### **PAY PLAN INFORMATION**

Expenditure Object Classification

Position Classification Plan – General

Position Classification Plan – Police

Position Classification Plan – Fire

Position Classification Plan – General Part Time

Performance Measures

### 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:

Expendit	ure Object	Examples of Items Funded
Salaries	<b>3</b>	
511105	Salaries, Full-time	Salaries for all full-time City employees.
511110	Salaries, Part-time	Salaries for all part-time personnel, and officials.
511115	Salaries, Overtime	Salaries for authorized overtime.
511116	Holiday Base Pay	Salaries for working on City holidays
511117	Salaries - Special Events OT	Transfer account for overtime - Parks & Rec Special Events
511125	Temporary Help	Wages for seasonal and other temporary employees
511130	On-Call Pay	Salaries for authorized overtime.
511135	Holiday Premium	Premium wages paid for working on a holiday
511161	Hazard Pay	Premium paid for work during COVID19 pandemic
Fringe E	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.
Purchas	sed 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.

Expenditu	ure 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 So	ervices 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.
550835	Firearms Training Facility	Costs related to the operation of the City's Firearms Training Facility

#### **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 maintenance of 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		<u>ire Object</u>	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 Us	ses 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	

DEPARTMENT HEADS	
Chief Financial Officer	
Chief of Fire & Rescue Services	DEPARTMENT HEAD
Chief of Police	PAY BAND
Director, Community Development & Planning	
Director of Information Technology	110,603 - 238,077
Director of Parks and Recreation	
Director of Public Works	

Director of Public Works		
PROFESSIONAL AND ADMINISTRATIVE Assistant Director of Finance and Budget	GRADE SENIOR PAY BAND 1	SALARY RANGE
Assistant Director of IT		
Budget Manager		
Chief of Staff/City Clerk		
City Engineer Communications Director		
Director of Historic Resources		101,547 – 178,816
Division Chief (Planning & Zoning)		101,347 - 176,610
Economic Development Director		
Human Resources Director		
Human Services Director/ADA Compliance Officer		
Procurement Manager		
Real Estate Assessment Director		
Telecommunications Manager		
Transportation Director	2	
Assistant Director Economic Development/Program Mgr.	SENIOR PAY BAND 2	
Benefits and Risk Manager		
Capital Projects Manager		
CUE Transit Manager		
Deputy Building Official		
Emergency Management Specialist		
GIS Manager	>	06.562 151.402
Operations Superintendent		86,563 – 151,483
Public Works Program Manager		
Streets Superintendent		
Systems Analyst Traffic Signal Superintendent		
Transportation Capital Projects Manager		
Web Architect	J	
Business Analyst	122	83,545 – 133,435
Fire Protection/Building Plans Examiner	122	
Fleet Manager	122	
Application Specialist	121	79,566 - 127,082
Executive Producer	121	
Chief Deputy Treasurer	121	
Cultural Arts Manager	121	
Deputy Commissioner of Revenue	121	
Events & Athletics Manager	121	
Planner III	121	
Staff Accountant II	121	
Sustainability Coordinator	121	
Traffic Engineer	121	

#### **FISCAL YEAR 2022-2023**

Business Investment Manager   119   72,168 - 115,266	PROFESSIONAL AND ADMINISTRATIVE (cont.)	<u>GRADE</u>	SALARY RANGE
Economic Development Operations and Program Manager   119	Business Investment Manager	119	72,168 - 115,266
State   Section   Sectio	Business Revenue Auditor	119	
Historic Resource Specialist III	Economic Development Operations and Program Manager	119	
Human Resources Analyst   119	Grants Manager	119	
Multimodal Transportation Program Specialist       119         Planner II       119         Real Estate Appraiser II       119         Staff Accountant I       119         CUE Operations Manager       118         Police Communications and Record Manager       118         Public Works Site Plan Reviewer       118         Assistant Recreation Manager       117         Operations Manager       117         Community Relations Specialist       117         Recreation Center Manager       117         Environmental Sustainability Specialist       116         Environmental Sustainability Specialist       116         TECHNICAL       GRADE       SALARY RANGE         Systems Analyst /Application Developer III       121       79,566 – 127,082         Utility Analyst       121       75,777 – 121,031         Pelecommunications Technician       119       72,168 – 115,266         Urban Forester       119         Building Plans Reviewer       118       68,731 – 109,778         Parks Manager       118         Senior IT Support Technician       118	Historic Resource Specialist III	119	
Planner II       119         Real Estate Appraiser II       119         Staff Accountant I       119         CUE Operations Manager       118       68,731 – 109,778         Police Communications and Record Manager       118         Public Works Site Plan Reviewer       118         Assistant Recreation Manager       117       65,459 – 104,552         Operations Manager       117       7         Community Relations Specialist       117       7         Recreation Center Manager       117       62,342 – 99,572         Environmental Sustainability Specialist       116       62,342 – 99,572         Planner I       116       79,566 – 127,082         Utility Analyst /Application Developer III       121       79,566 – 127,082         Utility Analyst       121       75,777 – 121,031         Pelcommunications Technology Specialist       120       75,777 – 121,031         Telecommunications Technician       119       72,168 – 115,266         Urban Forester       119         Building Plans Reviewer       118       68,731 – 109,778         Parks Manager       118       68,731 – 109,778         Parks Manager       118       68,731 – 109,778	Human Resources Analyst	119	
Real Estate Appraiser II       119         Staff Accountant I       119         CUE Operations Manager       118       68,731 – 109,778         Police Communications and Record Manager       118         Public Works Site Plan Reviewer       118         Assistant Recreation Manager       117       65,459 – 104,552         Operations Manager       117       70         Community Relations Specialist       117       70         Recreation Center Manager       117       70         Environmental Sustainability Specialist       116       62,342 – 99,572         Planner I       116       79,566 – 127,082         Vestems Analyst /Application Developer III       121       79,566 – 127,082         Utility Analyst       121       75,777 – 121,031         Telecommunication Technology Specialist       120       75,777 – 121,031         Telecommunications Technician       119       72,168 – 115,266         Urban Forester       119         Building Plans Reviewer       118       68,731 – 109,778         Parks Manager       118       68,731 – 109,778         Senior IT Support Technician       118	Multimodal Transportation Program Specialist	119	
Staff Accountant I	Planner II	119	
CUE Operations Manager Police Communications and Record Manager Public Works Site Plan Reviewer Assistant Recreation Manager I17 Assistant Recreation Manager I17 Community Relations Specialist I17 Recreation Center Manager I17 Environmental Sustainability Specialist I16 Environmental Sustainability Specialist I16  TECHNICAL Systems Analyst /Application Developer III I21 Police Information Technology Specialist I20 Telecommunications Technician I19 Telecommunications Technician I19 Public Information Technology Specialist I18 Building Plans Reviewer I18 Parks Manager Senior IT Support Technician I18  68,731 – 109,778 I18 Fenior IT Support Technician I18  68,731 – 109,778 I18 Fenior IT Support Technician I18	Real Estate Appraiser II	119	
Police Communications and Record Manager Public Works Site Plan Reviewer Assistant Recreation Manager I17 Operations Manager I17 Community Relations Specialist Recreation Center Manager I17 Environmental Sustainability Specialist I16 Environmental Sustainability Specialist I16  TECHNICAL GRADE Systems Analyst / Application Developer III I21 Police Information Technology Specialist I20 Telecommunications Technician I19 Telecommunications Technician I19 Building Plans Reviewer I18 Senior IT Support Technician I18  Sesior IT Support Technician I18  Sesior IT Support Technician I17  65,459 – 104,552  66,459 – 104,552  66,459 – 104,552  67,459 – 104,552  67,459 – 104,552  68,342 – 99,572  I16  62,342 – 99,572  I17  I16  I16  I16  I16  I16  I16  I16	Staff Accountant I	119	
Public Works Site Plan Reviewer  Assistant Recreation Manager  Operations Manager  Community Relations Specialist  Recreation Center Manager  Environmental Sustainability Specialist  Planner I  TECHNICAL  Systems Analyst /Application Developer III  Utility Analyst  Police Information Technology Specialist  Telecommunications Technician  Public Manager  118  65,459 – 104,552  117  65,459 – 104,552  117  62,342 – 99,572  116  62,342 – 99,572  116  SALARY RANGE  SALARY RANGE  79,566 – 127,082  121  Police Information Technology Specialist  120  75,777 – 121,031  Telecommunications Technician  119  72,168 – 115,266  Urban Forester  119  Building Plans Reviewer  118  68,731 – 109,778  Parks Manager  118  Senior IT Support Technician  118	CUE Operations Manager	118	68,731 - 109,778
Assistant Recreation Manager       117       65,459 – 104,552         Operations Manager       117         Community Relations Specialist       117         Recreation Center Manager       117         Environmental Sustainability Specialist       116       62,342 – 99,572         Planner I       116         TECHNICAL       GRADE       SALARY RANGE         Systems Analyst /Application Developer III       121       79,566 – 127,082         Utility Analyst       121       75,777 – 121,031         Telecommunication Technology Specialist       120       75,777 – 121,031         Telecommunications Technician       119       72,168 – 115,266         Urban Forester       119       88,731 – 109,778         Parks Manager       118       68,731 – 109,778         Parks Manager       118       68,731 – 109,778          Senior IT Support Technician       118		118	
Operations Manager Community Relations Specialist Recreation Center Manager Environmental Sustainability Specialist Planner I  TECHNICAL Systems Analyst / Application Developer III Utility Analyst Police Information Technology Specialist Telecommunications Technician Urban Forester Building Plans Reviewer Parks Manager Senior IT Support Technician  117  117  117  118  62,342 – 99,572  116  62,342 – 99,572  116  62,342 – 99,572  116  62,342 – 99,572  116  121  79,566 – 127,082  121  79,566 – 127,082  121  75,777 – 121,031  72,168 – 115,266  119  80,731 – 109,778  118  Senior IT Support Technician 118	Public Works Site Plan Reviewer	118	
Community Relations Specialist Recreation Center Manager Environmental Sustainability Specialist Planner I  TECHNICAL Systems Analyst /Application Developer III Utility Analyst Police Information Technology Specialist Telecommunications Technician Urban Forester Building Plans Reviewer Parks Manager Senior IT Support Technician  117  117  117  118  62,342 – 99,572  116  SALARY RANGE SALARY RANGE  79,566 – 127,082  121  79,566 – 127,082  121  75,777 – 121,031  72,168 – 115,266  119  868,731 – 109,778  Parks Manager 118 Senior IT Support Technician 118	Assistant Recreation Manager	117	65,459 - 104,552
Recreation Center Manager  Environmental Sustainability Specialist Planner I  116  TECHNICAL Systems Analyst / Application Developer III Utility Analyst Police Information Technology Specialist Technician Technology Specialist Telecommunications Technician Technic	Operations Manager	117	
Environmental Sustainability Specialist Planner I  116  TECHNICAL Systems Analyst / Application Developer III Utility Analyst Police Information Technology Specialist Police Information Technology Specialist Police Information Technology Specialist 120 75,777 – 121,031 Telecommunications Technician 119 Total Televiewer 119 Building Plans Reviewer 118 Senior IT Support Technician 118	Community Relations Specialist	117	
Planner I 116  TECHNICAL Systems Analyst / Application Developer III 121 79,566 – 127,082 Utility Analyst 121 Police Information Technology Specialist 120 75,777 – 121,031 Telecommunications Technician 119 72,168 – 115,266 Urban Forester 119 Building Plans Reviewer 118 68,731 – 109,778 Parks Manager 118 Senior IT Support Technician 118	Recreation Center Manager	117	
TECHNICALGRADESALARY RANGESystems Analyst /Application Developer III12179,566 – 127,082Utility Analyst121Police Information Technology Specialist12075,777 – 121,031Telecommunications Technician11972,168 – 115,266Urban Forester119Building Plans Reviewer11868,731 – 109,778Parks Manager118Senior IT Support Technician118	Environmental Sustainability Specialist	116	62,342 - 99,572
Systems Analyst /Application Developer III 121 79,566 – 127,082 Utility Analyst 121 Police Information Technology Specialist 120 75,777 – 121,031 Telecommunications Technician 119 72,168 – 115,266 Urban Forester 119 Building Plans Reviewer 118 68,731 – 109,778 Parks Manager 118 Senior IT Support Technician 118	Planner I	116	
Systems Analyst /Application Developer III 121 79,566 – 127,082 Utility Analyst 121 Police Information Technology Specialist 120 75,777 – 121,031 Telecommunications Technician 119 72,168 – 115,266 Urban Forester 119 Building Plans Reviewer 118 68,731 – 109,778 Parks Manager 118 Senior IT Support Technician 118			
Utility Analyst Police Information Technology Specialist 120 75,777 – 121,031 Telecommunications Technician 119 72,168 – 115,266 Urban Forester 119 Building Plans Reviewer 118 Senior IT Support Technician 118  Senior IT Support Technician			
Police Information Technology Specialist  Telecommunications Technician  119  Total Telecommunications Technician  119  Total Telecommunications Technician  119  Building Plans Reviewer  118  Senior IT Support Technician  118  75,777 – 121,031  72,168 – 115,266  119  68,731 – 109,778  118	Systems Analyst /Application Developer III	121	79,566 - 127,082
Telecommunications Technician 119 72,168 – 115,266 Urban Forester 119 Building Plans Reviewer 118 68,731 – 109,778 Parks Manager 118 Senior IT Support Technician 118	Utility Analyst	121	
Urban Forester119Building Plans Reviewer11868,731 – 109,778Parks Manager118Senior IT Support Technician118	Police Information Technology Specialist	120	75,777 – 121,031
Building Plans Reviewer11868,731 – 109,778Parks Manager118Senior IT Support Technician118	Telecommunications Technician		72,168 - 115,266
Parks Manager 118 Senior IT Support Technician 118	Urban Forester	119	
Senior IT Support Technician 118	Building Plans Reviewer		68,731 - 109,778
11	<u> </u>		
C, , D, C, 1, ,	Senior IT Support Technician		
	Stormwater Program Specialist	118	
Traffic Signal Operations Manager 118			
Crew Supervisor 117 65,459 – 104,552	-		65,459 - 104,552
Program Manager/Crime Analyst 117			
Senior Inspector 117			
Storm Drainage Manager 117			
Video Producer 117			
Automotive Parts Supervisor 116 62,342 – 99,572			62,342 - 99,572
Automotive Shop Supervisor 116			
Combination Inspector 116			
Facilities Inspector 116	Facilities Inspector	116	
Information Technology Support Specialist (PD) 116	Information Technology Support Specialist (PD)	116	
Property Maintenance Inspector 116	Property Maintenance Inspector	116	
Public Works Constr. & Environ. Inspector 116	Public Works Constr. & Environ. Inspector	116	
Real Estate Appraiser I 116	Real Estate Appraiser I	116	
Fleet Technician III 115 59,374 – 94,829	Fleet Technician III	115	59,374 – 94,829
Traffic Signal & Computer Tech. III 115	Traffic Signal & Computer Tech. III	115	
Zoning Inspector 115	Zoning Inspector	115	
Building Inspector 114 56,546 – 90,317	Building Inspector		56,546 – 90,317
Community Program Coordinator 114	Community Program Coordinator	114	

#### **FISCAL YEAR 2022-2023**

TECHNICAL (cont.)	GRADE	SALARY RANGE
Deputy Treasurer	114	SHERIKI TURVOE
Facility Coordinator	114	
Fleet Technician II	114	
Revenue Inspector	114	
Utilities Coordinator	114	
Dispatcher III	113	53,854 - 86,015
Public Works IT Support Technician	113	33,031 00,013
Traffic Signal & Computer Tech. II	113	
Dispatcher II	112	51,289 – 81,918
Fleet Technician I	112	31,207 - 61,716
Revenue Collections Specialist	112	
Tax Technician	112	
Zoning Technician	112	
•	111	48,847 – 78,017
Dispatcher I		40,047 - 70,017
Signal Technician I	111	
PUBLIC SAFETY	<b>GRADE</b>	SALARY RANGE
Animal Warden	113	53,854 - 86,015
Parking Enforcement Official	106	38,272 - 61,129
		,
CLERICAL	<b>GRADE</b>	SALARY RANGE
Executive Assistant to the School Board	116	62,342 - 99,572
Contract Manager	114	56,546 - 90,317
Deputy City Clerk	114	
Economic Development Specialist	114	
Management & Billing Analyst	114	
Management Analyst PD	114	
Marketing and Engagement Specialist	114	
Treasury Real Estate Specialist	114	
Administrative Assistant IV	113	53,854 - 86,015
Administrative Support Specialist	113	
Deputy Registrar	113	
Human Resources Administrative Specialist	113	
Assistant to the Superintendent	112	51,289 - 81,918
Public Works Administrative Assistant	112	- , ,
Finance Technician	112	
Permit Technician	112	
Real Estate Appraisal Technician	112	
Treasury Technician	112	
Administrative Assistant III	111	48,847 - 78,017
Assistant Registrar	111	10,017 70,017
Human Resources Assistant/Mailroom Administrator	111	
Administrative Assistant II	110	46,520 – 74,303
Fleet Administrative Assistant	110	10,520 / 1,505
Police Records Specialist II	110	
Police Records Specialist I	107	40,185 - 64,185
Tonce Records opecians: 1	107	10,100 07,100

# CITY OF FAIRFAX POSITION CLASSIFICATION PLAN GENERAL FISCAL YEAR 2022-2023

SERVICE MAINTENANCE	<b>GRADE</b>	<b>SALARY RANGE</b>
CUE Transit Supervisor	115	59,374 – 94,829
Assistant Crew Supervisor	114	56,546 – 90,317
Heavy Equipment Operator	112	51,289 - 81,918
Parks Supervisor	112	51,289 - 81,918
Utility Line Locator	112	
Utility Worker III	112	
Equipment Operator	111	48,847 - 78,017
Automotive Parts Assistant Manager	110	46,520 - 74,303
Bus Dispatcher	110	
Bus Driver	110	46,520 - 74,303
Utility Technician II	110	
Sanitation Driver	109	44,306 - 70,764
Sign Fabrication Technician	109	
Truck Driver II	109	
Utility Worker II	109	
Laborer II	108	42,197 - 67,396
Signal Tech Helper	108	
Utility Technician I	108	
Utility Worker I	108	
Sanitation Worker III	107	40,185 - 64,185
Transit Technician	107	
Truck Driver I	107	
Custodian	105	36,450 - 58,218
Laborer I	105	
Sanitation Worker II	105	
Sanitation Worker I	104	34,715 – 55,446

#### **FISCAL YEAR 2022-2023**

#### FISCAL YEAR 2022-2023 (includes 2.6% market rate adjustment effective July 1,2022)

#### \*\*CONSTITUTIONAL OFFICERS

\*Commissioner of the Revenue CO Band 111,955-178,816

\*Treasurer CO Band

\*\*VOTER REGISTRATION

Director of Elections/General Registrar VR Band 111,955-178,816

NON-CLASSIFIED PERSONNEL

\*\* City Manager 273,071

\*\*\* School Superintendent 134,740

\*\*\*\*Assistant to the School Superintendent 69,954

#### \*\*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 with 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 .5 FTE equivalent.

# CITY OF FAIRFAX POSITION CLASSIFICATION PLAN POLICE\*

#### **FISCAL YEAR 2022-2023**

TITLE	<b>GRADE</b>	SALARY RANGE
Major-Deputy Chief of Police	227	110,813-175,529
Police Captain	224	101,410-160,634
Police Lieutenant	220	90,101-142,721
Police Sergeant	215	77,723-124,045
Master Police Officer	212	71,127-113,520
Police Officer First Class	210	67,043-107,002
Police Officer	208	63,196–100,859

<sup>\*</sup>The Public Safety pay ranges are to be converted to a step system 10/1/2022.

# CITY OF FAIRFAX POSITION CLASSIFICATION PLAN FIRE\*

#### **FISCAL YEAR 2022-2023**

TITLE	GRADE	<b>SALARY RANGE</b>
Assistant Chief, Code Administration	227	110,813-175,529
Assistant Chief, Fire & Rescue	227	
Battalion Chief	224	101,410-160,634
Fire Captain	220	90,101-142,721
Lieutenant, Fire & Rescue	215	77,723-124,045
Master Fire Medic	213	73,261-116,926
Master Technician	213	
Fire Medic	211	69,055-110,212
Fire Technician	211	
Master Firefighter	210	67,043-107,002
Firefighter	208	63,196-101,859

<sup>\*</sup>The Public Safety pay ranges are to be converted to a step system 10/1/2022.

# CITY OF FAIRFAX POSITION CLASSIFICATION PLAN GENERAL PART TIME FISCAL YEAR 2022-2023

TECHNICAL	<b>GRADE</b>	SALARY RANGE
Contract Specialist	119	32.96 – 52.64/hr.
Business Community Engagement Specialist	114	25.82 - 41.23/hr.
Special Events Assistant Manager	114	
Recreation Facilities Supervisor	106	17.46 - 27.92/hr.
CLERICAL		
Historic Resources Specialist II	115	27.11 - 43.32/hr.
Village Coordinator	114	25.82 – 41.23/hr.
Assistant Senior Center Coordinator	110	21.26 - 33.93/hr.
Customer Service Representative-Treasurers	110	
Historic Resources Specialist I	110	
Cemetery Attendant	109	20.23 - 32.31/hr.
Recreation Assistant	108	19.26 - 30.78/hr.
Tax Compliance Officer	106	17.46 - 27.92/hr.
PUBLIC SAFETY		
Parking Enforcement Official	106	17.46 - 27.92/hr.
School Crossing Guard	103	15.13 - 24.18/hr.
SERVICE MAINTENANCE		
Bus Driver – Part Time	110	21.26 - 33.93/hr.

### **Key Indicators by City Function**

OITY FUNCTION	Oblinition	by Oity I dilotion			
CITY FUNCTION	Objectives	Ke	y Indicato	ors	
LEGISLATIVE	Record official actions and proceedings of the City Council     Provide professional user-	Outputs Number of meeting	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
City Clerk	friendly and customer-focused	minutes approved	39	34	32
	services  Respond to all FOIA requests	Number of Council Reporters prepared	32	28	28
	as required by the Code of Virginia	Number of FOIA Requests fulfilled	150	187	200
	Work with Mayor and Council to recruit and fill vacant Board and Commission seats	Number of Board and Commission vacancies advertised	130	147	135
	Ensure that all persons who				
JUDICIAL ADMINISTRATION	have matters before the court have timely hearings at all	Outputs	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
General	stages of the judicial proceedings by effectively	New Traffic Actions	2,635	5,000	7,000
District Court	managing personnel, facilities	New Criminal Actions	217	500	600
	and equipment and by maximizing the benefits of city,	New Civil Actions	39	100	200
	county, and interregional cooperation.	New Cases Processed	2,891	6,500	7,800
			EV 2024	FY 2022	EV 2022
ELECTORAL	Maintain an accurate list of registered veters.	Outputs	FY 2021 Actual	Estimate	FY 2023 Projected
BOARD	registered voters  • Manage and respond to	Registration transactions	11,046	900	900
Electoral Board/ General	<ul><li>absentee ballot requests</li><li>Ensure adequate number of</li></ul>	Voters who voted absentee by mail or in			
Registrar	election officers and provide comprehensive training and	person	10,823	6,000	7,000
	instruction materials	Officers trained	142	120	120
GENERAL AND		Outputs	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
FINANCIAL  City Attorney	Ensure that legislation is effective, enforceable and accomplishes stated goals and satisfies legal and policy requirements	Number of ordinances and resolutions prepared and/or reviewed and revised for City Council and other City boards and commissions	55	50	55
	Provide timely, quality legal opinions and advice to elected and appointed officials and to staff Prosecute and defend lawsuits and participate in regulatory matters involving City and	Number of formal and informal opinions rendered, land use application materials and documentation reviewed, and staff reports reviewed for legal sufficiency	80	80	90
	regional interests	Number of lawsuits initiated/defended/clo sed during the year and appearances at other matters	5	15	25
	Post and advertise jobs to		FY 2021	FY 2022	FY 2023
GENERAL AND FINANCIAL	obtain highly qualified	Outputs	Actual	Estimate	Projected
INANCIAL	applicants to fill open positions as efficiently as possible.	Applications received Personnel/payroll	3,290	2,800	2,800
Human	Ensure that employee records	actions processed Positions filled and	1,400	1,400	1,400
Resources	are created, updated, and maintained accurately and in a	employees on-boarded	37	62	50
	timely manner.  • Ensure that applicants are hired, set up in payroll, and processed through orientation.				

GENERAL AND FINANCIAL  Communications and Marketing	Communication     Transparency     Technologically innovative	Outputs Publish City Council Reporter in Cityscene Citizen-Centric Report govDelivery bulletins	FY 2021 Actual 12 0	FY 2022 Estimate  12  1 100	FY 2023 Projected 12 1 115
GENERAL AND FINANCIAL  Economic Development	Develop Business Support     Programming (events and     initiatives designed to     enhance business     engagement or create     opportunity)     Increase the number of     businesses contributing to     meals tax     Reduction in primary vacancy     rates (office/retail)	Outputs  Office Space Vacancy Rate  Retail Space Vacancy Rate  Number of Meals Tax Contributing businesses		9.9 4.6 203	FY 2023 Projected  11  4.5  205
GENERAL AND FINANCIAL  Risk Management	Reduce preventable vehicle/transportation accidents through safety training, defensive driving training, policy review, incident review using collaborative safety committee partnerships to minimize liability.      Reduce number of lost day injuries and lost days through safety training, policy review, incident review using collaborative safety committee partnerships to minimize liability.	Outputs Preventable vehicle accidents Lost day injuries Lost days	FY 2021 Actual 12 11 98	FY 2022 Estimate 11 11 85	FY 2023 Projected 11 10 85
GENERAL AND FINANCIAL  Information Technology and Support	Meet all City IT equipment needs while focusing on innovation, security, and cost.     Provide software applications to properly manage City resources and encourage collaboration.     Provide high performing Geographic Information Services to support staff and other City partners and users.	Outputs  Devices supported (PC/Laptops, Servers, Printers, Phones, and other misc. devices)  Applications supported (directly and indirectly)  GIS Services Request	FY 2021 Actual 1,240 158 625	FY 2022 Estimate 1,239 164 650	FY 2023 Projected 1,244 168 675
GENERAL AND FINANCIAL  Fleet Maintenance	Manage the City's \$30 M investment in vehicles and other motorized equipment by emphasizing safety, efficient working order, and minimal downtime.      Maintain all motorized equipment and perform preventive and predictive maintenance to minimize downtime.      Ensure an available, reliable, and efficient city fleet of vehicles and equipment.	Outputs Fleet Availability (%) Fleet Repair Orders Total Vehicles/Equipment	FY 2021 Actual 97% 3,538 681	FY 2022 Estimate 97% 3,284 696	FY 2023 Projected 97% 3,300 700

GENERAL AND		Outputs	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
Finance and Accounting  • Ensure AAA bond rating and other compliance requirements • Ensure state and federal	Receive "Clean" Annual Audit Opinion as reported in the Consolidated Financial Report (CAFR)	YES	YES	YES	
	auditing and payroll compliance requirements are	Receive "Clean" Annual Audit Opinion in Federal Single Audit	YES	YES	YES
	met.	Prepare monthly and quarterly payroll reports and send to state and federal agencies	YES	YES	YES
GENERAL AND	Ensure that funds     appropriated by the City	Outputs	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
FINANCIAL	Council are well managed and available to provide	Number of competitive contracts awarded	72	55	55
Procurement Services	and available to provide municipal services to city residents.  Develop Business Support Programming (events and initiatives designed to enhance business engagement or create opportunity)  Ensure that resources funded by the City Council are well managed and available to	Participate in events and initiatives that enhance opportunities for small, women-owned, or minority-owned businesses to do business with Fairfax City  % of contracts awarded without a valid protest	N/A N/A	0	5
	provide municipal services to city residents.				
GENERAL AND FINANCIAL	Ensure the fair and equitable assessment of all real property, based on fair market value, the end result being the fair and even distribution of the	Outputs Number Of Parcels	FY 2021 Actual 9,222	FY 2022 Estimate 9,362	FY 2023 Projected 9,403
Real Estate Assessment	tax burden among all property owners.	Assessed/Maintained Total Taxable Assessed Value	\$6.40B	\$6.64B	\$7.33B
	Accurate appraisal of new construction associated with economic development/redevelopment projects is integral to growing the tax base above the regional average.	Taxable New Construction Value (growth)	\$139.3M	\$231.2M	\$363.9M

GENERAL AND		Outputs	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
Treasury Services		Real Estate Tax collection rates	Same fiscal year 98.49% All prior years 99.99%	Same fiscal year 98% All prior years 99.99%	Same fiscal year 97.0% All prior years 99.99%
	Ensure that financial resources are well managed and available in order to meet the present and future needs of City citizens and	Personal Property Tax collection rates	Same fiscal year 97.27% All prior years 99.11%	Same fiscal year 97% All prior years 99%	Same fiscal year 97% All prior years 99%
	businesses.	Legacy Investment Funds (Local Government Investment Pool-LGIP, State Non Arbitrage Program - SNAP, Virginia Investment Program- VIP) ROI vs Alternative Investments ROI managed by Emergent Financial Services	Legacy .154% Emergent 1.50%	Legacy .10% Emergent 1.10%	Legacy .17% Emergent 1.20%
GENERAL AND		Outputs	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
FINANCIAL  Commissioner of	Ensure that financial resources are well managed and available in order to meet	Total Tax Revenue Administered / Cost per \$ levied	\$46,524,691 / \$ .0186	\$49,922,301 / \$.0201	\$51,847,643 / \$ .0209
the Revenue	the present and future needs of City citizens and businesses.	Personal Property Tax Administered / Cost per \$ levied	\$12,025,483 /\$.0290	\$12,775,000 / \$.0333	\$13,575,000 / \$ .0339
		BPOL Revenue Administered / Cost per \$ levied	\$8,575,536 / \$ .0597	\$9,344,777 / \$ .0616	\$9,500,000 / \$ .0655
PUBLIC SAFETY	Strengthen training programs, reduce citizen complaints and increase positive contacts with the community through crisis	Outputs External complaints.	FY 2021 Actual	FY 2022 Estimate 8	FY 2023 Projected 8
Police Administration	intervention training, stress management and principles of constitutional law.				
PUBLIC SAFETY	Maintain and enhance community policing	Outputs Civic association, HOA	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
Police Technical Services	partnerships with individual residents and with residential and business communities.	and local business meetings attended	36	25	25
PUBLIC SAFETY	Develop communication strategies concerning crime	Outputs	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
Police Field Operations	trends, statistics and relevant data which can be shared more regularly with the public.	Reports prepared and disseminated.	1	2	3

			FY 2021	FY 2022	FY 2023
PUBLIC SAFETY		Outputs	Actual	Estimate	Projected
Fire Administration		City-wide response time performance for EMS 1st arriving unit at the 90th percentile total response time.	8 min. 02 sec.	8 min. 0 sec.	8 min. 0 sec.
	Increase sense of safety and protect lives and property	Total number of career operational suppression and EMS training hours in previous calendar year	20,003	20,500	21,000
		The emergency management office will promote city readiness for preparedness, response, and recovery activities from natural and man-made hazards by facilitating employee training, drills, and exercises.	10	12	14
DUDI IC CAFETY			FY 2021	FY 2022	FY 2023
PUBLIC SAFETY  Fire Operations	a Increase sense of safety and	Outputs  Total number of fire and non-EMS unit responses in previous calendar year	Actual 6,030	Estimate 6,100	Projected 6,150
	Increase sense of safety and protect lives and property	Total number of EMS incidents, generating a patient care report, in previous calendar year	4,564	4,650	4,725
		Total number of transports in previous calendar year	2,352	2,500	2,550
PUBLIC SAFETY		Outputs	FY 2021 Actual	FY 2022 Estimate	FY 2023
Code Administration	Increase sense of safety and	Residential and commercial plans reviewed (calendar year)	879	875	Projected 875
	protect lives and property	Residential and commercial inspections (calendar year)	1,828	1,800	1,800
		Citizen contacts made with our Community Risk Reduction Programs	2,730	3,000	3,000
	Ensure a safe and efficient				
PUBLIC WORKS	highway and pedestrian transportation system by	Outputs	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
Highways -	keeping City highways, streets, and pedestrian walkways in excellent condition.  Maintain 15.44 miles of primary highways and 56.27	Street asphalt repairs (tons)	1,000	1,800	1,800
Asphalt		Street preventive maintenance (hours)	1,040	1,040	1,040
		Assist other departments/divisions (hours)	1,0400	1,040	1,040
	miles of secondary and residential streets.  • Manage roadway paving, crack sealing and trail capital improvement projects.				

#### **PUBLIC WORKS**

### Highways - Concrete

- Ensure a safe and efficient highway and pedestrian transportation system by keeping City pedestrian walkways and curbs in excellent condition.
- Build and maintain dedicated curbs, gutters, concrete and brick sidewalks and crosswalks for safe pedestrian access.
- Continue to replace infrastructure that has exceeded the designed life expectancy including brick sidewalk/crosswalk construction and maintenance.

Outputs	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
Concrete (yards)	300	400	400
Concrete preventative Maintenance (hours)	1,040	1,040	1,040
Downtown brick sidewalk repair (hours)	1,040	1,040	1,040

#### **PUBLIC WORKS**

### Snow and Ice Control

- Remove snow to provide effective movement of pedestrians, cyclists, motorists, mass transit and commercial vehicles through City and region
- Preventative measures taken to ensure snow and ice are easily and efficiently handled
- Ensure safe and efficient highway and pedestrian public transportation by operating chemical spreaders, snow plows and snow blowers 24 hours a day as needed to keep streets clear.
- Preventative measures taken to ensure winter weather is easily and efficiently handled
- Ensure safe and efficient highway and pedestrian public transportation by operating chemical spreaders, snow plows and snow blowers 24 hours a day as needed to keep streets clear for City residents.

Outputs	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
Total Snowfall (inches)	21.5	6 to 20 inches	6 to 20 inches
Snow Equipment pre/post prep (hours)	800	800	800
Snow/ice operations (OT hours)	3,000	3,000	3,000
Snow Equipment pre/post prep (per staff member)	40	40	40
Snow/ice response	120	120	120

#### **PUBLIC WORKS**

### Stormwater Utility

- Maintain the City's stormwater collection system which consists of 300,000 linear feet of pipe, 1,840 structures, 300 outfalls, and 389 culverts of multiple types.
- Design and implement drainage improvement, major drainage infrastructure upgrade, and environmental projects from the CIP.
- Maintain compliance with the city's Municipal Separate Storm Sewer System (MS4) permit, as well as Chesapeake Bay and local stream pollutant load targets.

Outputs	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
Preventive maintenance and infrastructure projects (hours per staff member)	2,080	2,080	2,080
Capital Projects Administered	2	2	2
Compliant with mandated environmental goals	Compliant	Compliant	Compliant

#### **PUBLIC WORKS**

Signs, Signals, Lighting

- Perform signal preventative maintenance
- Maintain pavement markings
- Maintain signal

Outputs	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
hours	2,500	3,000	3,500
hours	2,350	2,500	2,500
hours	3,025	3,500	3,025

PUBLIC WORKS  Refuse Collection	Collect and dispose of refuse/recycling materials for City single family homes and townhomes	Outputs Homes served	FY 2021 Actual 6,550	FY 2022 Estimate 6,550	FY 2023 Projected 6,550
PUBLIC WORKS  Facilities Maintenance	Perform preventative     maintenance including     cleaning, repairing, renovating,     providing utility service, and     managing mechanical     equipment contracts	Outputs Square Feet of City Buildings maintained by staff	FY 2021 Actual 305,332	FY 2022 Estimate 305,332	FY 2023 Projected 305,332
PUBLIC WORKS  Streets Right-of- Way and Public Grounds	Maintain and beautify public land and the City cemetery	Outputs  Number of trees, shrubs and flowers planted	FY 2021 Actual 4,388	FY 2022 Estimate 4,388	FY 2023 Projected 4,388
PUBLIC WORKS  Administration and Engineering	Ensure an attractive and clean community, and a safe, efficient highway and pedestrian transportation system.	Outputs  Number of capital projects administered	FY 2021 Actual 75	FY 2022 Estimate 75	FY 2023 Projected 80
HUMAN SERVICES  Administration	Strengthen and support collaboration between Human Services and public safety departments to improve the community's response to individuals experiencing behavioral health crisis.	Outputs  Director will participate in quarterly meetings with Police and Fire/Rescue to both coordinate behavioral health responses and develop additional strategies and supports.  Director will participate in Marcus Alert bimonthly Implementation meetings as scheduled by Fairfax County CSB staring Feb 2022.	FY 2021 Actual 0	FY 2022 Estimate  6	FY 2023 Projected  4
HUMAN SERVICES  Social Services	City residents will have barrier- free access to a full array of human services supports and services that facilitate resident well-being and self-sufficiency.	Outputs  Human Services Director will monitor access data from Fairfax County agencies providing human services to City residents. A summary report will be developed and available to Mayor and City Council during the annual budget process.	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected

	Create a sence of place and		FY 2021	FY 2022	FY 2023
PARKS AND RECREATION  Administration	belonging for City residents, visitors, and students alike, through programming and partnerships with Fairfax County, George Mason University and local non-profits.  Rebound from COVID thru the re-establishment of classes and programs at Green Acres and Sherwood.  Provide equitable access to the highest quality educational opportunities, passive and	Outputs  Number of programs with Fairfax county, GMU and local non- profits.	Actual	Estimate 20	Projected 30
		Number of classes and programs offered at Green Acres and Sherwood	75	150	200
		Number of families served by reduced and free programming and services	125	125	125
	active recreation and cultural arts activities.				
PARKS AND	Work with Economic	Outputs	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
RECREATION	Development on additions to Chocolate Lover's Festival,	Number of new events collaborated with EDO	0	5	10
Special Events	Rock the Block as well as new events to increase engagement/participation of City businesses in events  Create all graphic content for special events in-house and work with Communications and Marketing to increase event awareness and	Number of different graphic content and locations to increase awareness of events	0	10	20
		Number of new and enhanced events	0	3	6
	attendance.  Create new community events and enhance the old ones to enhance community connectivity				
PARKS AND	,	Outputs Act		Y 2022 stimate	FY 2023 Projected
RECREATION  Facilities	<ul> <li>Provide facility venue rentals for community use.</li> <li>Provide a source of revenue for the City thru the rental of City facilities.</li> <li>Provide free rentals to eligible community organization and partner organizations.</li> </ul>	Increase total services	Bleni	heim ,000 ,000 ,000 ,000 Acres ,000 Acres ,000 heim 5 wood 0 Acres 50 heim 5 5 wood 0 heim 5 0 CC 0	Blenheim \$80,000 Sherwood \$250,000 Did Town Hall \$80,000 Green Acres \$70,000 Blenheim 125 Sherwood 275 Did Town Hall 60 Green Acres 700 Blenheim 50 Sherwood 125 Did Town Hall 50 Green Acres

PARKS AND RECREATION  Park and Ball	Encourage a close-knit community and a culture of shared investment and civic pride supported by City services and amenities of indisputable value.	Outputs  Number of work days with volunteers, non-profits and community organizations	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
Field Maintenance	<ul> <li>Provide safe parks and attractive landscaping for public spaces</li> <li>Provide for the safe and</li> </ul>	Number of hours maintaining and repairing the City trail network	2,400	3,000	2,400
	efficient movement of pedestrians, cyclists, motorists, and mass transit	Number of trees planted and trees removed	47/125	50/75	50/50
	riders within and across the City and region, highlighted by a green ribbon network of sidewalks and trails to reduce pollution and congestion supporting a sustainable and healthy community				
HISTORIC		Outputs	FY 2021 Actual	FY 2022 Estimate	FY 2023 Projected
RESOURCES  Historic Resources	Enhance the quality of life by planning, administering and operating leisture-time activities for city residents.  Preserve our sense of place.	Initiate and produce exhibitions, programs and special events that are welcoming and inclusive to attract a diverse audience* [Does not include walk-in tours at sites.]	38	45	55
	<ul> <li>Preserve our sense of place, recognize the significance of public historic sites.</li> <li>Promote historic and cultural resources as important component of economic development.</li> </ul>	Maintain all sites so they are safe, accessible and welcoming to local visitors and the broader community.	3	3	3
		Review and comment on economic, redevelopment, and transportation projects for impacts on cultural and historical resources	12	15	12
COMMUNITY	Improve and facilitate safe	Outrot	FY 2021	FY 2022	FY 2023
DEVELOPMENT	bicycle, pedestrian and vehicle mobility throughout the city.	Outputs Small Area Plans	Actual 0	Estimate 1	Projected 1
Planning and Design Review	Improve and preserve attractiveness and aesthetics throughout the city.	prepared  Land Use and Board of Architectural Review applications reviewed	56	56	60
COMMUNITY	Develop and support coordinated land use and		FY 2021	FY 2022	FY 2023
DEVELOPMENT	development strategies and policies consistent with the city's Comprehensive Plan.	Outputs  Use and Development Permits processed	Actual 658	Estimate 816	Projected 737
Zoning Administration	Facilitate well-conceived development and	Development Plans and Subdivisions reviewed	32	32	35
	redevelopment projects and land use that enhance the quality of life for City residents.				
EDUCATION	Provide the best possible educational opportunities for	Outputs City Average Daily	FY 2021 Actual 2,840	FY 2022 Estimate 2,900	FY 2023 Projected
School Board/ Administration	all City residents	Membership  Tuition cost per student	\$16,783	\$17,325	\$17,672
	Build a culture of transparency and predictability.	School Board meetings/work sessions	24	22	22

#### FY 2023 Adopted Budget – City of Fairfax, Virginia

WASTEWATER SERVICES  Wastewater Line Maintenance	Provide reliable wastewater service by inspecting, cleaning, repairing and rehabilitating city's wastewater pumping and gravity conveyance network.  Ensure restoration or replacement of damaged manhole covers or frames.	Outputs Sanitary Sewer Line CCTV Crew Sanitary Sewer Flushing Crew Pump Maintenance Crew	FY 2021 Actual 2,080 1,280 800	FY 2022 Estimate 2,080 1,280 800	FY 2023 Projected 2,080 1,280 800
TRANSPORTATION  CUE Bus	<ul> <li>Ensure all buses are in compliance with commonwealth of Virginia and Federal policies, guidelines and regulations.</li> <li>Ensure that on-time performance is consistently above the industry and regional benchmark.</li> </ul>	Outputs s Transit Ridership Transit On-Time Performance	FY 2021 Actual 0 91%	FY 2022 Estimate 0 90%	FY 2023 Projected 0 90%

Y 2023 Adopted Budget – City of Fairfax, Virginia
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