

City of Fairfax

Adopted Budget

FY2018



Mayor

David L. Meyer

City Council

Michael J. DeMarco
Jeffrey C. Greenfield
Eleanor D. Schmidt

Daniel F. Drummond
Janice M. Miller
Jon R. Stehle, Jr

City Manager

Robert L. Sisson



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Fairfax

Virginia

For the Fiscal Year Beginning

July 1, 2016

William P. Brown

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, 2016. This is the 22nd 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.



Table of Contents

Introduction

City Manager's Transmittal Letter	I
City Manager's Budget Message	A - 1
Organizational Chart	B - 2
Summary of Permanent Employee Positions	B - 3
City and County Contracts	B - 4
Combined Statement of Revenues & Expenditures – All Funds	B - 5
Projected Fund / Cash Balance	B - 6
All Funds Summary of Revenues and Expenditures	B - 9
General Fund Summary of Revenues and Expenditures	B - 11
General Fund Budget Review by Category	B - 12
General Fund Expenditure Summary by Cost Center	B - 13
History of General Fund Revenues	B - 16
History of General Fund Expenditures	B - 17
General Fund Revenue by Category (Pie Chart)	C - 2
General Fund Revenue Summary	C - 3
History of General Fund Revenues	C - 8
Major Revenue Sources	C - 9

Legislative

City Council	D - 4
City Clerk	D - 6

Judicial Administration

General District Court	D - 11
Joint Court Service	D - 13
Juvenile and Domestic Relations Court	D - 14
Commonwealth Attorney	D - 16
Court Services and Custody	D - 17

Electoral Board

Electoral Board/General Registrar	D - 21
---	--------

Table of Contents (continued)

General and Financial

City Manager	D - 27
City Attorney	D - 30
Public Audit of Accounts	D - 32
Personnel	D - 34
Community Relations	D - 37
Economic Development	D - 40
Cable TV	D - 43
Risk Management	D - 47
Telephone.....	D - 49
Information Technology	D - 50
Printing and Office Supplies	D - 54
Fleet Maintenance	D - 56
Finance and Accounting.....	D - 59
Real Estate Assessment	D - 62
Treasurer	D - 65
Commissioner of Revenue.....	D - 68
Retirement Expenses/Pool Maintenance	D - 71

Police Department

Police Administration.....	D - 75
Police Technical Services	D - 78
Police Field Operations.....	D - 81

Fire and Rescue

Fire and Rescue Administration	D - 87
Fire Operations.....	D - 90
Code Administration.....	D - 94

Public Works

Asphalt Maintenance	D - 99
Concrete Maintenance.....	D-102
Snow and Ice Control.....	D-105
Storm Drainage.....	D-107
Signs, Signals, Lighting.....	D-110
Refuse Collection.....	D-113
Facilities Maintenance.....	D-116
Street Right-of-Way and Public Grounds	D-119
Public Works Administration and Engineering	D-122

Social Services

Health Department.....	D-127
Commission for Women.....	D-129
Community Services Board.....	D-130
Senior Citizen Tax and Rent Relief.....	D-132
Human Services Coordinator	D-133
Social Services.....	D-135
County Agent	D-136

Table of Contents (continued)

Culture and Recreation

Recreation Administration	D-139
Recreation-Special Events	D-143
Facilities Division	D-146
Park and Ball Field Maintenance	D-149
Marketing.....	D-152
General Parks and Sherwood Legacy	D-155
Library Services	D-158
Historic Resources.....	D-161
Visual and Performing Arts.....	D-165

Community Development and Planning

Planning and Design Review	D-169
Current Planning	D-173

Education

School Board/Administration.....	D-179
Contracted Instruction Costs	D-181
School Capital Outlay	D-182
School Debt Service	D-183
School Lease Financing	D-184

Non-Departmental Accounts

General Debt Service.....	D-186
Employee Fringe Benefits.....	D-187
Market Wage Adjustment/Salary Vacancy	D-189
Reserve for Contingency	D-190
Budget Cut Clearing	D-191
Regional Agencies	D-192
Capital Budget Fund Transfer.....	D-194
Other Fund Transfers	D-195
Capital Leases.....	D-196
Schedule of General Fund Expenditure Accounts.....	D-197

Enterprise Funds

Wastewater Fund.....	E - 3
Transit Fund.....	F - 3

Capital Improvement Program FY 2018 – FY 2022

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

<u>Stormwater Fund</u>	H - 2
-------------------------------------	-------

<u>Cable Grant Fund</u>	H - 18
--------------------------------------	--------

<u>Old Town Service District</u>	H - 22
---	--------

<u>Transportation Tax Fund</u>	H - 26
---	--------

Table of Contents (continued)

Supporting Detail

Expenditure Object Classification	I - 2
Position Classification Plan – General	I - 6
Position Classification Plan – Constitutional, Councils, Boards/Commissions.....	I - 9
Position Classification Plan – Police	I - 10
Position Classification Plan – Fire	I - 11

Debt Service

Debt Service Overview	J - 2
Debt Service Comparative Chart FY 2007 – FY 2037	J - 4
Debt Ratios	J - 5
Debt Service Schedules	J - 6
Capital Lease Schedules	J - 13

<u>Rates & Levies</u>	K - 1
--	-------

<u>Glossary</u>	L - 1
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The City of Fairfax

Office of the City Manager



June 26, 2017

The Honorable David L. Meyer and Members of the City Council
City of Fairfax
City Hall
10455 Armstrong Street, Suite 316
Fairfax, Virginia 22030

RE: City Manager's Adopted FY18 Budget Transmittal Message

Dear Mayor Meyer and Members of City Council,

As required by the City Charter and on behalf of the City's management team, I am pleased to present to you the adopted City of Fairfax budget for Fiscal Year 2017-2018. This adopted spending plan reaffirms our commitment to providing citizens with quality services at one of the lowest comparable rates of taxes and fees levied by jurisdictions in Northern Virginia.

The adopted budget is in conformance with the following City Council policy documents which have guided its preparation:

1. City Council Adopted FY18 Budget Preparation Guidelines
2. City Council Term 2016-2018 Adopted Goal Statements
3. City Council Financial Policies
4. Wastewater Fiscal and Operating Policies

Total of all spending for FY18 is projected to be \$172,987,301, an increase of 3.9% over FY17 levels. Adopted General Fund expenditures total \$140,046,071 or an increase of 3.3% over FY17 levels.

The adopted budget includes a .2 cent reduction to the property tax rate. The budget is fully funded and balanced, it includes a .45 cent property tax rate decrease for general operations that is partially offset by a .25 cent increase in the real estate rate for the Storm Water Fund. The adopted real estate tax rate for FY18 is \$1.06 per \$100 of assessed valuation.

We are confident that the adopted budget and the financial operations it supports is consistent with the standards required of the City's creditworthiness rating of AAA, the highest attainable. The AAA rating is considered the gold standard of financial strength and usually reflects a jurisdiction's above-average wealth,

low unemployment, strong property values, consistent adherence to established fiscal policies and an outstanding ability to repay debt.

The following comments are intended to address significant issues impacting the budget preparation and are presented by 'fund'. (Please also see "Adopted Budget Highlights" pp A-2.)

GENERAL FUND

The General Fund is the largest fund in use by the City (81.0% of all expenditures) by far, and accounts for all traditional or core services of the City that are not accounted for elsewhere. General Fund expenditures are projected to grow by 3.3% in FY18.

The broad range of revenue sources comprising the General Fund signals a healthy diversification whereby the City is not relying too heavily on too few revenue types. For example, the revenue provided by the real estate tax is 48.5% of the General Fund which is significantly lower than the percentage in some other surrounding jurisdictions. In the same vein, on the expenditure side of the General Fund, the amount the City expends for education services is at 40%, again significantly lower than some other area governments. Each of these examples comprise a smaller than average percentage of revenues and expenditures than one sees in some area jurisdictions for like categories and which enables, along with other factors, the City to have an enviable comparative tax rate. (More detailed summary at pp. A-28-29)

A key factor limiting greater flexibility in reducing or adjusting General Fund expenditures is that about 60% are 'non-discretionary', meaning they consist of several types of 'fixed' obligations that are contractual in nature, i.e., debt obligations, pension payments, purchases of educational and social services from other units of local governments, etc.

The forecast for General Fund revenues is a mixed picture. Real estate revenue, representing almost half of all General Fund revenues, is projected to increase overall only 1% due to minimal real estate assessment increases. This level of growth in the real estate tax base is the lowest increase the City has witnessed in several years.

Personal property tax revenue is expected to see a significant gain of \$1.1m, or 10% over current year income, due to additional resources being made available to the Treasurer's office in the current year and in the FY18 adopted budget for the collection of past due taxes. In addition, this increase reflects conservative expectations for increased collections using high-tech methods to field-detect and identify non-payers of the car tax.

The one-cent local sales tax revenue represents 8% of General Fund revenues. No increase is projected in FY18 due, in part, to the number of pending or under-construction commercial areas not currently contributing to this revenue source. As these areas are completed and tenants fill the spaces, the City should see a return to normal patterns of growth.

State sales tax and basic aid is projected to show increases of 3% and 7% respectively. BPOL revenue is expected to increase slightly at 1.7%.

There are two extraordinary events that will have a substantial impact on General Fund revenues in FY18. First, FEMA is expected to pay the City for past reimbursable storm expenditures. This income will be recognized in FY18 at approximately \$255k. Second, a recent refunding of a portion of existing City debt, in addition to an annual decline in amortized debt, will result in savings of \$991k from current year.

Communication industry taxes collected by the state from City businesses and remitted back to the City are expected to decline by 8% and the City's transient lodging tax collections are expected to decline by almost 30% due to overly optimistic projections in the current year.

The school tuition contract, reflecting the City's largest single expenditure, is projected to see a minimal increase of \$1.4m on a contracted amount with Fairfax County Public Schools of \$48.6m for FY18.

Personnel costs, representing 33% of General Fund expenses, are expected to increase overall by 5%. Included in the adopted budget is a merit step increase of 2.5% for eligible employees, down from 3.5% in prior years, and a cost of living increase, or market adjustment, of 2% for all employees.

The adopted budget reflects additional personnel resources equal to three full time equivalent (FTE) positions. The various departments had requested the equivalent of 5.6 FTE's, however, it was not possible to fund all.

Fringe benefit expenditures increases, mostly attributable to increases in the City's Supplemental Retirement Plan annual required payments and rising health plan costs, will total \$710k in FY18. The implementation of the compensation study recommendations, funded for a partial year in FY17, will be applicable for the full 12 month period of FY18, requiring an additional \$280k.

The value of all contractual services, including non-education contracts with Fairfax County will increase by \$647k over FY17 levels.

The recommended transfer from the General Fund to the CIP Fund is increasing \$699k for FY18, for a total of \$9,074,482. This represents a General Fund commitment to the Capital Improvement Program of 6.5% of total expenditures; City policy requires a minimum of 5% transfer.

UTILITY FUND-WASTEWATER

With the sale of the City's water treatment and distribution system in 2014, the Wastewater Fund is the remaining enterprise activity in this fund. Due to the increasing costs of contracted wastewater treatment services, debt service on City borrowing for maintenance of the in-city collection system and payments to Fairfax County for treatment plant upgrades and maintenance, the City wastewater rate is to increase 10% for FY18, the same level of increase that has been implemented in each of the past several years. Due to the level of ongoing improvements by Fairfax County in the Noman Cole Water Treatment Plant (WTP) and assumed continual changes in the regulatory environment, it is likely that capital debt payments to Fairfax County will be ongoing for an undetermined number of years. Expressed another way, as plant upgrades are paid for, additional required funding for new rounds of WTP upgrades will take their place. This cycle may be the norm for the foreseeable future.

While the City's annual wastewater rate increases have been significant and recurring, other jurisdictions are experiencing and projecting even higher rates. (One large jurisdiction in the area recently announced a 500% increase over the coming decade for wastewater treatment.) While the adopted rate increase of 10% is disappointing, the good news is that City residents reap the financial advantage of an economy-of-scale dividend due to their ownership of a small portion of the Noman Cole WTP. Over time, the City's investment in this plant will translate to much lower wastewater treatment rates than if the City were to construct and operate its own WTP. As an indicator of the benefit of this relationship, the City's combined water and wastewater rates are ranked comparably low. (See page A-36.)

In January, 2017, after a period of study and public input, the City Council passed an ordinance creating the wastewater lateral repair and replacement program which took effect in April, 2017 (Page E-15).

This innovative program will charge a fee on each commercial and residential wastewater account to be used solely for reimbursing residents a portion of the cost of the repair of a wastewater lateral in the City ROW. Wastewater customers in the City of Fairfax are currently responsible for all costs associated with the repair of a wastewater lateral in the City ROW, in addition to that portion on private property. This program is intended to function as a type of insurance against the high cost of lateral repair.

TRANSIT FUND

The Transit Fund accounts for the operations of the CUE bus system, which has provided unexcelled quality transit services since 1985. No increases in fares are recommended in FY18.

CUE boarding's are projected to decline to approximately 700k in FY18, following trends regionally and nationally. CUE boarding's reached their peak in the 1990's at over a million per year.

The City will continue to carefully monitor CUE operations in order to adjust to changing regional patterns and usage of transit. Potential changes in the regional partnership at WMATA and with our local partner, GMU, may significantly impact the financial health of the CUE system.

CAPITAL IMPROVEMENT PROGRAM FUND

The City prepares a rolling 5 year CIP program and the first year of the program is reflected as the adopted FY18 capital program. The fund has a number of contributing sources that combine into the total expenditure of \$29.9m. The City's General Fund will transfer \$9.1m to the CIP fund which exceeds (at 6.5%) the City's Financial Policy minimum required transfer of 5%.

Original requests from the operating departments totaled \$11.8m. The original level of requests was not sustainable and the budget team, and then the City Council, prioritized the number of submitted requests into the final adopted program (see G-3). The resulting CIP, funded by both the General Fund and non-General Fund sources, will provide a substantial number of needed improvements and equipment to benefit City infrastructure, programs and services.

STORMWATER FUND

Increasing state and federal stormwater regulations have created significant pressures for local jurisdictions. The City established a stand-alone fund several years ago to account for the revenues and expenditures associated with the stormwater improvement program. Jurisdictions in Virginia are now required to meet targets/goals for the reduction of pollutants in storm water discharges which has required dramatic increases in local spending. The City's approach has been to utilize incremental increases in the real estate tax rate as the principal revenue for the Stormwater Fund. In FY18, an increase of a quarter cent, from 2.25 cents to 2.50 cents per \$100 of assessed valuation, has been adopted for the program. The 2.5 cent rate will generate \$1,488,000 in revenue for storm water infrastructure projects in FY18.

TRANSPORTATION TAX FUND

The City Council created the Transportation Tax Fund as part of the FY10 adopted budget. As required in order to qualify for matching funds, in the years since 2010 the City has gradually increased the tax levied on commercial and industrial properties. In 2018, the adopted rate is 10.5 cents on the RE rate for C&I properties which is supplemented by funds from the former Water Fund to equate to the required 12.5 cents tax rate. These funds are to be used solely for transportation and transit purposes.

OLD TOWN SERVICE DISTRICT FUND

This fund was established in 2000 to pay for services and capital projects in the Old Town District. The City levies 6 cents per \$100 of assessed valuation on all properties in the district. Anticipated revenue for FY18 is \$200k. In FY17, a special expenditure of \$50k was authorized for streetscape improvements in the Old Town. In FY18, this amount increased to \$150k for additional streetscape improvements in Old Town. Unless extended, the authorization for the fund expires in 2020.

CONCLUSION

Notwithstanding a sluggish national and regional economy, the adopted FY18 budget is not a status quo, hold-the-line budget. The budget meets and exceeds the ongoing financial requirements of the City and provides increased funding for a number of operational areas.

The City is making significant progress in the area of infrastructure maintenance. Investments in mapping and cataloguing existing conditions in transportation, stormwater, and wastewater systems will pay dividends in more efficient use of maintenance funds.

The year 2017 will be remembered as a special time in the City's history. Several major public works projects are in mid-construction, some decades in planning, requiring several of the City's major thoroughfares to be unavoidably disrupted. Against this backdrop, there are a few approved high-profile redevelopments that have been slow to launch. With some vacant storefronts, delayed redevelopment starts, and more traffic congestion, however temporary, one might be tempted to question the City's economic vitality. The fact is, the City has never experienced such a large amount of public and private investment in its history as is now being made. Some \$400m of public or private construction projects are under construction or in queue lending credence to the City's reputation as a desirable place to do business. Yes, the City is experiencing a physically unattractive phase at present with multiple projects being built. However, in a relatively short time, these completed projects will help position the City for greater economic growth, traffic congestion relief, and increased housing opportunities for new residents. There has never been a period in the City's history when its economy has been better primed for future growth.

It is with this sense of renewed energy and expectation for community advancement that we celebrate our 125th anniversary of incorporation as a town and later, as a City. We are now engaged in the planning for a new Comprehensive Plan that will provide a path forward to 2035. With dedicated and visionary elected officials, a highly educated and involved citizenry and a talented and motivated City workforce, the achievement of that plan is assured.

I want to thank the Mayor and City Council for their leadership and direction. I also want to thank David Hodgkins, Assistant City Manager, and Kerry Kidd, Budget Manager, and each of the Department Directors and their support teams who worked tirelessly to finalize the adopted budget.

Sincerely,



Robert L. Sisson
City Manager

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Historic Old Town Hall



City Manager's Budget Message FY 2018 Budget

FY 2018 Adopted Budget Highlights

- Expenditures for all funds total \$172,987,301, an increase of 3.9% from FY 2017.
- General Fund revenues and expenditures of \$140,046,671, an increase of 3.3% over FY 2017.
- Capital Fund expenditures for General Fund supported projects of \$9,074,482 (\$7,189,981 pay as you go and \$1,884,501 debt service) representing 6.5% of General Fund expenditures.
- A 0.2¢ real estate tax decrease (0.25¢ increase in the Stormwater Fund rate and a 0.45¢ decrease in the base real estate rate). The adopted rate is \$1.06 per \$100 of assessed value; 2.5¢ is dedicated to the Stormwater Fund; average residential tax bill to increase 0.8% (1.0% due to the increased assessed values less 0.2% resulting from a 0.2¢ decrease in the adopted tax rate).
- 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 \$1.051 per \$100 of assessed value.
- A 1.0¢ increase in the Commercial and Industrial real estate tax, from 9.5¢ to 10.5¢ per \$100 of assessed value.
- One cent on the real property tax rate is equivalent to \$609,193.
- Real estate residential assessments increase an average of 1.0% for CY 2017; commercial assessments remain flat for CY 2017; combined assessments increase an average of 0.6% for CY 2017. New construction is excluded from this calculation.
- Based on increase in value (excludes new construction), assessed value of all real property equals \$5,888,838,600, an increase of \$36,809,100 or 0.6%. The increase in assessed value due to estimated new construction is \$23,094,300 (0.4%). Assessed value of all real property equal to \$5,911,932,900, an increase of \$59,903,400 or 1.0%.
- Provides a 2.5% merit raise for eligible employees at \$235,000 (General Fund), and a 2.0% market adjustment (COLA) at \$566,000 (General Fund).
- Additional full-time and part-time employee positions have been approved for FY 2018:
 - 1 Full-Time Staff Accountant II (Finance)
 - 2 Customer Service temporaries convert to part-time (Treasurer)
 - 1 Full-Time Multimodal Traffic Planner (Transportation – funded by NVTA 30% money)
- \$100,000 was allocated from the General Fund to continue support of the Economic Development Opportunity Fund, established in FY 2016. In addition, \$200,000 is to be provided to support other economic development initiatives.
- Increases FY 2017's contribution of \$150,000 to \$200,000 to fund the City's housing improvement program (Housing Renaissance Fund).
- Wastewater utility rate increase of 10.0% to support the City's share of capital project costs required for the Noman M. Cole, Jr. Wastewater Treatment Plant.
- \$150,000 (\$100,000 increase) for downtown streetscape improvements.
- Use of \$1,329,389 Unassigned General Fund Balance.

Guide to the Budget Document

OVERVIEW

The City’s budget serves as a financial and policy plan that guides decisions made during each fiscal year. The budget is the single most important document we have for establishing control over the direction of change and determining the future of the City. It lays the groundwork for what we hope will be our community’s continued future prosperity. Within the pages of the document, the reader will find:

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

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

BUDGET PREPARATION PROCESS

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

Formulating Budget Requests: September – December

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

City Manager Executive Review and Proposal: December – February

- Requests from departments are reviewed and evaluated for priority.
- Meetings are held between the departments and Budget Committee to discuss budget requests. Based on estimated revenues, funding is requested by the City Manager for the programs and services required to maintain an essential level of service or to provide for enhancements to programs identified as priorities by City Council.
- City Manager proposes the budget to City Council 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)
- 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 adopted 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:

FY 2018 Budget Calendar*

Date	Action Item
November 1, 2016	Discussion of the FY 2016 Financial Results, FY 2017 Budget Update, Projections for FY 2018, and suggested FY 2018 Budget Guidelines.
November 8, 2016	FY 2018 Budget Guidelines – Public Hearing and Adoption
December 6, 2016	FY 2018 CIP Joint Work Session w/Planning Commission; Major Department CIP Presentations
February 28, 2017	FY 2018 Proposed Budget Presentation
March 7, 2017	FY 2018 Budget Staff Presentations to Council and Community Outreach
March 14, 2017	FY 2018 Budget Public Hearing; Consideration of Real Estate Tax Rate to be Advertised**
March 28, 2017	FY 2018 Public Hearing and City Council Budget Discussion Work Session
April 4, 2017	FY 2018 City Council Budget Discussion Work Session
April 18, 2017	FY 2018 Introduction of C&I and Wastewater Rates
April 25, 2017	FY 2018 RE Tax Rate Public Hearing and City Council Budget Discussion Work Session
May 2, 2017	FY 2018 City Council Budget Discussion Work Session
May 3, 2017	FY 2018 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.
 ** 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 adopted (through appropriation resolutions) and can be found in proposed and 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. 2.50¢ on the real estate tax rate is dedicated for project funding. This is a separate Capital Fund.

Cable Grant Fund — This fund receives its revenue from cable television fees, 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 10.5¢ 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 July 12, 2016.**

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 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-19)**
- **General & Financial Administration (page D-25)**
 - City Manager; City Attorney; Public Audit of Accounts; Personnel; Community Relations; Economic Development; Cable TV; 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-73)
 - Fire (page D-85)
- **Public Works (page D-97)**
 - 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-125)**
 - 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; Marketing; Library; Historic Resources; Cultural Arts
- **Community Development & Planning (page D-167)**
 - Planning and Design Review; Current Planning
- **School Board/Education (page D-177)**
 - School Board; Contracted Instruction Costs; Capital Outlay; Debt Service; Capital Leases
- **Non-departmental (page D-185)**
 - 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.

Budgeting Policies:

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

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

Reserve Policies:

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

Debt Policies:

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

Revenue/Cash Management Policies:

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

* Amended to exclude policies relating to the City’s Water Fund. The City transitioned out of the water treatment and distribution system business January 2014.

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 18 Budget Guidelines were approved by the City Council in November of 2016.

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.
- Continually review City government programs and operations to achieve the most efficient and effective delivery of community services possible.
- 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.
- Consider allocating funds to the school tuition reserve to absorb unforeseen deficits in future school tuition budgets

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 City's budget shall fully fund the Annual Required Contribution (ARC) to the City's Supplemental Retirement Plan, as determined by the City's actuaries.

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 equal to approximately 10 percent of the general fund expenditures in conformance with the City Council financial policy.

Financial:

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

Community Profile

City Government

Date of Incorporation	1799
Date of City Charter	1961
Form of Government	Council—Manager
City Employees (Adopted FY 2018)	402.05

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 (June 2016)

The Wackenhut Corporation
Ted Britt Ford Sales
Inova Health System
Zeta Associates
Multivision, Inc
Fairfax Volkswagen, Honda
Farrish of Fairfax, Inc.

Largest Public Employers (June 2016)

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 2017: \$1.062 per \$100 assessed value
 FY 2018: \$1.060 per \$100 assessed value

Personal Property Tax Rate

FY 2017: \$4.13 per \$100 assessed value
 FY 2018: \$4.13 per \$100 assessed value

City Finances – Bond Ratings

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

Population

2015 UVA Weldon Cooper Ctr. Estimate	23,183
2015 U.S. Census Estimate	24,013
2010 U.S. Census	22,565
2000 U.S. Census	21,498
1990 U.S. Census	19,622

Households

2011-15 American Community Survey Estimate	8,467
2010 U.S. Census	8,347
2000 U.S. Census	8,035
1990 U.S. Census	7,362

Average Household Size

2011-15 American Community Survey	2.70 persons
2010 U.S. Census	2.64 persons
2000 U.S. Census	2.61 persons

Age (2015 Census Estimate)

(1-19)	24.4%
(20-34)	20.4%
(35-64)	39.0%
(65 +)	16.2%

Race and Ethnicity (2015 Census Estimate)

White	58.3%
Asian	16.9%
Hispanic	16.8%
Black	4.9%
Other/Mixed	3.1%

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

Source: U.S. Census Bureau

Unemployment

	CY 2015	CY 2016
City of Fairfax	3.4%	3.0%
Virginia	4.4%	4.0%
United States	5.3%	4.9%

Vacancy Rates

	FY 2015	FY 2016
Office Space	15.0 %	14.1 %
Retail Space	3.0 %	3.4 %

City of Fairfax Employment by Industry

The largest major industry sector was Retail Trade with 19.4% of the employment followed by Health Care and Social Assistance with 17.2%, Professional, Scientific and Technical Services with 15.8%, and Accommodation and Food Services with 11.8 %. The following is a listing of major industries and the number employed in those sectors for 2016 in the City of Fairfax.

Industry Group	Employees
Retail Trade	3,744
Health Care and Social Assistance	3,312
Professional, Scientific & Technical Services	3,047
Accommodation and Food Services	2,278
Administrative and Waste Services	1,430
Other Services (Except Public Administration)	1,086
Finance and Insurance	802
Arts, Entertainment and Recreation	675
Construction	670
Education Services	597
Public Administration	544
Information	353
Transportation and Warehousing	285
Real Estate, Rental and Leasing	207
Management of Companies and Enterprises	128
Manufacturing	112
Wholesale Trade	35

*Source: Virginia Employment Commission,
Quarterly Census of Employment and Wages, Second Quarter 2016*

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 geographic 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 Metro (rapid transit) at the Vienna/Fairfax/GMU station, less than three miles from the center of the City.



Local Economy

Economic recovery remains somewhat soft in the City. Private sector employment within the City actually decreased year over year. As of the end of 2016, there were 19,567 jobs within the City of Fairfax (as reported by the Bureau of Labor Statistics), representing a decrease of 0.5% from 2014. Encouragingly, the City's 2016 unemployment rate of 3.0% was well below state (4.0%) and national (4.9%) averages.

Downsizing by federal contractors, coupled with a flattening of demand for suburban office space, has had a discernable impact on the regional office market. 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 over the last year, reaching 15% for FY 2017. Fortunately the retail market continues to bolster the City's economy; at 3.4%, the City's retail vacancy rate remains among the lowest in the region. Slight upticks in that number are likely the direct result of vacancies caused by commercial redevelopment.

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 \$3.8 million or 5.4% in F/Y 16 over F/Y 15, resulting from both an increase in assessed values (2.8%) and a higher real estate tax rate for the second half of the fiscal year. BPOL increased slightly (1.1%). Local sales and use tax revenues remain flat.

Economic Development Program

The Economic Development Office (EDO) in partnership with the Economic Development Authority (EDA) focuses on developing a strong economic base across the City. The EDO promotes the City's office and retail spaces to business prospects and vacant commercial properties to developers, assists businesses in their location decisions and processing through the City's administrative procedures, and acts as a facilitator for existing businesses in understanding and working through issues with City ordinances and policies.

City Council was the driving force behind increased outreach and communication with the business community over the last year. Recognizing the importance small businesses have on the City's economy, City leadership formalized a component role of the Economic Development Office as that of a business ombudsman, or liaison with the business community.

Within the last year the City's EDO, in partnership with the EDA, has established a tax incentive zone with a focus on attracting technology based businesses within the City. This new technology zone provides relief and assistance for qualified businesses with BPOL taxes after entering into a performance agreement (commitment to expand within, relocate to, or create jobs within the City.) A similar ordinance targeting cultural arts and entertainment businesses is anticipated to be introduced within 2017.

The EDO and EDA have also partnered together on a number of initiatives seeking to leverage the City's strong civic programs and cultural arts activities. 2016 marked the first occurrence of Rock the Block After Dark, which encourages City residents and visitors to patronize downtown businesses following a series of concerts held at the City's new downtown park.

The City EDO and EDA also recently launched a façade improvement program. Façade improvement programs traditionally improve the quality of clustered building facades with the goal of increasing commercial traffic throughout a commercial corridor. The historic downtown was selected for the initial phase of the City's façade improvement program because of the age of the buildings and anticipated focus on leasing and redevelopment. Initiatives like the façade improvement program and Rock the Block After Dark reaffirm the City's commitment to creatively addressing challenges faced by all City businesses, and the EDO is continuing to develop and expand new programs for the benefit of all City residents and businesses.

Major Projects

Commercial:

Major mixed-use development projects are currently in process, and aim to fulfill the most recent publication of the City's Fairfax Boulevard Master Plan.

Fairfax Circle Plaza Shopping Center Redevelopment: 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 400 multifamily apartments (known as Scout on the Circle, described below) and 88,000 square feet of retail space, including a 54,000 square feet grocery store. Ground breaking is expected in late 2017.

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

Residential:

Eleven Oaks: This project is currently under construction and consists of 12 single family detached units.

Main Street Residences: This project includes 40 luxury town homes with a majority sold as of the date of this letter.

Canfield Village: This project includes approximately 16,000 square feet of commercial (office and first floor retail) space and 14 town homes. The majority of the commercial space has now been leased and all of the homes sold.

Mount Vineyard: This project includes 132 dwelling units (94 condominiums and 38 townhouses) to replace an aged garden style apartment complex. Completion is expected in late 2017.

The Enclave: An 80-unit condominium project broke ground in 2016. The project will add high quality condominiums to a property with existing office and educational uses.

Novus Fairfax Gateway: This project will add over 403 rental apartments and 29,000 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. Ground breaking is expected in 2017.

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 400 rental apartments and 88,000 square feet of retail space. Groundbreaking is expected in late 2017.

Mayfair: This project includes 25 townhouse-style condominiums above a shared, secured parking structure. The project is currently under construction.

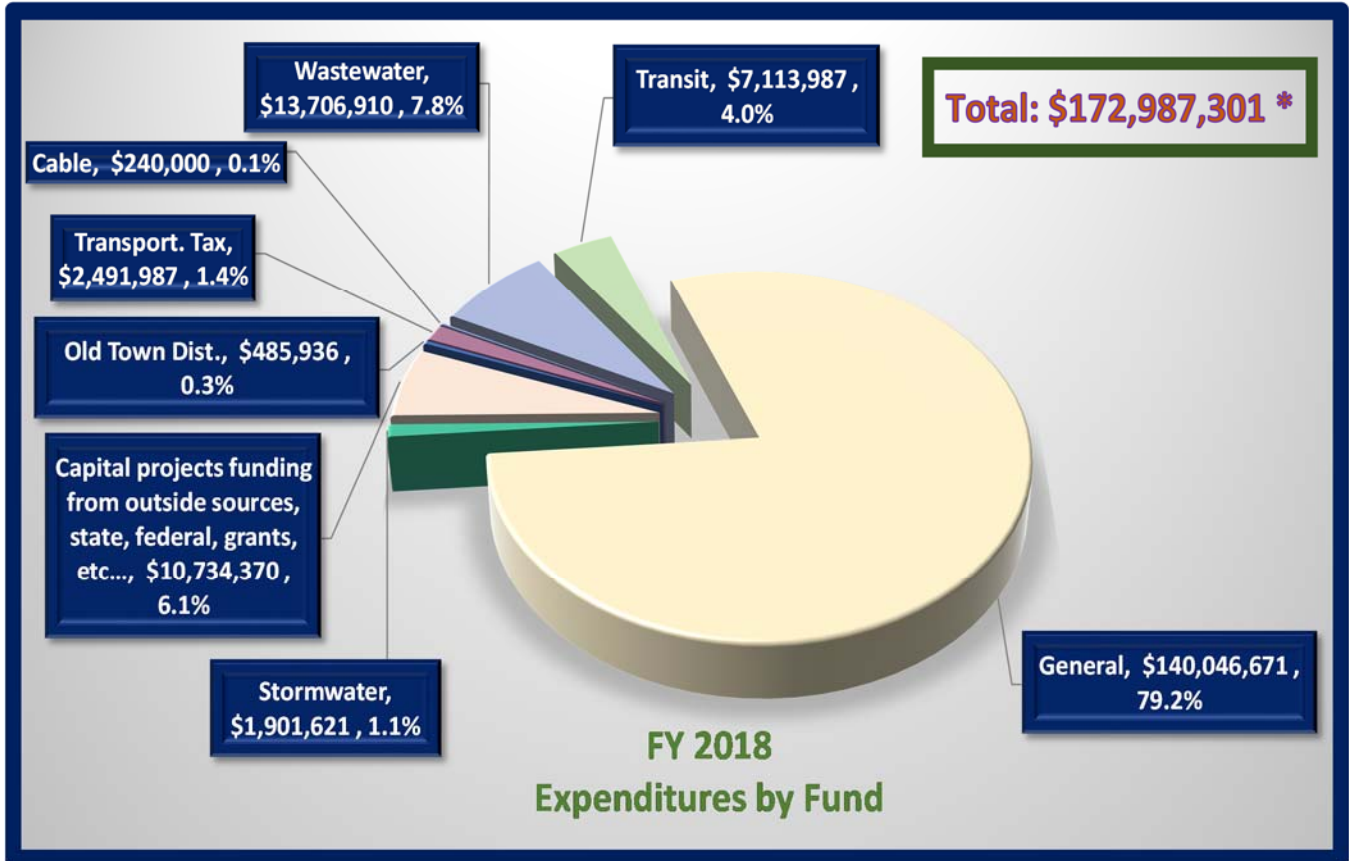
Paul VI Site: The Diocese of Arlington recently announced that Paul VI High School will be relocating to Loudon County creating significant development opportunity in the center of the City. The Diocese is currently working with a developer and the City to create a plan. Paul VI High School is expected to remain in the City until at least 2019.

Recognition

- ✚ Insurance Services Office (ISO) upgraded the City Fire Department's Public Protection Classification to **Class 01** from the City's previous rating of **Class 03**. This classification ranks cities and towns on how well they are protecting residents from fire and other natural hazards, and plays an important role in the underwriting process at insurance companies. **Class 01** is the highest ranking achievable and has only been awarded to 241 other localities in the country (top .5% of total localities rated).
- ✚ Wallethub ranked the City of Fairfax # 9 among the 2017 "Best Places to Raise a Family in Virginia".
- ✚ 24/7 Wall St. ranked the City of Fairfax as # 8 in the "Top 10 Best Places to Live" in the nation for 2017.
- ✚ Commission for Accreditation of Parks and Recreation Agencies - The Parks and Recreation Department received accreditation for a five year period. The Commission for Accreditation of Park and Recreation Agencies (CAPRA) accredits park and recreation agencies for excellence in operation and service. This is a national program with only 141 agencies across the United States having been approved. This rigorous process was a year-long culmination of effort from the entire department.
- ✚ Google named the City of Fairfax as 2014 e-City for Virginia. Google's eCity Awards "recognize the strongest online business community in each state," observing how businesses in each city use their Web presence for business development and customer service.
- ✚ The Mason Enterprise Center at George Mason University was recently named as one of the Top 10 U.S. and Top 20 Global University Business Incubators (UBI) by the UBI Index. A project spearheaded and supported by the City of Fairfax in an ongoing partnership with Mason, the Mason Enterprise Center (MEC) is an integrated network of programs and professional resources. It provides direct support for university and corporate-based entrepreneurship, technology transfer and innovation, as well as support for private sector clients engaged in business start-up and expansion.
- ✚ The City of Fairfax Parks & Recreation Department wins the National Gold Medal Award, 2011. The National Recreation and Park Association Gold Medal Award honors communities throughout the United States that demonstrate excellence in long-range planning, resource management, and agency recognition. Each agency is judged on its ability to address the needs of those it serves through the collective energies of citizens, staff, and elected officials.
- ✚ Forbes called the City "a great place for entrepreneurs" and stated the City's sole-proprietors-per-capita ranks in the top 1% nationwide.
- ✚ The Atlantic magazine, a brand of Atlantic Media, which is dedicated to equipping opinion leaders with breakthrough ideas and original insights," recently identified the City as one of the nation's top jurisdictions for its high concentration of "creative class" workers.
- ✚ The City's bond ratings continue to be Aaa (Moody's) and AAA (Standard & Poor's), placing the City in the top tier of municipal bond issuers.

Overview – All Funds

Expenditures for all funds total \$176,721,482 less Fund transfers (\$3,734,181), result in net total expenditures of **\$172,987,301**. This is an increase of 3.9% from the FY 2017 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 (\$176,721,482) reduced by \$3,734,181 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 as adopted by the City Council, require an unassigned fund balance equal to a minimum of approximately 10 percent of General Fund expenditures. More than being key to maintaining the City’s bond rating, an adequate fund balance allows the City to cope with revenue shortfalls, to pay for unbudgeted expenditures or unanticipated needs, to pay for other one-time large expenditures, and provide for adequate cash flows to absorb fluctuating expenditures and revenues during the fiscal year. The Adopted FY 2018 Budget results in a 10.0% General Fund balance at the end of the year.

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

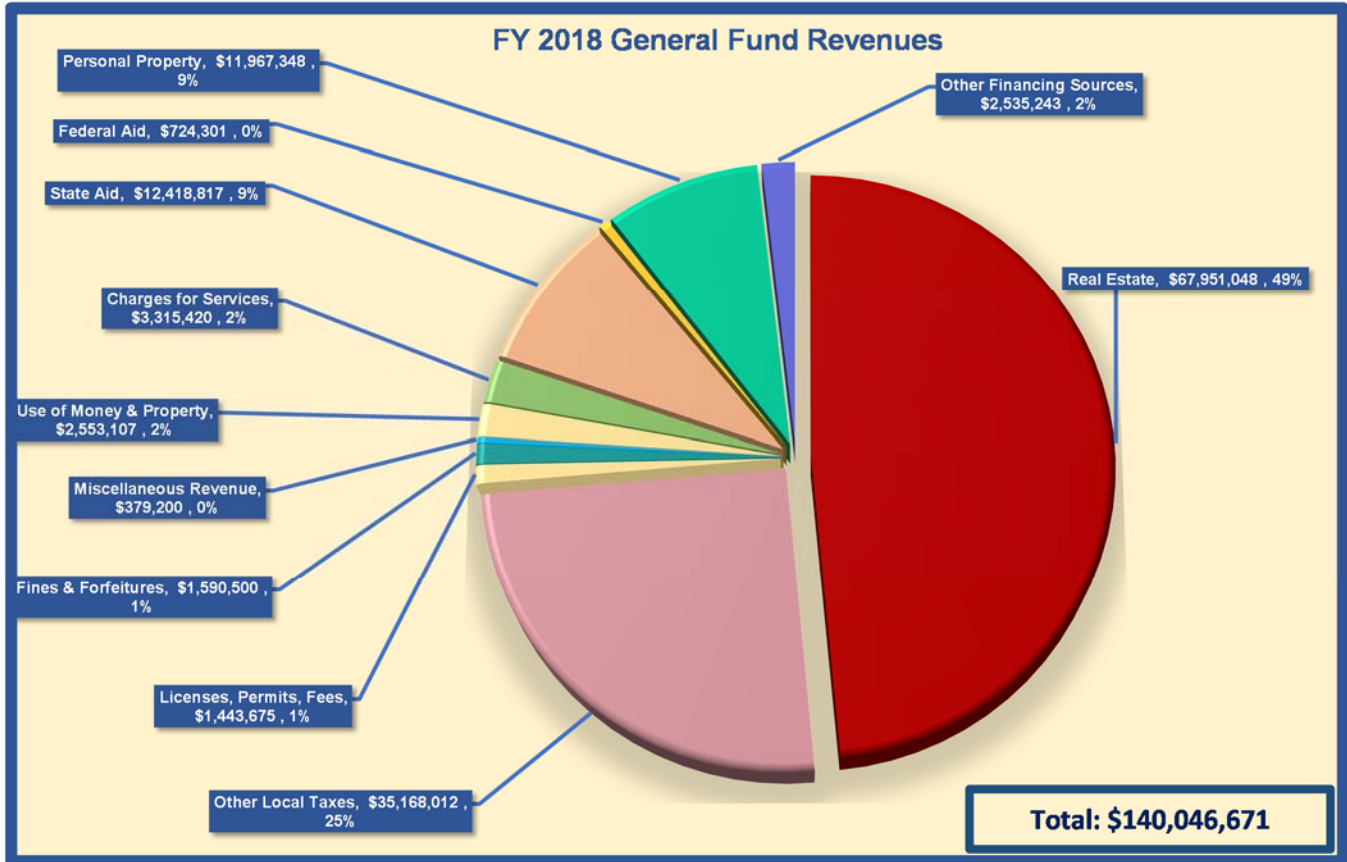
General Fund - Fund Balance		
Fiscal Year	Amount	% of Expenditures
2018*	\$ 14,073,752	10.0%
2017*	15,903,141	11.7%
2016	15,244,854	11.6%
2015	13,429,441	10.4%
2014	15,130,848	12.0%
2013	16,288,209	13.7%
2012	13,205,665	11.4%
2011	15,171,679	13.8%
2010	15,569,907	14.1%
2009	14,420,568	13.1%
2008	15,834,008	14.8%
2007	14,612,497	14.6%
2006	14,278,483	14.6%
2005	12,534,246	11.3%
2004	10,975,387	13.4%

*** Estimate**

General Fund Revenues

Overview – General Fund

General fund revenues equate to \$140,046,671 for FY 2018, which represents an increase of 3.3% (\$4,531,539) over FY 2017. The following chart provides a summary overview of revenues by category for FY 2018.



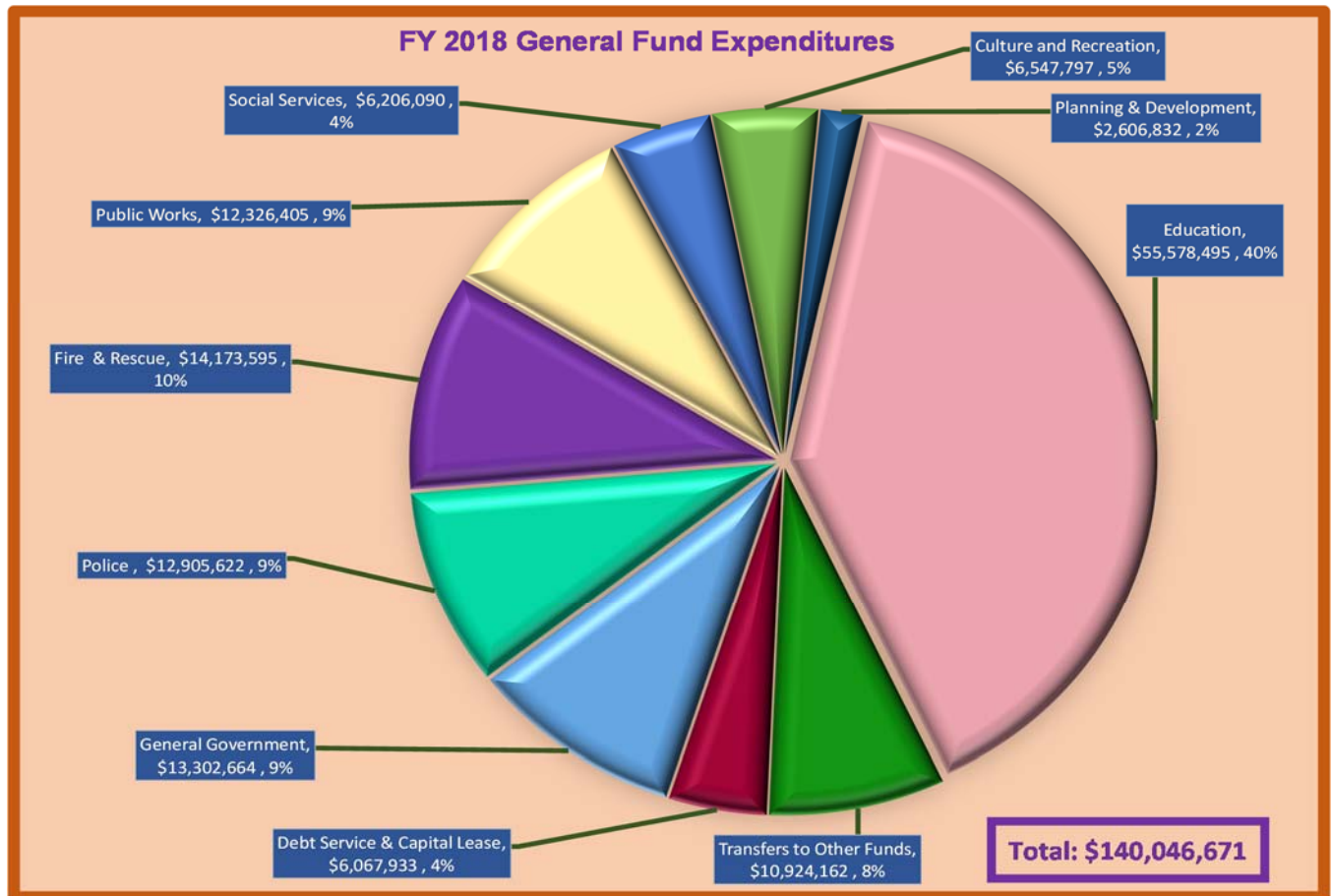
Note: Percentages may not total due to rounding; sums may differ immaterially due to rounding

The Use of Appropriated Fund Balance in the amount of \$1,329,389 is funded from the FY 2017 estimated Unassigned General Fund balance. The estimated ending Unassigned General Fund balance in FY 2018 is equal to 10.0 percent (\$14.0 million) of General Fund expenditures.

General Fund Expenditures

Overview- General Fund

The City’s adopted General Fund expenditures are budgeted at \$140,046,671 for FY 2018. 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 2017 to FY 2018

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

FY 2018 General Fund Expenditure Changes	
Increase / (Decrease) in Expenditures	\$ Change
Changes in Personnel Costs:	
Merit (2.5%, eligible employees only)	235,122
Fringe	709,555
COLA (2.0%)	566,022
Pay Study Impact	189,125
FTE Additions	107,253
Temp Help	208,608
School Tuition Contract	1,384,652
CIP Transfer	698,814
Fund Transfers (Storm .25¢, C&I 1.0¢)	436,791
Contract Services	349,043
County Contracts - Non Education	297,936
All Other Changes	179,729
Economic Development Office	160,000
Debt Service (Refunding \$778,285)	(991,110)
Total Increase / (Decrease) in Expenditures	4,531,539

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

FY 2018 General Fund Revenue Changes	
Increase / (Decrease) in Revenues	\$ Change
Real Estate Taxes	1,729,790
Personal Property Taxes	1,111,348
State Sales Tax & Basic Aid	406,874
All Other Changes	362,517
C&I Taxes (1.0¢ increase)	269,120
Classroom Rentals	250,000
FEMA Reimbursements	215,019
Fines & Forfeitures	189,200
Recycling Rebate	180,000
Stormwater Tax (.25¢ increase)	167,671
BPOL	150,000
Communication Taxes	(200,000)
Transient Lodging	(300,000)
Total Increase / (Decrease) in Revenues	4,531,539

Education

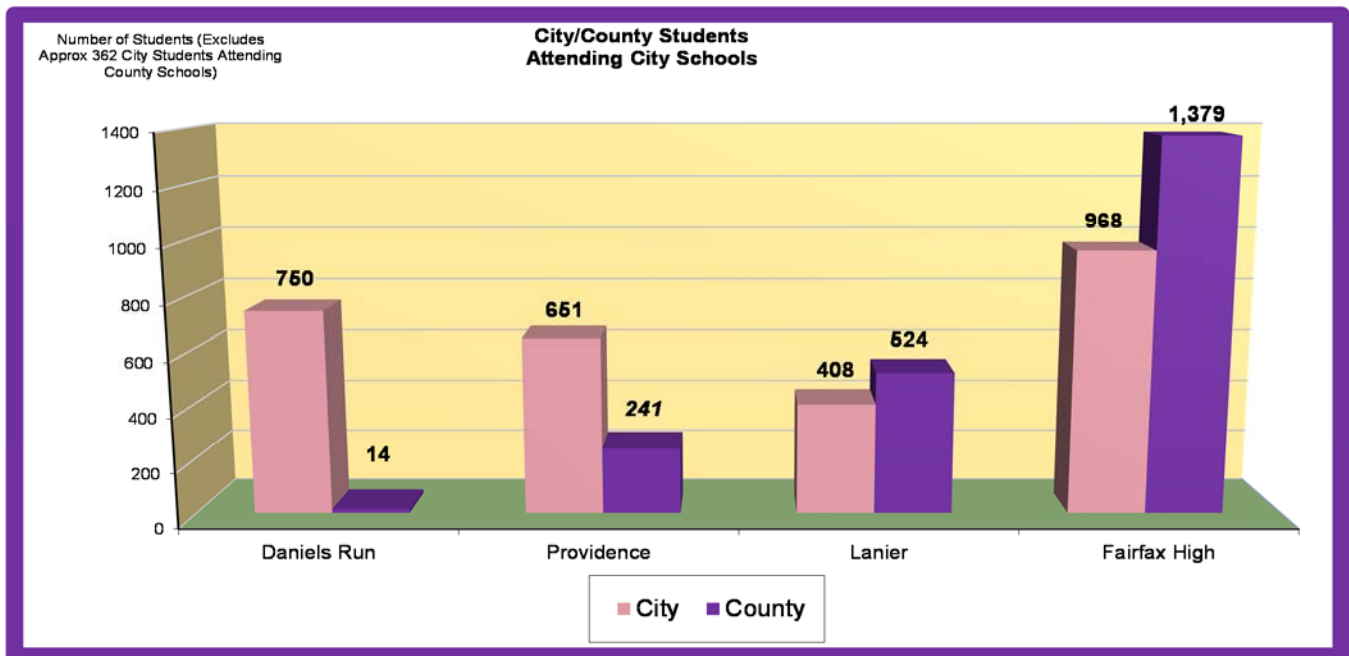
The total budget for the schools is \$55.6 million, an increase of 1.4% (\$0.8 million). Administrative costs account for \$1.0 million, and combined debt/lease payments equate to \$6.0 million. The largest portion of this budget is the school tuition contract with Fairfax County Public Schools, budgeted at \$48.6 million, an increase of 2.9% (\$1.4 million) over the FY 2017 budget. The following chart highlights the historical costs associated with the school tuition contract.

Fiscal Year	Final Tuition Bill (excludes Classroom Rental Fee)	ADM
2018*	\$48,595,370	3,100
2017**	47,210,718	3,100
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
2009	37,625,873	2,764
2008	37,806,032	2,771
2007	34,188,018	2,766
2006	32,785,342	2,745
2005	30,679,214	2,784
2004	27,291,210	2,767
2003	26,534,379	2,751

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

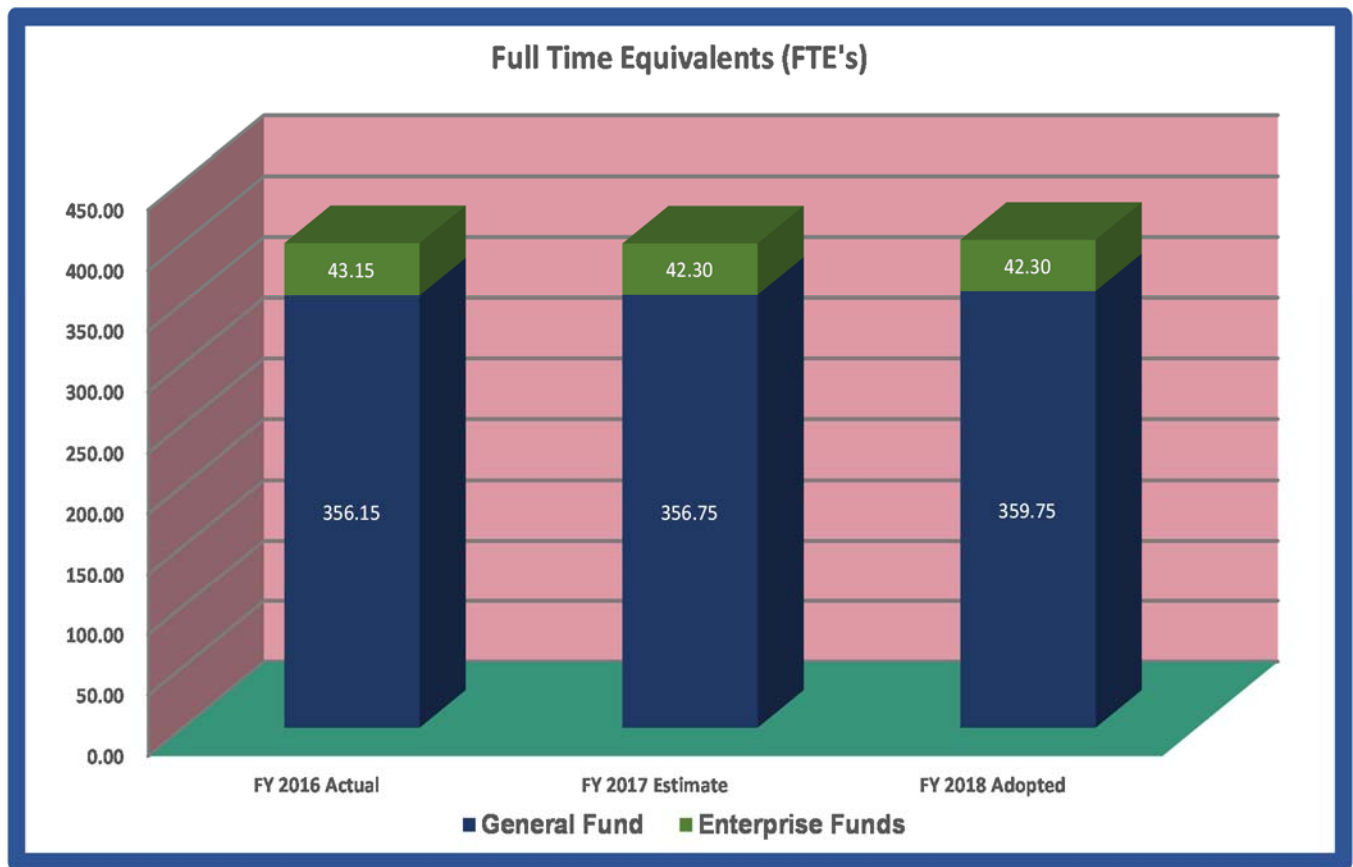
**Per FY 2017 Budget

City students comprise a majority of the total population at both Daniels Run and Providence Elementary Schools at 98.2% and 73.0%, respectively. Lanier Middle School and Fairfax High School statistics note that City students represent 42.0% of their schools' populations.



Employees, Salaries and Fringe Benefits

The FY 2018 budget provides for a 2.5% merit (step) increase for eligible employees, and a 2.0% market adjustment (COLA). Employee benefits remain unchanged; however, FY 2018 retirement costs in the General Fund are projected to increase due to an increases in the Virginia Retirement System, health insurance, and in the recommended City contribution to its supplemental retirement plan (\$750k). Projected savings in employee retirement benefit costs are offset by moderate increases in health insurance and worker’s compensation.



For FY 2018, three positions were added:

<u>Department</u>	<u>Position</u>	<u>Full Time Equivalents (FTE'S)</u>
Treasurer	Two part time Customer Service Representatives	1
Public Works	Multi-Modal Traffic Planner	1
Finance	Staff Accountant II	1

Contract Services

Expenses for county and regional service contracts make up 41.3 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.

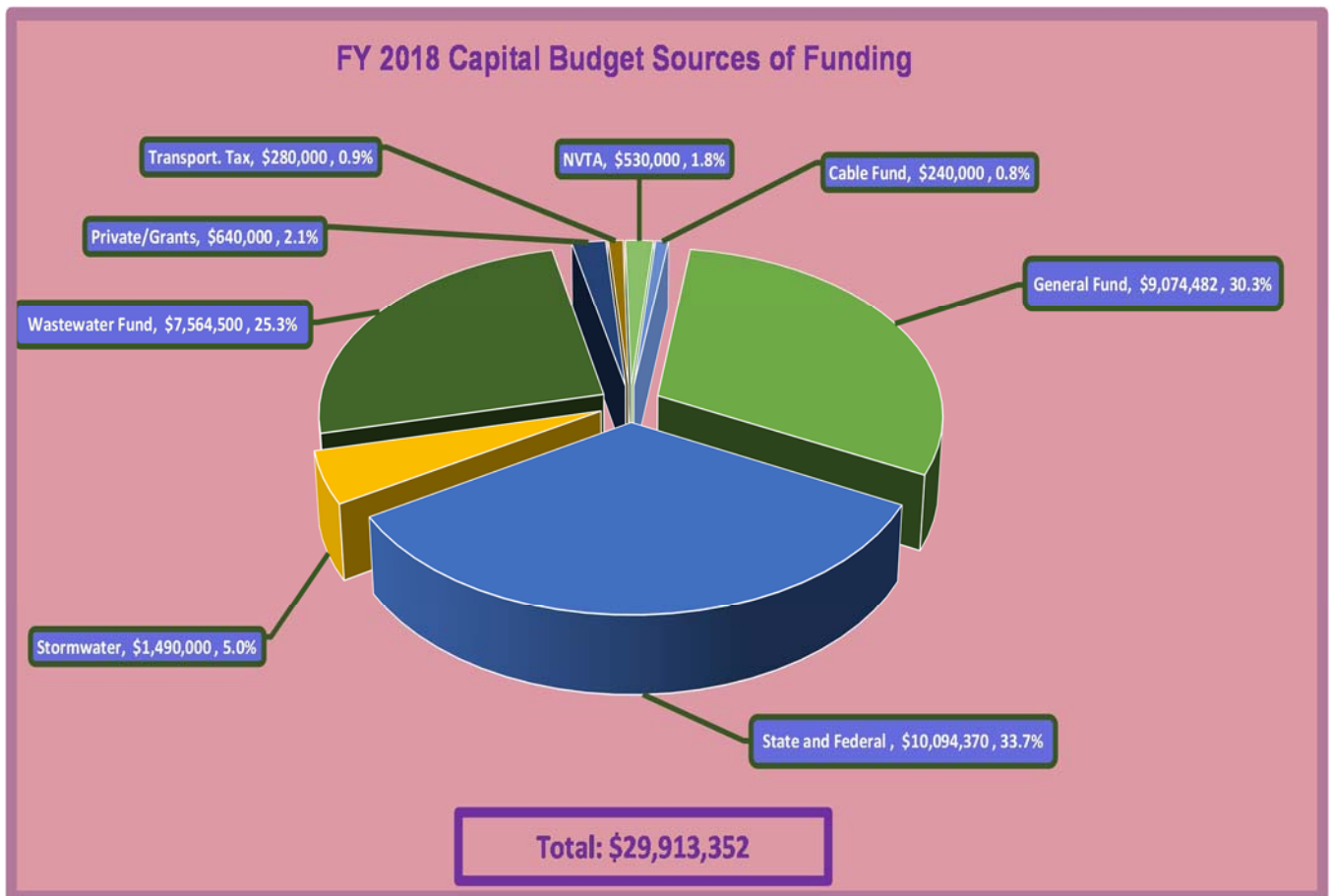
City-County and Regional Service Contracts				
	FY 2017 Budget	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
City-County Contracts:				
School Tuition Contract	\$47,210,718	\$48,595,370	\$ 1,384,652	2.93%
Library Services	831,638	826,926	(4,712)	-0.57%
Joint Court Service	306,846	306,666	(180)	-0.06%
Juvenile and Domestic Court	485,451	517,632	32,181	6.63%
Commonwealth Attorney	117,712	119,707	1,995	1.69%
Jail and Custody Service	1,709,259	1,910,869	201,610	11.80%
Fire & Rescue – Operations	194,000	194,000	-	0.00%
Refuse Disposal	450,000	372,000	(78,000)	-17.33%
Extension - County Agent	50,039	47,680	(2,359)	-4.71%
Social Services	1,762,012	1,824,449	62,437	3.54%
Health Department	1,285,076	1,306,883	21,807	1.70%
Community Services Board	1,691,995	1,755,153	63,158	3.73%
Subtotal City-County Contracts	56,094,746	57,777,334	1,682,588	3.00%
Regional Agencies:				
Council of Governments	17,846	26,190	8,344	46.76%
Health Systems Agency	2,350	2,350	-	0.00%
Area Agency on Aging	44,477	44,477	-	0.00%
Legal Services of NoVa	24,801	25,545	744	3.00%
NoVa Community College	1,933	1,784	(149)	-7.71%
NoVa Regional Commission	19,417	19,141	(276)	-1.42%
NoVa Regional Park Authority	46,273	45,385	(888)	-1.92%
Volunteer Center	9,130	8,692	(438)	-4.80%
Subtotal Regional Agencies	166,227	173,564	7,337	4.41%
Total Contract Services	\$ 56,260,973	\$ 57,950,898	\$ 1,689,925	3.00%

Capital Fund

The adopted Capital Improvement Program for FY 2018 totals **\$29,913,352**. The chart below summarizes the City’s adopted capital improvement plan and compares to the adopted FY 2017 program.

Category	FY 2017 Adopted	FY 2018 Adopted	Change	
			\$	%
Schools	\$ 604,613	\$ 302,000	\$ (302,613)	-50.05%
General Government	2,866,386	3,989,021	1,122,635	39.17%
Recreation / Community Appearance	560,169	633,961	73,792	13.17%
Environment	7,774,000	9,379,500	1,605,500	20.65%
Transportation	14,379,104	15,608,870	1,229,766	8.55%
Total Capital Improvement Program	\$ 26,184,272	\$ 29,913,352	\$ 3,729,080	14.24%

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 2018; detailed information can be found in Section G of this budget.



Wastewater Fund

	FY 2016 Actual*	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Revenues	\$ 6,831,097	\$ 12,617,676	\$ 12,882,175	\$ 14,942,299
Expenditures	\$ 5,987,575	\$ 11,717,660	\$ 11,755,100	\$ 13,706,910
Rate Increase	10%	10%	10%	10%

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

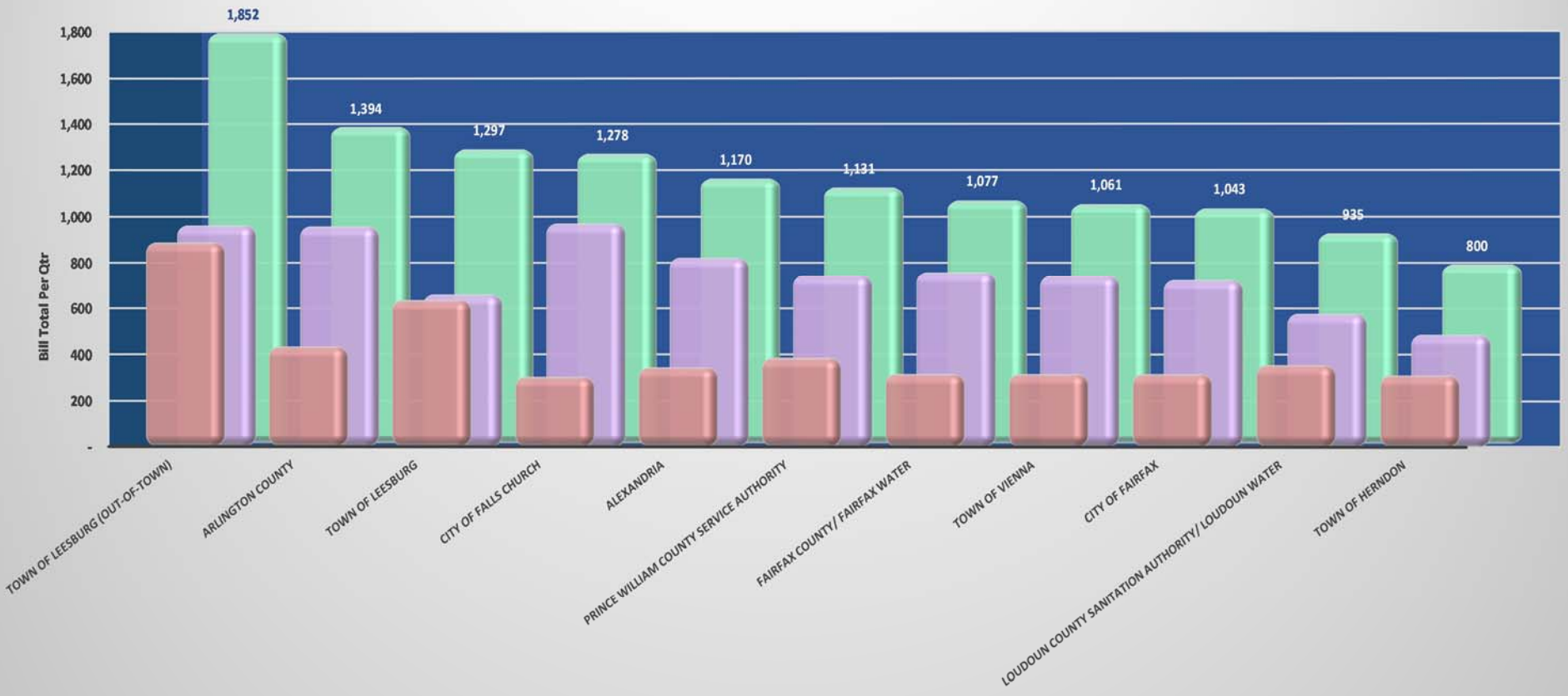
For FY 2018, a rate increase of 10.0 % has been adopted for the Wastewater Fund in order to keep pace with future operating, capital, and debt service costs as well as building the Wastewater Fund balance to industry recommended levels. In FY 2010, the City was officially notified of planned cost increases 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 Water Pollution Control Plant. This plant is subject to continuing stringent environmental standards to protect the Chesapeake Bay and therefore, numerous process upgrades to reduce nitrogen and phosphorus are mandated. Additionally, there are general capital upgrade costs, unrelated to treatment techniques that must be addressed at this facility. The City’s portion of these upgrades is projected to be approximately \$31.3 million over the next 5 years. These annual capital costs are projected to continue in the foreseeable future. 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 2018 will require \$1,957,500 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 is 10.0% per year. These increases are primarily driven by needed infrastructure improvements, particularly at the Noman M. Cole Water Pollution Control Plant.

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

**FY18 Adopted Annual
TOTAL RESIDENTIAL WATER & WASTEWATER BILLS
(Based on 96 tgal of water consumed per year)**



	Town of Leesburg (Out-of-Town)	Arlington County	Town of Leesburg	City of Falls Church	Alexandria	Prince William County Service Authority	Fairfax County/ Fairfax Water	Town of Vienna	City of Fairfax	Loudoun County Sanitation Authority/ Loudoun Water	Town of Herndon
Water	889	435	636	306	347	387	319	319	319	357	313
Wastewater	963	959	660	972	823	744	758	742	724	577	487
Combined	1,852	1,394	1,297	1,278	1,170	1,131	1,077	1,061	1,043	935	800

Transit Fund

	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Revenues:				
Local	\$ 532,671	\$ 559,000	\$ 556,000	\$ 551,500
GMU Contribution	750,000	750,000	750,000	750,000
NVCT	728,000	828,000	828,000	728,000
DRPT	2,317,305	3,173,353	3,405,000	3,402,500
Transfer from Transportation Tax Fund	1,749,752	1,945,920	1,945,920	1,681,987
Total Revenues	\$ 6,077,728	\$ 7,256,273	\$ 7,484,920	\$ 7,113,987
Expenditures:				
Operating Expenditures	\$ 4,037,333	\$ 4,082,921	\$ 4,042,399	\$ 3,711,487
DRPT transfer to NVCT Fund	2,317,305	3,173,353	3,405,000	3,402,500
Total Expenditures	\$ 6,354,638	\$ 7,256,274	\$ 7,447,399	\$ 7,113,987

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 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 is 25¢ less than the Washington Metropolitan Area Transit Authority (WMATA) rate of \$2.00. 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 each of the Department Directors, the City School Superintendent and staff, the Constitutional Officers and every employee who participated in the budget process.



Old Town Square Fountains

Budget Information Request

Copies of the FY 2018 Adopted Budget and FY 2018-2022 Capital Improvement Program (CIP) are available as follows:

Office of Finance
City Hall
10455 Armstrong Street, Room 312
Fairfax, VA 22030
Phone: 703-385-7870
E-mail: romelyn.guzman@fairfaxva.gov

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

2016 – 2018 Elected Officials

Mayor

David L. Meyer*
david.meyer@fairfaxva.gov

City Council

Michael J. DeMarco
michael.demarco@fairfaxva.gov

Daniel F. Drummond**
dan.drummond@fairfaxva.gov

Jeffrey C. Greenfield
jeff.greenfield@fairfaxva.gov

Janice M. Miller
janice.miller@fairfaxva.gov

Eleanor D. Schmidt
eleanor.schmidt@fairfaxva.gov

Jon R. Stehle, Jr.
jon.stehle@fairfaxva.gov

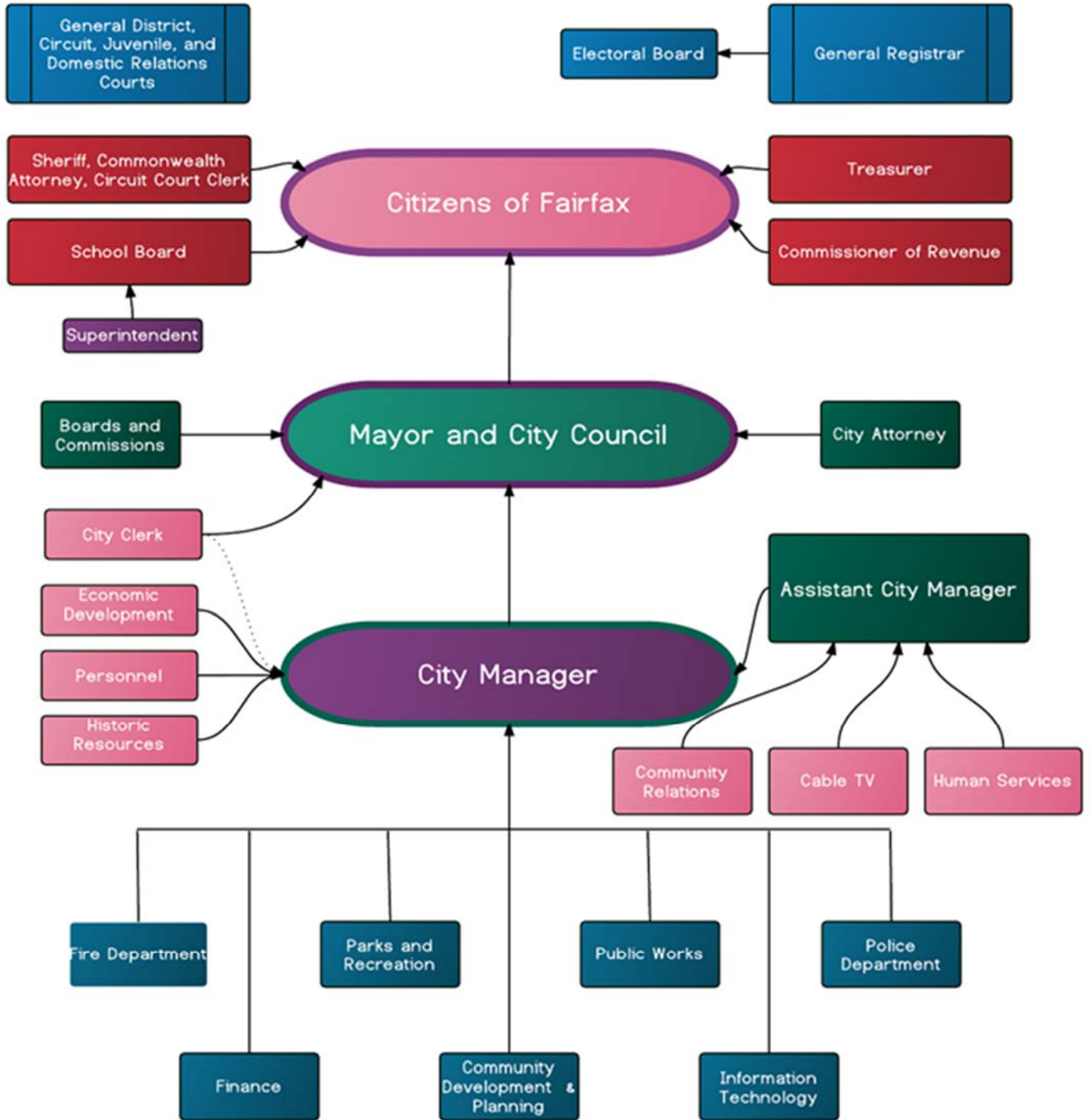
*R. Scott Silverthorne resigned as Mayor on August 11, 2016. He was replaced by former Councilmember Steven C. Stombres, who served as Interim Mayor until David L. Meyer was elected Mayor on February 7, 2017 in a special election.

**Daniel F. Drummond was appointed by the City Council to fill a vacant City Council seat created by the election of David Meyer as Mayor in February 2017. A special election will be held in September 2017 to elect a new councilmember.

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BUDGET SUMMARY

City of Fairfax, Virginia Organizational Chart



FY 2018 Adopted Budget – City of Fairfax, Virginia

Summary of Permanent Employee Positions				
Department	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
City Clerk	1.50	1.50	1.50	1.50
Electoral Board	2.50	2.50	2.50	2.50
City Manager	3.00	3.00	2.50	2.50
Personnel	4.00	4.00	4.00	4.00
Community Relations	1.00	1.00	1.00	1.00
Marketing	0.50	0.50	0.50	0.50
Cable TV	1.75	1.75	1.75	1.75
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	12.00	12.00	12.00
Finance & Accounting	7.50	7.50	7.50	8.50
Real Estate Assessment	5.00	5.00	5.00	5.00
Treasurer	7.75	7.75	7.75	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	80.00	80.00
Public Works	76.10	76.95	77.95	78.95
Social Services	0.62	0.62	0.62	0.62
Parks & Recreation	20.63	20.63	20.38	20.38
Historic Resources	3.95	3.95	3.95	3.95
Community Development & Planning	17.50	17.50	16.50	16.50
Economic Development	1.00	1.00	1.50	1.50
Education	1.85	1.85	1.85	1.85
Total General Fund	356.15	357.00	356.75	359.75
Wastewater Fund	9.20	8.35	8.35	8.35
Transit Fund	33.25	33.25	33.25	33.25
Stormwater Fund	0.70	0.70	0.70	0.70
Total Enterprise Funds	43.15	42.30	42.30	42.30
Total All Funds	399.30	399.30	399.05	402.05

FY 2018 Adopted Budget – City of Fairfax, Virginia

City of Fairfax and Fairfax County Contracts

Contract	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
School Tuition Contract	\$ 45,300,452	\$ 47,210,718	\$ 46,460,718	\$ 48,595,370	\$ 1,384,652	2.93%
Library Services	784,741	831,638	802,841	826,926	(4,712)	-0.57%
Joint Court Service	277,333	306,846	297,734	306,666	(180)	-0.06%
Juvenile and Domestic Court	473,870	485,451	503,652	517,632	32,181	6.63%
Commonwealth Attorney	100,275	117,712	116,220	119,707	1,995	1.69%
Court Services and Custody	1,889,209	1,709,259	1,876,510	1,910,869	201,610	11.80%
Fire and Rescue - Operations	180,761	194,000	194,000	194,000	-	0.00%
Refuse Disposal	426,394	450,000	450,000	372,000	(78,000)	-17.33%
Extension - County Agent	39,153	50,039	46,291	47,680	(2,359)	-4.71%
Community Services Board	1,510,434	1,691,995	1,614,654	1,755,153	63,158	3.73%
Social Services	1,856,363	1,762,012	1,772,903	1,824,449	62,437	3.54%
Health Services	1,174,205	1,285,076	1,268,818	1,306,883	21,807	1.70%
Total	\$ 54,013,190	\$ 56,094,746	\$ 55,404,341	\$ 57,777,334	\$ 1,682,588	3.00%

Category Summary

Education	45,300,452	47,210,718	46,460,718	48,595,370	1,384,652	2.93%
Non Education	8,712,738	8,884,028	8,943,623	9,181,964	297,936	3.35%
Total	\$ 54,013,190	\$ 56,094,746	\$ 55,404,341	\$ 57,777,334	\$ 1,682,588	3.00%

FY 2018 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	\$ 79,918,396				\$ 79,918,396
Other Local Taxes	35,168,012				35,168,012
Licenses, Permits & Fees	1,443,675				1,443,675
Fines & Forfeitures	1,590,500				1,590,500
Use of Money & Property	2,553,107		444,000		2,997,107
Charges for Services	3,315,420		6,933,799	551,500	10,800,719
Miscellaneous Revenue	379,200				379,200
State and Federal Aid	13,143,119	10,624,370		4,880,500	28,647,989
Transfers from Other Funds		6,966,494		1,681,987	8,648,481
Other Funding Sources	1,205,854	640,000	7,564,500		9,410,354
Use of Surplus/Appropriated Fund Bal	1,329,389				1,329,389
Total Revenue	\$ 140,046,671	\$ 18,230,864	\$ 14,942,299	\$ 7,113,987	\$ 180,333,821
Expenditures:					
Legislative	\$ 316,441				\$ 316,441
Judicial Administration	2,916,088				2,916,088
Electoral Board	312,154				312,154
General & Financial	9,757,981				9,757,981
Police Department	12,905,622				12,905,622
Fire & Rescue	14,173,595				14,173,595
Public Works	12,326,405				12,326,405
Social Services	6,206,090				6,206,090
Culture & Recreation	6,547,797				6,547,797
Community Development & Planning	2,606,832				2,606,832
Debt Service	1,606,498		1,870,224		3,476,722
Education	55,578,495				55,578,495
Interest & Uses - Capital Leases	4,461,435				4,461,435
Other Non-Departmental	(592,923)				(592,923)
Utility Service			4,272,186		4,272,186
Transit Service				7,113,987	7,113,987
Capital Projects	7,189,981	15,853,914	7,564,500		30,608,395
Transfer to Other Funds	3,734,181	(3,734,181)			-
Total Expenditures	\$ 140,046,671	\$ 12,119,732	\$ 13,706,910	\$ 7,113,987	\$ 172,987,302

Notes:

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

FY 2018 Adopted Budget – City of Fairfax, Virginia

Projected Fund / Cash Balance - All Funds

	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
General Fund				
Beginning Fund Balance	\$ 13,264,477	\$ 14,975,787	\$ 15,244,854	\$ 15,903,141
Surplus / Appropriated Fund Balance	-	1,369,539	-	1,329,389
Revenues - Non Fund Balance	132,495,591	134,145,593	136,233,004	138,717,282
Total Revenues	132,495,591	135,515,132	136,233,004	140,046,671
Expenditures	131,025,200	135,515,132	135,574,717	140,046,671
Less Encumbrances	509,986	-	-	(500,000)
Ending Fund Balance - Unassigned	\$ 15,244,854	\$ 13,606,248	\$ 15,903,141	\$ 14,073,752
Wastewater Fund				
Beginning Cash Balance	\$ 12,378,116	\$ 15,535,501	\$ 13,221,638	\$ 14,348,714
Revenues	6,831,097	12,617,676	12,882,175	14,942,299
Expenses	5,987,575	11,717,660	11,755,100	13,706,910
Transfer In	-	-	-	-
Ending Cash Balance	\$ 13,221,638	\$ 16,435,517	\$ 14,348,714	\$ 15,584,102
Transit Fund				
Beginning Cash Balance	\$ 295,483	\$ 2,474	\$ 18,572	\$ 56,092
Revenues	6,077,728	7,256,273	7,484,920	7,113,987
Expenses	6,354,639	7,256,274	7,447,400	7,113,987
General Fund Transfer	-	-	-	-
Ending Cash Balance	\$ 18,572	\$ 2,473	\$ 56,092	\$ 56,092
Stormwater Fund				
Beginning Fund Balance	\$ 758,551	\$ 222,731	\$ 665,303	\$ 911,141
Revenues	1,675,403	1,896,090	1,963,678	1,813,761
Expenses	1,768,651	2,053,733	1,717,840	1,901,621
Less: Committed Fund Balance	-	-	-	(823,281)
Ending Fund Balance	\$ 665,303	\$ 65,088	\$ 911,141	\$ -
Old Town Fund				
Beginning Fund Balance	\$ 959,365	\$ 10,500	\$ 598,848	\$ 600,025
Revenues	209,864	190,651	194,677	200,936
Expenses	515,346	193,500	193,500	485,936
Less: Committed Fund Balance	(55,035)	-	-	(315,025)
Ending Fund Balance	\$ 598,848	\$ 7,651	\$ 600,025	\$ -
Transportation Tax Fund				
Beginning Fund Balance	\$6,560,330	\$ 4,065,695	\$ 8,570,963	\$ 6,331,143
Revenues	6,367,467	4,544,571	4,604,152	4,715,297
Expenses	4,356,834	6,843,972	6,843,972	2,491,987
Ending Fund Balance	\$8,570,963	\$ 1,766,294	\$ 6,331,143	\$ 8,554,453
Cable TV Fund				
Beginning Fund Balance	\$ 250,499	\$ 307,554	\$ 376,202	\$ 267,202
Revenues	243,449	200,000	241,000	236,500
Expenses	117,746	350,000	350,000	240,000
Less: Committed Fund Balance	-	-	-	-
Ending Fund Balance	\$ 376,202	\$ 157,554	\$ 267,202	\$ 263,702

Comments on Projected Fund Balance - All Funds

General Fund:

The City projects balanced budgets in both the adopted FY 2017 budget and the adopted FY 2018 budget, which is largely the result of revenues generated by the slight improvement in Real Estate market, improved Personal Property Tax collections, FEMA reimbursements, increase in School State Aid and increase in Classroom Rental Fee. Surplus unassigned fund balance in the amount of \$1,329,389 will be used in FY 2018 to balance the General Fund budget. The result is a projected ending fund balance for June 30, 2018 of \$14.1m (10.0%) of General Fund expenditures.

Water & Wastewater Funds:

In FY 2008 and FY 2011, the City financed \$5m and \$24m respectively in bond financing for water and wastewater capital projects. The debt financing is structured to meet the City's water and wastewater capital needs and help grow cash reserves to proper industry recommended levels. 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 2017 adopted budget included a recommended 10% rate increase as does the FY 2018 adopted budget for the Wastewater Fund. The Wastewater Fund rate increase is necessary due to additional costs associated with the City's portion of capital improvements mandated at the Fairfax County Wastewater Treatment Plant (where the City's wastewater is treated) and improvement projects for the collection system and 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 Commercial & Industrial Transportation Tax Fund.

Stormwater Fund:

The FY 2018 adopted budget reflects 2.50 cents, an increase of .25¢, (equivalent to approximately \$1.5m) on the real estate tax rate dedicated to fund Stormwater projects. Expenditures of \$1.9m have been approved for improvements relating to Stormwater infrastructure.

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 cents per \$100 of assessed value of real property and improvements.

Comments on Projected Fund Balance - All Funds Continued

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 7.5¢ per \$100 of assessed value for FY 2016 and 9.5¢ per \$100 of assessed value for FY 2017. For FY 2018, the rate increases to 10.5¢ 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 all fund balance carried forward is to be used solely for transportation purposes. A preliminary set of projects has been approved by the City Council and are currently in the design and right-of-way acquisition phase.

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 FY2018, 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 cents 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).

A transfer of \$257,581 in excess proceeds from the sale of the City's water utility assets will allow the City to maximize the allocation of the NVTA 30% monies available under HB2313.

FY 2018 Adopted Budget – City of Fairfax, Virginia

All Funds Summary - Revenues

	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
General Fund Revenues				
General Property Tax	\$ 75,476,729	\$ 76,650,469	\$ 78,338,022	\$ 79,918,396
Other Local Taxes	34,551,515	35,422,637	35,036,197	35,168,012
Licenses, Permits & Fees	1,341,098	1,575,375	1,684,875	1,443,675
Fines & Forfeitures	1,232,773	1,401,300	1,256,250	1,590,500
Use of Money & Property	2,661,993	2,197,955	2,253,334	2,553,107
Charges for Services	3,387,913	3,305,663	3,312,646	3,315,420
Miscellaneous Revenue	246,835	279,017	349,386	379,200
State and Federal Aid	12,101,966	12,215,039	12,932,953	13,143,119
Other Financing Sources	1,494,767	1,098,138	1,069,341	1,205,854
Appropriated Fund Balance	-	1,369,539	-	1,329,389
Total General Fund Revenues	132,495,591	135,515,132	136,233,004	140,046,671
Wastewater				
Operating Revenue	6,051,875	6,095,710	6,324,209	6,608,799
Availability Charges	351,090	325,000	325,000	325,000
Other Revenues	428,132	397,966	433,966	444,000
Other Financing Sources	-	5,799,000	5,799,000	7,564,500
Total Wastewater	6,831,097	12,617,676	12,882,175	14,942,299
Transit				
Daily Receipts	527,783	550,000	550,000	550,000
Miscellaneous	4,888	9,000	6,000	1,500
State Revenues (NVTC)	728,000	828,000	828,000	728,000
DRPT Revenues	2,317,305	3,173,353	3,405,000	3,402,500
George Mason University	750,000	750,000	750,000	750,000
Transfers In	1,749,752	1,945,920	1,945,920	1,681,987
General Fund Support	-	-	-	-
Total Transit	6,077,728	7,256,273	7,484,920	7,113,987
Other Funds				
Stormwater Fund	1,675,403	1,896,090	1,963,678	1,813,761
Transportation Tax Fund	6,367,467	4,544,571	4,604,152	4,715,297
Old Town Fund	209,864	190,651	194,677	200,936
Cable Fund	243,449	241,000	241,000	236,500
Capital Fund (outside sources)	26,982,121	5,852,552	21,085,598	11,264,370
Total Other Funds	35,478,303	12,724,864	28,089,106	18,230,864
Total Revenues	\$ 180,882,720	\$ 168,113,945	\$ 184,689,205	\$ 180,333,821

Totals may vary due to immaterial rounding

FY 2018 Adopted Budget – City of Fairfax, Virginia

All Funds Summary - Expenditures				
	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
General Fund Expenditures				
Legislative	\$ 245,332	\$ 275,730	\$ 284,139	\$ 316,441
Judicial Administration	2,760,268	2,680,483	2,855,331	2,916,088
Electoral Board	262,843	277,653	298,211	312,154
General & Financial	8,827,143	9,045,240	9,128,403	9,757,981
Police Department	11,479,277	12,236,121	12,364,133	12,905,622
Fire & Rescue	13,280,819	13,280,588	14,254,025	14,173,595
Public Works	11,554,148	11,836,739	11,889,444	12,326,405
Social Services	5,794,872	6,074,110	5,957,525	6,206,090
Culture & Recreation	6,241,211	6,142,459	6,306,681	6,547,797
Community Development & Planning	2,132,379	2,505,100	2,516,969	2,606,832
Debt Service	1,647,467	1,606,406	1,606,406	1,606,498
Education	52,940,376	54,795,320	54,053,312	55,578,495
Interest and Uses - Capital Leases	4,762,942	4,830,674	4,830,674	4,461,435
Other Non Departmental	183,175	150,237	(472,174)	(592,923)
Fund Transfers	8,912,947	9,778,272	9,701,640	10,924,162
Total General Fund Expenditures	131,025,200	135,515,132	135,574,717	140,046,671
Wastewater				
County Wastewater Contract	2,453,470	2,100,000	2,100,000	2,137,585
Capital Improvements	330,406	5,799,000	5,799,000	7,564,500
Line Maintenance	896,020	1,038,547	1,040,208	1,103,040
Administration & Engineering	957,441	913,164	948,942	1,031,561
Debt Service	1,350,238	1,866,949	1,866,949	1,870,224
Total Wastewater	5,987,575	11,717,660	11,755,100	13,706,910
Transit	6,354,639	7,256,274	7,447,400	7,113,987
Other Funds				
Stormwater Fund	1,768,651	2,053,733	1,717,840	1,901,621
Transportation Tax Fund	4,356,834	6,843,972	6,843,972	2,491,987
Old Town Fund	83,704	193,500	193,500	485,936
Cable Fund	117,746	350,000	350,000	240,000
Capital Funding (outside sources)	26,982,121	5,852,552	14,972,275	10,734,370
Total Other Funds	33,309,056	15,293,757	24,077,587	15,853,914
Less Fund Transfers	(2,939,402)	(3,287,105)	(3,468,187)	(3,734,181)
Total Expenditures	\$ 173,737,068	\$ 166,495,718	\$ 175,386,618	\$ 172,987,301

Totals may vary due to immaterial rounding

FY 2018 Adopted Budget – City of Fairfax, Virginia

General Fund - Summary of Revenues and Expenditures

	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Revenues				
General Property Tax	\$ 75,476,729	\$ 76,650,469	\$ 78,338,022	\$ 79,918,396
Other Local Taxes	34,551,515	35,422,637	35,036,197	35,168,012
Licenses, Permits & Fees	1,341,098	1,575,375	1,684,875	1,443,675
Fines & Forfeitures	1,232,773	1,401,300	1,256,250	1,590,500
Use of Money & Property	2,661,993	2,197,955	2,253,334	2,553,107
Charges for Services	3,387,913	3,305,663	3,312,646	3,315,420
Miscellaneous Revenue	246,835	279,017	349,386	379,200
State and Federal Aid	12,101,966	12,215,039	12,932,953	13,143,119
Other Financing Sources	1,494,767	1,098,138	1,069,341	1,205,854
Use of Surplus/Appropriated Fund Bal	-	1,369,539	-	1,329,389
Total Revenues	\$ 132,495,591	\$ 135,515,132	\$ 136,233,004	\$ 140,046,671
Expenditures				
Legislative	\$ 245,332	\$ 275,730	\$ 284,139	\$ 316,441
Judicial Administration	2,760,268	2,680,483	2,855,331	2,916,088
Electoral Board	262,843	277,653	298,211	312,154
General & Financial	8,827,143	9,045,240	9,128,403	9,757,981
Police Department	11,479,277	12,236,121	12,364,133	12,905,622
Fire & Rescue	13,280,819	13,280,588	14,254,025	14,173,595
Public Works	11,554,148	11,836,739	11,889,444	12,326,405
Social Services	5,794,872	6,074,110	5,957,525	6,206,090
Culture & Recreation	6,241,211	6,142,459	6,306,681	6,547,797
Community Development & Planning	2,132,379	2,505,100	2,516,969	2,606,832
Debt Service	1,647,467	1,606,406	1,606,406	1,606,498
Education	52,940,376	54,795,320	54,053,312	55,578,495
Interest and Uses - Capital Leases	4,762,942	4,830,674	4,830,674	4,461,435
Other Non Departmental	183,175	150,237	(472,174)	(592,923)
Transfer to CIP	5,973,545	6,491,167	6,233,453	7,189,981
Transfer to Stormwater	1,187,098	1,321,090	1,388,678	1,488,761
Transfer to Old Town Dist.	194,658	190,651	194,677	200,936
Transfer to Trans. R/E Tax Fund	1,557,646	1,775,364	1,884,831	2,044,484
Total Expenditures	\$ 131,025,200	\$ 135,515,132	\$ 135,574,717	\$ 140,046,671

FY 2018 Adopted Budget – City of Fairfax, Virginia

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

	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Revenues				
Real Estate Revenues	\$ 64,428,876	\$ 65,784,469	\$ 66,521,659	\$ 67,951,048
Personal Property	11,047,853	10,866,000	11,816,363	11,967,348
Other Local Taxes	34,551,515	35,422,637	35,036,197	35,168,012
Licenses, Permits, and Fees	1,341,098	1,575,375	1,684,875	1,443,675
Fines and Forfeitures	1,232,773	1,401,300	1,256,250	1,590,500
Use of Money and Property	2,661,993	2,197,955	2,253,334	2,553,107
Charges for Services	3,387,913	3,305,663	3,312,646	3,315,420
Miscellaneous Revenue	246,835	279,017	349,386	379,200
State Revenue	11,719,270	11,878,216	11,904,766	12,418,817
Federal Revenue	382,697	336,823	1,028,187	724,301
Other Financing Sources	1,494,767	1,098,138	1,069,341	1,205,854
Appropriated Fund Balance	-	1,369,539	-	1,329,389
Total Revenues	\$ 132,495,591	\$ 135,515,132	\$ 136,233,004	\$ 140,046,671
Expenditures				
Compensation	\$ 31,415,406	\$ 32,021,805	\$ 32,350,413	\$ 33,485,070
Fringe Benefits	12,188,127	12,323,969	12,362,568	13,033,524
Non Education County Contracts	8,712,738	8,884,028	8,943,623	9,181,964
Transfer to Other Funds (Storm, DT, Trans Tax)	2,939,402	3,287,105	3,468,187	3,734,181
Senior Tax Relief	1,011,698	1,026,385	1,027,085	1,040,745
Education:				
Tuition Contract	45,300,452	47,210,718	46,460,718	48,595,370
School Debt Service	6,145,440	6,093,660	6,093,660	5,880,743
School Capital Lease	582,482	582,701	582,701	173,655
General Debt Service	1,647,467	1,606,406	1,606,406	1,606,498
General Capital Lease	4,762,942	4,830,674	4,830,674	4,461,435
Capital Budget - GF Transfer	5,973,545	6,491,167	6,233,453	7,189,981
Other (Contracts, Fuels, Utilities, Supplies, etc.)	10,345,501	11,156,514	11,615,230	11,663,505
Total Expenditures	\$ 131,025,200	\$ 135,515,132	\$ 135,574,717	\$ 140,046,671

FY 2018 Adopted Budget – City of Fairfax, Virginia

General Fund Expenditure Summary by Cost Center

Agency Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Legislative						
City Council	\$ 70,136	\$ 95,737	\$ 104,050	\$ 128,276	\$ 32,539	33.99%
City Clerk	175,196	179,993	180,089	188,166	8,173	4.54%
Total Legislative	\$ 245,332	\$ 275,730	\$ 284,139	\$ 316,441	\$ 40,711	14.76%
Judicial Administration						
General District Court	\$ 19,581	\$ 61,215	\$ 61,215	\$ 61,215	\$ -	0.00%
Joint Court Service	277,333	306,846	297,734	306,666	(180)	-0.06%
Juvenile & Domestic Court	473,870	485,451	503,652	517,632	32,181	6.63%
Commonwealth Attorney	100,275	117,712	116,220	119,707	1,995	1.69%
Court Services & Custody	1,889,209	1,709,259	1,876,510	1,910,869	201,610	11.80%
Total Judicial Administration	\$ 2,760,268	\$ 2,680,483	\$ 2,855,331	\$ 2,916,088	\$ 235,605	8.79%
Electoral Board						
Electoral Board	\$ 262,843	\$ 277,653	\$ 298,211	\$ 312,154	\$ 34,501	12.43%
General & Financial						
City Manager	\$ 498,699	\$ 525,570	\$ 527,024	\$ 549,586	\$ 24,016	4.57%
Economic Development	418,976	342,115	385,236	575,201	233,086	68.13%
City Attorney	430,154	446,130	438,795	420,618	(25,512)	-5.72%
Public Audit of Accounts	76,392	75,464	75,464	75,464	(0)	0.00%
Personnel	667,599	706,858	657,067	713,941	7,083	1.00%
Community Relations	191,764	180,954	182,954	186,171	5,217	2.88%
Cable TV	246,083	263,708	278,125	282,882	19,174	7.27%
Risk Management	261,317	279,946	279,946	257,587	(22,359)	-7.99%
Telephone	97,587	119,480	119,480	103,896	(15,584)	-13.04%
Information Technology	2,135,394	2,225,007	2,260,608	2,337,582	112,575	5.06%
Printing & Office Supplies	237,922	255,455	239,119	263,497	8,042	3.15%
Fleet Maintenance	43,605	-	-	(28,258)	(28,258)	0.00%
Finance	835,099	844,941	857,783	992,751	147,810	17.49%
Real Estate	637,267	644,747	649,371	679,328	34,581	5.36%
Treasurer	829,553	884,549	907,873	1,020,719	136,170	15.39%
Commissioner of Revenue	1,069,527	1,090,449	1,109,691	1,157,717	67,268	6.17%
Retirement Expenses	128,750	132,200	132,200	144,300	12,100	9.15%
Pool Maintenance	21,455	27,667	27,667	25,000	(2,667)	-9.64%
Total General and Financial	\$ 8,827,143	\$ 9,045,240	\$ 9,128,403	\$ 9,757,981	\$ 712,741	7.88%
Police						
Police Administration	\$ 1,181,008	\$ 1,304,730	\$ 1,286,633	\$ 1,383,464	\$ 78,734	6.03%
Technical Services	3,490,655	4,401,944	4,120,874	4,241,364	(160,580)	-3.65%
Field Operations	6,807,614	6,529,447	6,956,626	7,280,794	751,347	11.51%
Total Police	\$ 11,479,277	\$ 12,236,121	\$ 12,364,133	\$ 12,905,622	\$ 669,501	5.47%

FY 2018 Adopted Budget – City of Fairfax, Virginia

General Fund Expenditure Summary by Cost Center

Agency Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Fire & Rescue						
Administration	\$ 1,417,750	\$ 1,577,578	\$ 1,773,755	\$ 1,673,098	\$ 95,520	6.05%
Fire Operations	10,209,616	9,947,527	10,596,815	10,532,313	584,786	5.88%
Code Administration	<u>1,653,453</u>	<u>1,755,483</u>	<u>1,883,455</u>	<u>1,968,184</u>	<u>212,701</u>	<u>12.12%</u>
Total Fire & Rescue	\$ 13,280,819	\$ 13,280,588	\$ 14,254,025	\$ 14,173,595	\$ 893,007	6.72%
Public Works						
Asphalt & Concrete Maint.	\$ 1,861,434	\$ 1,914,345	\$ 2,018,631	\$ 2,204,326	\$ 289,981	15.15%
Snow Removal	597,344	488,795	350,645	353,731	(135,064)	-27.63%
Storm Drainage	751,223	862,468	848,073	907,773	45,305	5.25%
Signs, Signal, and Lighting	2,052,479	2,044,095	2,087,802	2,119,155	75,060	3.67%
Refuse Collection	2,655,255	2,832,331	2,928,300	2,987,461	155,130	5.48%
Facility Maintenance	1,588,164	1,689,735	1,708,962	1,756,892	67,157	3.97%
R.O.W. & Grounds	1,040,007	1,104,967	1,114,641	1,091,284	(13,683)	-1.24%
Administration	<u>1,008,242</u>	<u>900,003</u>	<u>832,391</u>	<u>905,782</u>	<u>5,779</u>	<u>0.64%</u>
Total Public Works	\$ 11,554,148	\$ 11,836,739	\$ 11,889,444	\$ 12,326,405	\$ 489,666	4.14%
Social Services						
Health Department	\$ 1,174,205	\$ 1,285,076	\$ 1,268,818	\$ 1,306,883	\$ 21,807	1.70%
Commission for Women	1,209	1,125	1,125	1,725	600	53.33%
Community Services Board	1,510,434	1,691,995	1,614,654	1,755,153	63,158	3.73%
Tax Relief	1,011,698	1,026,385	1,027,085	1,040,745	14,360	1.40%
Human Services Coordinator	116,507	122,378	121,549	123,855	1,477	1.21%
Social Services	1,941,666	1,897,112	1,878,003	1,930,049	32,937	1.74%
County Agent	<u>39,153</u>	<u>50,039</u>	<u>46,291</u>	<u>47,680</u>	<u>(2,359)</u>	<u>-4.71%</u>
Total Social Services	\$ 5,794,872	\$ 6,074,110	\$ 5,957,525	\$ 6,206,090	\$ 131,980	2.17%
Culture and Recreation						
Administration	\$ 2,416,859	\$ 1,929,467	\$ 2,069,846	\$ 2,146,868	\$ 217,401	11.27%
Special Events	517,958	683,648	686,443	717,274	33,626	4.92%
Facilities	326,585	540,411	560,906	567,170	26,759	4.95%
Park/Ballfield Maintenance	1,420,621	1,371,449	1,379,345	1,448,372	76,923	5.61%
Marketing	154,171	177,144	182,944	190,823	13,679	7.72%
Library	784,741	831,638	802,841	826,926	(4,712)	-0.57%
Historic Resources	<u>620,276</u>	<u>608,702</u>	<u>624,355</u>	<u>650,364</u>	<u>41,662</u>	<u>6.84%</u>
Total Culture and Recreation	\$ 6,241,211	\$ 6,142,459	\$ 6,306,681	\$ 6,547,797	\$ 405,338	6.60%
Community Development and Planning						
Planning & Design Review	\$ 1,238,667	\$ 1,504,180	\$ 1,363,273	\$ 1,352,033	\$ (152,147)	-10.11%
Current Planning	<u>893,712</u>	<u>1,000,920</u>	<u>1,153,696</u>	<u>1,254,799</u>	<u>253,879</u>	<u>25.36%</u>
Total CD & P	\$ 2,132,379	\$ 2,505,100	\$ 2,516,969	\$ 2,606,832	\$ 101,732	4.06%

FY 2018 Adopted Budget – City of Fairfax, Virginia

General Fund Expenditure Summary by Cost Center

Agency Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Education						
School Board	\$ 892,002	\$ 888,241	\$ 896,233	\$ 908,727	\$ 20,486	2.31%
Tuition	45,300,452	47,210,718	46,460,718	48,595,370	1,384,652	2.93%
Capital Outlay	20,000	20,000	20,000	20,000	-	0.00%
School - Interest on Leases	170,022	157,121	157,121	98,215	(58,906)	-37.49%
School - Uses from Leases	412,460	425,580	425,580	75,440	(350,140)	-82.27%
School Debt Service	6,145,440	6,093,660	6,093,660	5,880,743	(212,917)	-3.49%
Total Education	\$ 52,940,376	\$ 54,795,320	\$ 54,053,312	\$ 55,578,495	\$ 783,175	1.43%
Debt Service						
General Debt Service	\$ 1,647,467	\$ 1,606,406	\$ 1,606,406	\$ 1,606,498	\$ 92	0.01%
Non-Departmental						
Interest on Leases	\$ 1,859,469	\$ 1,806,373	\$ 1,806,373	\$ 1,677,413	\$ (128,960)	-7.14%
Uses From Leases	2,903,473	3,024,301	3,024,301	2,784,022	(240,279)	-7.94%
Regional Agencies	168,175	166,227	174,281	173,564	7,337	4.41%
Salary Vacancy	-	(43,724)	(674,189)	(679,139)	(635,415)	-1453.24%
Reserve / Budget Cut	15,000	27,734	27,734	(87,348)	(115,082)	-414.95%
Capital Budget	5,973,545	6,491,167	6,233,453	7,189,981	698,814	10.77%
Transfer to Other Funds	2,939,402	3,287,105	3,468,187	3,734,181	447,076	13.60%
Total Non-Departmental	\$ 13,859,064	\$ 14,759,183	\$ 14,060,139	\$ 14,792,674	\$ 33,491	0.23%
Total General Fund Expenditures	\$ 131,025,200	\$ 135,515,132	\$ 135,574,717	\$ 140,046,671	\$ 4,531,539	3.34%

FY 2018 Adopted Budget – City of Fairfax, Virginia

History of General Fund Revenues by Category

Category	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	2018 Adopted
Real Estate	\$ 47,677,911	\$ 49,386,587	\$ 49,960,103	\$ 51,075,000	\$ 57,072,395	\$ 59,505,606	\$ 61,441,513	\$ 64,699,575	\$ 66,782,659	\$ 68,211,048
Personal Property	11,070,647	9,782,686	9,976,554	9,944,909	10,377,334	10,243,702	10,171,214	10,777,155	11,555,363	11,707,348
Sales Tax	8,831,494	10,644,035	9,907,063	10,200,696	10,263,955	11,580,673	11,181,816	11,283,271	11,475,000	11,589,000
BPOL	8,375,551	7,485,808	8,151,072	8,554,669	8,932,634	8,709,712	8,740,824	8,838,556	8,900,000	8,930,000
Meals Tax	4,634,109	4,654,170	4,938,869	5,252,922	5,553,975	5,703,399	5,771,329	5,918,534	6,000,000	6,000,000
Other Local Taxes	7,226,450	7,687,009	8,036,140	8,560,379	8,384,251	8,375,385	8,543,760	8,511,155	8,661,197	8,649,012
Licenses, Permits, and Fees	1,065,386	1,299,114	1,230,352	1,540,689	1,408,601	1,434,496	1,300,349	1,341,098	1,684,875	1,443,675
Fines & Forfeitures	873,594	919,482	1,041,172	1,288,331	1,148,262	1,113,719	1,233,802	1,232,773	1,256,250	1,590,500
Use of Money & Property	2,298,050	1,965,922	1,866,897	1,947,934	2,162,378	2,696,575	2,725,994	2,661,993	2,253,334	2,553,107
Charges for Services	2,424,216	2,507,399	2,878,252	3,176,925	3,249,168	3,049,479	3,304,373	3,387,913	3,312,646	3,315,420
Intergovernmental	11,033,810	10,878,733	10,358,222	10,837,393	11,318,838	11,480,641	11,854,303	12,101,966	12,932,953	13,143,119
Other Financing Sources / Misc.	3,070,983	4,513,438	1,076,776	1,245,630	1,152,263	1,043,308	1,460,877	1,741,602	1,418,727	1,585,054
Appropriated Fund Balance	1,413,440	(1,125,407)	282,265	1,926,941	(1,742,683)	1,260,278	1,164,306	(1,470,391)	(658,287)	1,329,389
Total Revenue	\$109,995,641	\$110,598,976	\$109,703,737	\$115,552,418	\$119,281,371	\$ 126,196,973	\$128,894,460	\$131,025,200	\$135,574,717	\$140,046,671

FY 2018 Adopted Budget – City of Fairfax, Virginia

History of General Fund Expenditures by Department

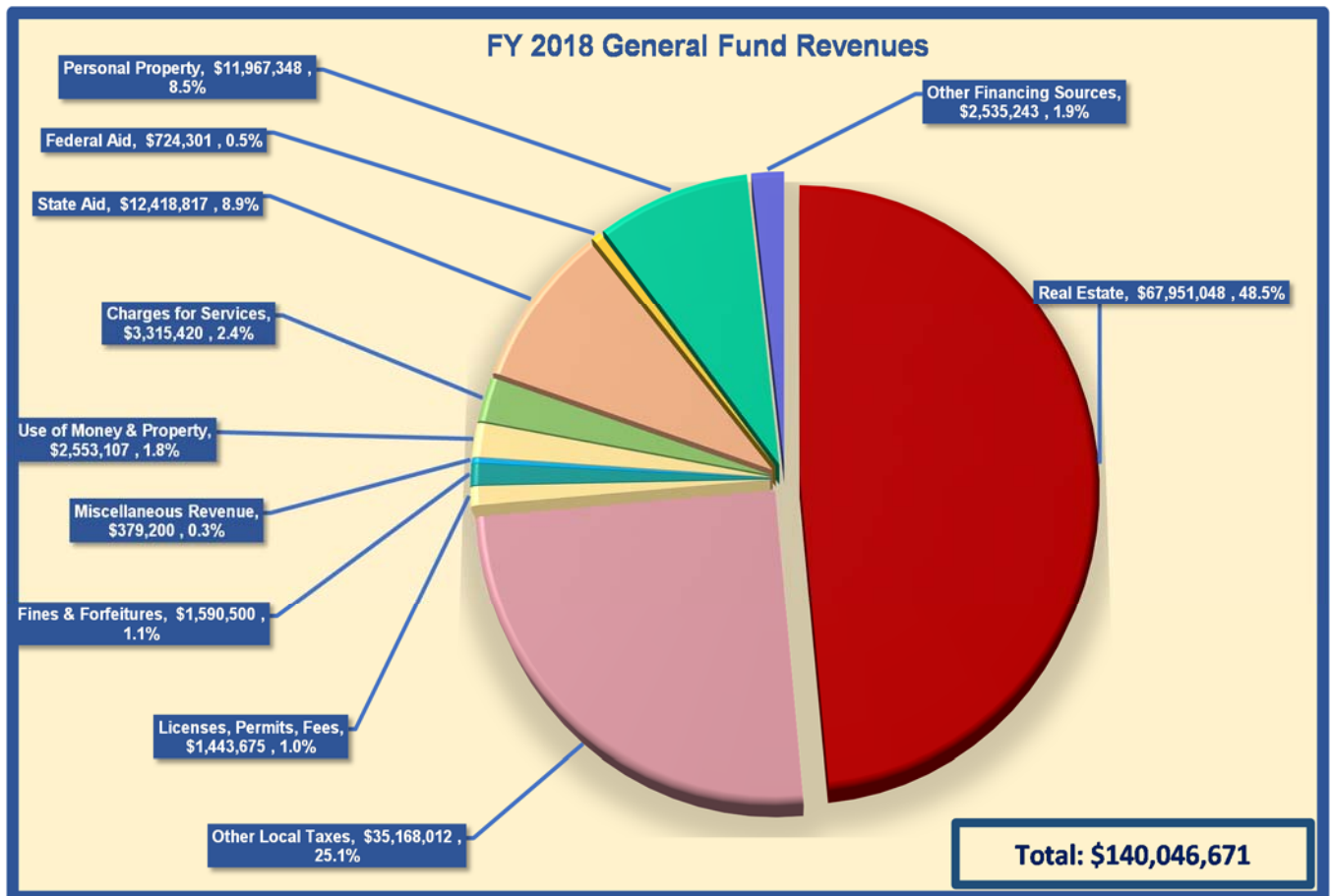
Category	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2018 Adopted
Legislative	\$ 192,312	\$ 179,536	\$ 191,402	\$ 173,874	\$ 224,144	\$ 230,344	\$ 253,490	\$ 245,332	\$ 284,139	\$ 316,441
Judicial Administration	1,801,818	2,035,451	1,812,456	2,002,629	2,063,179	2,523,536	2,619,067	2,760,268	2,855,331	2,916,088
Electoral	150,070	148,191	132,424	153,764	219,437	223,474	218,114	262,843	298,211	312,154
General Government	6,562,917	6,259,272	6,512,592	6,691,588	6,772,441	6,783,080	8,401,562	8,827,143	9,128,403	9,757,981
Police	10,390,904	10,431,371	10,413,039	10,802,452	11,219,396	12,116,608	11,894,981	11,479,277	12,364,133	12,905,622
Fire	11,208,916	11,097,471	11,517,467	11,425,326	11,886,181	13,130,471	13,430,593	13,280,819	14,254,025	14,173,595
Public Works	10,561,599	10,469,030	10,296,840	10,615,805	11,135,575	11,662,603	12,028,378	11,554,148	11,889,444	12,326,405
Social Services	4,716,996	4,787,158	4,666,290	4,757,820	5,139,750	5,243,811	5,541,941	5,794,872	5,957,525	6,206,090
Culture and Recreation	4,423,151	4,359,702	4,680,062	5,053,562	5,186,835	5,469,026	5,981,666	6,241,211	6,306,681	6,547,797
Planning & Development	1,842,842	1,839,384	1,902,438	2,012,348	1,864,014	1,926,060	2,127,517	2,132,379	2,516,969	2,606,832
Education	46,390,831	45,504,869	46,428,547	48,908,083	51,262,702	52,628,494	53,813,860	52,940,376	54,053,312	55,578,495
Transfer to Other Funds	4,367,298	6,045,589	3,586,327	5,230,436	4,834,425	7,645,848	6,908,270	8,912,947	9,701,640	10,924,162
Other	7,385,987	7,441,952	7,563,853	7,724,731	7,473,292	6,613,618	5,675,021	6,593,584	5,964,906	5,475,011
Total Expenditures	\$ 109,995,641	\$ 110,598,976	\$ 109,703,737	\$ 115,552,418	\$ 119,281,371	\$ 126,196,973	\$ 128,894,460	\$ 131,025,200	\$ 135,574,717	\$ 140,046,671

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GENERAL FUND REVENUE OVERVIEW

FY 2018 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 2018 Adopted Budget.



The Use of Undesignated Fund Balance in the amount of **\$1,329,389** is funded by the estimated FY 2017 Unassigned General Fund Balance. The ending Unassigned General Fund Balance is equal to approximately **10.0 percent (\$14.1m)** of adopted General Fund expenditures.

FY 2018 Adopted Budget – City of Fairfax, Virginia

General Fund Revenue Summary

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
General Property Taxes							
311110	Real Estate Current December	\$ 29,205,553	\$ 29,589,976	30,224,278	\$ 30,407,182	\$ 817,206	2.76%
311111	Real Estate Current June	29,660,805	30,567,694	30,520,194	31,227,520	659,826	2.16%
311112	Real Estate Old Town - June	96,938	92,877	97,952	97,952	5,075	5.46%
311113	Delinquent Real Estate	1,095,112	876,692	750,000	889,165	12,473	1.42%
311114	Real Estate Old Town - December	94,430	92,877	95,326	97,952	5,075	5.46%
311116	Delinquent R/E Old Town District	3,290	4,898	1,400	5,033	135	2.76%
311119	Delinquent R/E Commercial	23,653	52,375	25,000	58,586	6,211	11.86%
311120	Stormwater Fund Tax	1,187,098	1,321,090	1,388,678	1,488,761	167,671	12.69%
311121	Comm. Real Estate Tax Rate Trans. - June	880,338	879,391	977,563	1,008,336	128,945	14.66%
311122	Comm. Real Estate Tax Rate Trans. - Dec	677,308	843,599	882,268	977,563	133,964	15.88%
311210	Personal Property Current	10,337,959	10,100,000	10,875,363	10,875,363	775,363	7.68%
311213	Delinquent Personal Property	439,383	496,000	680,000	831,985	335,985	67.74%
311311	PSC R/E Current	1,068,730	1,050,000	1,050,000	1,125,000	75,000	7.14%
311312	PSC PP Current	270,511	270,000	261,000	260,000	(10,000)	-3.70%
311313	PSC R/E Delinquent	(187)	-	-	-	-	0.00%
311410	Penalties on Delinquent Taxes	314,108	300,000	356,000	388,000	88,000	29.33%
311411	Interest on Delinquent Taxes	121,701	113,000	153,000	180,000	67,000	59.29%
Total General Property Taxes		\$ 75,476,729	\$ 76,650,469	\$ 78,338,022	\$ 79,918,396	\$ 3,267,929	4.26%
Other Local Taxes							
312010	Local Sales & Use Tax	\$ 11,283,271	\$ 11,600,000	\$ 11,475,000	\$ 11,589,000	\$ (11,000)	-0.09%
312011	Consumers Utility Tax	1,660,434	1,700,000	1,625,000	1,600,000	(100,000)	-5.88%
312012	Business & Occupational Licenses	8,838,556	8,780,000	8,900,000	8,930,000	150,000	1.71%
312013	Motor Vehicle Licenses	611,018	613,000	700,000	700,000	87,000	14.19%
312014	Recordation Tax	520,154	450,000	450,000	500,000	50,000	11.11%
312015	Bank Stock Tax	1,862,232	1,850,000	1,899,500	1,899,500	49,500	2.68%
312016	Tobacco Tax	853,890	819,637	883,697	839,512	19,875	2.42%
312017	Transient Lodging Tax	699,177	1,100,000	800,000	800,000	(300,000)	-27.27%
312018	Meals Tax	5,918,534	6,000,000	6,000,000	6,000,000	-	0.00%
312020	911 Emergency Tax	-	-	-	-	-	0.00%
312021	Consumption Tax	103,131	110,000	103,000	110,000	-	0.00%
312024	Communication Taxes	2,201,119	2,400,000	2,200,000	2,200,000	(200,000)	-8.33%
Total Other Local Taxes		\$ 34,551,515	\$ 35,422,637	\$ 35,036,197	\$ 35,168,012	\$ (254,625)	-0.72%

FY 2018 Adopted Budget – City of Fairfax, Virginia

General Fund Revenue Summary

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Licenses, Permits & Fees							
313202	Building Permits	\$ 260,038	\$ 285,000	\$ 315,000	\$ 230,000	\$ (55,000)	-19.30%
313203	Electrical Permits	106,025	118,000	143,000	100,000	(18,000)	-15.25%
313204	Plumbing Permits	38,576	83,000	93,000	80,000	(3,000)	-3.61%
313205	Mechanical Permits	103,124	123,000	173,000	100,000	(23,000)	-18.70%
313206	Elevator Inspection	50,276	55,000	60,000	58,000	3,000	5.45%
313225	Rental Housing Occupancy	3,100	2,000	2,000	2,000	-	0.00%
313226	Fire Marshal Permit	98,055	85,000	90,000	90,000	5,000	5.88%
313227	Fire Protection System Permit	21,426	43,000	58,000	40,000	(3,000)	-6.98%
313231	Fire Marshal Development Fees	15,333	12,000	13,000	15,000	3,000	25.00%
313233	Public Safety Fee	38,699	45,000	45,000	45,000	-	0.00%
313234	Reinspection Fees	-	1,500	3,000	2,500	1,000	66.67%
313308	Sign Permits	17,520	18,375	18,375	18,375	-	0.00%
313309	Occupancy Permits	25,185	33,600	33,600	36,200	2,600	7.74%
313310	Soil & Erosion Fees	12,025	11,550	11,550	11,550	-	0.00%
313323	Zoning Fees	32,000	63,000	85,000	83,100	20,100	31.90%
313328	Special Use Permits	49,865	89,250	55,250	57,350	(31,900)	-35.74%
313329	Variances	2,900	12,600	12,600	9,600	(3,000)	-23.81%
313330	Partial R/E Tax Exemption	-	-	-	-	-	0.00%
313411	Cemetery Interments	69,264	70,000	85,000	70,000	-	0.00%
313420	Street Opening Permits	51,700	50,000	50,000	50,000	-	0.00%
313430	Precious Metals	200	-	-	-	-	0.00%
313440	Public Right of Way Use	172,142	225,000	188,000	190,000	(35,000)	-15.56%
313510	Animal Licenses	13,800	11,000	12,000	12,000	1,000	9.09%
313512	Peddlers Permits	9,526	10,000	10,000	9,500	(500)	-5.00%
313620	Transfer Fees	136,821	115,000	115,000	120,000	5,000	4.35%
313630	Cellular Comm	13,500	13,500	13,500	13,500	-	0.00%
Total Licenses, Permits & Fees		\$ 1,341,098	\$ 1,575,375	\$ 1,684,875	\$ 1,443,675	\$ (131,700)	-8.36%
Fines & Forfeitures							
314001	Court Fines & Forfeitures	\$ 517,864	\$ 590,000	\$ 680,000	\$ 680,000	\$ 90,000	15.25%
314002	Parking Fines	122,018	107,000	99,750	110,000	3,000	2.80%
314003	Juvenile Court	2,282	4,500	-	-	(4,500)	-100.00%
314005	Circuit Court Revenue	6,803	10,000	-	-	(10,000)	-100.00%
314006	Court Facilities Fee	10,876	20,000	-	-	(20,000)	-100.00%
314010	Zoning Civil Penalties	3,500	10,500	10,500	10,500	-	0.00%
314011	Photo Red Light	504,978	577,600	386,000	720,000	142,400	24.65%
314012	Jail Admin Fee	796	1,700	-	-	(1,700)	-100.00%
314013	Courthouse Security	63,656	80,000	80,000	70,000	(10,000)	-12.50%
Total Fines & Forfeitures		\$ 1,232,773	\$ 1,401,300	\$ 1,256,250	\$ 1,590,500	\$ 189,200	13.5%

FY 2018 Adopted Budget – City of Fairfax, Virginia

General Fund Revenue Summary

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Use of Money & Property							
315101	Interest on Investments	\$ 39,465	\$ 60,000	\$ 85,000	\$ 100,000	\$ 40,000	66.67%
315202	Rental - Old Town Hall	174,837	180,000	180,000	198,822	18,822	10.46%
315203	Rental - Green Acres	63,966	50,000	65,000	66,921	16,921	33.84%
315206	Rental - Schools	1,949,038	1,500,000	1,500,000	1,750,000	250,000	16.67%
315208	Rental - Community Center	260,673	260,000	260,000	270,646	10,646	4.09%
315209	Rental - Main Street Day Care	33,694	28,000	35,379	36,440	8,440	30.14%
315211	Rental - Blenheim	76,568	60,000	65,000	65,278	5,278	8.80%
315213	Rental - Ball Fields	63,751	59,955	62,955	65,000	5,045	8.41%
Total Use of Money & Property		\$ 2,661,993	\$ 2,197,955	\$ 2,253,334	\$ 2,553,107	\$ 355,152	16.16%
Charges for Services							
316110	Court Fees	\$ 3,530	\$ 6,600	\$ 6,600	\$ 5,000	\$ (1,600)	-24.24%
316220	Sale of Record Copies	4,150	4,000	4,000	4,000	-	0.00%
316221	False Alarm Fees	28,576	37,000	25,000	25,000	(12,000)	-32.43%
316223	Ambulance Fees	959,334	1,000,000	930,000	930,000	(70,000)	-7.00%
316225	Fire Recovery Fee - GMU	200,000	225,000	225,000	225,000	-	0.00%
316230	Animal Control Fees	2,275	3,500	3,500	3,000	(500)	-14.29%
316245	FFX Water	61,579	61,580	61,580	61,580	-	0.00%
316346	Community Programming	50,649	52,213	50,213	50,000	(2,213)	-4.24%
316347	Sherwood Programming	214,115	178,040	198,040	200,000	21,960	12.33%
316348	Green Acres Programming	62,808	77,142	69,142	75,000	(2,142)	-2.78%
316349	Senior Programs	84,056	75,000	85,000	85,000	10,000	13.33%
316350	Rec Youth	4,295	-	-	-	-	0.00%
316351	Day Camps	558,035	571,653	589,653	530,000	(41,653)	-7.29%
316352	Pavilion Rentals	24,721	25,000	25,000	25,000	-	0.00%
316353	Cultural Arts	7,557	5,000	5,000	5,000	-	0.00%
316354	Special Events	266,648	225,000	220,000	260,000	35,000	15.56%
316355	Museum Revenue	1,924	1,200	1,500	1,500	300	25.00%
316356	Museum Gift Shop	14,458	14,500	14,500	14,500	-	0.00%
316357	Show Mobile Revenue	3,171	4,000	3,200	4,000	-	0.00%
316460	Sale of Publications	37	35	35	35	-	0.00%
316461	Subdivision Review Fees	20,450	15,750	15,750	18,600	2,850	18.10%
316462	Site Plan Review Fees	113,472	107,100	66,000	85,000	(22,100)	-20.63%
316463	Architectural Review	4,440	5,880	5,880	5,880	-	0.00%
316464	Tree Removal Permit	1,770	1,470	1,970	2,020	550	37.41%
316466	Surety Review	14,350	14,000	12,500	14,000	-	0.00%
316467	Mapping Sales	1,955	500	500	500	-	0.00%
316570	School Age Child Care	605,906	550,000	624,083	642,805	92,805	16.87%
316580	Returned Check Fees	2,447	3,000	2,000	2,000	(1,000)	-33.33%
316581	Charge Card Fees	-	-	-	-	-	0.00%
316585	Administrative Fees	4,206	10,000	2,000	3,000	(7,000)	-70.00%
316586	Collection Fees	23,499	1,500	15,000	8,000	6,500	433.33%
316587	Attorney Fees	-	-	-	-	-	0.00%
316712	5% Late Charge	-	-	-	-	-	0.00%
316811	Inspection Fees After Hours	43,500	30,000	50,000	30,000	-	0.00%
Total Charges for Services		\$ 3,387,913	\$ 3,305,663	\$ 3,312,646	\$ 3,315,420	\$ 9,757	0.30%

FY 2018 Adopted Budget – City of Fairfax, Virginia

General Fund Revenue Summary

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Miscellaneous Revenue							
318102	Sale of Surplus Property	\$ 109,414	\$ 70,000	\$ 123,001	\$ 70,000	-	0.00%
318104	Sale of Cemetery Lot	62,208	40,000	40,000	40,000	-	0.00%
318105	Perpetual Care - Cemetery	9,604	4,200	4,200	4,200	-	0.00%
318108	Sale of City License Plates	4,695	5,000	5,000	5,000	-	0.00%
318109	Recycling Rebate	-	-	105,000	180,000	180,000	0.00%
318201	Misc. Revenue	60,915	159,817	72,185	80,000	(79,817)	-49.94%
318203	Police Seized Assets - State	-	-	-	-	-	0.00%
318207	Police Seized Assets - Federal	-	-	-	-	-	0.00%
Total Miscellaneous Revenue		\$ 246,835	\$ 279,017	\$ 349,386	\$ 379,200	\$ 100,183	35.91%
State Aid							
321103	Rolling Tax	\$ 339	-	-	-	-	0.00%
321104	State Aid Police	595,124	614,285	600,000	600,000	(14,285)	-2.33%
321106	Vehicle Rental Tax	329,469	305,000	325,000	325,000	20,000	6.56%
321201	Commissioner of Revenue	142,800	144,000	144,000	146,000	2,000	1.39%
321202	Treasurer	96,413	99,000	100,000	100,000	1,000	1.01%
321203	Registrar /Electoral	55,344	50,000	50,000	50,000	-	0.00%
321204	DMV Reimbursement	50,366	70,000	72,000	72,000	2,000	2.86%
324201	State Sales Tax	3,411,108	3,698,465	3,698,465	3,808,756	110,291	2.98%
324202	Basic School Aid	4,374,331	4,238,296	4,238,296	4,534,879	296,583	7.00%
324302	Four for Life Grants	48,065	21,000	21,000	25,000	4,000	19.05%
324323	Fire Equip Mini Grant	4,649	-	-	-	-	0.00%
324331	Asset Forfeiture	-	-	14,335	-	-	0.00%
324344	VDFP Aid to Localities	74,577	63,000	63,000	70,000	7,000	11.11%
324345	VDFP Education & Conference Grant	-	-	3,500	-	-	0.00%
324403	Street & Highway Maint.	2,548,618	2,546,916	2,546,916	2,637,152	90,236	3.54%
324405	Solid Waste Grant	6,427	6,200	6,200	6,000	(200)	-3.23%
324411	Disaster Assistance State	(18,358)	22,054	22,054	44,030	21,976	99.65%
Total State Aid		\$ 11,719,270	\$ 11,878,216	\$ 11,904,766	\$ 12,418,817	\$ 540,601	4.55%

FY 2018 Adopted Budget – City of Fairfax, Virginia

General Fund Revenue Summary

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Federal Aid							
331005	Bulletproof Vest Grant	\$ 4,091	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	0.00%
331009	Alcohol Safety Grant	16,184	15,000	13,000	13,000	(2,000)	-13.33%
331010	Gang Task Force Grant	4,234	-	6,890	-	-	0.00%
331011	FEMA Reimbursement	(53,642)	60,977	60,977	254,020	193,043	316.58%
331013	Body Worn Camera Grant	-	-	28,878	-	-	0.00%
331018	NCR Regional Planner	96,305	-	10,801	145,000	145,000	0.00%
331021	Speed Enforcement Grant	-	-	6,400	6,000	6,000	0.00%
331023	Byrne JAG Grant	1,768	1,796	1,266	1,400	(396)	-22.05%
331024	Gang Task Force Vehicle reimbursement	-	-	-	8,800	8,800	0.00%
331039	Emergency Mgt Cable Grant	-	-	30,000	-	-	0.00%
331040	2016 SAFER Grant	-	-	130,000	130,000	130,000	0.00%
331043	2014 SAFER Grant	150,071	-	-	-	-	0.00%
331044	AFG (Flammable Liquids, Paramedic, FMO)	59,000	-	264,124	-	-	0.00%
331046	LEMPG Grant	6,799	34,250	7,750	-	(34,250)	-100.00%
331047	UASI EOC GRANT	-	217,300	217,300	147,781	(69,519)	-31.99%
331048	Volunteer & Citizens Corp	56,604	-	106,435	13,300	13,300	0.00%
331049	UASI Citizen Prep Grant	8,783	-	-	-	-	0.00%
331051	UASI Phone	-	-	-	-	-	0.00%
331052	UASI State	32,500	7,500	7,500	-	(7,500)	-100.00%
331053	UASI Tech	-	-	37,366	-	-	0.00%
331056	AFG (Leadership Development Institute)	-	-	94,500	-	-	0.00%
Total Federal Aid		\$ 382,697	\$ 336,823	\$ 1,028,187	\$ 724,301	\$ 387,478	115.04%
Other Financing Sources							
318282	Fairfax Little League	\$ 5,625	\$ 5,625	\$ 5,625	\$ 10,000	\$ 4,375	77.78%
318288	FPYC Turf Contribution	76,375	77,375	77,375	20,000	(57,375)	-74.15%
318289	Schools Turf Contribution	20,000	20,000	20,000	20,000	-	0.00%
319008	City - County Contract	784,741	831,638	802,841	809,918	(21,720)	-2.61%
341010	Capital Lease Proceeds	34,050	-	-	-	-	0.00%
342030	Insurance Recoveries	204,006	70,000	70,000	70,000	-	0.00%
347360	Downtown Fund Transfer for Debt Service	369,970	93,500	93,500	275,936	182,436	195.12%
Total Other Financing Sources		\$ 1,494,767	\$ 1,098,138	\$ 1,069,341	\$ 1,205,854	\$ 107,716	9.81%
Total Revenues		\$ 132,495,591	\$ 134,145,593	\$ 136,233,004	\$ 138,717,282	\$ 4,571,689	3.41%
Total Appropriated Fund Balance							
	Repayment to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	School Tuition Reserve	-	-	-	-	-	0.00%
	Use of Unassigned Fund Balance	-	-	-	-	-	0.00%
	Use of Prior Year's Surplus	-	1,369,539	-	1,329,389	(40,150)	-2.93%
Total Appropriated Fund Balance		\$ -	\$ 1,369,539	\$ -	\$ 1,329,389	\$ (40,150)	-2.93%
Total Revenue Available		132,495,591	135,515,132	136,233,004	140,046,671	4,531,539	3.34%

FY 2018 Adopted Budget – City of Fairfax, Virginia

History of General Fund Revenues by Category

Category	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	2018 Adopted
Real Estate	\$ 47,677,911	\$ 49,386,587	\$ 49,960,103	\$ 51,075,000	\$ 57,072,395	\$ 59,505,606	\$ 61,441,513	\$ 64,699,575	\$ 66,782,659	\$ 68,211,048
Personal Property	11,070,647	9,782,686	9,976,554	9,944,909	10,377,334	10,243,702	10,171,214	10,777,155	11,555,363	11,707,348
Sales Tax	8,831,494	10,644,035	9,907,063	10,200,696	10,263,955	11,580,673	11,181,816	11,283,271	11,475,000	11,589,000
BPOL	8,375,551	7,485,808	8,151,072	8,554,669	8,932,634	8,709,712	8,740,824	8,838,556	8,900,000	8,930,000
Meals Tax	4,634,109	4,654,170	4,938,869	5,252,922	5,553,975	5,703,399	5,771,329	5,918,534	6,000,000	6,000,000
Other Local Taxes	7,226,450	7,687,009	8,036,140	8,560,379	8,384,251	8,375,385	8,543,760	8,511,155	8,661,197	8,649,012
Licenses, Permits, and Fees	1,065,386	1,299,114	1,230,352	1,540,689	1,408,601	1,434,496	1,300,349	1,341,098	1,684,875	1,443,675
Fines & Forfeitures	873,594	919,482	1,041,172	1,288,331	1,148,262	1,113,719	1,233,802	1,232,773	1,256,250	1,590,500
Use of Money & Property	2,298,050	1,965,922	1,866,897	1,947,934	2,162,378	2,696,575	2,725,994	2,661,993	2,253,334	2,553,107
Charges for Services	2,424,216	2,507,399	2,878,252	3,176,925	3,249,168	3,049,479	3,304,373	3,387,913	3,312,646	3,315,420
Intergovernmental	11,033,810	10,878,733	10,358,222	10,837,393	11,318,838	11,480,641	11,854,303	12,101,966	12,932,953	13,143,119
Other Financing Sources / Misc.	3,070,983	4,513,438	1,076,776	1,245,630	1,152,263	1,043,308	1,460,877	1,741,602	1,418,727	1,585,054
Appropriated Fund Balance	1,413,440	(1,125,407)	282,265	1,926,941	(1,742,683)	1,260,278	1,164,306	(1,470,391)	(658,287)	1,329,389
Total Revenue	\$109,995,641	\$110,598,976	\$109,703,737	\$115,552,418	\$119,281,371	\$ 126,196,973	\$128,894,460	\$131,025,200	\$135,574,717	\$140,046,671

Major Revenue Sources

Real Estate Tax

Background

Each year, the City Assessor's Office appraises all **real property** in the City to determine its value for tax purposes. All assessments of real property, including land and permanently affixed structures, are based on **fair market value** and are equitable with the assessments of comparable properties. Real estate assessments, which are made each year by the Assessor's Office, are effective January 1 of the year and are at 100 percent of 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 2017 Budget	FY 2018 Adopted	Variance	
			\$	%
Real Estate Tax Revenue	\$ 63,818,452	\$ 65,965,628	\$ 2,147,176	3.4%
Base Real Estate Tax Rate	\$ 1.0395	\$ 1.035	\$ (0.0045)	-0.4%
Stormwater Tax Rate	\$ 0.0225	\$ 0.025	\$ 0.0025	11.1%
Total Real Estate Tax Rate	\$ 1.062	\$ 1.06	\$ (0.0020)	-0.2%

Category	FY 2017 Budget	FY 2018 Adopted	Variance	
			\$	%
Old Town Service District Revenue	\$ 190,652	\$ 200,936	\$ 10,284	5.4%
Old Town Service District Tax Rate	6.0¢	6.0¢	-	0.0%

Category	FY 2017 Budget	FY 2018 Adopted	Variance	
			\$	%
Commercial & Industrial Revenue	\$ 1,775,365	\$ 2,044,484	\$ 269,119	15.2%
Commercial & Industrial Tax Rate	9.5¢	10.5¢	1¢	10.5%

Real property tax revenues account for the largest category of revenue for the General Fund, representing 48.5 percent of total General Fund revenues. The FY 2018 Adopted Budget decreases the real estate tax rate 0.2¢ to \$1.06, which includes 2.5¢ to be dedicated for the Stormwater Fund. The base rate was reduced by 0.45¢ and the tax rate dedicated to Stormwater increased 0.25¢. The Stormwater Fund revenues are dedicated to meet federal and state regulatory requirements along with maintenance of aging stormwater infrastructure, of which significant portions are reaching the end of their useful life. The FY 2018 Adopted Budget also increases the Commercial and Industrial tax rate by 1¢ to 10.5¢.

FY 2018 Adopted Budget – City of Fairfax, Virginia

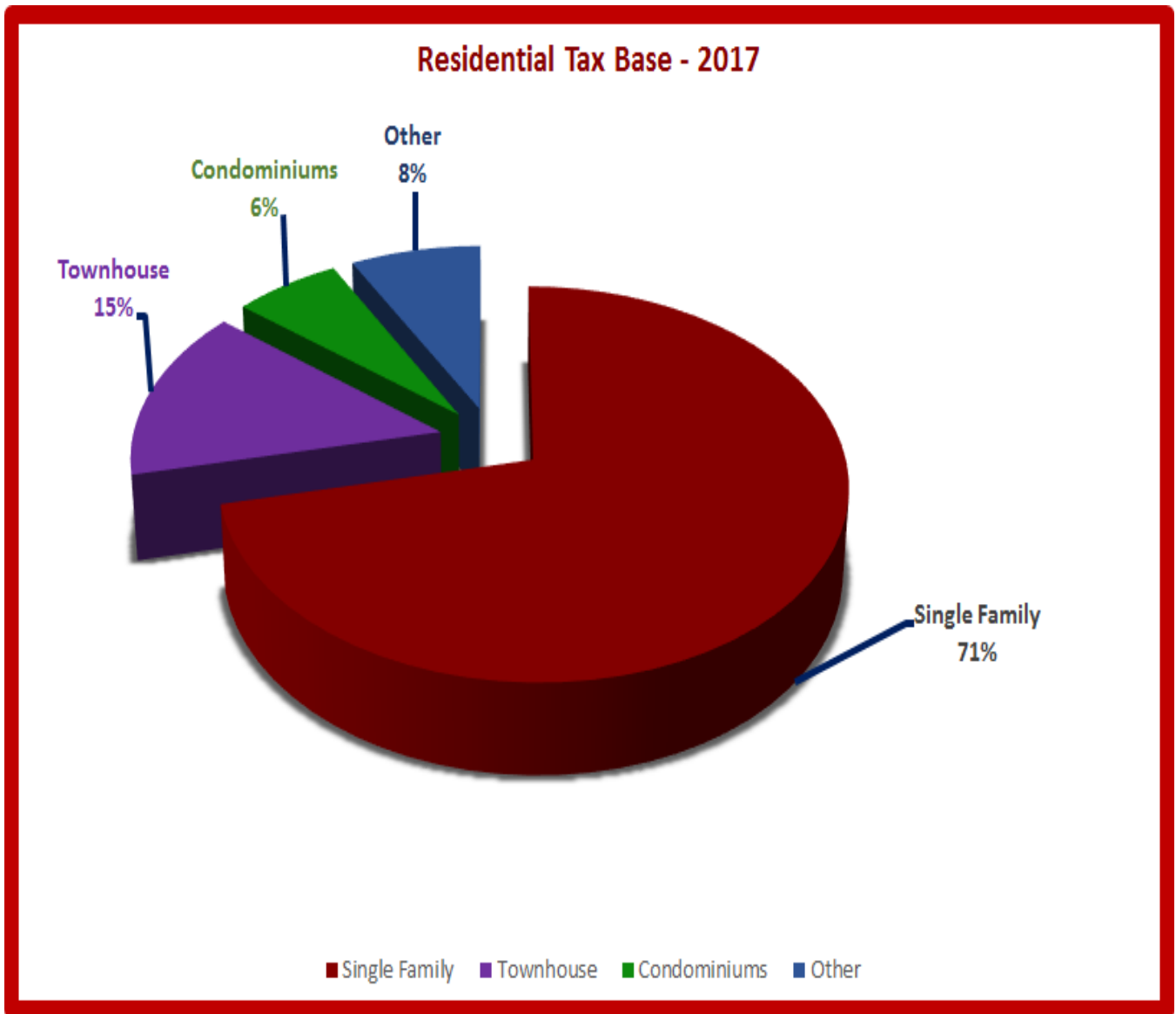
Total real estate assessments are up 1.0 percent, which includes new construction of \$23.1 million, compared to a 2.1 percent increase for the previous calendar year.

Assessments	CY 2016	CY 2017	Variance	
			\$	%
Residential	\$ 3,738,914,500	\$ 3,794,698,900	\$ 55,784,400	1.5%
Commercial	\$ 2,113,115,000	\$ 2,117,234,000	\$ 4,119,000	0.2%
Total	\$ 5,852,029,500	\$ 5,911,932,900	\$ 59,903,400	1.0%

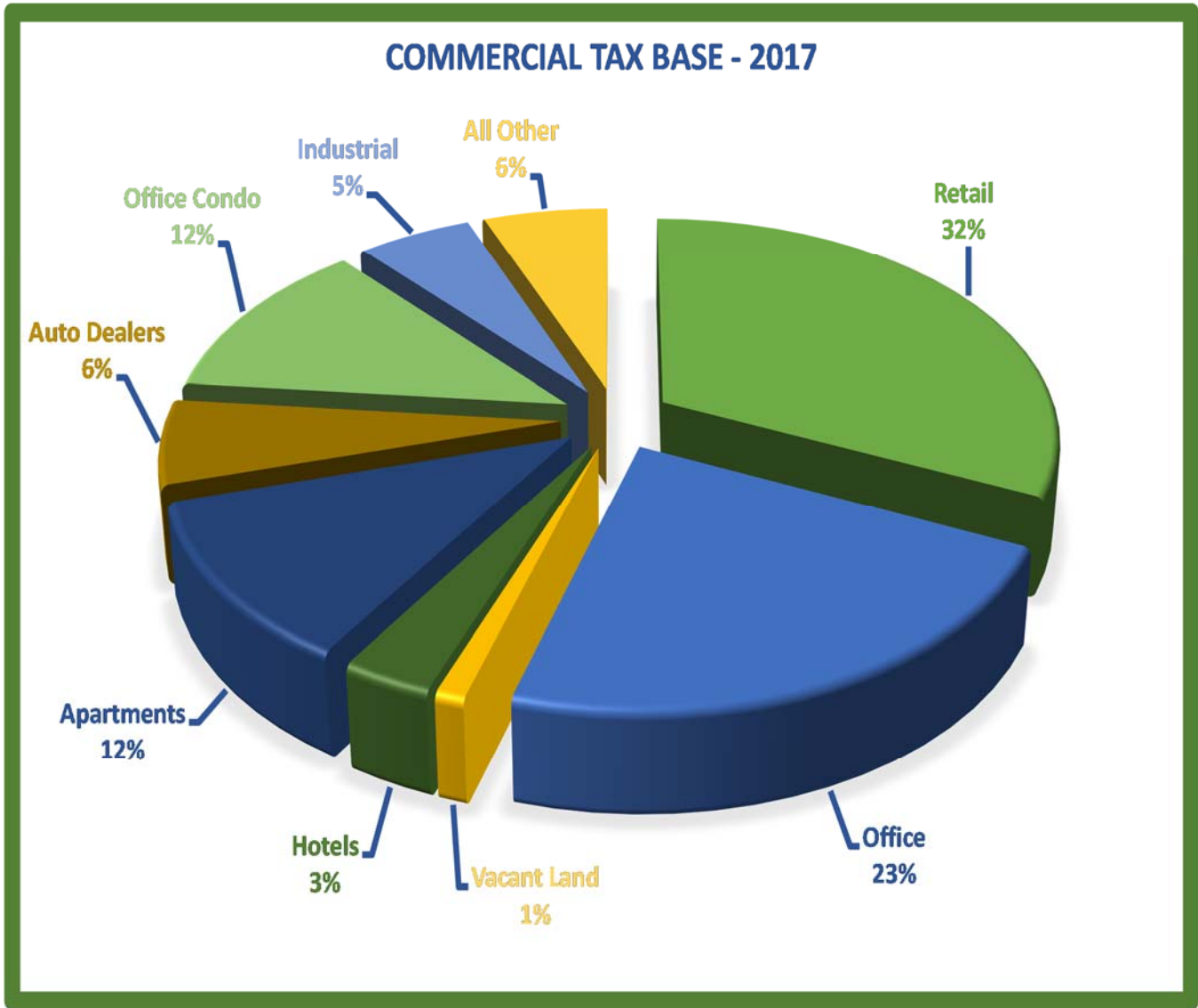


The calendar year 2017 total taxable value of City residential and commercial properties before appeals is \$5,911,932,900, an increase from last year’s total assessed value of \$5,852,029,500 (1.0%).

The overall residential assessment total, including new construction, has increased by 1.5 percent. The following notes the breakout by category for the residential tax base.



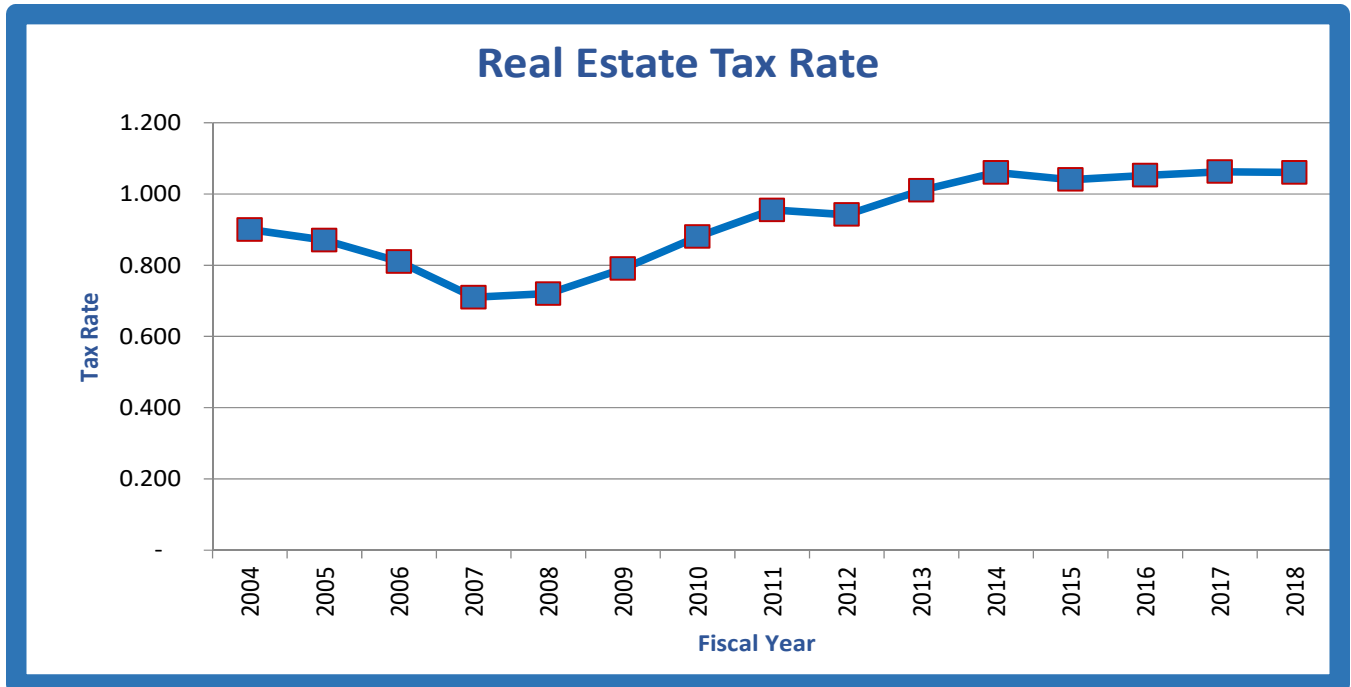
Commercial assessments increased 0.2 percent overall, which includes new construction. The following represents the breakout by category for the commercial tax base.



The Old Town Service District tax 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 and to 9.5¢ for the FY 2017 budget. A 1.0¢ addition to the current 9.5¢ rate is has been adopted for FY 2018, increasing the rate to 10.5¢.

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 2018 rates) on top of Fairfax County rate, respectively.

The City’s adopted real estate tax rate of \$1.06 is a decrease of 0.2¢ from the FY 2017 rate. The base rate was reduced by 0.45¢ and the tax rate dedicated to Stormwater increased 0.25¢. The average residential tax bill is expected to increase by 0.8 percent. The following chart provides an example of three residential assessed values:

**Impact of 2018 Real Estate Tax Rate
On Residential Property Owner’s Tax Bill at Various Values**

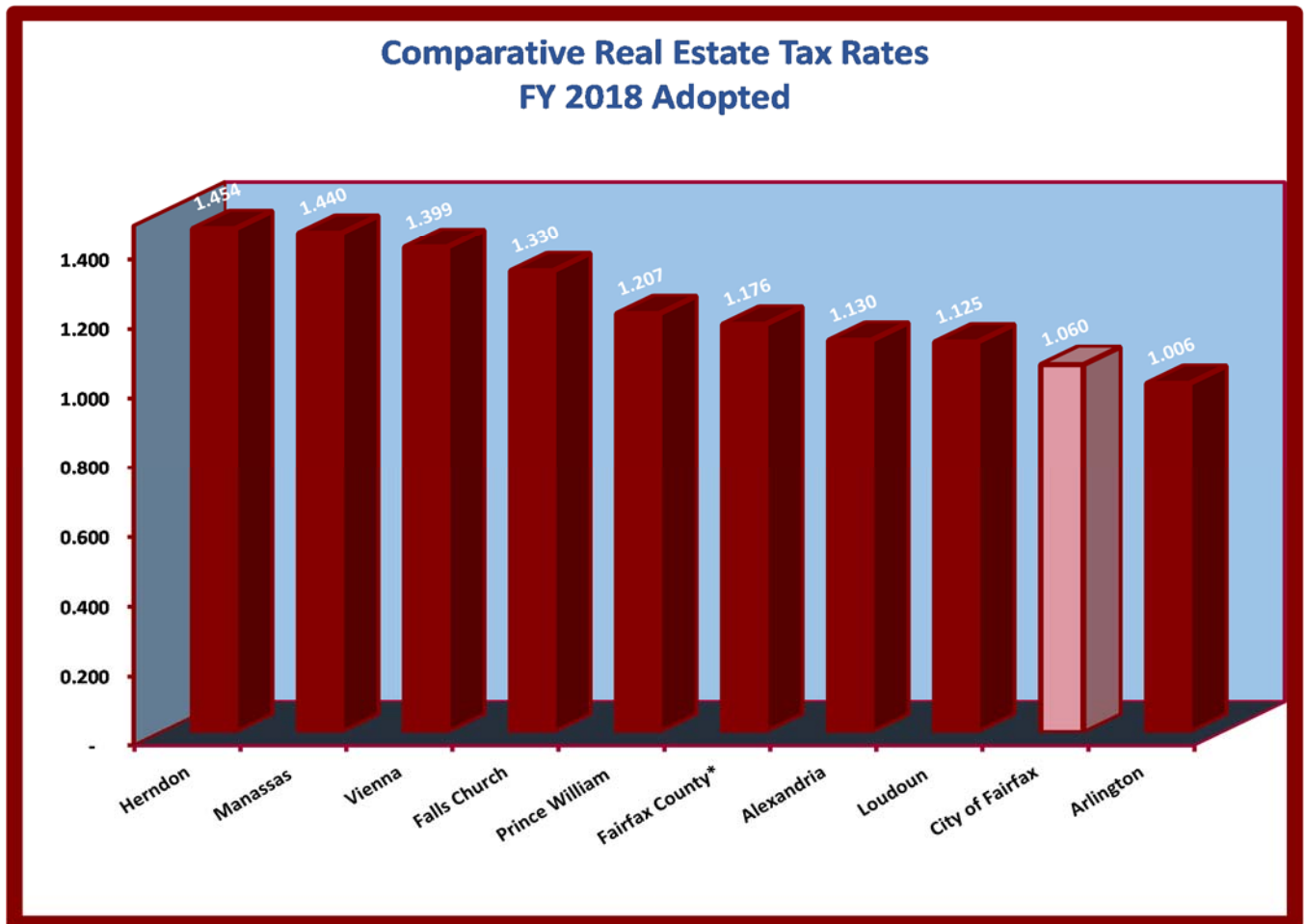
CY 16 Assessment	CY 16 Tax Rate	CY 16 Tax Bill	CY 17 Assessment	CY 17 Tax Rate	CY 17 Tax Bill	Change	
						\$	%
\$ 490,224	\$ 1.062	\$ 5,206	\$ 495,122	\$ 1.06	\$ 5,248	\$ 42	0.8%
\$ 511,000	\$ 1.062	\$ 5,427	\$ 516,105	\$ 1.06	\$ 5,471	\$ 44	0.8%
\$ 715,400	\$ 1.062	\$ 7,598	\$ 722,548	\$ 1.06	\$ 7,659	\$ 61	0.8%

Note: average estimated increase in residential assessment of 1.0 percent (excludes new construction); each property is individually assessed therefore each property assessment may be higher or lower than the average.

FY 2018 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 \$1.051 per \$100 of assessed value. This is 0.9 cents less than the adopted FY 2018 rate of \$1.06. The real estate equalization rate for residential and commercial properties combined is \$1.055 per \$100 of assessed value, 0.5¢ less than the adopted FY 2018 rate of \$1.06.

FY 2018 adopted rates are available for all of the surrounding jurisdictions, and are shown below for comparison.



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

Personal Property Tax

Background

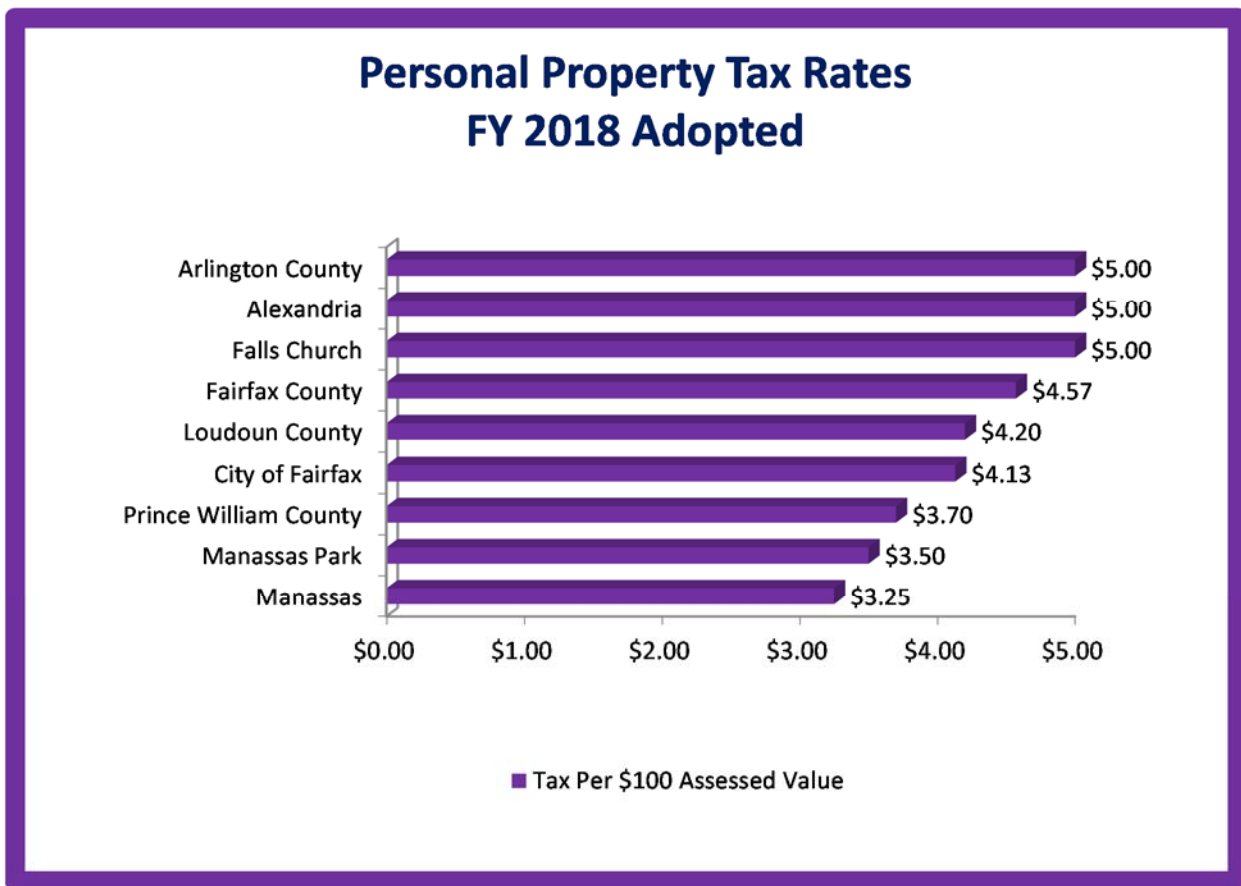
The City of Fairfax assesses all individuals and businesses on the value of motor vehicles, including automobiles, trucks, motorcycles, trailers, campers and other recreational vehicles and boats that are located in the City of Fairfax. The City also assesses all businesses on the value of all other 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 45 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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Personal Property Tax Revenue	\$ 10,777,155	\$ 10,596,000	\$ 11,555,363	\$ 11,707,348
Personal Property Tax Rate	\$4.13	\$4.13	\$4.13	\$4.13



The FY 2018 adopted budget reflects no change in the Personal Property Tax rate of \$4.13. FY 2018 revenues are projected to increase over 10% compared with the FY 2017 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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Local Sales & Use Tax Revenue	\$ 11,283,271	\$ 11,600,000	\$ 11,475,000	\$ 11,589,000

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 in FY 2018 over FY 2016 actuals and FY 2017 estimate based on an improving retail sales trend with the addition of a new big box retailer operating in the City.

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
BPOL Tax	\$ 8,838,556	\$ 8,780,000	\$ 8,900,000	\$ 8,930,000

FY 2018 projected BPOL tax revenues are predicted to remain flat due to the transition from the Fairfax Circle Shopping Center to the new Scout on the Circle development.

Meals Tax

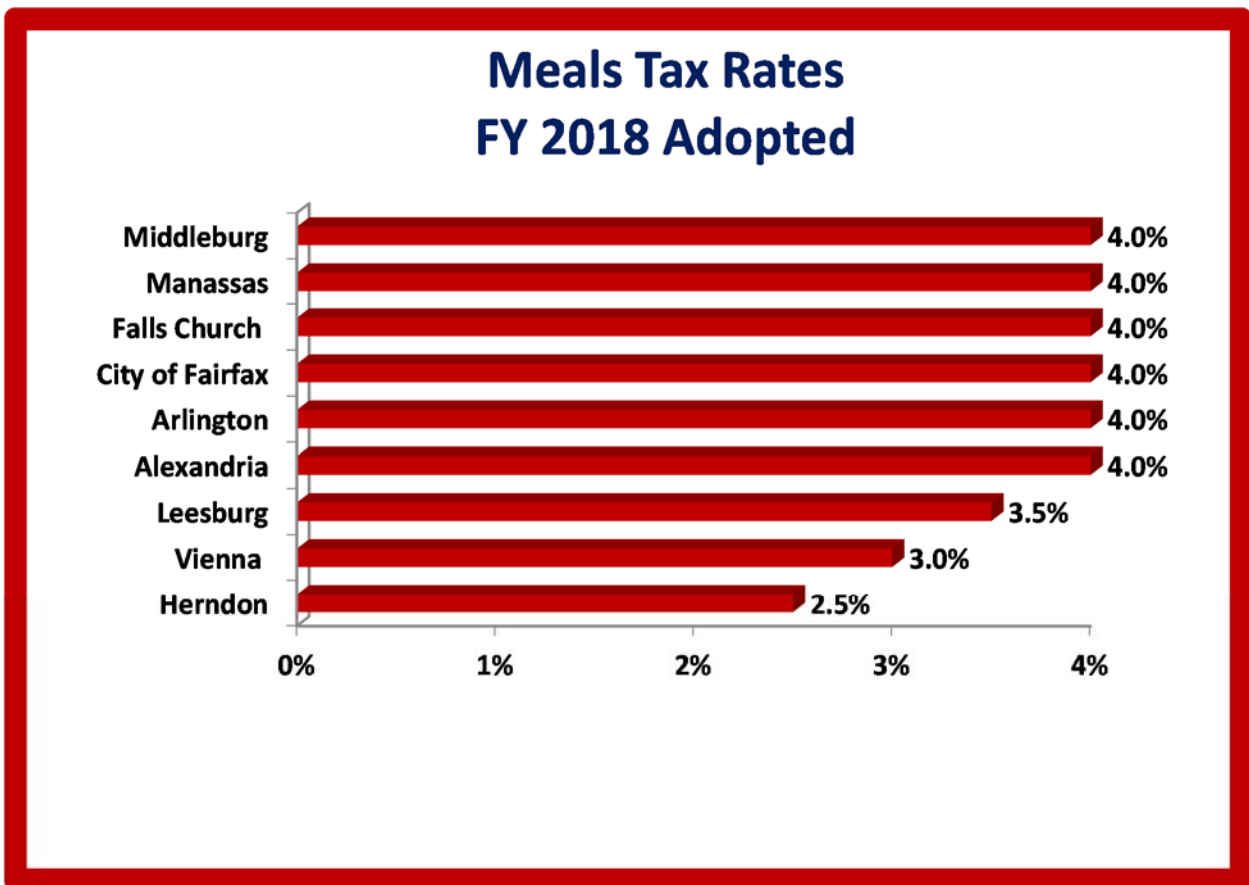
Background

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

Fiscal Impact – Meals Tax

	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Meals Tax Revenue	\$ 5,918,534	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000
Meals Tax Rate	4%	4%	4%	4%

The City’s meals tax remains a stable source of revenue for the City. The FY 2017 revenue estimate is projected to increase 1.4% from the FY 2016 actual, based on receipts for the first seven months of the current fiscal year. The FY 2018 projection remains flat as compared to the FY 2017 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

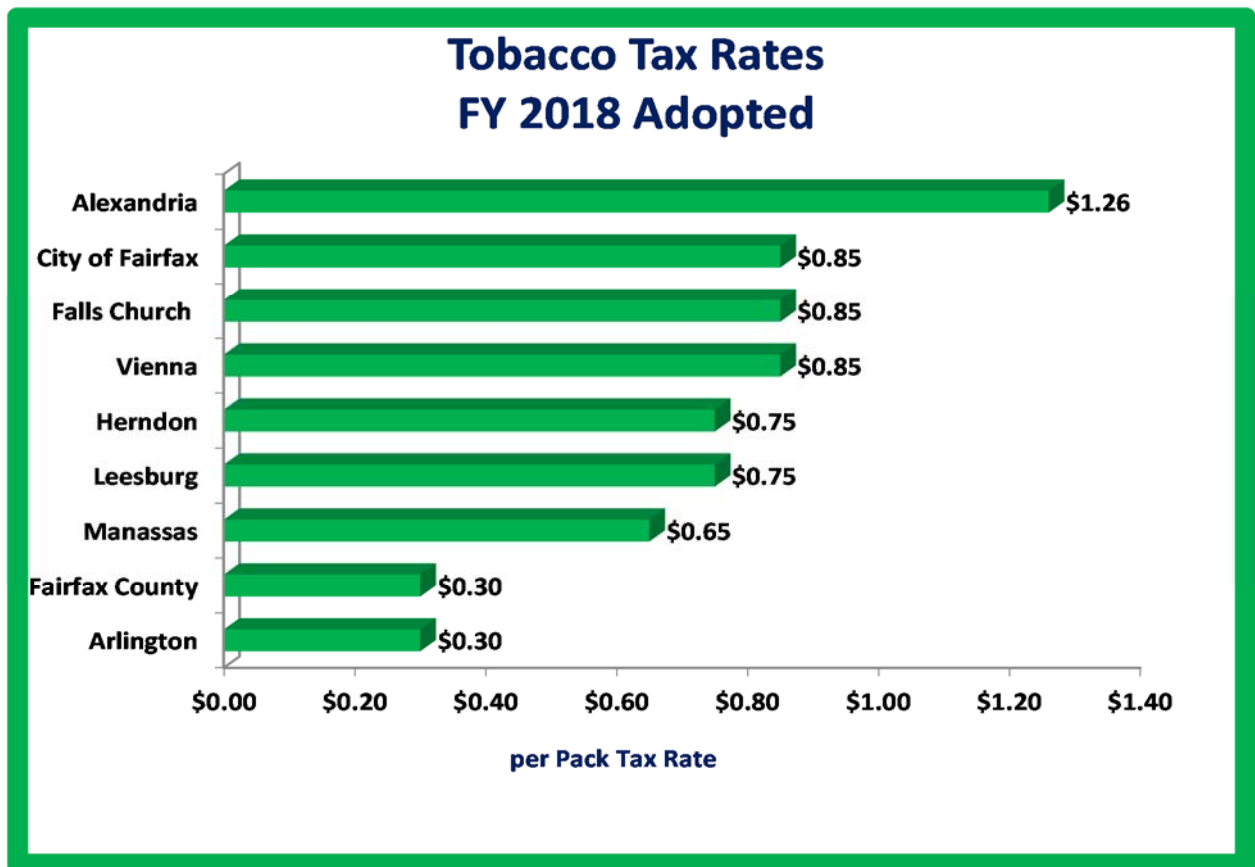
Background

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Tobacco Tax Revenue	\$ 853,890	\$ 819,637	\$ 883,697	\$ 839,512
Tobacco Tax Rate	\$0.85	\$0.85	\$0.85	\$0.85

Tobacco tax revenues for the FY 2017 estimate are projected at \$883,697, based on receipts for the first seven months of the current fiscal year, an increase of 3.5% from FY 2016 actual revenues. FY 2018 revenues are projected to decrease from the FY 2017 estimate as we see tobacco sales on a slight downward trend.



Transient Lodging Tax

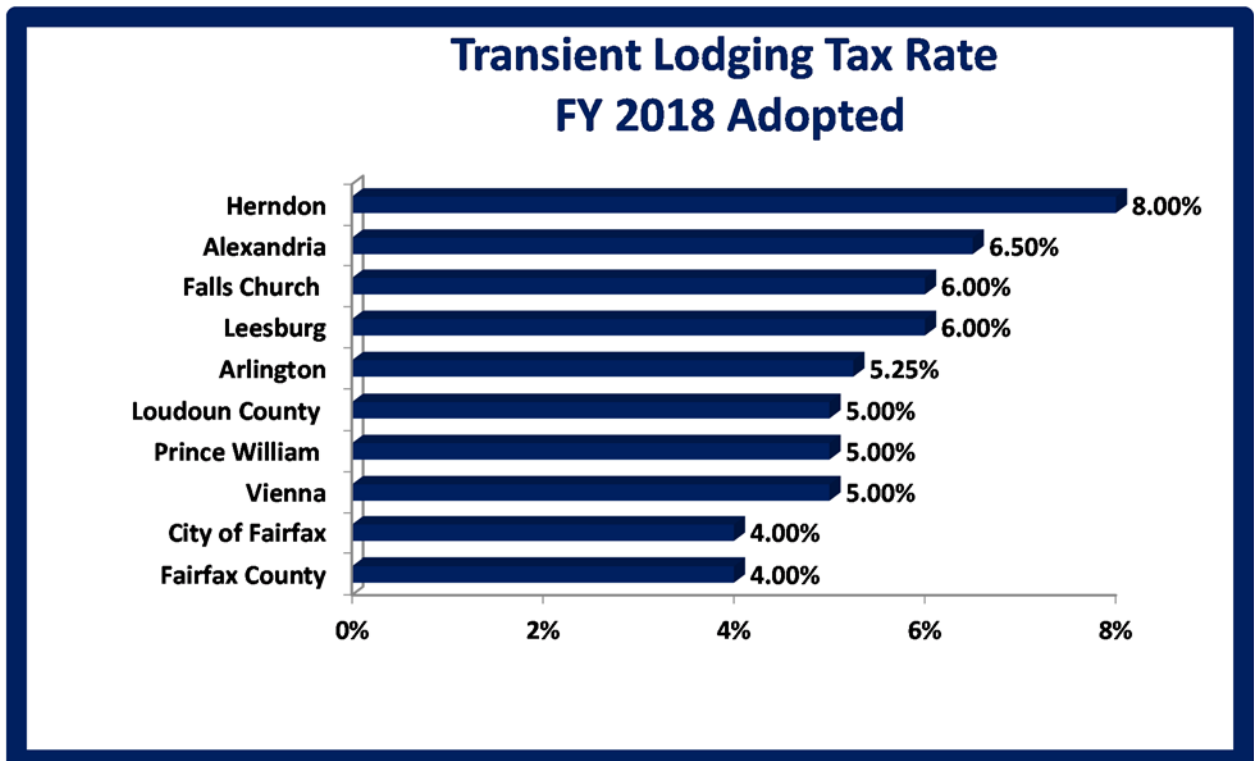
Background

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Transient Lodging Tax Revenue	\$ 699,177	\$ 1,100,000	\$ 800,000	\$ 800,000
Transient Lodging Tax Rate	4%	4%	4%	4%

The Transient Lodging Tax revenue is projected to remain flat with FY 2017 estimated based on our current experience during the first seven months of this fiscal year. The City of Fairfax currently is tied with Fairfax County for the lowest rate in the region as shown by the chart below.



Licenses, Permits, and Fees

	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Licenses, Permits, and Fees	\$ 1,341,098	\$ 1,575,375	\$ 1,684,875	\$ 1,443,675

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 2018 projects a 14.3% decrease from the FY 2017 estimate primarily due to the timing of construction-related permits for several large commercial projects.

Fines and Forfeitures

	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Fines & Forfeitures	\$ 1,232,773	\$ 1,401,300	\$ 1,256,250	\$ 1,590,500

This category of revenues is projected to increase by 26.6% in FY 2018 from the FY 2017 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 fines are projected to increase in FY 2018 as additional intersections are scheduled to come online. Photo Red Light revenues will decrease over time as drivers adjust their behavior.

Use of Money and Property

	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Use of Money and Property	\$ 2,661,993	\$ 2,197,955	\$ 2,253,334	\$ 2,553,107

Overall revenues are projected to increase by 13.3% in FY 2018 from the FY 2017 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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Charges for Services	\$ 3,387,913	\$ 3,305,663	\$ 3,312,646	\$ 3,315,420

Overall revenues are projected remain relatively flat in FY 2018 as compared to the FY 2017 estimate.

State Aid

	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
State Aid	\$ 11,719,270	\$ 11,878,216	\$ 11,904,766	\$ 12,418,817

Total funding for state aid is projected to increase by 4.3% from the FY 2017 estimate, primarily due to higher state aid for education (\$424k) and highway maintenance (\$90k). State aid for education is largely based on State provided estimates.

Federal Aid

	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Federal Aid	\$ 382,697	\$ 336,823	\$ 1,028,187	\$ 724,301

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 or in the case of FY 2018, FEMA aid receivable from a previous year's event.

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Adopted Budget

Fiscal Year

2018

General Fund

By Function & Program

LEGISLATIVE

Legislative Budget Summary

	<u>FY 2016 Actual</u>	<u>FY 2017 Budget</u>	<u>FY 2017 Estimate</u>	<u>FY 2018 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 144,502	\$ 174,044	\$ 170,500	\$ 205,130	\$ 31,086	17.86%
Fringe Benefits	61,651	51,235	50,961	55,967	4,732	9.24%
Purchased Services	13,708	16,000	16,000	16,000	-	0.00%
Internal Services	-	-	-	-	-	0.00%
Other Charges	24,851	31,281	43,509	36,175	4,894	15.65%
Supplies & Materials	620	3,170	3,170	3,170	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total Expenditures	\$ 245,332	\$ 275,730	\$ 284,139	\$ 316,442	\$ 40,712	14.77%
Total FTE	1.50	1.50	1.50	1.50		

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

BUDGET COMMENTS:

An increase of \$32,539 or 34.0% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries increase of \$25,750 or 43.5%**
 - The FY 2018 Adopted Budget reflects funding for the Mayor and City Council annual salaries at the state allowable maximum of \$13,000 for the Mayor and \$12,000 for the Councilmembers.

Cost Center 411110: City Council

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 33,500	\$ 59,250	\$ 55,716	\$ 85,000	\$ 25,750	43.46%
Fringe Benefits	12,102	4,533	4,263	6,503	1,970	43.45%
Purchased Services	-	-	-	-	-	0.00%
Internal Services	-	-	-	-	-	0.00%
Other Charges	23,929	28,954	41,072	33,773	4,819	16.64%
Supplies & Materials	605	3,000	3,000	3,000	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 70,136	\$ 95,737	\$ 104,050	\$ 128,276	\$ 32,539	33.99%

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 citizens,
 - 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 rezonings, special use permits and comprehensive plans
- Represent the City in community and regional cooperation efforts

SERVICES AND PRODUCTS:

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

Personnel Classification	Grade	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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:

No significant increase from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget.

Cost Center 411120: City Clerk

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 111,002	\$ 114,794	\$ 114,784	\$ 120,130	\$ 5,336	4.65%
Fringe Benefits	49,549	46,702	46,698	49,464	2,762	5.91%
Purchased Services	13,708	16,000	16,000	16,000	-	0.00%
Internal Services	-	-	-	-	-	0.00%
Other Charges	922	2,327	2,437	2,402	75	3.22%
Supplies & Materials	15	170	170	170	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 175,196	\$ 179,993	\$ 180,089	\$ 188,166	\$ 8,173	4.54%

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
City Clerk	123	0.50	0.50	0.50	0.50
Assistant 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 2016 Actual	FY 2017 Budget	FY2017 Estimate	FY2018 Projected
Output Measures				
Number of City Council agendas prepared	33	34	34	34
Number of City Council minutes approved	23	24	24	24
Number of <i>Council Reporters</i> prepared	23	23	23	23
Number of FOIA Requests filed with City Clerk	18	17	33	25
Number of Financial Disclosures sent out	61	61	61	61
Number of proclamations prepared	22	40	30	30
Number of Board and Commission vacancies advertised	16	16	15	15
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	98%	97%	98%	98%
Percent of Financial Disclosures filed	100%	100%	100%	100%
Percent of FOIA requests prepared as required	100%	100%	100%	100%

PERFORMANCE MEASUREMENT RESULTS:

- The City Council typically holds two regular meetings per month with the exception of the August recess, when no regular meetings are held and the December holiday when one regular meeting is held, resulting in 21 regular City Council meetings per year. On average the Council also holds an additional 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 2016 Actual</u>	<u>FY 2017 Budget</u>	<u>FY 2017 Estimate</u>	<u>FY 2018 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Fringe Benefits	-	-	-	-	-	0.00%
Purchased Services	2,702,099	2,591,866	2,766,714	2,849,055	257,189	9.92%
Other Charges	1,539	38,215	38,215	38,215	-	0.00%
Supplies & Materials	119	1,000	1,000	1,000	-	0.00%
Debt Service	56,511	49,402	49,402	27,818	(21,584)	-43.69%
Capital Outlay	-	-	-	-	-	0.00%
Total Expenditures	\$ 2,760,268	\$ 2,680,483	\$ 2,855,331	\$ 2,916,088	\$ 235,605	8.79%
Revenues						
Juvenile Court	\$ 2,282	\$ 4,500	\$ -	\$ -	\$ (4,500)	-100.00%
Circuit Court	6,803	10,000	-	-	(10,000)	-100.00%
Court Facilities Fees	10,876	20,000	-	-	(20,000)	-100.00%
Jail Admin Fee	796	1,700	-	-	(1,700)	-100.00%
Courthouse Security	63,656	80,000	80,000	70,000	(10,000)	-12.50%
Court Fees	3,530	6,600	6,600	5,000	(1,600)	-24.24%
Total Revenues	\$ 87,943	\$ 122,800	\$ 86,600	\$ 75,000	\$ (47,800)	-38.93%
Net Cost to the City	\$ 2,672,325	\$ 2,557,683	\$ 2,768,731	\$ 2,841,088	\$ 283,405	11.08%

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

No increase from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget.

Cost Center 413110 General District Court

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 17,923	\$ 22,000	\$ 22,000	\$ 22,000	\$ -	0.00%
Other Charges	1,539	38,215	38,215	38,215	-	0.00%
Supplies & Materials	119	1,000	1,000	1,000	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 19,581	\$ 61,215	\$ 61,215	\$ 61,215	\$ -	0.00%

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

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
New Traffic Actions	9,817	11,135	11,135	11,500
New Criminal Actions	530	788	788	800
New Civil Actions	58	181	181	200
New Cases Processed	10,405	12,104	12,104	12,500

PERFORMANCE MEASUREMENT RESULTS:

Projections for new traffic and criminal actions are expected to increase in FY 2017 and FY 2018 as police officer vacancies are being filled.

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

BUDGET COMMENTS:

No significant increase from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget.

Cost Center 413120: Joint Court Service

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	277,333	306,846	297,734	306,666	(180)	-0.06%
Total	\$ 277,333	\$ 306,846	\$ 297,734	\$ 306,666	\$ (180)	-0.06%

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 Fairfax. Public services include issuance of marriage licenses, notary commission, probating will and collection of recordation taxes.

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 effectiveness of court programs
- Evaluate 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 \$32,181 or 6.6% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$33,196 or 6.9%**
 - City's contracted share of increased costs related to the Juvenile & Domestic Relations Court.

Cost Center 413130: Juvenile & Domestic Relations District Court

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	468,186	481,618	499,819	514,814	33,196	6.89%
Debt Service	5,684	3,833	3,833	2,818	(1,015)	-26.48%
Total	\$ 473,870	\$ 485,451	\$ 503,652	\$ 517,632	\$ 32,181	6.63%

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. 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. JDRDC is the lead agency in the youth gang prevention and intervention activities. They were also a founding partner in the Domestic Violence Action Center to provide culturally responsive information and support services for victims and families of intimate partner violence and stalking. JDRDC partners with Fairfax County Public Schools to operate alternative schools for youth unable to benefit from the ordinary public school experience and with the Fairfax Falls Church Community Services Board to provide mental health and substance use disorder services to youth on probation and in residential facilities who are frequently found to have significant mental health and substance abuse issues. 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. There has been a significant decline with the number of youth in juvenile detention and alternative uses are being explored. The services are provided by Fairfax County and paid on a contractual basis.

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 effectiveness of 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:

Probation Services

- Intake and supervision including diversion from formal court processing

Court Services Administration

- Technology support
- Research/evaluation
- Victim and Restitution Services
- Volunteer Interpreter program

Residential Services

- Juvenile Detention Center which includes the BETA sentencing program
- Shelter Care Facility
- Boys' Probation House
- 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 increase from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget.

Cost Center 413140: Commonwealth Attorney

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	100,275	117,712	116,220	119,707	1,995	1.69%
Total	\$ 100,275	\$ 117,712	\$ 116,220	\$ 119,707	\$ 1,995	1.69%

PROGRAM:

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

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 \$201,610 or 11.8% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$222,179 or 13.3%**
 - The City's allocation of contracted costs increased based on a review of actual service provided.

Cost Center 413230: Court Services & Custody

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Purchased Services	1,838,382	1,663,690	1,830,941	1,885,869	222,179	13.35%
Debt Service	50,827	45,569	45,569	25,000	(20,569)	-45.14%
Total	\$ 1,889,209	\$ 1,709,259	\$ 1,876,510	\$ 1,910,869	\$ 201,610	11.80%

PROGRAM:

All court services and custody are provided through a contractual agreement with the Fairfax County Office of the Sheriff. The Sheriff is a Constitutional Officer who has law enforcement jurisdiction in both criminal and civil matters in the County and City of Fairfax. The Sheriff's Office is divided into two separate functions: the first area of operation is Court Services. Court Services has responsibility for ensuring the security of the courts including transport of prisoners, and the proper service execution of all civil legal processes. The other area of operation for the Sheriff is Custody Services. Custody Services is responsible for the confinement of prisoners in a safe and humane environment at the Adult Detention Center and Support Services Division. This past year, multiple agencies in Fairfax County launched a program called Diversion First 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.

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
- Support and Services Division
 - Electronic Incarceration
 - Minimum and Medium Security Inmates
 - Work Release
 - Community Labor Force

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ELECTORAL BOARD

Electoral Board Budget Summary

	<u>FY 2016 Actual</u>	<u>FY 2017 Budget</u>	<u>FY 2017 Estimate</u>	<u>FY 2018 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 156,395	\$ 167,243	\$ 166,331	\$ 176,134	\$ 8,891	5.32%
Fringe Benefits	51,628	61,683	60,699	66,418	4,735	7.68%
Purchased Services	45,988	39,798	59,718	58,112	18,314	46.02%
Internal Services	-	-	-	-	-	0.00%
Other Charges	7,378	7,279	9,488	9,890	2,611	35.87%
Supplies & Materials	1,344	1,000	1,325	1,000	-	0.00%
Capital Outlay	110	650	650	600	(50)	-7.69%
Total Expenditures	\$ 262,843	\$ 277,653	\$ 298,211	\$ 312,154	\$ 34,501	12.43%
Revenues						
Salary Reimbursement	55,344	50,000	50,000	50,000	-	0.00%
Total Revenues	\$ 55,344	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	0.00%
Net Cost to the City	\$ 207,499	\$ 227,653	\$ 248,211	\$ 262,154	\$ 34,501	15.16%
Total FTE	2.50	2.50	2.50	2.50		

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

BUDGET COMMENTS:

An increase of \$34,501 or 12.4% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Purchased Services of \$18,314 or 46.0%**
 - Special Election held for Councilmember vacancy.

Cost Center 414110: Electoral Board

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 156,395	\$ 167,243	\$ 166,331	\$ 176,134	\$ 8,891	5.32%
Fringe Benefits	51,628	61,683	60,699	66,418	4,735	7.68%
Purchased Services	45,988	39,798	59,718	58,112	18,314	46.02%
Internal Services	-	-	-	-	0	0.00%
Other Charges	7,378	7,279	9,488	9,890	2,611	35.87%
Supplies & Materials	1,344	1,000	1,325	1,000	0	0.00%
Capital Outlay	110	650	650	600	(50)	-7.69%
Total	\$ 262,843	\$ 277,653	\$ 298,211	\$ 312,154	\$ 34,501	12.43%

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 and 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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Registrar	119	1.00	1.00	1.00	1.00
Deputy Registrar	113	1.00	1.00	1.00	1.00
Deputy Registrar (P/T)	113	0.50	0.50	0.50	0.50
Total Positions		2.50	2.50	2.50	2.50

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

- Well managed, efficient, accessible, fair, honest and accurate elections
- Maintains official records of elections, candidates and other information for public inspection
- Maintains accurate voter registration rolls; maintains Virginia Voter Registration System database
- Answers voting and registration questions for the public and the media.
- Administers absentee voting systems
- Ensure timely and accurate reporting of election results
- Ensure the security, maintenance and integrity of voting systems
- Certify all local candidates' eligibility to run for office
- Review campaign finance submissions by local candidates.
- Assess civil penalties for campaign finance requirement violations
- Recruit and train Officers of Election. These are mostly citizens of the City of Fairfax

Voter registration grew to more than around 16,000 registered voters. Fluctuations occur as interest in an election grows. For example, citizens register prior to presidential elections and for elections where candidates or issues attract attention.

PERFORMANCE MEASURES:

Indicators	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Number of elections	3+ Recount	2	3	4
Number of votes cast	13,285	15,000	16,000	15,000
Number of Officers of Election deployment	144	140	220	225
Number of registered voters	15,500	15,500	16,200	16,000
Number of additions, deletions and changes to voter registrations	6,000	9,000	9,100	6,000
Number of times a Voting Machine is deployed	26	34	30	28
Absentee applications processed	765	2,500	3,500	1,300
Number of candidates qualified	15	4	5	20
Number of campaign finance forms processed	110	34	94	50
Number of formal voter complaints	0	0		

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GENERAL AND FINANCIAL ADMINISTRATION

General & Financial Government - Budget Summary

	<u>FY 2016 Actual</u>	<u>FY 2017 Budget</u>	<u>FY 2017 Estimate</u>	<u>FY 2018 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 5,444,265	\$ 5,581,590	\$ 5,606,896	\$ 5,962,666	\$ 381,076	6.83%
Fringe Benefits	2,063,930	2,230,263	2,223,642	2,427,846	197,583	8.86%
Purchased Services	2,125,465	2,014,547	2,010,886	2,212,814	198,267	9.84%
Internal Services	(3,436,207)	(3,740,408)	(3,326,034)	(3,499,496)	240,912	6.44%
Other Charges	1,106,576	1,007,973	1,025,436	1,117,223	109,250	10.84%
Supplies & Materials	1,225,358	1,666,875	1,289,822	1,291,527	(375,348)	-22.52%
Capital Outlay	297,756	284,400	297,755	245,400	(39,000)	-13.71%
Total Expenditures	\$ 8,827,143	\$ 9,045,240	\$ 9,128,403	\$ 9,757,980	\$ 712,740	7.88%
Total FTE	62.00	62.00	62.00	64.00		

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

No significant increase from the FY 2017 Adopted Budget is necessary to fund non-personnel expenditures in the FY 2018 Adopted Budget.

Cost Center 415110: City Manager

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 447,708	\$ 450,712	\$ 450,679	\$ 469,831	\$ 19,119	4.24%
Fringe Benefits	150,466	183,363	183,350	193,456	10,093	5.50%
Purchased Services	1,715	-	-	-	-	0.00%
Internal Services	(110,560)	(117,015)	(117,015)	(122,362)	(5,347)	-4.57%
Other Charges	7,351	6,810	6,810	6,810	-	0.00%
Supplies & Materials	2,019	1,700	3,200	1,850	150	8.82%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 498,699	\$ 525,570	\$ 527,024	\$ 549,586	\$ 24,016	4.57%

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 citizens.
- 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 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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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	1.00	1.00	0.50	0.50
Total FTE		3.00	3.00	2.50	2.50

* Administrative FTE will be split 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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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:

The FY 2018 Adopted Budget reflects a reduction of \$25,512 or 5.7% from the FY 2017 Adopted Budget. Notable adjustments include:

- **Purchased Services, decrease of \$26,060 or 5.7%**
 - The decreases in City Attorney’s fees are the result of a greater allocation of legal work required for City transportation projects.

Cost Center 415120: City Attorney

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 444,542	\$ 455,700	\$ 448,365	\$ 429,640	\$ (26,060)	-5.72%
Internal Services	(14,388)	(9,570)	(9,570)	(9,022)	548	5.72%
Total	\$ 430,154	\$ 446,130	\$ 438,795	\$ 420,618	\$ (25,512)	-5.72%

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Formal/informal opinions issued		35	40	35
Ordinances/resolutions prepared and/or reviewed for City Council and other boards and commissions		40	40	40
Lawsuits closed during the year		20	15	15
Review special use permits, special exceptions, variances, rezoning applications and staff reports		70	60	60
Appearances before City Council, Planning Commission, and Board of Zoning Appeals		35	30	30
Appearances in regulatory matters		1	1	1
Review and assist with response to FOIA requests		25	25	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 in a more challenging development environment resulting from changes to enabling authority with regard to proffers, although the City remains an attractive location for development proposals. In addition, 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. In terms of specific projects, there remain a number of issues relating to the rewrite of the zoning ordinance, and various infrastructure projects throughout the City. In addition, the nature of future development and redevelopment projects in the City remains relatively complex, since there is very little empty site development and most land use work is in the nature of either infill development or in redevelopment, where the legal issues can be particularly complex.
- Also, the City remains the owner of a number of properties, and managing and disposing of these various properties continues to have numerous legal ramifications. In the zoning enforcement area, the City has continued a program enacted in recent years to aggressively enforce against violators, resulting in an increase in notices of violations and tickets, and resulting legal action (including litigation) to enforce the same as individuals and companies challenge various City enforcement efforts. Tax assessment appeals have also seen an increase, particularly in terms of litigation. Lastly, several large road and utility projects (i.e. Jermantown Road, Kamp Washington and Northfax) have resulted in complicated negotiations with landowners and an increase in litigation. Litigation continues to be the one area that it is virtually impossible to predict or budget for with any degree of certainty (and which can vary significantly year over year), and we continue to utilize a conservative estimating process in arriving at projections in this area.

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

BUDGET COMMENTS:

No increase from the FY 2017 Adopted Budget is necessary to fund expenditures in the FY 2018 Adopted Budget.

Cost Center 415130: Public Audit of Accounts

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Purchased Services	\$ 84,225	\$ 82,700	\$ 82,700	\$ 82,700	\$ -	0.00%
Internal Services	(7,833)	(7,236)	(7,236)	(7,236)	-	0.00%
Total	\$ 76,392	\$ 75,464	\$ 75,464	\$ 75,464	\$ -	0.00%

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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 2016, 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).

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

BUDGET COMMENTS:

An increase of \$7,083 or 1.0% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$11,781 or 5.6%**
 - Increased contract costs for Fire and Police medical exams.

Cost Center 415140: Personnel

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 380,753	\$ 386,626	\$ 351,234	\$ 376,349	\$ (10,277)	-2.66%
Fringe Benefits	169,241	172,291	157,892	179,964	7,673	4.45%
Purchased Services	232,039	210,579	210,579	222,360	11,781	5.59%
Internal Services	(140,502)	(110,319)	(110,319)	(113,297)	(2,978)	-2.70%
Other Charges	25,520	47,181	47,181	48,065	884	1.87%
Supplies & Materials	548	500	500	500	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 667,599	\$ 706,858	\$ 657,067	\$ 713,941	\$ 7,083	1.00%

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

Personnel Classification	Grade	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <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	115	1.00	1.00	1.00	1.00
Personnel Technician	112	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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Number of Positions Filled	38	40	40	43
Average time to fill a job (days)	60	60	60	60
Applications received per year	2,500	2,600	2,600	2,750
Number of disciplinary actions	3	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	9.5%	10%	10%	10.75%

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

No significant increase from the FY 2017 Adopted Budget is necessary to fund expenditures in the FY 2018 Adopted Budget.

Cost Center 415150: Community Relations

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 90,522	\$ 88,834	\$ 88,834	\$ 90,611	\$ 1,777	2.00%
Fringe Benefits	40,757	36,140	36,140	37,310	1,170	3.24%
Purchased Services	57,443	54,000	56,000	56,000	2,000	3.70%
Internal Services	-	-	-	-	-	0.00%
Other Charges	1,028	630	630	730	100	15.87%
Supplies & Materials	1,464	950	950	1,120	170	17.89%
Capital Outlay	550	400	400	400	-	0.00%
Total	\$ 191,764	\$ 180,954	\$ 182,954	\$ 186,171	\$ 5,217	2.88%

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

PROGRAM:

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

COUNCIL GOALS:

- #2, Governance – high-performance, efficient, communicative, and open governing system
 - Ensure an educated and involved citizenry and an informed media by providing information on City programs and activities through timely and efficient communication methods.
- #3, Neighborhoods – build strong, safe, and secure neighborhoods
 - Improve connectivity through enhanced and inclusive communication.

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:

- Answer citizen requests for information and to ascertain community needs
- Produce informational, educational and promotional publications/materials for residents and business owners
- Prepare and disseminate news releases and media advisories targeted to print and electronic media outlets and community audiences
- Keep citizens informed of critical issues through the Internet (Web), cable television, telephone bulletin boards, electronic messages, social media and other media
- Keep current on information technology initiatives and their applications to community relations
- Survey and analyze effectiveness of communication programs
- Provide information regarding City services during emergencies via Emergency Operations Center or virtual EOC using in-house and public communication tools
- Explore methods to improve the management and implementation of communication programs
- Cultivate and maintain connections with civic association leadership
- Manage citizen outreach programs

SERVICES AND PRODUCTS:

- The *Cityscene* newsletter printing and mailing, plus electronic version with amenities
- Pamphlets, brochures, flyers, banners
- News releases and media advisories
- Photography of City events, programs and news-related issues
- Press conferences
- Emergency Operations Center and virtual EOC communication functions and coordination
- World Wide Web site content
- Chocolate Lovers Festival communication and publicity support
- Telephone Newslines
- Fairfax City Alert (electronic message alert system)
- Social media public interaction (Facebook, Twitter)

Personnel Classification	Grade	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Community Relations Specialist	117	1.00	1.00	1.00	1.00
Total FTE		1.00	1.00	1.00	1.00

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

PERFORMANCE MEASURES:

Indicators	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
<i>The Cityscene</i> monthly newsletter	12	12	12	12
Citizen inquiries handled	4,250	4,270	4,250	4,300
Web site inquiries handled	1,300	1,320	1,320	1,320
Media inquiries handled	400	200	300	200
News releases prepared and distributed	30	35	24	30
Fairfax City Alerts	150	150	150	150
Social media posts	500	365	450	450

Performance Measurement Results:

Web inquiries have increased due to a number of factors, including our social media presence (which directs all traffic to the City website), multiple contact forms on the City website, Fairfax City Alert subscriptions, as well as the popularity of City special events.

Communication with the public and the media has become less formal and more organic. Media no longer use “news releases” as their primary resource. The public relies less on media and more on their own resources and direct access to the same media the press relies on, including social media, Fairfax City Alerts and the City website. Communication with City staff also is conducted via social media and electronic messages.

The mailing of the Cityscene provides information that used to be distributed via news release and, as with social media, gives the public the information it needs using our own media.

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

BUDGET COMMENTS:

An increase of \$233,086 or 68.1% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$35,733 or 35.5%**
 - Higher salary for new Economic Development Director.
- **Fringe Benefits, increase of \$14,036 or 34.3%**
 - Fringe Benefits associated with higher salary for new Economic Development Director.
- **Other Charges, increase of \$161,480 or 109.6%**
 - \$160,000 is requested for increased support of the Economic Development Office (EDO) and the Economic Development Authority (EDA). A portion of this addition is a direct result of the City's commitment through a MOA with George Mason University for the purpose of providing marketing and recruitment support to the Mason Enterprise Center. Furthermore, the EDA budget incorporates support for an aggressive City marketing campaign targeting essential businesses and retailers, and for the development of a comprehensive economic development strategy.
- **Purchased Services, increase of \$20,836 or 40.0%**
 - Additional cost for the rollout of new City branding.

Cost Center 461210: Economic Development

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 56,855	\$ 100,674	\$ 127,060	\$ 136,407	\$ 35,733	35.49%
Fringe Benefits	26,322	40,957	51,692	54,993	14,036	34.27%
Purchased Services	27,328	52,164	43,164	73,000	20,836	39.94%
Internal Services	-	-	-	-	-	0.00%
Other Charges	307,396	147,320	162,320	308,800	161,480	109.61%
Supplies & Materials	1,075	1,000	1,000	2,000	1,000	100.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 418,976	\$ 342,115	\$ 385,236	\$ 575,201	\$ 233,086	68.13%

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 several 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
- Actively market the City

Personnel Classification	Grade	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Economic Development Director	125	1.00	1.00	1.00	1.00
Administrative Support Specialist	113	-	-	0.50	0.50
Total FTE		1.00	1.00	1.50	1.50

* Administrative FTE will be split 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 working through issues with ordinances and policies
- Assist start-up companies in conjunction with the Small Business Development Center and Mason Enterprise Center
- Coordinate ribbon cuttings with Council and Chamber of Commerce
- Serve as City’s interface with the Chamber of Commerce and the Economic Development Authority
- New business welcome packet and Guide to Doing Business in Fairfax

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’s website

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
- Identify opportunities to foster more pro-business environment including financial incentives and streamlining of zoning regulations

PERFORMANCE MEASURES:

Indicators	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Office Space – Vacancy Rate	14.1%	13.0%	15.0%	14.5%
Retail Space – Vacancy Rate	3.4%	3.5%	3.4%	3.3%
Number of Advertisements	2	2	4	5
Number of Restaurants	185	185	186	186

Performance Measurement Results:

- The City’s overall commercial vacancy rates are equal to or better than those in surrounding regions. An overview of the office market vacancy rate indicates:
 - Greater Fairfax County: 15.5%
 - Washington D.C. metropolitan region: 14.5%
 - U.S. National office market: 16.9%
- A slightly different condition holds for retail vacancy rates:
 - Greater Fairfax County: 1.96%
 - Washington D.C. metropolitan region: 4.5%
 - U.S. National retail market: 11.9%

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$19,174 or 7.3% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$7,870 or 117.5%**
 - Closed Captioning contract purchase.

Cost Center 415160: Cable TV

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 186,443	\$ 189,337	\$ 193,470	\$ 194,359	\$ 5,022	2.65%
Fringe Benefits	48,996	61,840	62,156	64,399	2,559	4.14%
Purchased Services	5,668	6,700	6,474	14,570	7,870	117.46%
Internal Services	2,044	1,981	1,981	5,204	3,223	162.70%
Other Charges	1,842	2,350	2,783	2,850	500	21.28%
Supplies & Materials	1,090	1,500	11,261	1,500	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 246,083	\$ 263,708	\$ 278,125	\$ 282,882	\$ 19,174	7.27%

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

PROGRAM:

The Community Relations Office manages a complete communications program to keep residents and the media informed of municipal services and activities. The Cable TV division helps the City achieve its communication goals through the use of video on cable television, online and 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 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
- School Board meetings
- Planning Commission meetings
- The Fairfax Scene program

FUNCTION: General and Financial
DEPARTMENT: City Manager
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

Classification	Grade	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Cable Television Manager	121	1.00	1.00	1.00	1.00
Cable TV Technician (P/T)	119	0.75	0.75	0.75	0.75
Total FTE		1.75	1.75	1.75	1.75

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

PERFORMANCE MEASURES:

Indicators	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
City Council meetings/work sessions televised	31	34	32	30
School Board meetings televised/recorded*	8/11*	8/11*	8/10*	9/11*
Planning Commission meetings televised	17	21	19	20
Fairfax Scenes produced and televised	8	10	10	10
Special programming	24	20	68**	21
Outcome Measures				
Percentage of programs shown on Cityscreen-12 and City's web site	100%	100%	100%	100%
Percentage of programs available to the public on City's web site, City's YouTube channel and on Blu-ray/DVD	100%	100%	100%	100%

Performance Measurement Results:

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

**The large increase of special programming is due to posting previous Independence Day Parades on YouTube in honor of the 50th Anniversary of the Independence Day Celebration and because the City received a grant to produce Emergency Preparedness videos.

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

BUDGET COMMENTS:

The FY 2018 Adopted Budget reflects a reduction of \$22,359 or 8.0% from the FY 2017 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$20,000 or 59.2%**
 - Increased budget for in-house Safety Consultant services. The request to hire a full-time Safety Consultant was not included in this Adopted Budget. An \$8,000 increase to help address this need.
 - \$12,000 is requested for in-house safety training programs.
- **Other Charges, decrease of \$45,594 or 15.9%**
 - The premiums for liability and auto insurance decreased due to the City's good experience rating.

Cost Center 415230: Risk Management

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 9,277	\$ 33,785	\$ 33,785	\$ 53,785	\$ 20,000	59.20%
Internal Services	(43,261)	(40,505)	(40,505)	(37,270)	3,235	7.99%
Other Charges	295,171	286,666	286,666	241,072	(45,594)	-15.90%
Supplies & Materials	129	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 261,317	\$ 279,946	\$ 279,946	\$ 257,587	\$ (22,359)	-7.99%

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Number of preventable accidents	26	33	36	32
Number of lost day injuries	10	29	25	28
Number of lost days	152	150	180	150
Number of light duty days	70	280	520	300

Performance Measurement Results:

- Preventable accidents expected to decrease due to proactive training efforts.
- Number of lost and light duty work days projected to decrease.

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

BUDGET COMMENTS:

The FY 2018 Adopted Budget reflects a reduction of \$15,584 or 13.0% from the FY 2017 Adopted Budget. Notable adjustments include:

- **Other Charges, decrease of \$18,000 or 13.0%**
 - A reduction in telephone charges based on actual experience.

Cost Center 415240: Telephone

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Internal Services	\$ (14,312)	\$ (18,520)	\$ (18,520)	\$ (16,104)	\$ 2,416	13.05%
Other Charges	111,899	138,000	138,000	120,000	(18,000)	-13.04%
Total	\$ 97,587	\$ 119,480	\$ 119,480	\$ 103,896	\$ (15,584)	-13.04%

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

PERFORMANCE MEASURES:

Indicators	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Telephone support call response	910	920	940	920
Outcome Measures				
Request completed in a timely/sat. fashion	99%	99%	99%	99%

Performance Measurement Results:

- The City is currently in the process of moving telephone line providers from Verizon to Cox. By moving our telephone lines from Verizon to Cox the City will see savings on VoIP service, Analog Service, and Long distance. The number of support calls is estimated to increase temporarily in FY17 but return to lower levels in FY18.
- Internet Services. The City has increased the internet service at City Hall from 20Mb to 100Mb to allow for more external cloud services.
- 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 \$112,575 or 5.1% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$64,389 or 6.7%**
 - Increase due to hiring of higher grade FTE replacements, merit/COLA increases and the reclassification of certain positions.
- **Purchased Services, increase of \$40,904 or 7.4%**
 - Increase in specialized departmental business software support.

Cost Center 415250: Information Technology

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 946,767	\$ 963,699	\$ 986,730	\$ 1,028,088	\$ 64,389	6.68%
Fringe Benefits	338,163	391,071	400,441	422,318	31,247	7.99%
Purchased Services	545,331	552,881	552,881	593,785	40,904	7.40%
Internal Services	(135,013)	(112,144)	(112,144)	(110,609)	1,535	1.37%
Other Charges	110,432	124,000	131,200	130,500	6,500	5.24%
Supplies & Materials	32,508	26,500	31,500	33,500	7,000	26.42%
Capital Outlay	297,206	279,000	270,000	240,000	(39,000)	-13.98%
Total	\$ 2,135,394	\$ 2,225,007	\$ 2,260,608	\$ 2,337,582	\$ 112,575	5.06%

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

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.

OBJECTIVES:

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

SERVICES AND PRODUCTS:

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

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

PERFORMANCE MEASURES:

Indicators	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Technical Support				
Technical service call responses	7,340	7,370	7,400	7,440
Number of workstations/computers	210	217	212	210
Number Laptops supported	95	95	101	115
Number of Mobile Devices: Cell Phones, Tablets and Smart Phones.	320	335	341	341
Network Administration				
Network support call responses	2,600	2,600	2,620	2,620
Number of servers	48	48	51	51
Number of applications/systems	135	136	137	138
Number of routers, switches and	112	112	113	113
Application Programming				
Requests for Web Services		1,820		
Requests for GIS Services		1,352		
Requests for queries/reports		810		
Requests for custom applications		50		
Outcome Measurers				
Network Management FTE		1.2		
Computer time available		AVG 99.9%		

Performance Measurement Results:

- Requests for services have increased over time as the City has continued to develop its use of technology to deliver services more efficiently. GIS and additional mapping capability, additional web based services and more sophisticated use of general office software has increased the need for more targeted support. Continued support of the new Tax and Revenue application and a website Content Management System (CMS) will increase support requests.
- Requests for support have increased as we continue to deploy mobile devices

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

Personnel Classification	Grade	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>
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
Program / Systems Analyst	123	1.00	1.00	1.00	1.00
Web Architect	123	1.00	1.00	1.00	1.00
Telecommunications Manager	125	1.00	1.00	1.00	1.00
GIS Manager	121	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:

There are no material budget adjustments from the FY 2017 Adopted Budget to fund the FY 2018 Adopted Budget.

Cost Center 415260: Printing and Office Supplies

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 50,119	\$ 51,758	\$ 48,259	\$ 54,559	\$ 2,801	5.41%
Fringe Benefits	20,885	21,057	10,720	22,465	1,408	6.69%
Purchased Services	121	-	-	-	-	0.00%
Internal Services	(44,264)	(43,148)	(43,148)	(44,507)	(1,359)	-3.15%
Other Charges	185,980	184,088	181,588	188,980	4,892	2.66%
Supplies & Materials	25,081	41,700	41,700	42,000	300	0.72%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 237,922	\$ 255,455	\$ 239,119	\$ 263,497	\$ 8,042	3.15%

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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 flat.
- Supply orders for FY17 and FY18 will remain flat.
- Mail room copying and printing projects are expected to remain flat.
- Special printing projects are expected to remain flat.
- Agenda mailings have remained flat.

Personnel Classification	Grade	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Mail / Duplication Services Admin.	110	1.00	1.00	1.00	1.00
Total FTE		1.00	1.00	1.00	1.00

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

The FY 2018 Adopted Budget reflects a reduction of \$285,118 or 9.1% from the FY 2017 Adopted Budget. Notable adjustments include:

- **Supplies and Materials, decrease of \$383,228 or 25.2%**
 - Decreases in costs due to the replacement of old transit buses with new buses under warranty.

Cost Center 415270: Fleet Maintenance

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 839,597	\$ 855,303	\$ 838,201	\$ 875,089	\$ 19,786	2.31%
Fringe Benefits	318,768	336,071	329,113	353,529	17,458	5.19%
Purchased Services	536,032	407,022	407,022	467,888	60,866	14.95%
Other Charges	10,305	6,250	6,250	6,250	-	0.00%
Supplies & Materials	1,109,050	1,522,505	1,132,191	1,139,277	(383,228)	-25.17%
Capital Outlay	-	5,000	5,000	5,000	-	0.00%
Subtotal	2,813,751	3,132,151	2,717,777	2,847,033	(285,118)	-9.10%
Internal Services	(2,770,146)	(3,132,151)	(2,717,777)	(2,875,291)	256,860	8.20%
Total	\$ 43,605	\$ -	\$ -	\$ (28,258)	\$ (28,258)	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 \$24 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 brakes monthly
- Provide fuel and lubricants
- Perform major and minor mechanical repairs
- Supports departments during snow removal
- Repair body and interior of damaged vehicles
- Maintain facility in accordance with all state and federal regulations
- Looking for more effective ways to reduce operating cost.

SERVICES AND PRODUCTS:

- Reliable and efficient fleet of City vehicles
- Safety and emission inspections
- Write specifications for new vehicles
- Modifications to vehicles, performs custom installs
- Welding
- Tire replacements
- Speed calibrations
- Fueling and operation and recordkeeping
- Property yard uniform, deliveries and supplies distribution
- Emergency road service
- Surplus vehicle preparation
- Two way radio maintenance

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

PERFORMANCE MEASURES:

Indicators	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimated	FY 2018 Projected
Output Measures				
Number of repair orders	3,670	3,446	3,682	3,682
Total Fleet	692	670	672	672
Downtime hours	289,085	468,000	250,000	250,000
Efficiency Measures				
Mechanic to vehicle ratio	1/98	1/95	1/96	1/96
National average	1/55	1/55	1/55	1/55
Outcome Measures				
Vehicle availability	90%	88%	93%	93%
National average	95%	95%	95%	95%

Performance Measurement Results:

- Repair orders are expected to increase in FY 2018, compared to FY17 budgeted, as a result of age of fleet.
- 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.
- Increase in fleet and the mechanic position that was eliminated raises the mechanic to vehicle ratio, which affects fleet availability.

Personnel Classification	Grade	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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
Total FTE		12.00	12.00	12.00	12.00

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$147,810 or 17.5% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$113,063 or 16.4%**
 - A Full Time Accountant is being added in the FY 2018 Adopted Budget,
- **Fringe Benefits, increase of \$49,946 or 17.8%**
 - Increase primarily due to the added Finance Department position.

Cost Center 415410: Finance & Accounting

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 677,698	\$ 688,248	\$ 697,110	\$ 801,311	\$ 113,063	16.43%
Fringe Benefits	249,901	280,000	278,650	329,946	49,946	17.84%
Purchased Services	41,225	710	8,210	8,250	7,540	1061.97%
Internal Services	(141,584)	(135,041)	(135,041)	(158,665)	(23,624)	-17.49%
Other Charges	5,945	7,624	5,454	8,409	785	10.30%
Supplies & Materials	1,914	3,400	3,400	3,500	100	2.94%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 835,099	\$ 844,941	\$ 857,783	\$ 992,751	\$ 147,810	17.49%

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 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <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 II	121	-	-	-	1.00
Buyer	119	1.00	1.00	1.00	1.00
Payroll & Accounting Technician	115	1.00	1.00	1.00	1.00
Accounting Specialist	114	1.00	1.00	1.00	1.00
Finance Technician	112	2.00	2.00	2.00	2.00
Total FTE		7.50	7.50	7.50	8.50

* Serves dually as Assistant City Manager

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

PERFORMANCE MEASURES:

Indicators	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Payroll checks issued (nearly 100% direct deposit now)	111	0	67	80
Prepare monthly and quarterly payroll reports and send to state and federal agencies	Yes	Yes	Yes	Yes
Purchase orders issued (should drop with use of p-cards)	328	400	300	275
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 2015, 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 2016 CAFR has been submitted to the GFOA again this year in hopes of obtaining another award. In addition, the City's FY 2015 Operating Budget also received a Distinguished Budget Presentation Award from the GFOA. The Office of Finance strives annually to receive both awards.

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

BUDGET COMMENTS:

An increase of \$34,581 or 5.4% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$22,745 or 5.1%**
 - Increase due to merit/COLA increases, and the cost of reclassifying certain positions based on the FY 2017 Pay Study.
- **Fringe Benefits, increase of \$11,541 or 6.4%**
 - Increase due to merit/COLA increases and increases in cost of health insurance and retirement plan.

Cost Center 415420: Real Estate Assessment

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 433,469	\$ 443,533	\$ 446,820	\$ 466,278	\$ 22,745	5.13%
Fringe Benefits	184,567	179,782	181,119	191,323	11,541	6.42%
Purchased Services	1,944	1,800	1,800	1,800	-	0.00%
Internal Services	-	-	-	-	-	0.00%
Other Charges	14,292	15,462	15,462	16,597	1,135	7.34%
Supplies & Materials	2,995	4,170	4,170	3,330	(840)	-20.14%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 637,267	\$ 644,747	\$ 649,371	\$ 679,328	\$ 34,581	5.36%

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Number of parcels assessed	8,960	8,983	8,992	9,023
Total assessed value-taxable	\$5.55B	\$5.69B	\$5.85B	\$5.91B
Total assessed value-exempt	\$499M	\$496M	\$502M	\$500M
Number of building permits	913	1,100	1,007	937
New construction value (growth)	\$32.0M	\$43.4M	\$25.0M	\$18.0M
Properties in Rehab programs	163	144	122	95
Tax \$ exempted for Rehab	\$183,530	\$170,167	\$158,004	\$134,723
Outcome Measures				
Coefficient of Dispersion	7.2%	6.4%	6.5%	6.5%
Efficiency Measures				
Per parcel maintenance cost	\$68.89	\$70.94	\$71.70	\$75.32
Cost per tax dollar assessed	\$.0105	\$.0104	\$.0101	\$.0105
Service Quality				
Median Sales Assessment Ratio	93.3%	95.43%	96.50%	96.50%

Performance Measurement Notes:

- Real estate assessments are on a calendar year basis (for example, FY2018 Projected reflects assessed values as of 1/1/17).
- Coefficient of Dispersion and Median Sales Assessment Ratio for FY2015 obtained from the Virginia Department of Taxation.
- Coefficient of Dispersion and Median Sales Assessment Ratio for FY2016, FY2017, and FY2018 were estimated based on data available at the time.
- The Coefficient of Dispersion is a statistical measure of uniformity in the assessment of real property.
- Efficiency measures in FY2018 were calculated using the current tax rate of \$1.062/\$100 for residential and \$1.157/\$100 for commercial.

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

BUDGET COMMENTS:

An increase of \$136,170 or 15.4% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$63,878 or 10.5%**
 - 1.0 additional FTE (two part-time employees) is being requested in FY 2018 for the Treasury Department, replacing the two temporary positions utilized in FY 2017, as well as increased cost due to merit/COLA increases.
- **Fringe Benefits, increase of \$29,116 or 12.8%**
 - Increase due to the added Treasury positions, and increase due to merit/COLA increases and increases in cost of health insurance and retirement plan.
- **Purchased Services, increase of \$40,430 or 189.3%**
 - Engagement with Investment Consultant to help manage City cash flow and investments, and contract with Sheriff's Department for more diligent Decal Enforcement effort.

Cost Center 415440: Treasurer

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 584,699	\$ 606,635	\$ 604,823	\$ 670,511	\$ 63,876	10.53%
Fringe Benefits	221,935	227,673	227,054	256,789	29,116	12.79%
Purchased Services	8,932	21,356	24,756	61,786	40,430	189.31%
Internal Services	(21,051)	(21,090)	(21,090)	(15,377)	5,713	27.09%
Other Charges	5,303	9,025	9,025	7,760	(1,265)	-14.02%
Supplies & Materials	29,735	40,950	40,950	39,250	(1,700)	-4.15%
Capital Outlay	-	-	22,355	-	-	0.00%
Total	\$ 829,553	\$ 884,549	\$ 907,873	\$ 1,020,719	\$ 136,170	15.39%

Personnel Classification	Grade	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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
Decal Enforce. Officer (P/T)	106	0.75	0.75	0.75	0.75
Total FTE		7.75	7.75	7.75	8.75

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 or via internet, payments 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; pre-Fairfax Water utility bills
 - 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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Delinquent Tax Collection	1,561,251	\$1,432,124	1,426,400	1,403,000
Late payment penalty collected	314,108	300,000	356,000	388,000
Interest on delinquent taxes	121,701	113,000	153,000	150,000
Outcome Measures				
Collection Ratio for Current Taxes for Previous Fiscal Year (2016):				
Personal Property Tax	94.53%			
Real Estate Tax	98.77%			

Collection Rate for Prior Years' Taxes through End of Previous Fiscal Year (2016):

Personal Property Tax	97.37%
Real Estate Tax	99.86%

Performance Measurement Results:

The City has met its Real Estate and Personal Property tax overall collection rate objective for FY 2016.

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

BUDGET COMMENTS:

An increase of \$67,268 or 6.2% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$43,042 or 5.7%**
 - Increase due to merit/COLA increases, and the cost of reclassifying certain positions based on the Pay Study.
- **Fringe Benefits, increase of \$21,336 or 7.1%**
 - Increase due to merit/COLA increases and increases in cost of health insurance and retirement plan.

Cost Center 415450: Commissioner of the Revenue

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 749,635	\$ 756,231	\$ 773,676	\$ 799,273	\$ 43,042	5.69%
Fringe Benefits	293,929	300,018	305,315	321,354	21,336	7.11%
Purchased Services	892	2,950	2,950	2,950	-	0.00%
Internal Services	4,663	4,350	4,350	5,040	690	15.86%
Other Charges	2,657	4,900	4,400	5,400	500	10.20%
Supplies & Materials	17,751	22,000	19,000	23,700	1,700	7.73%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 1,069,527	\$ 1,090,449	\$ 1,109,691	\$ 1,157,717	\$ 67,268	6.17%

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Total Tax Revenue	\$ 44,749,961	\$46,323,137	\$ 46,111,165	\$ 46,368,367
Personal Property Tax revenue	\$ 10,459,022	\$10,300,000	\$ 10,596,457	\$ 10,866,000
BPOL Revenue	8,740,824	9,050,000	8,800,000	8,780,000
Efficiency Measures				
Cost per dollar levied – Total	.0197	0.0191	.0192	.0197
Cost per dollar levied – Personal Property	.0340	0.0346	.0355	.0356
Cost per dollar levied – BPOL	.0597	0.0530	.0578	.0597

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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 \$9,433 or 5.9% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$12,100 or 9.1%**
 - The City provides health insurance stipends to qualified retirees. The number of qualified retirees is expected to increase in FY 2018.

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

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 128,750	\$ 132,200	\$ 132,200	\$ 144,300	\$ 12,100	9.15%
Other Charges	21,455	27,667	27,667	25,000	(2,667)	-9.64%
Total	\$ 150,205	\$ 159,867	\$ 159,867	\$ 169,300	\$ 9,433	5.90%

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PUBLIC SAFETY

POLICE DEPARTMENT

FY 2018 Adopted Budget - City of Fairfax, Virginia

Police Department Budget Summary

	<u>FY 2016 Actual</u>	<u>FY 2017 Budget</u>	<u>FY 2017 Estimate</u>	<u>FY 2018 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 7,362,069	\$ 7,779,682	\$ 7,929,071	\$ 8,179,731	\$ 400,049	5.14%
Fringe Benefits	3,148,013	3,282,025	3,243,470	3,419,917	137,892	4.20%
Purchased Services	271,256	337,950	362,128	380,050	42,100	12.46%
Internal Services	313,597	419,280	419,280	503,138	83,858	20.00%
Other Charges	201,073	219,684	212,684	222,787	3,103	1.41%
Supplies & Materials	183,269	197,500	197,500	200,000	2,500	1.27%
Capital Outlay	-	-	-	-	-	0.00%
Total Expenditures	\$ 11,479,277	\$ 12,236,121	\$ 12,364,133	\$ 12,905,622	\$ 669,501	5.47%
Revenues						
Animal Licenses	\$ 13,800	\$ 11,000	\$ 12,000	\$ 12,000	\$ 1,000	9.09%
Peddlers Permits	9,526	10,000	10,000	9,500	(500)	-5.00%
Court Fines / Forfeitures	517,864	590,000	680,000	680,000	90,000	15.25%
Parking Meter Violations	122,018	107,000	99,750	110,000	3,000	2.80%
Sale of Record Copies	4,150	4,000	4,000	4,000	-	0.00%
False Alarm Fees	28,576	37,000	25,000	25,000	(12,000)	-32.43%
Animal Control Fees	2,275	3,500	3,500	3,000	(500)	-14.29%
State Aid - Police	595,124	614,285	600,000	600,000	(14,285)	-2.33%
Grants	26,277	16,796	61,434	34,200	17,404	103.62%
Total Revenues	\$ 1,319,610	\$ 1,393,581	\$ 1,495,684	\$ 1,477,700	\$ 84,119	6.04%
Net Cost to the City	\$ 10,159,667	\$ 10,842,540	\$ 10,868,449	\$ 11,427,922	\$ 585,382	5.40%
Total FTE	89.00	89.00	89.00	89.00		

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

BUDGET COMMENTS:

An increase of \$78,734 or 6.0% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$26,855 or 3.7%**
 - Increase due to merit/COLA increases.
- **Fringe Benefits, increase of \$17,595 or 5.30%**
 - Increase due to merit/COLA increases and increases in cost of health insurance and retirement plan.
- **Purchased Services, increase of \$16,700 or 45.1%**
 - Funds required for the Sergeant/Lieutenant promotion process.

Cost Center 421110: Police Administration

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 647,840	\$ 719,763	\$ 714,941	\$ 746,618	\$ 26,855	3.73%
Fringe Benefits	278,130	334,762	332,487	352,357	17,595	5.26%
Purchased Services	51,103	37,050	26,050	53,750	16,700	45.07%
Internal Services	25,680	36,767	36,767	46,852	10,085	27.43%
Other Charges	102,630	97,388	97,388	104,887	7,499	7.70%
Supplies & Materials	75,625	79,000	79,000	79,000	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 1,181,008	\$ 1,304,730	\$ 1,286,633	\$ 1,383,464	\$ 78,734	6.03%

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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	-	-
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	6.00

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

PERFORMANCE MEASURES:

Indicators	CY 2016 Actual	CY 2017 Budget	CY 2017 Estimated	CY 2018 Projected
Output Measures				
Citizen complaints/All internal affairs cases: Investigated and processed	43	50	50	50
Citizen commendations received/processed	55	55	55	55
In-custody reports reviewed/analyzed	839	950	900	900

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

PERFORMANCE MEASUREMENT RESULTS:

- Citizen 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 2016 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:

The FY 2018 Adopted Budget reflects a reduction of \$160,580 or 3.6% from the FY 2017 Adopted Budget. Notable adjustments include:

- **Salaries, decrease of \$113,089 or 4.0%**
 - Decrease due to position reclassification within the Police Department (\$192k), partially offset by the impact of the merit/COLA increases. Three positions are to be reclassified to Police Field Operations.
 - Increase in Temporary Help (\$60k) to assist in completing Police Department background investigations due to current vacancies in the department.
- **Fringe, decrease of \$77,565 or 6.6%**
 - Decrease due to position reclassification within the Police Department, partially offset by the impact of the merit/COLA increases.

Cost Center 421120: Police Technical Services

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 2,238,936	\$ 2,808,156	\$ 2,615,431	\$ 2,695,067	\$ (113,089)	-4.03%
Fringe Benefits	913,325	1,167,490	1,043,967	1,089,925	(77,565)	-6.64%
Purchased Services	219,903	300,900	336,078	326,300	25,400	8.44%
Internal Services	27,556	26,102	26,102	30,172	4,070	15.59%
Other Charges	28,616	37,796	37,796	38,400	604	1.60%
Supplies & Materials	62,319	61,500	61,500	61,500	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 3,490,655	\$ 4,401,944	\$ 4,120,874	\$ 4,241,364	\$ (160,580)	-3.65%

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 2016 Actual	CY 2017 Budget	CY 2017 Estimated	CY 2018 Projected
Output Measures				
Cases assigned	209	240	220	220
Cases closed	142	185	150	150
Calls for service	14,577	14,500	14,500	14,500
Total phone calls received	42,136	45,000	45,000	45,000
Outcome Measures				
Clearance rate	68%			

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

PERFORMANCE MEASUREMENT RESULTS:

- The number of cases assigned 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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Police Captain	224	2.00	2.00	2.00	2.00
Police Lieutenant	220	2.00	2.00	3.00	3.00
Detective Sergeant	220	1.00	1.00	1.00	1.00
Master Patrol Officer	212	8.00	8.00	5.00	5.00
Detective/PFC	210	4.00	4.00	2.00	2.00
Police Officer	208	-	2.00	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
Police Records Specialist II	110	1.00	1.00	1.00	1.00
Police Records Specialist I	107	1.00	-	1.00	1.00
Total FTE		31.00	31.00	28.00	28.00

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

BUDGET COMMENTS:

An increase of \$751,347 or 11.5% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$486,282 or 11.4%**
 - Increase due to position reclassification from Police Technical Services, and the impact of the increases due to merit/COLA and Holiday Pay (\$407k).
 - Increase in Temporary Help (\$79k) to assist in filling vacancies in traffic and parking enforcement.
- **Fringe Benefits, increase of \$197,862 or 11.1%**
 - Increase due to position reclassification from Police Technical Services, and the impact of the merit/COLA increases.
- **Internal Services, increase of \$69,703 or 19.6%**
 - The allocation of motor pool expenses from the Fleet Maintenance was reviewed and updated; as a result, motor pool expenses allocated to this division increased.

Cost Center 421130: Police Field Operations

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 4,475,293	\$ 4,251,763	\$ 4,598,699	\$ 4,738,045	\$ 486,282	11.44%
Fringe Benefits	1,956,558	1,779,773	1,867,016	1,977,635	197,862	11.12%
Purchased Services	250	-	-	-	-	0.00%
Internal Services	260,361	356,411	356,411	426,114	69,703	19.56%
Other Charges	69,827	84,500	77,500	79,500	(5,000)	-5.92%
Supplies & Materials	45,325	57,000	57,000	59,500	2,500	4.39%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 6,807,614	\$ 6,529,447	\$ 6,956,626	\$ 7,280,794	\$ 751,347	11.51%

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 2016 Actual	CY 2017 Budget	CY 2017 Estimated	CY 2018 Projected
Output Measures				
Calls for service	14,577	14,500	14,500	14,500
Drunk driving arrests	64	110	75	75
Criminal arrests	1,040	1,375	1,100	1,100
Traffic summonses	9,864	10,000	10,500	10,500
Parking summonses	3,162	2,500	2,750	2,750
Animal cases	727	725	725	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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Police Captain	224	2.00	2.00	2.00	2.00
Police Lieutenant	220	5.00	5.00	4.00	4.00
Police Sergeant	220	6.00	6.00	7.00	7.00
Master Patrol Officer	212	5.00	5.00	4.00	4.00
Police Officer First Class	210	9.00	9.00	14.00	14.00
Police Officer	208	16.00	16.00	16.00	16.00
Traffic Services Technician	113	1.00	1.00	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	3.50	2.50	2.50
Total FTE		52.00	52.00	55.00	55.00

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PUBLIC SAFETY

FIRE DEPARTMENT

FY 2018 Adopted Budget - City of Fairfax, Virginia

Fire Department Budget Summary

	<u>FY 2016 Actual</u>	<u>FY 2017 Budget</u>	<u>FY 2017 Estimate</u>	<u>FY 2018 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 8,126,270	\$ 8,022,995	\$ 8,625,095	\$ 8,692,138	\$ 669,143	8.34%
Fringe Benefits	3,362,363	3,280,079	3,459,042	3,554,297	274,218	8.36%
Purchased Services	429,871	431,592	431,592	452,246	20,654	4.79%
Internal Services	471,347	575,760	575,760	558,924	(16,836)	-2.92%
Other Charges	446,468	578,512	766,886	500,140	(78,372)	-13.55%
Supplies & Materials	244,122	287,650	287,650	300,850	13,200	4.59%
Capital Outlay	200,378	104,000	108,000	115,000	11,000	10.58%
Total Expenditures	\$ 13,280,819	\$ 13,280,588	\$ 14,254,025	\$ 14,173,595	\$ 893,007	6.72%
Revenues						
Building Permits	\$ 260,038	\$ 285,000	\$ 315,000	\$ 230,000	\$ (55,000)	-19.30%
Electrical Permits	106,025	118,000	143,000	100,000	(18,000)	-15.25%
Plumbing Permits	38,576	83,000	93,000	80,000	(3,000)	-3.61%
Mechanical Insp Fees	103,124	123,000	173,000	100,000	(23,000)	-18.70%
Elevator Insp Fees	50,276	55,000	60,000	58,000	3,000	5.45%
Fire Marshal Permit	98,055	85,000	90,000	90,000	5,000	5.88%
Fire Protection System Per	21,426	43,000	58,000	40,000	(3,000)	-6.98%
Fire Marshal Develop Fees	15,333	12,000	13,000	15,000	3,000	25.00%
Public Safety Fees	38,699	45,000	45,000	45,000	-	0.00%
Rental Housing Permits	3,100	2,000	2,000	2,000	-	0.00%
Fire Programs Fund	74,577	63,000	63,000	70,000	7,000	11.11%
Four for Life Grants	48,065	21,000	21,000	25,000	4,000	19.05%
Fire Equipment Mini Grant	4,649	-	-	-	-	0.00%
Ambulance Fees	959,334	1,000,000	930,000	930,000	(70,000)	-7.00%
Fire Recovery Fee	200,000	225,000	225,000	225,000	-	0.00%
NCR Regional Planner Grant	96,305	-	10,801	145,000	145,000	0.00%
Emergency Management Grants	51,044	320,027	437,328	415,101	95,074	29.71%
Total Revenues	\$ 2,168,623	\$ 2,480,027	\$ 2,679,129	\$ 2,570,101	\$ 90,074	3.63%
Net Cost to the City	\$ 11,112,196	\$ 10,800,561	\$ 11,574,896	\$ 11,603,494	\$ 802,933	7.43%
Total FTE	80.00	80.00	80.00	80.00		

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

BUDGET COMMENTS:

An increase of \$95,520 or 6.0% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$107,949 or 15.1%**
 - Increase due to position reclassification, and the impact of the merit/COLA increases.
- **Fringe Benefits, increase of \$55,577 or 17.6%**
 - Increase due to position reclassification, and the impact of the merit/COLA increases.
- **Other Charges, decrease of \$82,910 or 21.0%**
 - Decrease due to reduction in Grants budgeted for FY 2018 and the associated expenses.

Cost Center 422110: Fire & Rescue Administration

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 754,133	\$ 713,503	\$ 797,699	\$ 821,452	\$ 107,949	15.13%
Fringe Benefits	302,170	316,378	356,109	371,955	55,577	17.57%
Purchased Services	37,846	39,700	39,700	58,100	18,400	46.35%
Internal Services	24,688	39,547	39,547	25,051	(14,496)	-36.66%
Other Charges	195,559	395,550	463,800	312,640	(82,910)	-20.96%
Supplies & Materials	20,618	13,900	13,900	13,900	-	0.00%
Capital Outlay	82,736	59,000	63,000	70,000	11,000	18.64%
Total	\$ 1,417,750	\$ 1,577,578	\$ 1,773,755	\$ 1,673,098	\$ 95,520	6.05%

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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 Specialist	123	1.00	1.00	1.00	1.00
Master Technician	213	1.00	1.00	1.00	1.00
Management & Billing Analyst	112	1.00	1.00	1.00	1.00
Total FTE		7.00	7.00	7.00	7.00

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

PERFORMANCE MEASURES:

Indicators	CY 2016 Actual	CY 2017 Budget	CY 2017 Estimated	CY 2018 Projected
Output Measures				
Total number of staff vacancies realized	8	1	1	2
Number of retirements	3	1	1	2
Number of resignations	5	0	0	0
Personnel hired	5	7	7	2
Total career operational training hours	14,011	15,000	15,000	16,000
Vehicle accidents reviewed	17	5	5	5
Injuries resulting in lost work days	5	2	2	2
Emergency plans and procedures reviewed or developed	20	20	20	20

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 in CY2016 is less than the number of vacancies realized because of the timing of the employees' departure and time to hire replacements. These vacancies will carry over to CY2017. Three SAFER Grant positions also started on January 1.
- There will be a predicted increase in training hours as we begin to have better accountability and distribution of information with our new training software.

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$584,786 or 5.9% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$420,732 or 6.9%**
 - Increase due to position reclassification, increase in Holiday Pay, reduced Salary Vacancy and the impact of the merit/COLA increases.
- **Fringe Benefits, increase of \$150,113 or 6.0%**
 - Increase due to position reclassification, increase in Holiday Pay, reduced Salary Vacancy and the impact of the merit/COLA increases.

Cost Center 422120: Operations

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 6,258,718	\$ 6,127,516	\$ 6,554,455	\$ 6,548,248	\$ 420,732	6.87%
Fringe Benefits	2,651,942	2,513,410	2,615,635	2,663,523	150,113	5.97%
Purchased Services	365,108	374,392	374,392	373,446	(946)	-0.25%
Internal Services	409,742	498,442	498,442	502,346	3,904	0.78%
Other Charges	190,008	122,017	242,141	120,500	(1,517)	-1.24%
Supplies & Materials	216,456	266,750	266,750	279,250	12,500	4.69%
Capital Outlay	117,642	45,000	45,000	45,000	-	0.00%
Total	\$ 10,209,616	\$ 9,947,527	\$ 10,596,815	\$ 10,532,313	\$ 584,786	5.88%

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	CY 2016 Actual	CY 2017 Budget	CY 2017 Estimated	CY 2018 Projected
Output Measures				
Total number of Incidents	6,647	6,700	6,710	6,763
Fire and other non EMS related incidents	4,328	4,340	4,345	4,375
Rescue and EMS incidents	2,319	2,360	2,365	2,388
Total number of EMS transports	2,697	2,697	2,697	2,797
Number of BLS transports	500	500	500	525
Number of ALS1 transports	2,128	2,128	2,128	2,178
Number of ALS2 transports	69	69	69	94
Total number of FVFD operational hours	2,684	2,700	2,700	2,900
Number of FVFD minimum staffing hours	1,397	1,400	1,400	1,500
Number of FVFD supplemental staffing hours	1,287	1,300	1,300	1,400

Performance Measurement Results:

- We are now tracking incidents and not total number of vehicle responses. This is a better measure of the call volume. The total number of incidents has leveled off as expected with the number of ALS units in Fairfax County.
- Volunteer hours of minimum and supplemental staffing remained consistent in CY 2016. This is 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.

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

Personnel Classification	Grade	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>
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	24.00	24.00
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	60.00	60.00

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$212,701 or 12.1% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$140,462 or 11.9%**
 - Increase due to position reclassification, increase in Holiday Pay, reduced Salary Vacancy and the impact of the merit/COLA increases.
- **Fringe Benefits, increase of \$68,528 or 15.2%**
 - Increase due to position reclassification, increase in Holiday Pay, reduced Salary Vacancy and the impact of the merit/COLA increases.

Cost Center 422140: Code Administration

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 1,113,419	\$ 1,181,976	\$ 1,272,941	\$ 1,322,438	\$ 140,462	11.88%
Fringe Benefits	408,251	450,291	487,298	518,819	68,528	15.22%
Purchased Services	26,917	17,500	17,500	20,700	3,200	18.29%
Internal Services	36,917	37,771	37,771	31,527	(6,244)	-16.53%
Other Charges	60,901	60,945	60,945	67,000	6,055	9.94%
Supplies & Materials	7,048	7,000	7,000	7,700	700	10.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 1,653,453	\$ 1,755,483	\$ 1,883,455	\$ 1,968,184	\$ 212,701	12.12%

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:

- #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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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	2.00	2.00
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	13.00	13.00

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

PERFORMANCE MEASURES:

Indicators	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Building/construction plans reviewed	1,023	1,000	1,000	1,000
Building permits issued	544	600	650	600
Estimated cost of construction	\$45,515,895	\$30,000,000	\$60,000,000	\$50,000,000
Other permits issued	1,573	1,800	1,500	1,500
Construction inspections conducted	6,457	8,000	8,000	7,000
Rental permits issued	28	25	25	25
Fire prevention permit inspections	561	550	550	600
In-home day care fire safety inspections	27	30	30	30
Property maintenance inspections	2,120	2,500	2,500	2,500
Tank farm facility inspections	384	250	300	300
Tank farm construction plans reviewed	25	20	25	25
Child Safety Seats Installed / Inspected	30	40	40	40
Smoke detectors and batteries installed	92	200	200	150
Investigations conducted	11	+	10*	+
Number of staff hours provided to Life Safety Programs	235	200	200	+
Service Quality				
Percentage of investigations closed	70%	+	+	+
Customer satisfaction survey results (Scale 1-5)	4.9	4.9	4.9	4.9
Efficiency Measures				
Ratio of property loss to property value	13%	+	3.9%*	+
Outcome Measures				
Fire loss damage	\$263,150	+	\$156,500*	+
Total value of affected property from fire loss damage	\$1,922,263	+	\$3,923,494*	+
Number of citizens reached via community outreach programs	6,303	3,500	5,000	5,000

*Actual numbers for the first six months of FY 2017

+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.

PUBLIC WORKS

FY 2018 Adopted Budget - City of Fairfax, Virginia

Public Works Budget Summary

	<u>FY 2016 Actual</u>	<u>FY 2017 Budget</u>	<u>FY 2017 Estimate</u>	<u>FY 2018 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 5,695,766	\$ 5,601,110	\$ 5,599,532	\$ 5,806,282	\$ 205,172	3.66%
Fringe Benefits	2,181,622	1,985,236	1,981,869	2,094,952	109,716	5.53%
Purchased Services	1,376,333	1,631,500	1,733,246	1,726,328	94,828	5.81%
Internal Services	294,900	401,475	401,475	405,549	4,074	1.01%
Other Charges	1,250,163	1,296,898	1,320,848	1,373,870	76,972	5.94%
Supplies & Materials	625,319	790,520	722,474	890,424	99,904	12.64%
Capital Outlay	130,046	130,000	130,000	29,000	(101,000)	-77.69%
Total Expenditures	\$ 11,554,148	\$ 11,836,739	\$ 11,889,444	\$ 12,326,405	\$ 489,666	4.14%
Revenues						
Meals Tax	\$ 1,479,634	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ -	0.00%
Cemetery Interments	69,264	70,000	85,000	70,000	-	0.00%
Street Opening Permits	51,700	50,000	50,000	50,000	-	0.00%
Public ROW Use Fees	172,142	225,000	188,000	190,000	(35,000)	-15.56%
Photo Red Light	504,978	577,600	386,000	720,000	142,400	24.65%
Sale of Surplus Property	109,414	70,000	123,001	70,000	-	0.00%
Sale of Cemetery Lots	62,208	40,000	40,000	40,000	-	0.00%
Perpetual Cemetery Care	9,604	4,200	4,200	4,200	-	0.00%
Street & Highway Maintenance	2,548,618	2,546,916	2,546,916	2,637,152	90,236	3.54%
Solid Waste Grant	6,427	6,200	6,200	6,000	(200)	-3.23%
Total Revenues	\$ 5,013,988	\$ 5,089,916	\$ 4,929,317	\$ 5,287,352	\$ 197,436	3.88%
Net Cost to the City	\$ 6,540,160	\$ 6,746,823	\$ 6,960,127	\$ 7,039,053	\$ 292,230	4.33%
Total FTE	76.10	76.95	77.95	78.95		

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

BUDGET COMMENTS:

An increase of \$89,876 or 7.9% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Internal Services, increase of \$51,238 or 47.5%**
 - 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.
- **Supplies and Materials, increase of \$34,389 or 18.1%**
 - Asphalt purchases were increased by \$30k for sealant used to repair cracks in City streets. The \$30k increase was added to handle additional repair work anticipated due to reductions made to the requested street paving capital budget

Cost Center 431110: Asphalt Maintenance

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 562,131	\$ 571,169	\$ 555,532	\$ 571,028	\$ (141)	-0.02%
Fringe Benefits	205,557	203,316	196,954	207,706	4,390	2.16%
Purchased Services	10,178	17,000	17,000	17,000	-	0.00%
Internal Services	104,504	107,799	107,799	159,037	51,238	47.53%
Other Charges	39,610	43,000	43,000	43,000	-	0.00%
Supplies & Materials	131,725	190,000	194,389	224,389	34,389	18.10%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 1,053,705	\$ 1,132,284	\$ 1,114,674	\$ 1,222,160	\$ 89,876	7.94%

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 56.12 miles of secondary and residential streets
- Maintain anti-cut-through traffic devices
- Address potholes within 12 hours of citizen request

SERVICES AND PRODUCTS:

- Street repair and resurfacing
- Pothole repair
- Shoulder maintenance
- Repair asphalt pedestrian pathways
- Install and maintain guardrails
- Work with Dominion Virginia Power to provide street lighting where needed
- Manage Capital Improvement Projects

Personnel Classification	Grade	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate *	FY 2018 Adopted
Division Superintendent	124	0.50	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	1.00	2.00	2.00
Truck Driver II	109	1.00	1.00	2.00	2.00
Truck Driver I	107	2.00	2.00	1.00	1.00
Total FTE		8.50	7.75	8.75	8.75

* Restoration of Equipment Operator position headcount.

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

PERFORMANCE MEASURES:

Indicators	FY 2016 Actual	FY 2017 Estimated	FY 2018 Projected
Output Measures			
Street asphalt repairs (tons)	1,500	2,200	2,200
Street preventive maint. (man hrs)	3,280	3,640	3,640
Assist other depts/divisions (man hrs)	100	100	100
Paving Oversight (man hrs)	3,630	3,600	3,600
Infrastructure Projects (man hrs)	4,330	4,000	4,000

Performance Measurement Results:

- Downtown Main St drainage project
- Major repairs on Layton Hall Dr, McLean Ave, Fairfax Circle, Bevan Dr, Wood Rd, and Woodland Dr
- Repair guardrails on Eaton Pl, Chain Bridge Rd, Burrows Ave, Pickett Rd
- Construct material storage facility at the Property Yard
- University Dr storm line replacement
- CIP paving oversight
- CIP asphalt sidewalk replacement oversight
- CIP crack sealing oversight
- Performed pothole repairs City-wide
- Assisted with curb & gutter replacement City-wide

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

BUDGET COMMENTS:

An increase of \$200,106 or 25.6% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$107,278 or 24.1%**
 - Increase due to reallocation of projected personnel costs.
- **Fringe Benefits, increase of \$45,724 or 28.5%**
 - Increase due to reallocation of projected personnel costs.
- **Internal Services, increase of \$36,814 or 46.4%**
 - 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.
- **Supplies & Materials, increase of \$14,289 or 21.0%**
 - Uniform costs were reclassified from the Fleet Maintenance Department (\$4k), and increases in barricades and other safety equipment (\$10k).

Cost Center 431111: Concrete Maintenance

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 483,019	\$ 444,496	\$ 528,022	\$ 551,774	\$ 107,278	24.13%
Fringe Benefits	213,659	160,476	194,457	206,200	45,724	28.49%
Purchased Services	-	2,000	2,000	2,000	-	0.00%
Internal Services	58,744	79,289	79,289	116,103	36,814	46.43%
Other Charges	20,442	27,650	27,650	23,650	(4,000)	-14.47%
Supplies & Materials	31,865	68,150	72,539	82,439	14,289	20.97%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 807,729	\$ 782,061	\$ 903,957	\$ 982,167	\$ 200,106	25.59%

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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	1.00	2.00	2.00	2.00
Total FTE		6.00	7.00	7.00	7.00

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

PERFORMANCE MEASURES:

Indicators	FY 2016 Actual	FY 2017 Estimated	FY 2018 Projected
Output Measures			
Concrete (yds)	220	350	350
Concrete preventive maint. (man hrs)	3,440	3,940	3,940
Downtown brick sidewalk repair (man hrs)	2,300	2,300	2,300
Assist other depts/divisions (man hrs)	350	100	100
Illegal ROW sign removal (man hrs)	2,000	2,000	2,000
Concrete project oversight (man hrs)	3,250	3,000	3,000

Performance Measurement Results:

- Brick sidewalk repair at Whitehead St, North St, Old Lee Hwy, University Dr, Judicial Dr, Chain Bridge Rd, School St, Main St, and Sager Ave
- Curb installation on Chain Bridge Rd, Old Lee Hwy, Layton Hall Dr, Fire Station 33
- Sidewalk repair on Chestnut St, University Dr, Sherman St, Sager Ave, Darby St, Farr Ave, Main St, and the Property Yard
- Grind tripping hazards on Sherman St, Sharon Ct, Old Lee Hwy, and Farr Dr
- Assessment of damaged concrete and brick areas for FY replacement program
- Daily oversight of CIP concrete/brick contractors
- Graffiti removal
- Citywide illegal sign removal daily
- Grinding of concrete tripping hazards Citywide
- Report single faulty street lights/yearly report of all damaged units
- Retrofit existing handicapped ramps
- Haul debris to Lorton Landfill
- Brine manufacturing
- Seasonal leaf hauling assistance

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

BUDGET COMMENTS:

The FY 2018 Adopted Budget reflects a reduction of \$135,064 or 27.6% from the FY 2017 Adopted Budget. Notable adjustments include:

- **Internal Services, increase of \$9,936 or 26.4 %**
 - 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
- **Supplies & Materials, decrease of \$50,000 or 23.0%**
 - Mild 2016 – 2017 winter reduced usage of stockpiles of materials used to combat and clean up snowstorms.
- **Capital Outlay, decrease of \$95,000 or 82.6%**
 - Mild 2016 – 2017 resulted in less upkeep, maintenance and replacement of equipment used for Snow and Ice control.

Cost Center 431120: Snow Removal

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 195,204	\$ 92,361	\$ 75,361	\$ 92,361	\$ -	0.00%
Fringe Benefits	57,983	7,066	5,766	7,066	-	0.00%
Purchased Services	-	10,000	-	10,000	-	0.00%
Internal Services	48,103	37,568	37,568	47,504	9,936	26.45%
Other Charges	79,384	9,000	27,950	9,000	-	0.00%
Supplies & Materials	136,862	217,800	89,000	167,800	(50,000)	-22.96%
Capital Outlay	79,808	115,000	115,000	20,000	(95,000)	-82.61%
Total	\$ 597,344	\$ 488,795	\$ 350,645	\$ 353,731	\$ (135,064)	-27.63%

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 2016 Actual	FY 2017 Estimated	FY 2018 Projected
Output Measures			
Total snowfall (inches)	31	6-20	6-20
Snow Equipment pre/post prep	744	744	744
Snow/Ice operations (man hrs)	11,760	5,000	5,000

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.

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$45,305 or 5.2% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Internal Services, increase of \$38,035 or 40.3%**
 - 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 431130: Storm Drainage

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 390,728	\$ 474,360	\$ 461,008	\$ 474,126	\$ (234)	-0.05%
Fringe Benefits	163,671	161,638	156,206	164,753	3,115	1.93%
Purchased Services	10,990	10,500	10,500	10,500	-	0.00%
Internal Services	82,185	94,470	94,470	132,505	38,035	40.26%
Other Charges	37,927	57,000	57,000	57,000	-	0.00%
Supplies & Materials	65,722	64,500	68,889	68,889	4,389	6.80%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 751,223	\$ 862,468	\$ 848,073	\$ 907,773	\$ 45,305	5.25%

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, 2,572 catch basins, 145 outfalls, 28 box culverts and 7 bridges. Crews replace deteriorated storm lines, perform preventive maintenance tasks biannually, clear blocked streams, repair box culverts, and repair damaged driveway pipe and ditch lines.

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

Personnel Classification	Grade	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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
Truck Driver II	109	1.00	1.00	-	-
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 2016 Actual	FY 2017 Estimated	FY 2018 Projected
Output Measures			
Preventive maintenance (man hrs)	4,435	6,840	6,840
Assist other depts/divisions (man hrs)	75	100	100
Infrastructure projects (man hrs)	6,830	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 Cobb Dr, Burrows Ave, Oak St
- Catch basin reconstruction on Old Pickett Rd, Keith Ave, Pickett Rd
- Downtown storm pipe replacement project
- Enlarge brine containment area

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

BUDGET COMMENTS:

An increase of \$75,060 or 3.7% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$40,137 or 4.5%**
 - Increase in On Call Pay (\$25k) due to new VDOT regulations that require a two person crew when a bucket truck is being used, and the impact of the merit/COLA increases.
- **Fringe Benefits, increase of \$18,254 or 5.8%**
 - Fringe Benefits related to increase in On Call Pay (\$25k), and the impact of the merit/COLA increases.
- **Supplies and Materials, increase of \$21,030 or 14.4%**
 - Increase due to the reclassification of uniform costs from Fleet (\$7k), and additional costs for sign making and mounting (\$14k).

Cost Center 431140: Signs, Signals, Lighting

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 860,353	\$ 899,228	\$ 924,830	\$ 939,365	\$ 40,137	4.46%
Fringe Benefits	308,796	314,939	317,014	333,193	18,254	5.80%
Purchased Services	106,488	143,000	143,000	143,000	-	0.00%
Internal Services	34,899	35,330	35,330	31,367	(3,963)	-11.22%
Other Charges	570,232	505,798	505,798	505,400	(398)	-0.08%
Supplies & Materials	171,711	145,800	161,830	166,830	21,030	14.42%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 2,052,479	\$ 2,044,095	\$ 2,087,802	\$ 2,119,155	\$ 75,060	3.67%

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 3 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
- Maintain emergency vehicle signal preemption system to reduce fire/EMS response time
- 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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Signals preventative maintenance (crew hours)	1,860	1,900	1,900	2,100
Pavement markings (crew hours)	1,900	1,800	1,800	2,075
Sign maintenance (crew hours)	2,400	2,400	2,500	2,725

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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 \$155,130 or 5.5% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget.

Notable adjustments include:

- **Purchased Services, increase of \$51,000 or 10.1%**
 - Increase in expense due to new recycling contract (\$136k). The new contract provides for a 95% rebate on recycled materials, which will be recorded separately as Recycling Revenue.
 - The City’s yard waste disposal contract (decrease of \$78k) was reclassified from Purchased Services into the Other Services account.
- **Internal Services, decrease of \$60,368 or 14.8%**
 - 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 \$78,000 or 72.2%**
 - Disposal of yard waste switched from Fairfax County contract to Loudoun. The new service was reclassified into Other Services from Purchased Services (increase of \$78,000).
- **Supplies and Materials, increase of \$37,787 or 118.1%**
 - Uniforms reclassified from Fleet Maintenance (\$13,662), and higher Operating Supply costs.

Cost Center 431210: Refuse Collection

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 1,284,929	\$ 1,295,937	\$ 1,275,630	\$ 1,325,201	\$ 29,264	2.26%
Fringe Benefits	529,565	482,631	474,370	502,078	19,447	4.03%
Purchased Services	487,650	505,000	609,750	556,000	51,000	10.10%
Internal Services	249,449	408,763	408,763	348,395	(60,368)	-14.77%
Other Charges	71,619	108,000	108,000	186,000	78,000	72.22%
Supplies & Materials	32,043	32,000	51,787	69,787	37,787	118.08%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 2,655,255	\$ 2,832,331	\$ 2,928,300	\$ 2,987,461	\$ 155,130	5.48%

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

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

PERFORMANCE MEASURES:

INDICATORS	FY 2016 Actual	FY 2017 Estimated	FY 2018 Projected
Output Measures			
Number of homes served	6,338	6,600	6,650
Outcome Measures			
Number of homes missed for refuse	3%	3%	3%
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 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <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 \$67,157 or 4.0% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$30,402 or 5.5%**
 - Increase due to merit/COLA increases, and the cost of reclassifying certain positions based on the Pay Study.
- **Fringe Benefits, increase of \$13,383 or 6.3%**
 - Increase due to merit/COLA increases and increases in cost of health insurance and retirement plan.
- **Supplies & Materials, increase of \$26,149 or 261.5%**
 - Increase in Concrete repairs (\$10k) due to reduced Curb and Gutter request in CIP, Uniforms reclassified from Fleet Maintenance (\$6k) and Office Supplies/Cell Phones (\$10k).

Cost Center 431310: Facilities Maintenance

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 539,241	\$ 550,711	\$ 551,480	\$ 581,113	\$ 30,402	5.52%
Fringe Benefits	251,202	212,484	212,797	225,867	13,383	6.30%
Purchased Services	647,894	745,800	752,796	755,796	9,996	1.34%
Internal Services	(232,866)	(304,260)	(304,260)	(322,033)	(17,773)	-5.84%
Other Charges	341,192	475,000	480,000	480,000	5,000	1.05%
Supplies & Materials	11,629	10,000	16,149	36,149	26,149	261.49%
Capital Outlay	29,872	-	-	-	-	0.00%
Total	\$ 1,588,164	\$ 1,689,735	\$ 1,708,962	\$ 1,756,892	\$ 67,157	3.97%

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:

- 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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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 2016 Actual	FY 2017 Estimated	FY 2018 Projected
Output Measures			
Square feet City buildings to maintain	341,324	291,703	317,901
Efficiency Measures			
Custodian per sq/ft City Buildings	1/22,000	1/22,000	1/22,000
National Average	1/15,000	1/15,000	1/15,000
Maintenance staff per sq/ft ratio	1/67,000	1/58,340	1/63,580
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:

The FY 2018 Adopted Budget reflects a reduction of \$13,683 or 1.2% from the FY 2017 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$33,832 or 19.0%**
 - Additional costs for partially reinstating previous mowing contract (\$25k), and weed control (\$9k) in order to increase the number treatments to better maintain City properties.
- **Internal Services, decrease of \$76,881 or 48.2%**
 - 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 decreased.

Cost Center 431320: Street Right of Way (ROW)

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 538,299	\$ 511,501	\$ 514,382	\$ 530,707	\$ 19,206	3.75%
Fringe Benefits	143,863	134,599	135,771	143,137	8,538	6.34%
Purchased Services	113,133	178,200	178,200	212,032	33,832	18.99%
Internal Services	112,435	159,467	159,467	82,586	(76,881)	-48.21%
Other Charges	79,398	60,000	60,000	56,000	(4,000)	-6.67%
Supplies & Materials	32,513	46,200	51,821	57,821	11,621	25.15%
Capital Outlay	20,366	15,000	15,000	9,000	(6,000)	-40.00%
Total	\$ 1,040,007	\$ 1,104,967	\$ 1,114,641	\$ 1,091,284	\$ (13,683)	-1.24%

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, Development and 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 2016 Actual	FY 2017 Estimated	FY 2018 Projected
Output Measures			
Number of maintenance hours on plantings	8,800	8,800	10,000
Trees and shrubs planted	77	77	77
Flowers planted	9,820	9,820	12,500
Maintain downtown planters	157	157	157
Maintain Gaslights	341	341	360
Mowing/ Man Hours	5,650	5,650	0

Personnel Classification	Grade	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <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 \$5,779 or 0.6% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, decrease of \$20,740 or 2.7%**
 - Reallocation of personnel costs to applicable Enterprise Funds. One FTE is being added in FY 2018 (Multi-Modal Traffic Manager) and is being funded with NVTA 30% money.
- **Internal Services, increase of \$27,036 or 12.5%**
 - 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 decreased.

Cost Center 431410: Public Works Administration

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 841,862	\$ 761,347	\$ 713,287	\$ 740,607	\$ (20,740)	-2.72%
Fringe Benefits	307,326	308,087	288,535	304,950	(3,137)	-1.02%
Purchased Services	-	20,000	20,000	20,000	-	0.00%
Internal Services	(162,553)	(216,951)	(216,951)	(189,915)	27,036	12.46%
Other Charges	10,358	11,450	11,450	13,820	2,370	20.70%
Supplies & Materials	11,249	16,070	16,070	16,320	250	1.56%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 1,008,242	\$ 900,003	\$ 832,391	\$ 905,782	\$ 5,779	0.64%

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:

- Burke Station Road Sidewalk and Storm Drainage Improvements
- Chain Bridge Rd at Rust Curve Sidewalk Improvements (Adopted)
- CUE Transit Development Plan
- Fairfax Blvd at Chain Bridge Rd Intersection (Northfax)
- Fairfax Blvd/Draper Drive Traffic Signal
- Government Center Pkwy Extension
- Kamp Washington Intersection Improvements
- Multimodal Transportation Plan
- Old Lee Highway "Great Street" Conceptual Plan
- Roberts Road Sidewalk Improvements
- Stream Restoration Project along an Unnamed Tributary of the Accotink Creek
- University Dr Extension (Adopted)
- University Drive Road Diet
- 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.

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Number of capital projects administered	60	65	65	70

Performance Measurement Results:

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

Personnel Classification	Grade	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>
Director of Public Works	**	0.90	0.90	0.90	0.90
Transportation Director	126	1.00	1.00	1.00	1.00
City Engineer	125	0.90	0.90	0.90	0.90
Stormwater Res Engineer	121	0.70	0.90	0.90	0.90
Stormwater Program Specialist	117	-	-	-	-
Facilities Inspector	116	1.60	2.00	2.00	2.00
Multimodal Traffic Engineer	115	-	-	-	1.00
Administrative Assistant IV	113	1.00	1.00	1.00	1.00
Total FTE		6.10	6.70	6.70	7.70

SOCIAL SERVICES

Social Services Budget Summary

	<u>FY 2016 Actual</u>	<u>FY 2017 Budget</u>	<u>FY 2017 Estimate</u>	<u>FY 2018 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 107,204	\$ 98,809	\$ 98,039	\$ 99,247	\$ 438	0.44%
Fringe Benefits	8,644	22,544	22,485	23,033	489	2.17%
Purchased Services	3,155,024	3,232,227	3,193,112	3,284,612	52,385	1.62%
Other Charges	2,523,709	2,720,280	2,643,639	2,798,948	78,668	2.89%
Supplies & Materials	291	250	250	250	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total Expenditures	\$ 5,794,872	\$ 6,074,110	\$ 5,957,525	\$ 6,206,090	\$ 131,980	2.17%
Revenues						
School Age Child Care	\$ 605,906	\$ 550,000	\$ 624,083	\$ 642,805	\$ 92,805	16.87%
Total Revenues	\$ 605,906	\$ 550,000	\$ 624,083	\$ 642,805	\$ 92,805	16.87%
Net Cost to the City	\$ 5,188,966	\$ 5,524,110	\$ 5,333,442	\$ 5,563,285	\$ 39,175	0.71%
Total FTE	0.62	0.62	0.62	0.62		

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

BUDGET COMMENTS:

An increase of \$21,807 or 1.7% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$21,807 or 1.7%**
 - 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 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$1,174,205	\$1,285,076	\$1,268,818	\$1,306,883	\$ 21,807	1.70%
Total	\$ 1,174,205	\$ 1,285,076	\$ 1,268,818	\$ 1,306,883	\$ 21,807	1.70%

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

PROGRAM:

Through our contractual agreement with the Fairfax County Health Department, five core functions are provided: preventing epidemics and the spread of disease, protecting the public against environmental hazards, promoting and encouraging healthy behaviors, assuring the quality and accessibility of health services and responding to disasters and assisting communities in recovery. Certain businesses such as the City's 170 restaurants, 31 swimming pools and 11 tourist establishments (hotels), as well as 56 wells and 33 septic systems are regulated by environmental health inspections. Certain clinical health services are available to eligible City residents for diagnosis and treatment of communicable disease, prenatal health care management of services provided through INOVA Health Systems, and the comprehensive Adult Day Health Care Program, child dental services, childhood and travel immunizations, and nursing services are also provided at all schools. Potential public health threats are monitored by the Division of Community Health Development and Preparedness which includes the Medical Reserve Corps. The Disease Carrying Insects Program (DCIP), a coordinated mosquito management program to reduce the impact of Zika, West Nile Virus and tick management for Lyme Disease includes routine collection and testing and significant community outreach and education. In addition, the Health Department provides vital statistics services to residents including birth and death records. In the projected budget year, a reduction in the contract for the Insight Memory Care Center and an increase in fees for laboratory and clinical services have been Adopted.

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 four sites
- Specialty clinics or nursing visits:
 - Management of maternity cases through INOVA, and WIC
 - Communicable Disease such as TB, STD, salmonella, shigella, norovirus, meningitis
 - Child Dental Health, early intervention for infants at risk and immunizations
 - Family Planning
 - Nursing Home Prescreening
 - International Travel Immunization
- Environmental inspections
 - Hotels, swimming pools, restaurants, well and septic systems
- Disease carrying Insects Program to reduce Zika, West Nile Virus and Lyme Disease
- Emergency Preparedness Planning

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

BUDGET COMMENTS:

No significant adjustment from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget.

Cost Center 441210: Commission for Women							
Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %	
Other Charges	\$ 946	\$ 1,025	\$ 1,025	\$ 1,625	\$ 600	58.54%	
Supplies & Materials	263	100	100	100	-	0.00%	
Total	\$ 1,209	\$ 1,125	\$ 1,125	\$ 1,725	\$ 600	53.33%	

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 program in celebration and recognition of Women’s History Month. These have included programs for Girl Scouts co-hosted with the Fairfax Museum and Visitor’s Center, public screening of films on the suffragist movement and objectification of women in advertising, programs on women seeking elected office, and preparing for death. This year, the Commission for Women joined the other Commissions for Women in Northern Virginia in hosting a community outreach program on Human Trafficking.

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
- 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 \$63,158 or 3.7% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$63,158 or 3.7%**
 - 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 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 1,510,434	\$ 1,691,995	\$ 1,614,654	\$ 1,755,153	\$ 63,158	3.73%
Total	\$ 1,510,434	\$ 1,691,995	\$ 1,614,654	\$ 1,755,153	\$ 63,158	3.73%

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 or 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. This year has seen continued increase in enrollment for Infant Toddler Connection. 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. This year, a program called Turning Point for young adults (ages 16-25) with emergency mental health and substance abuse needs, was implemented with 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.

Proposed budget cuts include elimination of the Youth Day Treatment Program and elimination of the psycho-social program for adults, Community Readiness and Support Program. 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.

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:

- To provide a single, direct point of access regardless of disability
- To offer walk in screening for adults and children at the Merrifield Center
- To offer Employment and Day Services for Special Ed graduates
- To provide an integrated approach to primary and behavioral health services
- To 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
- To continue implementation of Diversion First
- To address the growing epidemic of heroin and opiate use
- To move from a fee for service delivery model to managed care through Magellan for persons with Medicaid and Medicare
- To provide emergency and crisis services
- To provide acute and therapeutic day and residential treatment services

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

BUDGET COMMENTS:

No significant adjustment from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget.

Cost Center 441230: Senior Citizen Tax Relief

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Other Charges	\$ 1,011,698	\$ 1,026,385	\$ 1,027,085	\$ 1,040,745	\$ 14,360	1.40%
Total	\$ 1,011,698	\$ 1,026,385	\$ 1,027,085	\$ 1,040,745	\$ 14,360	1.40%

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, Development and 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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Number of Real Estate tax relief grants	296	330	330	321
Rent relief grants	5	10	10	8

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

BUDGET COMMENTS:

No significant adjustment from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget.

Cost Center 441240: Human Services Coordinator

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 107,204	\$ 98,809	\$ 98,039	\$ 99,247	\$ 438	0.44%
Fringe Benefits	8,644	22,544	22,485	23,033	489	2.17%
Purchased Services	-	-	-	-	-	0.00%
Other Charges	631	875	875	1,425	550	62.86%
Supplies & Materials	28	150	150	150	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 116,507	\$ 122,378	\$ 121,549	\$ 123,855	\$ 1,477	1.21%

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 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>
Human Svcs Coordinator (P/T)	127	0.62	0.62	0.62	0.62
Total FTE		0.62	0.62	0.62	0.62

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

BUDGET COMMENTS:

No significant adjustment from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget.

Cost Center 441250: Social Services

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 1,941,666	\$ 1,897,112	\$ 1,878,003	\$ 1,930,049	\$ 32,937	1.74%
Total	\$ 1,941,666	\$ 1,897,112	\$ 1,878,003	\$ 1,930,049	\$ 32,937	1.74%

PROGRAM:

Social service agencies of Fairfax County and the region provide the City with a comprehensive array of social services on a contractual basis, with funding based on caseload plus a population-based portion of administrative expenses. The mission of these Human Service Programs is to protect the vulnerable including children, elderly and persons with disabilities, help people strengthen their capacity for self-sufficiency and promote good outcomes through prevention and early intervention. Certain factors have challenged the social services delivery system. They include the economic downturn, aging of our population, the increasing language and cultural diversity and the lack of affordable housing. Youth and families in need of services for developmental, emotional or behavioral problems or at risk for out of home placement are served by the System of Care which includes behavioral health services for youth and the Children Services Act, a multi-agency collaboration of the schools, courts and foster care system in conjunction with families. The Office to Prevent and Homelessness 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 18.

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 facilities through inspection, certification
- To promote utilization of community based services for at risk youth and their families
- 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

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

BUDGET COMMENTS:

No significant adjustment from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget.

Cost Center 431510: County Agent

Title	FY 2015 <u>Actual</u>	FY 2016 <u>Budget</u>	FY 2016 <u>Estimate</u>	FY 2017 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 39,153	\$ 50,039	\$ 46,291	\$ 47,680	\$ (2,359)	-4.71%
Total	\$ 39,153	\$ 50,039	\$ 46,291	\$ 47,680	\$ (2,359)	-4.71%

COUNCIL GOALS:

- #3, Neighborhoods – build strong, safe, and secure 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:

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

SERVICES AND PRODUCTS:

- Youth development
- Pest control
- Cooperative Extension

PARKS AND RECREATION

FY 2018 Adopted Budget - City of Fairfax, Virginia

Parks and Recreation Budget Summary

	<u>FY 2016 Actual</u>	<u>FY 2017 Budget</u>	<u>FY 2017 Estimate</u>	<u>FY 2018 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 2,332,500	\$ 2,384,364	\$ 2,445,270	\$ 2,544,906	\$ 160,542	6.73%
Fringe Benefits	600,596	615,401	622,151	657,810	42,409	6.89%
Purchased Services	1,027,388	862,096	942,734	973,024	110,928	12.87%
Internal Services	81,731	95,533	95,533	116,188	20,655	21.62%
Other Charges	445,561	432,822	458,777	457,953	25,131	5.81%
Supplies & Materials	348,418	311,903	315,020	320,625	8,722	2.80%
Debt Service	-	-	-	-	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total Expenditures	\$ 4,836,194	\$ 4,702,119	\$ 4,879,485	\$ 5,070,507	\$ 368,388	7.83%
Revenues						
Rental - Old Town Hall	\$ 174,837	\$ 180,000	\$ 180,000	\$ 198,822	\$ 18,822	10.46%
Rental - Green Acres	63,966	50,000	65,000	66,921	16,921	33.84%
Rental - Community Center	260,673	260,000	260,000	270,646	10,646	4.09%
Rental - Blenheim	76,568	60,000	65,000	65,278	5,278	8.80%
Rental - Ball Fields	63,751	59,955	62,955	65,000	5,045	8.41%
Senior Programs	84,056	75,000	85,000	85,000	10,000	13.33%
Community Programming	50,649	52,213	50,213	50,000	(2,213)	-4.24%
Sherwood Programming	214,115	178,040	198,040	200,000	21,960	12.33%
Green Acres Programming	62,808	77,142	69,142	75,000	(2,142)	-2.78%
Day Camps	558,035	571,653	589,653	530,000	(41,653)	-7.29%
Showmobile	3,171	4,000	3,200	4,000	-	0.00%
Pavilion Rentals	24,721	25,000	25,000	25,000	-	0.00%
Special Events	266,648	225,000	220,000	260,000	35,000	15.56%
Total Revenues	\$ 1,903,998	\$ 1,818,003	\$ 1,873,203	\$ 1,895,667	\$ 77,664	4.27%
Net Cost to the City	\$ 2,932,196	\$ 2,884,116	\$ 3,006,282	\$ 3,174,840	\$ 290,724	10.08%
Total FTE	20.63	20.63	20.38	20.38		

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

BUDGET COMMENTS:

An increase of \$217,401 or 11.3% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$115,592 or 11.7%**
 - Additional temporary help is being adopted in FY 2018 (\$63k) to bring the budget in line with actual experience and to accommodate increased programming. The merit/COLA also increased salaries..
- **Fringe Benefits, increase of \$30,801 or 13.2%**
 - Fringe associated with the increase in temporary help, and the impact of the merit/COLA increases.
- **Purchased Services, increase of \$58,325 or 16.6%**
 - Additional costs for Sherwood Instructors, School use contracts and Bus Transportation to support increased programming.

Cost Center 451110: Parks & Recreation Administration

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 1,332,962	\$ 986,667	\$ 1,059,170	\$ 1,102,259	\$ 115,592	11.72%
Fringe Benefits	296,378	233,343	250,139	264,144	30,801	13.20%
Purchased Services	443,610	352,100	387,800	410,425	58,325	16.56%
Internal Services	20,448	27,608	27,608	32,087	4,479	16.22%
Other Charges	263,852	282,356	296,736	289,240	6,884	2.44%
Supplies & Materials	59,609	47,393	48,393	48,713	1,320	2.79%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 2,416,859	\$ 1,929,467	\$ 2,069,846	\$ 2,146,868	\$ 217,401	11.27%

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 and the Senior Center.

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

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

	OUTPUT MEASURES	FY 2017 BUDGET	FY 2017 ESTIMATED	FY 2018 PROJECTED
Youth	GREEN ACRES			
	Total Green Acres youth programs	56	60	60
	Total individual Green Acres youth participants	195	400	420
	SHERWOOD			
	Total Sherwood youth programs	150	198	200
	Total individual Sherwood youth participants	1,000	1,456	1,500
	COMMUNITY			
	Total Community youth programs	60	57	60
	Total individual Community youth participants	575	472	500
	Total youth programs	266	315	320
	Total individual youth participants	1,770	2,328	2,420
Adult/Family	GREEN ACRES			
	Total Green Acres Adult programs	100	150	160
	Total individual Green Acres Adult participants	1,000	1,200	1,250
	SHERWOOD			
	Total Sherwood Adult programs	60	62	65
	Total individual Sherwood Adult participants	1,000	1,049	1,200
	COMMUNITY			
	Total Community Adult programs	4	5	5
	Total individual Community Adult participants	45	48	50
	Total adult programs	164	217	230
	Total individual adult participants	2,045	2,297	2,500
SENIOR	Total unique senior programs	15	17	18
	Total senior programs	122	125	126
	Total senior trips	40	44	44
	Total senior fundraisers	4	4	4
	Total senior participants	19,500	24,000	24,500
	Total senior members	2,000	2,700	2,800
	Total days senior center open	251	251	251
	Total members using center in calendar year	982	1,000	1,050
	TRADITIONAL DAY CAMPS			
	Total program locations	4	4	4
	Total day camps	6	6	6
	Total day camp participants	950	957	960
	SPECIALTY/SPORTS CAMPS			
	Total specialty camp	23	24	25
	Total specialty camp participants	350	378	400
	OVERALL			
	Total programs	581	687	707
	Total number of customers	30,000	35,022	40,000
	Resident customers	12,500	13,943	15,000
	Non-resident customers	17,500	21,079	25,000
	Percentage of credit card payments	85%	85%	85%
	Percentage number of online transactions	40%	50%	70%

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, adding 300 new members
- 6 New offerings of Senior Center Classes
- Senior Center Membership increased by 200 (23%)
- Green Acres Adult Program offerings increased as well as participation
- Expanded trip offerings adding 6 general public trips per year over weekends and holidays

Personnel Classification	Grade	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Director of Parks & Recreation	**	1.00	1.00	1.00	1.00
Cultural Arts & Marketing Manager	121	0.50	0.50	0.50	0.50
Event / Facilities Coordinator	121	1.00	-	-	-
Recreation Manager	118	2.00	2.00	2.00	2.00
Operations Manager	117	1.00	-	-	-
Community Program Coordinator	114	1.00	1.00	1.00	1.00
Assistant Special Events/Fac Manager Asst. (P/T)	113	1.00	1.00	-	-
Facilities Coordinator	114	1.00	-	-	-
Administrative Assistant IV	113	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		10.63	6.63	6.63	6.63

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$33,626 or 4.9% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$26,600 or 11.5%**
 - Addition of two events:
 - Bubble Run – No additional cost to the City, as it is being funded through a sponsorship.
 - Fishing Rodeo - \$1,160 additional cost to City.

Increased food and drink costs based on actual experience make up the remainder of the increase.

Cost Center 451220: Recreation Special Events

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 118,513	\$ 268,115	\$ 255,041	\$ 277,786	\$ 9,671	3.61%
Fringe Benefits	2,308	68,229	57,581	61,917	(6,312)	-9.25%
Purchased Services	280,034	232,110	260,795	258,710	26,600	11.46%
Internal Services	-	-	-	-	-	0.00%
Other Charges	88,962	82,934	82,629	87,300	4,366	5.26%
Supplies & Materials	28,141	32,260	30,397	31,560	(700)	-2.17%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 517,958	\$ 683,648	\$ 686,443	\$ 717,274	\$ 33,626	4.92%

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, Derby-Q, Rock the Block, Holiday Craft Show, Festival of Lights & Carols, and General Operations (Chocolate Lovers Festival, Home Town Thursdays, Egg-Streme Egg Hunt, Fido Fest and a Fishing Rodeo). Annual revenue is approximately \$225,000. Some of the Special Event duties include: recruiting craft vendors, contracting with entertainers, amusement ride and pyrotechnic companies, obtaining sponsorship, coordination of supplies, equipment and delivery of items, staffing of events, coordination with City departments to provide event support and security.

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 to participate at Rock the Block.
- Use Social Media such as Facebook and real time social media such as texting with Everbridge to attract younger generations.
- Re-organize the Fall Festival to include additional musical performances into the evening time at Old Town Square
- Identify additional ways to get more non-profit organizations to participate in special events

SERVICES AND PRODUCTS:

- Independence Day Celebration
- Fall Festival
- Holiday Craft show
- Festival of Lights and Carols
- Derby-Q
- 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 2016 Actual	FY 2017 Estimated	FY 2018 Projected
Output Measures			
July 4 th Parade units	133	165	155
Craft show vendors at Special Events	679	750	700
Gourmet food vendors at special events	42	45	50
Food vendors at special events	70	110	80
Sponsors at special events	93	60	100
Attendance at all events	95,000	125,000	100,000

Performance Measurement Results:

- Craft Show vendors have leveled after an increase the previous year due to the implementation of the new on-line registration system.
- Sponsorships have leveled off with the current economic conditions. An aggressive sponsorship program has been developed anticipating greater returns on sponsorship investments for FY2017.
- Added additional Rock-the-Block event in October.
- Rain on July 4th and Fall Festival lowered attendance at all events by approximately 25,000.

Personnel Classification	Grade	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>
Special Events Manager	121	-	1.00	1.00	1.00
Assistant Special Events/Fac Manager Asst. (P/T)	113	-	1.00	0.75	0.75
Total FTE		-	2.00	1.75	1.75

FUNCTION: Parks and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: Facilities Division

BUDGET COMMENTS:

An increase of \$26,759 or 4.9% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Purchased Services, increase of \$6,403 or 7.3%**
 - Additional services and supplies requested to support increased programming at City facilities.
- **Other Charges, increase of \$3,620 or 22.1%**
 - Additional services and supplies requested to support increased programming at City facilities.
- **Supplies & Materials, increase of \$6,002 or 58.3%**
 - Additional services and supplies requested to support increased programming at City facilities.

Cost Center 451250: Parks and Recreation Facilities

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 182,976	\$ 353,877	\$ 353,871	\$ 361,001	\$ 7,124	2.01%
Fringe Benefits	15,566	72,463	72,461	76,074	3,611	4.98%
Purchased Services	90,109	87,408	97,311	93,811	6,403	7.33%
Internal Services	-	-	-	-	-	0.00%
Other Charges	31,814	16,363	20,983	19,983	3,620	22.12%
Supplies & Materials	6,120	10,300	16,280	16,302	6,002	58.27%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 326,585	\$ 540,411	\$ 560,906	\$ 567,170	\$ 26,759	4.95%

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, Development and 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 fillable pdfs for all four venues and upload these to the City website
- Develop a waitlist for customers that are interested in booking a date that is already reserved
- Construct a system between Operations for Parks and Recreation and the Office of Historic Resources (OHR) to release dates in a timely manner that have been blocked by OHR for potential use at Historic Blenheim
- 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 2016 Actual	FY 2017 Estimated	FY 2018 Projected
Output Measures			
Old Town Hall Rentals	169	180	180
Total Free Rentals at Old Town Hall	111	115	120
Total Free Users at Old Town Hall	8	10	10
Green Acres Rentals	526	530	545
Total Free Rentals at Green Acres	187	200	210
Total Free Users at Green Acres	25	20	22
Sherwood Comm. Center Rentals-SCSCC	377	389	400
Total Free Rentals at SCSCC	154	160	167
Total Free Users at SCSCC	21	25	25
Historic Blenheim Rentals	133	140	146
Total Free Rentals at Blenheim	12	15	15
Total Free Users at Blenheim	7	8	8
Blenheim blocks by OHR/HFCI	128	130	132
Show Mobile Rentals	5	6	6
Pavilion/Shelter Rentals	405	400	425
Free Rentals of Show Mobile	2	3	2
Free Rentals of Pavilions/Shelters	45	45	45
Total Field Permits	265	275	275
Total Free Field Permits	20	20	20
Total Gym Permits	40	40	45

Performance Measurement Results:

- Green Acres paid rentals increased quite a bit from FY2015 to FY2016 because of many repeat renters that rent the classrooms, gym, and cafeteria.
- 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.
- Sherwood rentals are expected to increase from FY2017 to FY2018 due to the decrease of the hourly rates for the half and full Performance Space.
- Picnic pavilion rentals have remained strong and continue to increase.
- Athletic Field permits also continue to increase as more users are requesting time in winter months.

Personnel Classification	Grade	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Operations Manager	117	-	1.00	1.00	1.00
Facilities Coordinator	114	-	1.00	1.00	1.00
Total FTE		-	2.00	2.00	2.00

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

BUDGET COMMENTS:

An increase of \$76,923 or 5.6% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$25,450 or 3.6%**
 - Impact of the merit/COLA increases.
- **Fringe Benefits, increase of \$12,941 or 5.9%**
 - Fringe associated with increased salary costs.
- **Purchased Services, increase of \$17,700 or 13.4%**
 - Increase in tree service costs based on actual experience.
- **Internal Services Allocation increase of \$16,176 or 23.8%**
 - The allocation of motor pool expenses from Fleet Maintenance was updated based on actual usage statistics; as a result motor pool costs are projected to increase in FY 2018.

Cost Center 451340: Parks and Recreation Ball Field Maintenance

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 629,543	\$ 699,186	\$ 700,669	\$ 724,636	\$ 25,450	3.64%
Fringe Benefits	266,649	218,494	219,097	231,435	12,941	5.92%
Purchased Services	158,290	132,400	141,250	150,100	17,700	13.37%
Internal Services	61,283	67,925	67,925	84,101	16,176	23.81%
Other Charges	50,359	32,744	31,704	35,300	2,556	7.81%
Supplies & Materials	254,497	220,700	218,700	222,800	2,100	0.95%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 1,420,621	\$ 1,371,449	\$ 1,379,345	\$ 1,448,372	\$ 76,923	5.61%

Personnel Classification	Grade	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <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 2016 Actual	FY 2017 Estimated	FY 2018 Projected
Output Measures			
Staff hours on Ball Field Maintenance	2,400	2,500	2,500
Staff hours on Special Events	1,250	1,400	1,400
Staff OT hours on Special Events	900	1,000	1,000
Staff hours on Trails	5,000	5,000	5,000
Staff hours on Mowing	4,500	4,500	4,500
Staff hours on Trash	3,500	3,600	3,600
Tonnage of Trash Removed from Parks	30	32	35
Staff hours on Park Maintenance	6,500	7,000	7,000
Staff hours on Leaf/Snow (regular & overtime)	2,800	2,500	2,500
Net tree gain-(loss) after new plantings, removals & storms	0	0	0
Staff hours – Full-time	23,920	23,920	23,920
Staff hours – Temporary	9,300	9,300	9,300
Maintainable acres of Parkland and Open space	183	183	183
Staff Hours for Recycling	650	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.
- With the addition of a parks supervisor, restructured the staffing into three crews in order to complete more diverse tasks.
- 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 15 new trees in our parks
- Assisted with 4 Eagle Scout projects
- Coordinated \$50,000 field renovation for two athletic fields at Thaiss Park and Kutner Park.
- Coordinated the completion of the landscaping and site amenities for Old Town Square.
- Coordinated the installation of asphalt paths at Pat Rodio and Green Acres.
- Coordinated the construction and signage for new playground equipment at Fairchester and Providence Parks.

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$13,679 or 7.7% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Other Charges, increase of \$7,705 or 41.8%**
 - Increase based on actual experience

Cost Center 415152: Marketing

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 68,506	\$ 76,519	\$ 76,519	\$ 79,225	\$ 2,706	3.54%
Fringe Benefits	\$ 19,695	\$ 22,872	\$ 22,872	\$ 24,240	1,368	5.98%
Purchased Services	55,345	58,078	55,578	59,978	1,900	3.27%
Internal Services	-	-	-	-	-	0.00%
Other Charges	10,574	18,425	26,725	26,130	7,705	41.82%
Supplies & Materials	51	1,250	1,250	1,250	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 154,171	\$ 177,144	\$ 182,944	\$ 190,823	\$ 13,679	7.72%

Personnel Classification	Grade	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>
Cultural Arts & Marketing Manager	121	0.50	0.50	0.50	0.50
Total FTE		0.50	0.50	0.50	0.50

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

PROGRAM

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

COUNCIL GOALS:

- #1, Economic Development – capture opportunities for economic development and advance the economic health of the City
 - Increase the number of people eating, shopping, staying, visiting and doing business in the City and so increasing revenues to the City.
- #3, Neighborhoods – build strong, safe, and secure neighborhoods
- #5, Development and Redevelopment – enable appropriate, targeted, sustainable, and transportation-oriented development and redevelopment
 - Increase the prominence and viability of the City as a place to visit and stay when in the Capitol region, and the City venues as places to position potential new and return 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

- Implement an effective Marketing and Public Relations strategy for the City of Fairfax, and all City events and venues.
- Provide marketing support for all City departments.
- Public Relations and marketing for City venues and City events.
- Increase marketing budget by attracting additional grants and sponsorships.
- Incorporate current trends, research information and best practice in partnership with state agencies such as Virginia Tourism Corporation and George Mason University.
- Bring added value and marketing expertise to business partnerships: Kimco Realty Corporation, Combined Properties and HHH Properties, Old Town Traders, Downtown Fairfax Coalition, George Mason University, hotel groups such as Marriott group, Comfort Inn and Holiday Inn group.
- Achieve cost benefits through cross marketing partnerships: including George Mason University, Destination Fairfax, Fairfax Spotlight on the Arts and Fairfax City Regional Library

SERVICES AND PRODUCTS

- Effective public relations campaigns:
 - Social Media: Constant Contact, Facebook, Twitter, Google+, YouTube, Instagram and Pinterest, to promote all City events and venues
 - Alert and ActiveNet
- Print & electronic media advertising – build partnerships for effective & efficient media spend.
- Maintain media relationships and a current media photo library for internal and external use.
- Develop media content and maintain compelling visitor and cultural websites, VisitFairfax, Spotlight on the Arts, and Commission on the Arts.
- Work with IT department on content for City website, and maintain Parks and Recreation website
- City Brochures development, production and distribution.
- Special event co-op marketing.
- Co-op Marketing with Virginia Tourism
- Production of downtown performance events in association with Mason and other cultural partners

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

PERFORMANCE MEASURES:

Indicators	FY 2016 Actual	FY 2017 Estimated	FY 2018 Projected
Output Measures			
Number of Advertisements per single insert paper/electronic/web	75	90	80
Social Media per single insert Facebook/Twitter/Pinterest/Google+/Foursquare/Instagram	1,500	1,056	1,750
Press Releases prepared and sent	70	80	80
Number of Brochures distributed	40,000	50,000	50,000
City Clips, prepared and sent [including emergency messages]	135	156	150
Number of Downtown Events [not including Cultural events at OTH and Sherwood Center - 2016 Old Town Square]	99	125	144
Marketing support for Downtown events Est. attendance **	200,000	250,000	250,000
New residents packages prepared and distributed	70	80	90

**** Downtown events:**

- | | |
|---|-------------------------------|
| Bonita Lestina Performance Series at Old Town Hall | Old Town Art Galleries |
| Children’s Performance Series at Old Town Hall (Fun Day Monday) | Sherwood Art Gallery |
| Mason Improv & Comedy Club | The Hub Theatre |
| Chocolate Lovers Festival | City of Fairfax Theatre |
| Spotlight on the Arts Festival | Antique Car Show at City Hall |
| Old Town Plaza Summer Music Series (Summer in the City) | Labor Day Car Show |
| Summer Band Series at Veterans’ Amphitheater (Summer in the City) | Fall Festival |
| 4 th July (Summer in the City) | Summer on the Square |
| Irish Folk Festival | Ceili Dance Evenings |
| Potomac Arts Academy Concerts | Fall for the Book |
| Mason Opera at Christmas | |

Performance Measurement Results:

Growths in number, size and nature of events have created an escalation in PR and media opportunities, resulting in increasing attendance at events. This upturn in events is reflected in the budget. The opportunities in the usage of Old Town Square with its amplified ability for promotions, and year round events, is reflected in this budget with increased promotion and marketing to attract visitors and residents to all the new events in the City.

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 2016</u> <u>Actual</u>	<u>FY 2017</u> <u>Budget</u>	<u>FY 2017</u> <u>Estimate</u>	<u>FY 2018</u> <u>Adopted</u>	<u>Variance to</u> <u>Budget \$</u>	<u>Variance to</u> <u>Budget %</u>
Expenditures						
Purchased Services	\$ 3,280	\$ 15,119	\$ -	\$ -	\$ (15,119)	-100.00%
Other Services & Charges	-	4,049	-	-	(4,049)	-100.00%
Supplies and Materials	219	10,110	-	-	(10,110)	-100.00%
Total Expenditures	\$ 3,499	\$ 29,278	\$ -	\$ -	\$ (29,278)	-100.00%
Revenues						
Donations, Contributions, Fees - General	\$ 931	\$ 36,234	\$ -	\$ -	\$ (36,234)	-100.00%
Donations, Contributions, Fees - Sherwood	15,444	2,100	-	-	(2,100)	-100.00%
Total Revenues	\$ 16,375	\$ 38,334	\$ -	\$ -	\$ (38,334)	-100.00%
Net	\$ 12,876	\$ 9,056	\$ -	\$ -	\$ (9,056)	-100.00%

FUNCTION: Culture and Recreation
DEPARTMENT: Parks and Recreation
DIVISION OR ACTIVITY: General Parks and Sherwood Legacy

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:

No significant adjustment from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget.

Cost Center 451410: Library

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Purchased Services	\$ 784,741	\$ 831,638	\$ 802,841	\$ 826,926	\$ (4,712)	-0.57%
Total	\$ 784,741	\$ 831,638	\$ 802,841	\$ 826,926	\$ (4,712)	-0.57%

PROGRAM:

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

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

	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Expenditures						
Salaries	\$ 372,302	\$ 369,310	\$ 377,473	\$ 394,264	\$ 24,954	6.76%
Fringe Benefits	104,334	130,392	133,292	140,510	10,118	7.76%
Purchased Services	53,734	42,600	42,600	44,600	2,000	4.69%
Internal Services	-	-	-	-	-	0.00%
Other Charges	78,997	55,900	59,990	59,990	4,090	7.32%
Supplies & Materials	10,909	10,500	11,000	11,000	500	4.76%
Capital Outlay	-	-	-	-	-	0.00%
Total Expenditures	\$ 620,276	\$ 608,702	\$ 624,355	\$ 650,364	\$ 41,662	6.84%
Revenues						
Museum Revenue	\$ 1,924	\$ 1,200	\$ 1,500	\$ 1,500	\$ 300	25.00%
Museum Gift Shop	14,458	14,500	14,500	14,500	-	0.00%
Total Revenues	\$ 16,381	\$ 15,700	\$ 16,000	\$ 16,000	\$ 300	1.91%
Net Cost to the City	\$ 603,895	\$ 593,002	\$ 608,355	\$ 634,364	\$ 41,362	6.98%
Total FTE	3.95	3.95	3.95	3.95		

Personnel Classification	Grade	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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

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

BUDGET COMMENTS:

An increase of \$41,662 or 6.8% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$24,954 or 6.8%**
 - Increase based on low turnover, and the impact of the merit/COLA increases.
- **Fringe Benefits, increase of \$10,118 or 7.8%**
 - Fringe associated with increased salary costs.
- **Other Charges, increase of \$4,090 or 7.3%**
 - Increase in projected cost for Civil War Day event based on actual experience.

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 Civil War Day
- Monthly lecture series at Blenheim and Fairfax Museum
- Special projects including various anniversary commemorations

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

PERFORMANCE MEASURES:

Indicators	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Museum & Visitor Center Visitation	7,084	7,500	7,200	7,200
Ratcliffe-Allison House Visitation	1,225	1,300	1,300	1,300
Blenheim & Civil War Interpretive Ctr Vis.	5,283	5,000	5,000	5,000
Tours / Educational Programs	236	250	225	225

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.
- 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.

CULTURAL ARTS

Cultural Arts Budget Summary

	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Expenditures						
Salaries	\$ 49,790	\$ 51,519	\$ 51,519	\$ 54,225	\$ 2,706	5.25%
Fringe Benefits	\$ 19,695	\$ 22,872	\$ 22,872	\$ 24,240	1,368	5.98%
Other Charges	4,353	9,125	10,125	8,500	(625)	-6.85%
Total Expenditures	\$ 73,838	\$ 83,516	\$ 84,516	\$ 86,965	\$ 3,449	4.13%
Revenues						
Cultural Arts	\$ 7,557	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.00%
Net Cost to the City	\$ 66,281	\$ 78,516	\$ 79,516	\$ 81,965	\$ 3,449	4.39%

Personnel Classification	Grade	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>
Cultural Arts & Marketing I	121	0.5	0.5	0.5	0.5
Total FTE		0.5	0.5	0.5	0.5

Note: the above cited personnel and expenses are budgeted under the Parks & Recreation Department. They are displayed for illustrative purposes only.

FUNCTION: Cultural Arts
DEPARTMENT: Cultural Arts
DIVISION OR ACTIVITY: Visual and Performing Arts

BUDGET COMMENTS:

No significant adjustment from the FY 2017 Adopted Budget is necessary to fund non-personnel expenditures in the FY 2018 Adopted Budget.

PROGRAM:

The Cultural Arts budget includes expenditures for Arts Grants, Public Art, creating and maintaining the Cultural Arts calendars, printing of brochures and Arts Directory, payments to performing and visual artists, hiring of specialized equipment, promotion and Marketing. This division is responsible for liaison with the Commission on the Arts, George Mason's Center for the Visual and Performing Arts, Virginia Commission for the Arts, VA Local Arts Agency Boards, Cultural Alliance of Greater Washington, Fairfax Arts Council, and Northern Virginia Community College. Also 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, Bonita Lestina Performance Series at Old Town Hall, Children's Performance Series, Friday Morning Music Club, Fairfax Irish Folk Festival, Public Art, Spotlight on the Arts Festival, Fall for the Book and Rotary Gallery Art shows. 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, brochure and graphics expansion & improvement, media liaison, partnerships with FCPS High School Arts Faculty, Fairfax Academy for Communications and Arts, Fairfax Art League, City of Fairfax Theatre Company and other City based Arts organizations and 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.

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
- Old Town Plaza Series
- Commission on the Arts Grants Program
- Fall for the Book Festival
- Arts Stage in association with Fall Festival
- Fairfax Spotlight on the Arts Festival
- City of Fairfax Arts Directory and Website
- Fairfax Art League at Old Town Hall Gallery
- Old Town Village Gallery
- Stacy C. Sherwood Community Center
- Rotary Art Gallery at The Sherwood
- Liaison with Mason & City Arts groups.
- Fairfax Irish Folk Festival

FUNCTION: Cultural Arts
DEPARTMENT: Cultural Arts
DIVISION OR ACTIVITY: Visual and Performing Arts

PERFORMANCE MEASURES:

Indicators	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Old Town Hall Performances Series	39	40	40	40
Commission on the Arts Grants requests	18	20	18	18
Commission on the Arts -. Grants given	\$22,000	\$22,000	\$22,000	\$22,000
Summer Concerts Series – City Band	6	6	6	6
Fairfax Spotlight on the Arts, City events	52	45	44	45
Old Town Plaza Series	26	20	26	26
Rotary Art Gallery at Sherwood shows	5	6	5	6
Fall for the Book – City events	10	12	12	12
Old Town Square Children’s Series	50	53	53	53
Old Town Square Concert Series	17	14	16	16

Performance Measurement Results:

- Fairfax Spotlight on the Arts Festival continues to work with in partnership with more local and regional performers and performing groups. The cultural opportunities at Stacy C. Sherwood Center have not affected attendance at Old Town Hall Performance Series which remain stable, other performance opportunities continue to present themselves and give a greater variety of cultural offerings at both The Sherwood Center and Old Town Hall. During 2016 during Spotlight on the Arts, in association with City of Fairfax Theatre Company, we built a theatre space in Old Town Hall for their show “The Importance of being Ernest”
- Old Town Plaza Performances originally created as part of the First Friday Series carried on through part of Old Town business/arts promotion and have become a part of the Old Town Arts scene. In 2016 we extended the performance series, both in dates (May to October) and to include Old Town Square, also offered a Sunday afternoon concert series, in part sponsored by the US Army, US Navy and US Air Force bands and ensembles.
- The Public Art Committee is working closely with the Downtown Appearance group on identifying locations and Visual art for the Down Town.

COMMUNITY DEVELOPMENT AND PLANNING

Community Development and Planning Budget Summary

	<u>FY 2016 Actual</u>	<u>FY 2017 Budget</u>	<u>FY 2017 Estimate</u>	<u>FY 2018 Adopted</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Expenditures						
Salaries	\$ 1,362,745	\$ 1,554,053	\$ 1,562,621	\$ 1,636,959	\$ 82,906	5.33%
Fringe Benefits	516,100	620,174	623,475	661,775	41,601	6.71%
Purchased Services	134,408	155,000	155,000	80,000	(75,000)	-48.39%
Internal Services	1,661	1,573	1,573	3,798	2,225	141.45%
Other Charges	11,049	14,600	14,600	14,600	-	0.00%
Supplies & Materials	6,416	9,700	9,700	9,700	-	0.00%
Capital Outlay	100,000	150,000	150,000	200,000	50,000	33.33%
Total Expenditures	\$ 2,132,379	\$ 2,505,100	\$ 2,516,969	\$ 2,606,832	\$ 101,732	4.06%
Revenues						
Sign Permits	\$ 17,520	\$ 18,375	\$ 18,375	\$ 18,375	\$ -	0.00%
Occupancy Permits	25,185	33,600	33,600	36,200	2,600	7.74%
Soil & Erosion Fees	12,025	11,550	11,550	11,550	-	0.00%
Zoning Fees	32,000	63,000	85,000	83,100	20,100	31.90%
Special Use Permits	49,865	89,250	55,250	57,350	(31,900)	-35.74%
Variances	2,900	12,600	12,600	9,600	(3,000)	-23.81%
Zoning Penalties	3,500	10,500	10,500	10,500	-	0.00%
Subdivision Fees	20,450	15,750	15,750	18,600	2,850	18.10%
Site Plan Fees	113,472	107,100	66,000	85,000	(22,100)	-20.63%
Architectural Review	4,440	5,880	5,880	5,880	-	0.00%
Tree Removal Permit	1,770	1,470	1,970	2,020	550	37.41%
Surety Review	14,350	14,000	12,500	14,000	-	0.00%
Total Revenues	\$ 297,477	\$ 383,075	\$ 328,975	\$ 352,175	\$ (30,900)	-8.07%
Net Cost to the City	\$ 1,834,902	\$ 2,122,025	\$ 2,187,994	\$ 2,254,657	\$ 132,632	6.25%
Total FTE	17.50	17.50	16.50	16.50		

FUNCTION: Community Development
DEPARTMENT: Community Development and Planning
DIVISION OR ACTIVITY: Planning & Design Review

BUDGET COMMENTS:

The FY 2018 Adopted Budget reflects a reduction of \$152,147 or 10.1% from the FY 2017 Adopted Budget. Notable adjustments include:

- **Salaries, decrease of \$57,785 or 5.8 %**
 - Decrease due to position reclassification within the CDP Department, a Planner II was moved to Current Planning. The overall decrease was partially offset by the impact of the merit/COLA increases.
- **Fringe Benefits, decrease of \$19,362 or 4.9%**
 - Decrease due to position reclassification within the CDP Department, partially offset by the impact of the merit/COLA increases.
- **Purchased Services, decrease of \$75,000 or 82.6%**
 - Completion of the Community Appearance Plan and Old Town Fairfax Design Guidelines updates in FY 2017.

Cost Center 461110: Planning Design & Review

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 831,000	\$ 1,002,434	\$ 902,406	\$ 944,649	\$ (57,785)	-5.76%
Fringe Benefits	318,284	397,246	356,367	377,884	(19,362)	-4.87%
Purchased Services	78,086	90,800	90,800	15,800	(75,000)	-82.60%
Internal Services	-	-	-	-	-	0.00%
Other Charges	7,891	9,000	9,000	9,000	-	0.00%
Supplies & Materials	3,406	4,700	4,700	4,700	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 1,238,667	\$ 1,504,180	\$ 1,363,273	\$ 1,352,033	\$ (152,147)	-10.11%

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, Development and 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 2016 Actual	FY 2017 Estimate	FY 2018 Projected
Output Measures			
City Council meetings and work sessions	31	32	32
Planning Commission meetings and work sessions	20	18	21
Board of Architectural Review meetings	18	17	22
Fairfax Renaissance Housing Corporation meetings	10	10	11
Environmental Sustainability Committee meetings	12	11	11
Comprehensive Plan or Zoning Ordinance map/text amendments	2	7	3
Planning and zoning reports and analyses	15	21	16
Presentations to and meetings with boards, committees, neighborhood groups, and the public	18	20	16

FUNCTION: Community Development
DEPARTMENT: Community Development and Planning
DIVISION OR ACTIVITY: Planning & Design Review

Performance Measurement Results:

- Facilitated the re-adoption of the Zoning and Subdivision Ordinances through a multiyear process that included community meetings and workshops, work sessions with various City boards and commissions to gather input, as well as a detailed review of the ordinance language by an advisory committee.
- Updated applications/forms, brochures, and procedures to implement the new Zoning and Subdivision Ordinances and streamline administrative approval processes.
- Initiated 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, and the drafting of a vision, goals, and outcomes.
- Facilitated the adoption of an amendment to the Comprehensive Plan for mixed use development in conformance with the urban development area criteria in the Code of Virginia.
- Created an interactive online mapping system to provide updated and timely information to the public regarding major development projects.
- Provided staff support to the Green Acres Feasibility Study committee and drafted the final report.
- Prepared various planning and zoning reports and analyses, including: street tree assessment; 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; maintaining the City’s silver certification in VML’s green government challenge; and assisting the Environmental Sustainability Committee in its outreach efforts.

Personnel Classification	Grade	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Director of Planning	**	1.00	1.00	1.00	1.00
Division Chief	126	2.00	2.00	2.00	2.00
Sustainability Coord. (P/T)	23	0.50	0.50	0.50	0.50
Planner III	121	2.00	2.00	2.00	2.00
Planner II	119	4.00	4.00	3.00	3.00
Administrative Assistant IV	113	1.00	1.00	1.00	1.00
Total FTE		10.50	10.50	9.50	9.50

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

BUDGET COMMENTS:

An increase of \$253,879 or 25.4% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$140,691 or 25.5 %**
 - Increase due to position reclassification within the CDP Department, A Planner II was transferred from the Planning and Design Review division. Also, the impact of the merit/COLA increased the variance in this category. FTE offset by elimination of unfilled Planner II position.
- **Fringe Benefits, increase of \$60,963 or 27.3%**
 - Increase due to position reclassification within the CDP Department, and the impact of the merit/COLA increases.
- **Capital Outlay, increase of \$50,000 or 33.3%**
 - Additional funding for the Renaissance Housing Program.

Cost Center 461220: Current Planning

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 531,745	\$ 551,619	\$ 660,215	\$ 692,310	\$ 140,691	25.51%
Fringe Benefits	197,816	222,928	267,108	283,891	60,963	27.35%
Purchased Services	56,322	64,200	64,200	64,200	-	0.00%
Internal Services	1,661	1,573	1,573	3,798	2,225	141.45%
Other Charges	3,158	5,600	5,600	5,600	-	0.00%
Supplies & Materials	3,010	5,000	5,000	5,000	-	0.00%
Capital Outlay	100,000	150,000	150,000	200,000	50,000	33.33%
Total	\$ 893,712	\$ 1,000,920	\$ 1,153,696	\$ 1,254,799	\$ 253,879	25.36%

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, Development and 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 2016 Actual	FY 2017 Estimate	FY 2018 Projected
Output Measures			
Use and Development Permits	1,256	1,125	1,202
Land Use Applications	22	19	27
Development Plans and Subdivisions	40	42	46
Site Bonds	30	26	29
Board of Zoning Appeals and follow-up	2	5	4

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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

	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Expenditures						
Salaries	\$ 311,388	\$ 302,329	\$ 308,309	\$ 326,338	\$ 24,009	7.94%
Fringe Benefits	89,246	89,937	91,949	96,415	6,478	7.20%
Purchased Services	45,723,542	47,642,218	46,892,218	49,016,870	1,374,652	2.89%
Other Charges	64,720	59,475	59,475	59,475	-	0.00%
Supplies & Materials	3,558	5,000	5,000	5,000	-	0.00%
Debt Service	6,727,922	6,676,361	6,676,361	6,054,398	(621,963)	-9.32%
Capital Outlay	20,000	20,000	20,000	20,000	-	0.00%
Total Expenditures	\$ 52,940,376	\$ 54,795,320	\$ 54,053,312	\$ 55,578,495	\$ 783,175	1.43%
Revenues						
State Sales Tax	3,411,108	3,698,465	3,698,465	3,808,756	110,291	2.98%
Basic School Aid	4,374,331	4,238,296	4,238,296	4,534,879	296,583	7.00%
Rental of Schools	1,949,038	1,500,000	1,500,000	1,750,000	250,000	16.67%
Total Revenues	\$ 9,734,477	\$ 9,436,761	\$ 9,436,761	\$ 10,093,635	\$ 656,874	6.96%
Net Cost to the City	\$ 43,205,899	\$ 45,358,559	\$ 44,616,551	\$ 45,484,860	\$ 126,301	0.28%
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 \$20,486 or 2.3% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$24,009 or 7.9 %**
 - Increase due to additional Temporary Help (\$11k) and the impact of the merit/COLA increase.

Cost Center 481110: School Board

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 311,388	\$ 302,329	\$ 308,309	\$ 326,338	\$ 24,009	7.94%
Fringe Benefits	89,246	89,937	91,949	96,415	6,478	7.20%
Purchased Services	423,090	431,500	431,500	421,500	(10,000)	-2.32%
Other Charges	64,720	59,475	59,475	59,475	-	0.00%
Supplies & Materials	3,558	5,000	5,000	5,000	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 892,002	\$ 888,241	\$ 896,233	\$ 908,727	\$ 20,486	2.31%

Personnel Classification	Grade	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
School Board Meetings	12	12	12	12
School Board Work Sessions	9	9	10	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 2018 Adopted Budget reflects an overall increase of \$1,384,652 or 2.9% in expenditures from the FY 2017 Adopted Budget.

- **Purchased Services, increase of \$1,384,652 or 2.9%**
 An increase of \$1,384,652 in contract services with Fairfax County Public Schools (FCPS) reflects FCPS projected cost increase from the FY 2017 Adopted Budget.

Cost Center 481220: Contracted Instruction Costs						
Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Purchased Services	\$45,300,452	\$47,210,718	\$46,460,718	\$48,595,370	\$1,384,652	2.93%
Total	\$45,300,452	\$47,210,718	\$46,460,718	\$48,595,370	\$1,384,652	2.93%

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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
City ADM	3,125	3,222	3,100	3,100
Tuition cost per student	\$13,873	\$13,924	\$14,561	\$14,838

PERFORMANCE MEASUREMENT RESULTS:

- The City of Fairfax School Membership follows a School Year (SY) basis.
- Figures for 2017 and 2018 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 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget.

Cost Center 481350: Capital Outlay Expense

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
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:

The FY 2018 Adopted Budget reflects a reduction of \$212,917 or 3.5% from the FY 2017 Adopted Budget. Notable adjustments include:

- Debt Service, decrease of \$212,917 or 3.5 %

Cost Center 481710: School Debt Service

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Debt Service	\$ 6,145,440	\$ 6,093,660	\$ 6,093,660	\$ 5,880,743	\$ (212,917)	-3.49%
Total	\$ 6,145,440	\$ 6,093,660	\$ 6,093,660	\$ 5,880,743	\$ (212,917)	-3.49%

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.

Year Issued	Amount	Purpose
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

FUNCTION: Education
DEPARTMENT: Fairfax Public Schools
DIVISION OR ACTIVITY: School Lease Financing

BUDGET COMMENTS:

The FY 2018 Adopted Budget reflects a reduction of \$409,046 or 70.2% from the FY 2017 Adopted Budget. Notable adjustments include:

- **Debt Service, decrease of \$409,046 or 70.2 %**
 - Refunding of Certificates of Participation (Bonds) Series 2011 for Schools

Cost Center 481710: School Interest - Capital Leases & 481730: School Uses - Capital Leases

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Interest	\$ 170,022	\$ 157,121	\$ 157,121	\$ 98,215	(58,906)	-37.49%
Uses on School Financing	412,460	425,580	425,580	75,440	(350,140)	-82.27%
Total	\$ 582,482	\$ 582,701	\$ 582,701	\$ 173,655	\$ (409,046)	-70.20%

NON-DEPARTMENTAL ACCOUNTS

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

BUDGET COMMENTS:

No significant adjustment from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget.

Cost Center 491710: General Debt Service

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Debt Service	\$ 1,647,467	\$ 1,606,406	\$ 1,606,406	\$ 1,606,498	\$ 92	0.01%
Total	\$ 1,647,467	\$ 1,606,406	\$ 1,606,406	\$ 1,606,498	\$ 92	0.01%

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 \$891,049 or 6.7%.

The fringe benefits are budgeted in the individual operating accounts. For comparative purposes they are shown below by type of benefit.

FY 2018 Fringe Benefits Summary

Category	FY 2017 Budget	FY 2018 Adopted
Social Security	\$ 2,631,502	\$ 2,792,830
Virginia Retirement System (VRS)	3,696,410	3,885,809
City Retirement	2,011,293	2,338,428
Health Insurance	3,717,824	3,870,939
Life Insurance	152,704	160,339
Disability	126,523	132,849
Employee Assistance	9,000	9,000
Unemployment Insurance	10,000	10,000
LODA	70,649	84,779
Workers Compensation	775,238	807,219
Total	\$13,201,143	\$14,092,192

All Funds	FY 2017 Budget	FY 2018 Adopted
General	\$12,353,968	\$13,203,264
Wastewater	208,448	230,298
Transit	615,959	633,366
Stormwater	22,768	25,264
Total All Funds	\$13,201,143	\$14,092,192

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 from 3.0% to 7.0% to the City Retirement Plan. For the City Retirement Plan, in FY 2018, the City will contribute 4.36% of all full-time and part-time general employees' creditable compensation. For Public Safety personnel, the City will contribute 10.27% of creditable compensation in FY 2018. The City's employer contribution to VRS remains 12.73%.

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 2018 Adopted Budget projects the vacancy related savings to increase from the FY 2017 Adopted Budget. Vacancy savings are generated from personnel cost reductions through normal employee turnover.

Cost Center 415456: Salary Vacancy

Title	FY 2016 <u>Actual*</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ -	\$ (43,724)	\$ (674,189)	\$ (679,139)	\$ (635,415)	-1453.24%

Total	\$ -	\$ (43,724)	\$ (674,189)	\$ (679,139)	\$ (635,415)	-1453.24%
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*Salary Vacancy savings are absorbed by the individual salary accounts impacted by personnel vacancies in that particular fiscal year.

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:

There are no adjustments from the FY 2017 Adopted Budget for the FY 2018 Adopted Budget.

Cost Center 415460: Reserve for Contingency

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Other Charges	\$ 15,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ -	0.00%
Total	\$ 15,000	\$ 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

FUNCTION: Non-Departmental
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Budget Cut Clearing Account

BUDGET COMMENTS:

An increase in budget cuts of \$115,082 or 243.5% from the FY 2017 Adopted Budget is adopted for FY 2018.

Cost Center 415499: Budget Cut Clearing							
Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>	
Other Charges	\$ -	\$ (47,266)	\$ (47,266)	\$ (162,348)	\$ (115,082)	-243.48%	
Total	\$ -	\$ (47,266)	\$ (47,266)	\$ (162,348)	\$ (115,082)	-243.48%	

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 2017 Adopted Budget is needed to fund the FY 2018 Adopted Budget.

Cost Center 431520: Regional Agencies

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Other Charges	\$ 168,175	\$ 166,227	\$ 174,281	\$ 173,564	\$ 7,337	4.41%
Total	\$ 168,175	\$ 166,227	\$ 174,281	\$ 173,564	\$ 7,337	4.41%

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 2018 Regional Agency Spending

Agency	FY 2017 Budget	FY 2018 Adopted
Council of Governments	17,846	26,190
Health Systems Agency	2,350	2,350
Area Agency on Aging	44,477	44,477
Legal Services of NoVa	24,801	25,545
NoVA Community College	1,933	1,784
Northern Virginia Regional Commission	19,417	19,141
NoVa Regional Park Authority	46,273	45,385
Volunteer Center	9,130	8,692
Total	\$166,227	\$173,564

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
 - Planning District Commission
- Education
 - Northern Virginia Community College classes and facilities
- Social services
 - Health Systems Agency & Agency on Aging

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

BUDGET COMMENTS:

An increase of \$698,814 or 10.8% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget.

Cost Center 491910: Capital Budget Fund Transfers

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Interfund Transfers	\$ 5,973,545	\$ 6,491,167	\$ 6,233,453	\$ 7,189,981	\$ 698,814	10.77%
Total	\$ 5,973,545	\$ 6,491,167	\$ 6,233,453	\$ 7,189,981	\$ 698,814	10.77%

Details of the various Adopted projects can be found in Capital Budget - Section G of the budget document.

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

BUDGET COMMENTS:

An increase of \$447,076 or 13.6% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Transfer to Stormwater Fund**
 - A 0.25¢ tax rate increase, from 2.25 cents to 2.50 cents per \$100 of assessed value on all properties is adopted for FY 2018
- **Transfer to Transportation Tax Fund**
 - A 1¢ tax rate increase, from 9.5 cents to 10.5 cents per \$100 of assessed value on commercial and industrial real property, is adopted for FY 2018. The maximum tax rate on C&I properties is 12.5 cents.

Cost Center 491910: Other Fund Transfers

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Transfer to Stormwater Fund	\$ 1,187,098	\$ 1,321,090	\$ 1,388,678	\$ 1,488,761	\$ 167,671	12.69%
Transfer to Old Town Svc. District Fund	194,658	190,651	194,677	200,936	10,285	5.39%
Transfer to Transportation Tax Fund	1,557,646	1,775,364	1,884,831	2,044,484	269,120	15.16%
Total	\$ 2,939,402	\$ 3,287,105	\$ 3,468,187	\$ 3,734,181	\$ 447,076	13.60%

See section H – Other Funds in this book for more detail.

FY 2018 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Non-Departmental
DEPARTMENT: City Manager
DIVISION OR ACTIVITY: Capital Leases

BUDGET COMMENTS:

A decrease of \$369,239 or 7.6% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Certificates of Participation (COPs) series B and C were refunded in FY 2017, resulting in lower debt service payments.

Cost Center 491720: & Interest 491730: Uses - Capital Leases

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Debt Service	\$ 1,859,469	\$ 1,806,373	\$ 1,806,373	\$ 1,677,413	\$ (128,960)	-7.14%
Capital Outlay	2,902,973	3,024,301	3,024,301	2,784,022	(240,279)	-7.94%
Payment to Escrow	500	-	-	-	-	0.00%
Arbitrage Expenses	-	-	-	-	-	0.00%
Total	\$ 4,762,942	\$ 4,830,674	\$ 4,830,674	\$ 4,461,435	\$ (369,239)	-7.64%

FY 2018 Adopted

General Fund

Expenditure Detail

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
City Council (411110)							
511105	Salaries-Full Time	-	-	-	-	-	0.00%
511110	Salaries-Part Time	33,500	59,250	55,716	85,000	25,750	43.46%
512110	Fringe Benefits	12,102	4,533	4,263	6,503	1,970	43.45%
530113	Contract Services	-	-	-	-	-	0.00%
540010	Wastewater & Transit Allocation	-	-	-	-	-	0.00%
550501	Travel & Training	3,515	3,685	8,492	5,029	1,344	36.47%
550601	General Subsidies/Contribution	7,500	8,500	8,500	8,500	-	0.00%
550720	Special Events	588	2,000	2,500	5,475	3,475	173.75%
550813	Discretionary Fund	225	2,600	7,550	2,600	-	0.00%
550820	Dues & Subscriptions	12,101	12,169	14,030	12,169	-	0.00%
560110	Office Supplies	605	3,000	3,000	3,000	-	0.00%
	Total	70,136	95,737	104,050	128,276	32,539	33.99%
City Clerk (411120)							
511105	Salaries - Full Time	111,002	114,794	114,784	120,130	5,336	4.65%
512110	Fringe Benefits	49,549	46,702	46,698	49,464	2,762	5.91%
530512	Code Supplements	3,699	6,000	6,000	6,000	-	0.00%
530620	Advertising	10,009	10,000	10,000	10,000	-	0.00%
540010	Wastewater & Transit Allocation	-	-	-	-	-	0.00%
550501	Travel & Training	822	1,982	1,982	2,057	75	3.78%
550720	Special Events	-	-	-	-	-	0.00%
550820	Dues & Subscriptions	100	345	455	345	-	0.00%
560110	Office Supplies	15	170	170	170	-	0.00%
	Total	175,196	179,993	180,089	188,166	8,173	4.54%
District Court (413110)							
530113	Contract Services	17,923	22,000	22,000	22,000	-	0.00%
550501	Travel & Training	1,087	3,000	3,000	3,000	-	0.00%
550807	Other Services	-	34,500	34,500	34,500	-	0.00%
550820	Dues & Subscriptions	452	715	715	715	-	0.00%
560110	Office Supplies	119	500	500	500	-	0.00%
560120	Small Equipment	-	500	500	500	-	0.00%
	Total	19,581	61,215	61,215	61,215	-	0.00%
Joint Court Service (413120)							
530835	City-County Contracts	206,881	234,904	225,317	232,077	(2,827)	-1.20%
530846	Facilities Management	70,452	71,942	72,417	74,590	2,648	3.68%
	Total	277,333	306,846	297,734	306,666	(180)	-0.06%
Juvenile & Domestic Relations District Court (413130)							
530835	City-County Contracts	468,186	481,618	499,819	514,814	33,196	6.89%
590106	Fairfax County Principal	5,109	3,445	3,445	2,350	(1,095)	-31.79%
590111	Fairfax County Interest	575	388	388	468	80	20.62%
	Total	473,870	485,451	503,652	517,632	32,181	6.63%
Commonwealth Attorney (413140)							
530835	City-County Contracts	72,201	88,473	86,750	89,353	880	0.99%
530846	Facilities Management	28,074	29,239	29,470	30,354	1,115	3.81%
	Total	100,275	117,712	116,220	119,707	1,995	1.69%
Court Services & Custody (413230)							
530835	City-County Contracts	1,745,956	1,574,179	1,741,962	1,794,221	220,042	13.98%
530846	Facilities Management	92,426	89,511	88,979	91,648	2,137	2.39%
590106	Fairfax County Principal	44,166	39,597	39,597	20,000	(19,597)	-49.49%
590111	Fairfax County Interest	6,661	5,972	5,972	5,000	(972)	-16.28%
	Total	1,889,209	1,709,259	1,876,510	1,910,869	201,610	11.80%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Electoral Board (414110)							
511105	Salaries - Full Time	125,852	129,277	133,117	140,412	11,135	8.61%
511110	Salaries - Part Time	13,408	30,466	19,714	28,223	(2,243)	-7.36%
511115	Salaries - Overtime	3,848	3,500	4,500	3,500	-	0.00%
511125	Salaries - Temporary Help	13,287	4,000	9,000	4,000	-	0.00%
512110	Fringe Benefits	51,628	61,683	60,699	66,418	4,735	7.68%
530113	Contract Services	30,428	21,040	35,945	29,500	8,460	40.21%
530351	Equipment Maintenance	6,053	9,290	9,875	15,580	6,290	67.71%
530521	Printing & Duplicating	9,225	9,280	13,616	12,750	3,470	37.39%
530620	Advertising	282	188	282	282	94	50.00%
540010	Wastewater & Transit Allocation	-	-	-	-	-	0.00%
550430	Equipment Rental	984	904	1,558	1,110	206	22.79%
550501	Travel & Training	6,094	6,050	7,550	8,150	2,100	34.71%
550820	Dues & Subscriptions	300	325	380	630	305	93.85%
560110	Office Supplies	371	500	500	500	-	0.00%
560420	Operating Supplies	973	500	825	500	-	0.00%
580103	Office Equipment Replacement	110	650	650	600	(50)	-7.69%
580208	New Other Mach & Equip	-	-	-	-	-	0.00%
	Total	262,843	277,653	298,211	312,154	34,501	12.43%
City Manager (415110)							
511105	Salaries - Full Time	447,708	450,712	450,679	469,831	19,119	4.24%
511160	Incentive Awards	-	-	-	-	-	0.00%
512110	Fringe Benefits	150,466	183,363	183,350	193,456	10,093	5.50%
530113	Contract Services	1,715	-	-	-	-	0.00%
540010	Wastewater & Transit Allocation	(110,796)	(117,015)	(117,015)	(122,362)	(5,347)	-4.57%
540102	Motor Pool Charges	236	-	-	-	-	0.00%
550501	Travel & Training	2,316	1,685	1,685	1,685	-	0.00%
550720	Special Events	-	-	-	-	-	0.00%
550820	Dues & Subscriptions	5,035	5,125	5,125	5,125	-	0.00%
560110	Office Supplies	2,019	1,700	3,200	1,850	150	8.82%
	Total	498,699	525,570	527,024	549,586	24,016	4.57%
City Attorney (415120)							
530110	General Legal Services	389,952	346,700	329,365	332,640	(14,060)	-4.06%
530114	Delinquent Tax Collections	-	-	-	-	-	0.00%
530117	City Prosecutor	47,750	69,000	69,000	72,000	3,000	4.35%
530118	Litigation	6,840	40,000	50,000	25,000	(15,000)	-37.50%
540010	Wastewater & Transit Allocation	(14,388)	(9,570)	(9,570)	(9,022)	548	5.72%
	Total	430,154	446,130	438,795	420,618	(25,512)	-5.72%
Public Audit of Accounts (415130)							
530111	Audit Services	84,225	82,700	82,700	82,700	-	0.00%
540010	Wastewater & Transit Allocation	(7,833)	(7,236)	(7,236)	(7,236)	-	0.00%
	Total	76,392	75,464	75,464	75,464	-	0.00%
Personnel (415140)							
511105	Salaries - Full Time	380,753	386,626	351,234	376,349	(10,277)	-2.66%
511125	Temporary Help	-	-	-	-	-	0.00%
512110	Fringe Benefits	169,241	157,291	142,892	154,964	(2,327)	-1.48%
512985	Employee Education	-	15,000	15,000	25,000	10,000	66.67%
530113	Contract Services	232,039	210,579	210,579	222,360	11,781	5.59%
540010	Wastewater & Transit Allocation	(140,502)	(110,319)	(110,319)	(113,297)	(2,978)	-2.70%
550501	Travel & Training	1,045	22,250	22,250	23,950	1,700	7.64%
550807	Other Expenses	22,169	22,400	22,400	21,400	(1,000)	-4.46%
550820	Dues & Subscriptions	2,306	2,531	2,531	2,715	184	7.27%
560110	Office Supplies	548	500	500	500	-	0.00%
	Total	667,599	706,858	657,067	713,941	7,083	1.00%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Community Relations (415150)							
511105	Salaries - Full Time	89,732	88,834	88,834	90,611	1,777	2.00%
511115	Salaries - Overtime	790	-	-	-	-	0.00%
512110	Fringe Benefits	40,757	36,140	36,140	37,310	1,170	3.24%
530113	Contract Services	57,443	54,000	56,000	56,000	2,000	3.70%
530351	Equipment Maintenance	-	-	-	-	-	0.00%
530521	Printing & Duplicating	-	-	-	-	-	0.00%
530620	Advertising	-	-	-	-	-	0.00%
540010	Wastewater & Transit Allocation	-	-	-	-	-	0.00%
550501	Travel & Training	225	200	200	300	100	50.00%
550806	Other Services	-	-	-	-	-	0.00%
550807	Other Expenses	558	225	225	200	(25)	-11.11%
550820	Dues & Subscriptions	245	205	205	230	25	12.20%
560110	Office Supplies	38	200	200	200	-	0.00%
560420	Operating Supplies	1,426	750	750	920	170	22.67%
580103	Office Equipment Replacement	550	400	400	400	-	0.00%
	Total	191,764	180,954	182,954	186,171	5,217	2.88%
Marketing (415152)							
511105	Salaries - Full Time	49,790	51,519	51,519	54,225	2,706	5.25%
511110	Salaries - Part Time	-	-	-	-	-	0.00%
511115	Salaries Overtime	-	-	-	-	-	0.00%
511125	Temporary Help	18,716	25,000	25,000	25,000	-	0.00%
511135	Holiday Premium	-	-	-	-	-	0.00%
511160	Incentive Awards	-	-	-	-	-	0.00%
511180	Salary Reimbursement	-	-	-	-	-	0.00%
512110	Fringe Benefits	19,695	22,872	22,872	24,240	1,368	5.98%
530113	Contract Services	34,858	29,983	29,983	33,483	3,500	11.67%
530116	Web Development spec.	2,593	5,600	5,600	5,700	100	1.79%
530521	Printing & Duplication	9,064	7,500	7,500	10,800	3,300	44.00%
530620	Advertising	8,830	14,995	12,495	9,995	(5,000)	-33.34%
540010	Wastewater & Transit Allocation	-	-	-	-	-	0.00%
550470	Rental Expense	-	750	750	930	180	24.00%
550501	Travel & Training	44	500	500	500	-	0.00%
550720	Special Events	3,405	3,200	9,300	9,400	6,200	193.75%
550806	Other Services	1,027	1,500	1,500	1,500	-	0.00%
550807	Other Expenses	1,405	2,525	3,775	4,525	2,000	79.21%
550820	Dues & Subscriptions	340	825	775	775	(50)	-6.06%
550830	Cultural Arts	4,353	9,125	10,125	8,500	(625)	-6.85%
560110	Office Supplies	-	750	750	750	-	0.00%
560120	Small Equipment	51	500	500	500	-	0.00%
	Total	154,171	177,144	182,944	190,823	13,679	7.72%
Cable TV (415160)							
511105	Salaries - Full Time	108,071	107,979	107,979	110,138	2,159	2.00%
511110	Salaries - Part Time	57,162	57,566	57,566	60,617	3,051	5.30%
511115	Salaries - Overtime	2,389	-	-	-	-	0.00%
511125	Temporary Help	18,482	22,842	26,975	23,604	762	3.34%
511135	Holiday Premium	339	950	950	-	(950)	-100.00%
511180	Salary Reimbursement	-	-	-	-	-	0.00%
512110	Fringe Benefits	48,996	61,840	62,156	64,399	2,559	4.14%
530113	Contract Services	4,171	4,700	4,474	12,570	7,870	167.45%
530351	Equipment Maintenance	1,497	2,000	2,000	2,000	-	0.00%
540010	Wastewater & Transit Allocation	-	-	-	-	-	0.00%
540102	Motor Pool Charges	2,044	1,981	1,981	5,204	3,223	162.70%
550501	Travel & Training	1,122	1,600	2,033	2,100	500	31.25%
550820	Dues & Subscriptions	720	750	750	750	-	0.00%
560420	Operating Supplies	1,090	1,500	11,261	1,500	-	0.00%
	Total	246,083	263,708	278,125	282,882	19,174	7.27%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Risk Management (415230)							
530113	Contract Services	7,240	26,785	26,785	46,785	20,000	74.67%
530355	Uninsured Costs	2,037	7,000	7,000	7,000	-	0.00%
540010	Wastewater & Transit Allocation	(43,261)	(40,505)	(40,505)	(37,270)	3,235	7.99%
550314	Other Insurance	289,305	278,209	278,209	232,565	(45,644)	-16.41%
550501	Travel & Training	3,965	6,000	6,000	6,000	-	0.00%
550820	Dues & Subscriptions	1,902	2,457	2,457	2,507	50	2.04%
560110	Office Supplies	129	-	-	-	-	0.00%
	Total	261,317	279,946	279,946	257,587	(22,359)	-7.99%
Telephone (415240)							
540010	Wastewater & Transit Allocation	(14,312)	(18,520)	(18,520)	(16,104)	2,416	13.05%
550110	Utilities Expense	111,899	138,000	138,000	120,000	(18,000)	-13.04%
	Total	97,587	119,480	119,480	103,896	(15,584)	-13.04%
Information Technology (415250)							
511105	Salaries - Full Time	943,240	960,700	983,731	1,025,088	64,388	6.70%
511115	Salaries - Overtime	3,527	2,999	2,999	3,000	1	0.03%
512110	Fringe Benefits	338,163	391,071	400,441	422,318	31,247	7.99%
530113	Contract Services	69,809	77,400	77,400	80,000	2,600	3.36%
530127	Computer Fees/Contracts	46,034	51,600	51,600	25,900	(25,700)	-49.81%
530351	Equipment Maintenance	428,999	423,881	423,881	487,885	64,004	15.10%
530620	Advertising	489	-	-	-	-	0.00%
540010	Wastewater & Transit Allocation	(137,888)	(113,659)	(113,659)	(119,410)	(5,751)	-5.06%
540102	Motor Pool Charges	2,875	1,515	1,515	8,801	7,286	480.92%
550430	Equipment Rental	88,882	98,500	105,700	105,000	6,500	6.60%
550501	Travel & Training	21,051	25,000	25,000	25,000	-	0.00%
550820	Dues & Subscriptions	499	500	500	500	-	0.00%
560110	Office Supplies	18,422	18,000	18,000	18,000	-	0.00%
560120	Small Equipment	5,588	8,500	13,500	15,500	7,000	82.35%
560420	Operating Supplies	8,498	-	-	-	-	0.00%
580103	Office Equipment Replacement	252,105	230,000	230,000	201,500	(28,500)	-12.39%
580208	New Machinery & Equipment	45,101	49,000	40,000	38,500	(10,500)	-21.43%
	Total	2,135,394	2,225,007	2,260,608	2,337,582	112,575	5.06%
Printing and Office Supplies (415260)							
511105	Salaries - Full Time	50,119	51,758	21,566	54,559	2,801	5.41%
511125	Temporary Help	-	-	26,693	-	-	0.00%
512110	Fringe Benefits	20,885	21,057	10,720	22,465	1,408	6.69%
530351	Equipment Maintenance	121	-	-	-	-	0.00%
540010	Wastewater & Transit Allocation	(44,264)	(43,148)	(43,148)	(44,507)	(1,359)	-3.15%
550430	Equipment Rental	47,768	51,480	48,980	48,980	(2,500)	-4.86%
550806	Other Services	138,212	132,608	132,608	140,000	7,392	5.57%
560110	Office Supplies	25,081	41,700	41,700	42,000	300	0.72%
	Total	237,922	255,455	239,119	263,497	8,042	3.15%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Fleet Maintenance (415270)							
511105	Salaries - Full Time	777,815	819,303	802,201	837,639	18,336	2.24%
511110	Salaries - Part Time	-	-	-	1,450	1,450	0.00%
511115	Salaries - Overtime	35,718	36,000	36,000	36,000	-	0.00%
511125	Temporary Help	20,974	-	-	-	-	0.00%
511130	On Call Pay	5,090	-	-	-	-	0.00%
511135	Holiday Premium	-	-	-	-	-	0.00%
511160	Incentive Awards	-	-	-	-	-	0.00%
511165	Year End Audit Adj	-	-	-	-	-	0.00%
512110	Fringe Benefits	318,768	336,071	329,113	353,529	17,458	5.19%
530113	Contract Services	15,405	16,847	16,847	19,951	3,104	18.42%
530350	Building Maintenance	35,483	16,675	16,675	26,937	10,262	61.54%
530352	Vehicle Maintenance	467,924	363,500	363,500	401,000	37,500	10.32%
530354	Uninsured Repairs	17,220	10,000	10,000	20,000	10,000	100.00%
540010	Wastewater & Transit Allocation	(327,479)	(1,081,029)	(1,081,029)	(732,894)	348,135	32.20%
540020	Distribution to Other Accounts	(2,492,687)	(2,051,122)	(1,636,748)	(2,142,397)	(91,275)	-4.45%
540102	Motor Pool Charges	50,020	-	-	-	-	0.00%
550501	Travel & Training	2,447	3,250	3,250	3,250	-	0.00%
550797	Major Storm Expenses - Federal	2,058	-	-	-	-	0.00%
550799	Major Storm Expenses	129	-	-	-	-	0.00%
550806	Other Services	5,031	2,700	2,700	2,700	-	0.00%
550820	Dues & Subscriptions	640	300	300	300	-	0.00%
560351	Repair Parts	392,404	444,249	419,249	419,249	(25,000)	-5.63%
560352	Fuel	362,172	595,560	400,000	450,000	(145,560)	-24.44%
560353	Tires & Accessories	149,784	130,000	130,000	130,000	-	0.00%
560354	Lubricants	65,103	187,740	75,000	57,615	(130,125)	-69.31%
560359	Change in Inventory	(9,741)	-	-	-	-	0.00%
560416	Uniforms	51,104	67,428	6,752	6,752	(60,676)	-89.99%
560420	Operating Supplies	98,224	97,528	101,190	75,661	(21,867)	-22.42%
580208	New Other Mach & Equip	-	5,000	5,000	5,000	-	0.00%
	Total	43,605	-	-	(28,258)	(28,258)	0.00%
Finance & Accounting (415410)							
511105	Salaries - Full Time	654,597	688,248	682,110	801,311	113,063	16.43%
511110	Salaries - Part Time	-	-	-	-	-	0.00%
511115	Salaries - Overtime	192	-	-	-	-	0.00%
511125	Salaries - Temporary Help	22,909	-	15,000	-	-	0.00%
511160	Salaries - Incentive Awards	-	-	-	-	-	0.00%
511165	Year End Audit Adj	-	-	-	-	-	0.00%
512110	Fringe Benefits	249,901	280,000	278,650	329,946	49,946	17.84%
530113	Contract Services	41,225	510	8,010	8,050	7,540	1478.43%
530620	Advertising	-	200	200	200	-	0.00%
540010	Wastewater & Transit Allocation	(141,584)	(135,041)	(135,041)	(158,665)	(23,624)	-17.49%
550501	Travel & Training	2,594	4,580	2,150	5,070	490	10.70%
550807	Other Expenses	-	-	-	-	-	0.00%
550820	Dues & Subscriptions	3,351	3,044	3,304	3,339	295	9.69%
560110	Office Supplies	1,914	3,400	3,400	3,500	100	2.94%
	Total	835,099	844,941	857,783	992,751	147,810	17.49%
Real Estate Assessments (415420)							
511105	Salaries - Full Time	432,329	441,533	444,820	464,278	22,745	5.15%
511115	Salaries - Overtime	-	-	-	-	-	0.00%
511125	Temporary Help	1,140	2,000	2,000	2,000	-	0.00%
512110	Fringe Benefits	184,567	179,782	181,119	191,323	11,541	6.42%
530113	Contract Services	1,787	1,600	1,600	1,600	-	0.00%
530620	Advertising	157	200	200	200	-	0.00%
540102	Motor Pool Charges	-	-	-	-	-	0.00%
550501	Travel & Training	2,212	2,750	2,750	3,000	250	9.09%
550820	Dues & Subscriptions	12,080	12,712	12,712	13,597	885	6.96%
560110	Office Supplies	2,995	4,170	4,170	3,330	(840)	-20.14%
	Total	637,267	644,747	649,371	679,328	34,581	5.36%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Treasurer (415440)							
511105	Salaries - Full Time	512,175	527,218	526,336	594,578	67,360	12.78%
511110	Salaries - Part Time	38,406	35,016	34,086	29,613	(5,403)	-15.43%
511115	Salaries - Overtime	4,820	-	-	4,000	4,000	0.00%
511125	Salaries - Temporary Help	29,298	42,401	42,401	40,320	(2,081)	-4.91%
511160	Incentive Awards	-	2,000	2,000	2,000	-	0.00%
512110	Fringe Benefits	221,935	227,673	227,054	256,789	29,116	12.79%
530113	Contract Services	457	250	4,250	41,360	41,110	16444.00%
530114	Delinquent Tax Collection	-	1,000	1,000	5,500	4,500	450.00%
530351	Equipment Maintenance	6,951	18,481	17,881	13,301	(5,180)	-28.03%
530620	Advertising	1,524	1,625	1,625	1,625	-	0.00%
540010	Wastewater & Transit Allocation	(22,995)	(23,985)	(23,985)	(27,488)	(3,503)	-14.60%
540102	Motor Pool Charges	1,944	2,895	2,895	12,111	9,216	318.34%
550501	Travel & Training	1,757	5,475	5,475	3,210	(2,265)	-41.37%
550804	Processing Charge	2,996	3,000	3,000	4,000	1,000	33.33%
550820	Dues & Subscriptions	550	550	550	550	-	0.00%
560110	Office Supplies	29,735	40,950	40,950	39,250	(1,700)	-4.15%
560120	Small Equipment	-	-	-	-	-	0.00%
580208	New Other Mach & Equip	-	-	22,355	-	-	0.00%
	Total	829,553	884,549	907,873	1,020,719	136,170	15.39%
Commissioner of Revenue (415450)							
511105	Salaries - Full Time	722,540	733,106	745,100	776,148	43,042	5.87%
511115	Salaries - Overtime	919	2,400	2,400	2,400	-	0.00%
511125	Temporary Help	20,895	15,350	20,895	15,350	-	0.00%
511160	Incentive Awards	5,281	5,375	5,281	5,375	-	0.00%
512110	Fringe Benefits	293,929	300,018	305,315	321,354	21,336	7.11%
530113	Contract Services	-	900	900	900	-	0.00%
530351	Equipment Maintenance	539	1,700	1,700	1,700	-	0.00%
530620	Advertising	353	350	350	350	-	0.00%
540102	Motor Pool Charges	4,663	4,350	4,350	5,040	690	15.86%
550501	Travel & Training	1,782	4,000	3,500	4,500	500	12.50%
550820	Dues & Subscriptions	875	900	900	900	-	0.00%
560110	Office Supplies	17,751	22,000	19,000	23,700	1,700	7.73%
	Total	1,069,527	1,090,449	1,109,691	1,157,717	67,268	6.17%
Retirement Expenses (415457)							
530113	Contract Services	128,750	132,200	132,200	144,300	12,100	9.15%
	Total	128,750	132,200	132,200	144,300	12,100	9.15%
Pool Maintenance (415458)							
550110	Utilities Expense	21,455	27,667	27,667	25,000	(2,667)	-9.64%
	Total	21,455	27,667	27,667	25,000	(2,667)	-9.64%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Police Administration (421110)							
511105	Salaries - Full Time	644,641	718,863	714,041	745,718	26,855	3.74%
511115	Salaries - Overtime	1,975	-	-	-	-	0.00%
511125	Temporary Help	-	-	-	-	-	0.00%
511130	On Call Pay	-	-	-	-	-	0.00%
511135	Holiday Premium	-	-	-	-	-	0.00%
511138	Uniform / Shoe Allowance	1,224	900	900	900	-	0.00%
511180	Salary Reimbursement	-	-	-	-	-	0.00%
512110	Fringe Benefits	278,130	334,762	332,487	352,357	17,595	5.26%
530113	Contract Services	50,853	35,800	24,800	52,500	16,700	46.65%
530620	Advertising	250	1,250	1,250	1,250	-	0.00%
540102	Motor Pool Charges	25,680	36,767	36,767	46,852	10,085	27.43%
550501	Travel & Training	10,611	11,000	11,000	11,000	-	0.00%
550503	Police Academy	81,271	76,012	76,012	81,011	4,999	6.58%
550601	General Subsidy/Contributions	376	376	376	376	-	0.00%
550797	Major Storm Expenses - Federal	1,075	-	-	-	-	0.00%
550807	Other Expenses	-	-	-	-	-	0.00%
550820	Dues & Subscriptions	9,297	10,000	10,000	12,500	2,500	25.00%
560110	Office Supplies	5,794	6,000	6,000	6,000	-	0.00%
560120	Small Equipment	999	1,000	1,000	1,000	-	0.00%
560416	Uniforms	66,835	70,000	70,000	70,000	-	0.00%
560420	Operating Supplies	1,997	2,000	2,000	2,000	-	0.00%
	Total	1,181,008	1,304,730	1,286,633	1,383,464	78,734	6.03%
Police Technical Services (421120)							
511105	Salaries - Full Time	1,928,657	2,540,164	2,265,041	2,348,045	(192,119)	-7.56%
511115	Salaries - Overtime	198,066	174,818	174,818	174,818	-	0.00%
511116	Holiday Base Pay	26,843	-	26,843	27,783	27,783	0.00%
511125	Temporary Help	23,070	9,000	64,555	69,022	60,022	666.91%
511130	On Call Pay	24,627	35,152	35,152	25,500	(9,652)	-27.46%
511135	Holiday Premium	20,171	29,369	29,369	29,500	131	0.45%
511138	Uniform / Shoe Allowance	6,822	9,900	9,900	9,900	-	0.00%
511140	Shift Differential	10,680	9,753	9,753	10,500	747	7.66%
511180	Salary Reimbursement	-	-	-	-	-	0.00%
512110	Fringe Benefits	913,325	1,167,490	1,043,967	1,089,925	(77,565)	-6.64%
530113	Contract Services	45,021	58,500	64,800	75,900	17,400	29.74%
530351	Equipment Maintenance	174,882	242,400	271,278	250,400	8,000	3.30%
540102	Motor Pool Charges	27,556	26,102	26,102	30,172	4,070	15.59%
550110	Utilities Expense	-	-	-	-	-	0.00%
550430	Equipment Rental	23,248	24,000	24,000	25,000	1,000	4.17%
550501	Travel & Training	1,368	11,000	11,000	11,000	-	0.00%
550744	Byrne Jag Grant	-	1,796	1,796	1,400	(396)	-22.05%
550807	Other Expenses	4,000	1,000	1,000	1,000	-	0.00%
560110	Office Supplies	12,868	14,000	14,000	14,000	-	0.00%
560120	Small Equipment	6,724	8,000	8,000	8,000	-	0.00%
560416	Uniforms	987	1,000	1,000	1,000	-	0.00%
560420	Operating Supplies	41,740	38,500	38,500	38,500	-	0.00%
580103	Equip Replacement	-	-	-	-	-	0.00%
	Total	3,490,655	4,401,944	4,120,874	4,241,364	(160,580)	-3.65%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Police Field Operations (421130)							
511105	Salaries - Full Time	3,829,909	3,641,247	3,797,277	3,966,005	324,758	8.92%
511110	Salaries - Part Time	110,098	146,611	159,545	167,691	21,080	14.38%
511115	Salaries - Overtime	350,543	303,175	322,575	322,175	19,000	6.27%
511116	Holiday Base Pay	85,000	-	88,434	91,529	91,529	0.00%
511117	Salaries - Special Events OT	-	-	-	(28,625)	(28,625)	0.00%
511125	Salaries - Temporary Help	23,160	-	79,270	79,270	79,270	0.00%
511130	On Call Pay	7,540	10,290	10,290	9,000	(1,290)	-12.54%
511135	Holiday Premium	89,756	104,714	104,714	105,000	286	0.27%
511138	Uniform / Shoe Allowance	2,586	-	-	-	-	0.00%
511140	Shift Differential	35,344	45,726	45,726	36,000	(9,726)	-21.27%
511180	Salary Reimbursement	(58,643)	-	(9,132)	(10,000)	(10,000)	0.00%
512110	Fringe Benefits	1,956,558	1,779,773	1,867,016	1,977,635	197,862	11.12%
530113	Contract Services	250	-	-	-	-	0.00%
540102	Motor Pool Charges	260,361	356,411	356,411	426,114	69,703	19.56%
550704	Crime Prevention	4,744	5,000	5,000	5,000	-	0.00%
550797	Major Storm Expenses - Federal	1,327	-	-	-	-	0.00%
550806	Other Services	15,021	27,500	20,500	22,500	(5,000)	-18.18%
550807	Other Expenses	48,735	52,000	52,000	52,000	-	0.00%
560110	Office Supplies	4,507	5,000	5,000	5,000	-	0.00%
560120	Small Equipment	3,776	4,500	4,500	4,500	-	0.00%
560420	Operating Supplies	33,189	40,000	40,000	40,000	-	0.00%
560451	Emergency Services Team	3,853	7,500	7,500	10,000	2,500	33.33%
	Total	6,807,614	6,529,447	6,956,626	7,280,794	751,347	11.51%
Fire Administration (422110)							
511105	Salaries - Full Time	721,107	690,998	775,194	798,947	107,949	15.62%
511110	Salaries - Part Time	-	-	-	-	-	0.00%
511115	Salaries - Overtime	15,794	2,505	2,505	2,505	-	0.00%
511138	Uniform / Shoe Allowance	130	-	-	-	-	0.00%
511145	ALS Certification Pay	17,102	20,000	20,000	20,000	-	0.00%
512110	Fringe Benefits	302,170	316,378	356,109	371,955	55,577	17.57%
530113	Contract Services	34,585	36,300	36,300	53,700	17,400	47.93%
530620	Advertising	3,261	3,400	3,400	4,400	1,000	29.41%
530627	VFD Marketing Safer Grant	-	-	-	-	-	0.00%
540102	Motor Pool Charges	24,688	39,547	39,547	25,051	(14,496)	-36.66%
550501	Travel & Training	4,582	10,000	10,000	26,300	16,300	163.00%
550507	VFD Training - Safer Grant	-	-	-	-	-	0.00%
550736	UASI EOC GRANT	-	217,300	217,300	-	(217,300)	-100.00%
550749	NCR Regional Planner Grant	47,962	-	-	145,000	145,000	0.00%
550751	LEMPG Grant	15,194	34,250	7,500	-	(34,250)	-100.00%
550753	UASI Citizen Preparedness Grant	-	-	-	-	-	0.00%
550754	Volunteer & Citizens Corps Grant	10,617	-	-	13,300	13,300	0.00%
550755	Fire Prevention & Life Safety Donations	2,326	-	500	500	500	0.00%
550756	UASO Phone App Grant	11,500	-	-	-	-	0.00%
550757	2012 UASI State Share	-	7,500	7,500	-	(7,500)	-100.00%
550781	AFG (Leadership Development Institute)	-	-	94,500	-	-	0.00%
550808	EMS Billing	98,798	121,500	121,500	121,500	-	0.00%
550820	Dues & Subscriptions	4,580	5,000	5,000	6,040	1,040	20.80%
560110	Office Supplies	8,790	6,000	6,000	6,000	-	0.00%
560120	Misc Equipment	11,828	7,900	7,900	7,900	-	0.00%
580214	Capital Outlay (Aid to Localities)	82,736	59,000	63,000	70,000	11,000	18.64%
	Total	1,417,750	1,577,578	1,773,755	1,673,098	95,520	6.05%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Fire Operations (422120)							
511105	Salaries - Full Time	5,175,595	5,171,289	5,347,228	5,372,101	200,812	3.88%
511115	Salaries - Overtime	457,484	510,600	553,600	510,600	-	0.00%
511116	Holiday Base Pay	208,000	-	208,000	208,000	208,000	0.00%
511117	Salaries - Special Events OT	-	-	-	(9,488)	(9,488)	0.00%
511125	Temporary Help	22,178	53,535	53,535	53,535	-	0.00%
511130	On Call Pay	2,449	-	-	-	-	0.00%
511135	Holiday Premium	63,351	63,351	63,351	85,000	21,649	34.17%
511138	Uniform / Shoe Allowance	1,539	-	-	-	-	0.00%
511140	Shift Differential	90	-	-	-	-	0.00%
511145	ALS Certification Pay	352,393	353,500	353,500	353,500	-	0.00%
511180	Salary Reimbursement	(24,361)	(24,759)	(24,759)	(25,000)	(241)	-0.97%
512110	Fringe Benefits	2,651,942	2,513,410	2,615,635	2,663,523	150,113	5.97%
530113	Contract Services	165,035	158,192	158,192	157,246	(946)	-0.60%
530350	Building Maintenance	8,147	5,700	5,700	5,700	-	0.00%
530351	Equipment Maintenance	11,165	16,500	16,500	16,500	-	0.00%
530835	City - County Contracts	180,761	194,000	194,000	194,000	-	0.00%
540102	Motor Pool Charges	409,742	498,442	498,442	502,346	3,904	0.78%
550110	Utilities Expense	57,448	71,517	71,517	70,000	(1,517)	-2.12%
550501	Travel & Training	19,300	28,000	28,000	28,000	-	0.00%
550702	Fire Mini Grant	6,251	-	-	-	-	0.00%
550748	VDFP Education & Conference Grant	-	-	3,500	-	-	0.00%
550759	UASI Tech Rescue	37,366	-	-	-	-	0.00%
550777	AFG (Flammable Liquids, Paramedic, FMO)	49,965	-	116,624	-	-	0.00%
550806	Other Services	19,678	22,500	22,500	22,500	-	0.00%
560110	Office Supplies	1,072	-	-	-	-	0.00%
560120	Small Equipment	15,245	33,000	33,000	33,000	-	0.00%
560210	Janitorial Supplies	8,215	9,000	9,000	9,000	-	0.00%
560351	Repair Parts	10,360	12,000	12,000	12,000	-	0.00%
560416	Uniforms	35,514	43,250	43,250	43,250	-	0.00%
560418	Protective Clothing	60,647	58,000	58,000	68,000	10,000	17.24%
560419	Protective Clothing R & M	18,820	19,000	19,000	19,000	-	0.00%
560420	Fire - Operating Supplies	(417)	26,000	26,000	26,000	-	0.00%
560426	EMS - Operating Supplies	67,000	66,500	66,500	69,000	2,500	3.76%
580108	Other Mach & Equip Replace	32,746	20,000	20,000	20,000	-	0.00%
580210	Capital Outlay (Four for Life)	16,564	25,000	25,000	25,000	-	0.00%
580211	Improvements	68,332	-	-	-	-	0.00%
580212	EMS Billing Contribution-VFD	-	306,600	306,600	305,654	(946)	-0.31%
580213	Allocation of In-kind Contributions- VFD	-	(306,600)	(306,600)	(305,654)	946	0.31%
	Total	10,209,616	9,947,527	10,596,815	10,532,313	584,786	5.88%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Fire Code Administration (422140)							
511105	Salaries - Full Time	1,008,773	1,016,976	1,107,941	1,151,438	134,462	13.22%
511115	Salaries - Overtime	16,211	20,000	20,000	25,000	5,000	25.00%
511125	Temporary Help	51,261	100,000	100,000	100,000	-	0.00%
511130	On Call Pay	31,834	35,000	35,000	31,000	(4,000)	-11.43%
511145	ALS Certification Pay	5,340	10,000	10,000	15,000	5,000	50.00%
512110	Fringe Benefits	408,251	450,291	487,298	518,819	68,528	15.22%
530113	Contract Services	1,212	1,000	1,000	1,500	500	50.00%
530351	Equipment Maintenance	175	1,500	1,500	1,200	(300)	-20.00%
530360	Maint Code Violations	25,530	15,000	15,000	18,000	3,000	20.00%
540102	Motor Pool Charges	36,917	37,771	37,771	31,527	(6,244)	-16.53%
550501	Travel & Training	5,556	8,300	8,300	10,750	2,450	29.52%
550797	Major Storm Expenses - Federal	12,213	-	-	-	-	0.00%
550806	Other Services	39,840	50,000	50,000	52,000	2,000	4.00%
550820	Dues & Subscriptions	3,292	2,645	2,645	4,250	1,605	60.68%
560110	Office Supplies	4,208	3,500	3,500	3,800	300	8.57%
560120	Small Equipment	1,900	2,500	2,500	2,800	300	12.00%
560420	Operating Supplies	940	1,000	1,000	1,100	100	10.00%
	Total	1,653,453	1,755,483	1,883,455	1,968,184	212,701	12.12%
Asphalt Maintenance (431110)							
511105	Salaries - Full Time	481,440	483,220	467,583	489,243	6,023	1.25%
511115	Salaries - Overtime	59,510	75,736	75,736	75,837	101	0.13%
511117	Salaries - Special Events OT	-	-	-	(6,265)	(6,265)	0.00%
511125	Temporary Help	15,375	6,000	6,000	6,000	-	0.00%
511130	On Call Pay	5,806	6,213	6,213	6,213	-	0.00%
512110	Fringe Benefits	205,557	203,316	196,954	207,706	4,390	2.16%
530113	Contract Services	10,178	17,000	17,000	17,000	-	0.00%
540102	Motor Pool Charges	104,504	107,799	107,799	159,037	51,238	47.53%
550430	Equipment Rental	1,692	2,000	2,000	2,000	-	0.00%
550501	Travel & Training	1,554	6,000	6,000	6,000	-	0.00%
550806	Other Services	36,364	35,000	35,000	35,000	-	0.00%
560120	Small Equipment	6,504	6,500	6,500	6,500	-	0.00%
560416	Uniforms	-	-	4,389	4,389	4,389	0.00%
560420	Operating Supplies	17,920	11,000	11,000	11,000	-	0.00%
560422	Construction Material	6,634	20,000	20,000	20,000	-	0.00%
560423	Asphalt	98,539	150,000	150,000	180,000	30,000	20.00%
560435	Soil & Mulch	2,128	2,500	2,500	2,500	-	0.00%
	Total	1,053,705	1,132,284	1,114,674	1,222,160	89,876	7.94%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Concrete Maintenance (431111)							
511105	Salaries - Full Time	405,095	382,866	466,392	489,144	106,278	27.76%
511115	Salaries - Overtime	71,520	55,417	55,417	55,417	-	0.00%
511117	Salaries - Special Events OT	-	-	-	(5,000)	(5,000)	0.00%
511125	Temporary Help	-	-	-	6,000	6,000	0.00%
511130	On Call Pay	5,088	6,213	6,213	6,213	-	0.00%
511135	Holiday Premium	1,316	-	-	-	-	0.00%
512110	Fringe Benefits	213,659	160,476	194,457	206,200	45,724	28.49%
530113	Contract Services	-	2,000	2,000	2,000	-	0.00%
540102	Motor Pool Charges	58,744	79,289	79,289	116,103	36,814	46.43%
550501	Travel & Training	595	1,000	1,000	1,000	-	0.00%
550806	Other Services	19,847	26,650	26,650	22,650	(4,000)	-15.01%
560120	Small Equipment	(2,589)	1,500	1,500	1,500	-	0.00%
560416	Uniforms	-	-	4,389	4,389	4,389	0.00%
560420	Operating Supplies	5,016	5,100	5,100	15,000	9,900	194.12%
560422	Construction Material	3,227	6,550	6,550	6,550	-	0.00%
560424	Concrete	25,907	50,000	50,000	50,000	-	0.00%
560435	Soil & Mulch	304	5,000	5,000	5,000	-	0.00%
	Total	807,729	782,061	903,957	982,167	200,106	25.59%
Snow & Ice Control (431120)							
511115	Salaries Overtime	195,204	92,361	75,361	92,361	-	0.00%
512110	Fringe Benefits	57,983	7,066	5,766	7,066	-	0.00%
530113	Contract Services	-	10,000	-	10,000	-	0.00%
540102	Motor Pool Charges	48,103	37,568	37,568	47,504	9,936	26.45%
550430	Equipment Rental	783	2,000	-	2,000	-	0.00%
550501	Travel & Training	400	4,000	-	4,000	-	0.00%
550797	Major Storm Expenses - Federal	76,827	-	26,950	-	-	0.00%
550807	Other Expenses	1,374	3,000	1,000	3,000	-	0.00%
560420	Operating Supplies	7,159	7,800	1,000	7,800	-	0.00%
560501	Chemicals - Other	129,703	210,000	88,000	160,000	(50,000)	-23.81%
580208	New Other Mach & Equip	79,808	115,000	115,000	20,000	(95,000)	-82.61%
	Total	597,344	488,795	350,645	353,731	(135,064)	-27.63%
Storm Drainage (431130)							
511105	Salaries - Full Time	315,615	379,469	366,117	383,235	3,766	0.99%
511115	Salaries Overtime	66,916	83,125	83,125	83,125	-	0.00%
511117	Salaries - Special Events OT	-	-	-	(5,000)	(5,000)	0.00%
511125	Temporary Help	-	5,000	5,000	6,000	1,000	20.00%
511130	On Call Pay	8,197	6,766	6,766	6,766	-	0.00%
512110	Fringe Benefits	163,671	161,638	156,206	164,753	3,115	1.93%
530113	Contract Services	10,990	10,500	10,500	10,500	-	0.00%
540102	Motor Pool Charges	82,185	94,470	94,470	132,505	38,035	40.26%
550430	Equipment Rental	2,149	2,000	2,000	2,000	-	0.00%
550501	Travel & Training	-	4,000	4,000	4,000	-	0.00%
550806	Other Services	35,778	51,000	51,000	51,000	-	0.00%
560120	Small Equipment	19,469	16,000	16,000	16,000	-	0.00%
560416	Uniforms	-	-	4,389	4,389	4,389	0.00%
560420	Operating Supplies	7,030	6,000	6,000	6,000	-	0.00%
560421	Pipe & Accessories	9,434	14,000	14,000	14,000	-	0.00%
560422	Construction Material	9,494	9,500	9,500	9,500	-	0.00%
560424	Concrete	5,990	6,000	6,000	6,000	-	0.00%
560430	Operating Material	10,833	8,000	8,000	8,000	-	0.00%
560435	Soil & Mulch	3,472	5,000	5,000	5,000	-	0.00%
	Total	751,223	862,468	848,073	907,773	45,305	5.25%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
<u>Signs/Signals/Lighting (431140)</u>							
511105	Salaries - Full Time	731,758	745,158	745,510	779,495	34,337	4.61%
511115	Salaries Overtime	98,023	108,660	108,660	108,000	(660)	-0.61%
511117	Salaries - Special Events OT	-	-	-	(5,000)	(5,000)	0.00%
511125	Temporary Help	6,370	20,160	20,160	6,370	(13,790)	-68.40%
511130	On Call Pay	24,202	25,250	50,500	50,500	25,250	100.00%
512110	Fringe Benefits	308,796	314,939	317,014	333,193	18,254	5.80%
530113	Contract Services	106,488	143,000	143,000	143,000	-	0.00%
540102	Motor Pool Charges	34,899	35,330	35,330	31,367	(3,963)	-11.22%
550110	Utilities Expense	548,139	474,398	474,398	475,000	602	0.13%
550501	Travel & Training	944	15,000	15,000	15,000	-	0.00%
550799	Major Storm Expenses	1,032	-	-	-	-	0.00%
550807	Other Expenses	19,322	15,000	15,000	14,000	(1,000)	-6.67%
550820	Dues & Subscriptions	795	1,400	1,400	1,400	-	0.00%
560110	Office Supplies	461	-	-	-	-	0.00%
560120	Small Equipment	6,585	10,500	10,500	10,500	-	0.00%
560416	Uniforms	-	-	7,030	7,030	7,030	0.00%
560420	Operating Supplies	70,344	32,000	32,000	32,000	-	0.00%
560421	Pipe & Accessories	3,842	2,800	2,800	2,800	-	0.00%
560422	Construction Material	8,307	7,000	7,000	12,000	5,000	71.43%
560440	Signal Repairs	17,102	26,000	26,000	26,000	-	0.00%
560441	Traffic Sign Material	60,120	62,500	69,000	69,000	6,500	10.40%
560442	Pre-emption Repairs	4,950	5,000	7,500	7,500	2,500	50.00%
	Total	2,052,479	2,044,095	2,087,802	2,119,155	75,060	3.67%
<u>Refuse (431210)</u>							
511105	Salaries - Full Time	1,128,847	1,160,937	1,140,630	1,195,201	34,264	2.95%
511115	Salaries Overtime	114,027	75,000	75,000	75,000	-	0.00%
511117	Salaries - Special Events OT	-	-	-	(5,000)	(5,000)	0.00%
511125	Temporary Help	41,782	60,000	60,000	60,000	-	0.00%
511160	Incentive Awards	273	-	-	-	-	0.00%
512110	Fringe Benefits	529,565	482,631	474,370	502,078	19,447	4.03%
530113	Contract Services	60,930	55,000	159,750	184,000	129,000	234.55%
530350	Contract Services	326	-	-	-	-	0.00%
530835	Building Maintenance	426,394	450,000	450,000	372,000	(78,000)	-17.33%
540102	Motor Pool Charges	249,449	408,763	408,763	348,395	(60,368)	-14.77%
550430	Equipment Rental	28,800	-	-	-	-	0.00%
550799	Major Storm Expenses	2,041	-	-	-	-	0.00%
550806	Other Services	40,578	100,000	100,000	178,000	78,000	78.00%
550809	Commercial Recycling	200	8,000	8,000	8,000	-	0.00%
560416	Uniforms	-	-	13,662	13,662	13,662	0.00%
560420	Operating Supplies	32,043	32,000	38,125	56,125	24,125	75.39%
	Total	2,655,255	2,832,331	2,928,300	2,987,461	155,130	5.48%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Facilities Maintenance (431310)							
511105	Salaries - Full Time	505,113	515,711	516,480	541,113	25,402	4.93%
511115	Salaries Overtime	17,400	18,000	18,000	20,000	2,000	11.11%
511117	Salaries - Special Events OT	-	-	-	(5,000)	(5,000)	0.00%
511125	Temporary Help	-	-	-	8,000	8,000	0.00%
511130	On-Call Pay	16,558	17,000	17,000	17,000	-	0.00%
511135	Holiday Premium	170	-	-	-	-	0.00%
512110	Fringe Benefits	251,202	212,484	212,797	225,867	13,383	6.30%
530113	Contract Services	2,370	-	-	-	-	0.00%
530350	Building Maintenance	81,953	10,000	10,000	-	(10,000)	-100.00%
530356	Blenheim Maintenance	25,667	34,900	34,900	34,900	-	0.00%
530357	Green Acres Maintenance	102,675	115,500	115,706	115,706	206	0.18%
530358	Westmore School Maintenance	-	-	-	-	-	0.00%
530359	Comm. Appearance Committee	2,431	3,500	3,500	3,500	-	0.00%
530361	Stacey C. Sherwood Center	45,880	60,000	60,831	55,831	(4,169)	-6.95%
530364	Fire Training Center	11,779	22,000	22,000	17,000	(5,000)	-22.73%
530365	Property Yard	62,986	58,907	59,264	77,265	18,358	31.16%
530366	City Hall	152,008	131,482	135,088	155,088	23,606	17.95%
530367	Police Station	70,996	57,130	58,330	58,330	1,200	2.10%
530368	Cemetery	4,515	6,000	6,000	6,000	-	0.00%
530369	Fire Station # 33	13,508	38,935	38,935	23,935	(15,000)	-38.53%
530370	R A House	16,342	53,622	53,622	33,622	(20,000)	-37.30%
530371	Museum	7,766	35,071	35,071	35,071	-	0.00%
530372	Sisson House	1,966	11,215	11,215	21,215	10,000	89.17%
530373	Old Town Hall	19,219	52,638	53,031	63,030	10,392	19.74%
530374	Fire Station # 3	25,833	54,900	55,303	55,303	403	0.73%
540010	Transit & Wastewater Allocation	(244,468)	(310,425)	(310,425)	(322,763)	(12,338)	-3.97%
540102	Motor Pool Charges	11,602	6,165	6,165	730	(5,435)	-88.16%
550110	Utilities Expense	338,425	475,000	475,000	475,000	-	0.00%
550501	Travel & Training	2,399	-	5,000	5,000	5,000	0.00%
550799	Major Storm Expenses	368	-	-	-	-	0.00%
560210	Janitorial Supplies	5,214	-	-	-	-	0.00%
560416	Uniforms	-	-	6,149	6,149	6,149	0.00%
560420	Operating Supplies	6,415	10,000	10,000	20,000	10,000	100.00%
560424	Concrete	-	-	-	10,000	10,000	0.00%
580108	Other Machinery & Equipment Replacement	29,872	-	-	-	-	0.00%
	Total	1,588,164	1,689,735	1,708,962	1,756,892	67,157	3.97%
Streets/ROW (431320)							
511105	Salaries - Full Time	265,245	273,876	276,757	289,743	15,867	5.79%
511110	Salaries - Part Time	23,565	24,625	24,625	25,964	1,339	5.44%
511115	Salaries Overtime	48,689	33,000	33,000	40,000	7,000	21.21%
511117	Salaries - Special Events OT	-	-	-	(5,000)	(5,000)	0.00%
511125	Temporary Help	200,600	180,000	180,000	180,000	-	0.00%
511130	On Call Pay	200	-	-	-	-	0.00%
512110	Fringe Benefits	143,863	134,599	135,771	143,137	8,538	6.34%
530113	Contract Services	113,133	178,200	178,200	212,032	33,832	18.99%
540102	Motor Pool Charges	112,435	159,467	159,467	82,586	(76,881)	-48.21%
550110	Utilities Expense	2,853	-	-	-	-	0.00%
550501	Travel & Training	1,968	2,500	2,500	2,500	-	0.00%
550799	Major Storm Expenses	1,525	-	-	-	-	0.00%
550806	Other Services	73,052	57,500	57,500	53,500	(4,000)	-6.96%
560351	Repair Parts	12,996	16,200	16,200	16,200	-	0.00%
560416	Uniforms	-	-	5,621	5,621	5,621	0.00%
560420	Operating Supplies	14,442	15,000	15,000	15,000	-	0.00%
560430	Operating Material	4,481	14,000	14,000	20,000	6,000	42.86%
560435	Soil & Mulch	594	1,000	1,000	1,000	-	0.00%
580108	Other Mach & Equip Replace	20,366	15,000	15,000	9,000	(6,000)	-40.00%
	Total	1,040,007	1,104,967	1,114,641	1,091,284	(13,683)	-1.24%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
<u>Administration/Engineering/Transportation (431410)</u>							
511105	Salaries - Full Time	815,296	756,347	708,287	740,607	(15,740)	-2.08%
511110	Salaries - Part Time	398	-	-	-	-	0.00%
511115	Salaries Overtime	2,555	5,000	5,000	-	(5,000)	-100.00%
511125	Temporary Help	23,613	-	-	-	-	0.00%
512110	Fringe Benefits	307,326	308,087	288,535	304,950	(3,137)	-1.02%
530113	Contract Services	-	20,000	20,000	20,000	-	0.00%
540010	Transit & Wastewater Allocation	(187,381)	(236,364)	(236,364)	(237,882)	(1,518)	-0.64%
540102	Motor Pool Charges	24,828	19,413	19,413	47,967	28,554	147.09%
550501	Travel & Training	1,862	3,120	3,120	5,490	2,370	75.96%
550820	Dues & Subscriptions	8,496	8,330	8,330	8,330	-	0.00%
560110	Office Supplies	5,643	5,020	5,020	5,270	250	4.98%
560120	Small Equipment	4,905	7,525	7,525	7,525	-	0.00%
560420	Operating Supplies	701	3,525	3,525	3,525	-	0.00%
	Total	1,008,242	900,003	832,391	905,782	5,779	0.64%
<u>County Agent (431510)</u>							
530835	City - County Contracts	39,153	50,039	46,291	47,680	(2,359)	-4.71%
	Total	39,153	50,039	46,291	47,680	(2,359)	-4.71%
<u>Health Services (441110)</u>							
530835	City - County Contracts	1,174,205	1,285,076	1,268,818	1,306,883	21,807	1.70%
	Total	1,174,205	1,285,076	1,268,818	1,306,883	21,807	1.70%
<u>Commission For Women (441210)</u>							
550501	Travel & Training	550	-	-	550	550	0.00%
550720	Special Events	396	900	900	900	-	0.00%
550820	Dues & Subscriptions	-	125	125	175	50	40.00%
560110	Office Supplies	263	100	100	100	-	0.00%
	Total	1,209	1,125	1,125	1,725	600	53.33%
<u>Community Services Board (441220)</u>							
530835	City - County Contracts	1,510,434	1,691,995	1,614,654	1,755,153	63,158	3.73%
	Total	1,510,434	1,691,995	1,614,654	1,755,153	63,158	3.73%
<u>Senior Citizen Tax/Rent Relief (441230)</u>							
550760	Rent/Property Tax Relief	1,011,698	1,026,385	1,027,085	1,040,745	14,360	1.40%
	Total	1,011,698	1,026,385	1,027,085	1,040,745	14,360	1.40%
<u>Human Services Coordinator (441240)</u>							
511105	Salaries - Full Time	39	-	-	-	-	0.00%
511110	Salaries - Part Time	-	73,809	73,039	74,247	438	0.59%
511125	Temporary Help	107,165	25,000	25,000	25,000	-	0.00%
512110	Fringe Benefits	8,644	22,544	22,485	23,033	489	2.17%
550501	Travel & Training	406	650	650	1,200	550	84.62%
550820	Dues & Subscriptions	225	225	225	225	-	0.00%
560110	Office Supplies	28	150	150	150	-	0.00%
	Total	116,507	122,378	121,549	123,855	1,477	1.21%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Social Services (441250)							
530833	School Age Child Care	717,718	694,525	696,814	717,718	23,193	3.34%
530835	City - County Contracts	1,070,630	967,748	988,071	1,017,713	49,965	5.16%
530839	Day Care Contract	5,085	10,295	9,518	9,518	(777)	-7.55%
530841	Fastran	-	3,000	2,000	3,000	-	0.00%
530842	Comprehensive Services Act	19,439	25,000	25,000	25,000	-	0.00%
530843	Community Health Care Network	42,300	59,944	50,000	50,000	(9,944)	-16.59%
530844	Dental Clinic	1,191	1,500	1,500	1,500	-	0.00%
530845	Main Street Child Care	85,303	125,000	95,000	95,000	(30,000)	-24.00%
530847	Indigent Burials	-	5,100	5,100	5,100	-	0.00%
530848	Christmas in April	-	5,000	5,000	5,500	500	10.00%
	Total	1,941,666	1,897,112	1,878,003	1,930,049	32,937	1.74%
Recreation Administration (451110)							
511105	Salaries - Full Time	698,429	435,195	479,703	502,237	67,042	15.40%
511110	Salaries - Part Time	92,531	69,472	52,467	55,022	(14,450)	-20.80%
511115	Salaries - Overtime	26,735	30,000	25,000	30,000	-	0.00%
511125	Temporary Help	515,267	452,000	502,000	515,000	63,000	13.94%
512110	Fringe Benefits	296,378	233,343	250,139	264,144	30,801	13.20%
530113	Contract Services	338,561	281,692	303,192	325,300	43,608	15.48%
530351	Equipment Maintenance	1,540	1,900	2,100	2,100	200	10.53%
530521	Printing & Duplicating Expense	90,475	52,000	66,000	66,000	14,000	26.92%
530620	Advertising	13,034	16,508	16,508	17,025	517	3.13%
540102	Motor Pool Charges	20,448	27,608	27,608	32,087	4,479	16.22%
550110	Utilities Expense	74,753	101,871	101,871	104,500	2,629	2.58%
550430	Equipment Rental	-	1,600	-	-	(1,600)	-100.00%
550501	Travel & Training	6,605	7,280	8,460	6,000	(1,280)	-17.58%
550601	General Sub/Contributions	70,200	70,200	85,200	70,200	-	0.00%
550807	Other Expenses	104,268	97,208	97,208	105,800	8,592	8.84%
550813	Discretionary Fund	-	100	100	-	(100)	-100.00%
550820	Dues & Subscriptions	8,026	4,097	3,897	2,740	(1,357)	-33.12%
560110	Office Supplies	28,291	8,025	15,025	9,000	975	12.15%
560120	Miscellaneous Equipment	3,985	1,200	1,200	2,000	800	66.67%
560210	Janitorial Supplies	150	-	-	-	-	0.00%
560408	Food & Concessions	15,727	11,720	11,720	11,400	(320)	-2.73%
560416	Uniforms	644	6,998	6,998	6,863	(135)	-1.93%
560420	Operating Supplies	10,812	19,450	13,450	19,450	-	0.00%
	Total	2,416,859	1,929,467	2,069,846	2,146,868	217,401	11.27%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Special Events (451220)							
511105	Salaries - Full Time	-	144,457	92,714	97,404	(47,053)	-32.57%
511110	Salaries - Part Time	-	-	36,669	38,524	38,524	0.00%
511115	Salaries - Overtime	110,479	88,658	100,658	27,490	(61,168)	-68.99%
511117	Salaries - Special Events OT	-	-	-	89,368	89,368	0.00%
511125	Temporary Help	8,034	35,000	25,000	25,000	(10,000)	-28.57%
512110	Fringe Benefits	2,308	68,229	57,581	61,917	(6,312)	-9.25%
530113	Contract Services	242,261	178,010	211,870	215,710	37,700	21.18%
530351	Equipment Maintenance	-	2,000	-	-	(2,000)	-100.00%
530620	Advertising	37,773	52,100	48,925	43,000	(9,100)	-17.47%
550430	Equipment Rental	18,264	33,040	29,040	34,500	1,460	4.42%
550501	Travel & Training	-	3,000	2,000	2,000	(1,000)	-33.33%
550807	Other Expenses	69,968	46,394	51,589	50,575	4,181	9.01%
550820	Dues & Subscriptions	730	500	-	225	(275)	-55.00%
560110	Office Supplies	1,769	300	300	300	-	0.00%
560120	Miscellaneous Equipment	222	-	-	-	-	0.00%
560408	Food & Concessions	14,935	17,030	14,230	14,185	(2,845)	-16.71%
560416	Clothing and Uniforms	999	3,500	3,687	3,500	-	0.00%
560420	Operating Supplies	10,216	11,430	12,180	13,575	2,145	18.77%
	Total	517,958	683,648	686,443	717,274	33,626	4.92%

Parks and Recreation Facilities (451250)

511105	Salaries - Full Time	-	137,413	137,407	144,537	7,124	5.18%
511115	Salaries - Overtime	3,494	4,920	4,920	4,920	-	0.00%
511125	Temporary Help	179,997	210,000	210,000	210,000	-	0.00%
511135	Holiday Premium	-	1,544	1,544	1,544	-	0.00%
511180	Salary Reimbursement	(515)	-	-	-	-	0.00%
512110	Fringe Benefits	15,566	72,463	72,461	76,074	3,611	4.98%
530113	Contract Services	53,376	61,200	69,648	66,148	4,948	8.08%
530351	Equipment Maintenance	3,237	7,080	8,535	8,535	1,455	20.55%
530620	Advertising	33,496	19,128	19,128	19,128	-	0.00%
550110	Utilities Expense	27,459	15,363	19,983	19,983	4,620	30.07%
550807	Other Expenses	4,355	1,000	1,000	-	(1,000)	-100.00%
560110	Office Supplies	84	-	478	500	500	0.00%
560120	Misc Equipment	1,662	-	3,502	3,502	3,502	0.00%
560210	Janitorial Supplies	439	4,000	4,000	4,000	-	0.00%
560416	Clothing and Uniforms	-	2,300	2,300	2,300	-	0.00%
560420	Operating Supplies	3,935	4,000	6,000	6,000	2,000	50.00%
	Total	326,585	540,411	560,906	567,170	26,759	4.95%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Park & Ball Field Maintenance (451340)							
511105	Salaries - Full Time	471,417	499,522	501,005	524,972	25,450	5.09%
511115	Salaries - Overtime	44,224	50,000	50,000	50,000	-	0.00%
511125	Temporary Help	113,658	149,664	149,664	149,664	-	0.00%
511135	Holiday Premium	244	-	-	-	-	0.00%
512110	Fringe Benefits	266,649	218,494	219,097	231,435	12,941	5.92%
530113	Contract Services	155,917	123,100	134,200	140,100	17,000	13.81%
530350	Building Maintenance	(268)	500	1,250	1,500	1,000	200.00%
530351	Equipment Maintenance	2,641	5,300	4,300	6,000	700	13.21%
530620	Advertising	-	3,500	1,500	2,500	(1,000)	-28.57%
540102	Motor Pool Charges	61,283	67,925	67,925	84,101	16,176	23.81%
550110	Public Utilities	18,872	4,004	8,804	11,000	6,996	174.73%
550430	Equipment Rental	19,660	16,000	13,000	13,000	(3,000)	-18.75%
550501	Travel & Training	8,412	3,200	3,200	3,800	600	18.75%
550807	Other Expenses	3,236	8,000	6,200	6,500	(1,500)	-18.75%
550820	Dues & Subscriptions	179	1,540	500	1,000	(540)	-35.06%
560110	Office Supplies	1,236	500	600	500	-	0.00%
560120	Miscellaneous Equipment	18,620	28,200	30,200	11,000	(17,200)	-60.99%
560210	Janitorial Supplies	9,603	13,100	13,100	18,500	5,400	41.22%
560351	Repair Parts	10,104	12,000	12,000	15,000	3,000	25.00%
560353	Tires and Accessories	222	-	-	-	-	0.00%
560416	Uniforms	11,332	10,800	10,800	13,800	3,000	27.78%
560420	Operating Supplies	30,600	19,000	15,000	20,500	1,500	7.89%
560422	Construction Material	10,083	8,000	8,000	8,000	-	0.00%
560424	Concrete	2,083	5,000	8,000	6,000	1,000	20.00%
560430	Operating Materials	102,549	48,000	54,000	53,000	5,000	10.42%
560435	Soil & Mulch	51,231	45,600	35,000	40,500	(5,100)	-11.18%
560501	Chemicals	6,834	30,500	32,000	36,000	5,500	18.03%
	Total	1,420,621	1,371,449	1,379,345	1,448,372	76,923	5.61%
Library (451410)							
530835	City - County Contracts	784,741	831,638	802,841	826,926	(4,712)	-0.57%
	Total	784,741	831,638	802,841	826,926	(4,712)	-0.57%
Historic Resources (451420)							
511105	Salaries - Full Time	231,319	231,087	233,566	244,660	13,573	5.87%
511110	Salaries - Part Time	126,154	127,098	130,782	136,204	9,106	7.16%
511115	Salaries Overtime	2,740	725	725	1,000	275	37.93%
511125	Temporary Help	9,654	7,500	9,500	9,500	2,000	26.67%
511130	On Call Pay	-	200	200	200	-	0.00%
511135	Holiday Premium	2,435	2,700	2,700	2,700	-	0.00%
512110	Fringe Benefits	104,334	130,392	133,292	140,510	10,118	7.76%
530113	Contract Services	30,034	26,000	26,000	26,000	-	0.00%
530521	Printing & Duplicating Expense	5,440	3,600	3,600	5,600	2,000	55.56%
530620	Advertising	18,260	13,000	13,000	13,000	-	0.00%
550470	Rental Expense	15,048	11,900	11,900	11,900	-	0.00%
550501	Travel & Training	1,627	1,500	1,500	1,500	-	0.00%
550720	Special Events	3,040	1,500	2,390	2,390	890	59.33%
550722	Civil War Day - Other	13,862	8,000	11,200	11,200	3,200	40.00%
550723	Museum Shop	9,050	8,000	8,000	8,000	-	0.00%
550724	Museum Exhibitions	13,606	8,000	8,000	8,000	-	0.00%
550726	Museum Collections Manage.	12,299	8,000	8,000	8,000	-	0.00%
550728	Collection Acquisition	3,000	3,000	3,000	3,000	-	0.00%
550729	Museum Programming	3,806	3,000	3,000	3,000	-	0.00%
550820	Dues & Subscriptions	3,659	3,000	3,000	3,000	-	0.00%
560110	Office Supplies	9,909	9,500	9,500	9,500	-	0.00%
560120	Small Equipment	1,000	1,000	1,000	1,000	-	0.00%
560420	Small Equipment	-	-	500	500	500	0.00%
	Total	620,276	608,702	624,355	650,364	41,662	6.84%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Planning & Design Review (461110)							
511105	Salaries - Time	758,091	938,513	837,036	877,198	(61,315)	-6.53%
511110	Salaries - Part Time	63,906	51,921	53,370	55,451	3,530	6.80%
511115	Salaries - Overtime	749	-	-	-	-	0.00%
511125	Temporary Help	10,111	12,000	12,000	12,000	-	0.00%
511180	Salary Reimbursement	(1,857)	-	-	-	-	0.00%
512110	Fringe Benefits	318,284	397,246	356,367	377,884	(19,362)	-4.87%
530113	Contract Services	74,997	86,000	86,000	11,000	(75,000)	-87.21%
530620	Advertising	3,089	4,800	4,800	4,800	-	0.00%
550501	Travel & Training	3,736	4,000	4,000	4,000	-	0.00%
550806	Other Services	-	600	600	600	-	0.00%
550820	Dues & Subscriptions	4,155	4,400	4,400	4,400	-	0.00%
560110	Office Supplies	3,406	4,700	4,700	4,700	-	0.00%
	Total	1,238,667	1,504,180	1,363,273	1,352,033	(152,147)	-10.11%
Economic Development (461210)							
511105	Salaries - Full Time	56,855	100,674	127,060	165,124	64,450	64.02%
511125	Temporary Help	-	-	-	3,500	3,500	0.00%
512110	Fringe Benefits	26,322	40,957	51,692	68,100	27,143	66.27%
530113	Contract Services	19,261	27,164	20,164	24,000	(3,164)	-11.65%
530620	Advertising	8,067	25,000	23,000	49,000	24,000	96.00%
550501	Travel & Training	1,085	2,500	2,500	5,000	2,500	100.00%
550624	Economic Development Initiatives	303,481	140,000	155,000	300,000	160,000	114.29%
550820	Dues & Subscriptions	2,830	4,820	4,820	3,800	(1,020)	-21.16%
560110	Office Supplies	1,075	1,000	1,000	2,000	1,000	100.00%
	Total	418,976	342,115	385,236	620,525	278,410	81.38%
Current Planning (461220)							
511105	Salaries - Full Time	526,669	547,119	655,715	688,810	141,691	25.90%
511110	Salaries - Part Time	240	-	-	-	-	0.00%
511115	Salaries - Overtime	-	4,500	4,500	3,500	(1,000)	-22.22%
511125	Temporary Help	4,836	-	-	-	-	0.00%
512110	Fringe Benefits	197,816	222,928	267,108	283,891	60,963	27.35%
530113	Contract Services	54,596	62,000	62,000	62,000	-	0.00%
530620	Advertising	1,726	2,200	2,200	2,200	-	0.00%
540102	Motor Pool Charges	1,661	1,573	1,573	3,798	2,225	141.45%
550501	Travel & Training	894	3,000	3,000	3,000	-	0.00%
550820	Dues & Subscriptions	2,264	2,600	2,600	2,600	-	0.00%
560110	Office Supplies	3,010	5,000	5,000	5,000	-	0.00%
580208	Renaissance Housing Corporation	100,000	150,000	150,000	200,000	50,000	33.33%
	Total	893,712	1,000,920	1,153,696	1,254,799	253,879	25.36%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
School Board (481110)							
511105	Salaries - Full Time	90,809	90,601	93,276	95,142	4,541	5.01%
511110	Salaries - Part Time	181,895	181,653	184,958	190,196	8,543	4.70%
511125	Temporary Help	38,684	30,075	30,075	41,000	10,925	36.33%
512110	Fringe Benefits	89,246	89,937	91,949	96,415	6,478	7.20%
530113	Contract Services	423,090	431,500	431,500	421,500	(10,000)	-2.32%
550501	Travel & Training	15,850	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	13,124	11,200	11,200	11,200	-	0.00%
550820	Dues & Subscriptions	15,326	12,355	12,355	12,355	-	0.00%
560110	Office Supplies	3,558	5,000	5,000	5,000	-	0.00%
	Total	892,002	888,241	896,233	908,727	20,486	2.31%
Contracted Instruction Costs (481220)							
530835	City - County Contracts	45,300,452	47,210,718	46,460,718	48,595,370	1,384,652	2.93%
	Total	45,300,452	47,210,718	46,460,718	48,595,370	1,384,652	2.93%
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%
School - Uses / Principal From Capital Leases (481710)							
580620	Uses on School Financing	412,460	425,580	425,580	75,440	(350,140)	-82.27%
	Total	412,460	425,580	425,580	75,440	(350,140)	-82.27%
School Debt Service (481710)							
590105	Principal	3,501,450	3,588,350	3,588,350	3,702,050	113,700	3.17%
590110	Interest	2,643,990	2,505,310	2,505,310	2,178,693	(326,617)	-13.04%
	Total	6,145,440	6,093,660	6,093,660	5,880,743	(212,917)	-3.49%
School Interest on Capital Leases (481710)							
590125	Interest on School Financing	170,022	157,121	157,121	98,215	(58,906)	-37.49%
	Total	170,022	157,121	157,121	98,215	(58,906)	-37.49%
Wage Adjustments (415456)							
511196	Pay Study Impact	-	200,000	-	-	(200,000)	-100.00%
511198	Salary Vacancy Factor	-	(213,724)	(538,724)	(538,724)	(325,000)	-152.07%
512110	Salary Vacancy Factor	-	(30,000)	(135,465)	(140,415)	(110,415)	-368.05%
	Total	-	(43,724)	(674,189)	(679,139)	(635,415)	-1453.24%
Budget Cut Clearing Account (415499)							
591099	Budget Cut	-	(47,266)	(47,266)	(12,348)	34,918	73.88%
591098	Travel & Training	-	-	-	(50,000)	(50,000)	0.00%
591097	Temporary Help	-	-	-	(100,000)	(100,000)	0.00%
	Total	-	(47,266)	(47,266)	(162,348)	(115,082)	-243.48%
Regional Agencies (431520)							
550601	General Sub/Contributions	168,175	166,227	174,281	173,564	7,337	4.41%
	Total	168,175	166,227	174,281	173,564	7,337	4.41%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Account #	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Contingent Reserve (415460)							
550891	Contingent Reserve	15,000	75,000	75,000	75,000	-	0.00%
	Total	15,000	75,000	75,000	75,000	-	0.00%
General Debt Service (491710)							
590105	Principal	1,189,550	1,237,650	1,237,650	1,270,950	33,300	2.69%
590110	Interest	409,387	368,756	368,756	335,548	(33,208)	-9.01%
590120	Bond Issuance	45,230	-	-	-	-	0.00%
590132	Escrow Fee	3,300	-	-	-	-	0.00%
	Total	1,647,467	1,606,406	1,606,406	1,606,498	92	0.01%
Interest on Capital Leases (491720)							
590125	Interest on Capital Leases	1,859,469	1,806,373	1,806,373	1,677,413	(128,960)	-7.14%
	Total	1,859,469	1,806,373	1,806,373	1,677,413	(128,960)	-7.14%
Uses / Principal From Capital Leases (491730)							
580620	Uses From Capital Leases	2,902,973	3,024,301	3,024,301	2,784,022	(240,279)	-7.94%
590132	Payment to Escrow Agent	500	-	-	-	-	0.00%
	Total	2,903,473	3,024,301	3,024,301	2,784,022	(240,279)	-7.94%
Transfers (491910)							
591320	Transfer to Capital Projects	5,973,545	6,491,167	6,233,453	7,189,981	698,814	10.77%
591340	Transfer to Stormwater Fund	1,187,098	1,321,090	1,388,678	1,488,761	167,671	12.69%
591360	Transfer to Old Town District Fund	194,658	190,651	194,677	200,936	10,285	5.39%
591370	Transfer to Transport. Tax Fund	1,557,646	1,775,364	1,884,831	2,044,484	269,120	15.16%
	Total	8,912,947	9,778,272	9,701,640	10,924,162	1,145,890	11.72%
Total General Fund		\$ 131,025,200	\$ 135,515,132	\$ 135,574,717	\$ 140,046,671	\$ 4,531,540	3.34%

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Wastewater Fund

FY 2018 Adopted Budget - City of Fairfax, Virginia

City of Fairfax, Virginia FY 2018 Wastewater Fund Budget Summary

	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Revenues						
Operating Revenues	\$ 6,051,875	\$ 6,095,710	\$ 6,324,209	\$ 6,608,799	\$ 513,089	8.42%
Availability Charges	351,090	325,000	325,000	325,000	-	0.00%
Other Revenues						
Interest	50,932	24,000	60,000	69,000	45,000	187.50%
Miscellaneous / Financing	1,234	-	-	-	-	0.00%
Reimbursements	375,966	373,966	373,966	375,000	1,034	0.28%
Subtotal Other Revenues	428,132	397,966	433,966	444,000	46,034	11.57%
Other Financing Sources	-	5,799,000	5,799,000	7,564,500	1,765,500	30.44%
Total Revenues	\$ 6,831,097	\$ 12,617,676	\$ 12,882,175	\$ 14,942,299	\$ 2,324,623	18.42%
Expenses						
Operating Expenses						
Annual Wastewater Treatment	\$ 2,453,470	\$ 2,100,000	\$ 2,100,000	\$ 2,137,585	\$ 37,585	1.79%
CIP Payments - Fairfax County	-	4,019,000	4,019,000	5,607,000	1,588,000	39.51%
Capital Projects	330,406	1,780,000	1,780,000	1,957,500	177,500	9.97%
Line Maintenance	896,020	1,038,547	1,040,208	1,103,040	64,493	6.21%
Administrative & Engineering	957,441	913,164	948,942	1,031,561	118,397	12.97%
Subtotal Operating Costs	4,637,337	9,850,711	9,888,151	11,836,686	1,985,975	20.16%
Other Expenses						
Debt Service	1,350,238	1,866,949	1,866,949	1,870,224	3,275	0.18%
Subtotal Other Expenses	1,350,238	1,866,949	1,866,949	1,870,224	3,275	0.18%
Total Expenses	\$ 5,987,575	\$ 11,717,660	\$ 11,755,100	\$ 13,706,910	\$ 1,989,250	16.98%
Cash Balance - June 30	\$ 13,221,638	\$ 16,435,518	\$ 14,348,714	\$ 15,584,102		
Total FTE	9.2	8.4	8.4	8.4		

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$1,625,585, or 26.6 % from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Annual Wastewater Treatment**

The contracted amount for the Wastewater treatment with Fairfax County is projected to remain flat. Due to increased conservation, usage has 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 orders.

Cost Center 435110: County Wastewater Treatment Contract

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
County Charges - Operating	\$ 2,453,470	\$ 2,100,000	\$ 2,100,000	\$ 2,137,585	\$ 37,585	1.79%
County Charges - Capital	-	4,019,000	4,019,000	5,607,000	1,588,000	39.51%
Total	\$ 2,453,470	\$ 6,119,000	\$ 6,119,000	\$ 7,744,585	\$ 1,625,585	26.57%

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 2018 Adopted Budget - City of Fairfax, Virginia

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

Performance Measures:

Indicators	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 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 2018 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Wastewater Services
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Wastewater Line Maintenance

BUDGET COMMENTS:

An increase of \$241,993 or 8.6% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget.

Notable adjustments include:

- **Internal Services, increase of \$38,322 or 69.5%**
 - Increase in Motor Pool charges based on FY 2016 actual usage.
- **Capital Outlay, increase of \$177,500 or 10.0%**
 - The detail for Wastewater capital projects is provided in the Capital Budget Section G.

Cost Center 435120: Wastewater Line Maintenance

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 525,297	\$ 538,021	\$ 536,082	\$ 560,456	\$ 22,435	4.17%
Fringe Benefits	208,587	183,360	182,571	192,707	9,347	5.10%
Purchased Services	64,932	115,000	115,000	105,000	(10,000)	-8.70%
Internal Services	-	55,166	55,166	93,488	38,322	69.47%
Other Charges	18,461	28,500	28,500	28,500	-	0.00%
Supplies & Materials	78,743	118,500	122,889	122,889	4,389	3.70%
Capital Outlay	330,406	1,780,000	1,780,000	1,957,500	177,500	9.97%
Total	\$ 1,226,426	\$ 2,818,547	\$ 2,820,208	\$ 3,060,540	\$ 241,993	8.59%

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 2018 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 2016 Actual	FY 2017 Estimated	FY 2018 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
Manhole Rehabilitation (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

FY 2018 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Wastewater Services
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Wastewater Line Maintenance

Personnel Classification	Grade	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>
Superintendent	124	0.50	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
Utility Line Technician	110	1.00	1.00	1.00	1.00
Wastewater Equipment Operator	111	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		7.50	7.25	7.25	7.25

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

An increase of \$118,397 or 13.0% from the FY 2017 Adopted Budget is necessary to fund the FY 2018 Adopted Budget. Notable adjustments include:

- **Salaries, increase of \$29,627 or 48.0%**
 - Public Works Administration salary allocation
- **Fringe Benefits, increase of \$12,503 or 49.9%**
 - Fringe Benefits related to the Public Works Salary allocation.
- **Internal Services, increase of \$26,221 or 4.6%**
 - The allocation of motor pool expenses from the Fleet Maintenance was reviewed and updated; as a result, motor pool expenses allocated to this division increased.
- **Other Charges, increase of \$45,000 or 18.0%**
 - Increase in billing expense.

Cost Center 435130: Wastewater Administration & Engineering

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 18,278	\$ 61,667	\$ 87,099	\$ 91,294	\$ 29,627	48.04%
Fringe Benefits	4,974	25,088	35,434	37,591	12,503	49.84%
Purchased Services	6,205	11,404	11,404	16,450	5,046	44.25%
Internal Services (Motor Pool)	620,543	563,855	563,855	590,076	26,221	4.65%
Other Charges	307,441	250,300	250,300	295,300	45,000	17.98%
Supplies & Materials	-	850	850	850	-	0.00%
Capital Outlay	-	-	-	-	-	0.00%
Total	\$ 957,441	\$ 913,164	\$ 948,942	\$ 1,031,561	\$ 118,397	12.97%

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 2018 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 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Projected
Output Measures				
Site Plans reviewed	37	33	33	30

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

Personnel Classification	Grade	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>
Director of Public Works	**	0.10	0.10	0.10	0.10
Director of Utilities	**	-	-	-	-
City Engineer	26	0.10	0.10	0.10	0.10
Assistant Director of Utilities	24	-	-	-	-
Stormwater Res Engineer	23	0.30	0.10	0.10	0.10
Assistant Stormwater Res Engineer		0.30	0.30	0.30	0.30
Util. Const. Projects Coord.	18	-	-	-	-
Facilities Inspectors	17	0.40	-	-	-
Utility Billing & System Spec.	15	-	-	-	-
Administrative Assistant IV	14	0.50	0.50	0.50	0.50
Utility Billing Clerk	13	-	-	-	-
Total FTE		1.70	1.10	1.10	1.10

FY 2018 Adopted Budget - City of Fairfax, Virginia

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

BUDGET COMMENTS:

There are no material budget adjustments from the FY 2017 Adopted Budget for the FY 2018 Adopted Budget.

Cost Center 435710: Wastewater Debt Service

Title	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Debt Service	\$ 1,350,238	\$ 1,866,949	\$ 1,866,949	\$ 1,870,224	\$ 3,275	0.18%
Total	\$ 1,350,238	\$ 1,866,949	\$ 1,866,949	\$ 1,870,224	\$ 3,275	0.18%

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.

2012C VRA Bonds
Lease Financing for Utility Improvements
Principal and Interest, 10-1; Interest, 4-1

Payments During Year

YEAR ENDING JUNE 30	PRINCIPAL	NET INTEREST	TOTAL REQUIREMENT
2018	565,000	1,305,224	1,870,224
2019	595,000	1,275,064	1,870,064
2020	625,000	1,243,344	1,868,344
2021	660,000	1,209,934	1,869,934
2022	685,000	1,176,552	1,861,552
2023	705,000	1,142,904	1,847,904
2024	730,000	1,106,770	1,836,770
2025	755,000	1,068,073	1,823,073
2026	785,000	1,026,710	1,811,710
2027	815,000	980,721	1,795,721
2028	850,000	930,437	1,780,437
2029	880,000	878,189	1,758,189
2030	920,000	823,829	1,743,829
2031	955,000	767,197	1,722,197
2032	995,000	707,797	1,702,797
2033	1,035,000	645,474	1,680,474
2034	1,080,000	580,542	1,660,542
2035	1,125,000	512,852	1,637,852
2036	1,170,000	442,392	1,612,392
2037	1,220,000	369,012	1,589,012
2038	1,270,000	292,574	1,562,574
2039	1,320,000	213,066	1,533,066
2040	1,375,000	130,325	1,505,325
2041	1,435,000	44,053	1,479,053
Total	\$ 22,550,000	\$ 18,873,035	\$ 41,423,035

Purpose: Financing capital improvements to the Wastewater System
Principal Amount: \$24,080,000
Date of Issue: November 2010
Collateral: Wastewater Fund reserves

FY 2018 Adopted Budget - City of Fairfax, Virginia

Wastewater Fund Expense Detail

Account	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
County Wastewater Treatment Contract (435110)							
530835	City-County Contracts - O&M	\$ 2,453,470	\$ 2,100,000	\$ 2,100,000	\$ 2,137,585	\$ 37,585	1.79%
530835	City-County Contracts - CIP	-	4,019,000	4,019,000	5,607,000	1,588,000	39.51%
	Subtotal	2,453,470	6,119,000	6,119,000	7,744,585	1,625,585	26.57%
Wastewater Line Maintenance (435120)							
511105	Salaries - Full Time	417,855	430,483	428,544	446,918	16,435	3.82%
511115	Salaries - Overtime	79,769	79,000	79,000	79,000	-	0.00%
511125	Temporary Help	-	-	-	6,000	6,000	0.00%
511130	On Call Pay	23,145	27,000	27,000	27,000	-	0.00%
511135	Holiday Worked	629	1,538	1,538	1,538	-	0.00%
511160	Incentive Awards	-	-	-	-	-	0.00%
511165	Annual Accrual	3,899	-	-	-	-	0.00%
511180	Salary Reimbursement	-	-	-	-	-	0.00%
512110	Fringe Benefits	208,587	183,360	182,571	192,707	9,347	5.10%
530113	Contract Services	30,236	39,000	39,000	29,000	(10,000)	-25.64%
530350	Building Maintenance	1,680	2,500	2,500	2,500	-	0.00%
530351	Equipment Maintenance	33,016	73,500	73,500	73,500	-	0.00%
540102	Motor Pool Charges	-	55,166	55,166	93,488	38,322	69.47%
550110	Utilities Expense	14,527	14,000	14,000	14,000	-	0.00%
550430	Equipment Rental	2,579	10,500	10,500	10,500	-	0.00%
550501	Travel & Training	1,355	4,000	4,000	4,000	-	0.00%
550731	Employee Awards	-	-	-	-	-	0.00%
560110	Office Supplies	649	1,000	1,000	1,000	-	0.00%
560416	Uniforms	-	-	4,389	4,389	4,389	0.00%
560420	Operating Supplies	16,940	28,500	28,500	28,500	-	0.00%
560430	Operating Materials	22,267	24,000	24,000	24,000	-	0.00%
560501	Chemicals - Other	38,887	65,000	65,000	65,000	-	0.00%
580105	Vehicle Replacement	-	-	-	-	-	0.00%
580108	OT Drainage Improvements	75,000	-	-	-	-	0.00%
580410	Utility Engineering	-	-	-	-	-	0.00%
580428	Sewage Pump Station Rehab	-	30,000	30,000	30,000	-	0.00%
580429	Sewer Rehab at Creek Cross.	-	-	-	-	-	0.00%
580441	Sewer Lining	-	460,000	460,000	460,000	-	0.00%
580440	Sewer Trunk Lining-pipes over 10 in	98,590	500,000	500,000	550,000	50,000	10.00%
580442	Manhole Rehab	-	120,000	120,000	120,000	-	0.00%
580443	Sewer Trunk Line Evaluation	-	300,000	300,000	300,000	-	0.00%
580444	SCADA	-	-	-	-	-	0.00%
580448	Geographical Information System	(1,234)	120,000	120,000	130,000	10,000	8.33%
580449	Collection System Repair & Replacement	158,050	100,000	100,000	105,000	5,000	5.00%
580450	Pump Station Containment	-	50,000	50,000	50,000	-	0.00%
580451	Stream Easment Encasement Project	-	50,000	50,000	50,000	-	0.00%
580452	Mobilized Video Camera Equipment	-	50,000	50,000	-	(50,000)	-100.00%
580453	SS Line & Replace @ Main St & West St	-	-	-	90,500	90,500	0.00%
New	Wastewater Vehicle Replacement	-	-	-	72,000	72,000	0.00%
	Subtotal	1,226,426	2,818,547	2,820,208	3,060,540	169,993	6.03%

FY 2018 Adopted Budget - City of Fairfax, Virginia

Wastewater Fund Expense Detail

Account	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
<u>Administration & Engineering (435130)</u>							
511105	Salaries - Full Time	18,278	61,667	87,099	91,294	29,627	48.04%
512110	Fringe Benefits	4,974	25,088	35,434	37,591	12,503	49.84%
530113	Contract Services	6,205	11,404	11,404	16,450	5,046	44.25%
540060	Management Fee	578,294	561,972	561,972	590,076	28,104	5.00%
540102	Motor Pool Charges	42,249	1,883	1,883	-	(1,883)	-100.00%
550501	Travel & Training	-	300	300	300	-	0.00%
550806	Other Services	307,441	250,000	250,000	295,000	45,000	18.00%
560110	Office Supplies	-	850	850	850	-	0.00%
	Subtotal	957,441	913,164	948,942	1,031,561	118,397	12.97%
<u>Debt Service (435710)</u>							
590105	Principal	-	535,000	535,000	565,000	30,000	5.61%
590110	Interest	1,350,238	1,331,949	1,331,949	1,305,224	(26,725)	-2.01%
	Subtotal	1,350,238	1,866,949	1,866,949	1,870,224	3,275	0.18%
Total Wastewater Fund		\$ 5,987,575	\$ 11,717,660	\$ 11,755,100	\$ 13,706,910	\$ 1,917,250	16.36%

FY 2018 Adopted Budget - City of Fairfax, Virginia

**City of Fairfax, Virginia
FY 2018 Lateral Repair and Replacement Program
Budget Summary**

	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Revenues						
Lateral R & R Charge	\$ -	\$ -	\$ 40,000	\$ 160,000	\$ 160,000	0.00%
Total Revenues	\$ -	\$ -	\$ 40,000	\$ 160,000	\$ 160,000	0.00%
Expenses						
Lateral R & R Expense	\$ -	\$ -	\$ 40,000	\$ 160,000	\$ 160,000	0.00%
Total Expenses	\$ -	\$ -	\$ 40,000	\$ 160,000	\$ 160,000	0.00%
Account Balance - 6/30	\$ -	\$ -	\$ -	\$ -	\$ -	

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.

TRANSIT FUND

FY 2018 Adopted Budget - City of Fairfax, Virginia

City of Fairfax, Virginia FY 2018 Transit Fund Budget Summary

	<u>FY 2016</u> <u>Actual</u>	<u>FY 2017</u> <u>Budget</u>	<u>FY 2017</u> <u>Estimate</u>	<u>FY 2018</u> <u>Adopted</u>	<u>Variance to</u> <u>Budget \$</u>	<u>Variance to</u> <u>Budget %</u>
Revenues						
Local Revenues						
CUE Bus Receipts	\$ 527,783	\$ 550,000	\$ 550,000	\$ 550,000	\$ -	0.00%
Advertising	-	4,000	-	-	(4,000)	-100.00%
Farewheels	1,649	500	1,500	1,500	1,000	200.00%
Charter Services	3,203	4,500	4,500	-	(4,500)	-100.00%
Miscellaneous	36	-	-	-	-	0.00%
Total Local Revenues	532,671	559,000	556,000	551,500	(7,500)	-1.34%
State and Federal Grants						
NVTC	728,000	828,000	828,000	728,000	(100,000)	-12.08%
DRPT	2,317,305	3,173,353	3,405,000	3,402,500	229,147	7.22%
Total State & Federal Grants	3,045,305	4,001,353	4,233,000	4,130,500	129,147	3.23%
General Fund Support	-	-	-	-	-	0.00%
Transfers In - Trans Tax Fund	1,749,752	1,945,920	1,945,920	1,681,987	(263,933)	-13.56%
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	\$ 6,077,728	\$ 7,256,273	\$ 7,484,920	\$ 7,113,987	\$ (142,286)	-1.96%
Total Expenses	\$ 6,354,639	\$ 7,256,274	\$ 7,447,400	\$ 7,113,987	\$ (142,288)	-1.96%
Cash Balance - June 30	\$ 18,572	\$ 2,884	\$ 56,092	\$ 56,092		
Total FTE	33.3	33.3	33.3	33.3		

FY 2018 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: CUE Bus

BUDGET COMMENTS:

The FY 2018 Adopted Budget reflects a reduction of \$142,288 or 2.0% from the FY 2017 Adopted Budget. Notable adjustments include:

- **Internal Services Allocation, decrease of \$361,523 or 22.2%**
 - The allocation of motor pool expenses from Fleet Maintenance was updated based on actual usage statistics; also with the replacement of the old buses, the resulting motor pool costs are projected to decrease in FY 2018.
- **Other Charges, increase of \$231,790 or 7.2%**
 - State Funds deposited with NVTC are projected to increase by \$229,147 or 7.2% from the budgeted FY 2017 amount.

Cost Center 437110: CUE Bus

Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Salaries	\$ 1,576,267	\$ 1,707,544	\$ 1,686,023	\$ 1,681,883	\$ (25,661)	-1.50%
Fringe Benefits	660,294	615,959	602,024	633,366	17,407	2.83%
Purchased Services	54,819	60,600	55,600	56,300	(4,300)	-7.10%
Internal Services	1,652,426	1,626,859	1,626,859	1,265,336	(361,523)	-22.22%
Other Charges	2,366,999	3,226,812	3,458,393	3,458,602	231,790	7.18%
Supplies & Materials	16,262	15,500	15,500	15,500	-	0.00%
Capital Outlay	27,571	3,000	3,000	3,000	-	0.00%
Total	\$ 6,354,639	\$ 7,256,274	\$ 7,447,400	\$ 7,113,987	\$ (142,288)	-1.96%

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 17, 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.

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.

FY 2018 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: CUE Bus

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 2018 Adopted Budget - City of Fairfax, Virginia

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: CUE Bus

PERFORMANCE MEASURES:

Indicators	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
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Output Measures

Authorized Fleet Size	12	12	12	12
Basic Fare	\$1.75	\$1.75	\$1.75	\$1.75
Total Ridership	678,967	807,500	700,000	700,000
Revenue Hours	33,031	33,000	33,000	33,000
City Wheels Clients	31	31	31	31

Outcome Measures

On-time performance at Vienna Metro	85%	85%	85%	85%
Percent Change in Ridership	-12.0%	-5.0%	-5.0%	-5.0%

Efficiency Measures

Farebox Receipts as % of Operating Budget	13.0%	6.0%	13.0%	13.0%
Operating Cost Per Trip	\$5.94	\$5.06	\$5.94	\$5.94

Performance Measurement Results:

- Ridership is projected to decline in FY 2018 to less than 800,000 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 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>
Transit Superintendent	123	1.00	1.00	1.00	1.00
Bus Driver Supervisor	115	2.00	2.00	2.00	2.00
Administrative Assistant	113	0.50	0.50	0.50	0.50
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	33.25	33.25

FY 2018 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 2018 CUE reimbursement request from NVTC is estimated at \$728,000.

<u>4-YEAR BUDGET PROJECTION FOR THE CITY'S ACCOUNT AT NOTHERN VIRGINIA TRANSPORTATION COMMISSION</u>				
<u>ITEM</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>
BALANCE FORWARD	\$ 2,704,080	\$ 2,881,080	\$ 1,455,580	\$ 758,080
REVENUES	3,405,000	3,402,500	3,402,500	3,402,500
TOTAL	6,109,080	6,283,580	4,858,080	4,160,580
EXPENDITURES				
WMATA	\$ 2,400,000	\$ 4,100,000	\$ 4,100,000	\$ 4,100,000
CUE BUS (REIMB. REQUESTS)	828,000	728,000	-	-
CUE BUS REPLACEMENT	-	-	-	-
TOTAL	3,228,000	4,828,000	4,100,000	4,100,000
ENDING BALANCE	\$ 2,881,080	\$ 1,455,580	\$ 758,080	\$ 60,580

FY 2018 Adopted Budget - City of Fairfax, Virginia

Transit Fund Expense Detail

Account	Account Title	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
CUE Bus (437110)							
511105	Salaries - Full Time	1,227,247	1,335,578	1,273,370	1,337,223	\$ 1,645	0.12%
511110	Salaries - Part Time	249,029	217,462	258,149	271,150	53,688	24.69%
511115	Salaries - Overtime	71,021	28,004	28,004	28,000	(4)	-0.01%
511117	Salaries - Special Events OT	-	-	-	(14,990)	(14,990)	0.00%
511125	Temporary Help	18,036	106,000	106,000	40,000	(66,000)	-62.26%
511135	Holiday Worked	20,267	20,500	20,500	20,500	-	0.00%
511165	Year End Audit Adj	(6,883)	-	-	-	-	0.00%
511180	Salary Reimbursement	(2,450)	-	-	-	-	0.00%
512110	Fringe Benefits	660,294	615,959	602,024	633,366	17,407	2.83%
530113	Contract Services	20,616	30,000	30,000	30,000	-	0.00%
530351	Equipment Maintenance	17,064	10,500	10,500	11,200	700	6.67%
530438	Fare Wheels	1,435	2,500	2,500	2,500	-	0.00%
530620	Advertising	15,704	17,600	12,600	12,600	(5,000)	-28.41%
540060	Management Fee	531,378	603,815	603,815	625,930	22,115	3.66%
540102	Motor Pool Charges	1,121,048	1,023,044	1,023,044	639,406	(383,638)	-37.50%
550110	Utilities Expense	539	790	790	800	10	1.27%
550314	Other Insurance	30,000	27,526	27,526	30,000	2,474	8.99%
550501	Travel & Training	8,440	11,500	11,325	11,550	50	0.43%
550779	State Funds Deposited at NVTC	2,317,305	3,173,353	3,405,000	3,402,500	229,147	7.22%
550820	Dues & Subscriptions	10,715	13,643	13,752	13,752	109	0.80%
560110	Office Supplies	791	1,500	1,500	1,500	-	0.00%
560416	Uniforms	13,086	12,000	12,000	12,000	-	0.00%
560420	Operating Supplies	2,385	2,000	2,000	2,000	-	0.00%
580108	Other Mach. & Equipment	27,571	3,000	3,000	3,000	-	0.00%
Total Expenses		\$6,354,638	\$7,256,274	\$7,447,399	\$7,113,987	\$ (142,287)	-1.96%

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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. Please refer to the five-year capital plan document for project sheets relating to all projects and an analysis related to the Capital Budget.

INTRODUCTION

Purpose:

The Capital Improvement Program is a recommended schedule of public, physical improvements, including planning and engineering thereof, for the City of Fairfax for the next five years. The first year of the program represents the adopted capital budget for that fiscal year. The schedule is based on a series of priorities which take into consideration the need, desire, and importance of such improvements, their relation to other improvements and plans, and the City's current and anticipated financial capacity. The Capital Improvement Program is updated annually, at which time the schedule of projects will be re-evaluated, and another fiscal year and new projects may be added. Requests for projects are submitted annually by departments to the City Manager for review. Those projects which meet the approval of the City Manager are then part of the proposed budget which is presented to both the Planning Commission and the City Council.

For the purpose of this report, capital improvements are major projects undertaken by the City that are generally not recurring on a year-in, year-out basis and that fit within one or more of the following categories:

1. All projects requiring debt obligation or borrowing.
2. Purchase of land.
3. Purchase of major equipment and vehicles valued in excess of \$25,000 with a life expectancy of five years or more.
4. Construction of new buildings or facilities, including engineering, design, and other preconstruction costs, with an estimated cost in excess of \$25,000.
5. Major building improvements or additions that are not routine expenses and that substantially enhance the value of a structure and are greater than \$25,000.
6. Major equipment or furnishings required to furnish new buildings or other projects.
7. Major parks development projects totaling more than \$25,000 over the five years covered by the plan.
8. Ongoing improvement projects to the City greater than \$25,000.

Advantages:

The principal advantage of capital improvement programming is that it makes the City come to grips with the problem of balancing needed or desired physical improvements with available funding, thereby receiving the optimum benefits for the available public revenue. This provides for a responsible fiscal policy on the part of the City. Other advantages are:

1. It provides an opportunity for the City Council to review overall City needs and rationally assign priorities and establish policy;
2. It allows for a stabilization of the tax rate over a period of time and makes it possible for the City Council to see how a particular capital project under review fits into the total pattern of projects over the next five years;
3. It allows for coordination of various City improvements and makes each department aware of all other improvements so that informed decisions can be made and joint programs initiated;
4. It enables private businesses and all citizens to have some assurance as to when certain public improvements will be undertaken so that they, in turn, may make sounder judgments concerning their own construction programs;
5. It enables the City to take better advantage of federal and state grant-in-aid programs, thereby allowing the City to receive greater amounts of aid for its given investment;
6. It calls attention to the deficiencies of the City and stimulates action to correct them; and

7. It allows a more balanced development since impartial treatment can be given to all sections of the City and concentration, or over emphasis, on any single project to the exclusion of others may be avoided.

These and other advantages make the Capital Improvement Program a practical necessity for the City, even though it involves painful decisions to postpone many worthwhile improvement projects due to financial limitations.

Usefulness and Procedures:

Once this Capital Improvement Program is adopted by the City Council, it 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 2018 to 2022

Summary

Funding Summary	FY 2017 Budget	FY 2018 Adopted	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed	FY 2022 Proposed	FY 18 to 22 Total
General Fund							
Schools	\$ 429,613	\$ 227,000	\$ 199,666	\$ 116,200	\$ 401,000	\$ 100,000	\$ 1,043,866
General Government	974,633	1,706,768	3,111,647	3,550,081	818,088	1,141,670	10,328,254
Recreation / Community Appearance	362,921	471,713	3,483,975	1,493,000	2,948,025	293,050	8,689,763
Transportation	4,724,000	4,784,500	5,194,000	4,629,000	4,614,000	4,569,000	23,790,500
Financing	1,393,501	1,884,501	10,744,201	521,528	330,173	330,173	13,810,576
General Fund Subtotal	7,884,668	9,074,482	22,733,489	10,309,809	9,111,286	6,433,893	57,662,959
Other Funds							
Wastewater Fund (Waste)	5,799,000	7,564,500	8,919,000	7,255,000	7,507,000	10,010,000	41,255,500
Stormwater Fund (Storm)	1,400,000	1,490,000	2,045,000	2,795,000	2,575,000	3,035,000	11,940,000
State, Federal (DRPT, State, RevShr, CMAQ, Federal, RSTP, Smart Scale)	5,392,552	10,094,370	814,000	481,000	4,421,000	14,000,000	29,810,370
Commercial & Industrial Tax	1,348,000	280,000	-	-	-	-	280,000
NVTA 30%	3,650,052	530,000	2,230,000	6,050,000	105,000	30,000	8,945,000
NVTA 70%	-	-	-	-	-	-	-
Private / Grants / Other / FCPS	360,000	640,000	219,100	650,000	800,000	325,000	2,634,100
Cable Capital Grant (Cable)	350,000	240,000	180,000	200,000	225,000	250,000	1,095,000
Other Funds Subtotal	18,299,604	20,838,870	14,407,100	17,431,000	15,633,000	27,650,000	95,959,970
Total Capital Improvement Program	\$ 26,184,272	\$ 29,913,352	\$ 37,140,589	\$ 27,740,809	\$ 24,744,286	\$ 34,083,893	\$ 153,622,929

Schools

Project Schools	Page Num	Funding Source	FY 2017 Adopted	FY 2018 Adopted	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed	FY 2022 Proposed	FY 18 to 22 Total
Fairfax High School									
Cafeteria Tile Replacement Fairfax High School	-	Other - FCPS	100,000	-	-	-	-	-	-
Elevator Replacement - Fairfax High School	-	Other - FCPS	-	-	-	-	150,000	-	150,000
Rebel Run Lights	G-15	General	-	80,000	-	-	-	-	80,000
Stucco Repair/Replacement Fairfax High School	G-16	Other - FCPS	75,000	75,000	-	-	-	-	75,000
Lanier Middle School									
Elevator Replacement - Lanier Middle School	-	Other - FCPS	-	-	139,100	-	-	-	139,100
Maintenance									
Carpet and Tile Replacement	G-17	General	20,000	72,000	20,000	20,000	20,000	20,000	152,000
Concrete Repairs - Schools	G-18	General	20,000	20,000	20,000	20,000	20,000	20,000	100,000
HVAC Repair/Replacement	-	General	16,613	-	84,166	-	284,000	-	368,166
Paving Repairs - Schools	G-19	General	25,000	25,000	25,000	25,000	25,000	25,000	125,000
Roof Repair and Replacement	G-20	General	348,000	15,000	15,500	16,200	17,000	-	63,700
Other									
Other Projects - Schools	G-21	General	-	15,000	35,000	35,000	35,000	35,000	155,000
Schools Summary			604,613	302,000	338,766	116,200	551,000	100,000	1,407,966
General Fund			429,613	227,000	199,666	116,200	401,000	100,000	1,043,866
Other - FCPS			175,000	75,000	139,100	-	150,000	-	364,100
Total Schools			604,613	302,000	338,766	116,200	551,000	100,000	1,407,966

Bolded items represent new CIP projects

General Government

Project General Government	Page Num	Funding Source	FY 2017 Adopted	FY 2018 Adopted	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed	FY 2022 Proposed	FY 18 to 22 Total
Building Maintenance									
City Hall Maintenance	G-22	General	20,000	45,000	-	-	-	-	45,000
City Property Yard Maintenance	G-23	General	40,000	75,000	75,000	-	-	-	150,000
Fire Station #33 - Replace Concrete Apron	-	General	50,000	-	-	-	-	-	-
Green Acres Maintenance	-	General	45,000	-	165,000	50,000	50,000	-	265,000
Old Town Hall Maintenance	-	General	25,000	-	85,000	-	-	-	85,000
Facility Maintenance & Equipment									
Fire Station #3 Maintenance	-	General	-	-	40,000	-	-	-	40,000
Fleet Maintenance Lift Replacement	G-24	General	-	60,000	-	15,000	-	18,000	93,000
Fuel Management Control System	-	General	-	-	125,000	-	-	-	125,000
Fire									
Fire Station 33: Replacement Project	-	Financing	500,000	-	10,000,000	-	-	-	10,000,000
Medic Unit Replacement	-	General	-	-	300,000	300,000	-	-	600,000
Traffic Preemption Improvements & Maintenance	G-25	C&I	285,500	280,000	-	-	-	-	280,000
Training Center Fire/Security Alarm & Fire Protection System	-	General	-	-	50,000	-	-	-	50,000
Training Center: Public Safety Radio & Alerting System	-	General	-	-	90,000	-	-	-	90,000
General									
Cable TV Equipment	H-19	Cable	350,000	240,000	180,000	200,000	225,000	250,000	1,095,000
Cemetery Columbarium	G-26	General	-	75,000	-	-	-	-	75,000
Northern Virginia Community College	G-27	General	55,643	52,184	57,500	59,500	60,000	60,000	289,184
Stub Street Improvements	-	General	-	-	110,000	33,000	25,000	-	168,000
Historic Resources									
Blenheim House	G-28	General,Private	-	50,000	60,000	-	-	-	110,000
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 Battery Backup Replacement	-	General	-	-	31,000	31,000	-	-	62,000
Datacenter server and storage refresh.	G-29	General	-	100,000	100,000	100,000	100,000	-	400,000
IT - Software Upgrades									
General Ledger/Personnel Software	-	General	50,000	-	-	-	-	75,000	75,000
Lighting									
Route 123 Gas Lights	-	General	-	-	75,000	-	-	-	75,000
Route 123 Pole Lights	G-30	General	-	25,000	-	-	-	-	25,000
Police									
Facility Security System Upgrade	G-31	General	30,000	25,000	15,000	15,000	15,000	-	70,000
Fairfax County NG911 Interconnect	G-32	General	-	140,000	-	-	-	-	140,000
Police Information Technology Program	G-33	General	76,490	78,784	81,147	83,581	86,088	88,670	418,270
Police Mobile and Portable Radio Upgrade	G-34	Financing	199,000	991,000	-	-	-	-	991,000
Police Vehicle Garage	-	General	-	-	48,000	400,000	-	-	448,000
Police Vehicle Replacement	G-35	General	116,500	117,800	150,000	150,000	150,000	150,000	717,800

General Government

Project General Government	Page Num	Funding Source	FY 2017 Adopted	FY 2018 Adopted	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed	FY 2022 Proposed	FY 18 to 22 Total
Vehicle Equipment Replacement									
Debt Service of Existing Vehicle & Equipment Leases (Pre - FY 2017)	G-36	Financing	756,253	756,253	606,953	384,280	192,925	192,925	2,133,336
Vehicle & Equipment Replacement (Cash Purchases Only)	G-37	General	267,000	878,000	1,214,000	2,283,000	332,000	750,000	5,457,000
General Government Summary			2,866,386	3,989,021	13,903,600	4,134,361	1,236,013	1,584,595	24,847,590
C&I			285,500	280,000	-	-	-	-	280,000
Cable - Fund			350,000	240,000	180,000	200,000	225,000	250,000	1,095,000
Financing			1,256,253	1,747,253	10,606,953	384,280	192,925	192,925	13,124,336
General Fund			974,633	1,706,768	3,111,647	3,550,081	818,088	1,141,670	10,328,254
Grant			-	-	5,000	-	-	-	5,000
Private			-	15,000	-	-	-	-	15,000
Total General Government			2,866,386	3,989,021	13,903,600	4,134,361	1,236,013	1,584,595	24,847,590

Bolded items represent new CIP projects

Recreation / Community Appearance

Project Recreation / Community Appearance	Page Num	Funding Source	FY 2017 Adopted	FY 2018 Adopted	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed	FY 2022 Proposed	FY 18 to 22 Total
Annual									
Northern Virginia Regional Park Authority-NOVA Parks	G-48	General	62,921	61,713	62,975	63,000	63,025	63,050	313,763
Planting & Beautification	G-49	General	30,000	30,000	30,000	30,000	30,000	30,000	150,000
Ballfields - Baseball & Softball									
Providence Park Rectangle Field Renovation	-	General	-	-	100,000	-	-	-	100,000
Stafford Park Turf Replacement	-	General	-	-	-	650,000	-	-	650,000
Thaiss Park Field Renovation	G-50	General	-	25,000	25,000	-	-	-	50,000
Drainage									
Engineering Study of Daniels Run Park and Providence Park Streams	-	Storm	-	-	-	170,000	-	-	170,000
Pat Rodio Park - Drainage Project	-	Storm	-	-	-	200,000	-	-	200,000
Fencing / Backstops									
Thaiss Park - Replacement of Fencing	-	General	-	-	80,000	-	-	-	80,000
Van Dyck Park Tennis Court Fence Replacement	-	General	-	-	30,000	-	-	-	30,000
General									
ADA Compliance - Parks	G-51	General	-	75,000	75,000	75,000	75,000	-	300,000
All Parks - Sign Replacement & Park Entrance Beautification	-	General	-	-	30,000	30,000	30,000	-	90,000
Dog Park Design and Construction	G-52	General,Private	-	50,000	-	-	-	-	50,000
Draper Park Synthetic Turf Replacement	-	General	-	-	876,000	-	-	-	876,000
Fairfax High School Synthetic Turf Replacement	G-53	Financing	137,248	137,248	137,248	137,248	137,248	137,248	686,240
Fitness Area - Draper Drive	-	Other	60,000	-	-	-	-	-	-
Lanier Middle School Synthetic Turf Installation	-	General	-	-	-	-	2,100,000	-	2,100,000
Recycling Containers and Equipment for Parks	-	General	5,000	-	-	-	-	-	-
Toro Workman Utility Vehicle	G-54	General	-	20,000	-	-	-	-	20,000
Van Dyck Park Skate Park Replacement	-	General	-	-	500,000	-	-	-	500,000
Irrigation									
Irrigation Installation at Providence Elementary Fields	G-55	General	-	25,000	-	-	-	-	25,000
Kutner Field Irrigation	-	General	25,000	-	-	-	-	-	-
Lighting									
Providence Elementary Fields Lighting Replacement	-	General	-	-	250,000	-	-	-	250,000
Van Dyck - Tennis Court Lighting Replacement	-	General	-	-	100,000	-	-	-	100,000
Van Dyck Park - Install Lights for Volleyball & Basketball Courts	-	General	-	-	150,000	-	-	-	150,000
Park Construction & Maintenance									
Ashby Pond Dredging	-	General	-	-	200,000	-	-	-	200,000
Pavilion / Shelters									
Ashby Road Pavilion and Picnic Area Installation	-	General	-	-	30,000	-	-	-	30,000
Providence Elementary - Concession/Storage Building Refurbishment	-	General	-	-	200,000	-	-	-	200,000
Ratcliffe Park Pavilion Replacement	-	General	-	-	-	50,000	-	-	50,000
Replace Providence Park Pavilion	-	General	-	-	-	-	300,000	-	300,000
Van Dyck Lower Pavilion Replacement	-	General	-	-	60,000	-	-	-	60,000
Paving and Parking Lots									
Annual - General Park Asphalt Resurfacing	G-56	General	25,000	25,000	50,000	50,000	50,000	50,000	225,000
Planning									
Community Center Site and Program Study	G-57	General	35,000	30,000	-	-	-	-	30,000
Update of the 2014 Parks Strategic Master Plan/Needs Assessment	-	General	-	-	-	75,000	-	-	75,000
Van Dyck Park Master Plan to Include Erosion and Storm Water Study	-	General	40,000	-	-	-	-	-	-
Westmore School Site Master Plan	-	General	-	-	-	100,000	-	-	100,000
Playgrounds									
Playground Equipment Maintenance & Replacement	G-58	General	120,000	155,000	150,000	150,000	150,000	150,000	755,000
Restrooms									
Permanent Restroom Installations at Draper Drive, Ratcliffe and Pat Rodio Parks	-	General	-	-	150,000	150,000	150,000	-	450,000
Van Dyck Park Restroom Addition	-	General	-	-	250,000	-	-	-	250,000

Recreation / Community Appearance

Project Recreation / Community Appearance	Page Num	Funding Source	FY 2017 Adopted	FY 2018 Adopted	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed	FY 2022 Proposed	FY 18 to 22 Total
Tennis Courts									
Providence, Westmore, Kutner & Van Dyck Park Tennis Court Resurfacing	-	General	-	-	30,000	70,000	-	-	100,000
Trails									
Dale Lestina Trail Connection Completion	-	General	20,000	-	-	-	-	-	-
George T. Snyder Trail - Willcoxon to Chain Bridge Rd - Bike Trail Project	-	State-Smart Scale,NVTA 30%	-	-	370,000	-	-	13,000,000	13,370,000
Trail Repair and Improvements	-	RSTP	-	-	460,000	-	-	-	460,000
Van Dyck Fitness Trail Replacement	-	General	-	-	55,000	-	-	-	55,000
Rec. & Community Appearance Summ.			560,169	633,961	4,451,223	2,000,248	3,085,273	13,430,298	23,601,003
Federal - RSTP			-	-	460,000	-	-	-	460,000
Financing			137,248	137,248	137,248	137,248	137,248	137,248	686,240
General Fund			362,921	471,713	3,483,975	1,493,000	2,948,025	293,050	8,689,763
Smart Scale			-	-	-	-	-	13,000,000	13,000,000
NVTA 30%			-	-	370,000	-	-	-	370,000
Other			60,000	-	-	-	-	-	-
Private			-	25,000	-	-	-	-	25,000
Storm Water - Fund			-	-	-	370,000	-	-	370,000
Total Recreation & Community Summ.			560,169	633,961	4,451,223	2,000,248	3,085,273	13,430,298	23,601,003

Bolded items represent new CIP projects

Environment - Stormwater

Project Environment - Stormwater	Page Num	Funding Source	FY 2017 Adopted	FY 2018 Adopted	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed	FY 2022 Proposed	FY 18 to 22 Total
Annual Maintenance									
Driveway Pipe Replacement Project	H-4	Storm	30,000	30,000	50,000	50,000	50,000	50,000	230,000
Replacement Of Failing Galvanized Storm Drainage Systems	H-5	Storm	50,000	100,000	110,000	110,000	110,000	110,000	540,000
Storm Drainage Maintenance	H-6	Storm	80,000	110,000	120,000	120,000	150,000	150,000	650,000
Storm Drainage Outfall Maintenance & Repair	H-7	Storm	70,000	100,000	100,000	100,000	100,000	100,000	500,000
Storm Drainage Repair for Paving Schedule	H-8	Storm	50,000	100,000	100,000	100,000	100,000	100,000	500,000
Storm Pipe Lining Rehabilitation	H-9	Storm	110,000	100,000	110,000	110,000	110,000	110,000	540,000
Storm Water Pipe Deficiencies Identified by Inspections	H-10	Storm	80,000	120,000	120,000	130,000	130,000	130,000	630,000
Drainage									
Neighborhood Drainage Projects	H-11	Storm	150,000	150,000	380,000	100,000	200,000	50,000	880,000
Video Inspection of Storm Lines	-	Storm	-	-	125,000	125,000	125,000	125,000	500,000
Infrastructure Replacement and Improvements									
Fairfax Blvd. & Oak St. Storm Drain Renovation	-	RevShr,Storm	900,000	-	-	-	-	-	-
Flood Study - Foxcroft Colony & Mosby Woods Condos	-	Storm	-	-	-	-	-	595,000	595,000
State/Federal Mandated									
Chesapeake Bay TMDL Action Plan	H-12	Storm	70,000	90,000	450,000	500,000	500,000	500,000	2,040,000
Municipal Separate Storm Sewer System (MS4)	H-13	Storm	45,000	75,000	75,000	75,000	75,000	75,000	375,000
Private BMP/SWM Inspection	H-14	Storm	70,000	100,000	120,000	135,000	145,000	155,000	655,000
Public BMP/SWM Inspection and Maintenance	H-15	Storm	20,000	90,000	110,000	120,000	130,000	135,000	585,000
Stream Evaluation and Restoration	H-16	Grant,Storm	250,000	650,000	150,000	1,300,000	1,300,000	975,000	4,375,000
Subtotal Stormwater			1,975,000	1,815,000	2,120,000	3,075,000	3,225,000	3,360,000	13,595,000
Grant			125,000	325,000	75,000	650,000	650,000	325,000	2,025,000
State–Revenue Sharing			450,000	-	-	-	-	-	-
Storm Water - Fund			1,400,000	1,490,000	2,045,000	2,425,000	2,575,000	3,035,000	11,570,000
Total Stormwater			1,975,000	1,815,000	2,120,000	3,075,000	3,225,000	3,360,000	13,595,000

Bolded items represent new CIP projects

Environment - Wastewater

Project Environment - Wastewater	Page Num	Funding Source	FY 2017 Adopted	FY 2018 Adopted	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed	FY 2022 Proposed	FY 18 to 22 Total
Facility Maintenance & Equipment									
Mobilized Video Camera Equipment	-	Waste	50,000	-	-	-	-	-	-
Wastewater Vehicle & Equipment Replacement Summary Sheet	G-59	Waste	-	72,000	260,000	120,000	25,000	350,000	827,000
Wastewater Pump Station Containment	G-64	Waste	50,000	50,000	50,000	50,000	50,000	-	200,000
Infrastructure Replacement and Improvements									
Noman M. Cole Plant Upgrade	G-65	Waste	4,019,000	5,607,000	6,849,000	5,275,000	5,592,000	7,940,000	31,263,000
Sanitary Sewer Line and Replace at Main St & West St	G-66	Waste	-	90,500	-	-	-	-	90,500
Sanitary Sewer Line Repair and Replacement	G-67	Waste	100,000	105,000	110,000	110,000	110,000	110,000	545,000
Sanitary Sewer Lining - 10" and Under	G-68	Waste	460,000	460,000	470,000	470,000	480,000	480,000	2,360,000
Sanitary Sewer Manhole Rehabilitation	G-69	Waste	120,000	120,000	120,000	120,000	130,000	130,000	620,000
Sanitary Sewer Trunk Lining - Over 10"	G-70	Waste	500,000	550,000	550,000	600,000	600,000	650,000	2,950,000
Sewage Pumping Stations R&R	G-71	Waste	30,000	30,000	30,000	30,000	30,000	-	120,000
Wastewater Stream Pipe Encasement Project	G-72	Waste	50,000	50,000	50,000	50,000	50,000	50,000	250,000
Projects									
Geographic Information System (GIS) for Wastewater Model	G-73	Waste	120,000	130,000	130,000	130,000	140,000	-	530,000
Sanitary Sewer Evaluation	G-74	Waste	300,000	300,000	300,000	300,000	300,000	300,000	1,500,000
Subtotal Wastewater			5,799,000	7,564,500	8,919,000	7,255,000	7,507,000	10,010,000	41,255,500
Environment Summary									
Grant			125,000	325,000	75,000	650,000	650,000	325,000	2,025,000
State-Revenue Sharing			450,000	-	-	-	-	-	-
Storm Water - Fund			1,400,000	1,490,000	2,045,000	2,425,000	2,575,000	3,035,000	11,570,000
Wastewater - Fund			5,799,000	7,564,500	8,919,000	7,255,000	7,507,000	10,010,000	41,255,500
Total Environment			7,774,000	9,379,500	11,039,000	10,330,000	10,732,000	13,370,000	54,850,500

Bolded items represent new CIP projects


Transportation


Project Transportation	Page Num	Funding Source	FY 2017 Adopted	FY 2018 Adopted	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed	FY 2022 Proposed	FY 18 to 22 Total
Annual Maintenance									
Asphalt Sidewalk Replacement Program	G-75	General	30,000	30,000	30,000	30,000	30,000	30,000	150,000
Brick Sidewalk Maintenance	G-76	General	109,000	109,000	109,000	109,000	109,000	109,000	545,000
City Sidewalk & Handicapped Ramp Replacement Program	G-77	General	123,000	123,000	123,000	123,000	123,000	123,000	615,000
Fairfax Blvd Stone Wall Cap Rehabilitation	-	General	60,000	-	-	-	-	-	-
Facility Maintenance & Equipment									
Brush/Wood Chipper	-	General	50,000	-	-	-	-	-	-
Compact Excavator	-	General	-	-	50,000	-	-	-	50,000
Emergency Power Battery Backup System	G-78	General	68,000	25,000	25,000	25,000	25,000	25,000	125,000
Hot Asphalt Hauler	-	General	-	-	40,000	-	-	-	40,000
Replacement Of Older Traffic Signal Cabinets	G-79	General	30,000	30,000	30,000	30,000	30,000	30,000	150,000
Salt Storage Facilities - Preventative Maintenance - Property Yard	-	General	30,000	-	-	-	-	-	-
Salt Storage Facility Expansion	-	General	-	-	100,000	-	-	-	100,000
Snow Blower	G-80	General	-	80,000	-	-	-	-	80,000
Truck Mounted Salt Brine Application System	-	General	60,000	-	-	-	-	-	-
Infrastructure Replacement and Improvements									
Chain Bridge Road/Judicial Streetscape	G-81	General	-	25,000	75,000	-	-	-	100,000
Roadbed Reconstruction	-	RSTP	1,500,000	-	-	-	-	1,000,000	1,000,000
Sign Printing Machine	G-82	General	-	30,000	-	-	-	-	30,000
University Drive Sidewalk	G-83	NVTA 30%	-	150,000	1,500,000	-	-	-	1,650,000
Maintenance									
Pickett Road Roadway Resurfacing	-	RSTP	-	-	280,000	-	-	-	280,000
Planning									
Eaton Place Intersection	-	NVTA 30%	100,000	-	-	-	-	-	-
Projects									
Bridge Maintenance	G-84	RSTP,General	50,000	200,000	50,000	200,000	621,000	-	1,071,000
Chain Bridge Road Sidewalk (new location north of Kenmore)	G-85	NVTA 30%	100,000	250,000	-	-	-	-	250,000
Chain Bridge Road Sidewalk Project	-	NVTA 30%,RevShr	1,100,918	-	-	-	-	-	-
City Entrance Signs	G-86	General	-	60,000	-	-	-	-	60,000
Fairfax Boulevard Sidewalk Improvements	-	NVTA 30%	200,000	-	-	-	-	-	-
FHWA Mandated Sign Retroreflectivity Compliance	G-87	General	50,000	50,000	50,000	50,000	50,000	50,000	250,000
Government Center Parkway Extension	-	C&I,NVTA 30%,RevShr	3,150,000	-	-	-	-	-	-
Kamp Washington Spot Improvements	-	C&I,RevShr	780,000	-	-	-	-	-	-
Main Street at Pickett Shopping Center	-	General,NVTA 30%,RevShr	450,000	-	-	-	-	-	-
Multimodal Transportation Improvements	G-88	Other	-	200,000	-	-	-	-	200,000
Northfax Internal Street and Rights-of-Way Improvements (Northfax II)	-	NVTA 30%	-	-	-	2,000,000	-	-	2,000,000
Northfax Storm Drainage & Intersection Improvements	-	NVTA 30%,RevShr	1,774,186	-	-	-	-	-	-
Old Lee Highway Multimodal Project	-	NVTA 30%	-	-	-	4,000,000	-	-	4,000,000
Old Town Sidewalk Spot Widening	-	C&I,RevShr	500,000	-	-	-	-	-	-
Pedestrian Network Safety Improvements	G-89	RSTP,NVTA 30%	-	100,000	74,000	331,000	-	-	505,000
Service Club Affiliation Signs	G-90	General	-	50,000	-	-	-	-	50,000
University Drive Extension	G-91	State-Smart Scale	-	9,994,370	-	-	-	-	9,994,370
Road Maintenance									
Citywide Crosswalk Recoating	G-92	General	32,000	32,000	32,000	32,000	32,000	32,000	160,000
Concrete Curb and Gutter Maintenance	G-93	General	1,300,000	1,400,000	1,600,000	1,600,000	1,600,000	1,600,000	7,800,000
Independent Roadway Evaluation	G-94	RSTP,General	20,000	50,000	50,000	50,000	250,000	-	400,000
Jermantown Rd Repairs	G-95	General	60,000	220,000	140,000	-	-	-	360,000
Street Crack Sealing	G-96	General	65,000	60,000	60,000	60,000	60,000	60,000	300,000
Street Repaving	G-97	General	2,237,000	2,030,500	2,200,000	2,200,000	2,300,000	2,300,000	11,030,500
Stormwater									
Railroad Avenue Sidewalk, Curb and Gutter	-	NVTA 30%	50,000	-	300,000	-	-	-	300,000
Reline Bridge Culvert Storm Structures	G-99	General	75,000	75,000	75,000	75,000	75,000	75,000	375,000

Transportation

Project Transportation	Page Num	Funding Source	FY 2017 Adopted	FY 2018 Adopted	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed	FY 2022 Proposed	FY 18 to 22 Total
Street Lights & Traffic Signal Maintenance									
Advanced Signal Detector and Conventional Loop Maintenance	G-100	General	80,000	50,000	50,000	50,000	50,000	50,000	250,000
George Mason Blvd Streetlight Installation	-	General	-	-	160,000	-	-	-	160,000
LED Street Name Signs	-	General	-	-	25,000	25,000	25,000	25,000	100,000
Refurbishing Existing Traffic Signal Intersections	G-101	General	45,000	55,000	60,000	120,000	55,000	60,000	350,000
Streetlight Improvements	G-102	NVTA 30%	50,000	30,000	60,000	50,000	105,000	30,000	275,000
Streetlight Improvements On Fairfax Blvd	-	General	50,000	-	60,000	-	-	-	60,000
Transit									
CUE Farebox Upgrades	G-103	NVTC	-	100,000	-	-	-	-	100,000
Vehicle & Equipment Replacements (Transit Buses)	-	State	-	-	-	-	3,600,000	-	3,600,000
Transportation Summary			14,379,104	15,608,870	7,408,000	11,160,000	9,140,000	5,599,000	48,915,870
C&I			1,062,500	-	-	-	-	-	-
Federal - RSTP			-	-	354,000	481,000	821,000	1,000,000	2,656,000
General Fund			4,724,000	4,784,500	5,194,000	4,629,000	4,614,000	4,569,000	23,790,500
Smart Scale			-	9,994,370	-	-	-	-	9,994,370
NVTA 30%			3,650,052	530,000	1,860,000	6,050,000	105,000	30,000	8,575,000
NVTC Trust Fund			-	100,000	-	-	-	-	100,000
Other			-	200,000	-	-	-	-	200,000
State - Other			-	-	-	-	3,600,000	-	3,600,000
State-Revenue Sharing			4,942,552	-	-	-	-	-	-
Total Transportation			14,379,104	15,608,870	7,408,000	11,160,000	9,140,000	5,599,000	48,915,870

Bolded items represent new CIP projects

PROJECT INFORMATION				
Project Name: Rebel Run Lights				
Comprehensive Plan Reference: CA-1.7 (p. 104)				
Comprehensive Plan Element				
	Public Service and Facilities			Environment
	Economy			Housing
✓	Community Appearance			Transportation
	Land Use			Other City Plan/Policy
<p>Statement of Need: In summer 2016, the long standing decommissioned lights along Rebel Run were removed. There are currently approximately 10 working lights, however, they do not properly light the area. This project would extend the lighting farther up Rebel Run, and upgrade the lumens to provide better nighttime lighting in the area.</p>			<p>Picture:</p> 	
Year	Project Cost	Purpose of Expenditure		
Adopted				
2017	\$ -			
2018	80,000	Install new lights along Rebel Run and upgrade lumens of existing lights		
2019	-			
2020	-			
2021	-			
2022	-			
Total	\$ 80,000			
>2022	-			
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated
General		\$ -	-	\$ -
Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff		✓	New Project
	Other:			Other:
User/Coordinating Departments: Schools				

PROJECT INFORMATION				
Project Name: Stucco Repair/Replacement Fairfax High School				
Comprehensive Plan Reference: PFS-1.2 (p.83); 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 repair/replacement of damaged areas of stucco on the facade of the building at Fairfax High School. Per agreement with FCPS, the work will be funded through FCPS capital improvement fund.		Picture: 		
Year	Project Cost	Purpose of Expenditure		
Adopted 2017	\$ 75,000	Repair/replace stucco at FHS		
2018	75,000	Repair/replace stucco at FHS		
2019	-			
2020	-			
2021	-			
2022	-			
Total	\$ 75,000			
>2022	-			
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated
Other - FCPS		\$ -	-	\$ -
Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:
User/Coordinating Departments:		Schools		

PROJECT INFORMATION

Project Name: Carpet and Tile Replacement

Comprehensive Plan Reference: PFS-1.2 (p.83); 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 funding to replace existing carpeted areas and re-tile areas within classrooms at Daniels Run and Providence Elementary schools. An increase in FY2018 includes recarpeting the main office area at Fairfax High School.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 20,000	Carpet and Tile replacement
2018	72,000	Carpet and Tile replacement
2019	20,000	Carpet and Tile replacement
2020	20,000	Carpet and Tile replacement
2021	20,000	Carpet and Tile replacement
2022	20,000	Carpet and Tile replacement
Total	\$ 152,000	
>2022		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -
Origin of Project		Change from Previous CIP	
	City Council		No Change
	Board/Commission	✓	Increase in Amount
	Citizen/Civic Association		Decrease in Amount
✓	Staff		New Project
	Other:		Other:

User/Coordinating Departments: Schools

PROJECT INFORMATION

Project Name: Concrete Repairs - Schools

Comprehensive Plan Reference: PFS-1.2 (p.83); 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 funding for the replacement of concrete as necessary at the City's four schools.



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 20,000	Concrete repairs at City schools
2018	20,000	Concrete repairs at City schools
2019	20,000	Concrete repairs at City schools
2020	20,000	Concrete repairs at City schools
2021	20,000	Concrete repairs at City schools
2022	20,000	Concrete repairs at City schools
Total	\$ 100,000	
>2022	20,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Schools

PROJECT INFORMATION

Project Name: Paving Repairs - Schools

Comprehensive Plan Reference: PFS-1.2 (p.83); 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 funding to repair parking areas and bus loops at all four City schools.



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 25,000	Paving repairs at all City schools
2018	25,000	Paving repairs at all City schools
2019	25,000	Paving repairs at all City schools
2020	25,000	Paving repairs at all City schools
2021	25,000	Paving repairs at all City schools
2022	25,000	Paving repairs at all City schools
Total	\$ 125,000	
>2022	25,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Schools

PROJECT INFORMATION

Project Name: Roof Repair and Replacement

Comprehensive Plan Reference: PFS-1.2 (p.83); 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 funding for the repair and replacement of roofing components at City schools. Funding in FY 2017 will provide for the inspection, repair and recoating of the roof at Lanier Middle School. This roof is nearing the end of its warranty period and the work will re-warranty the roof for an additional 10 years. Out year funding will provide for the maintenance agreement at both Lanier Middle School and Fairfax High School.

Picture:




Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ 348,000	Repair and recoating Lanier Middle School
2018	15,000	Roof maintenance agreement LMS and FHS
2019	15,500	Roof maintenance agreement LMS and FHS
2020	16,200	Roof maintenance agreement LMS and FHS
2021	17,000	Roof maintenance agreement LMS and FHS
2022	-	
Total	\$ 63,700	
>2022	-	


Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Schools

PROJECT INFORMATION				
Project Name: Other Projects - Schools				
Comprehensive Plan Reference: PFS-1.2 (p.83); 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 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.		Picture: 		
Year	Project Cost	Purpose of Expenditure		
Adopted 2017	\$ -			
2018	15,000	Other projects		
2019	35,000	Other projects		
2020	35,000	Other projects		
2021	35,000	Other projects		
2022	35,000	Other projects		
Total	\$ 155,000			
>2022	35,000	Annually		
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated
General		\$ -	-	\$ -
Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association		✓	Decrease in Amount
✓	Staff			New Project
	Other:			Other:
User/Coordinating Departments:		Schools		

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2018 to 2022

PROJECT INFORMATION				
Project Name: City Hall Maintenance				
Comprehensive Plan Reference: PFS-2.2 (p.84)				
Comprehensive Plan Element				
<input checked="" type="checkbox"/>	Public Service and Facilities			Environment
	Economy			Housing
<input checked="" type="checkbox"/>	Community Appearance			Transportation
	Land Use			Other City Plan/Policy
Statement of Need: This project provides for maintenance of the City Hall facility. Work proposed includes repairing the exterior steps of City Hall and the replacement of the gutter and snow guards on the roof. This work will help prevent tripping hazards and prevent injury during snow/ice events, eliminating potential safety issues.		Picture: 		
Year	Project Cost	Purpose of Expenditure		
Adopted				
2017	\$ 20,000	Exterior steps/sidewalk repairs (\$5k), Sisson House Roof (\$15k)		
2018	45,000	Exterior steps to Sisson House (\$20k), Gutter/snow guard replacement (\$25k)		
2019	-			
2020	-			
2021	-			
2022	-			
Total	\$ 45,000			
>2022	-			
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated
General		\$ -	-	\$ -
Origin of Project				Change from Previous CIP
	City Council			No Change
	Board/Commission			<input checked="" type="checkbox"/> Increase in Amount
	Citizen/Civic Association			Decrease in Amount
<input checked="" type="checkbox"/>	Staff			New Project
	Other:		Other:	
User/Coordinating Departments:		Public Works - Operations		

PROJECT INFORMATION

Project Name: City Property Yard Maintenance

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 maintenance of the deteriorating asphalt road surface. The road surface repairs consist of excavating the failing asphalt surface and placing a base and surface course of asphalt. The property yard has 5,100 square feet of road surface that handles a large volume of heavy industrial vehicular traffic on a daily basis (\$150k).

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 40,000	Paint Fleet Garage
2018	75,000	Pavement repairs
2019	75,000	Final phase pavement repairs
2020	-	
2021	-	
2022	-	
Total	\$ 150,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Operations

PROJECT INFORMATION

Project Name: Fleet Maintenance Lift Replacement

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

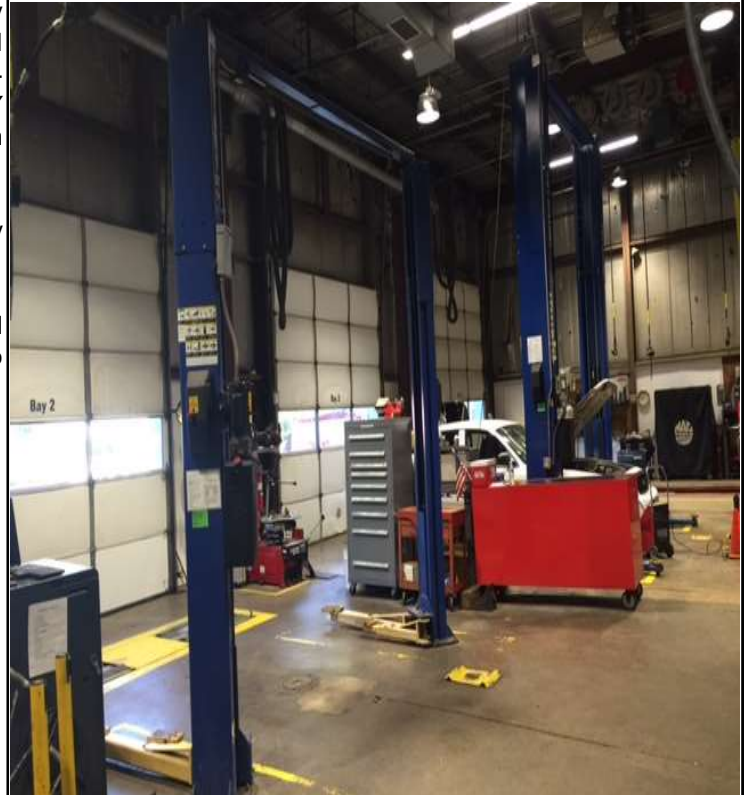
Statement of Need:

These lifts are used in daily operation of the fleet 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 life expectancies in FY 2018, FY 2020 and FY 2022 respectively. The lifts are used on an average of six hours per day.

The lifts referenced in the years beyond 2022 are heavy duty lifts for vehicles such as Fire Trucks and Garbage Trucks.

It is important to replace these lifts within their scheduled replacement year to help prevent potential safety hazards and to meet the ANSI/ALI safety requirements.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ -	
2018	60,000	Heavy Duty Vehicle Lift Replacement (Bay 5)
2019	-	
2020	15,000	Light Duty Vehicle Lift Replacement (Bay 2)
2021	-	
2022	18,000	Light Duty Vehicle Lift Replacement (Bay 1)
Total	\$ 93,000	
>2022	200,000	Heavy Duty Vehicle Lift Replacement (Bay 4 and 7)

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Operations

PROJECT INFORMATION

Project Name: Traffic Preemption Improvements & Maintenance

Comprehensive Plan Reference: PFS - 2.4 (p. 84)

Comprehensive Plan Element

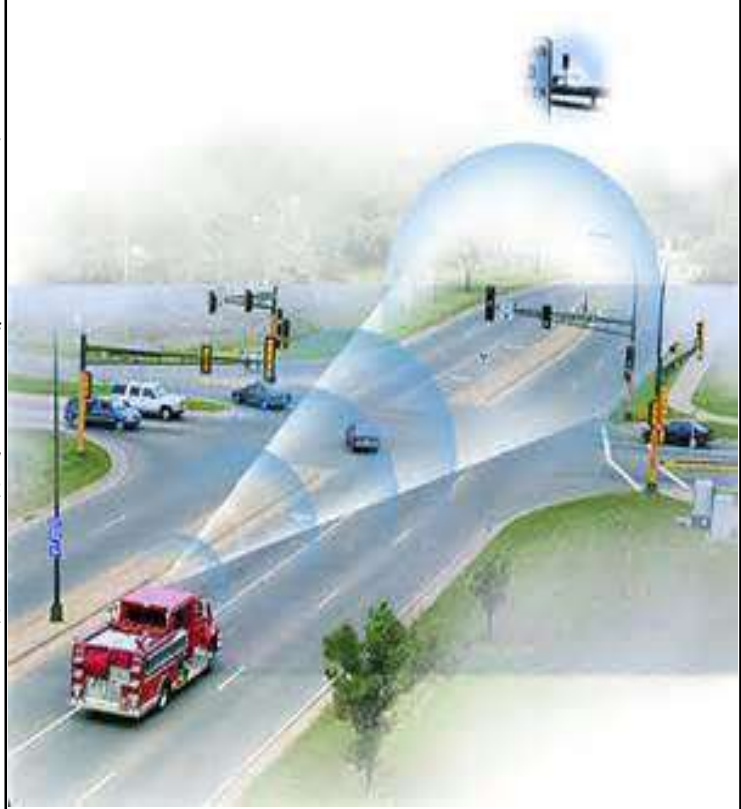
✓	Public Service and Facilities		Environment
	Economy		Housing
	Community Appearance		Transportation
	Land Use		Other City Plan/Policy

Statement of Need:

The City of Fairfax has invested funds to protect intersections with Infrared (IR) technology preemption. These devices have increased the safety of citizens and responders by ensuring emergency vehicles have a green light when traveling through an intersection. Reduced response times to emergency incidents will improve patient outcomes, reduce property loss and reduce fuel and maintenance cost on vehicles by limiting the number of stops and starts. Although our current IR devices are still operational they do require regular maintenance which equates to increased costs. The IR technology device, because of their line of sight operation, result in a number of unnecessary traffic light trips causing a disruption in the synchronized traffic signals. Therefore, we are requesting funding to continue phasing in new GPS technology devices which are cheaper to maintain and will improve traffic flow throughout the City by eliminating the unnecessary traffic light trips.

The funding requested in FY18 for Phase III will complete the update of emitters on emergency apparatus, devices at intersections and add additional intersections as determined in the committee's master plan.

Picture:





Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 285,500	Upgrades to the current system and vehicles
2018	280,000	Upgrades to the current system and vehicles
2019	-	
2020	-	
2021	-	
2022	-	
Total	\$ 280,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
C&I	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Fire Police Dept./Transportation/Public Works

PROJECT INFORMATION					
Project Name: Cemetery Columbarium					
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 is for the purchase and installation of a 64-80 niche columbarium for the City cemetery. This will provide additional burial sites without having to acquire new land.		Picture: 			
Year	Project Cost	Purpose of Expenditure			
Adopted					
2017	\$ -				
2018	75,000	Columbarium Purchase/Installation			
2019	-				
2020	-				
2021	-				
2022	-				
Total	\$ 75,000				
>2022	-				
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated	
General		\$ -	-	\$ -	
Origin of Project			Change from Previous CIP		
	City Council			No Change	
	Board/Commission			Increase in Amount	
	Citizen/Civic Association			Decrease in Amount	
✓	Staff			✓	New Project
	Other:				Other:
User/Coordinating Departments:		Public Works - Operations			

PROJECT INFORMATION				
Project Name: Northern Virginia Community College				
Comprehensive Plan 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.		Picture: 		
Year	Project Cost	Purpose of Expenditure		
Adopted				
2017	\$ 55,643	Northern Virginia Community College capital expenditures		
2018	52,184	Northern Virginia Community College capital expenditures		
2019	57,500	Northern Virginia Community College capital expenditures		
2020	59,500	Northern Virginia Community College capital expenditures		
2021	60,000	Northern Virginia Community College capital expenditures		
2022	60,000	Northern Virginia Community College capital expenditures		
Total	\$ 289,184			
>2022	60,000	Annually		
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated
General		\$ -	-	\$ -
Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association		<input checked="" type="checkbox"/>	Decrease in Amount
	Staff			New Project
<input checked="" type="checkbox"/>	Other: NVCC			Other:
User/Coordinating Departments:		City Manager	Finance	

PROJECT INFORMATION

Project Name: Blenheim House

Comprehensive Plan Reference: PFS-2.1 (p. 84); HR-1.1 (p. 113); HR-1.11 (p.114)

Comprehensive Plan Element

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

Statement of Need:

The Blenheim House has only a few remaining items to complete its stabilization and restoration. These tasks total \$85K as follows: electrical re-wiring (\$25K), lightning protection (\$15K), shutter repair/replacement and window repair (\$15K), bathroom rehab for staff and volunteers (\$15K including plumbing), replace front and rear steps (\$15K). The electrical/lightning protection tasks will reduce an existing fire hazard. Steps replacement is necessary for code compliance, and completing the bathroom will allow staff and volunteers to extend open hours if desired. Enhancement of interior exhibits is proposed for FY 2019. HFCl is contributing \$15K to the FY18 tasks making the City's contribution \$35K for FY18.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ -	
2018	50,000	Electrical/lightning rod/shutters/windows/bathroom/steps (\$15K from HFCl)
2019	60,000	Exhibits
2020	-	
2021	-	
2022	-	
Total	\$ 110,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General, Private	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
✓	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Historic Resources Public Works

PROJECT INFORMATION

Project Name: Datacenter server and storage refresh.

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 all at the same time providing a faster and more stable environment for the City's network services.

Picture:




Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ -	
2018	100,000	Replace old and unsupported datacenter devices
2019	100,000	Replace old and unsupported datacenter devices
2020	100,000	Replace old and unsupported datacenter devices
2021	100,000	Replace old and unsupported datacenter devices
2022	-	
Total	\$ 400,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff		✓	New Project
	Other:			Other:

User/Coordinating Departments: IT

PROJECT INFORMATION				
Project Name: Route 123 Pole Lights				
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 upgrades to 50 City owned pole lights on Route 123. Lights will be converted to LED and will have an estimated cost savings of 65% or \$5,000 per year in maintenance and utility cost. These lights are located on both sides of Route 123, between Armstrong Street and School Street. These lights are not maintained by Dominion Power.		Picture: 		
	Project Cost	Purpose of Expenditure		
Adopted 2017	\$ -			
2018	25,000	Upgrade Route123 Pole Lights		
2019	-			
2020	-			
2021	-			
2022	-			
Total	\$ 25,000			
>2022	-			
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated
General		\$ -	-	\$ -
Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:
User/Coordinating Departments:		Public Works - Operations		

PROJECT INFORMATION

Project Name: Facility Security System Upgrade

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:

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 current system consists of separate camera and door keycard access systems. It is incompatible with Internet Protocol (IP) based cameras and provides 15-18 days of backup recording. The system is currently experiencing hardware failures. Replacement of the antiquated technology is not cost efficient. A new IP based security system would utilize one software solution to combine the camera and key card access systems, increase back-up recording to 12 months, permit access to externally located IP cameras (City Hall or any other external location), and allow for future camera expansion and recording space upgrades.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 30,000	Purchase upgraded video security hardware/software and licensing
2018	25,000	Purchase upgraded video security hardware/software and licensing
2019	15,000	Purchase digital video cameras
2020	15,000	Purchase digital video cameras and complete project
2021	15,000	Purchase digital video cameras and complete project
2022	-	
Total	\$ 70,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ 2,000	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Police

PROJECT INFORMATION

Project Name: Fairfax County NG911 Interconnect

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:
 At the present time all of the 911 Police emergency calls from the City are routed through Fairfax County back to the City's Police Department Dispatch. Fairfax County is in the process of upgrading their older Analog 911 system to a new IP based Next Generation 911 (NG911) system. To allow the proper flow of 911 calls from the County to the City, the existing analog 911 system will need to be replaced. This portion of the Next Generation 911 (NG911) upgrade project will give the City a stable and a redundant fiber optic connection into Fairfax County. The planned fiber optic connections will run from the Old Fairfax County Court House to the City of Fairfax's Police Department and from Old Fairfax County Court House to the City of Fairfax's City Hall. With 2 connections we will provide multiple connections into Fairfax County to minimize the risk of 911 connections failures.



Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ -	
2018	140,000	To create a stable connection to Fairfax County for the NG911 system.
2019	-	
2020	-	
2021	-	
2022	-	
Total	\$ 140,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff		✓	New Project
	Other:			Other:

User/Coordinating Departments: Police IT

PROJECT INFORMATION

Project Name: Police Information Technology Program

Comprehensive Plan Reference: PFS - 2.4 (p.84)

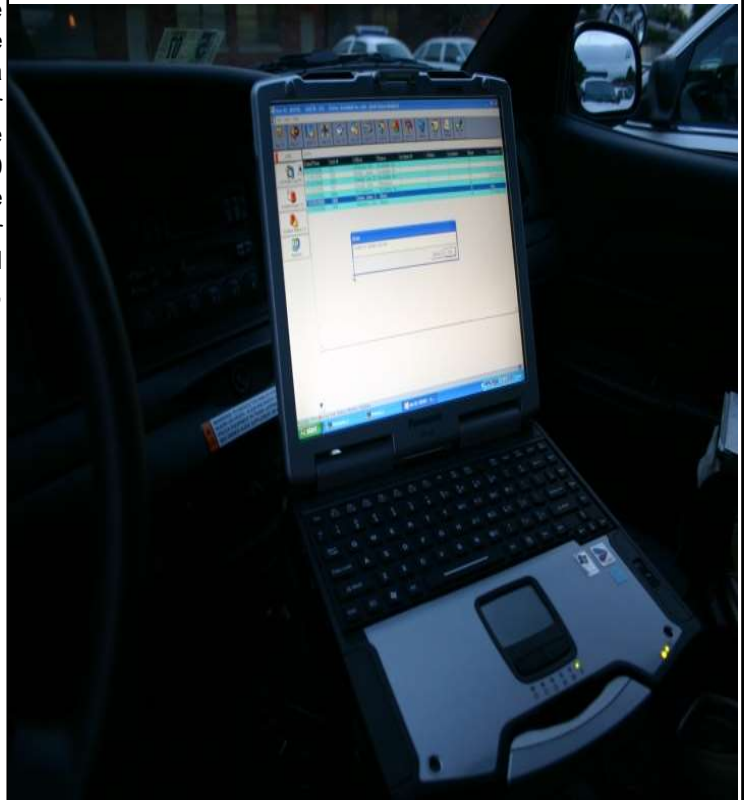
Comprehensive Plan Element

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

Statement of Need:

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

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 76,490	Purchase updated mobile and network computers and servers.
2018	78,784	Same. Cost projection includes 3% adjustment for inflation.
2019	81,147	Same. Cost projection includes 3% adjustment for inflation.
2020	83,581	Same. Cost projection includes 3% adjustment for inflation.
2021	86,088	Same. Cost projection includes 3% adjustment for inflation.
2022	88,670	Same. Cost projection includes 3% adjustment for inflation.
Total	\$ 418,270	
>2022	88,670	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Police

PROJECT INFORMATION

Project Name: Police Mobile and Portable Radio Upgrade

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:

The police department's radio system consists of 80 portable radios which are the hand-held units carried by police officers and some non-sworn employees in the field, 61 mobile radios mounted in police vehicles and 3 consolleles which are the permanently-mounted radios in police dispatch consoles. In 3 years, the manufacturer will discontinue the sale and repair of our current radio models which will have reached the manufacturer's terminal life-cycle date of 15 years. Generally, the suggested rotation cycle in which old radios should be replaced is between 5 and 7 years. Furthermore, to maintain full and seamless interoperability with all surrounding jurisdictions, the department must eventually transition to new Time Division Multiple Access (TDMA) radios.

Current adjusted cost estimate for the replacement of radios per device is: portable radio plus required accessories (\$6,900); mobile radio (\$6,800); consolleles (\$8,100); and consoles (\$130,000). The current replacement price is estimated at \$1,190,000 including miscellaneous equipment and installation.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 199,000	Purchase consoles and consolleles at Fairfax County negotiated price.
2018	991,000	Finish portable radio purchases and mobile radio purchases
2019	-	
2020	-	
2021	-	
2022	-	
Total	\$ 991,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Financing	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Police

PROJECT INFORMATION

Project Name: Police Vehicle Replacement

Comprehensive Plan 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 worn 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, consoles and racks, prisoner shields, and vehicle markings. All vehicles are experiencing frequent maintenance issues and have high overall operating costs. Vehicles to be replaced in FY 2018:

YR	Vehicle	Assigned to	Mileage	Replacement Cost
2004	Harley Motorcycle	SOD	36,000	\$ 32,400
2003	Chevrolet Impala	CID	96,000	\$ 29,000
2009	Ford Crown Victoria	Patrol	100,000	\$ 56,400
Total				\$ 117,800

The Ford Crown Victoria will be replaced with a Ford Police Interceptor SUV. Total vehicle cost consists of the following components:

Vehicle	\$30,800	In-Car Video	\$5,500
Priority buildout	\$14,000	Armored Doors	\$3,200
Light Bar	\$ 1,900	Striping	\$1,000

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 116,500	Actual cost projection
2018	117,800	Actual cost projection
2019	150,000	Cost projection based on prior years average
2020	150,000	Cost projection based on prior years average
2021	150,000	Cost projection based on prior years average
2022	150,000	Cost projection based on prior years average
Total	\$ 717,800	
>2022	150,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association		✓	Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Police

PROJECT INFORMATION

Project Name: Debt Service of Existing Vehicle & Equipment Leases (Pre - FY 2017)

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.

The chart below reflects funding for pre - FY 2017 leases.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 756,253	Veh & equip lease payments on existing leases
2018	756,253	Veh & equip lease payments on existing leases
2019	606,953	Veh & equip lease payments on existing leases
2020	384,280	Veh & equip lease payments on existing leases
2021	192,925	Veh & equip lease payments on existing leases
2022	192,925	Veh & equip lease payments on existing leases
Total	\$ 2,133,336	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Financing	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:		Other:	

User/Coordinating Departments: Public Works - Operations

PROJECT INFORMATION

Project Name: Vehicle & Equipment Replacement (Cash Purchases Only)

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:



Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ 267,000	Vehicle and equipment replacement
2018	878,000	Vehicle and equipment replacement
2019	1,214,000	Vehicle and equipment replacement
2020	2,283,000	Vehicle and equipment replacement
2021	332,000	Vehicle and equipment replacement
2022	750,000	Vehicle and equipment replacement
Total	\$ 5,457,000	
>2022	1,000,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Operations

Vehicle & Equipment Replacement Chart - FY 2018 Public Works

<i>Equipment #</i>	<i>Yr / Make / Model</i>	<i>Assignment</i>	<i>September 2015 Odometer Reading</i>	<i>Age Years</i>	<i>Replacement Schedule</i>	<i>Estimate Replacement (thousands)</i>	<i>Age</i>	<i>Miles</i>	<i>Obsolete</i>	<i>Request By Dept</i>	<i>Safety</i>	<i>Condition</i>	<i>Downtime Hrs</i>	<i>Repair \$</i>	<i>Parts Availability</i>	<i>Recommended Replacement</i>
FY 2018 Purchases																
210	2003 Chevrolet Malibu	S&S engineer	62,752	15	12	30	X		X		X	X			X	Mid Size SUV
273	2005 Ford Crown Victoria	Treasurer	89,425	12	12	28	X	X	X		X	X	X	X	X	Hybrid Car
404	1999 Single Axle Equipment Trailer	Sign & Signal	N/A	19	15	5	X		X			X			X	Utility Trailer
409	1999 Single Axle Equipment Trailer	Sign & Signal	N/A	19	15	5	X		X			X			X	Utility Trailer
418	2003 Lee Boy Asphalt Paver	Asphalt	977 HRS	14	12	130	X				X	X				Track Paver
473	2001 Tandem Axle Dump Truck	Storm Water	78,125	17	12	210	X		X		X	X	X	X	X	Tandem Dump Truck
477	2004 Single Axle Dump Truck	Concrete	59,845	13	12	140	X		X		X	X	X	X	X	Single Axle Dump Truck
479	2003 Ver Mac Message Board	Sign & Signal	N/A	14	12	30	X		X						X	Pull Behind Message Board
671	2005 Volvo Brush Truck	Refuse	81,028	13	10	235	X		X			X	X	X	X	Single Axle Brush Truck
693	2005 Mowing Equipment Trailer	Right-of-Ways	N/A	12	12	20	X		X		X	X			X	Tri Axle Trailer
708	2008 Ford F-350 Pickup w/Dump	Parks & Rec	71,925	11	10	40	X				X	X	X	X		1 Ton Pickup
7034	1999 Bobcat Snow Blower	Parks & Rec	N/A	18	12	5	X					X				Snow Blower Attachment

Vehicle & Equipment Replacement Chart with Comments - FY 2018 Public Works

Equipment #	Year	Yr / Make / Model	Assignment	September 2016 Odometer Reading	FY Age (years)	Comments
FY 2018 Purchases						
210	2003	CHEVROLET MALIBU CAR	S&S engineer	62,752	15	The unit shows severe deterioration on the frame, bumper supports and suspension, causing safety issues. A complete body off restoration would be needed.
273	2005	FORD CROWN VICTORIA	Treasurer	89,425	12	The unit has a LTD operational cost that is tripled the original cost of vehicle. The CPM is double to other fleet in its class. The parts have become obsolete from the dealer and are hard to find from salvage yards. The high cost is generated from the age and condition of the vehicle.
404	1999	SINGLE AXLE EQ TRAILER	Sign & Signal	N/A	19	The unit shows deterioration of frame, fenders, tongue and cross members due to age. The LTD maintenance and repairs has exceeded the replacement cost.
409	1999	SINGLE AXLE EQ TRAILER	Sign & Signal	N/A	19	The unit shows deterioration of frame, fenders, tongue and cross members due to age. The LTD maintenance and repairs has doubled the original purchase cost.
418	2003	LEE BOY ASPHALT PAVER	Asphalt	977 hrs.	14	The unit shows a lot of wear, the screed needs to be refurbished from deterioration, the engine has multiple leaks, the hopper conveyor needs refurbished from wear due to age. There are safety issues. with overall condition.
473	2001	TANDEM AXLE DUMP TRUCK	Storm Water	78,125	17	The unit is no longer produced which creates obsolete parts and longer downtime hours for repairs., The LTD operational cost has exceeded the purchase cost due to condition and part availability.. The unit is used as a front line snow plow operation. The dump body and cab needs to be overhauled.
477	2004	SINGLE AXLE DUMP TRUCK	Concrete	59,845	13	Unit will need engine and body refurbished. The LTD repair cost exceeds 100% of purchase price, this is due from condition. The frame and body has severe rust forming causing potential safety hazards. This unit is a front line snow plow truck.
479	2003	VER MAC MESSAGE BOARD	Sign & Signal	N/A	14	The units electronics for the message display is obsolete. The message display screen needs replaced due to oxidation and age. The repair cost is expected to drastically increase due to age and availability.
671	2005	VOLVO BRUSH TRUCK	Refuse	81,028	13	The unit is beyond life expectancy and in poor condition. Frame supports and undercarriage parts shows severe rust. Maintenance and Repair cost is greater than original purchase cost.
693	2005	MOWING EQ TRAILER	Right-of-Ways	N/A	12	The unit needs new doors and ramp, which are obsolete. The frames shows sever rust in areas that is unrepairable. This unit originally was purchased for fire dept. use and was turned into mowing trailer. Wrong application.
708	2008	FORD F-350 PICKUP W/DUMP	Parks & Rec	71,925	11	The unit is beyond repairable due to the overall condition. The transmission is showing a lot of wear and will need refurbished, floor pans/body mounts/driveline/frame all show excessive rust. LTD Operating cost is 50% higher than the replacement cost. This unit is used in snow plow operation.
7034	1999	BOBCAT SNOW BLOWER	Parks & Rec	N/A	18	The unit is only used during snow operation. Due to the age and nature of duty the repair cost that is needed exceeds the replacement cost. The unit was not replaced with the Bobcat in FY14.

See replacement details on the following pages.

Vehicle & Equipment Replacements - Adopted FY 2018



EQ #: 210
Make/Model: 2003 Chevrolet Malibu
Assignment: Sign & Signal Engineer

This unit shows severe deterioration on the frame, bumper supports and suspension, causing safety issues. A complete body restoration would be needed if not replaced.



EQ #: 273
Make/Model: 2005 Ford Crown Victoria
Assignment: Treasurer

This unit has a LTD operational cost that has tripled the original cost of the vehicle. The CPM is double the other fleet in it's class. The parts are obsolete from the dealer and are hard to find at salvage yards. The high cost is generated from the age and condition of the vehicle.



EQ #: 404
Make/Model: 1999 Single Axle Trailer

The unit shows deterioration of the frame, fenders, tongue and cross members due to age. The LTD maintenance and repairs have exceeded the replacement cost.



EQ #: 409
Make/Model: 1999 Single Axle Trailer

The unit shows deterioration of the frame, fenders, tongue and cross members due to age. The LTD maintenance and repairs have doubled the original purchase cost.

Vehicle & Equipment Replacements - Adopted FY 2018



EQ #: 418
Make/Model: 2003 Asphalt Paver
Assignment: Asphalt

The unit shows a lot of wear, the screed needs to be refurbished from deterioration, the engine has multiple leaks, the hopper conveyor needs refurbished from wear, this is due to age. There are safety issues with the overall condition.



EQ #: 473
Make/Model: 2001 Dump Truck
Assignment: Storm Water

This unit model is no longer produced which creates obsolete parts and longer downtime hours for repairs. The LTD operational cost has exceeded the purchase cost due to the condition and part availability. The unit is used as a front line vehicle in the snow operation. The dump body and cab need overhauling.



EQ #: 477
Make/Model: 2004 Dump Truck
Assignment: Concrete

The unit will need an engine and the body will need to be refurbished. The LTD repair cost exceeds 100% of the purchase price, this is due from the condition of the vehicle. The frame and body has severe rust forming, this can cause safety hazards. The unit is used as a front line vehicle in the snow operation.



EQ #: 479
Make/Model: 2003 Message Board
Assignment: Sign & Signal

The units electronics for the message display are obsolete. The message display screen needs to be replaced due to oxidation and age. The repair cost is expected to drastically increase due to age and part availability.

Vehicle & Equipment Replacements - Adopted FY 2018



EQ #: 671
Make/Model: 2005 Brush Truck
Assignment: Refuse & Recycling

This unit is beyond its life expectancy and in poor condition. The frame supports and the undercarriage parts show severe rust. Maintenance and Repair cost is greater than original purchase cost.



EQ #: 693
Make/Model: 2005 Mower Trailer
Assignment: Right-of-Ways

This unit needs new doors and a new ramp, which are obsolete. The frame shows severe rust in areas that unrepairable. This unit originally was purchased for the fire department and was turned into a mowing trailer. This was the wrong application.



EQ #: 708
Make/Model: Ford F-350 Pickup w/Dump
Assignment: Parks & Recreation

This unit is beyond repairable due to the overall condition. The transmission is showing a lot of wear and will need refurbishing, floor plans/body mounts/driveline/frame all show excessive rust. The LTD operating cost is 50% higher than the replacement cost. This unit is used as a front line vehicle in the snow operation.



EQ #: 7034
Make/Model: Bobcat Snow Blower
Assignment: Parks & Recreation

This unit is only used during the snow operation. Due to the age and nature of duty the repair cost that is needed exceeds the replacement cost. This unit was not replaced with the Bobcat in FY14.

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2018 to 2022


REQUEST FOR EQUIPMENT PURCHASE OR RENTAL					
Project Name: Vehicle and Equipment Replacement FY 2019					
For Fiscal Year: 2019			Cost		
Form of Acquisition				Per Unit	Total
X	Purchase	Total Estimate Cost		see below	\$1,214,000
	Rental/Lease	Plus, Installation or Other Charge			\$0
		Less, Trade-in or Other Discount			\$0
24	# of Units Requested	Net Cost or Rental			\$1,214,000
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
201-2001 Chevrolet Impala	2001	18		\$ 20,000	\$ -
207-2005 Chevrolet Impala	2005	14		20,000	-
217-2006 Chevrolet Impala	2006	12		20,000	-
218-2004 Chevrolet Impala	2004	15		20,000	-
223-2007 Chevrolet Impala	2007	12		20,000	-
292-2007 Chevrolet Trailblazer	2007	12		28,000	-
296-2001 Chevrolet Astro Van	2001	18		20,000	-
346-2005 Chevrolet Van 12	2005	14		30,000	-
363-2004 Foam Trailer	2004	15		40,000	-
393-2002 Haulmark Trailer	2002	16		20,000	-
402-2004 Centreville Trailer	2004	14		12,000	-
406-2001 EZE Trailer	2001	17		30,000	-
407-2003 John Deere Trailer	2003	15		13,000	-
420-2004 Wanco Arrow Board	2004	15		5,000	-
432-2006 Bobcat T300	2006	12		60,000	-
448-2006 GMC W5500	2006	13		60,000	-
454-2003 Sakai SW300 Roller	2003	15		31,000	-
467-1998 GMC Top Kick	1998	20		140,000	-
490-2003 Chevrolet Malibu	2003	15		20,000	-
611-2007 Ford F-550 Truck	2007	12		60,000	-
618-2005 GMC 1 1/2T Truck	2005	14		80,000	-
652-2008 Ford F-250 Truck	2008	12		40,000	-
682-2009 Mack Trash Truck	2009	9		235,000	-
684-2011 Freightliner Sweeper	2011	8		190,000	-
TOTAL				\$ 1,214,000	\$ -
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 2018 to 2022

REQUEST FOR EQUIPMENT PURCHASE OR RENTAL					
Project Name: Vehicle and Equipment Replacement FY 2020					
For Fiscal Year: 2020			Cost		
Form of Acquisition				Per Unit	Total
X	Purchase	Total Estimate Cost		see below	\$2,283,000
	Rental/Lease	Plus, Installation or Other Charge			\$0
		Less, Trade-in or Other Discount			\$0
25	# of Units Requested	Net Cost or Rental			\$2,283,000
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
208-2008 GMC 3/4T Pickup	2008	12		\$ 34,000	\$ -
211-2007 Chevrolet Trailblazer	2007	12		30,000	-
212-2001 Ford E-450 Box Truck	2001	17		135,000	-
214-2002 GMC Sonoma Pickup	2002	18		25,000	-
221-2006 GMC Van 12 PSG.	2006	14		35,000	-
312-2006 Ford F-350 Pickup	2006	14		50,000	-
345-2004 Chevrolet 3/4T Truck	2004	16		65,000	-
360-2003 Ford F-700 Bed	2003	14		100,000	-
392-2003 Scotty Training Trailer	2003	17		58,000	-
394-2008 Haulmark Bike Trailer	2008	12		15,000	-
413-2001 GMC Flush Truck	2001	18		250,000	-
427-2010 Ford F-350 Pickup	2010	10		60,000	-
430-2008 Volvo Roller	2008	12		40,000	-
435-2004 John Deere 710G	2004	15		140,000	-
437-2007 GMC Utility Truck	2007	13		100,000	-
438-2008 Chevrolet 1T Pickup	2008	12		50,000	-
455-2011 Ford F-550 Utility	2011	10		75,000	-
498-2006 Ver-Mac Mess. Board	2006	14		30,000	-
683-2011 Mack Brush Truck	2011	10		240,000	-
685-2012 Mack Trash Truck	2012	8		240,000	-
686-2012 Mack Trash Truck	2012	8		240,000	-
687-2012 Mack Trash Truck	2012	8		240,000	-
6012-2005 Western Snow Blade	2005	15		8,000	-
724-2008 Wells Cargo Trailer	2008	12		13,000	-
725-2008 Big Tow John Deere Trailer	2008	12		10,000	-
TOTAL				\$ 2,283,000	\$ -
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 2018 to 2022

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	\$750,000	
	Rental/Lease	Plus, Installation or Other Charge		\$0	
		Less, Trade-in or Other Discount		\$0	
12	# of Units Requested	Net Cost or Rental		\$750,000	
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		
300-2013 Ford Explorer	2013	10		\$ 50,000	\$ -
310-2015 Ford F-350 Battalion	2015	8		120,000	-
401-2010 Camsuperliner Trailer	2010	12		12,000	-
405-2010 Kaeser Air Comp.	2010	12		20,000	-
4506-2012 RGC Hydropak	2012	10		11,000	-
465-2010 Homesteader Trailer	2010	12		4,000	-
610-2013 Ford F-350 Pickup	2013	10		55,000	-
689-2014 Mack Recycling Truck	2014	8		285,000	-
732-2010 Toro Mower	2010	12		95,000	-
7080-2008 Western Plow	2008	15		8,000	
929-2008 Ford F-250 Pickup	2008	15		40,000	
930-2010 Ford F-350 Repair Trk	2010	12		50,000	
Total				\$ 750,000	\$ -
Recommended Disposition of Replaced Items					
	Possible Use by Other Depts.		Trade-In		Sale
Submitted by: Operations		Date:		Public Works	

PROJECT INFORMATION				
Project Name: Northern Virginia Regional Park Authority-NOVA Parks				
Comprehensive Plan Reference: ENV-6.1, 6.3 (p. 36)				
Comprehensive Plan Element				
✓	Public Service and Facilities			Environment
	Economy			Housing
	Community Appearance			Transportation
	Land Use		✓	Other City Plan/Policy
Statement of Need: This project provides for the City's population based share of the capital expenditures for the NVRPA.			Picture: 	
Year	Project Cost	Purpose of Expenditure		
Adopted				
2017	\$ 62,921	Annual Payment for City's contribution to Capital as member jurisdiction		
2018	61,713	Annual Payment for City's contribution to Capital as member jurisdiction		
2019	62,975	Annual Payment for City's contribution to Capital as member jurisdiction		
2020	63,000	Annual Payment for City's contribution to Capital as member jurisdiction		
2021	63,025	Annual Payment for City's contribution to Capital as member jurisdiction		
2022	63,050	Annual Payment for City's contribution to Capital as member jurisdiction		
Total	\$ 313,763			
>2022	63,075	Annually		
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated
General		\$ -	-	\$ -
Origin of Project			Change from Previous CIP	
✓	City Council		✓	No Change
✓	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
	Staff			New Project
	Other:			Other:
User/Coordinating Departments:		Parks and Recreation		

PROJECT INFORMATION

Project Name: Planting & Beautification

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

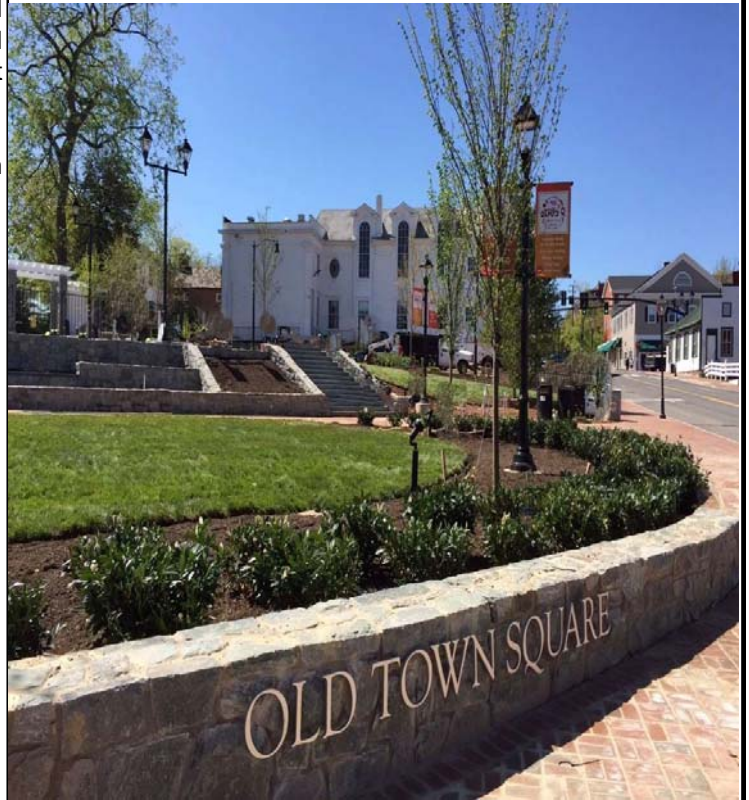
✓	Public Service and Facilities		✓	Environment
✓	Economy			Housing
✓	Community Appearance			Transportation
	Land Use		✓	Other City Plan/Policy

Statement of Need:

This project provides for streetscape improvements and new/replacement trees/shrubs/flowers at public buildings and parks. Also includes benches, planters, and tree pit maintenance.

Operating Cost(s): Upkeep on trees/shrubs/flowers with fertilizers, mulch and pesticide treatments.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 30,000	Plant Material
2018	30,000	Plant Material
2019	30,000	Plant Material
2020	30,000	Plant Material
2021	30,000	Plant Material
2022	30,000	Plant Material
Total	\$ 150,000	
>2022	30,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ 2,000	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Operations

PROJECT INFORMATION

Project Name: **Thaiss Park Field Renovation**

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:

Thaiss Park is used heavily by City youth organizations for baseball. Field #1 and #5 need infield renovation to include new base paths and turf. This is in keeping with the accepted 2014 Strategic Master Plan under strategy 1.4.1 to maintain and improve our existing facilities.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ -	
2018	25,000	Renovate fields #1 and #5
2019	25,000	Renovate fields #1 and #5
2020	-	
2021	-	
2022	-	
Total	\$ 50,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
✓	Board/Commission			Increase in Amount
✓	Citizen/Civic Association			Decrease in Amount
✓	Staff		✓	New Project
	Other:			Other:

User/Coordinating Departments: **Parks and Recreation**

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2018 to 2022

PROJECT INFORMATION

Project Name: ADA Compliance - Parks

Comprehensive Plan Reference: PFS-1.1 (p.83), PFS-2.2 (p.84)

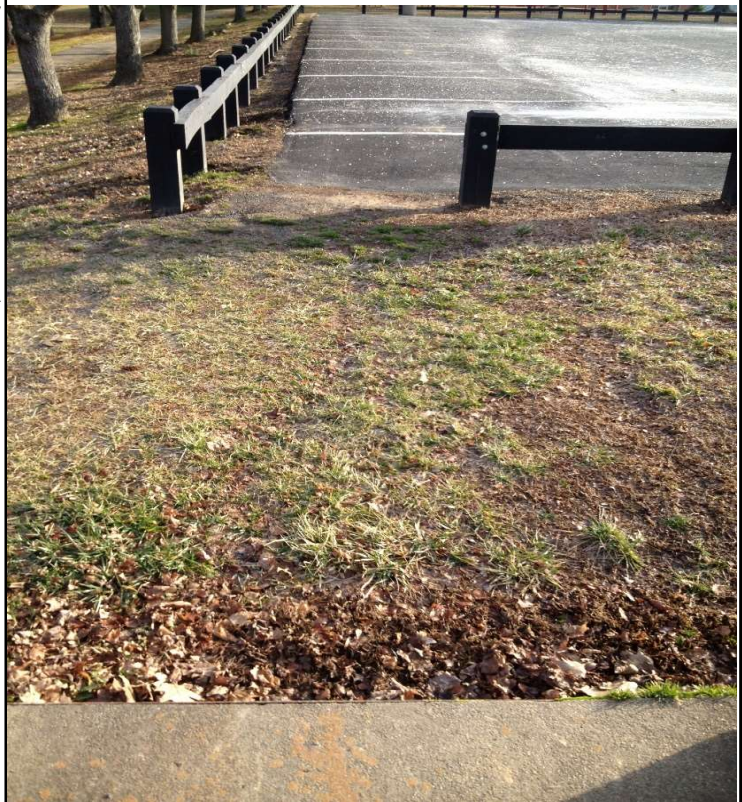
Comprehensive Plan Element

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

Statement of Need:

In 2015 the city completed an ADA self-assessment. Each city park was evaluated and an inventory of ADA issues that need to be addressed were identified. Many of these issues are related to access into and thru parks such as trails, parking and signage. In addition, certain playground equipment was identified for replacement (see Playground Replacement CIP request). Based on the improvements needed it is estimated that the work can be completed over a four year period. This project is in keeping with both the Comprehensive Plan and the 2014 Strategic Master Plan, Strategy 1.1.6 to implement ADA improvements to ensure that our parks are accessible.

Picture:




Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ -	
2018	75,000	Complete ADA improvements as identified in the self-assessment
2019	75,000	Complete ADA improvements as identified in the self-assessment
2020	75,000	Complete ADA improvements as identified in the self-assessment
2021	75,000	Complete ADA improvements as identified in the self-assessment
2022	-	
Total	\$ 300,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
✓	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff		✓	New Project
	Other:			Other:

User/Coordinating Departments: Parks and Recreation

PROJECT INFORMATION				
Project Name: Dog Park Design and Construction				
Comprehensive Plan Reference: PRO-3.3 (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: Design and construct a dog park amenity at Westmore School site. The park would have access to on-site water and parking. The dog park size would measure at least 1/2 acre and be surrounded by a 5-ft high fence. Park benches and waste receptacles would be located within the park. Additional features could be added depending on the cost of fencing and tapping into the water supply. The park would operate from dawn to dusk. On going expenses would be to empty trash, monitor on ground waste and provide waste bags. This was identified in the adopted 2014 Strategic Plan as action item strategy 1.3.3.		Picture: 		
Year	Project Cost	Purpose of Expenditure		
Adopted				
2017	\$ -			
2018	50,000	Design and construction		
2019	-			
2020	-			
2021	-			
2022	-			
Total	\$ 50,000			
>2022	-			
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated
General, Private		\$ 1,500	-	\$ -
Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
✓	Board/Commission			Increase in Amount
✓	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:
User/Coordinating Departments: Parks and Recreation				

PROJECT INFORMATION

Project Name: Fairfax High School Synthetic Turf Replacement

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:
 The synthetic turf and D-areas were replaced and installed at Fairfax High School in the summer of 2014. Existing field was 11 years old at time of replacement. Provides for the debt service payments for the Fairfax High School synthetic turf field replaced in the summer of 2014.



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 137,248	Replace Synthetic Turf at Fairfax High School
2018	137,248	Replace Synthetic Turf at Fairfax High School
2019	137,248	Replace Synthetic Turf at Fairfax High School
2020	137,248	Replace Synthetic Turf at Fairfax High School
2021	137,248	Replace Synthetic Turf at Fairfax High School
2022	137,248	Replace Synthetic Turf at Fairfax High School
Total	\$ 686,240	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Financing	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
✓	Board/Commission		✓	Increase in Amount
✓	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
✓	Other: PRAB			Other:

User/Coordinating Departments: Parks and Recreation

PROJECT INFORMATION

Project Name: Toro Workman Utility Vehicle

Comprehensive Plan Reference: PFS-2.2 (p.84), ENV-2.1 (p.34)

Comprehensive Plan Element

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

Statement of Need:
 The Parks Division is required to perform regular maintenance on trails located throughout the City. Much of the work cannot be accessed by regular truck and materials often have to be hand carried in. A Toro Workman Utility Vehicle would allow access throughout the City trail system enabling materials and staff to complete required maintenance in a more efficient manner.



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ -	
2018	20,000	Purchase of Toro Workman Utility Vehicle
2019	-	
2020	-	
2021	-	
2022	-	
Total	\$ 20,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ 1,000	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff		✓	New Project
	Other:		Other:	

User/Coordinating Departments: Parks and Recreation Public Works - Operations

PROJECT INFORMATION

Project Name: Irrigation Installation at Providence Elementary Fields

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 installation of irrigation is necessary to the turf and playing surfaces of field one and two of Providence Elementary to remain in safe and playable condition. This has been adopted in the strategic plan. Field 3 and 4 already have irrigation.




Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ -	
2018	25,000	Irrigation Installation
2019	-	
2020	-	
2021	-	
2022	-	
Total	\$ 25,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ 2,000	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
✓	Board/Commission			Increase in Amount
✓	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:		Other:	

User/Coordinating Departments: Parks and Recreation

PROJECT INFORMATION				
Project Name: Annual - General Park Asphalt Resurfacing				
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. This has been adopted in the strategic plan.		Picture: 		
Year	Project Cost	Purpose of Expenditure		
Adopted 2017	\$ 25,000	Paving as needed		
2018	25,000	Providence Elementary, Thaiss connectors, Green Acres-Barbour Dr connection		
2019	50,000	Van Dyck Park trail repairs; Judicial Trail connection to church		
2020	50,000	Ranger Road, Fairchester Park and Willcoxon trail repairs		
2021	50,000	Paving as needed		
2022	50,000	Paving as needed		
Total	\$ 225,000			
>2022	25,000	Annually		
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated
General		\$ -	-	\$ -
Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
✓	Board/Commission			Increase in Amount
✓	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:
User/Coordinating Departments:		Parks and Recreation		

PROJECT INFORMATION

Project Name: Community Center Site and Program Study

Comprehensive Plan Reference: PFS-2.2 (p. 84), PFS-1.1 (p. 83), 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:

Based on the results of the Green Acres Feasibility Study Committee, a recommendation was made to not use Green Acres as a future community center. Instead the committee recommended a number of additional sites that should be considered. Appropriate technical expertise and resources are necessary to determine the amenities that should be included in a future community center and examine a number of the potential sites identified in the committee's final report. The 2014 Adopted Strategic Plan for Parks and Recreation listed this project as a priority and PRAB has endorsed the project.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 35,000	Feasibility study on the future of seniors and active recreation
2018	30,000	Funds for site analysis and site assessment
2019	-	
2020	-	
2021	-	
2022	-	
Total	\$ 30,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -
Origin of Project		Change from Previous CIP	
City Council			No Change
✓ Board/Commission		✓	Increase in Amount
✓ Citizen/Civic Association			Decrease in Amount
✓ Staff			New Project
Other:			Other:
User/Coordinating Departments: Parks and Recreation		CD&P	

PROJECT INFORMATION

Project Name: Playground Equipment Maintenance & Replacement

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. FY18 funding request increased to \$155,000 in order to replace the play equipment at Ratcliffe Park. This park has two structures, one for 3-5 year olds and another for 5-12, that need replacement due to ADA non-compliance and the age of the equipment. Replacement parts can no longer be obtained. Future years expenditures will be less as playgrounds that need replacement are in smaller, neighborhood parks. Annual funding was identified in the adopted 2014 Strategic Plan as action item strategy 1.4.1.



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 120,000	Replace Playground Equipment - Ratcliffe, Dale Lestina, Fairchester Woods
2018	155,000	Replace Playground Equipment - Ratcliffe Park
2019	150,000	Replace Playground Equipment - Cobbdale, Westmore
2020	150,000	Replace Playground Equipment
2021	150,000	Replace Playground Equipment
2022	150,000	Replace Playground Equipment
Total	\$ 755,000	
>2022	150,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
✓	Board/Commission		✓	Increase in Amount
✓	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Parks and Recreation

PROJECT INFORMATION

Project Name: Wastewater Vehicle & Equipment Replacement Summary Sheet

Comprehensive Plan Reference: PFS-2.2 (p. 84)

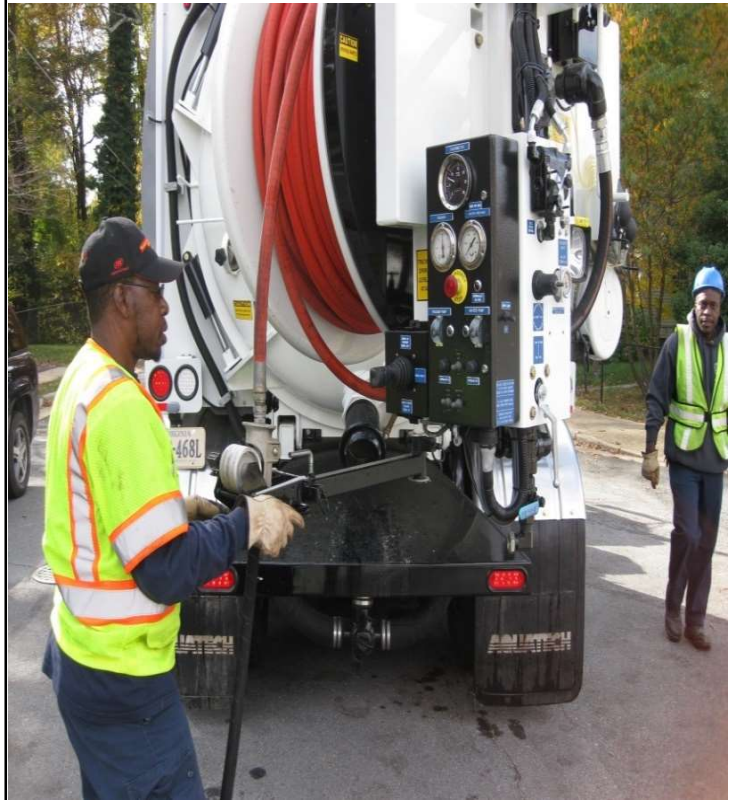
Comprehensive Plan Element

✓	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.

FY2018-FY2022 details on following page.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ -	
2018	72,000	Vehicle & Equipment Replacement
2019	260,000	Vehicle & Equipment Replacement
2020	120,000	Vehicle & Equipment Replacement
2021	25,000	Vehicle & Equipment Replacement
2022	350,000	Vehicle & Equipment Replacement
Total	\$ 827,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Waste	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Operations

Wastewater FY 2018 Adopted Vehicle and Equipment Replacement



EQ #:	596
Make/Model:	2001 Dump Truck
Assignment:	Waste Water

The unit has multiple components leaking fluid, that will need to be rebuilt on the driveline, engine, transmission and hydraulics due to age. The seat frames, floor pans and pedals all have severe rust. This unit is a front line vehicle in the snow operation.

Wastewater FY 2018 Vehicle Replacement Chart																
Equipment #	Yr / Make / Model	Assignment	September 2015 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 2018 Purchases																
596	2001 Single Axle Dump Truck	Waste Water	66,890	16	12	72	X				X	X	X	X		1 Ton Pickup

Wastewater FY 2018 Vehicle Replacement Chart with Comments

<i>Equipment #</i>	<i>Year</i>	<i>Yr / Make / Model</i>	<i>Assignment</i>	<i>September 2016 Odometer Reading</i>	<i>FY Age (Years)</i>	Comments
FY 2018 Purchases						
596	2001	SINGLE AXLE DUMP TRUCK	Waste Water	66,890	16	The unit has multiple components leaking fluid that needs to be rebuilt on the driveline, engage, transmission and hydraulics due from age. The seat frames, floor pans and pedals all show severe rust. This unit is a front line snow plow truck.

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2018 to 2022

REQUEST FOR EQUIPMENT PURCHASE OR RENTAL					
Project Name: Wastewater FY 2019 thru FY 2022 Vehicle and Equipment Replacement					
For Fiscal Year: 2019-2022			Cost		
Form of Acquisition				Per Unit	Total
X	Purchase	Total Estimate Cost		see below	\$755,000
	Rental/Lease	Plus, Installation or Other Charge			\$0
		Less, Trade-in or Other Discount			\$0
15	# of Units Requested	Net Cost or Rental			\$755,000
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
504-1999 Kubota Tractor	1999	19		\$ 85,000	\$ -
588-2007 GMC TV Truck	2007	12		75,000	
597-2005 GMC Roll Off Truck	2005	14		67,000	-
5024-2005 1Y Dump Patch	2005	14		4,000	-
5031-2005 Riding Mower	2005	14		8,000	-
5049-2007 Bush Hog	2007	12		6,000	-
5971-2005 Omaha Dump Body	2005	14		5,000	-
5972-2005 Omaha Stake Body	2005	14		5,000	-
5973-2005 Omaha Flat Bed Body	2005	14		5,000	-
FY 2019 Replacement Total				\$ 260,000	-
523-2002 Sewer Equipment Trailer	2002	17		\$ 10,000	
524-2002 Easement Machine	2002	17		\$ 35,000	
531-2008 Ingersoll Air Compressor	2008	12		20,000	
561-2008 Ford F-350 Pickup	2008	12		55,000	
FY 2020 Replacement Total				\$ 120,000	
572-2011 Ford Ranger Pickup	2011	9		25,000	
FY 2021 Replacement Total				\$ 25,000	
590-2009 International Flush Truck	2009	10		350,000	
FY 2022 Replacement Total				\$ 350,000	
Total FY 2019 to FY 2022				\$ 755,000	
Recommended Disposition of Replaced Items					
Possible Use by Other Depts.		Trade-In		Sale	
Submitted by: Operations		Date:		Public Works	

PROJECT INFORMATION

Project Name: Wastewater Pump Station Containment

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.

- FY17 - Andes Dr Pump Station
- FY18 - Byrd Dr Pump Station
- FY19 - San Juan Dr Pump Station
- FY20 - University Dr Pump Station
- FY21 - High Oak Pump Station

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 50,000	Containment System for one pump station
2018	50,000	Containment System for one pump station
2019	50,000	Containment System for one pump station
2020	50,000	Containment System for one pump station
2021	50,000	Containment System for one pump station
2022	-	
Total	\$ 200,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Waste	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Noman M. Cole Plant Upgrade **Number:** CS5

Comprehensive Plan Reference: PFS-2.2 (p. 84)

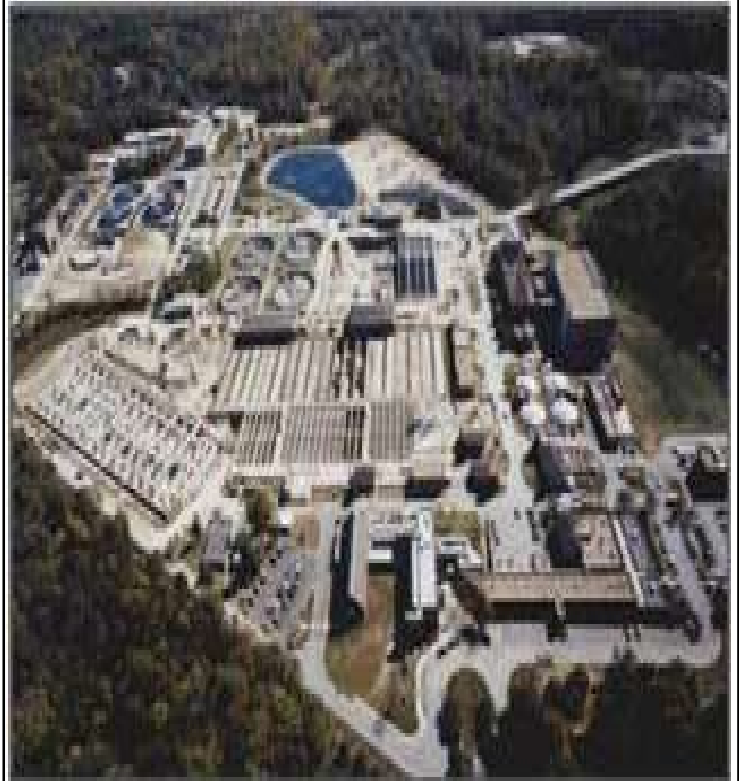
Comprehensive Plan Element

	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. Much of the work therefore at the NMCPCP is mandated and under stringent deadlines.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 4,019,000	Payments to Fairfax County for plant upgrade
2018	5,607,000	Payments to Fairfax County for plant upgrade
2019	6,849,000	Payments to Fairfax County for plant upgrade
2020	5,275,000	Payments to Fairfax County for plant upgrade
2021	5,592,000	Payments to Fairfax County for plant upgrade
2022	7,940,000	Payments to Fairfax County for plant upgrade
Total	\$ 31,263,000	
>2022	6,100,000	Estimated Annual Payments

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Waste	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Finance City Manager, Public Works Admin & Engineering

PROJECT INFORMATION

Project Name: Sanitary Sewer Line and Replace at Main St & West St

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 provide wastewater main rehabilitation, both lining and section replacement, of a 6" main that has a deteriorated invert along the entire length of the run. The total length of the run is approximately 500 feet with 400 feet of lining and 100 feet of pipe replacement. The location is at Main St and West St.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ -	
2018	90,500	Repair & line wastewater pipe
2019	-	
2020	-	
2021	-	
2022	-	
Total	\$ 90,500	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Waste	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff		✓	New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Sanitary Sewer Line Repair and Replacement

Comprehensive Plan Reference: ENV-2.1 (p. 34); PFS-2.2 (p. 84)

Comprehensive Plan Element

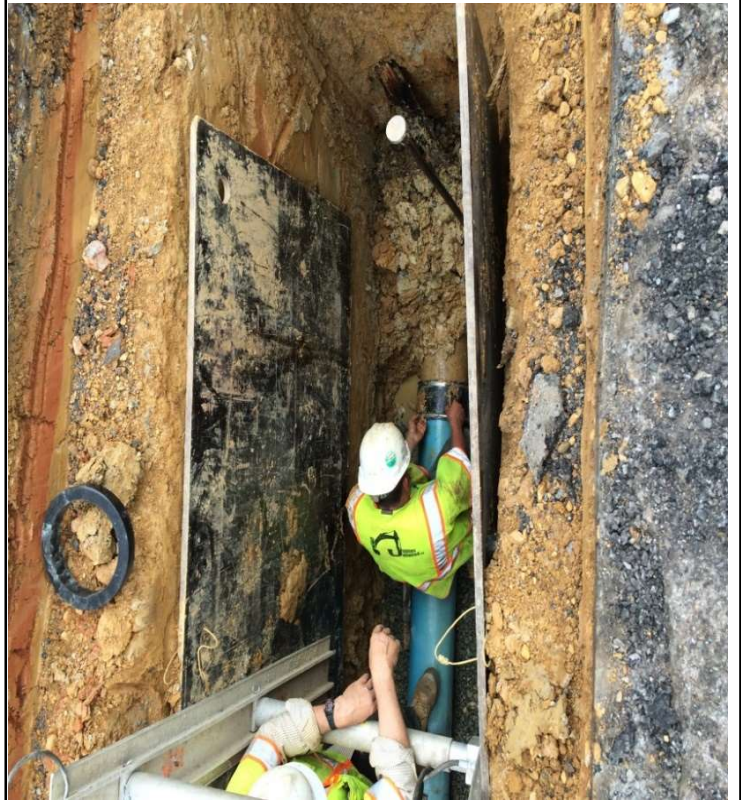
✓	Public Service and Facilities		✓	Environment
	Economy			Housing
	Community Appearance			Transportation
	Land Use			Other City Plan/Policy

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
- 10920 Oakwood Dr
- Woodhaven Dr & Bevan Dr
- Warwick Ave & Meredith Dr
- Addison Ct & Collier Rd
- 4147 Addison Rd, behind property
- 10915 Park Rd & Chestnut St
- 3818 Ren Rd & Fairchester Dr
- 10204 Rodgers Rd
- Virginia St & Dwight Ave
- 3801 Pickett Rd, in woods behind building
- 4001 Virginia St

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 100,000	Repair and/or replacement
2018	105,000	Repair and/or replacement
2019	110,000	Repair and/or replacement
2020	110,000	Repair and/or replacement
2021	110,000	Repair and/or replacement
2022	110,000	Repair and/or replacement
Total	\$ 545,000	
>2022	110,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Waste	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Sanitary Sewer Lining - 10" and Under

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.

- FY18 - Westmore subdivision
- FY19 - Fairfax Heights subdivision
- FY20 - Green Acres subdivision
- FY21 - Cobbdale subdivision

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 460,000	Reline sewer line mains ≤10"
2018	460,000	Reline sewer line mains ≤10"
2019	470,000	Reline sewer line mains ≤10"
2020	470,000	Reline sewer line mains ≤10"
2021	480,000	Reline sewer line mains ≤10"
2022	480,000	Reline sewer line mains ≤10"
Total	\$ 2,360,000	
>2022	480,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Waste	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Sanitary Sewer Manhole Rehabilitation

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 an 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. The City currently rehabilitates approx. 40 manholes per year.



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 120,000	Rehabilitate/Reinforce Sanitary Manholes
2018	120,000	Rehabilitate/Reinforce Sanitary Manholes
2019	120,000	Rehabilitate/Reinforce Sanitary Manholes
2020	120,000	Rehabilitate/Reinforce Sanitary Manholes
2021	130,000	Rehabilitate/Reinforce Sanitary Manholes
2022	130,000	Rehabilitate/Reinforce Sanitary Manholes
Total	\$ 620,000	
>2022	130,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Waste	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Sanitary Sewer Trunk Lining - Over 10"

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.

- FY18 - Fairfax Blvd btwn Oak St & Warwick Ave
- FY19 - Sager Ave to Farrcroft development
- FY20 - Old Post Rd to Embassy Ln
- FY21 - Embassy Ln to St Andrews Dr
- FY22 - St Andrews Dr to Old Pickett Rd

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 500,000	Reline sewer trunk lines >10"
2018	550,000	Reline sewer trunk lines >10"
2019	550,000	Reline sewer trunk lines >10"
2020	600,000	Reline sewer trunk lines >10"
2021	600,000	Reline sewer trunk lines >10"
2022	650,000	Reline sewer trunk lines >10"
Total	\$ 2,950,000	
>2022	650,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Waste	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Sewage Pumping Stations R&R

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 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

- FY17 - Andes Dr Pump Station
- FY18 - Byrd Dr Pump Station
- FY19 - San Juan Dr Pump Station
- FY20 - University Dr Pump Station
- FY21 - High Oak Pump Station

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 30,000	Pump Station implementation
2018	30,000	Pump Station implementation
2019	30,000	Pump Station implementation
2020	30,000	Pump Station implementation
2021	30,000	Pump Station implementation
2022	-	
Total	\$ 120,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Waste	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association		✓	Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Wastewater Stream Pipe Encasement Project

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 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. There is approximately 19,000 lf of pipe that travels through a body of water.

- FY18 - end of Tedrich Blvd
- FY19 - Fairfax Blvd close to Stafford Dr
- FY20 - Parklane Rd
- FY21 - Daniels Run Park
- FY22 - Daniels Run Park

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 50,000	sewer pipe encasement
2018	50,000	sewer pipe encasement
2019	50,000	sewer pipe encasement
2020	50,000	sewer pipe encasement
2021	50,000	sewer pipe encasement
2022	50,000	sewer pipe encasement
Total	\$ 250,000	
>2022	50,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Waste	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

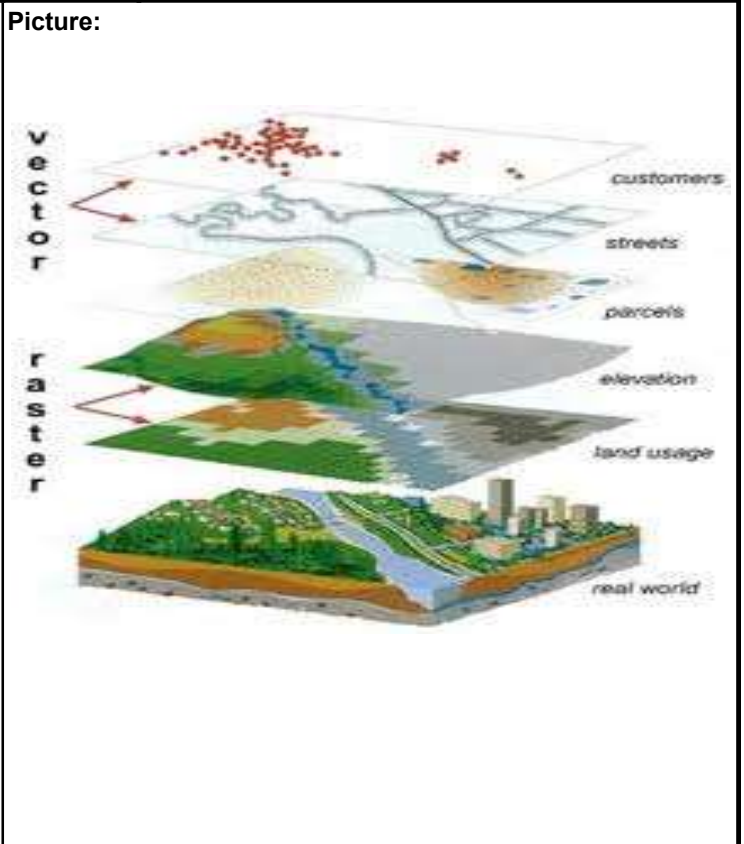
Project Name: Geographic Information System (GIS) for Wastewater Model **Number:** CS6

Comprehensive Plan Reference: PFS-2.2 (p. 84)

Comprehensive Plan Element			
✓	Public Service and Facilities		✓
	Economy		Environment
	Community Appearance		Housing
	Land Use		Transportation
			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 ten (10) year period. The model will be used to assist in proper planning, capacity assessment and making prioritized rehabilitation and repair decisions.



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 120,000	Data Collection and Phase II modeling
2018	130,000	Data Collection and Phase III modeling
2019	130,000	Data Collection and Phase IV modeling
2020	130,000	Data Collection and Phase V modeling
2021	140,000	Data Collection and Phase VI modeling
2022	-	
Total	\$ 530,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Waste	\$ -	-	\$ -

Origin of Project		Change from Previous CIP	
	City Council		✓
	Board/Commission		No Change
	Citizen/Civic Association		Increase in Amount
	Staff		Decrease in Amount
✓	Other:		New Project
			Other:

User/Coordinating Departments: IT Public Works

PROJECT INFORMATION

Project Name: Sanitary Sewer Evaluation **Number:** CS4

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 ten (10) 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.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 300,000	SSES and CMOM program development
2018	300,000	SSES and CMOM program development
2019	300,000	SSES and CMOM program development
2020	300,000	SSES and CMOM program development
2021	300,000	SSES and CMOM program development
2022	300,000	SSES and CMOM program development
Total	\$ 1,500,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Waste	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Administration & Engineering

PROJECT INFORMATION

Project Name: Asphalt Sidewalk Replacement Program

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 request is to address the citywide deteriorated asphalt sidewalk used by students walking to school and cyclists. Work would consist of removal of existing asphalt, regrading, installing stone and repaving. The Street Division has received numerous resident requests to address deteriorated sections.

- FY18 - George Mason Blvd
- FY19 - Jermantown Rd
- FY20 - Cedar Ave
- FY21 - University Dr
- FY22 - Stonewall Ave

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 30,000	Replace asphalt sidewalks
2018	30,000	Replace asphalt sidewalks
2019	30,000	Replace asphalt sidewalks
2020	30,000	Replace asphalt sidewalks
2021	30,000	Replace asphalt sidewalks
2022	30,000	Replace asphalt sidewalks
Total	\$ 150,000	
>2022	30,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Brick Sidewalk Maintenance

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. There are approximately 142,000 square feet of brick sidewalk in the City. Since the first brick sidewalks were installed in the mid-1970's, this program has been necessary to properly maintain the sidewalks.

The objective is for the program to rebuild 100 percent of the inventory over a 30 year period. This equates to rebuilding approximately 4,700 sq ft of brick sidewalk per year.

Picture:




Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 109,000	Brick sidewalk repair
2018	109,000	Brick sidewalk repair
2019	109,000	Brick sidewalk repair
2020	109,000	Brick sidewalk repair
2021	109,000	Brick sidewalk repair
2022	109,000	Brick sidewalk repair
Total	\$ 545,000	
>2022	109,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION				
Project Name: City Sidewalk & Handicapped Ramp Replacement Program				
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 citywide. This project will continue to address Federal ADA compliance requirements and correct tripping hazards. Approximately 44 handicapped ramps and 5,000 sf of sidewalk would be replaced each year over a 50 year cycle. Replacement locations run in conjunction with the paving schedule.		Picture: 		
Year	Project Cost	Purpose of Expenditure		
Adopted				
2017	\$ 123,000	Sidewalk & Handicapped Ramp Replacement		
2018	123,000	Sidewalk & Handicapped Ramp Replacement		
2019	123,000	Sidewalk & Handicapped Ramp Replacement		
2020	123,000	Sidewalk & Handicapped Ramp Replacement		
2021	123,000	Sidewalk & Handicapped Ramp Replacement		
2022	123,000	Sidewalk & Handicapped Ramp Replacement		
Total	\$ 615,000			
>2022	123,000	Annually		
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated
General		\$ -	-	\$ -
Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:
User/Coordinating Departments:		Public Works - Street Division		

PROJECT INFORMATION				
Project Name: Emergency Power Battery Backup System				
Comprehensive Plan Reference: PFS-2.2 (p. 84); 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 system will provide our traffic signals with immediate non-interruptive power transition from normal electrical service to emergency battery backup power when power is lost, and then immediately transition back to normal electrical service once that is restored. These systems will limit the need for police officers to respond to and direct traffic at intersections that have lost electrical power and increase their availability for other functions during power disruption emergencies.		Picture:		
Operating Cost(s): Preventative maintenance at approx. \$300/year each. No dedicated staffing.				
Year	Project Cost	Purpose of Expenditure		
Adopted				
2017	\$ 68,000	Provide and install battery backup 8 signals plus replacement batteries		
2018	25,000	Provide replacement batteries and upgrades for 15 existing locations		
2019	25,000	Provide replacement batteries and upgrades for 15 existing locations		
2020	25,000	Provide replacement batteries and upgrades for 14 existing locations		
2021	25,000	Provide replacement batteries and upgrades for 14 existing locations		
2022	25,000	Provide replacement batteries and upgrades for 14 existing locations		
Total	\$ 125,000			
>2022	25,000	Annually		
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated
General		\$ 1,800	-	\$ -
Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:
User/Coordinating Departments:		Public Works - Transportation		

PROJECT INFORMATION

Project Name: Replacement Of Older Traffic Signal Cabinets

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 upgrades several older signal controller cabinets at some of the City's signalized intersections. Many of the City's existing cabinets are a decade beyond their expected service life and maintenance issues are increasing. New TS2 type cabinets will be upgrades from older designs, and will allow for better monitoring and better operation with the newer signal controllers that the City now has. All materials will be purchased by the City, and the installation performed by City staff or an outside contractor.



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 30,000	Replacement of 3 older signal cabinets.
2018	30,000	Replacement of 3 older signal cabinets.
2019	30,000	Replacement of 3 older signal cabinets.
2020	30,000	Replacement of 3 older signal cabinets.
2021	30,000	Replacement of 3 older signal cabinets.
2022	30,000	Replacement of 3 older signal cabinets.
Total	\$ 150,000	
>2022	30,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -
Origin of Project		Change from Previous CIP	
	City Council	✓	No Change
	Board/Commission		Increase in Amount
	Citizen/Civic Association		Decrease in Amount
✓	Staff		New Project
	Other:		Other:

User/Coordinating Departments: Public Works - Transportation

PROJECT INFORMATION

Project Name: Snow Blower

Comprehensive Plan Reference: PFS-1.1 (p. 83)

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 small snow blower which will attach to our existing front end loader. This equipment would be part of the snow removal operations. This blower will be used on the primaries for snow volumes of 4" or more. The addition of the small blower will allow staff to better utilize an existing loader during a snow event.

Operating Cost(s): Maintenance and cleaning.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ -	
2018	80,000	Snow blower
2019	-	
2020	-	
2021	-	
2022	-	
Total	\$ 80,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ 100	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Chain Bridge Road/Judicial Streetscape

Comprehensive Plan Reference: CA-1.4 (p. 103)

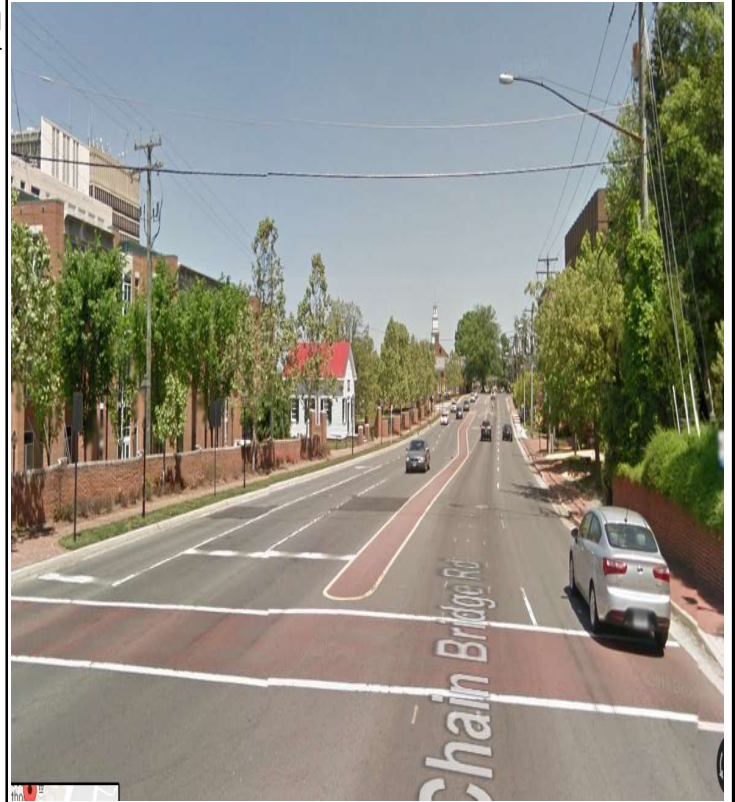
Comprehensive Plan Element

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

Statement of Need:

The purpose of this project is to improve the pedestrian mobility and aesthetics of Chain Bridge Road between Judicial Drive and Sager Avenue, where the road is wider than in Old Town.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ -	
2018	25,000	Design
2019	75,000	Construction
2020	-	
2021	-	
2022	-	
Total	\$ 100,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project		Change from Previous CIP	
✓	City Council		No Change
	Board/Commission		Increase in Amount
	Citizen/Civic Association		Decrease in Amount
	Staff	✓	New Project
	Other:		Other:

User/Coordinating Departments: Public Works - Transportation CD&P

PROJECT INFORMATION

Project Name: Sign Printing Machine

Comprehensive Plan Reference: T-7.2.3, 7.3.2 (p. 134) and T-7.9.2 (p. 136)

Comprehensive Plan Element

<input checked="" type="checkbox"/>	Public Service and Facilities			Environment
<input checked="" type="checkbox"/>	Economy			Housing
<input checked="" type="checkbox"/>	Community Appearance		<input checked="" type="checkbox"/>	Transportation
	Land Use			Other City Plan/Policy

Statement of Need:

The City of Fairfax Sign and Signal Department utilizes a sign printing machine to print the faces for all City street signs and most of the special event signs used for Parks & Recreation special events. The existing printer is getting near the end of its service life and will soon need replacement or else the City will have to have signs made by external contractors (at significantly greater expense).

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ -	
2018	30,000	Replacement of City signs printing machine
2019	-	
2020	-	
2021	-	
2022	-	
Total	\$ 30,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project		Change from Previous CIP	
	City Council		No Change
	Board/Commission		Increase in Amount
	Citizen/Civic Association		Decrease in Amount
<input checked="" type="checkbox"/>	Staff	<input checked="" type="checkbox"/>	New Project
	Other:		Other:

User/Coordinating Departments: Public Works - Transportation

PROJECT INFORMATION

Project Name: University Drive Sidewalk

Comprehensive Plan Reference: 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 is the construction of the missing link of sidewalk on the west side of University Drive between Stratford Avenue and Wood Road. The FY 18 funding would be used to perform preliminary engineering for this project. If the Council chooses to proceed with this project, additional funding would be sought for FY 19 or beyond for construction. Note that the funding estimate shown in FY 19 is a high level estimate and will be modified once the preliminary engineering for the project is complete.

Picture:




Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ -	
2018	150,000	Preliminary Engineering
2019	1,500,000	Construction
2020	-	
2021	-	
2022	-	
Total	\$ 1,650,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
NVTA 30%	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
✓	Citizen/Civic Association			Decrease in Amount
	Staff		✓	New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Transportation CD&P

PROJECT INFORMATION				
Project Name: Bridge Maintenance				
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:		Picture:		
<p>This project is to address deficiencies identified during the annual bridge inspection.</p> <p>Examples include:</p> <ul style="list-style-type: none"> • 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 <p>Work would be performed annually to address preventative maintenance issues.</p> <p>The three locations that will be addressed with FY18 funding are: Route 237 Old Lee Highway, Route 50/29 Lee Highway (Fairfax Boulevard) and Main Street Box Culvert.</p>				
Year	Project Cost	Purpose of Expenditure		
Adopted				
2017	\$ 50,000	Replace Expansion Joint Seals & Repair Spalls on Bridges		
2018	200,000	Replace Expansion Joint Seals & Repair Spalls on Bridges		
2019	50,000	Replace Expansion Joint Seals & Repair Spalls on Bridges		
2020	200,000	Replace Expansion Joint Seals & Repair Spalls on Bridges		
2021	621,000	Bridge deck rehabilitation		
2022	-			
Total	\$ 1,071,000			
>2022	-			
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated
RSTP, General		\$ -	-	\$ -
Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:
User/Coordinating Departments: Public Works - Transportation				

PROJECT INFORMATION

Project Name: Chain Bridge Road Sidewalk (new location north of Kenmore)

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 is requesting \$350,000 to design and construct a new sidewalk at this location. Staff will pursue various funding opportunities for this project.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 100,000	Engineering Design, ROW & Utility Relocation
2018	250,000	Construction
2019	-	
2020	-	
2021	-	
2022	-	
Total	\$ 250,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
NVTA 30%	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
✓	City Council		✓	No Change
✓	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:		Other:	

User/Coordinating Departments: Public Works - Transportation

PROJECT INFORMATION

Project Name: City Entrance Signs

Comprehensive Plan Reference: CA-1.5 (p.103), 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:

The existing City entrance signs are at least 25 years and require refurbishing. In addition, one City entrance sign requires electrical service to light it. The project provides for the refurbishing of all City entrance signs and addition of lighting in one location (Fairfax Blvd. just west of Jermantown Rd). This project will be coordinated with the citywide "re-branding" effort; however, if new City signs are proposed as part of the re-branding then a new CIP will be necessary as the cost of the new design signs are several times that of just refurbishing the existing signs.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ -	
2018	60,000	Refurbish City Entrance Signs
2019	-	
2020	-	
2021	-	
2022	-	
Total	\$ 60,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff		✓	New Project
	Other:		Other:	

User/Coordinating Departments: Public Works - Transportation

PROJECT INFORMATION

Project Name: FHWA Mandated Sign Retroreflectivity Compliance

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 will be 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.



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 50,000	Zone 3 Blanket Replacement Method Sign Replacement
2018	50,000	Zone 4 Blanket Replacement Method Sign Replacement
2019	50,000	Zone 5 Blanket Replacement Method Sign Replacement
2020	50,000	Zone 6 Blanket Replacement Method Sign Replacement
2021	50,000	Zone 7 Blanket Replacement Method Sign Replacement
2022	50,000	Zone 8 Blanket Replacement Method Sign Replacement
Total	\$ 250,000	
>2022	50,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Transportation

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2018 to 2022

PROJECT INFORMATION

Project Name: Multimodal Transportation Improvements

Comprehensive Plan Reference: CA11-4(p.103); T7.2.1 (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 is an umbrella project to implement multimodal transportation improvements pursuant to the recommendations in the Multimodal Transportation Plan. The City has applied for \$1,000,000 in RSTP funds in FY 23, and plans to apply for \$200,000 in I-66 Inside the Beltway funds in FY 18. If these funds are not received, the City can seek alternate funding or remove this project from the CIP. In FY 18, the \$200,000 would be used to make transit improvements such as new bus shelters, transit screens, and other bus amenities. In out years, the funds could be used for other improvements such as pedestrian enhancements (i.e. crosswalk signage, lighting, missing sidewalk links) or bicycle enhancements (route improvements).

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ -	
2018	200,000	Multimodal improvements
2019	-	
2020	-	
2021	-	
2022	-	
Total	\$ 200,000	
>2022	1,000,000	Multimodal improvements

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Other	\$ -	-	\$ -

Origin of Project		Change from Previous CIP	
	City Council		No Change
	Board/Commission		Increase in Amount
	Citizen/Civic Association		Decrease in Amount
✓	Staff	✓	New Project
	Other:		Other:

User/Coordinating Departments: Public Works - Transportation

PROJECT INFORMATION

Project Name: Pedestrian Network Safety Improvements

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 pedestrian and bicycle 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 \$74,000 in RSTP funding in FY 19 and \$331,000 in RSTP funding in FY 20 for these types of improvements. This CIP adds \$100,000 in FY 18 30% funding for these types of improvements. For instance, adding a new pedestrian crossing at Old Lee Highway and North Street could be a project funded in FY 18. This crosswalk addition is estimated to cost \$60,000.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ -	
2018	100,000	Construct pedestrian and bicycle network improvements
2019	74,000	Construct pedestrian and bicycle network improvements
2020	331,000	Construct pedestrian and bicycle network improvements
2021	-	
2022	-	
Total	\$ 505,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
RSTP, NVTA 30%	\$ -	-	\$ -

Origin of Project		Change from Previous CIP	
	City Council		No Change
	Board/Commission		Increase in Amount
✓	Citizen/Civic Association	✓	Decrease in Amount
✓	Staff		New Project
	Other:	✓	Other: Moved to FY 2018

User/Coordinating Departments: Public Works - Transportation

PROJECT INFORMATION

Project Name: Service Club Affiliation Signs

Comprehensive Plan Reference: CA-1.5 (p. 103), 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:
Add two additional Service Club affiliation signs at City entrances

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ -	
2018	50,000	2 Service Club Affiliation Signs
2019	-	
2020	-	
2021	-	
2022	-	
Total	\$ 50,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff		✓	New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Transportation

PROJECT INFORMATION

Project Name: University Drive Extension

Comprehensive Plan Reference: T-7.3.1 (p.134); T-7.6.3 (p.135); Map TRS-5 (p. 140); App D (p. 223)

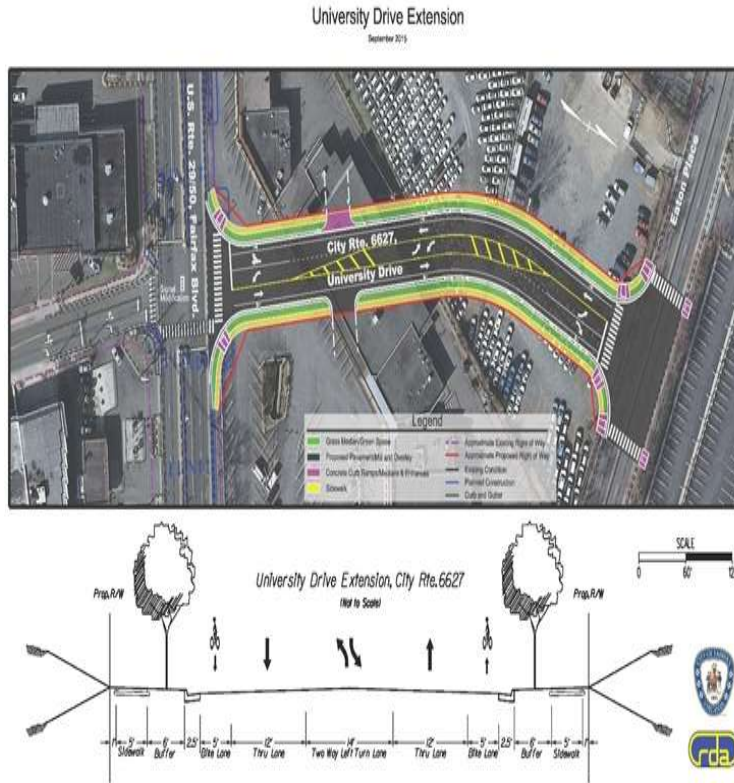
Comprehensive Plan Element

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

Statement of Need:

This project would construct an extension of University Drive between Fairfax Boulevard and Eaton Place. The roadway would relieve pressure on the Northfax (Route 50/123) intersection and provide new access to the Northfax area. The City received \$9,994,370 for this project from the state's Smart Scale fund.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ -	
2018	9,994,370	Engineering, Right of Way, Construction
2019	-	
2020	-	
2021	-	
2022	-	
Total	\$ 9,994,370	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
State-Smart Scale	\$ -	-	\$ -

Origin of Project		Change from Previous CIP	
✓	City Council		No Change
	Board/Commission		Increase in Amount
	Citizen/Civic Association	✓	Decrease in Amount
	Staff		New Project
	Other:	✓	Other: Alternate Funding Source

User/Coordinating Departments: Public Works - Transportation

PROJECT INFORMATION

Project Name: Citywide Crosswalk Recoating

Comprehensive Plan Reference: T-7.2.1 (p. 133), T-7.10.2 (p. 136), 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:

This project provides for resurfacing of the 31 brick pattern crosswalks (6 crosswalks per year) throughout the City. Due to the high volume of traffic, this project will ensure that the crosswalks stay visible and safe for pedestrians.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 32,000	Recoat crosswalks - various locations
2018	32,000	Recoat crosswalks - various locations
2019	32,000	Recoat crosswalks - various locations
2020	32,000	Recoat crosswalks - various locations
2021	32,000	Recoat crosswalks - various locations
2022	32,000	Recoat crosswalks - various locations
Total	\$ 160,000	
>2022	32,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project		Change from Previous CIP	
	City Council	✓	No Change
	Board/Commission		Increase in Amount
	Citizen/Civic Association		Decrease in Amount
✓	Staff		New Project
	Other:		Other:

User/Coordinating Departments: Public Works - Transportation

PROJECT INFORMATION

Project Name: Concrete Curb and Gutter Maintenance

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 FY18 proposed 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: 13,800 lf of curb/gutter and 300 aprons.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 1,300,000	Curb / gutter / driveway apron repairs
2018	1,400,000	Curb / gutter / driveway apron repairs
2019	1,600,000	Curb / gutter / driveway apron repairs
2020	1,600,000	Curb / gutter / driveway apron repairs
2021	1,600,000	Curb / gutter / driveway apron repairs
2022	1,600,000	Curb / gutter / driveway apron repairs
Total	\$ 7,800,000	
>2022	1,600,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association		✓	Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Independent Roadway Evaluation

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.

- FY17 & FY18 - Fairfax Blvd
- FY19 - Main St
- FY20 - Chain Bridge Rd
- FY21 - Pickett Rd

In FY 2021, the City has acquired RSTP funding in the amount of \$200,000.

Picture:




Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 20,000	Evaluation of roadbed citywide to determine locations for roadbed reconstruction
2018	50,000	Evaluation of roadbed citywide to determine locations for roadbed reconstruction
2019	50,000	Evaluation of roadbed citywide to determine locations for roadbed reconstruction
2020	50,000	Evaluation of roadbed citywide to determine locations for roadbed reconstruction
2021	250,000	Evaluation of roadbed citywide to determine locations for roadbed reconstruction
2022	-	
Total	\$ 400,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
RSTP, General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2018 to 2022

PROJECT INFORMATION				
Project Name: Jermantown Rd Repairs				
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: This request is to obtain a design, soil evaluation, cost estimate, and construction to resurface Jermantown Rd between Kutner Park and the City line. The design would include base repairs, underdrains, and surface overlay. This project would be spread over a three year period.		Picture: 		
Year	Project Cost	Purpose of Expenditure		
Adopted				
2017	\$ 60,000	repairs to Jermantown Rd from Marilta Ct to City line		
2018	220,000	repairs to Jermantown Rd from Church St to Orchard St		
2019	140,000	repairs to Jermantown Rd from Orchard St to Marilta Ct		
2020	-			
2021	-			
2022	-			
Total	\$ 360,000			
>2022	-			
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated
General		\$ -	-	\$ -
Origin of Project			Change from Previous CIP	
	City Council		<input checked="" type="checkbox"/>	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
<input checked="" type="checkbox"/>	Staff			New Project
	Other:			Other:
User/Coordinating Departments:		Public Works - Street Division		

PROJECT INFORMATION

Project Name: Street Crack Sealing

Comprehensive Plan Reference: EC-1.2 (p. 49); 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:
 These funds are requested to perform pavement surface preventive maintenance. Roads would receive asphalt liquid crack sealant which eliminates water infiltration into the road's sub-base. This process will extend the life of the City's road infrastructure.



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 65,000	Street surface preventive maintenance
2018	60,000	Street surface preventive maintenance
2019	60,000	Street surface preventive maintenance
2020	60,000	Street surface preventive maintenance
2021	60,000	Street surface preventive maintenance
2022	60,000	Street surface preventive maintenance
Total	\$ 300,000	
>2022	60,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association		✓	Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Street Repaving

Comprehensive Plan 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:

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:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 2,237,000	Street repaving and associated work
2018	2,030,500	Street repaving and associated work
2019	2,200,000	Street repaving and associated work
2020	2,200,000	Street repaving and associated work
2021	2,300,000	Street repaving and associated work
2022	2,300,000	Street repaving and associated work
Total	\$ 11,030,500	
>2022	2,300,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association		✓	Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2018 to 2022

**FY 2018 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>
CHAIN BRIDGE RD	northern CITY LINE	ORCHARD ST	141,000
CHAIN BRIDGE RD	WARWICK AVE	KENMORE DR	66,000
CHAIN BRIDGE RD	NORTH ST	ARMSTRONG ST	126,000
EATON PL	RT 123 SERVICE	LEE HWY	101,000
FAIRFAX BLVD	PLANTATION PKWY	EATON PL	202,000
FAIRFAX BLVD	WARWICK AVE	OAK ST	106,000
MAIN ST	WEST ST	CHAIN BRIDGE RD	22,000
MAIN ST	EAST ST	LOCUST ST	93,000
CHESNUT ST	MAIN ST	DEAD END	82,500
COBB DR	NORMAN AVE	HOWERTON AVE	26,000
EAST ST	NORTH ST	SOUTH ST	26,000
PANTHER PLACE	OAK ST	PAUL VI	7,500
RICHARD AVE	DUNCAN ST	DEAD END	44,500
ANTIETAM AVE	ATLANTA ST	PLANTATION PKWY	76,500
ARMSTRONG ST	UNIVERSITY DR	CHAIN BRIDGE RD	28,000
EVERGREEN DR	CUL-DE-SAC(north)	CUL-DE-SAC(south)	52,500
MAPLE AVE	MAIN ST	CITY LINE	10,500
MILBURN ST	MAPLE ST	HALLMAN ST	9,500
ORCHARD ST	JERMANTOWN RD	HILL ST	50,000
ORCHARD ST	BURROWS AVE	MCLEAN AVE	17,000
PARKLANE RD	OLD LEE HWY	CUL-DE-SAC	41,500
PROVIDENCE WAY	CHAIN BRIDGE RD	CUL-DE-SAC	29,500
TECUMSEH LN	BRIGADE DR	SHERMAN ST	23,000
TRAPP RD	MAIN ST	CITY LINE	13,500
WILDWOOD ST	ORCHARD DR	EVERGREEN ST	11,000
WILSON ST	NORMAN AVE	HOWERTON AVE	27,000
ARMORY CT	RANGER RD	CUL-DE-SAC	16,500
BARBOUR DR	BEAUMONT ST	DEAD END	5,500
CENTER ST	CHAIN BRIDGE RD	DEAD END	8,500
COLLIER RD	FOREST AVE	LOCUST LN	28,500
FOREST AVE	SIDEBURN RD	ROBERTS RD	72,500
LOCUST LN	SAGER AVE	ROBERTS RD	71,000
PARK RD	HOLLY ST	FERN ST	6,000
PERRY ST	NORMAN AVE	HOWERTON AVE	22,500
TEDRICH BLVD	DUNCAN ST	DEAD END	56,500
		SubTotal for Milling/Overlay	1,720,500
		Line Striping	190,000
		Pavement Markers & Loops	50,000
		Manhole adjustment rings	10,000
		Third party inspection oversight	60,000
		TOTAL	2,030,500

City of Fairfax, Virginia - Adopted Capital Improvement Program FY 2018 to 2022

PROJECT INFORMATION

Project Name: Reline Bridge Culvert Storm Structures

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 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.

- FY18 - Sager Ave
- FY19 - Burrows Ave - one barrel
- FY20 - Burrows Ave - one barrel
- FY21 - Plantation Pkwy - one barrel
- FY22 - Plantation Pkwy - one barrel

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 75,000	Reline Bridge Culvert Structure
2018	75,000	Reline Bridge Culvert Structure
2019	75,000	Reline Bridge Culvert Structure
2020	75,000	Reline Bridge Culvert Structure
2021	75,000	Reline Bridge Culvert Structure
2022	75,000	Reline Bridge Culvert Structure
Total	\$ 375,000	
>2022	75,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Advanced Signal Detector and Conventional Loop Maintenance

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
	Land Use			Other City Plan/Policy

Statement of Need:
 As traffic congestion increases and becomes more complex, the monitoring and management task expands. The City intends to remove in-ground inductive detection loops and malfunctioning video detection where possible, 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 \$20K for repair and replacement of existing in-ground detector systems (loops).



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 80,000	Advanced detectors at 4 int.(\$60k): In-ground repair/replace(\$20K)
2018	50,000	Advanced detectors at 2 int.(\$30k): In-ground repair/replace(\$20K)
2019	50,000	Advanced detectors at 2 int.(\$30k): In-ground repair/replace(\$20K)
2020	50,000	Advanced detectors at 2 int.(\$30k): In-ground repair/replace(\$20K)
2021	50,000	Advanced detectors at 2 int.(\$30k): In-ground repair/replace(\$20K)
2022	50,000	Advanced detectors at 2 int.(\$30k): In-ground repair/replace(\$20K)
Total	\$ 250,000	
>2022	50,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Transportation

PROJECT INFORMATION

Project Name: Refurbishing Existing Traffic Signal Intersections

Comprehensive Plan 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
	Land Use			Other City Plan/Policy

Statement of Need:
 This project is to continue to upgrade the City's signalized intersections that have exceeded their life expectancy. Intersections will be upgraded with new signal heads, wiring, span cable (if necessary), controller cabinets, detector loops/video, signs, service disconnect box and pole painting (if necessary). All materials will be purchased by the City, and all civil engineering work will be performed by City staff or an outside contractor. In-house staff will be responsible for the termination of all field wires into controller cabinets and programming of all controller units. The City applied for FY 20 RSTP funds but did not receive them. The City will continue to pursue other funding options for this project.



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 45,000	Refurbish Main Street and Burke Station Road signal
2018	55,000	Refurbish Fairfax Blvd and Fairchester Drive signal
2019	60,000	Refurbish Old Lee Highway and Old Pickett Road signal
2020	120,000	Refurbish Main Street at Oak Street and Woodland Drive signals
2021	55,000	Refurbish Main Street and Fair City Mall signal
2022	60,000	Refurbish Fairfax Blvd and Oak Street signal
Total	\$ 350,000	
>2022		

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
General	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Transportation

PROJECT INFORMATION

Project Name: Streetlight Improvements

Comprehensive Plan Reference: PFS-2.2 (p. 84); CA-1.7 (p. 104)

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 lighting improvements to improve roadway lighting and safety:

FY18 - Requests were made for lighting improvements on Orchard Dr and McLean Ave (\$30K).

FY19 - Request was made for lighting improvements on Layton Hall Dr (\$60K).

FY20 - Requests were made for lighting improvements at intersection of GMB & School St, and on CBR at the north entrance to Jenny Lynn Lane (\$50K).

FY21 - Install decorative streetlights on Old Pickett Road from Pickett Road west to the commercial area (\$50K) and on Main Street near Fairview, Little River Hills and Lyndhurst (\$55K).

FY22 - Requests were made for lighting improvements at Sager Ave and Barbour Dr, and on CBR at Whitehead St (\$30).

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 50,000	Streetlight improvements
2018	30,000	Streetlight improvements
2019	60,000	Streetlight improvements
2020	50,000	Streetlight improvements
2021	105,000	Streetlight improvements
2022	30,000	Streetlight improvements
Total	\$ 275,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
NVTA 30%	\$ 500	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
✓	Citizen/Civic Association			Decrease in Amount
	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: CUE Farebox Upgrades

Comprehensive Plan Reference: T-7.1.4 (p.132); T-7.5.2 (p.135)

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:

CUE had been planning to deploy the New Electronic Payments Program (NEPP) following implementation on WMATA's bus fleet. However, in April 2016 WMATA cancelled NEPP. The region now must upgrade its fare boxes since the technology used in the motherboard has become obsolete (a farebox upgrade would have been part of the NEPP program). The City is working with NVTC and other regional bus systems on pricing for fare box upgrades. The current estimate is \$8,000 per farebox (for 12 fare boxes).

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ -	
2018	100,000	Farebox Upgrades
2019	-	
2020	-	
2021	-	
2022	-	
Total	\$ 100,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
NVTC	\$ -	-	\$ -

Origin of Project		Change from Previous CIP	
	City Council		No Change
	Board/Commission		Increase in Amount
	Citizen/Civic Association		Decrease in Amount
<input checked="" type="checkbox"/>	Staff	<input checked="" type="checkbox"/>	New Project
	Other:		Other:

User/Coordinating Departments: Public Works - Transportation

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STORMWATER FUND

FUNCTION: Stormwater Fund
DEPARTMENT:
DIVISION OR ACTIVITY:

Budget Comments:

The FY 2018 Adopted Budget increases the City's real estate tax rate dedicated for the Stormwater Fund from 2.25¢ to 2.50¢, generating approximately \$1,488,761 in revenues in FY 2018. 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.

The FY 2018 Adopted Budget reflects a reduction of \$152,112 or 7.4% from the FY 2017 Adopted Budget. Notable adjustments include:

- **Capital Projects decrease of \$160,000 or 8.1%**
 - Capital Projects affecting the Stormwater Fund have decreased due to the combined decrease in State Revenue Sharing funds and an offsetting increase in Grant funds.

FY 2018 Adopted Budget - City of Fairfax, Virginia

**City of Fairfax, Virginia
FY 2018 Stormwater Fund
Budget Summary**

	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Fund Balance - Beginning	\$ 758,551	\$ 222,731	\$ 665,303	\$ 911,141		
Revenues						
Transfer From General Fund	1,187,098	1,321,090	1,388,678	1,488,761	167,671	12.69%
State Funding	392,749	450,000	450,000	-	(450,000)	-100.00%
VSMP Fees	(2,414)	-	-	-	-	0.00%
Daniels Run	22,970	-	-	-	-	0.00%
Grant Revenue	-	125,000	125,000	325,000	200,000	160.00%
Transfer from Wastewater Fund	75,000	-	-	-	-	0.00%
Total Revenues	\$ 1,675,403	\$ 1,896,090	\$ 1,963,678	\$ 1,813,761	\$ (82,329)	-4.34%
Expenses						
Capital Projects	1,768,651	1,975,000	1,635,000	1,815,000	(160,000)	-8.10%
Salaries - Full Time	-	55,965	58,679	61,357	5,392	9.63%
Fringe Benefits	-	22,768	24,161	25,264	2,496	10.96%
Total Expenses	\$ 1,768,651	\$ 2,053,733	\$ 1,717,840	\$ 1,901,621	\$ (152,112)	-7.41%
Committed Funds	-	-	-	(823,281)		
Fund Balance - Ending	\$ 665,303	\$ 65,088	\$ 911,141	\$ -		

Personnel Classification	Grade	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted
Stormwater Program Specialist	117	0.0	0.7	0.7	0.7

PROJECT INFORMATION

Project Name: Driveway Pipe Replacement Project

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.

Locations:
Cobbdale subdivision
Little River Hills subdivision
Stratford Ave



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 30,000	Driveway storm pipe replacement and ditch line rehabilitation
2018	30,000	Driveway storm pipe replacement and ditch line rehabilitation
2019	50,000	Driveway storm pipe replacement and ditch line rehabilitation
2020	50,000	Driveway storm pipe replacement and ditch line rehabilitation
2021	50,000	Driveway storm pipe replacement and ditch line rehabilitation
2022	50,000	Driveway storm pipe replacement and ditch line rehabilitation
Total	\$ 230,000	
>2022	50,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Storm	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Replacement Of Failing Galvanized Storm Drainage Systems

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. Failed storm sewer mains create sinkholes and hazards. The failing systems would be replaced with HDPE pipe and new structures.

Locations:

Brookwood Dr
Shiloh St
Sager Ave

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 50,000	Replace galvanized storm drain
2018	100,000	Replace galvanized storm drain
2019	110,000	Replace galvanized storm drain
2020	110,000	Replace galvanized storm drain
2021	110,000	Replace galvanized storm drain
2022	110,000	Replace galvanized storm drain
Total	\$ 540,000	
>2022	110,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Storm	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Storm Drainage Maintenance

Comprehensive Plan 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.



Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ 80,000	Storm drainage maintenance
2018	110,000	Storm drainage maintenance
2019	120,000	Storm drainage maintenance
2020	120,000	Storm drainage maintenance
2021	150,000	Storm drainage maintenance
2022	150,000	Storm drainage maintenance
Total	\$ 650,000	
>2022	150,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Storm	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Storm Drainage Outfall Maintenance & Repair

Comprehensive Plan 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 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.

The object for the project is to rebuild 100 percent of the inventory over a 30 year period.

Location:
 Mosby Woods

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ 70,000	Ditch line, outfall and tributary system maintenance
2018	100,000	Ditch line, outfall and tributary system maintenance
2019	100,000	Ditch line, outfall and tributary system maintenance
2020	100,000	Ditch line, outfall and tributary system maintenance
2021	100,000	Ditch line, outfall and tributary system maintenance
2022	100,000	Ditch line, outfall and tributary system maintenance
Total	\$ 500,000	
>2022	100,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Storm	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Storm Drainage Repair for Paving Schedule

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.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ 50,000	Pipe replacement & structure repair/replacement prior to paving
2018	100,000	Pipe replacement & structure repair/replacement prior to paving
2019	100,000	Pipe replacement & structure repair/replacement prior to paving
2020	100,000	Pipe replacement & structure repair/replacement prior to paving
2021	100,000	Pipe replacement & structure repair/replacement prior to paving
2022	100,000	Pipe replacement & structure repair/replacement prior to paving
Total	\$ 500,000	
>2022	100,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Storm	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION

Project Name: Storm Pipe Lining Rehabilitation

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.

FY18 - Beaumont Court




Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 110,000	Reline storm pipes
2018	100,000	Reline storm pipes
2019	110,000	Reline storm pipes
2020	110,000	Reline storm pipes
2021	110,000	Reline storm pipes
2022	110,000	Reline storm pipes
Total	\$ 540,000	
>2022	110,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Storm	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Street Division

PROJECT INFORMATION				
Project Name: Storm Water Pipe Deficiencies Identified by Inspections				
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: Funds are requested to address storm water system defects identified in the storm system condition assessment done by the City's consultant. The City has been divided into numerous basins. Basins are collection system zones that drain storm water from a large area and move it to one location. FY18 - Beaumont Court		Picture: 		
Year	Project Cost	Purpose of Expenditure		
Adopted 2017	\$ 80,000	Pipe replacements to Basin 2 determined by 2014 video inspection		
2018	120,000	Pipe replacements to Basin 2 determined by 2014 video inspection		
2019	120,000	Pipe replacements to Basin 3 determined by 2016 video inspection		
2020	130,000	Pipe replacements to Basin 4 determined by 2016 video inspection		
2021	130,000	Pipe replacements to Basin 5 determined by 2018 video inspection		
2022	130,000	Pipe replacements to Basin 6 determined by 2019 video inspection		
Total	\$ 630,000			
>2022	130,000	Annually		
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated
Storm		\$ -	-	\$ -
Origin of Project			Change from Previous CIP	
	City Council		✓	No Change
	Board/Commission			Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:		Other:	
User/Coordinating Departments:		Public Works - Street Division		

PROJECT INFORMATION

Project Name: Neighborhood Drainage Projects

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:
 These projects provide for stormwater improvements in residential neighborhoods to alleviate existing drainage problems. The projects have been requested by residents and City staff, and represent the projects recommended for design and construction. Design work has been completed for the following projects: Roberts Road and Forest Avenue, Scott Drive, McLean Avenue and Center Street.



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 150,000	Construction Costs for Scott Drive
2018	150,000	Construction Costs for McLean Ave. \$150K
2019	380,000	Construction Costs for Center St. \$100K, Roberts Rd. and Forest Ave. \$280K
2020	100,000	Estimated Design Costs for Winston Pl. \$50K, Roberts Rd. \$50K
2021	200,000	Construction Costs for Winston Pl. \$100K, Roberts Rd. \$100K
2022	50,000	Design Cost for Orchard Dr. and Forest Ave. \$50K
Total	\$ 880,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Storm	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission			Increase in Amount
✓	Citizen/Civic Association		✓	Decrease in Amount
	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Administration & Engineering

PROJECT INFORMATION

Project Name: Chesapeake Bay TMDL Action Plan

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. All grant opportunities will be explored. Additional TMDL's are anticipated in the near future.

Picture:




Year	Project Cost	Purpose of Expenditure
Adopted 2017	\$ 70,000	Addition of Required Action Plans
2018	90,000	Milestone Action Plan for the Chesapeake Bay 40% TMDL, additional TMDL
2019	450,000	Design and Construction projects for 40% requirements
2020	500,000	Design and Construction projects for 40% requirements
2021	500,000	Design and construction projects for 40% requirements
2022	500,000	Design and construction projects for 40% requirements
Total	\$ 2,040,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Storm	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Administration & Engineering

PROJECT INFORMATION				
Project Name: Municipal Separate Storm Sewer System (MS4)				
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:				
<p>This project is required to comply with the new MS4 permit requirements. The new permit has new significant milestones the City has to meet each year of the 5 year permit term. • 12&24 Month Milestones: Other TMDL action plans, Public Outreach, Illicit discharge procedures, SWPPP locations, Nutrient Management Plan locations, training programs, MS4 annual permit • 36 Month: Additional TMDLs and MS4 annual permit • 48 Month: Outfall Map and MS4 annual permit • 60 month: Nutrient Management Plan implementation, SWPPP implementation and MS4 annual permit. A new 5 year permit will come out in 2017 with anticipated added requirements.</p>		<p>Picture:</p> 		
Year	Project Cost	Purpose of Expenditure		
Adopted 2017	\$ 45,000	Consultant fees 48 month milestones		
2018	75,000	Consultant fees 60 month milestones		
2019	75,000	Consultant fees 12 and 24 month milestones requirements		
2020	75,000	Consultant fees 36 Month milestones		
2021	75,000	Consultant fees 48 Month milestones		
2022	75,000	Consultant fees 60 Month milestones		
Total	\$ 375,000			
>2022	-			
Funding Source(s)		Operating Cost(s)	Staffing Levels	Revenues Generated
Storm		\$ -	-	\$ -
Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:
User/Coordinating Departments: Public Works - Administration & Engineering				

PROJECT INFORMATION

Project Name: Private BMP/SWM Inspection

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 314 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) annually. We expect these numbers to increase in the future as new BMPs come online.



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 70,000	Inspection of all private BMP/SWM facilities
2018	100,000	Inspection of all private BMP/SWM facilities
2019	120,000	Inspection of all private BMP/SWM facilities
2020	135,000	Inspection of all private BMP/SWM facilities
2021	145,000	Inspection of all private BMP/SWM facilities
2022	155,000	Inspection of all private BMP/SWM facilities
Total	\$ 655,000	
>2022	165,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Storm	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
✓	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Administration & Engineering

PROJECT INFORMATION

Project Name: Public BMP/SWM Inspection and Maintenance

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 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) annually. We expect these numbers to increase in the future as new BMPs come online.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 20,000	Inspection and Maintenance of public facilities
2018	90,000	Inspection and Maintenance of public facilities
2019	110,000	Inspection and Maintenance of public facilities
2020	120,000	Inspection and Maintenance of public facilities
2021	130,000	Inspection and Maintenance of public facilities
2022	135,000	Inspection and Maintenance of public facilities
Total	\$ 585,000	
>2022	140,000	Annually

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Storm	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
✓	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Administration & Engineering

PROJECT INFORMATION

Project Name: Stream Evaluation and Restoration

Comprehensive Plan Reference: ENV-2.1 (p. 34); PFS-2.2 (p. 84); T-7.3.3 (p. 134)

Comprehensive Plan Element

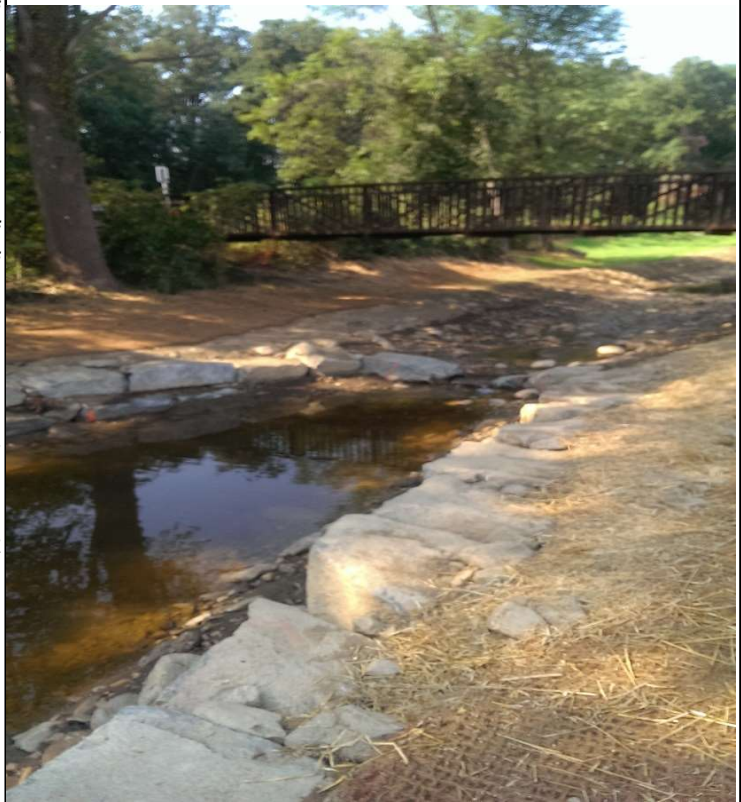
✓	Public Service and Facilities		✓	Environment
	Economy			Housing
	Community Appearance		✓	Transportation
	Land Use			Other City Plan/Policy

Statement of Need:

This project provides for the design and phased construction of approximately 1,900 LF of full stream restoration of Accotink Creek, located along Keith Street east to Chain Bridge Rd. This stretch has been identified as having high Bank Erosion Hazard Index's (BEHI) in the Accotink Creek Stream Stability Assessment and Prioritization Plan. This project is downstream from the Oak St. drainage improvement project, and may be impacted after the project is complete due to relieving of flooding upstream. Additionally approximately 130 pounds of phosphorus removal will be credited to the City's Chesapeake Bay Total Maximum Load (TMDL) compliance requirements. Future stream restoration will be assessed based on need. The current proposed Stream Restoration List based on need includes: additional sections of Daniels Run downstream from Farrcroft Pond and beyond Daniels Run Elem. to Army Navy Country Club, Dale Lestina Park and Spring Lake Terrace.

** The City has been awarded a SLAF grant in the total amount of \$1.3 Mil for this phased project, with \$650,000 of matching funds to date.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 250,000	Project design and construction Ph II (\$125,000 SLAF Grant)
2018	650,000	Project design and construction Ph III (\$650,000 SLAF Grant)
2019	150,000	Feasibility and Grant Application for Project
2020	1,300,000	Design and Construction Phase I
2021	1,300,000	Design and Construction Phase II
2022	975,000	Design and Construction Phase III
Total	\$ 4,375,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Grant, Storm	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Public Works - Administration & Engineering

CABLE GRANT FUND

FY 2018 Adopted Budget - City of Fairfax, Virginia

**City of Fairfax, Virginia
FY 2018 Cable Fund
Budget Summary**

	FY 2016 <u>Actual</u>	FY 2017 <u>Budget</u>	FY 2017 <u>Estimate</u>	FY 2018 <u>Adopted</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Revenues						
Cable TV - Cox	\$ 91,749	\$ 90,000	\$ 90,000	\$ 86,500	\$ (3,500)	-3.89%
Cable TV - Verizon Franchise	151,700	151,000	151,000	150,000	(1,000)	-0.66%
Total Revenues	\$ 243,449	\$ 241,000	\$ 241,000	\$ 236,500	\$ (4,500)	-1.87%
Expenses						
Cable TV Equipment	\$ 117,746	\$ 350,000	\$ 350,000	\$ 240,000	\$(110,000)	-31.43%
Total Expenses	\$ 117,746	\$ 350,000	\$ 350,000	\$ 240,000	\$(110,000)	-31.43%
Fund Balance - 6/30	\$ 376,202	\$ 157,554	\$ 267,202	\$ 263,702		

PROJECT INFORMATION

Project Name: Cable TV Equipment

Comprehensive Plan Reference: PFS-1.6 (p 84);HR-1.2 (p 113);T-7.11.2 (p 137)

Comprehensive Plan Element

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

Statement of Need:

As part of the franchise agreements with Cox Communications and Verizon, the City receives annually approximately \$240,000 of grant monies for the purchase of cable-related equipment and facilities (Cable Capital Grant Fund). In the current year, funds were used to upgrade equipment in the TV Truck. Future funds will be used to upgrade video equipment in City Hall (TV Control Room, Council Chambers, Work Session Room and Edit Stations). These funds may also be used to purchase emergency replacements of essential equipment.

In FY 2018, the upgrades to the TV Control Room will include replacement of the audio system and system controls installed in FY 2007; upgrade current automation/media storage to increase capacity and to offer new functionality such as a downstream key that will allow emergency messages to play over any programming; and purchase of a second character generator to be dedicated to the electronic bulletin board. There are sufficient funds in the Cable Capital Grant Fund to cover the cost of this project.

Picture:



Year	Project Cost	Purpose of Expenditure
Adopted		
2017	\$ 350,000	Upgrades to TV Truck
2018	240,000	Upgrades to TV Control Room; Add Character Generator
2019	180,000	Upgrades to Media Storage and Edit Stations
2020	200,000	Replace ENG Cameras; upgrades to Remote PEG sites
2021	225,000	Replace Cameras on TV Truck
2022	250,000	Replace Cameras in City Hall; upgrades to TV Control Room
Total	\$ 1,095,000	
>2022	-	

Funding Source(s)	Operating Cost(s)	Staffing Levels	Revenues Generated
Cable	\$ -	-	\$ -

Origin of Project			Change from Previous CIP	
	City Council			No Change
	Board/Commission		✓	Increase in Amount
	Citizen/Civic Association			Decrease in Amount
✓	Staff			New Project
	Other:			Other:

User/Coordinating Departments: Cable TV

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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 2018 Adopted budget reflects an increase of \$292,436 or 151.1% from the FY 2017 Adopted Budget. Notable adjustments include:

- **Old Town Improvements and Expenses, an increase of \$110,000**
 - Aesthetic improvements to Historic Old Town (\$100,000), economic and business development and promotional activities (\$10,000).
- **Transfer to General Fund, an increase of \$182,436**
 - Return of Old Town Service District tax revenue to the General Fund to help offset the debt service relating to the financing of the Old Town undergrounding of utilities and road improvements.

FY 2018 Adopted Budget - City of Fairfax, Virginia

**City of Fairfax, Virginia
FY 2018 Old Town Service District
Budget Summary**

	FY 2016 Actual	FY 2017 Budget	FY 2017 Estimate	FY 2018 Adopted	Variance to Budget \$	Variance to Budget %
Fund Balance - Beginning	\$ 959,365	\$ 10,500	\$ 598,848	\$ 600,025		
Revenues						
Marketing Contributions	10,000	-	-	-	-	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Transfer from General Fund	194,658	190,651	194,677	200,936	10,285	5.39%
Transfer from Transportation Tax Fund	5,206	-	-	-	-	0.00%
Total Revenues	\$ 209,864	\$ 190,651	\$ 194,677	\$ 200,936	\$ 10,285	5.39%
Expenses						
Old Town Redevelopment	\$ 83,704	\$ -	\$ -	\$ -	\$ -	0.00%
Old Town Square	56,166	-	-	-	-	0.00%
Old Town Improvements and Expenses	5,506	100,000	100,000	210,000	110,000	110.00%
Transfer to General Fund	369,970	93,500	93,500	275,936	182,436	195.12%
Total Expenses	\$ 515,346	\$ 193,500	\$ 193,500	\$ 485,936	\$ 292,436	151.13%
Less: Non-Spendable Funds	(55,035)	-	-	(315,025)		
Available Fund Balance - Ending	\$ 598,848	\$ 7,651	\$ 600,025	\$ -		

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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 2016 Budget, the rate was increased to 7.5¢, and to 9.5¢ for the FY 2017 Adopted Budget. One penny on the commercial property tax rate is equivalent to approximately \$194,713, and the FY 2018 adopted rate of 10.5¢ per \$100 of assessed value generates approximately \$2,044,484 annually. 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. In order to maximize the amount of 30% monies in both FY 2017 and FY 2018, the budget proposes to transfer a portion of the excess proceeds, from the sale of the City’s Water Utility assets, into the Transportation Tax Fund. 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 2018 Adopted Budget - City of Fairfax, Virginia

City of Fairfax, Virginia FY 2018 Transportation Tax Fund Budget Summary

	FY 2016	FY 2017	FY 2017	FY 2018	Variance to	Variance to
	Actual	Budget	Estimate	Adopted	Budget \$	Budget %
Fund Balance - Beginning	\$6,560,330	\$ 4,065,695	\$ 8,570,963	\$ 6,331,143		
Revenues						
NVTA 30% Revenue	2,349,125	\$ 2,403,400	\$ 2,353,514	\$ 2,413,232	\$ 9,832	0.41%
Other State Revenue	1,560,696	-	-	-	-	0.00%
Transfer from General Fund (C & I Tax)	1,557,646	1,775,364	1,884,831	2,044,484	269,120	15.16%
Transfer from Water Fund	900,000	365,807	365,807	257,581	(108,226)	-29.59%
Total Revenues	\$ 6,367,467	\$ 4,544,571	\$ 4,604,152	\$ 4,715,297	\$ 170,726	3.76%
Expenses						
Capital Projects	2,269,550	4,898,052	4,898,052	810,000	(4,088,052)	-83.46%
Transfer to Capital Projects Fund	332,326	-	-	-	-	0.00%
Transfer to Old Town Service District Fund	5,206	-	-	-	-	0.00%
Transfer to Transit Fund	1,749,752	1,945,920	1,945,920	1,681,987	(263,933)	-13.56%
Total Expenses	\$ 4,356,834	\$ 6,843,972	\$ 6,843,972	\$ 2,491,987	\$ (4,351,985)	-63.59%
Cash Balance - Ending	8,570,963	\$ 1,766,294	\$ 6,331,143	\$ 8,554,453		

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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, Overtime – Special Events	Salaries for authorized overtime.
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.
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	Vehicle Operations	Cost to operate vehicles assigned to account.

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	Transportation and conference registration costs, authorized per diem.
550601	Subsidies/Contributions	Virginia Municipal League dues, contributions to regional agencies for non-capital operating expenses.
550740	Fee Classes/Trips	Payments to instructors for classes/trips.
550760	Rent/Property Tax Relief	Payments for qualified elderly and permanently and totally disabled residents to partially defray rent and taxes.
550807	Other Expenses	Miscellaneous special events such as Halloween, summer concerts, etc.
550806	Other Services	Laundry and dry cleaning costs, postage.
550813	Discretionary Fund	Provides funds for the City Council for special events.
550820	Memberships and Subscriptions	Membership dues in professional organizations, subscriptions to professional publications.

Expenditure Object

Examples of Items Funded

Supplies and Materials

560110	Office Supplies	Drafting supplies, forms, technical books and other office supplies.
560120	Miscellaneous Equipment	Shop equipment, hand tools.
560210	Janitorial Supplies	Light bulbs, paper, soap.
560351	Repair Parts	Ignition parts, brake pads, filters, repair material.
560352	Fuels and Lubricants	Gas and oil.
560353	Tires and Accessories	Tire, tubes and valve stems.
560410	New Water Meters and Parts	Meters and meter boxes.
560411	Replacement Meters and Parts	Replacement water meters.
560416	Clothing and Uniforms	Clothing allowances, uniforms.
560420	Operating Supplies	Safety equipment, hardware, flares, signal supplies.
560421	Pipe and Accessories	Drain pipe, fittings and copper tubing.
560422	Construction Material	Stone, lumber, bricks.
560423	Asphalt	Hot and liquid asphalt.
560424	Concrete	Concrete and cement.
560430	Operating Material	Manhole castings, steel, hydrants and valves, brass goods.
560435	Soil and Mulch	Nursery material.
560441	Traffic Sign Material	Sign blanks, line material, sign faces.
560501	Chemicals	Sand, fluoride, alum, carbon.

Expenditure Object

Examples of Items Funded

Capital Outlay

580103	Office Equipment Replacement	Secretarial chairs, calculators, typewriters, etc.
580105	Vehicular Equip. Replacement	Automobiles, dump trucks, pick-up trucks, street sweepers.
580108	Other Capital Equipment	Mobile radios, leaf collectors, lawn mowers, etc.
580203	New Office Equipment	File cabinets, typewriters, desks, calculators.
580205	New Vehicular Equipment	Automobiles, dump trucks, backhoe loaders.
580208	Other Capital Outlay	Items of long duration not otherwise classified.

Capital Construction

580310	Design & Engineering	Design and engineering for capital construction.
580330	Construction	Construction for capital projects.
580620	Uses from Capital Leases	Principal payments on leases.

Other Uses of Funds

590105	Bond Principal	Payments toward contracted debt service.
590110	Bond Interest	Payments toward the interest charges on contracted debt.
590125	Interest Expense - Capital Leases	Interest payments on leases

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
General
FISCAL YEAR 2017-2018

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 95,374-195,517
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PROFESSIONAL AND ADMINISTRATIVE

GRADE

SALARY RANGE

Personnel Director	128	96,540-154,195
Assistant Director of Finance	127	91,943-146,852
Director of Historic Resources	127	
Real Estate Assessment Director	127	
Assistant Director of IT	126	87,565-139,860
Division Chief (Planning & Zoning)	126	
Transportation Director	126	
City Engineer	125	83,395-133,199
Economic Development Director	125	
Telecommunications Manager	125	
Benefits & Risk Manager	124	79,425-126,856
Budget Manager	124	
Operations Superintendent	124	
Streets Superintendent	124	
City Clerk	123	74,643-120,816
Deputy Building Official	123	
Emergency Management Specialist	123	
Systems Analyst	123	
Transit Superintendent	123	
Web Architect	123	
Cable TV Manager	121	68,610-109,583
Chief Deputy Treasurer	121	
Cultural Arts & Marketing Manager	121	
Deputy Commissioner of Revenue	121	
Events & Athletics Manager	121	
GIS Manager	121	
Planner III	121	
Staff Accountant	121	
Stormwater Resource Engineer	121	
Traffic Engineer	121	
Business Revenue Auditor	119	62,231- 99,395
Buyer	119	
Historic Resource Specialist III	119	
Planner II	119	
Real Estate Appraiser II	119	
Registrar	119	
Sign & Signal Supervisor	119	
Parks Manager	118	59,267- 94,662
Operations Manager	117	56,445- 90,155
Public Relations Specialist	117	
Recreation Center Manager	117	
Planner I	116	53,758- 85,861

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
General
FISCAL YEAR 2017-2018

TECHNICAL

Fleet Manager	121	68,610-109,583
Network Administrator	121	
Police IT Specialist	120	65,343-104,366
Telecommunications Technician	119	62,231- 99,395
Crew Supervisor	117	56,445- 90,155
Senior Inspector	117	
Stormwater Program Specialist	117	
Automotive Parts Supervisor	116	53,758- 85,861
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	51,198- 81,772
Traffic Signal & Computer Tech. III	115	
Zoning Inspector	115	
Accounting Specialist	114	48,760- 77,879
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	46,438- 74,170
Traffic Services Technician	113	
Traffic Signal & Computer Tech. II	113	
Utility Worker/Arborist	113	
Dispatcher II	112	44,226- 70,638
Fleet Technician I	112	
Revenue Collections Specialist	112	
Tax Technician	112	
Zoning Technician	112	
Dispatcher I	111	42,121- 67,274
Signal Technician I	111	

PUBLIC SAFETY

Animal Warden	113	46,438- 74,170
Parking Enforcement Official	106	33,002- 52,712

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
General
FISCAL YEAR 2017-2018

CLERICAL

Executive Assistant to School Board	116	53,758- 85,861
Historic Resource Specialist II	115	51,198- 81,772
Contract Manager	114	48,760- 77,879
Deputy City Clerk	114	
Management/Billing Analyst	114	
Treasury Technician/Real Estate	114	
Administrative Assistant IV	113	46,438- 74,170
Administrative Support Specialist	113	
Deputy Registrar	113	
Assistant to the Superintendent	112	44,226- 70,638
Administrative Assistant PW	112	
Finance Technician	112	
Permit Technician	112	
Real Estate Appraisal Technician	112	
Treasury Technician	112	
Administrative Assistant III	111	42,121- 67,274
Administrative Assistant II	110	40,115- 64,071
Historic Resource Specialist I	110	
Mail/Duplication Services Admin.	110	
Police Records Specialist II	110	
Police Records Specialist I	107	34,653- 55,347

SERVICE MAINTENANCE

Bus Driver Supervisor	115	51,198- 81,772
Building Maintenance III	112	44,226- 70,638
Heavy Equipment Operator	112	
Parks Maintenance Supervisor	112	
Utility Line Locator	112	
Utility Worker III	112	
Equipment Operator	111	42,121- 67,274
Automotive Parts Assistant Manager	110	40,115- 64,071
Building Maintenance II	110	
Bus Driver	110	
Utility Technician	110	
Sanitation Driver	109	38,205- 61,020
Sign Fabrication Technician	109	
Truck Driver II	109	
Utility Worker II	109	
Laborer II	108	36,386- 58,115
Signal Technician Helper	108	
Utility Worker I	108	
Sanitation Worker III	107	34,653-55,347
Transit Technician	107	
Truck Driver I	107	
Building Maintenance I	106	33,002- 52,712
Custodian	105	31,431- 50,202
Laborer I	105	
Sanitation Worker II	105	
Sanitation Worker I	104	29,934- 47,811

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
General
FISCAL YEAR 2017-2018

****CONSTITUTIONAL OFFICERS**

***Commissioner of the Revenue	128	96,540-154,195
***Treasurer	128	

NON-CLASSIFIED PERSONNEL

** City Manager	\$233,792
*** School Superintendent	\$127,006
Assistant to the School Superintendent	\$ 54,834

****COUNCIL, BOARDS & COMMISSIONS**

Mayor:	\$13,000/year
City Council:	\$12,000/year
Planning Commission:	\$40/meeting
Board of Zoning Appeals:	\$40/meeting
School Board:	\$1,800/year (\$150.00/month)
Chair:	\$2,300/year (\$191.67/month)
Board of Architectural Review:	\$40/meeting
Board of Equalization of Real Estate Assessments:	\$40/meeting
Industrial Development Authority:	\$40/meeting (paid for by IDA funds)
Electoral Board Secretary:	\$3,756/yr. (funded by state)
Chairman and Vice Chairman:	\$1,878/yr. (funded by state)

- ** The salaries of these positions are set by City Council and/or the Commonwealth of Virginia
- *** The salary of this position is set by the School Board and is a .5 FTE equivalent.
- **** Constitutional Officers are also eligible for an annual bonus based on certifications and performance measures.

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
POLICE
FISCAL YEAR 2017-2018

<u>TITLE</u>	<u>GRADE</u>	<u>SALARY RANGE</u>
Major-Deputy Chief of Police	227	95,555-151,359
Police Captain	224	87,446-138,515
Police Lieutenant	220	77,695-123,069
Police Sergeant	215	67,021-106,965
Master Police Officer	212	61,333 - 97,888
Police Officer First Class	210	57,812 - 92,268
Police Officer	208	54,494 - 86,972
Police Officer – Training	206	51,365 - 81,979

CITY OF FAIRFAX
POSITION CLASSIFICATION PLAN
FIRE
FISCAL YEAR 2017-2018

<u>TITLE</u>	<u>GRADE</u>	<u>SALARY RANGE</u>
Assistant Chief, Code Administration	227	95,555-151,359
Assistant Chief, Fire & Rescue	227	
Battalion Chief	224	87,446-138,515
Fire Captain	220	77,695-123,069
Lieutenant, Fire & Rescue	215	67,021-106,965
Master Fire Medic	213	63,173-100,825
Master Technician	213	
Fire Medic	211	59,546 - 95,036
Fire Technician	211	
Master Firefighter	211	
Firefighter	208	54,494 - 86,972

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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 notes the City may not issue bonds in excess of 10% of assessed valuation. Per the City's FY 2016 Comprehensive Annual Financial Report (CAFR), approximately \$146.1 million of outstanding debt is applicable to the limit of 10% of assessed value (approximately \$594.8 million). Thus, the City's total net debt applicable to the limit as a percentage of the debt limit is 24.56%.

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.

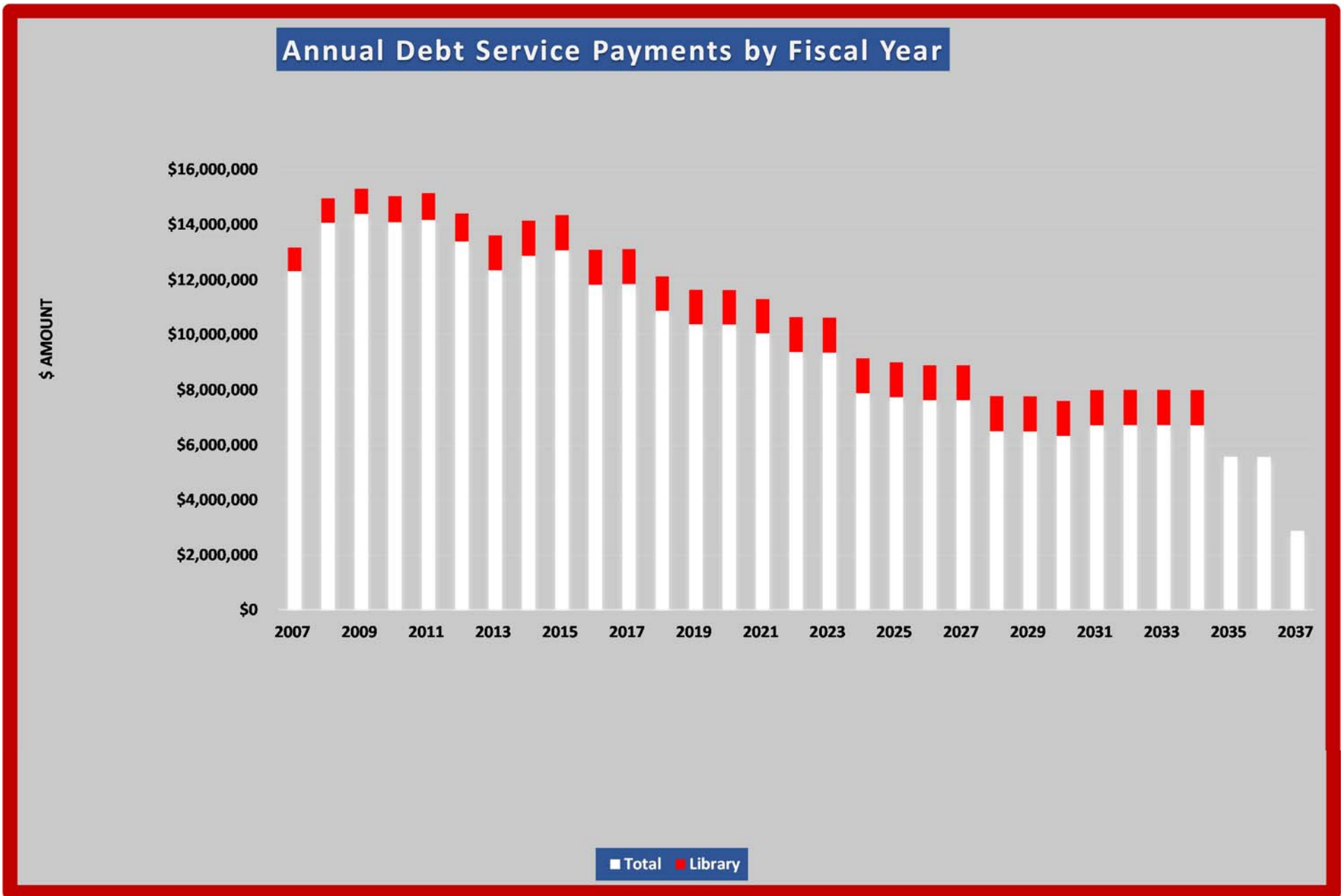
Standard and Poor's Rating Services rated the City AAA, the highest credit rating attainable, citing "...a city economic base that has remained strong throughout the current recession; the City's demonstrated ability to manage its budget effectively translating to a history of strong reserves...strong 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."

FY 2018 Adopted Budget – City of Fairfax, Virginia

The City is currently repaying bonds for projects to 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 highlight 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 2017 Budget	FY 2018 Adopted
General Obligation (G/O)		
General Government	\$ 1,606,406	\$ 1,606,498
Schools	6,093,660	5,880,743
Total General Obligation	\$ 7,700,066	\$ 7,487,241
Capital Lease		
General Government	\$ 4,830,674	\$ 4,461,435
Schools	582,701	173,655
Total Capital Lease	\$ 5,413,375	\$ 4,635,090
Total Payments	\$ 13,113,441	\$ 12,122,331

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 2018 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.
2004	43,004,995	21,160	3,852,108,402	2,032	1.12%	3,918,709	5.40%
2005	40,755,000	20,860	4,445,241,300	1,954	0.92%	4,441,388	4.60%
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	24,400	5,548,950,800	4,114	1.81%	7,884,006	6.28%
2015	95,983,000	24,919	5,693,020,000	3,852	1.69%	7,824,902	5.58%
2016	91,455,000	24,314	5,852,029,500	3,761	1.56%	7,744,376	5.52%
2017	86,764,000	23,183	5,911,932,900	3,743	1.47%	7,700,066	5.49%
2018	82,121,000	23,183	6,068,943,000	3,542	1.35%	7,487,241	5.34%

(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 \$606,894,300.

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

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
2018	4,973,000	2,514,241	7,487,241
2019	3,767,000	2,349,628	6,116,628
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	\$ 82,121,000	\$ 25,886,522	\$ 108,007,522

Note – This schedule consolidates the debt issuances found on pages J-7 through J-12.

2005 General Obligation Refunding Bonds
(1998 School Bonds)
Principal and Interest, 4-1; Interest, 10-1

Payments During Year

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
2018	1,295,000	64,750	1,359,750
Total	\$ 1,295,000	\$ 64,750	\$ 1,359,750

Purpose: Renovation and construction of Daniels Run and Providence Elementary Schools.

Principal Amount: Original - \$25,600,000; Refunding - \$11,975,000

Date of Issue: Original - April 1998; Refunding – March 2005

Collateral / Property Interest: N/A

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>
2018	1,270,950	335,548	1,606,498
2019	1,302,400	300,126	1,602,526
2020	895,400	258,205	1,153,605
2021	941,650	212,278	1,153,928
2022	978,650	174,057	1,152,707
2023	1,017,500	133,940	1,151,440
2024	510,600	95,738	606,338
2025	538,350	69,514	607,864
2026	547,600	42,365	589,965
2027	573,500	14,338	587,838
Total	\$ 8,576,600	\$ 1,636,109	\$ 10,212,709

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

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
2018	2,164,050	571,339	2,735,389
2019	2,217,600	511,025	2,728,625
2020	1,524,600	439,646	1,964,246
2021	1,603,350	361,447	1,964,797
2022	1,666,350	296,368	1,962,718
2023	1,732,500	228,060	1,960,560
2024	869,400	163,013	1,032,413
2025	916,650	118,361	1,035,011
2026	932,400	72,135	1,004,535
2027	976,500	24,413	1,000,913
Total	\$ 14,603,400	\$ 2,785,807	\$ 17,389,207

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 2011
(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>
2018	41,000	35,360	76,360
2019	41,000	34,909	75,909
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	\$ 3,235,000	\$ 238,454	\$ 3,473,454

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

Date of Issue: November 2011

Collateral / Property Interest: N/A

General Obligation Refunding Bonds, Series 2012A
(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>
2018	202,000	340,813	542,813
2019	206,000	337,137	543,137
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	\$ 18,726,000	\$ 3,393,499	\$ 22,119,499

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

Date of Issue: June 2012

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>
2018	-	1,166,431	1,166,431
2019	-	1,166,431	1,166,431
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	\$ 17,767,902	\$ 53,452,902

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

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
2018	2,859,462	1,775,628	4,635,090
2019	3,771,829	1,749,525	5,521,354
2020	3,419,602	1,634,592	5,054,194
2021	3,209,743	1,521,267	4,731,010
2022	3,132,401	1,414,006	4,546,407
2023	3,225,880	1,307,005	4,532,885
2024	3,347,679	1,189,901	4,537,580
2025	3,318,470	1,065,484	4,383,954
2026	3,283,960	940,832	4,224,792
2027	3,420,760	811,217	4,231,977
2028	2,275,870	699,981	2,975,851
2029	2,369,320	605,489	2,974,809
2030	2,305,000	501,931	2,806,931
2031	2,050,000	395,113	2,445,113
2032	2,160,000	287,231	2,447,231
2033	2,275,000	173,584	2,448,584
2034	2,390,000	57,644	2,447,644
Total	\$ 48,814,976	\$ 16,130,430	\$ 64,945,406

Note – This schedule consolidates schedules found on pages J-14 through J-21.

Advanced Refunding of EDA Bond 2012
(2005 Public Facility Bond - Library Project)
Principal and Interest, 10-1; Interest, 4-1

Payments During Year

YEAR ENDING JUNE 30	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL REQUIREMENT</u>
2018	565,007	703,369	1,268,376
2019	593,517	674,576	1,268,093
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	\$ 14,599,473	\$ 6,949,777	\$ 21,549,250

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

YEAR ENDING JUNE 30	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL REQUIREMENT</u>
2018	524,993	653,556	1,178,549
2019	551,483	626,802	1,178,285
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	\$ 13,565,527	\$ 6,457,589	\$ 20,023,116

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

COPS Refunding Series B 2017
Ball Fields
Principal and Interest, 7-15 & 1-15

YEAR ENDING	Payments During Year		TOTAL	
	<u>JUNE 30</u>	<u>PRINCIPAL</u>		<u>INTEREST</u>
2018		56,000	73,043	129,043
2019		460,000	94,655	554,655
2020		321,000	82,968	403,968
2021		329,000	74,085	403,085
2022		349,000	64,900	413,900
2023		336,000	55,385	391,385
2024		355,000	46,008	401,008
2025		364,000	36,190	400,190
2026		514,000	25,149	539,149
2027		529,000	10,904	539,904
Total	\$	3,613,000	\$	563,285
				\$
				4,176,285

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

Principal Amount: Original: \$5,800,000; Refunding: \$5,164,800 (April 2011);
 Refunding: 3,526,700(April 2017)

Date of Issue: Original: July 26, 2004; Refunding April 29, 2011; Refunding: April 26, 2017

Collateral / Property Interest: Stafford Drive Park, Blenheim Property, and Stafford East Park.

COPS Refunding Series C 2017
Schools/Transportation

Payments During Year

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
2018	92,000	119,774	211,774
2019	660,000	155,870	815,870
2020	586,000	138,229	724,229
2021	602,000	122,004	724,004
2022	619,000	105,325	724,325
2023	636,000	88,193	724,193
2024	654,000	70,579	724,579
2025	672,000	52,470	724,470
2026	690,000	33,866	723,866
2027	714,000	9,818	723,818
Total	\$ 5,925,000	\$ 896,126	\$ 6,821,126

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

Principal Amount: Original: \$10,000,000; Refunding: \$8,574,000 (May 2011);
 Refunding \$5,792,000 (April 2017)

Date of Issue: Original: December 20, 2006; Refunding: May 1, 2011; Refunding: April 26, 2017

Collateral / Property Interest: Stafford Drive Park, Blenheim Property, and Stafford East Park.

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>
2018	87,840	35,039	122,879
2019	93,460	32,898	126,358
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	\$ 1,481,800	\$ 246,135	\$ 1,727,935

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
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>
2018	265,000	96,886	361,886
2019	275,000	90,217	365,217
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	\$ 4,055,000	\$ 685,983	\$ 4,740,983

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
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>
2018	255,000	43,208	298,208
2019	260,000	37,800	297,800
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	\$ 2,185,000	\$ 188,320	\$ 2,373,320

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

<u>YEAR ENDING</u> <u>JUNE 30</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u> <u>REQUIREMENT</u>
2018	1,013,622	50,753	1,064,375
2019	878,369	36,707	915,076
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	\$3,390,176	\$143,214	\$3,533,390

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

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Schedule of Rates and Levies

Table of Contents



Account	Page
311110 Real Estate Tax	K-1
311112 Old Town Service District Tax	K-1
311121 Commercial and Industrial Real Estate Tax	K-1
311210 Personal Property Tax	K-1
311120 Stormwater Tax.....	K-1
312010 Local Sales Tax	K-1
312011 Utility Tax	K-1
312012 Business Privilege License Tax Rate Schedule.....	K-1
312013 Motor Vehicle Licenses	K-3
312014 Recordation Tax.....	K-3
312015 Bank Franchise Tax.....	K-3
312016 Cigarette Tax	K-3
312017 Transient Occupancy Tax	K-3
312018 Meals Tax.....	K-3
313202 Building Permit Fees	K-3
313203 Electrical Permit Fees.....	K-4
313204 Plumbing Permit Fees	K-5
313205 Gas Inspection Fees.....	K-6
313205 Mechanical Permit Fees	K-6
313206 Elevator Inspection Fees.....	K-7
313225 Rental Housing Occupancy Certificate	K-7
313226 Fire Prevention Fees	K-8
313227 Fire Protection Systems	K-9
313231 Fire Marshal Development Fees.....	K-9
313233 Public Safety Fee	K-9
313234 Inspections	K-9
313308 Sign Permits.....	K-9
313309 Zoning Permits	K-10
313310 Erosion and Sediment Control.....	K-10
313323 Zoning Fees	K-10
313328 Special Use Permits	K-10
313328 Special Exceptions	K-10
313329 Variances and Appeals	K-10
313411 Cemetery Interments.....	K-11
313420 Street Opening Permits.....	K-11

Schedule of Rates and Levies

Table of Contents (continued)

313430	Precious Metals Permit	K-11
313440	Public Right of Way Use	K-11
313510	Animal Licenses	K-11
313512	Peddler's License	K-11
313610	Cable TV	K-11
313611	Cable TV Franchise Fees	K-11
313620	Transfer Fees	K-11
314019	Vehicle Rental Tax	K-11
315202	Old Town Hall Rental	K-12
315203	Green Acres Rental	K-13
315208	Stacy C. Sherwood Community Center	K-14
315211	Blenheim Interpretive Center	K-16
316110	Court (Processing Fee).....	K-18
316220	Record Copies	K-18
316221	Security Alarm Systems (Business only)	K-18
316223	Ambulance Transport Rates	K-18
316230	Dog Pound.....	K-18
316240	City Parking Lot.....	K-18
316349	Senior Programs.....	K-18
316350	Recreation Fees	K-19
316351	Day Camps	K-19
316352	Pavilion Rentals	K-19
316354	Special Events.....	K-20
316355	Historic Walking Tours	K-21
316357	Show Mobile Rental Fees	K-21
316460	Sale of Publications	K-21
316461	Subdivision Fees	K-21
316462	Site Plan Fees	K-22
316463	Board of Architectural Review.....	K-22
316464	Tree Removal Permit	K-22
316466	Surety Review	K-22
316467	Information Technology GIS Data	K-23
316580	Returned Check Charges.....	K-23
316682	CUE Bus.....	K-23
316811	After Hours Inspection Fee	K-23
318104	Sale of Cemetery Lots.....	K-23
318105	Perpetual Care Fund.....	K-23
318201	Miscellaneous Revenue.....	K-24
STORMWATER RATES AND LEVIES.....		K-25
WASTEWATER RATES AND LEVIES.....		K-27
Construction Factors.....		K-28

Account #	Account Name	2018 Rate Adopted	Unit	Notes
311110	Real Estate Tax	\$1.06 per \$ 100 assessed value		2017 Tax Year - Includes \$0.025 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	\$0.105 per \$ 100 assessed value		Taxable Commercial & Industrial real estate in the City
311210	Personal Property Tax	\$4.13 per \$ 100 market value \$0.01 per \$ 100 market value		For members of volunteer fire departments or volunteer rescue squads qualifying under Section 8-3.01 of the City Code
311120	Stormwater Tax	\$0.025 per \$ 100 assessed value		2017 Tax Year - Included in the total Real Estate Tax rate above (\$1.06)
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 monthly/\$75.00
	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 \$10,00000 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	2018 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	\$150.00 Two Years		
	Massage Therapist	\$100.00 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)

Account #	Account Name	2018 Rate Adopted	Unit	Notes
312013	Motor Vehicle Licenses			
	Motorcycle License	\$33.00 per Vehicle		
	Duplicate License	\$18.00 per Vehicle		
	Transfer of License	\$5.00 per Vehicle		
		\$1.00 per Vehicle		
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.
	Light Poles, Flag Poles, etc.	\$90.00 First Unit \$15.00 Add'l Units		
	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

Account #	Account Name	2018 Rate Adopted	Unit	Notes
313202	Building Permit Fees (continued)			
	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		
	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		

Account #	Account Name	2018 Rate Adopted	Unit	Notes
313203	Electrical Permit Fees (continued)			
	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	
	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

Account #	Account Name	2018 Rate Adopted	Unit	Notes
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
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	

Account #	Account Name	2018 Rate Adopted	Unit	Notes
313205	Mechanical Permit Fees (continued)			
	Amendments involving additional work	\$90.00	per amendment	or fee as listed for work involved on amendment, whichever is higher plus hourly review fee (homeowners are exempt)
	Amendments not including additional work	\$90.00	per amendment	
	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	
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
	Install smoke detector in rental unit where none are present, or at owner's request.	\$65.00	per detector	

Account #	Account Name	2018 Rate Adopted	Unit	Notes
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		
	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

Account #	Account Name	2018 Rate Adopted	Unit	Notes
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 exempt)	\$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	
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	\$90.00	each	
	Inspections outside regular hours	\$90.00	hour	4 hour minimum
313308	Sign Permits			
	Sign:	\$115.00	flat fee	Under 100 sq. ft. in total sign area
		\$7.75	square foot	100 sq. ft. and greater in total sign area
	Temporary signs:			
	Construction Signs	\$26.00	each	
	Special Events Signs	\$26.00	each	
	Business Openings and Sales	\$26.00	each	
	Real Estate/Leasing Signs	\$26.00	each	
	Political sign less than 5 sq. ft. in area	\$26.00	per 100	
	Political sign 5 sq. ft. or larger	\$26.00	each	
	Signs Removed from Public ROW:			
	10 days or less	\$5.25	each	
	greater than 10 days	\$10.50	each	

Account #	Account Name	2018 Rate Adopted	Unit	Notes
313309	Zoning Permit			
	Commercial Building Construction	\$60.00	each	
	Commercial Use and Occupancy	\$60.00	each	
	Residential Building Construction	\$30.00	each	
	Residential Use and Occupancy	\$30.00	each	
	Temporary Use Permit (Nonresidential)	\$210.00	each	
	Temporary Use Permit (Residential)	\$20.00	each	
313310	Erosion and Sediment Control			
	Up to 1/2 acre of disturbed land	\$575.00	each	
	Over 1/2 acre of disturbed land.	\$575.00	each	plus \$105 per disturbed acre over 1/2 acre
	Additional inspection	\$105.00	each	
	Flood Plain Permit – Not requiring an SUP			
	Residential	\$575.00	each	
	All Others	\$2,625.00	each	
	RPA delineation/determination	\$290.00	each	
313323	Zoning Fees			
	Map Amendment (Rezoning)	\$10,500.00	each	plus \$525 per acre or fraction thereof
	Planned Development Review	\$20,000.00	each	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
	Zoning Compliance Letter	\$525.00	each	
	Newspaper Re-advertisement	\$405.00	each	or actual cost if greater
	Property Owner Re-notification	\$290.00	each	
	Posted Notice (sign)	\$75.00	per sign	
	Proffer Amendment/Proffer Plan Amendment/GDP Amendment/PDMP Amendment	\$5,250.00	each	
	Comprehensive Plan Amendment	\$1,250.00	each	
	Written Interpretation	\$300.00	each	
313328	Special Use Permits			
	Special Use Application (City Council)			
	Individual Single Family Residential	\$525.00	each	plus \$210.00 for each additional special use requested for the subject property on the same application
	Other	\$5,050.00	each	plus \$500.00 for each additional special use requested for the subject property on the same application
	Renewal/Condition Amendment (Other)	\$1,050.00	each	Filing Fee
	Renewal (Individual Single Family Residential)	\$420.00	each	
	Newspaper Re-advertisement	\$405.00	each	or actual cost if greater
	Property Owner Re-notification	\$290.00	each	
	Posted Notice (sign)	\$75.00	per sign	
313328	Special Exceptions			
	Individual Single Family Residential Property	\$525.00	each	plus \$60.00 for each additional special exception requested for the subject property on the same application
	Other	\$5,050.00	each	plus \$1,050 for each additional special exception requested for the subject property on the same application
	Signs	\$3,150.00	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)	\$75.00	per sign	
313329	Variances and Appeals			
	Variance Application			
	Individual Single Family Residential Property	\$525.00	each	
	Other	\$5,050.00	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)	\$75.00	per sign	

Account #	Account Name	2018 Rate Adopted	Unit	Notes
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	
	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.			
313420	Street Opening Permits	\$150.00	1st 100 linear feet	Additional \$50.00 for each 100 LF thereafter
	Right of Way Permit	\$150.00	each	
	60-Day Extension	\$50.00	each	
	Working in ROW w/o Permit	\$500.00	each	
	Pavement Repairs			\$500 minimum plus TME
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
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	2018 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
	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
	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	
	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, Thanksgiving Day, New Year's Eve, New Year's Day, Christmas Eve and Christmas 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	2018 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, Thanksgiving Day, New Year's Eve, New Year's Day, Christmas Eve and Christmas Day). Fridays after 3:00pm, Saturdays, Sundays, Thanksgiving Day, New Year's Eve, New Year's Day, Christmas Eve, and Christmas 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, Thanksgiving Day, New Year's Eve, New Year's Day, Christmas Eve and Christmas Day). Fridays after 3:00pm, Saturdays, Sundays, Thanksgiving 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	\$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	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.
	Civic Associations & Service Groups	\$25.00	per hour	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.
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	2018 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)	\$750.00 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)	\$450.00 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
	Business/Non-Profit Rates			Renter must provide a copy of the business license or non-profit status paperwork
	Full Performance Space Mon – Thurs and Friday until 3pm	\$225.00 per hour		2 Hour Minimum
	Half Performance Space Mon – Thurs and Friday until 3pm	\$120.00 per hour		2 Hour Minimum
	Art Room Mon - Fri	\$45.00 per hour		2 Hour Minimum
	Art Room Sat & Sun	\$55.00 per hour		2 Hour Minimum
	Rehearsal Room Mon - Fri (2 hr min)	\$60.00 per hour		2 Hour Minimum
	Rehearsal Room Sat & Sun (2 hr min)	\$75.00 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		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.

Account #	Account Name	2018 Rate Adopted	Unit	Notes
315208	Stacy C. Sherwood Community Center (continued)			
	Additional Rental Fees/A La Carte Items			
	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 10% 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	2018 Rate Adopted	Unit	Notes
315211	Blenheim Interpretive Center			
	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
	Civic Associations & City Service Groups (can book at any time)			20% discount on hourly rental rate of indoor and outdoor package (Discounts Do Not Apply To A La Carte Items)
	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			
	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		
	Cancellation Fee	\$100.00	each	
				To accommodate and block time for the early arrival and setup of tents, tables, and chairs. 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. 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 10% of all rental charges (calculated from the bottom line, not including the
The City will reserve the right to adjust pricing depending on promotional offerings on a seasonal basis.				

Account #	Account Name	2018 Rate Adopted	Unit	Notes
<p>Applicable to all rental venues (Old Town Hall, Green Acres, Stacy C. Sherwood & Blenheim Interpretive Center)</p>				
<p>Parameters for Repeat Renter Discount:</p>				
<ul style="list-style-type: none"> · 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) 				
<ul style="list-style-type: none"> · 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) 				
<ul style="list-style-type: none"> · After 3 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) 				
<ul style="list-style-type: none"> · 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) 				
<ul style="list-style-type: none"> · 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) 				
<ul style="list-style-type: none"> · 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) 				
<ul style="list-style-type: none"> · Repeat Renter Discount cannot be combined with any other discount (i.e. City Resident Discount) 				

Account #	Account Name	2018 Rate Adopted	Unit	Notes
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	2018 Rate Adopted	Unit	Notes
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)	\$775.00 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)	\$775.00 per participant		Partial week 1 @ 2 days, Partial week 2 @ 4 days
	One week	\$160.00 per participant		
	Middle School			
	Seven weeks (week 1 and 2 partial)	\$850.00 per participant		Partial week 1 @ 2 days, Partial week 2 @ 4 days
	One week	\$175.00 per participant		
	Teen			
	Seven weeks (week 1 and 2 partial)	\$995.00 per participant		Partial week 1 @ 2 days, Partial week 2 @ 4 days
	One week	\$215.00 per participant		
	Traditional Summer Camp Extended Hours			
	One week	\$150.00 per participant		or \$40 per day
	Morning extended care	\$70.00 per participant		
	Afternoon extended care	\$90.00 per participant		
	Middle School Summer Camp Extended Hours			
	One week	\$135.00 per participant		
	Morning extended care	\$65.00 per participant		
	Afternoon extended care	\$80.00 per participant		
	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	2018 Rate Adopted	Unit	Notes
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	\$3,000.00		\$1,000 security deposit, payment for use of Old Town Hall (minimum four hour rental) and city reimbursement
	Profit Organization	\$5,000.00		plus \$1,000 security deposit, payment for use of Old Town Hall (minimum four hour rental) and city reimbursement
	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	\$160.00 10 x 10 Space		
	Downtown Coalition	\$39.00 10 x 10 Space		
	City Historic District Business	\$0.00 10 x 10 Space		1 free space (10x10) - \$80 each additional space
	Non-Profit Organization	\$80.00 10 x 10 Space		
	Community Based Non-Business Groups	\$80.00 10 x 10 Space		
	City Business Expo Vendors	\$250.00 10 x 10 Space		Food vendors bid for space
	Non-City Business Expo Vendors	\$500.00 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		
	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		
		\$0.00		
	Derby Q			
	General Admission	\$0.00		
	Beer Tasting Admission	\$25.00		
	Whiskey Tasting Admission	\$65.00		
	Food Vendors	\$200.00 per space		
	Beer & Bourbon Vendors	25.00% Sales		
	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		

Account #	Account Name	2018 Rate Adopted	Unit	Notes
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	
	Historic District Guidelines	\$7.00	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
	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	2018 Rate Adopted	Unit	Notes
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
	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
	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	

Account #	Account Name	2018 Rate Adopted	Unit	Notes
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 format			
	Data can be burned to CD or emailed in a .zip file			
	Hardcopy maps printed on demand			
316580	Returned Check Charges	\$25.00	per check	
316682	CUE Bus			
	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	\$105.00	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		

Account #	Account Name	2018 Rate Adopted	Unit	Notes
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	2018 Rate Adopted	Unit	Notes
<u>STORMWATER RATES AND LEVIES</u>				
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		

Account #	Account Name	2018 Rate Adopted	Unit	Notes
STORMWATER RATES AND LEVIES (continued)				
	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		
	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	2018 Rate Adopted	Unit	Notes
WASTEWATER RATES AND LEVIES				
	Residential per Quarter			
	First 5,000 gallons or less	\$39.09		
	All over 5,000 gallons		\$7.47 per thousand	
	Commercial per Month			
	First 5,000 gallons or less	\$45.99		
	All over 5,000 gallons		\$7.47 per thousand	
	\$30.49 minimum monthly charge for each apartment dwelling unit	\$30.49 per unit		\$30.49 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 2018 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, nightclubs		1.28	1.26	1.22	1.19	1.04	1.04	1.08	0.95	0.92
A-2& A-3	Assembly, restaurants & churches		1.26	1.24	1.2	1.16	1.01	1.02	1.07	0.92	0.9
B	Business		1.2	1.17	1.12	1.08	0.9	0.9	0.98	0.79	0.77
E	Educational		1.29	1.27	1.22	1.18	1.02	0.99	1.06	0.9	0.86
F-1	Factory and industrial, moderate hazard		0.78	0.75	0.72	0.67	0.55	0.56	0.61	0.46	0.44
F-2	Factory and Industrial, low hazard		0.77	0.74	0.7	0.67	0.55	0.55	0.6	0.46	0.43
H	High Hazard		0.76	0.73	0.69	0.66	0.54	0.53	0.59	0.45	0.42
I-1 & R-4	Institutional, supervised environment		1.17	1.15	1.1	1.07	0.92	0.92	0.99	0.83	0.8
I-2	Institutional, incapacitated		1.74	1.71	1.66	1.62	1.44	N.P.	1.52	1.33	N.P.
I-3	Institutional, restrained		1.46	1.43	1.39	1.36	1.22	1.21	1.26	1.14	N.P.
M	Mercantile		0.98	0.96	0.92	0.88	0.74	0.75	0.79	0.64	0.63
R-1	Residential, hotels		1.25	1.23	1.18	1.15	1	1	1.08	0.91	0.88
R-2	Residential, multiple family		1.12	1.1	1.05	1.02	0.88	0.88	0.95	0.79	0.75
R-3 & R-5	Residential, one- and two-family		0.92	0.9	0.87	0.84	0.76	0.76	0.77	0.71	0.66
S-1	Storage, moderate hazard		0.74	0.71	0.68	0.63	0.51	0.52	0.57	0.42	0.4
S-2	Storage, high hazard		0.73	0.7	0.66	0.63	0.51	0.5	0.56	0.42	0.39

Accrual Basis of Accounting – a method of accounting that recognizes the financial effect of transactions, events, and inter-fund activities when they occur, regardless of the timing of related cash flows.

Adopted Budget – the final operating and capital budget approved by the City Council after public hearings and amendments to the proposed budget, if applicable; becomes legal guidance to City management and departments for spending levels.

Advisory Referendum – a measure voted on by the general public in an election; refers to a specific question posed on a ballot which is non-binding and used to provide guidance to the elected representatives.

ALS – Advanced Life Support.

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

Appropriation – an authorization made by the City Council that permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are granted for a one-year period.

Assessed Value – the fair market value placed upon real and personal property by the City as the basis for levying property taxes.

Assessment/Sales Ratio – assessed value for each sale of real property divided by its selling price; used to determine if real property is assessed within a reasonable range of fair market value. The Commonwealth of Virginia requires that real property be assessed at 100% of fair market value. An acceptable assessment/sales ratio percentage is 70% or higher.

Balanced Budget – by law, local government budgets must be balanced; i.e., expenditures may not exceed revenues.

Basis of Accounting – the timing of recognition, that is, when the effects of transactions or events should be recognized for financial reporting purposes.

Blenheim – generally refers to the 12-acre property and house purchased by the City for historic preservation and 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.

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 2018, and is a separate Capital Fund.

SUP – Special Use Permit as in zoning.

Supplies and Materials – the expenditure classification used in the budget to cover office and operating supplies, construction materials, chemicals, fuels, and repair parts.

Tax Rate – the amount of tax levied for each \$100 of assessed value.

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.