

PAY PLAN INFORMATION

Expenditure Object Classification

Position Classification Plan – General

Position Classification Plan – Police

Position Classification Plan – Fire

Position Classification Plan – General Part Time

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 2020-2021

DEPARTMENT HEADS

Chief Financial Officer Chief of Fire & Rescue Services Chief of Police Director, Community Development & Planning Director of Information Technology Director of Parks and Recreation Director of Public Works	}	DEPARTMENT HEAD PAY BAND 100,397-216,108
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PROFESSIONAL AND ADMINISTRATIVE

<u>PROFESSIONAL AND ADMINISTRATIVE</u>	<u>GRADE</u>	<u>SALARY RANGE</u>
Assistant Director of Finance	SENIOR PAY BAND 1	92,177-162,317
Assistant Director of IT		
Budget Manager		
Chief of Staff/City Clerk		
City Engineer		
Communications Director		
Director of Historic Resources		
Division Chief (Planning & Zoning)		
Economic Development Director		
Human Resources Director		
Human Services Director/ADA Compliance Officer		
Real Estate Assessment Director		
Telecommunications Manager		
Transportation Director		
Benefits and Risk Manager	SENIOR PAY BAND 2	78,575-137,505
Deputy Building Official		
Director of Elections/General Registrar		
Emergency Management Specialist		
GIS Manager		
Operations Superintendent		
Procurement Manager		
Streets Superintendent		
Systems Analyst		
Transit Superintendent		
Transportation Capital Projects Manager		
Web Architect		72,224-115,356
Cable TV Manager	121	
Chief Deputy Treasurer	121	
Cultural Arts Manager	121	65,509-104,630
Deputy Commissioner of Revenue	121	
Events & Athletics Manager	121	
Planner III	121	
Staff Accountant II	121	
Stormwater Resource Engineer	121	
Sustainability Coordinator	121	
Traffic Engineer	121	
Traffic Signal Systems Supervisor	121	
Assistant Director Economic Development/Program Mgr.	119	
Business Revenue Auditor	119	
Historic Resource Specialist III	119	

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
GENERAL
FISCAL YEAR 2020-2021

<u>PROFESSIONAL AND ADMINISTRATIVE (cont.)</u>	<u>GRADE</u>	<u>SALARY RANGE</u>
Multimodal Transportation Program Specialist	119	
Planner II	119	
Real Estate Appraiser II	119	
Staff Accountant I	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
Senior IT Support Technician	118	62,389-99,648
Parks Manager	118	
Crew Supervisor	117	59,419-94,904
Program Manager/Crime Analyst	117	
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	
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	
Building Inspector	114	51,328-81,982
Community Program Coordinator	114	
Deputy Treasurer	114	
Facility Coordinator	114	
Fleet Technician II	114	
Human Resources Generalist	114	
Payroll & Accounting Technician	114	
Revenue Inspector	114	
Dispatcher III	113	48,884-78,078
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	

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
General
FISCAL YEAR 2020-2021

<u>TECHNICAL (cont.)</u>	<u>GRADE</u>	<u>SALARY RANGE</u>
Zoning Technician	112	
Dispatcher I	111	44,340-70,818
Signal Technician I	111	
<u>PUBLIC SAFETY</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
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
Assistant Registrar	111	
Human Resources Assistant/Mailroom Administrator	111	
Administrative Assistant II	110	42,228-67,446
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
Assistant Crew Supervisor	114	51,328-81,982
Heavy Equipment Operator	112	46,556-74,359
Parks Supervisor	112	
Utility Line Locator	112	
Equipment Operator	111	44,340-70,818
Automotive Parts Assistant Manager	110	42,228-67,446
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	

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
General
FISCAL YEAR 2020-2021

<u>SERVICE MAINTENANCE (cont.)</u>	<u>GRADE</u>	<u>SALARY RANGE</u>
Sanitation Worker III	107	36,477-58,262
Transit Technician	107	
Truck Driver I	107	
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 .375 FTE equivalent.

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
POLICE
FISCAL YEAR 2020-2021

<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 2020-2021

<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

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
GENERAL PART TIME
FISCAL YEAR 2020-2021

<u>TECHNICAL</u>	<u>GRADE</u>	<u>SALARY RANGE</u>
Special Events Assistant Manager	114	23.44-37.44/hr.
Recreation Facilities Supervisor	106	15.86-25.34/hr.
<u>CLERICAL</u>		
Historic Resources Specialist II	115	24.61-39.32/hr.
Customer Service Representative-Treasurers	110	19.29-30.80/hr.
Fleet Administrative Assistant	110	
Historic Resources Specialist I	110	
Cemetery Attendant	109	18.37-29.33/hr.
Recreation Assistant	108	17.49-27.94/hr.
Decal Enforcement Officer	106	15.86-25.34/hr.
<u>PUBLIC SAFETY</u>		
Parking Enforcement Official	106	15.86-25.34/hr.
School Crossing Guard	103	13.74-21.95/hr.
<u>SERVICE MAINTENANCE</u>		
Bus Driver – Part Time	110	19.29-30.80/hr.