	325,000	38,347	363,347
2027	335,000	30,196	365,196
2028	345,000	21,798	366,798
2029	350,000	13,215	363,215
2030	360,000	4,446	364,446
Total	\$ 3,515,000	\$ 498,880	\$ 4,013,880

Purpose: Finance the construction of a public park at North Street & University Drive, erect a pedestrian barrier at North Street and Route 123, and renovate a parking lot at East Street.

Principal Amount: \$4,570,000

Date of Issue: May 2014

Collateral / Property Interest: Park property, Old Town Hall, Police Firing Range and East Street parking lot

Police Firing Range Lease Financing 2014 (Part B)
Principal and Interest, 8-1; Interest, 2-1

Payments During Year

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
2020	265,000	32,288	297,288
2021	270,000	26,670	296,670
2022	275,000	20,948	295,948
2023	280,000	15,120	295,120
2024	285,000	9,188	294,188
2025	295,000	3,098	298,098
Total	\$ 1,670,000	\$ 107,312	\$ 1,777,312

Purpose: Renovate the police firing range located at the City's Property Yard

Principal Amount: \$2,680,000

Date of Issue: May 2014

Collateral / Property Interest: Park property, Old Town Hall, Police Firing Range and East Street parking lot

Various Vehicle & Equipment Leases
Principal and Interest, 7-15

Payments During Year

YEAR ENDING <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL REQUIREMENT</u>
2020	668,292	24,112	692,404
2021	348,343	14,138	362,481
2022	157,651	8,700	166,351
2023	160,500	5,852	166,352
2024	163,399	2,952	166,351
Total	\$1,498,185	\$55,754	\$1,553,939

Purpose: Various capital lease/purchase agreements to finance the replacement of vehicles and equipment.

Principal Amount: Various; payments beginning in 2017 contain projections for a potential lease in FY16 to finance the purchase of vehicles/equipment >\$100k each.

Date of Issue: Various

Collateral / Property Interest: Vehicles / Equipment / Synthetic Turf at FHS

2017 Financing
Fire Truck
Principal and Interest, 7-15

Payments During Year

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
2020	185,411	13,370	198,781
2021	188,667	10,114	198,781
2022	191,979	6,802	198,781
2023	195,350	3,430	198,780
Total	\$761,407	\$33,716	\$795,123

Purpose: Fire Truck.

Principal Amount: \$948,100

Date of Issue: October 2017

Collateral / Property Interest: Fire Truck

2017 COP
Fire Station 33
Principal and Interest, 1-15; Interest, 7-15

Payments During Year

YEAR ENDING JUNE 30	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL REQUIREMENT</u>
2020	201,000	290,810	491,810
2021	206,000	285,584	491,584
2022	723,000	280,228	1,003,228
2023	742,000	261,430	1,003,430
2024	560,000	242,138	802,138
2025	574,000	227,578	801,578
2026	589,000	212,654	801,654
2027	605,000	197,340	802,340
2028	620,000	181,610	801,610
2029	637,000	165,490	802,490
2030	802,000	148,928	950,928
2031	659,000	128,076	787,076
2032	671,000	110,942	781,942
2033	683,000	93,496	776,496
2034	700,000	75,738	775,738
2035	719,000	57,538	776,538
2036	737,000	38,844	775,844
2037	757,000	19,682	776,682
Total	\$11,185,000	\$3,018,106	\$14,203,106

Purpose: Replace existing Fire Station 33

Principal Amount: \$11,361,000

Date of Issue: May 2017

Collateral / Property Interest: Leasehold Deed of Trust, Assignment of Leases and Rents, Fixture Filing and Security Agreement

2018 Lease Purchase Agreement Financing (Turf and Equipment)
Principal and Interest, 7-15; Interest, 1-15

Payments During Year

YEAR ENDING JUNE 30	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL REQUIREMENT</u>
2020	107,000	28,762	135,762
2021	111,000	24,035	135,035
2022	115,000	20,634	135,634
2023	118,000	17,127	135,127
2024	122,000	13,515	135,515
2025	126,000	9,783	135,783
2026	129,000	5,945	134,945
2027	133,000	2,002	135,002
Total	\$ 961,000	\$ 121,801	1,082,801

Purpose: Turf and Equipment

Principal Amount: \$961,000

Date of Issue: December 2018

Collateral / Property Interest: Various Vehicles/Equipment

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FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Name	2020 Rate		Notes
		Adopted	Unit	
311110	Real Estate Tax	\$1.075	per \$ 100 assessed value	2019 Tax Year - Includes \$0.03 dedicated to the Stormwater Fund.
311112	Old Town Service District Tax	\$0.06	per \$ 100 assessed value	All properties located in the Old Town Service District
311121	Commercial and Industrial Real Estate Tax	\$0.125	per \$ 100 assessed value	Taxable Commercial & Industrial real estate in the City
311210	Personal Property Tax	\$4.13	per \$ 100 market value	For members of volunteer fire departments or volunteer rescue squads qualifying under Section 8-3.01 of the City Code
		\$0.01	per \$ 100 market value	
311120	Stormwater Tax	\$0.03	per \$ 100 assessed value	2019 Tax Year - Included in the total Real Estate Tax rate above (\$1.0875)
312010	Local Sales Tax	1.00% Sales and Use		
312011	Utility Tax			
	Gas			
	Residential	\$1.05	Monthly	plus \$0.05709 on each CCF delivered monthly/\$2.25
	Commercial	\$1.27	Monthly	plus \$0.05295 on each CCF delivered monthly/\$75.00
	Cellular Phone Service			
	Residential	\$30.00	Monthly	or 10%
	Commercial	\$30.00	Monthly	or 10%
	Power			
	Residential	\$1.05	Monthly	plus \$0.01136 on each kWh delivered monthly/\$2.25
	Commercial	\$1.72	Monthly	plus \$0.010112 on each kWh delivered
	Telephone			
	Residential	\$15.00	Monthly	or 15%
	Commercial	\$500.00	Monthly	or 15%
	Water			
	Residential	\$15.00	Monthly	or 15%
	Commercial	\$500.00	Monthly	or 15%
312012	Business Privilege License Tax Rate Schedule			
	No license tax shall be imposed on any person whose gross receipts are less than \$10,000.00 for the immediately preceding year from a business, profession or occupation subject to licensure. A license tax shall be the lesser of \$30.00 per year or the license tax computed on any person whose gross receipts are between \$10,001 and \$50,000 for the immediately preceding year from a business, profession or occupation subject to licensure.			
	Contractors, and persons constructing on their own behalf for sale	\$0.16	per \$100 gross receipts	\$30 minimum
	Non-Resident	\$0.16	per \$100 gross receipts	\$30 minimum
	Retail Sales all types	\$0.20	per \$100 gross receipts	\$30 minimum
	Peddlers, Solicitors & Itinerant Merchants	\$30.00	Flat Fee	per Calendar Year or part thereof
	Financial and Professional Services	\$0.40	per \$100 gross receipts	\$30 minimum
	Real Estate Rentals (Commercial)	\$0.23	per \$100 gross receipts	\$30 minimum
	Residential Leasing except Apartments	\$0.50	per \$100 gross receipts	\$30 minimum
	Repair, personal, business and other services	\$0.27	per \$100 gross receipts	\$30 minimum

Account #	Account Name	2020 Rate Adopted	Unit	Notes
312012	Business Privilege License Tax Rate Schedule (continued)			
	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	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	\$5.00	per Diem	or \$30 annually
	Carnivals, Circuses, Shows, etc.	\$150.00	Per Diem	
	Massage Establishments	\$180.00	Two Years	
	Massage Therapist	\$130.00	Two Years	
	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 gross receipts	
	Junk Dealers	\$125.00	Flat Fee	per Calendar Year or part thereof plus \$125 Flat Fee for each canvasser or agent canvassing the City
	Public Utilities & Public Service Companies involving Telephone, Telegraph, Heat Light, Power and Gas	0.5%	Gross Receipts	Derived from within City Corporate Limits
	Itinerant Dealers in Precious Metals and Jewels	\$30.00	Flat Fee	
	Wall signs	\$50.00	Flat Fee	per Calendar Year or part thereof per sign
	Wholesale Sales	\$0.05	per \$100 gross receipts	\$30 minimum
	Going Out-of-Business Permit	\$65.00	Flat Fee	Good for 60 Days
	Each extension (after 60 days)	\$65.00	Flat Fee	Good for 60 Days (maximum two additional permits)
312013	Motor Vehicle Licenses	\$33.00	per Vehicle	
	Motorcycle License	\$18.00	per Vehicle	
	Duplicate License	\$5.00	per Vehicle	
	Transfer of License	\$1.00	per Vehicle	

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Name	2020 Rate		Notes
		Adopted	Unit	
312014	Recordation Tax	\$0.0833 per \$100 of deed consideration value		
312015	Bank Franchise Tax	\$0.80 per \$100 of net capital		
312016	Cigarette Tax	\$0.85 per package of 20 cigarettes		
312017	Transient Occupancy Tax	4.00% All rooms		Not over 30 consecutive days
312018	Meals Tax	4.00% All meals		
313202	Building Permit Fees			
	New building and additions - Commercial and Industrial	\$0.16	Inspectable Square Footage	Adjusted for construction factor. See attachment on last page – Construction Factors (page 28). Inspectable square footage is defined as total of all floor, basement, and roof square footage.
	New single-family residential (detached) and residential townhouse	\$0.11	Inspectable Square Footage	Inspectable square footage is defined as total of all floor, basement, and roof square footage.
	New decks, garages, porches, etc.	\$0.11	Inspectable Square Footage	Inspectable square footage is defined as total of all floor, basement, and roof square footage.
	Retaining Walls			
	Up to and including ten feet in height	\$1.00	Per Linear Foot	
	Over ten feet in height	\$1.50	Per Linear Foot	
	Light Poles, Flag Poles, etc.	\$90.00	First Unit	\$15.00 for each additional unit
	Pre-construction meeting	\$75.00	Hourly	Credit towards permit fee
	Plan submittal	\$90.00	per submittal	or 25% of estimated fee, whichever is greater
	Code Modification request	\$150.00	per request	
	Appeal Hearing	\$450.00	per Appeal	Refunded if appeal upheld
	Modular houses and trailers (Permanent)	\$250.00	per unit	
	Temporary trailer (less than six months)	\$125.00	per unit	
	Repairs and Alterations or change of use	\$90.00	per occurrence	plus 1% of cost over \$1,000
	Demolition of building or structure	\$90.00	per occurrence	plus \$10 per 1,000 square foot and post \$1,000 bond
	Relocation of a building or structure from one lot to another	\$90.00	per occurrence	plus 1% of cost over \$1,000
	Solar systems	\$90.00	per installation	
	Install modular furniture	\$90.00	per installation	plus .5% of cost over \$1,000
	Replace roof	\$90.00	per installation	plus .5% of cost over \$1,000
	Asbestos removal	\$90.00	per occurrence	plus .5% of cost over \$1,000
	Mount antenna	\$90.00	per installation	plus .5% of cost over \$1,000
	Chimney liner	\$90.00	per installation	
	Residential sheds	\$90.00	per installation	
	Work Performed using weatherization grants	\$10.00	per occurrence	
	Swimming Pools			
	Residential pools (above-ground)	\$90.00	per installation	
	Residential & commercial pools (in-ground)	\$90.00	per installation	plus \$.05 per square foot
	Installation of Elevator, Dumbwaiter or Man-Lift			
	Passenger or freight elevator	\$300.00	per installation	plus 1% of cost over \$1,000
	Escalator	\$500.00	per installation	
	Dumbwaiter (power driven)	\$150.00	per installation	
	Man-lift (power driven)	\$150.00	per installation	

Account #	Account Name	2020 Rate Adopted	Unit	Notes
313202	Building Permit Fees (continued)			
	Repairs to Elevators, Escalators, Dumbwaiters or Man-Lifts			
	Up to \$500	\$90.00	per repair	
	\$500 –\$1,000	\$150.00	per repair	
	Estimated cost over \$1,000	\$225.00	per repair	plus 1% of cost
	Signs			
	Footings – included in inspection	\$120.00	per installation	
	Footings – none or existing	\$90.00	per installation	
	Administrative fee for issuance of Stop Work Order due to failure to obtain required permit	200.00%	Permit Fee	Maximum \$ 250
	Minimum permit fee	\$90.00	per permit	
	Amendments involving additional work	\$90.00	per occurrence	or fee as listed for work involved on amendment, whichever is higher
	Amendments not including additional work (homeowners are exempt)	\$90.00	per occurrence	plus hourly review fee
313203	Electrical Permit Fees			
	Services and Sub-Panels			
	400 amperes or under	\$90.00	per installation	
	401 to 600 amperes	\$90.00	per installation	
	601 to 800 amperes	\$150.00	per installation	
	801 to 1200 amperes	\$200.00	per installation	
	Over 1200 amperes	\$0.25	per amp rating	
	Temporary Service			
	Temporary service on pole, shed or building not over 200 amps	\$90.00	per installation	
	Over 200 amperes	\$100.00	per installation	
	Reconnect existing electric service	\$90.00	per installation	
	Wiring of New Construction			
	Residential, including additions	\$90.00	per 1,000 square foot	plus service and electric heat
	Commercial and industrial, including complete remodel of tenant space	\$105.00	per 1,000 square foot	plus service
	Installation of Additional Circuits and Equipment			
	General-purpose outlet and lighting circuits, including modular furniture			
	First circuit	\$90.00	per installation	
	Each additional	\$15.00	per installation	
	Electrical Heating			
	First KW	\$15.00	per installation	
	Each additional KW or fraction	\$5.00	per installation	
	Permanently Wired Fixed Appliances and Equipment requiring separately fused circuits, including circuits			
	Single Phase			
	First circuit or added equipment or unit	\$90.00	per installation	
	Each additional	\$15.00	per installation	
	Three Phase			
	First circuit or added equipment or unit	\$90.00	per installation	
	Each additional	\$20.00	per installation	
	Motors & Generators (including circuit)	\$10.00	per installation	plus \$1 per HP rating
	Outdoor Electrical Signs			
	Single unit signs	\$90.00	per installation	
	Multiple unit signs:			
	First wired unit	\$90.00	per installation	
	Each additional wired unit	\$5.00	per installation	
	Transformers & Vaults			
	Transformers	\$2.00	per KVA	\$50 minimum
	Annual electrical inspection for public swimming pools	\$90.00	each inspection	

Account #	Account Name	2020 Rate Adopted	Unit	Notes
313203	Electrical Permit Fees (continued)			
	Disconnect Circuits for Interior Demolition			
	First circuit	\$90.00	per occurrence	
	Each additional circuit	\$5.00	per occurrence	
	Car Wash Units (Automatic)	\$100.00	per installation	
	Modular Houses and Industrialized Buildings			
	Residential, non-electric heat	\$125.00	per installation	
	Residential, with electric heater	\$175.00	per installation	
	All others, non-electric heat	\$185.00	per installation	
	All others, with electric heat	\$200.00	per installation	
	Administrative fee for issuance of Stop Work order due to failure to obtain required permit	200.00%	permit fee	Maximum \$250
	Minimum permit fee	\$90.00	per permit	
	Amendments involving additional work	\$90.00	per amendment	or fee as listed for work involved on amendment, whichever is higher
	Amendments not including additional work	\$90.00	per amendment	plus hourly review; Homeowners are exempt
313204	Plumbing Permit Fees			
	Plumbing fee 1- & 2-family dwelling	\$90.00	per unit	plus \$3 per fixture
	Plumbing fees commercial and apartment building	\$90.00	per unit	plus \$7 per fixture
	Water service, new with tap	\$150.00		
	Water service, replacement or repair or new lateral only (no tap)	\$110.00		
	Building sewer, new with tap	\$150.00		
	Building sewer, replacement, repair or cap	\$100.00		
	Sewer or water tap only	\$90.00	per permit	
	Cross connection inspection	\$90.00	per permit	plus \$3 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	\$90.00		
	Amendments involving additional work	\$90.00	per amendment	or fee as listed for work involved on amendment, whichever is higher
	Amendments not including additional work	\$90.00	per amendment	plus hourly review fee; Homeowners are exempt
313205	Gas Inspection Fees			
	Gas fitting per tenant space or dwelling unit	\$90.00	per unit	plus \$3.00 for each appliance outlet
	Administrative fee for issuance of Stop Work Order due to failure to obtain required permit	200.00%	per occurrence	Maximum \$250
	Minimum permit fee	\$90.00		
	Amendments involving additional work	\$90.00	per amendment	or fee as listed for work involved on amendment, whichever is higher
	Amendments not including additional work	\$90.00	per amendment	plus hourly review fee; Homeowners are exempt

Account #	Account Name	2020 Rate Adopted	Unit	Notes
313205	Mechanical Permit Fees			
	Central heating furnace or boiler			
	Residential, per unit	\$90.00	per unit	
	Commercial, per unit	\$90.00	per unit	
	Refrigeration and Air Conditioning Systems - Including heat pumps (condensing and evaporation units)			
	Residential, per unit	\$90.00	per unit	
	Commercial, per unit			
	First 5 tons	\$90.00	per unit	
	Each additional ton up to 10 tons	\$10.00	per ton	
	Each additional ton over 10 tons	\$1.00	per ton	
	Incinerator – per cubic foot of combustion space, including settling chamber and/or secondary combustion chamber	\$1.50	Cubic Ft	
	Fee for conversion to or replacement of oil burner	\$90.00	per Unit	
	Installation, Repair or Replacement of Mechanical Equipment & Duct Work			
	Ventilation, exhaust or duct system	\$90.00	per occurrence	plus 1% of cost above \$1,000
	Paint spray booth	\$250.00	per occurrence	plus electrical and fire suppression system fee
	Gas fireplace inserts	\$90.00	each	
	In-ground exhaust systems	\$90.00	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	per unit	
	Commercial kitchen equipment	\$10.00	per unit	
	Leak Detection, High Level Alarm			
	0 – 10 devices	\$100.00	per occurrence	
	Each additional 10 devices	\$5.00	per occurrence	
	Add detection devices	\$5.00	per occurrence	
	Minimum	\$85.00	per occurrence	
	Propane Storage Tank			
	First tank	\$90.00	per unit	
	Each additional tank	\$50.00	per unit	
	Permit to Install or Remove Any Oil, Gasoline or Other Fuel Pump			
	First pump or dispenser	\$90.00	per unit	
	Each additional pump or dispenser	\$25.00	per unit	
	Vapor recovery systems	\$250.00	per unit	
	Administrative fee for issuance of Stop Work Order due to failure to obtain required permit	200.00%	of permit fee	Maximum \$250
	Minimum permit fee	\$90.00	Flat fee	
	Amendments involving additional work	\$90.00	per amendment	or fee as listed for work involved on amendment, whichever is higher
	Amendments not including additional work	\$90.00	per amendment	plus hourly review fee (homeowners are exempt)
	Under and above ground petroleum distribution, piping and equipment. Installation or demolition shall be charged separately.			
	Up to 100 linear feet	\$100.00	per occurrence	
	Up to 500 linear feet	\$400.00	per occurrence	
	Each additional 100 linear feet over 500	\$5.00	per occurrence	
	Specialized petroleum and recovery equipment	\$120.00	per occurrence	
	Monitoring wells	\$90.00	per occurrence	

Account #	Account Name	2020 Rate		Notes
		Adopted	Unit	
313206	Elevator Inspection Fees			
	Duplicate Certificate	\$25.00	per occurrence	
	Elevators:			
	Freight or Passenger	\$290.00	per occurrence	plus floor charge
	Floor charge	\$47.00	per floor	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	per unit	
	Sidewalk elevator, hand driven	\$113.00	per unit	
	Tests for freight and passenger elevators which are not performed in conjunction with regularly scheduled periodic inspections:			
	Temporary inspection	\$246.00	per inspection	
	Temporary inspection (extension)	\$115.00	per inspection	
	Governor test	\$296.00	per test	
	Load test	\$445.00	per test	
	Speed test	\$296.00	per test	
	Static pressure test/hydraulic	\$296.00	per test	
	Fire and smoke test	\$213.00	per unit	
	Dumbwaiters:			
	Power-driven	\$134.00	per unit	
	Hand-operated	\$122.00	per unit	
	Escalators, per floor	\$146.00	per floor	
	Porch lift	\$146.00	per unit	
	Man lift, power-driven	\$146.00	per unit	
313225	Rental Housing Occupancy Inspection			
	Required inspection and all re-inspections after first re-inspection	\$75.00	per unit	Required inspections are: 1. Following application; 2. Every four years, if there has been no intervening inspection; and 3. Inspection resulting from valid complaints.
	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	per occurrence	or \$250 annual at one location
	Non-profit organization	\$10.00	per occurrence	or \$100 annual at one location
	Permits required by the Fire Prevention Code	\$160.00	each	unless otherwise specified
	Fumigation and thermal insecticidal fogging	\$100.00	per occurrence	or \$250 annual permit
	Operation of Places of Assembly or Education			
	Restaurants, nightclubs, fitness centers and theatres			
	Occupancy less than 50 persons	\$90.00	per location	
	Occupancy 50-100 persons	\$160.00	per location	
	Occupancy over 100 persons	\$250.00	per location	
	All other Assembly or Education	\$125.00	per location	
	Tents (temporary)	\$100.00	each site	Enclosed tents over 400 sq. ft. or open-sided tents over 700 sq. ft. Includes generator and propane heat inspection if applicable
	Religious and tax-exempt organizations	\$0.00	per location	
	Welding or cutting, acetylene generators, storage of calcium carbide	\$160.00	per occurrence	or \$250 annual permit
	Explosives, ammunition and blasting agents:			
	Storage and transportation	\$160.00	each site	
	Use (each site)	\$160.00	each site	
	Fireworks: Retailer and/or wholesaler	\$750.00		

Account #	Account Name	2020 Rate		Notes
		Adopted	Unit	
313226	Fire Prevention Fees (continued)			
	Bulk storage handling or use of flammable liquids			
	Up to and including 49,000 gallons	\$160.00	per unit	
	49,001-425,000 gallons	\$250.00	per unit	
	over 425,000 gallons	\$0.0007	per gallon	
	Service station and garages (vehicle repair)	\$160.00	per site	
	Underground Storage Tanks:			
	Installation Residential and Commercial			
	First tank	\$150.00	per tank	
	Each additional tank	\$75.00	per tank	
	Above Ground Storage Tanks:			
	Residential & Commercial less than 660 gals each	\$90.00	each	
	Up to 10,000 gallon tank	\$150.00	each	
	10,001 – 30,000 gallon tank	\$250.00	each	
	30,001 – 100,000 gallon tank	\$300.00	each	
	Greater than 100,000 gallon tank	\$0.003	per gallon	
	Above Ground Bulk Storage Tanks:			
	Add or replace roof/floating roof/replace floor	\$90.00	each	plus \$2.00 per foot of tank diameter
	Removal or abandonment			
	First tank	\$150.00	each	
	Each additional tank	\$75.00	each	
	Administrative fee for issuance of Stop Work order due to failure to obtain required permit	200.00%	permit fee	\$250 Maximum
313227	Fire Protection Systems			
	Fire Alarm Systems			
	Main Panel including branch circuit	\$90.00	each	
	First five initiating, detecting or indicating devices	\$90.00	first five	
	Each indicating or initiating device over five	\$3.00	each	
	Dialers and expansion panels	\$90.00	each	
	Sprinkler or Other Fixed Fire Suppression Systems- New or Expanded Sprinkler System			
	Dry-pipe, alarm or deluge valve	\$90.00	each	
	Piping and sprinkler heads	\$2.50	per head	Minimum \$90
	Fire Service Line, each 100 feet or fraction	\$90.00	each 100 ft	
	Fire Service Line, repair	\$90.00	each	
	Standpipe Systems			
	Not part of a sprinkler system	\$90.00	each	
	Fire Pump	\$175.00	each	
	Halon, Carbon Dioxide and Fixed Chemical Agent Systems	\$100.00	each	
	Minimum permit fee	\$90.00		
	Amendments involving additional work	\$90.00	each	or fee as listed for work involved on amendment, whichever is higher
	Amendments not including additional work (homeowners are exmpt)	\$90.00	each	plus hourly review fee
313231	Fire Marshal Development Fees			
	Non-Residential Use Permit Inspections			
	Business – Tenant			
	Gross Floor Area			
	New building, shell only	\$90.00	each	
	0 – 500 sq. ft.	\$90.00	each	
	501 – 5,000 sq. ft.	\$125.00	each	
	5001 – 15,000 sq. ft.	\$150.00	each	
	15,001 – 50,000 sq. ft.	\$175.00	each	
	50,001 + sq. ft.	\$225.00	each	
	Major Home Occupation	\$90.00	each	

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Name	2020 Rate		Notes
		Adopted	Unit	
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 Inspections outside regular hours	\$90.00 \$90.00	each hour	 4 hour minimum
313308	Sign Permits Sign: Temporary signs: Construction Signs Special Events Signs Business Openings and Sales Real Estate/Leasing Signs Political sign 10 sq. ft. or less in area Political sign larger than 10 sq. ft. Signs Removed from Public ROW: 10 days or less greater than 10 days	\$115.00 flat fee \$7.75 square foot \$26.00 each \$26.00 each \$26.00 each \$26.00 each \$26.00 per 100 \$26.00 each \$5.25 each \$10.50 each		 Under 100 sq. ft. in total sign area 100 sq. ft. and greater in total sign area
313309	Zoning Permit Commercial Building Construction Commercial Use and Occupancy Residential Building Construction Residential Use and Occupancy Temporary Use Permit (Nonresidential) Temporary Use Permit (Residential) <u>Small Cell Facility</u>	\$60.00 each \$60.00 each \$30.00 each \$30.00 each \$210.00 each \$20.00 each <u>\$100.00 each</u>		 <u>each facility up to 5 small cell facilities on an application plus \$50 for each additional small cell facility above 5 up to 35 facilities on an application</u>
313310	Erosion and Sediment Control Up to 1/2 acre of disturbed land Over 1/2 acre of disturbed land. Additional inspection Flood Plain Permit – Not requiring an SUP Residential All Others RPA delineation/determination	\$575.00 each \$575.00 each \$105.00 each \$575.00 each \$2,625.00 each \$290.00 each		 plus \$105 per disturbed acre over 1/2 acre
313323	Zoning Fees Map Amendment (Rezoning) Planned Development Review Zoning Compliance Letter Newspaper Re-advertisement Property Owner Re-notification Posted Notice (sign) Re-posting Proffer Amendment/Proffer Plan Amendment/GDP Amendment/PDMP Amendment Comprehensive Plan Amendment Written Interpretation	\$10,575.00 each \$20,075.00 each \$525.00 each \$405.00 each \$290.00 each \$75.00 per sign \$5,325.00 each \$1,250.00 each \$300.00 each		 plus \$525 per acre or fraction thereof plus \$1,050 per acre or fraction thereof over the minimum required acreage and up to 4 acres; plus \$2,100 per acre or fraction thereof for over 4 acres up to 8 acres; plus \$3,150 per acre or fraction thereof for over 8 or more acres or actual cost if greater

Account #	Account Name	2020 Rate		Notes
		Adopted	Unit	
313328	Special Use Permits			
	Special Use Application (City Council) Individual Single Family Residential	\$600.00	each	plus \$210.00 for each additional special use requested for the subject property on the same application
	Other	\$5,125.00	each	plus \$500.00 for each additional special use requested for the subject property on the same application
	Renewal/Condition Amendment (Other)	\$1,125.00	each	Filing Fee
	Renewal (Individual Single Family Residential)	\$495.00	each	
	Newspaper Re-advertisement	\$405.00	each	or actual cost if greater
	Property Owner Re-notification	\$290.00	each	
	Posted Notice (sign) Re-posting	\$75.00	per sign	
313328	Special Exceptions			
	Individual Single Family Residential Property	\$600.00	each	plus \$60.00 for each additional special exception requested for the subject property on the same application
	Other	\$5,125.00	each	plus \$1,050 for each additional special exception requested for the subject property on the same application
	Signs	\$3,225.00	each	plus \$105.00 for each additional special exception requested for the subject property on the same application.
	Newspaper Re-advertisement	\$405.00	each	or actual cost, whichever is greater
	Property Owner Re-notification	\$290.00	each	
	Posted Notice (sign) Re-posting	\$75.00	per sign	
313329	Variances and Appeals			
	Individual Single Family Residential Property Application	\$600.00	each	
	Other Application	\$5,125.00	each	
	Administrative Appeals	\$1,050.00	each	
	Administrative Adjustment (Other)	\$575.00	each	
	Administrative Adjustment (Individual Single Family Residential Property)	\$40.00	each	
	Alternative Compliance	\$575.00	each	
	Newspaper Re-advertisement	\$405.00		or actual cost, whichever is greater
	Property Owner Re-notification	\$290.00		
	Posted Notice (sign) Re-posting	\$75.00	per sign	
313411	Cemetery Interments			
	Grave Opening, Interment			
	Adult, single depth	\$1,440.00	each	
	Adult, single depth (non-City resident)	\$2,016.00	each	
	Adult, double depth	\$2,016.00	each	
	Adult, double depth (non-City resident)	\$2,592.00	each	
	Child	\$878.00	each	
	Child (non-City resident)	\$1,440.00	each	
	Cremation remains	\$756.00	each	
	Cremation remains (non-City resident)	\$1,058.00	each	
	Destitute City residents	\$0.00	each	Free / reduced burial at discretion of City Manager
	Grave Opening, / Closing			
	Weekday After 2pm (flat rate*)	\$500.00	each	
	Weekend (flat rate*)	\$500.00	each	
	* 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.			

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Name	2020 Rate		Notes
		Adopted	Unit	
313420	Street Opening Permits	\$150.00	1st 100 linear feet	Additional \$50.00 for each 100 LF thereafter \$500 minimum plus TME
	Right of Way Permit	\$150.00	each	
	60-Day Extension	\$50.00	each	
	Working in ROW w/o Permit	\$500.00	each	
	Pavement Repairs			
313430	Precious Metals Permit	\$200.00	each	
313440	Public Right of Way Use			As provided in Section 56-468.1 in the Code of VA
313442	Mobility Pilot Permit Fee			One-time pilot permit fee for each company seeking to operate dockless bikes, e-bikes, or e-scooters in the City of Fairfax. Companies apply for separate permits for each mode (e-bikes, bikes, e-scooters) and the permit fee is deposited when the permit is approved. The permit is good for the one-year pilot; an updated permit application and fee may be required if the program is extended after the pilot. Fee revenue will be used to off-set City costs to administer and evaluate the pilot program.
	One time pilot fee	\$5,000.00	1 year	
	Street use fee	\$0.05	per trip	Street use fee assessed per trip made on the rented dockless devices. Fees will be calculated and paid monthly based on the number of trips made in the previous month. Fee revenue will be used to off-set City costs to administer and evaluate the pilot program.
313510	Animal Licenses			
	Fertile Dogs	\$10.00	per year	
	Infertile Dogs	\$5.00	per year	
313512	Peddler's License	\$75.00	per year	Based on regional survey. State code 58.1-3717 permits up to \$500 per year.
	Firearms Dealers Permit	\$25.00	per year	
	Charitable Solicitation Permit	\$10.00	per year	
313610	Cable TV PEG Fees		3.00% gross receipts	
313611	Cable TV Franchise Fees		5.00% gross receipts	
313620	Transfer Fees	\$1.50	per \$ 500 of value	Transfer fee \$1.00 on all deeds
314019	Vehicle Rental Tax		4.00% gross receipts	

Account #	Account Name	2020 Rate Adopted	Unit	Notes
315202	Old Town Hall Rental			
	Additional Rental Fees/A La Carte Items			City residents receive \$200.00 off the total for Friday through Sunday rentals
	Alcohol Fee	\$150.00		Covers cost of police officer for three hours
	Piano	\$225.00	per use	Includes tuning
	Piano	\$75.00	per use	Does not include tuning
	Stage Rental	\$50.00	per section	Including guard rails, skirting & installation
	Tablecloth rentals	\$12.00	per cloth	White or Gold
	Tablecloth rentals	\$16.00	per cloth	Floor length ivory
	Coffee Urns	\$20.00	per urn	
	Portable Projector	\$75.00	each	
	Portable Screen	\$25.00	each	
	Amplified Podium	\$50.00	each	
	Amplified Microphone (Main Floor Only)	\$25.00	each	
	Audio Jack	\$50.00	each	
	Decorative Easel	\$10.00	each	
	Caterer's Corner	\$50.00	each	
	Early Drop off/Late pickup Fee	\$50.00	each	
	Portable Sound System	\$50.00	each	
	Flat Screen Monitor	\$100.00	each	
	Processing Fee for Cancellations	\$100.00	each	\$100.00 (60+ days prior to rental date)
				1) If cancelling 60+ days prior to the reservation date, customer will receive a full refund minus a \$100 processing fee (\$50 for classrooms). 2) Full payment is due 60 days prior to the reservation date. If the request for cancellation is sent in writing (e-mail is acceptable) between 31 and 59 days prior to the reservation date, customer will be refunded the security deposit only. Or, the customer may choose to switch their date with no penalty.
				3) Full payment is due 60 days prior to the reservation date. If the request for cancellation is sent in writing (e-mail is acceptable) 30 days or less prior to the reservation date, customer will be refunded the security deposit only. Or, the customer may choose to switch their date for a processing fee of an additional 25% of all rental charges (calculated from the bottom line, not including the security deposit).
	Use of additional level (Mon-Thurs)	\$50.00	per hour	
	Use of additional level (Fri & Sun)	\$75.00	per hour	
	Use of additional level (Sat)	\$100.00	per hour	
	Use of venue/room for Rehearsal (1 hr only)	\$100.00		Rehearsal would be scheduled with staff dependent upon availability of the building. The one hour time slot allows access to the space and use of the space as-is.
	Rental of the Upper Patio of Old Town Square in conjunction with Old Town Hall	\$150.00	per hour	Maximum of two hours and may only be rented Fridays through Sundays after 6:00PM
	Customer Rental Rates for one level Monday through Thursday (including setup and cleanup time)	\$175.00	per hour	Minimum two hours - Monday to Thursday (except Memorial Day, Labor Day, New Year's Eve and New Year's Day)
	Customer Rental Rates for one level Friday & Sunday	\$265.00	per hour	Minimum five hours
	Saturday & City observed holidays (peak rental rate)	\$350.00	per hour	Minimum five hours
	Seasonal Discounts (January & February, Friday & Sunday)	\$238.50	per hour	Minimum five hours - 10% off the hourly rate
	Seasonal Discounts (January & February, Saturdays)	\$315.00	per hour	Minimum five hours - 10% off the hourly rate
	Security Deposit	\$450.00	each	
	ALL FEES ARE DUE IN FULL – 60 DAYS PRIOR TO THE SCHEDULED EVENT			

Account #	Account Name	2020 Rate Adopted	Unit	Notes
315202	Old Town Hall Rental (continued)			
	Business Rate/Non-Profit rate for one level			Renter must provide business license or non-profit status
	Monday to Thursday and Fridays until 3:00pm	\$105.00	per hour	Minimum two hours (except Memorial Day, Labor Day, New Year's Eve and New Year's Day). Fridays after 3:00pm, Saturdays, Sundays, memorial Day, Labor Day, New Year's Eve and New Year's Day - must pay peak rental rate
	Business Rate/Non-Profit rate for additional level Monday to Thursday and Fridays until 3:00pm	\$75.00	per hour	Minimum one hour (except Memorial Day, Labor Day, New Year's Eve and New Year's Day). Fridays after 3:00pm, Saturdays, Sundays, Memorial Day, Labor Day, New Year's Eve, New Year's Day, Christmas Eve, and Christmas Day – must pay peak rental rate.
	Business/Non-Profit Security Deposit	\$250.00	each	
	Certified Non-Profit 501(c)(3) Organization			Renter must provide paperwork showing (c)(3) status
	Monday - Thursday and Fridays until 3:00pm	\$60.00	per hour, per floor	Minimum two hours
	Sunday Morning Non-Profit Fee	\$150.00	per floor	Cost does not include setup or breakdown
	Recognized City of Fairfax Community Based Non-Business Groups Category I and II	\$25.00	per hour	OTH, SCSCC & BIC - Minimum two (2) hours. Receives one peak (Friday-Sunday) and three non-peak (Monday-Thursday). All other rentals will be at full business rate. These are per calendar year and can only be booked six (6) weeks in advance. Must pay for all A la Carte menu items. The City will reserve the right to adjust pricing depending on promotional offerings on a seasonal basis. Security deposit is waived.
	Civic Associations & Service Groups	\$25.00	per hour	OTH, SCSCC & BIC - Minimum two (2) hours. Receives one peak (Friday-Sunday) and three non-peak (Monday-Thursday). All other rentals will be at full business rate. These are per calendar year and can only be booked six (6) weeks in advance. Must pay for all A la Carte menu items. The City will reserve the right to adjust pricing depending on promotional offerings on a seasonal basis. Security deposit is waived.
315203	Green Acres Rental			
	Coffee Urns	\$20.00	per urn	
	Portable Projector	\$75.00	each	
	Portable Screen	\$25.00	each	
	Tablecloth rentals	\$12.00	per cloth	White or Gold
	Tablecloth rentals	\$16.00	per cloth	Floor length ivory
	Single Classroom			
	Monday – Friday	\$30.00	per hour	
	Saturday & Sunday	\$45.00	per hour	
	City observed holidays	\$60.00	per hour	
	Gym and Cafeteria			
	Monday – Friday	\$50.00	per hour	
	Saturday & Sunday	\$75.00	per hour	
	City observed holidays	\$100.00	per hour	
	Recognized City of Fairfax Community Based Non-Business Groups-Category I,II,III,IV			
	Monday – Friday (Classrooms ONLY)	\$0.00	per hour	
	Security Deposit	\$50.00	each	
The City will reserve the right to adjust pricing depending on promotional offerings on a seasonal basis.				

Account #	Account Name	2020 Rate Adopted	Unit	Notes
315208	Stacy C. Sherwood Community Center			
	City Residents receive \$200 discount off the total balance for the full or half Performance Space during peak rental (Fri, Sat, or Sun)			
	Entire Center Saturday ONLY (5 hr min)	\$700.00 per hour		5 Hour minimum
	Full Performance Space Mon – Thurs (2 hr min)	\$300.00 per hour		2 Hour Minimum
	Full Performance Space Fri & Sun (5 hr min)	\$550.00 per hour		5 Hour minimum
	Full Performance Space Saturday (5 hr min)	\$600.00 per hour		5 Hour minimum
	Half Performance Space Mon – Thurs	\$160.00 per hour		2 Hour Minimum
	Half Performance Space Fri & Sun	\$240.00 per hour		5 Hour minimum
	Half Performance Space Saturday	\$320.00 per hour		5 Hour minimum
	Civic Green/Pergola Mon-Sun (2hr min)	\$150.00 per hour		2 Hour Minimum - must be rented in conjunction with full or half Performance Space. If this area has not been rented by the full or half Performance Space within 48 hours of a renter in the Art Room or Rehearsal Space, they would then have the option to add it on.
	Business/Non-Profit Rates			
	Full Performance Space Mon – Thurs and Friday until	\$225.00 per hour		Renter must provide a copy of the business license or non-profit status paperwork 2 Hour Minimum
	Half Performance Space Mon – Thurs and Friday until 3pm	\$120.00 per hour		2 Hour Minimum
	Civic Green/Pergola Mon-Sun (2hr min)	\$75.00 per hour		2 Hour Minimum - must be rented in conjunction with full or half Performance Space. If this area has not been rented by the full or half Performance Space within 48 hours of a renter in the Art Room or Rehearsal Space, they would then have the option to add it on.
	Art Room Mon - Thurs (2hr min)	\$45.00 per hour		2 Hour Minimum
	Art Room Fri - Sun (2hr min)	\$60.00 per hour		2 Hour Minimum
	Rehearsal Room Mon - Thurs (2 hr min)	\$60.00 per hour		2 Hour Minimum
	Rehearsal Room Fri - Sun (2 hr min)	\$80.00 per hour		2 Hour Minimum
	Seasonal Discounts (January & February)			
	Friday & Sunday Full Performance Space	\$405.00 per hour		5 Hour minimum - 10% off regular hourly rate
	Saturdays Full Performance Space	\$540.00 per hour		5 Hour minimum - 10% off regular hourly rate
	Friday & Sunday Half Performance Space	\$216.00 per hour		5 Hour minimum - 10% off regular hourly rate
	Saturdays Half Performance Space	\$288.00 per hour		5 Hour minimum - 10% off regular hourly rate
	City Functions and Community Groups			
	Recognized City of Fairfax Community Based Non-Business Groups Category I and II (Civic Associations & Service Groups)	\$25.00 per hour		OTH, SCSCC & BIC - 2 Hour Minimum - Three (3) non-peak (Monday to Thursday) uses at \$25.00 per hour and one (1) peak (Friday, Saturday, or Sunday) use at \$25.00 per hour. All other rentals will be at business rate. These are per calendar year and can only be booked six (6) weeks in advance. Must pay for all A la Carte menu items. The City will reserve the right to adjust pricing depending on promotional offerings on a seasonal basis. Security deposit is waived.

Account #	Account Name	2020 Rate Adopted	Unit	Notes
315208	Stacy C. Sherwood Community Center (continued)			
	Additional Rental Fees/A La Carte Items			
	Alcohol fee FULL Performance Space	\$300.00		Covers the cost of two police officer for the last three hours of the rental.
	Alcohol fee HALF Performance Space	\$150.00		Covers the cost of a police officer for the last three hours of the rental.
	Piano	\$225.00	per use	Includes tuning
	Piano	\$75.00	per use	Not tuned
	Stage Rental	\$50.00	per section	Including guard rails, skirting & installation
	Projector	\$75.00	each	
	Screen	\$25.00	each	
	Handheld Wireless Microphone (2)	\$25.00	each	
	Lapel Microphone (2)	\$25.00	each	
	Audio Jack 1(Performance)	\$50.00	each	
	Audio Jack 2(Rehearsal)	\$50.00	each	
	Flat-screen TV in Foyer	\$50.00	each	
	Amplified Podium	\$50.00	each	
	Table Top Podium with Microphone	\$25.00	each	
	Tablecloth Rental (Gold & White)	\$12.00	per cloth	
	Tablecloth Rental (Ivory floor length)	\$16.00	per cloth	
	Coffee Urns	\$20.00	per urn	
	Stanchions – Chrome w/8" red rope	\$15.00	per section	
	Flat Screen Monitor	\$100.00	each	
	Caterer's Corner	\$50.00	each	Offered to the renter of the Performance Space first. Renters in the Art Room and Rehearsal Space will have the chance to add it on within 48 hours of their rental if it has not already been secured.
	Security Deposit			
	Mon-Thurs rentals (Performance Space)	\$250.00	per use	
	Fri, Sat, & Sun rentals (Performance Space)	\$450.00	per use	
	Weekday and weekend classroom rentals	\$50.00	per use	
	Processing Fee for Cancellations (Full or Half performance space)	\$100.00	per occurrence	1) Cancelling 60+ days prior to the reservation date, customer will receive a full refund minus a \$100 processing fee (\$50 for classrooms). 2) Full payment is due 60 days prior to the reservation date. If the request for cancellation is sent in writing (e-mail is acceptable) between 31 and 59 days prior to the reservation date, customer will be refunded the security deposit only. Or, the customer may choose to switch their date with no penalty.
				3) Full payment is due 60 days prior to the reservation date. If the request for cancellation is sent in writing (e-mail is acceptable) 30 days or less prior to the reservation date, customer will be refunded the security deposit only. Or, the customer may choose to switch their date for a processing fee of an additional 25% of all rental charges (calculated from the bottom line, not including the security deposit).
	Processing Fee for Cancellations (Classrooms)	\$50.00	per occurrence	
	Early drop off/Late pickup fee	\$50.00	per occurrence	
The City will reserve the right to adjust pricing depending on promotional offerings on a seasonal basis.				

Account #	Account Name	2020 Rate Adopted	Unit	Notes
315211	Blenheim Interpretive Center			
				Rental time Tues-Sat 3pm-12am Customer Rate
				Rental time Sun-Mon 7am-12am Customer Rate
	Indoor Package Mon-Thurs	\$60.00	per hour	Multipurpose Room and Atrium/Lobby
	Outdoor Package Mon-Thurs	\$90.00	per hour	Lawn, Pergola and Porch/Deck
	Separates Mon-Thurs	\$50.00	per hour	Lawn
	Separates Mon-Thurs	\$25.00	per space	Pergola and Porch/Deck
	Indoor Package Friday and Sunday	\$90.00	per hour	Multipurpose Room and Atrium/Lobby
	Outdoor Package Friday and Sunday	\$135.00	per hour	Lawn, Pergola and Porch/Deck
	Separates Friday and Sunday	\$75.00	per hour	Lawn
	Separates Friday and Sunday	\$40.00	per hour per space	Pergola and Porch/Deck
	Indoor Package Saturday	\$120.00	per hour	Multipurpose Room and Atrium/Lobby
	Outdoor Package Saturday	\$180.00	per hour	Lawn, Pergola and Porch/Deck
	Separates Saturday	\$100.00	per hour	Lawn
	Separates Saturday	\$50.00	per hour per space	Pergola and Porch/Deck
	Indoor Only Seasonal Discount (January & February, Friday & Sunday)	\$81.00	per hour	10% off the hourly rate
	Indoor Only Seasonal Discount (January & February, Saturday)	\$108.00	per hour	10% off the hourly rate
	Business Rate Mon – Friday until 3:00pm	\$50.00	per hour	Multipurpose Room ONLY
	Recognized City of Fairfax Community Based Non-Business Groups Category I and II (Civic Associations & Service Groups)	\$25.00	per hour	OTH, SCSCC & BIC - 2 Hour Minimum. Receives one peak (Friday-Sunday) and three (3) non-peak (Monday to Thursday). All other rentals will be at business rate. These are per calendar year and can only be booked six (6) weeks in advance. Must pay for all A la Carte menu items. The City will reserve the right to adjust pricing depending on promotional offerings on a seasonal basis. Security deposit is waived.
	City Residents and City Businesses			10% discount on hourly rental rate of indoor and outdoor package (Discounts Do Not Apply To A La Carte Items)
	Security Deposit	\$200.00	each	
	ALL FEES ARE DUE IN FULL – 60 DAYS PRIOR TO THE SCHEDULED EVENT			
	Additional Rental Fees/A La Carte Items			
	Alcohol fee	\$150.00		Covers the cost of a police officer for the last three hours of the rental.
	Projector	\$75.00	each	
	Screen	\$25.00	each	
	Portable Sound System	\$50.00	each	
	70" Monitor	\$100.00	each	
	Amplified Podium	\$50.00	each	
	Tablecloth Rental (White or Gold)	\$12.00	per cloth	
	Tablecloth Rental (Ivory floor length)	\$16.00	per cloth	
	Coffee Urns	\$20.00	per urn	
	Kitchenette	\$50.00	each	
	Early Drop-off/Late pickup Fee (Pre-approved)	\$50.00	each	
	Tent/Tables/Chairs Setup and Breakdown	\$200.00		To accommodate and block time for the early arrival and setup of tents, tables, and chairs.
	Cancellation Fee	\$100.00	each	1) If request for cancellation is sent in writing (e-mail is acceptable) 60+ days prior to the reservation date, customer will receive a full refund minus a \$100 processing fee. 2) Full payment is due 60 days prior to the reservation date. If the request for cancellation is sent in writing (e-mail is acceptable) between 31 and 59 days prior to the reservation date, customer will be refunded the security deposit only. Or, the customer may choose to switch their date with no penalty. 3) Full payment is due 60 days prior to the reservation date.
The City will reserve the right to adjust pricing depending on promotional offerings on a seasonal basis.				

Account #	Account Name	2020 Rate Adopted	Unit	Notes
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Applicable to all rental venues (Old Town Hall, Green Acres, Stacy C. Sherwood & Blenheim Interpretive Center)

Parameters for Repeat Renter Discount:

- After 3 rentals of Gym, Cafeteria, or a classroom at either GA or SCSCC, every additional rental of Gym, Cafeteria, or a classroom at either GA or SCSCC after that within the calendar year receives a 20% discount from the bottom line (does not include security deposit). (Rehearsal Space M-F = \$48/hr Sat-Sun = \$60/hr, Art Room M-F = \$36/hr Sat- Sun = \$44/hr, Classrooms at GA M-F = \$24/hr Sat-Sun = \$36/hr, Gym and Cafeteria M-F = \$40/hr Sat-Sun = \$60/hr)

- After 3 rentals of ½ the Performance Space, the Full Performance Space, or the OTH M-Thu, every additional rental of ½ the Performance Space, the Full Performance Space or the OTH M-Thu after that within the calendar year receives a 20% discount from the bottom line (does not include security deposit). (½ Performance Space M-Thu = \$128/hr, Full Performance Space M-Thu = \$240/hr, OTH One Level = \$140/hr)

- After 2 rentals of ½ the Performance Space, the Full Performance Space, or the OTH Fri-Sun, every additional rental of ½ the Performance Space, the Full Performance Space, or the OTH Fri-Sun after that within the calendar year receive a 20% discount from the bottom line (does not include security deposit). (½ Performance Space Fri & Sun = \$192/hr Sat = \$256/hr, Full Performance Space Fri & Sun = \$360/hr Sat = \$480/hr, OTH One Level Fri & Sun = \$192/hr, Sat = \$240/hr)

- After 3 rentals of BIC M-Thu, every additional rental of BIC after that within the calendar year receives a 20% discount from the bottom line (does not include security deposit). (Indoor Package M-Thu = \$48/hr, Outdoor Package M-Thu = \$72/hr)

- After 3 rental of BIC Fri-Sun, every additional rental of BIC after that within the calendar year received a 20% discount from the bottom line (does not include security deposit). (Indoor Package Fri & Sun = \$72/hr Sat = \$96/hr, Outdoor Package Fri & Sun = \$108/hr Sat = \$144/hr)

- Discounts are offered in sequential order (i.e. if customer rents Monday, August 4th, Monday, August 11th, Monday, August 18th, and Monday, August 25th, discount would apply to Monday, August 25th ONLY)

- Repeat Renter Discount cannot be combined with any other discount (i.e. City Resident Discount, Seasonal)

Account #	Account Name	2020 Rate		Notes
		Adopted	Unit	
316110	Court (Processing Fee)			
	Criminal	\$61.00		
	Traffic	\$51.00		
	E-Summons Fee	\$5.00		
	Criminal Injuries Compensation	\$15.00	each occurrence	
	Capital and Maintenance Fee	\$2.00	each occurrence	
	Courthouse Security Fee	\$10.00	each occurrence	
	Drug Offense	\$136.00		
	Sheriff's Processing Fee	\$25.00	each occurrence	
	Verification of Police Reports	\$10.00	each occurrence	Victims of domestic violence are entitled to a free verification report.
316220	Record Copies (Police Department)			
	Accident Report to Other Agents	\$5.00	per copy	
	Driver/Owner or Other Involved Party Accident Report	\$0.00	per copy	
	Local Conviction Request by Individual	\$10.00	per record check	
	Local Conviction Req. by Criminal Justice Agency	\$0.00	per record check	
	Fingerprinting and Photographs	\$10.00	first card	\$5.00 for each successive card (Must be a City resident or work within the City of Fairfax.) Photographs are not done separately.
316221	Security Alarm Systems (Business only)			
	Permit (one-time fee)	\$25.00	per permit	
	Fine (Failure to obtain permit)	\$50.00	per occurrence	
	Service Charge for False Alarms (Each calendar year)			
	Third false alarm	\$100.00	per occurrence	
	Fourth false alarm	\$150.00	per occurrence	
	Fifth false alarm	\$200.00	per occurrence	
	Sixth false alarm	\$250.00	per occurrence	
	Seventh false alarm	\$300.00	per occurrence	
	Eighth false alarm	\$350.00	per occurrence	
	Ninth and each thereafter	\$500.00	per occurrence	
316223	Ambulance Transport Rates			
	BLS	\$572.22	per occurrence	
	ALS Level 1	\$676.26	per occurrence	
	ALS Level 2	\$800.00	per occurrence	
	Mileage	\$12.00	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	each occurrence	plus boarding fee of \$25.00 per day or portion thereof
316240	City Parking Lot			
	Hourly Rate	\$0.25	per hour	
	Monthly Permit	\$10.00	per month	
316349	Senior Programs			Price varies per program to cover 100% of Direct Expenses
	Senior Center Non-City/Non-County Membership Fee	\$50.00		
	Daily Guest Pass	\$5.00		

Account #	Account Name	2020 Rate		Notes
		Adopted	Unit	
316350	Recreation Fees			
	Recreation classes and trips			Price varies per program to cover 100% of Direct
	GA Fitness Pass:			
	Yearly Pass Fee	\$96.00		
	Monthly Fee	\$15.00		
	Daily Drop in Fee	\$5.00		
316351	Day Camps			100% of direct expenses
	Traditional Summer Camp Program			
	Pre-school			
	Seven weeks (week 1 and 2 partial)	\$945.00 per participant		Partial week 1 @ 2 days, Partial week 2 @ 4 days
	One week	\$160.00 per participant		
	Elementary			
	Seven weeks (week 1 and 2 partial)	\$945.00 per participant		1 extra hour per day offset by reduction in extended care
	One week	\$160.00 per participant		1 extra hour per day offset by reduction in extended care
	Middle School			
	Seven weeks (week 1 and 2 partial)	\$1,025.00 per participant		1 extra hour per day offset by reduction in extended care
	One week	\$175.00 per participant		1 extra hour per day offset by reduction in extended care
	Teen			
	Seven weeks (week 1 and 2 partial)	\$1,350.00 per participant		Increase in number of field trips
	One week	\$225.00 per participant		Increase in number of field trips
	Traditional Summer Camp Extended Hours			
	One week	\$160.00 per participant		Reducing hours
	Morning extended care	\$70.00 per participant		Adding AM snack
	Afternoon extended care	\$100.00 per participant		Reducing hours
	Middle School Summer Camp Extended Hours			
	One week	\$145.00 per participant		Reducing hours
	Morning extended care	\$65.00 per participant		Adding AM snack
	Afternoon extended care	\$90.00 per participant		Reducing hours
	Specialty and Sports Camps			Prices vary per program to cover 100% direct expenses
316352	Pavilion Rentals			
	Small	\$65.00 per 4 hours		\$10.00 each additional hour
	Large	\$85.00 per 4 hours		\$15.00 each additional hour
	Equipment Rental & Services			
	Bleacher rental	\$1,150.00 three day rental		
	Movie Screen	\$1,500.00 per day		
	Sound equipment rental w/tech	\$50.00 per hour		
	Sound equipment rental w/o tech	\$25.00 per hour		
	Staging (12'x16')	\$870.00 per day		
	Ice Cream Truck Park Vendors	\$300.00 per truck per season		
	Indoor Athletic League Use	\$5.00 per season		Gym Fee
	Adult and non-City sponsored indoor/outdoor athletic leagues	\$5.50 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		plus field fee
	Field Fee I: Less than 500 users	\$200.00 Field Fee		
	Field Fee II: 500 – 1,000 users	\$100.00 Field Fee		
	Field Fee III: Over 1,000 users	\$0.00		No Field Fee

Account #	Account Name	2020 Rate		Notes
		Adopted	Unit	
316352	Pavilion Rentals (continued)			
	Category B			
	Category B includes camps, clinics and tournaments by any group.			
	Level I: Less than 3 uses per season	\$75.00 per hour		No lights
		\$100.00 per hour		With lights
	Level II: Over 3 uses per season	\$1,500.00 per season		No lights
		\$2,000.00 per season		With lights
	Park Use Fee			
	Parks (exclusion Old Town Square)	\$1,500.00 per park		plus \$1,000.00 security deposit, payment for all other amenities in park and city reimbursement
	Old Town Square			
	Non-Profit Organization	\$50.00 permit fee		Fee for City services determined on a case by case basis
	Profit Organization	\$50.00 permit fee		Fee for City services determined on a case by case basis
	Athletic Venue Fee			
	Basketball Court	\$30.00 per hour per court		4 Hour Minimum
	Skate Park	\$50.00 per hour		4 Hour Minimum
	Tennis Court	\$30.00 per hour per court		4 Hour Minimum (lighting additional)
	Volleyball Court	\$30.00 per hour per court		4 Hour Minimum
	School Gym Use			Any invoiced cost to the City for permitting your use in the schools will be invoiced and the responsibility of the permit holder to reimburse the city.
316354	Special Events			
	Special Event Permit Application			
	Certified Non-Profit Groups	\$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	\$15.00 per application per year		
	Crafter, Gourmet Food and Minor Food Vendors	\$160.00 10 x 10 Space		Recommend deleting
	Downtown Coalition	\$0.00 10 x 10 Space		1 free space (10x10) - \$80 each additional space
	City Historic District Business	\$0.00 10 x 10 Space		1 free space (10x10) - \$80 each additional space
	Recognized Non-Profit Organization	\$0.00 10 x 10 Space		1 free space (10x10) - \$160 each additional space
	Non-City Certified Non-Profits	\$80.00 10 x 10 Space		
	City Business Expo Vendors	\$250.00 10 x 10 Space		
	Non-City Business Expo Vendors	\$500.00 10 x 10 Space		
	Consultant Business Expo	\$250.00 10 x 10 Space		
	Major Food Vendors	\$300.00 10 x 10 Space		
	Holiday Craft Show			
	Application Fee	\$15.00 each		
		\$195.00 10x6 hallway		With electricity
		\$245.00 11x9 cafeteria		With electricity
		\$270.00 10x10 gym		
	Holiday Market	\$100.00 10 x 10 Space		
	Electricity	\$10.00		
	Gate Admission Fee			
	One day admission fee for show	\$5.00		
	Two day admission fee for show	\$8.00		
	Downtown Coalition	\$39.00 per space		
	Independence Day			
	Food Vendors	\$150.00 per space		
	Derby Q			
	General Admission	\$0.00		
	Beer Tasting Admission	\$25.00		
	All Day Pass Admission	\$65.00		
	Food Vendors	\$200.00 per space		
	Egg-Streme Night Egg Hunt 10-14 years	\$5.00 per participant		
	Fishing Derby	\$5.00 per participant		
	Lunch with Santa	\$6.00 per person		
	Mother/Son Campout	\$30.00 per person		
	Father Daughter Dance	\$30.00 per person		

FY 2020 Adopted Budget - City of Fairfax, Virginia

Account #	Account Name	2020 Rate		Notes
		Adopted	Unit	
316355	Historic Walking Tours			
	Adults	\$5.00	per person	
	Students	\$3.00	per person	
	School Tours	\$3.00	per 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 \$3.00 each scout and participating sibling
316357	Show Mobile Rental Fees			
	Group A - City of Fairfax non-profit groups and civic groups with functions within the City limits			
	With Help	\$300.00		8 hour minimum - \$30 each additional hour
	Without Help	\$600.00		8 hour minimum - \$75 each additional hour
	Group B - All individuals, businesses and organizations who meet Group A criteria			
	With Help	\$600.00		8 hour minimum - \$30 each additional hour
	Without Help	\$750.00		8 hour minimum - \$75 each additional hour
	Group C - Any individual or organization with an event outside the City of Fairfax			
	With Help	\$1,200.00		8 hour minimum - \$125 each additional hour
	Without Help	\$1,400.00		8 hour minimum - \$175 each additional hour
316460	Sale of Publications			
	City Code (with supplement)			Purchased through Municode
	City Code Supplement			Purchased through Municode
	Comprehensive Plan – CD only	\$5.00	per copy	
	Comprehensive Plan – Photocopy	\$45.00	per copy	
	Zoning Ordinance	\$30.00	per copy	
	Photocopy	\$0.15	per copy	Additional Labor Charge on large jobs
	City Flags	\$59.00	each	
	DVD of City programs	\$15.00	each	
	Blu-ray Disc of City programs	\$20.00	each	
	Excerpt of City program on DVD or electronic file	\$30.00	each	
	Excerpt of City program on Blu-ray Disc	\$35.00	each	
	Design Guidelines	\$25.00	each	
316461	Subdivision Fees			
	Minor Subdivision	\$3,000.00	flat fee	plus \$175.00 per lot
	Major Subdivision	\$4,500.00	flat fee	plus \$175.00 per lot
	Second and Subsequent Revision Fees	\$575.00	each additional	
	Consolidation Plat	\$150.00	flat fee	
	Plat vacation or boundary line adjustment	\$150.00	flat fee	
	Preliminary plat extension	\$575.00	each	
	Administrative Appeal	\$1,250.00	each	
	Plus:			
	Bituminous surface	\$0.46	per sq yard	
	Sidewalk	\$0.81	per linear foot	
	Curb and Gutter	\$0.81	per linear foot	
	Header curb	\$0.81	per linear foot	
	Storm drainage	\$4.05	per linear foot	
	Sanitary Sewer	\$2.10	per linear foot	
	Water	\$2.10	per linear foot	
	Required screening	\$2.10	per linear foot	
	Tree management	\$115.00	division of land or disturbed area	or fraction thereof whichever is greater
	Overlot grading	\$230.00	division of land or disturbed area	or fraction thereof whichever is greater
	Additional Inspection	\$105.00	division of land or disturbed area	or fraction thereof whichever is greater

Account #	Account Name	2020 Rate		Notes
		Adopted	Unit	
316462	Site Plan Fees			
	Minor Site Plan Review	\$3,000.00	each	
	Major Site Plan Review	\$7,000.00	each	
	Site Plan Amendment	\$1,200.00	each	
	Easement Plat	\$425.00	each	
	Bituminous surface	\$0.46	per sq yard	
	Sidewalk	\$0.81	per linear foot	
	Curb and Gutter	\$0.81	per linear foot	
	Header curb	\$0.81	per linear foot	
	Storm drainage	\$4.05	per linear foot	
	Sanitary Sewer	\$2.10	per linear foot	
	Water	\$2.10	per linear foot	
	Required screening	\$2.10	per linear foot	
	Tree management	\$115.00	division of land or disturbed area	or fraction thereof whichever is greater
	Overlot grading	\$230.00	division of land or disturbed area	or fraction thereof whichever is greater
	Additional Inspection	\$105.00	division of land or disturbed area	or fraction thereof whichever is greater
	Second and Subsequent Revision Fees	\$575.00	each additional	
	Water Quality Impact Assessment review	\$115.00	per residential lot	\$350.00 for all others
	As-Built Plan Review	\$575.00	each	plus \$115.00 for each acre or fraction thereof <u>included</u>
	Administrative Plan of Development	\$525.00	each	Portion of which may be waived for minor actions
	Administrative approval for changes to Non-conforming use, structure, or sign	\$525.00	each	Portion of which may be waived for minor actions
	Administrative Review-Eligible Project	\$500.00	each	
	Testing	\$105.00	each	
	Inspections not included in other fees	\$105.00	each	
	Site Reinspection fee (rescheduling fee)	\$50.00	each	
316463	Board of Architectural Review			
	Minor Certificate of Appropriateness	\$40.00	each	
	Amendments to previous approvals	\$65.00	each	
	Major Certificate of Appropriateness	\$135.00	each	
	Appeal to City Council	\$315.00	each	
316464	Tree Removal Permit			
	Individual Single Family Residential Lot	\$20.00	each	
	Other	\$75.00	each	
316466	Surety Review			
	Performance bond, letter of credit, cash escrow:			
	Less than \$100,000	\$290.00	each	
	\$100,001-300,000	\$575.00	each	
	More than \$300,000	\$840.00	each	
	Request for reduction	\$290.00	each	
	Request for replacement/release	\$290.00	each	
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	per 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			
	Data can be burned to CD or emailed in a .zip file			
	Hardcopy maps printed on demand			
316580	Returned Check Charges	\$25.00	per check	

Account #	Account Name	2020 Rate		Notes
		Adopted	Unit	
316682	CUE Bus			
	Base Fare	\$1.75	per trip	With use of Smartrip Card
	Intermediate and high school students with valid ID issued through FCPS	\$0.00		With approved student pass issued through FCPS to mirror Connector program
	Elementary, intermediate and high school students with valid pass (issued through City Hall)	\$0.85		With CUE student ID issued through City Hall
	Senior citizens; and persons with disabilities	\$0.85	per trip	With use of Smartrip Card
	GMU students, faculty and staff	\$0.00	per trip	With valid ID
	Children age three (3) and under	\$0.00		
	Transfers	\$0.50	per transfer	Discount for Rail to CUE bus transfers with use of Smartrip Card
	CUE bus to CUE bus transfers	\$0.00	per transfer	Good for 2 hours with use of Smartrip card
	City Wheels	\$3.20	per trip	
	Charter	\$130.00	per hour	
316811	Erosion & Sediment Control Inspection Fees			
	Inspection report or Notice to Comply	\$250.00	each	
	Stop Work Order	\$350.00	each	
	Overtime Related to Inspections			
	Scheduled Overtime	\$65.00	Hourly	Minimum 4 Hours
	Unscheduled Overtime	\$150.00	Hourly	Minimum 4 Hours
	Site Reinspection fee (rescheduling fee)	\$50.00		
318104	Sale of Cemetery Lots			
	Grave Site: 3' x 9'	\$2,592.00		plus \$300.00 perpetual care
	Grave Site: 3' x 3' (cremations)	\$1,080.00		plus \$95.00 perpetual care
	Grave Site: 3' x 9' (non-City resident)	\$4,320.00		plus \$330.00 perpetual care
318105	Perpetual Care Fund			
	Perpetual care	\$300.00		
	Perpetual care (for grave sites purchased prior to 04/20/62)	\$165.00		
	Cremation Site	\$95.00		
318201	Miscellaneous Revenue			
	FOIA Responses			
	Research and preparation		hourly	Hourly rate of employee handling request
	Photocopies – less than 10	\$0.00	Less Than 10	
	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	each way	
	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	flat fee	plus \$1 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	flat fee	plus \$1 for each trip made
	Blanket Permit (1 year)			
	Over width, over-length, over-weight, or over-height vehicles or any combination thereof	\$20.00	flat fee	plus \$1 for each trip made
	Street Banner Installation			
	Chain Bridge Road location	\$120.00	each	
	Main Street location	\$80.00	each	

Account #	Account Name	2020 Rate Adopted	Unit	Notes
STORMWATER RATES AND LEVIES				
Fees for Permit Issuance:				
	Chesapeake Bay Preservation Act Land-Disturbing Activity (not subject to General Permit coverage; sites within designated areas of Chesapeake Bay Act localities with land-disturbance acreage equal to or greater than 2,500 square feet and less than 1 acre).	\$290.00		
	General/Stormwater Management: Small Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance acreage less than 1 acre)	\$290.00		
	Small Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance equal to or greater than 1 acre and less than 5 acres)	\$2,700.00		
	Large Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance equal to or greater than 5 acres and less than 10 acres)	\$3,400.00		
	Large Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance equal to or greater than 10 acres and less than 50 acres).	\$4,500.00		
	Large Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance equal to or greater than 50 acres and less than 100 acres)	\$6,100.00		
	Large Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance equal to or greater than 100 acres)	\$9,600.00		
Fees for the Modification or Transfer of Registration Statements for the General Permit for Discharges of Stormwater from Construction activities:				
	Small Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance acreage less than 1 acre)	\$20.00		
	Small Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance equal to or greater than 1 acre and less than 5 acres).	\$200.00		
	Large Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance equal to or greater than 5 acres and less than 10 acres).	\$250.00		
	Large Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance equal to or greater than 10 acres and less than 50 acres).	\$300.00		
	Large Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance equal to or greater than 50 acres and less than 100 acres).	\$450.00		
	Large Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance equal to or greater than 100 acres)	\$700.00		

Account #	Account Name	2020 Rate Adopted	Unit	Notes
	Permit Maintenance Fees:			
	Chesapeake Bay Preservation Act Land-Disturbing Activity (not subject to General Permit coverage; sites within designated areas of Chesapeake Bay Act localities with land-disturbance acreage equal to or greater than 2,500 square feet and less than 1 acre).	\$50.00		
	General/Stormwater Management: Small Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance acreage less than 1 acre).	\$50.00		
	Small Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance equal to or greater than 1 acre and less than 5 acres).	\$400.00		
	Large Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance equal to or greater than 5 acres and less than 10 acres).	\$500.00		
	Large Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance equal to or greater than 10 acres and less than 50 acres).	\$650.00		
	Large Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance equal to or greater than 50 acres and less than 100 acres).	\$900.00		
	Large Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance equal to or greater than 100 acres).	\$1,400.00		

Account #	Account Name	2020 Rate Adopted	Unit	Notes
<u>WASTEWATER RATES AND LEVIES</u>				
	Residential per Quarter			
	First 5,000 gallons or less	\$47.30		
	All over 5,000 gallons	\$9.04 per thousand		
	Commercial per Month			
	First 5,000 gallons or less	\$55.65		
	All over 5,000 gallons	\$9.04 per thousand		
	\$30.49 minimum monthly charge for each apartment dwelling unit	\$36.89 per unit		\$33.54 minimum monthly charge for each apartment dwelling unit
	Wastewater Lateral Charge			
	Residential per Quarter	\$4.50 per lateral		
	Commercial per Month	\$3.00 per lateral		
	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	\$200.00 Two Hours		Paid in advance. Each additional hour or fraction thereof will be charged at a rate of \$100.00
<u>Availability Charge:</u>				
	<u>Type of Premise</u>			
	Single family dwellings, whether detached, duplex or townhouses	\$7,972.00 per unit		
	Apartments and condominium apartments	\$6,377.00 per unit		
	Hotels, motels and rooming houses	\$1,993.00 per occupancy unit		
	All other uses except those premises specifically set forth above	\$7,972.00 20 Units		Minimum \$7,972.00 for the first 20 units
	Additional Units	\$ 298.00 per unit		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.			

FY 2020 Adopted Budget - City of Fairfax, Virginia

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, restaurants, nightclubs	1.28	1.26	1.22	1.19	1.04	1.04	1.08	0.95	0.92
A-3	Assembly, worship and recreation	1.26	1.24	1.2	1.16	1.01	1.02	1.07	0.92	0.9
A-4	Assembly, indoor sports	1.26	1.24	1.2	1.16	1.01	1.02	1.07	0.92	0.9
A-5	Assembly, outdoor recreation, sports	0.78	0.75	0.72	0.67	0.55	0.56	0.61	0.46	0.44
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.
I-4	Day care facilities	1.17	1.15	1.1	1.07	0.92	0.92	0.99	0.83	0.8
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
U	Utility	0.73	0.7	0.66	0.63	0.51	0.5	0.56	0.42	0.39

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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 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, Professional, Occupational License 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 and wastewater 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 wastewater, transit and schools; identifies each project and source of funding.

Capital Outlay – an appropriation or expenditure category for government assets with a value of \$5,000 or more and a useful economic life of one year or more.

Cityscene – A monthly report to the Citizens of the City of Fairfax written and mailed by the City Community Relations Department; the *Cityscene* includes articles of interest, notices of public meetings, minutes of public meetings and other information pertinent to the citizens of the City of Fairfax.

Coefficient of Dispersion – represents the mean percentage deviation from a median.

Comprehensive Annual Financial Report (CAFR) – the annual report that represents a locality's financial activities and contains the independent auditor's reports on compliance with laws, regulations and internal controls over financial reporting based on an audit of financial statements performed in accordance with "Government Auditing Standards."

COG – Washington Metropolitan Council of Governments – an independent, nonprofit association of 17 member governments located in the Washington metropolitan region.

Constitutional Officers – officials elected to four-year terms of office who are authorized by the Constitution of Virginia to head City departments, the Treasurer, and Commissioner of Revenue in the City. Also includes the Court Clerk and the Sheriff's office in Fairfax County.

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.

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 Wastewater 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) 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.

Funding Sources:

<u>Source</u>	<u>Description</u>
C & I	Commercial and Industrial Tax
Cable	Cable Capital Grant
CMAQ	Congestion Mitigation and Air Quality
DRPT	Department of Rail and Public Transportation
FCPS	Fairfax County Public Schools
Federal	U.S. Federal Government
Financing	Debt incurred with future periodic payments
FVFD	Fairfax Volunteer Fire Department
General	City of Fairfax General Fund
I – 66	I – 66 inside the Beltway Funding Program
NVTA 30%	Northern Virginia Transportation Authority 30%
NVTA 70%	Northern Virginia Transportation Authority 70%
Parks Bond Issue	Proposed FY 2021 Bond Issue for Parks Projects
RevShr	State Revenue Sharing
RSTP	Regional Surface Transportation Program
Smart Scale	State of Virginia Transportation Funding Program
State	State of Virginia – various Funding Programs
Stormwater	Stormwater Tax Fund
Wastewater	Wastewater Enterprise Fund

FY – Fiscal year.

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 personnel 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 2.5¢ on the real estate rate in FY 2019, and is a separate Capital Fund.

Structurally Balanced Budget — where recurring revenues equal or exceed recurring expenditures.

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.

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.

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.

Wastewater Fund — Wastewater services are accounted for in the Wastewater Fund, an enterprise fund. 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.

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