

FUND 108 LEAF COLLECTION

Agency Mission

To provide vacuum leaf collection service at the streetline for all customers within designated sanitary leaf districts on three separate occasions during the leaf collection season (the period from October through December) in order to enhance the County's aesthetic environment.

Agency Summary					
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
Authorized Positions/Staff Years ¹					
Regular	0/0	0/0	0/0	0/0	0/0
Expenditures:					
Personnel Services	\$0	\$0	\$0	\$0	\$0
Operating Expenses	1,230,990	1,179,256	1,322,759	1,263,584	1,263,584
Capital Equipment	0	0	38,511	0	0
Total Expenditures	\$1,230,990	\$1,179,256	\$1,361,270	\$1,263,584	\$1,263,584

¹ No positions are established in Fund 108, Leaf Collection. Personnel for program operations is provided in Fund 109, Refuse Collection and Recycling Operations, and other Division of Solid Waste funds which charge Fund 108 through intra-agency billings, for the amount of staff costs incurred.

Board of Supervisors' Adjustments

The following funding adjustments reflect all changes to the FY 2004 Advertised Budget Plan, as approved by the Board of Supervisors on April 28, 2003:

- ◆ The Board of Supervisors made no changes to the FY 2004 Advertised Budget Plan.

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan from January 1, 2003 through April 21, 2003. Included are all adjustments made as part of the FY 2003 Third Quarter Review:

- ◆ An increase in Operating Expenditures of \$143,503 based on increased expenditures for labor and equipment of \$83,383, additional Department of Vehicle Services charges of \$38,591, as well as additional expenditures totaling \$21,529 for printing and mailing customer information, additional security charges, and increased charges for rental of trucks. Expenditures increased due to an early leaf fall and inclement weather, which required leaf operations to be conducted over a twelve-week period rather than the originally budgeted eight-week period.

FUND 108

LEAF COLLECTION

County Executive Proposed FY 2004 Advertised Budget Plan

Purpose

The Division of Solid Waste Refuse Collection and Recycling Operations provides for leaf collection and disposal within 26 Fairfax County Refuse Collection Districts. Leaf Districts are established and/or abolished through a petition process approved by the Board of Supervisors. This process could result in an increase or a decrease in the number of residential or commercial properties within a specific collection district, or a district could be totally eliminated. Petition approvals affect the number of units serviced in a given year.

All leaves collected are either transported to a composting facility in Loudoun County or Prince William County or mulched and provided to citizens. Revenue is derived from a collection levy (service fee) that is charged to homeowners and businesses within the districts. The current levy is \$0.01 per \$100 of assessed real estate value for property within the leaf districts. Based on the current rate of assessment, the levy will generate \$814,031 in FY 2003.

Key Accomplishments

- ◆ Continued to provide efficient vacuum leaf collection service at the lowest possible cost. In FY 2002, initiated a process evaluation to improve operations. As a result, the agency began providing regularly updated leaf collection schedule information to customers via the agency's section of the County's website. Four years ago, the agency tested whether a private contractor could provide leaf collection service at a lower cost by soliciting bids from private contractors in a limited part of the County's leaf collection area. The lowest responsive bid would have cost substantially more per household than the agency currently charges. In another test of the market, the agency solicited bids for supplying contract labor to operate vacuum leaf equipment rather than hiring seasonal laborers. In this proposal, no responsive bids were received.

FY 2004 Initiatives

- ◆ In FY 2004, leaf collection operations will provide collection services on three different occasions to an estimated 19,435 residential and commercial units within these districts. They include: Braddock 2; Dranesville 1A11, 1A21, 1A61, 1B1, 1E and 3; Lee 1B, 1C, 1D, and 1E; Mason 1, 1A, 2, 4, 7A, and 9; Mount Vernon 1A, 1B, and 1C; and Providence 1, 2, 4, 6, 7, and 8.
- ◆ Improve leaf collection efficiency through the use of equipment and processes in an environmentally safe manner.
- ◆ Increase customer awareness of the Solid Waste website to gain the latest information about collection schedules.

Performance Measurement Results

The agency continues to use customer surveys to gauge service quality. A random sample of 100 customers was surveyed following the FY 2002 Leaf Collection season. A response rate of 57.0 percent was obtained and those surveyed indicated a substantial rise in service quality. In FY 2002, 91.1 percent of respondents rated the service satisfactory to excellent compared to 84.8 percent in FY 2001.

It should be noted that the collection cost per household has varied in the past and will continue to vary from year to year. This does not reflect changing productivity or efficiency but results primarily from purchases of replacement Capital Equipment that can substantially increase expenditures from year to year. Based on expenditures historically growing faster than revenues and a declining fund balance, it may be necessary to raise fees for this service in FY 2005. The current fee of \$0.01 per \$100 of assessed value has been in effect since FY 1996.

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Funding Adjustments

The following funding adjustments from the FY 2003 Revised Budget Plan are necessary to support the FY 2004 program:

- ◆ A net increase of \$45,817 due to an increase of \$84,328 in Operating Expenses primarily based on an increase in Services by Other Agencies associated with increases in personnel costs based on pay for performance, increased equipment rental costs, and increased vehicle maintenance and operation costs offset by a decrease of \$38,511 in Capital Equipment.

The following funding adjustments reflect all approved changes in the FY 2003 Revised Budget Plan since passage of the FY 2003 Adopted Budget Plan. Included are all adjustments made as part of the FY 2002 Carryover Review and all other approved changes through December 31, 2002:

- ◆ As part of the FY 2002 Carryover Review, Capital Equipment increased \$38,511 due to encumbered carryover for replacement leaf vacuum machines.

Goal

To provide timely vacuum leaf collection at the streetline for all customers within designated sanitary districts, on three separate occasions during November and December in order to enhance the aesthetic environment and reduce the threat to public safety represented by leaves on streets within the County.

Performance Measures

Objectives

- ◆ To remove at least 95 percent of the leaves placed at the curb by citizens, within each leaf collection district, during the specified leaf collection period.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Homes within districts	18,686	18,748	18,889 / 18,889	19,342	19,435
Cubic yards of leaves collected	65,885	71,995	73,435 / 77,575	77,963	78,353
Efficiency:					
Net cost per home collected (1)	\$42.85	\$48.77	\$57.56 / \$58.88	\$57.62	\$61.83
Hours per cubic yard collected	0.22	0.27	0.27 / 0.32	0.29	0.29
Service Quality:					
Percent of customers rating service satisfactory to excellent	NA	84.8%	85.0% / 91.1%	92.0%	93.0%
Outcome:					
Percent of customers' leaves removed from curb	95.0%	95.0%	95.0% / 95.0%	95.0%	95.0%

(1) The net cost per home fluctuates due to changes in interest on investment revenue received by the agency, operating expenditure increases, and changes in Capital Equipment expenditures incurred by the agency. The net cost per home collected increased \$10.11 in FY 2002 primarily due to a decline of \$131,345 in interest on investments revenue accounting for approximately \$7.00 of the increase and dump truck rental rates increased by \$56,618 resulting in an increase of approximately \$3.00 in the net cost per home collected.

FUND 108 LEAF COLLECTION

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 108, Leaf Collection

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
Beginning Balance	\$2,528,427	\$2,070,559	\$2,110,842	\$1,645,373	\$1,660,461
Revenue:					
Interest on Investments	\$65,725	\$67,111	\$42,819	\$21,054	\$21,054
Rental of Equipment	41,474	36,191	51,150	51,150	51,150
Sale of Equipment	11,525	0	2,364	0	0
Capital Equipment Reserve ¹	73,635	80,457	94,257	100,122	100,122
Recovered Costs/Veh. Accidents	0	0	525	0	0
Leaf Collection Levy/Fee	621,046	568,539	719,774	604,836	604,836
Total Revenue	\$813,405	\$752,298	\$910,889	\$777,162	\$777,162
Total Available	\$3,341,832	\$2,822,857	\$3,021,731	\$2,422,535	\$2,437,623
Expenditures:					
Operating Expenses	\$1,230,990	\$1,179,256	\$1,322,759	\$1,263,584	\$1,263,584
Capital Equipment	0	0	38,511	0	0
Total Expenditures	\$1,230,990	\$1,179,256	\$1,361,270	\$1,263,584	\$1,263,584
Total Disbursements	\$1,230,990	\$1,179,256	\$1,361,270	\$1,263,584	\$1,263,584
Ending Balance	\$2,110,842	\$1,643,601	\$1,660,461	\$1,158,951	\$1,174,039
Equipment Replacement Reserve ²	\$370,394	\$451,360	\$470,930	\$571,052	\$571,052
Unreserved Balance	\$1,740,448	\$1,192,241	\$1,189,531	\$587,899	\$602,987
Leaf Collection Levy/Fee per \$100 Assessed Value	\$0.01	\$0.01	\$0.01	\$0.01	\$0.01

¹ For accounting and reporting purposes, revenue from leaf collection districts that is required for additions to the Capital Equipment Replacement Reserve is shown as receipts to the Capital Equipment Replacement Reserve.

² Funds reserved for equipment replacement are not encumbered based on normal accounting practices; however, they are allocated for future equipment replacement purchases.