

Fairfax County, Virginia

Fiscal Year 2004 Advertised Budget Plan

Volume 2: Capital Construction and Other Operating Funds



1742

Prepared by the
Fairfax County Department of Management and Budget
12000 Government Center Parkway
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Fairfax, Virginia 22035

<http://www.fairfaxcounty.gov/dmb>

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For the Fiscal Year Beginning
July 1, 2002

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Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to Fairfax County, Virginia for its annual budget for the fiscal year beginning July 1, 2002.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. 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.

BUDGET CALENDAR

For preparation of the FY 2004 Advertised Budget

July 1, 2002

Distribution of the FY 2004 budget development guide. Fiscal Year 2003 begins.



August - September 2002

Agencies forward completed budget submissions to the Department of Management and Budget for review.



September - December 2002/ January 2003

DMB reviews agency budgets. Meetings with County Executive, Senior Management Team and budget staff for final discussions on the budget.



February 13, 2003

School Board advertises its FY 2004 Budget.



February 24, 2003

County Executive's presentation of the FY 2004 Advertised Budget Plan.



March 1, 2003

Complete distribution of the FY 2004 Advertised Budget Plan.

July 1, 2003

Fiscal Year 2004 begins.



June 30, 2003

Distribution of the FY 2004 Adopted Budget Plan. Fiscal Year 2003 ends.



April 28, 2003

Adoption of the FY 2004 budget plan, Tax Levy and Appropriation Ordinance by the Board of Supervisors.



April 21, 2003

Board action on FY 2003 Third Quarter Review. Board mark-up of the FY 2004 proposed budget.



April 7, 8, and 9, 2003

Public hearings on proposed FY 2004 budget, FY 2003 Third Quarter Review and FY 2004-2008 Capital Improvement Program (with Future Years to 2013) (CIP).



March 2003

Board authorization of FY 2004 budget and tax advertisement.



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Great Falls

9830 Georgetown Pike
Great Falls, VA 22066-2617
(703) 757-8560

John Marshall

6209 Rose Hill Drive
Alexandria, VA 22310-6299
(703) 971-0010

Dolley Madison

1244 Oak Ridge Avenue
McLean, VA 22101-2614
(703) 356-0770

Thomas Jefferson

7415 Arlington Boulevard
Falls Church, VA 22042-7499
(703) 573-1060

George Mason Regional

7001 Little River Turnpike
Annandale, VA 22003-5975
(703) 256-3800

Sherwood Regional

2501 Sherwood Hall Lane
Alexandria, VA 22306-2799
(703) 765-3645

Tysons-Pimmit Regional

7584 Leesburg Pike
Falls Church, VA 22043-2099
(703) 790-8088

Herndon Fortnightly

768 Center Street
Herndon, VA 20170-4640
(703) 437-8855

Lorton

9520 Richmond Highway
Lorton, VA 22079-2124
(703) 339-7385

Richard Byrd

7250 Commerce Street
Springfield, VA 22150-3499
(703) 451-8055

Kingstowne

6500 Landsdowne Centre
Alexandria, VA 22315-5011
(703) 339-4610

Pohick Regional

6450 Sydenstricker Road
Burke, VA 22015-4274
(703) 644-7333

Chantilly Regional

4000 Stringfellow Road
Chantilly, VA 20151-2628
(703) 502-3883

Martha Washington

6614 Fort Hunt Road
Alexandria, VA 22307-1799
(703) 768-6700

Kings Park

9000 Burke Lake Road
Burke, VA 22015-1683
(703) 978-5600

Patrick Henry

101 Maple Avenue East
Vienna, VA 22180-5794
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12000 Government Center Parkway, Suite 561
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HOW TO READ THE BUDGET

Volume 2 contains information on non-General Fund budgets or “Other Funds.” A fund accounts for a specific activity that a government performs. For example, refuse collection and recycling is an activity and therefore, a fund that is classified as a Special Revenue Fund.

The chief component of information in Volume 2 is called a narrative. Each fund will have its own narrative that contains program and budgetary information. The narrative will have several elements including:

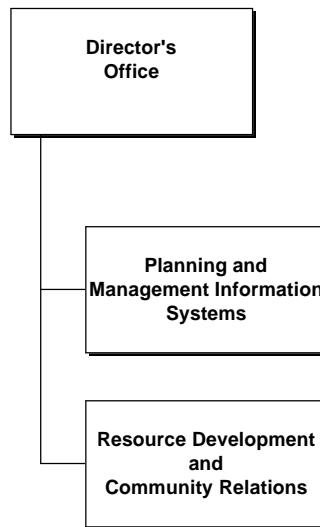
- Organization Chart
- Agency Position Summary and Position Detail
- Agency Mission, Summary Table, and Summary by Cost Center Table
- Agency Purpose, Key Accomplishments, FY 2004 Initiatives, FY 2004 Budget Reductions, and Performance Measurement Results
- Funding Adjustments
- Cost Center-Specific Goals, Objectives and Performance Indicators
- Fund Statement
- Summary of Capital Projects
- Project Detail Tables

Not all narratives will contain each of these components. For example, funds that are classified as Capital Funds will not have organization charts because they do not have positions; that is, they only provide funding for the purchase and construction of capital items. However, Capital Funds do have a Summary of Capital Projects that lists the cost of each project in a fund. A brief example of each section follows.

Organization Chart:

The organization chart displays the organizational structure of each agency. The *Agency Position Summary* and *Position Detail* information, as they correspond to the organization chart, will immediately follow the pictorial organization chart. The position detail information is found on the page following the pictorial organization chart.

COMMUNITY SERVICES BOARD CENTRAL SERVICES



HOW TO READ THE BUDGET

Agency Position Summary

7 Regular Positions (1) / 6.5 Staff Years (1.0)

Total positions may include Regular, Grant, Exempt, and/or State positions.

Indicates whether positions have been authorized for full time or part time. A value less than the number of positions, e.g., 6.5, would indicate that one or more positions are authorized for less than full time.

Position Detail Information

Director's Office

1	Director
1	Administrative Aide, PT
<u>1</u>	Secretary II
3	Positions
2.5	Staff Years

This indicator denotes the corresponding position status for positions other than Regular, e.g., PT – Part Time; E - Exempt; G – Grant; C – Contract; T – Transfer.

Project Management

1	Programmer IV
2	Engineers III (1)
<u>1</u>	Surveyor II
4	Positions (1)
4.0	Staff Years (1.0)

The parentheses reflect either the addition of a new position (1) or the abolishment of a position (-1). This modification is also reflected in the above Agency Position Summary table.

HOW TO READ THE BUDGET

Agency Mission, Summary Table, and Summary by Cost Center Table:

The next section of the narrative is the Agency Mission, a broad statement reflecting intended accomplishments for achievement of the agency's public purpose. It describes the unique contribution of the organization to the County government and/or citizens receiving services and provides a framework within which an agency operates. The Summary Table summarizes the agency's positions and expenditures less recovered costs. If an agency has multiple cost centers, this section will also contain a Summary by Cost Center table that summarizes expenditures. A cost center is a group of individual line items or expenditure categories within a program unit developed to meet specific goals and objectives.

In the example below, Fund 401, Sewer Operation and Maintenance, is divided into four different cost centers to account for its activities: Wastewater Administration, Wastewater Collection, Wastewater Treatment, and Wastewater Planning and Monitoring. Each cost center has its own goal, summary table, objectives, and performance indicators later in the narrative.

Agency Mission

To safely collect and treat wastewater in compliance with all regulatory requirements using state-of-the-art technology in the most cost-effective manner in order to improve the environment and enhance the quality of life in Fairfax County.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	352/351.5	352/351.5	349/348.5	349/348.5
Expenditures:				
Personnel Services	\$17,768,869	\$21,141,130	\$21,141,130	\$22,145,842
Operating Expenses	42,633,459	42,653,792	43,882,179	49,274,548
Capital Equipment	1,261,369	721,784	850,604	858,059
Subtotal	\$61,663,697	\$64,516,706	\$65,873,913	\$72,278,449
Less:				
Recovered Costs	(\$683,007)	(\$690,666)	(\$690,666)	(\$578,471)
Total Expenditures	\$60,980,690	\$63,826,040	\$65,183,247	\$71,699,978

Summary by Cost Center				
Cost Center	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Wastewater Administration	\$1,833,974	\$233,587	\$233,587	\$372,150
Wastewater Collection	9,919,203	11,384,688	11,506,504	12,597,802
Wastewater Treatment	14,360,574	18,640,806	19,356,797	19,335,017
Wastewater Planning & Monitoring	34,866,939	33,566,959	34,086,359	39,395,009
Total Expenditures	\$60,980,690	\$63,826,040	\$65,183,247	\$71,699,978

It is important to note that expenditures are summarized in three categories. *Personnel Services* consist of expenditure categories including regular pay, shift differential, limited and part-time salaries, and overtime pay. *Operating Expenses* are the day-to-day expenses involved in the administration of the agency, such as office supplies, printing costs, repair and maintenance for equipment, and utilities. *Capital Equipment* includes items that have a value exceeding \$5,000 and an expected lifetime of more than one year, such as an automobile or

HOW TO READ THE BUDGET

other heavy equipment. In addition, some agencies will also have a fourth expenditure category entitled *Recovered Costs*. Recovered Costs are reimbursements from other County agencies for specific services that have been provided to the agency and are reflected as a negative figure in the agency's budget, thus offsetting expenditures.

Agency Purpose, Key Accomplishments, FY 2004 Initiatives, FY 2004 Budget Reductions, and Performance Measurement Results:

The following narrative sections are designed to give the reader a more detailed overview of the activities in each agency/fund. Fund 117, Alcohol Safety Action Program (ASAP), is used as the example below.

Purpose:

This section represents the overall summary of the agency's activities, programs and services. A short description of the functional areas of interest to citizens should be discussed, focusing on major programmatic activities. If appropriate, historical information of note can be included here.

Key Accomplishments:

In this section, agencies should focus on substantive accomplishments that have occurred in the previous 2 to 3 years. This is an opportunity to mention new facilities, grants, programs, and efficiencies that would be of interest to Fairfax County citizens.

FY 2004 Initiatives:

This section is intended to highlight new initiatives, new programs, reorganizations, and other prominent issues that are funded as part of the FY 2004 Advertised Budget Plan. In this section, agencies should discuss the Director's vision for the agency and action plans for the upcoming year.

FY 2004 Budget Reductions:

As part of the FY 2004 Advertised Budget Plan, the County Executive has proposed budget reductions to most General Fund agencies and a few Other Funds. The FY 2004 Budget Reductions section is intended to summarize the reductions and provide a brief synopsis of the impact the reduction may have on fund operations, or its ability to provide services. It should be noted that Fund 117, ASAP, did not have any FY 2004 Budget Reductions, so the box included on the right is for illustrative purposes only.

ALCOHOL SAFETY ACTION PROGRAM

Purpose

The Fairfax County Alcohol Safety Action Program (ASAP) serves a probationary function for the Circuit and General District Courts under the supervision of the ASAP Policy Board. The core program provides intake, classification, rehabilitative alcohol/drug education, referral to treatment, and case management to individuals charged with, or convicted of, driving under the influence of alcohol (DUI). In addition, ASAP provides alcohol/drug education programs for habitual offenders, a drug education program for first-time drug possession offenders, and programs for adolescent substance abusers. Programs are available in English, Spanish, and Korean.

The County is the fiscal agent for the Fairfax ASAP which is administered through the Department of Administration for Human Services. ASAP is designed to be a self-supporting agency, funded entirely by client fees with the County providing indirect support through office space, utilities, and maintenance. The State imposes a fee ceiling on per client costs. The fee has recently increased \$350 per client to \$400 per client. The agreement between the ASAP Policy Board and the Board of Supervisors provides that ASAP will endeavor to develop a reserve fund balance sufficient to avoid deficit status during periods where referrals, and therefore client fee revenues to ASAP, decline. Should surplus client fees above and beyond the balance required for a sufficient reserve fund become available in any fiscal year, the ASAP Policy Board will reimburse the County for these indirect costs, or may request permission from the Board of Supervisors to expend such funds on the ASAP program. The recent increase in fee per client is expected to generate some fund balance in FY 2004 and future years.

Key Accomplishments

- ◆ The Alcohol Safety Action Program (ASAP) has served an average of 4,046 clients over the past three years, an amount that has steadily increased over the past decade. At the same time, ASAP has downsized its staff while maintaining the integrity and quality of its numerous programs.
- ◆ In addition to its core court-mandated programs, ASAP has instituted additional user-funded programs to meet community needs. These programs include driver improvement programs in both English and Spanish, as well as a pilot program for educating reckless/aggressive drivers.
- ◆ Another innovative program for substance-abusing teenagers was begun in FY 2000, in conjunction with the Juvenile and Domestic Relations Court. In this program, adolescents charged with underage possession of alcohol and drugs are required to spend time in the Trauma/Intensive Care unit at Fairfax Inova Hospital observing the victims of substance abuse who are brought to the hospital for treatment.

FY 2004 Initiatives

ASAP will intensify efforts to supplement its existing revenue base through all available means. FY 2004 actions will include:

- ◆ Seeking additional funding sources through grants.
- ◆ Actively marketing its Spanish Driver Improvement Program.
- ◆ Implementing procedures to improve the collection rate, such as revoking the vehicle operator's license of any DUI client who has not successfully completed the ASAP program and has not paid the required fee.
- ◆ Implementing a pilot program of the National Center for State Courts and the Fairfax General District for reckless/aggressive drivers. Additional revenues will be generated under this program.

FY 2004 Budget Reductions

If budget reductions were recommended for this fund, they would be included in this box. In Fund 117, Alcohol Safety Action Program, no budget reductions were recommended, so this box is included here for illustrative purposes only.

HOW TO READ THE BUDGET

Performance Measurement Results:

This section should include a discussion/analysis of how the agency's Performance Measures relate to the provision of activities, programs, and services stated in the Agency Mission. The results of current performance measures are discussed as well as action plans for future-year improvement of performance targets.

Performance Measurement Results

Service Quality, a measurement of client satisfaction with ASAP education classes, has remained at the 97 percent level since FY 2000, and is projected to remain at this high level. The percentage of individuals completing the program two years prior who have not recidivated has remained between 92 and 94 percent and is expected to remain at that level in FY 2004.

Funding Adjustments

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

- An increase of \$202,221 in Personnel Services associated with salary adjustments necessary to support the County's compensation program and an increase in the budget for limited term hours based on actual number of class hours supported by limited term employees.
- An increase of \$23,815 in Operating Expenses to primarily support existing clerical expenses for case management record keeping and filing and as a result of adjustments to Information Technology infrastructure charges.

The following funding adjustments reflect all approved changes to 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 the number of ASAP positions was reduced by 1/1.0 SYE to redirect a position to the Fairfax-Falls Church Community Services Board (CSB), which it had been supporting. This position, a Probation Counselor II, is now reflected in the CSB.

Funding Adjustments:

This section summarizes the changes that have been made to the current year's (FY 2003) Revised Budget Plan in order to support the FY 2004 budget. The Funding Adjustments section also lists the adjustments made to the FY 2003 budget during the *FY 2002 Carryover Review* and all other changes through December 31, 2002.

Cost Center-Specific Goals, Objectives and Performance Indicators:

Since the FY 1999 Advertised Budget Plan, an intensive effort has been made to redirect focus toward a balanced picture of performance and away from an almost exclusive focus on outputs. This effort continues as part of the FY 2004 Advertised Budget Plan. The first step is to ensure that agency mission and cost center goals are in alignment, as well as aligned with the objectives associated with each cost center. Second, a family of measures consisting of four types of indicators is linked to each objective to track progress toward meeting those objectives. **Goals** are broad statements of purpose, generally indicating what service or product is provided, for whom, and why. **Objectives** are outcome-based statements of specifically what will be accomplished during the budget year. Ideally, these objectives should support the goal statement, reflect planned benefit(s) to customers, be written to allow measurement of progress, and describe a quantifiable target. **Indicators** are the first-level data for reporting performance on those objectives.

The concept of a **Family of Measures** encompasses the following types of indicators and serves as the structure for a Performance Measurement model that presents a comprehensive picture of program performance as opposed to a single-focus orientation.

- **Input:** Value of resources used to produce an output.
- **Output:** Quantity or number of units produced.
- **Efficiency:** Inputs used per unit of output.
- **Service Quality:** Degree to which customers are satisfied with a program, or the accuracy or timeliness with which the product/service is provided.
- **Outcome:** Qualitative consequences associated with a program.

HOW TO READ THE BUDGET

The idea behind a **Family of Measures** is to provide an overall view of a program so that factors such as cost can be balanced with customer satisfaction and the outcome ultimately achieved. This concept has represented one of the most difficult challenges and reflects one of many significant changes in the budget document in recent years. Since this is the sixth year of the effort, in most cases actual data is available going back as far as FY 1998. However, it should be noted that performance measurement is an iterative process, and as managers continue to learn and improve their programs, ongoing refinement of measures can be expected. An example follows:



Outpatient Services and Case Management

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	153 / 146.85	153 / 146.85	154 / 147.85	154 / 147.85
Grant	1/1	1/1	1/1	1/1
Total Expenditures	\$13,090,027	\$12,806,010	\$13,125,326	\$13,328,644

Goal

To provide an array of treatment services based upon clinical need in order to improve the functional capacity of adults with serious mental illness and adolescents with serious emotional disturbance. Outpatient Services include short-term focused treatment, such as individual, couples, family, group, and play therapy. Medication management is provided in all programs. Case Management, outreach, family education, and support are also provided.

Performance Measures

Objectives

- ◆ To enable 75 percent of clients served to reach 75 percent of their treatment goals at discharge.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Cost Center: Outpatient and Case Management – Clients served	8,736	5,282	5,292 / 5,071	5,100	5,100
Cost Center: Outpatient and Case Management – Service hours provided	118,986	179,835	179,835 / 162,091	179,835	179,835
Activity: Adult and Family – Clients served	2,433	2,202	2,202 / 1,929	2,100	2,100
Activity: Adult and Family – Service hours provided (1)	31,879	53,358	53,358 / 31,988	53,358	53,358
Efficiency:					
Activity: Adult and Family – Annual cost per client (2)	\$1,354	\$799	\$823 / \$1,085	\$913	\$990
Service Quality:					
Activity: Adult and Family – Percent of satisfied clients	93%	87%	90% / 88%	85%	85%
Outcome:					
Activity: Adult and Family – Percent of clients who meet 75 percent of treatment goals at discharge (3)	39%	77%	80% / 80%	75%	75%

(1) In FY 2002, service hours provided were relatively low due to difficulties with staff documentation of clinical time. Work continues on ensuring complete documentation of clinical service time and it is expected that all of the data will be captured and entered for FY 2003.

(2) Beginning in FY 2001, indicator reflects net cost to the County.

(3) Beginning in FY 2001, CSB began utilizing a new methodology to calculate whether treatment goals have been met. This results in a higher percentage of clients meeting the discharge goal.

HOW TO READ THE BUDGET

Fund Statement:

A Fund Statement provides a breakdown of all collected revenues and total expenditures and disbursements for a given fiscal year. It also provides the total funds available at the beginning of a fiscal year and an Ending Balance. An example follows:

FUND STATEMENT						
Fund Type	Fund Type 040, Enterprise Funds				Fund 401, Sewer Operation and Maintenance	Fund
	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan		
	Beginning Balance	\$5,666,012	\$84,030	\$5,553,095	\$199,103	← Funds available at the beginning of the fiscal year
Revenue Categories	Revenue:					
	Miscellaneous Revenue	\$51,886	\$0	\$0	\$0	
	Sale Surplus Property	42,007	0	0	0	
	Total Revenue	\$93,893	\$0	\$0	\$0	
	Transfer In:					
	Sewer Revenue (400)	\$60,773,880	\$63,852,440	\$59,829,255	\$71,745,705	
	Total Transfer In	\$60,773,880	\$63,852,440	\$59,829,255	\$71,745,705	← Revenue available for expenditure during the fiscal year
	Total Available	\$66,533,785	\$63,936,470	\$65,382,350	\$71,944,808	
Expenditure Categories	Expenditures:					
	Personnel Services	\$17,768,869	\$21,141,130	\$21,141,130	\$22,145,842	
	Operating Expenses	42,633,459	42,653,792	43,882,179	49,274,548	
	Recovered Costs	(683,007)	(690,666)	(690,666)	(578,471)	
	Capital Equipment	1,261,369	721,784	850,604	858,059	
	Total Expenditures	\$60,980,690	\$63,826,040	\$65,183,247	\$71,699,978	
Total Funds Available minus Total Disbursements	Total Disbursements	\$60,980,690	\$63,826,040	\$65,183,247	\$71,699,978	
	Ending Balance	\$5,553,095	\$110,430	\$199,103	\$244,830	
	PC Replacement Reserve	84,030	110,430	110,430	244,830	
	Unreserved Balance	\$5,469,065	\$0	\$88,673	\$0	

HOW TO READ THE BUDGET

Summary of Capital Projects:

A Summary of Capital Projects is included in all Capital Project Funds, selected Enterprise Funds, Housing Funds and Special Revenue Funds that support capital expenditures. The Summary of Capital Projects provides detailed financial information about each capital project within each fund, including: total project estimates, prior year expenditures, revised budget plans, and proposed funding levels. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects, or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FY 2004 Summary of Capital Projects

Fund: 301 Contributed Roadway Improvements

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
007700	Fairfax Center Reserve		\$714,071.46	\$7,805,113.41	\$716,467
007701	Route 50/Waples Mill Interchange	1,909,619	327,670.15	1,567,894.40	0
008800	Centreville Reserve		249,260.00	3,070,934.90	92,661
008801	Stone Road	1,004,903	17,205.08	987,697.92	0
008802	Clifton Road	403,595	190,050.82	137,720.79	0
009900	Miscellaneous Reserve		56,000.00	9,043,653.80	1,115,678
009901	Primary Improvements		0.00	424,584.00	0
009902	Secondary Improvements		0.00	388,938.00	0
009903	Bridge Design/Construction		0.00	8,369.00	0
009904	Intersection/Interchange		0.00	311,975.00	0
009906	Signal Installations		89,777.00	278,037.57	0
009908	Transit Improvements		0.00	5,381.59	0
009909	Reston East Park-N-Ride		0.00	103,862.00	0
009911	Tysons Corner Reserve		300,000.00	9,458,289.00	230,475
009913	Dolley Madison Blvd	8,945,941	5,950,806.94	2,068,870.25	0
Total		\$12,264,058	\$7,894,841.45	\$35,661,321.63	\$2,155,281

HOW TO READ THE BUDGET

Project Detail Tables:

Project Detail Tables are included for each capital project funded in FY 2004. This table includes financial information and a narrative description of the project, including project location, description, and the source of funding which will support each funded capital project (i.e., General Funds, General Obligation Bonds, Transfers from Other Funds, or Other). The example below is for Parks – Grounds Maintenance, and can be found in Fund 303, County Construction.

009442	Parks – Grounds Maintenance
Countywide	Countywide
<p>Description and Justification: This project provides for grounds maintenance at non-revenue producing countywide parks. Grounds maintenance includes the upkeep of sidewalks and parking lots, bridges, recreation and irrigation equipment, picnic equipment, tennis courts, and trails. FY 2004 funding in the amount of \$700,000 is included for grounds maintenance needs at designated Park Authority sites throughout the County.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	0	0	0
Construction		0	0	0	700,000	0
Other		1,200,458	876,625	734,828	0	0
Total	Continuing	\$1,200,458	\$876,625	\$734,828	\$700,000	\$0

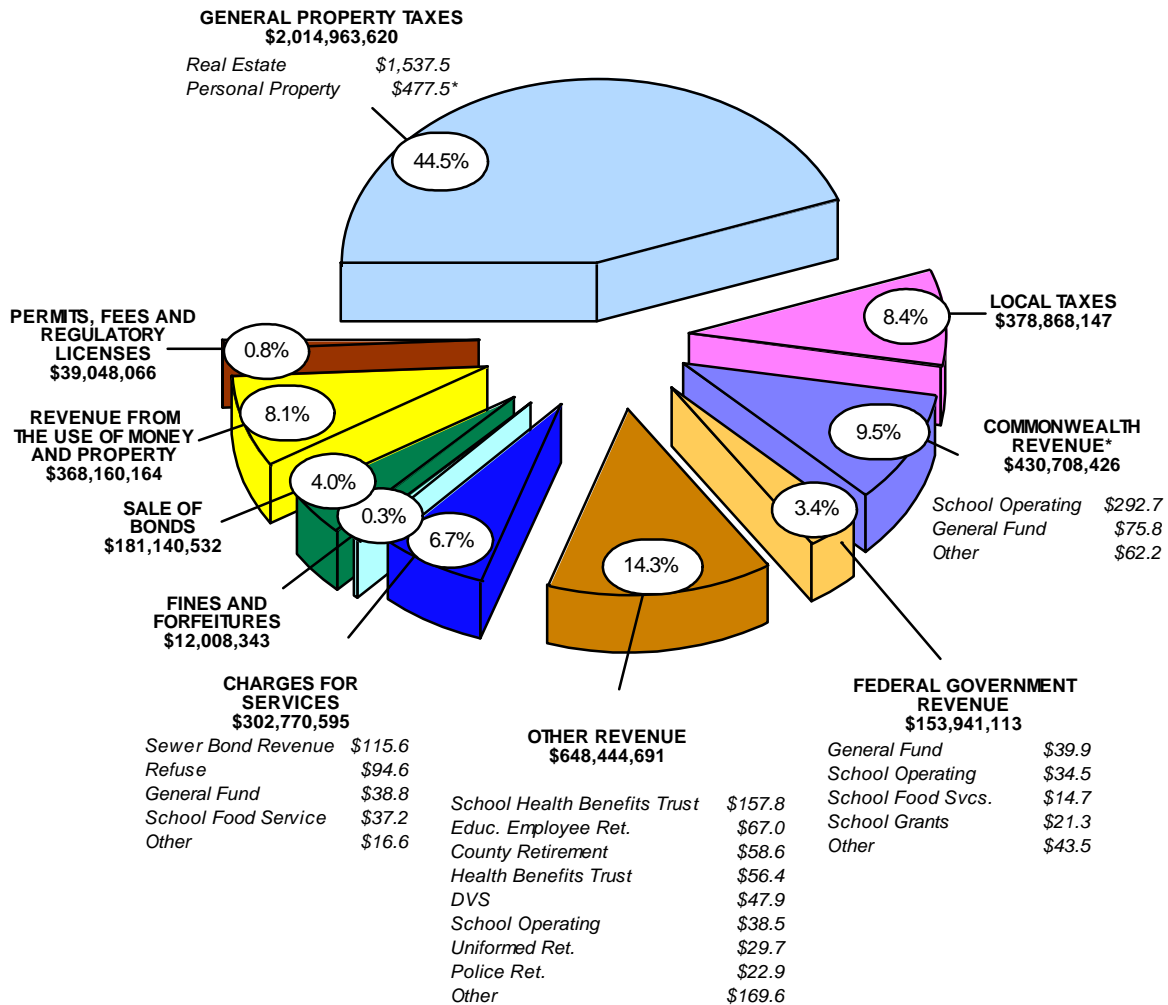
Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$700,000	\$0	\$0	\$0	\$700,000



1742

FY 2004 REVENUE ALL FUNDS

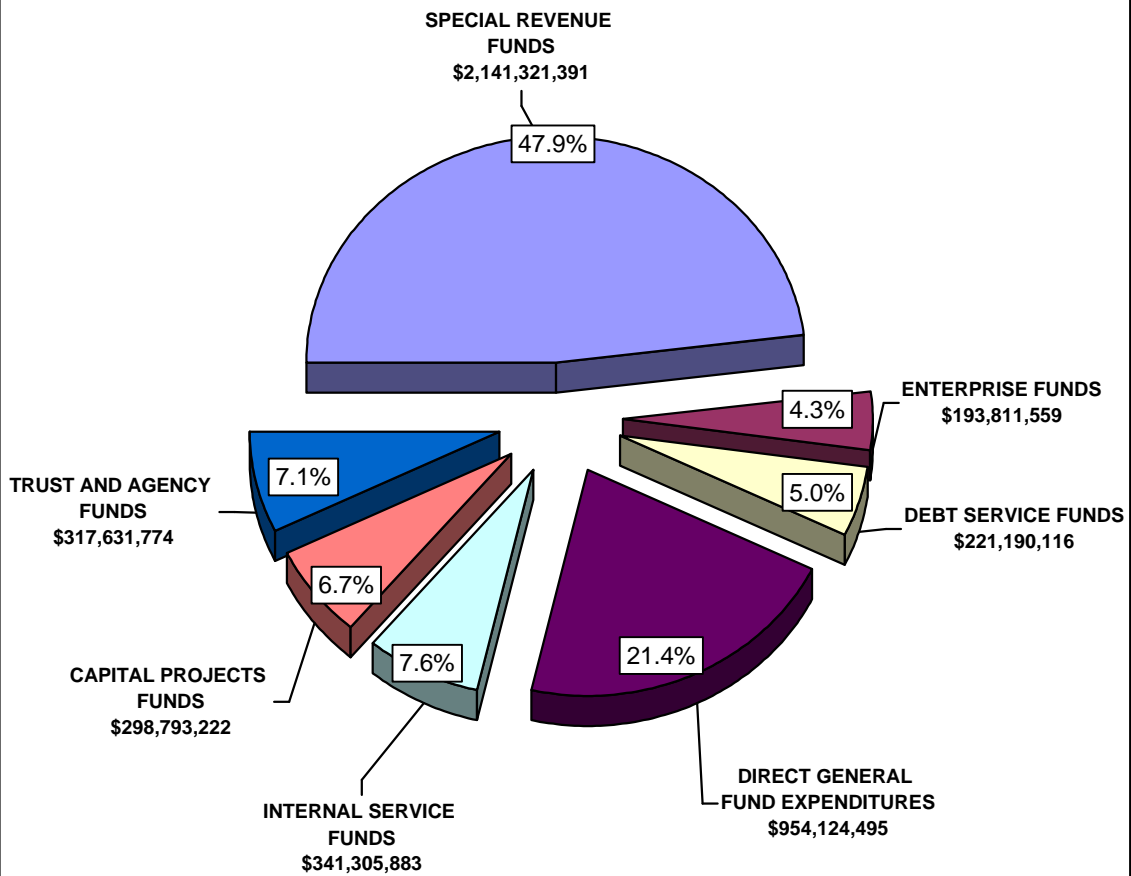
(subcategories in millions)



TOTAL REVENUE = \$4,530,053,697

* For presentation purposes, Personal Property Taxes that are reimbursed by the Commonwealth as a result of the Personal Property Tax Relief Act of 1998 are included in the Personal Property Taxes category.

FY 2004 EXPENDITURES ALL FUNDS



TOTAL EXPENDITURES = \$4,468,178,440

**FY 2004 ADVERTISED REVENUE AND RECEIPTS BY FUND
SUMMARY OF APPROPRIATED FUNDS**

Fund Type/ Fund	FY 2002 Actual¹	FY 2003 Adopted Budget Plan²	FY 2003 Revised Budget Plan³	FY 2004 Advertised Budget Plan⁴	Increase (Decrease) Over Revised	% Increase (Decrease) Over Revised
GOVERNMENTAL FUNDS						
G00 General Fund Group						
001 General Fund	\$2,300,312,752	\$2,441,636,904	\$2,438,355,400	\$2,585,489,909	\$147,134,509	6.03%
002 Revenue Stabilization Fund	660,429	691,167	691,167	563,744	(127,423)	-18.44%
Total General Fund Group	\$2,300,973,181	\$2,442,328,071	\$2,439,046,567	\$2,586,053,653	\$147,007,086	6.03%
G10 Special Revenue Funds						
090 Public School Operating	\$387,933,748	\$379,858,539	\$371,818,192	\$365,768,603	(\$6,049,589)	-1.63%
100 County Transit Systems	7,209,415	6,625,000	7,573,747	6,845,000	(728,747)	-9.62%
102 Federal/State Grant Fund	38,737,457	45,094,458	90,357,208	59,889,229	(30,467,979)	-33.72%
103 Aging Grants and Programs	2,482,566	2,406,073	3,149,046	2,463,533	(685,513)	-21.77%
104 Information Technology	1,429,337	1,162,000	1,162,000	200,000	(962,000)	-82.79%
105 Cable Communications	11,176,993	11,021,424	11,021,424	10,629,784	(391,640)	-3.55%
106 Community Services Board	33,490,763	31,415,193	34,815,742	31,389,774	(3,425,968)	-9.84%
108 Leaf Collection	813,405	752,298	752,298	777,162	24,864	3.31%
109 Refuse Collection & Recycling Ops	11,846,782	12,031,917	12,031,917	12,040,595	8,678	0.07%
110 Refuse Disposal	37,421,828	43,135,342	43,135,342	44,900,244	1,764,902	4.09%
111 Reston Community Center	5,331,099	5,280,956	5,280,956	5,710,441	429,485	8.13%
112 Energy Resource Recovery Facility	31,232,457	33,631,273	33,631,273	34,046,395	415,122	1.23%
113 McLean Community Center	2,874,715	3,032,213	3,032,213	3,452,285	420,072	13.85%
114 I-95 Refuse Disposal	6,718,073	6,640,942	6,640,942	6,034,770	(606,172)	-9.13%
115 Burgundy Village Community Center	31,775	28,556	28,556	36,268	7,712	27.01%
116 Forest Integrated Pest Management Program	1,067,303	977,225	977,225	1,121,651	144,426	14.78%
120 E-911 Fund	17,031,123	19,619,071	19,373,487	19,404,897	31,410	0.16%
141 Elderly Housing Programs	1,746,039	1,747,783	1,747,783	1,794,282	46,499	2.66%
142 Community Development Block Grant	6,148,948	6,235,000	14,552,784	6,235,000	(8,317,784)	-57.16%
143 Homeowner and Business Loan Prgms	832,631	1,088,132	2,607,518	1,057,951	(1,549,567)	-59.43%
144 Housing Trust Fund	3,583,370	966,843	966,843	1,001,411	34,568	3.58%
145 HOME Investment Partnership Grant	1,228,620	2,078,000	6,266,593	2,078,000	(4,188,593)	-66.84%
191 School Food & Nutrition Services	50,377,793	49,557,257	49,505,997	52,854,289	3,348,292	6.76%
192 School Grants & Self Supporting	24,581,304	27,306,459	38,949,280	34,165,233	(4,784,047)	-12.28%
193 School Adult & Community Education	8,456,827	8,371,284	8,579,796	8,659,458	79,662	0.93%
Total Special Revenue Funds	\$693,784,371	\$700,063,238	\$767,958,162	\$712,556,255	(\$55,401,907)	-7.21%
G20 Debt Service Funds						
200 County Debt Service	\$1,178,875	\$120,000	\$120,000	\$120,000	\$0	0.00%
201 School Debt Service	2,196,549	200,000	200,000	200,000	0	-
Total Debt Service Funds	\$3,375,424	\$320,000	\$320,000	\$320,000	\$0	0.00%

**FY 2004 ADVERTISED REVENUE AND RECEIPTS BY FUND
SUMMARY OF APPROPRIATED FUNDS**

Fund Type/ Fund	FY 2002 Actual¹	FY 2003 Adopted Budget Plan²	FY 2003 Revised Budget Plan³	FY 2004 Advertised Budget Plan⁴	Increase (Decrease) Over Revised	% Increase (Decrease) Over Revised
G30 Capital Project Funds						
301 Contributed Roadway Improvement	\$9,074,665	\$4,853,653	\$7,210,624	\$2,265,281	(\$4,945,343)	-68.58%
302 Library Construction	3,850,000	0	0	0	0	-
303 County Construction	10,999,073	6,867,776	4,867,776	10,772,776	5,905,000	121.31%
304 Primary & Secondary Rd Bond Construction	12,664,566	500,000	9,913,663	0	(9,913,663)	-100.00%
306 No VA Regional Park Authority	2,250,000	2,250,000	2,250,000	2,250,000	0	0.00%
307 Sidewalk Construction	1,076,182	300,000	2,289,651	300,000	(1,989,651)	-86.90%
308 Public Works Construction	1,288,366	2,920,000	3,757,123	2,515,000	(1,242,123)	-33.06%
309 Metro Operations & Construction	13,895,000	12,154,147	0	2,919,980	2,919,980	-
310 Storm Drainage Bond Construction	92	939,363	4,512,209	0	(4,512,209)	-100.00%
311 County Bond Construction	1,267,664	3,710,000	23,305,459	1,000,000	(22,305,459)	-95.71%
312 Public Safety Construction	67,143,361	9,305,338	40,354,633	34,970,552	(5,384,081)	-13.34%
313 Trail Construction	337,914	75,000	246,081	75,000	(171,081)	-69.52%
314 Neighborhood Improvement Program	555,094	45,000	2,509,069	30,000	(2,479,069)	-98.80%
315 Commercial Revitalization Program	64,777	0	14,459,449	0	(14,459,449)	-100.00%
316 Pro Rata Share Drainage Construction	1,487,128	135,000	23,196,704	0	(23,196,704)	-100.00%
340 Housing Assistance Program	2,007,689	0	12,421,480	0	(12,421,480)	-100.00%
341 Housing G O Bond Construction	0	0	324,670	0	(324,670)	-100.00%
370 Park Authority Bond Construction	8,000,000	19,890,000	43,364,334	10,000,000	(33,364,334)	-76.94%
390 School Construction	139,798,784	138,935,552	369,821,573	197,627,775	(172,193,798)	-46.56%
Total Capital Project Funds	\$275,760,355	\$202,880,829	\$564,804,498	\$264,726,364	(\$300,078,134)	-53.13%
TOTAL GOVERNMENTAL FUNDS	\$3,273,893,331	\$3,345,592,138	\$3,772,129,227	\$3,563,656,272	(\$208,472,955)	-5.53%
PROPRIETARY FUNDS						
G40 Enterprise Funds						
400 Sewer Revenue	\$164,718,647	\$118,112,000	\$118,112,000	\$118,747,684	\$635,684	0.54%
401 Sewer Operation & Maintenance	93,893	0	0	0	0	-
408 Sewer Bond Construction	3,858,894	300,000	300,000	23,998	(276,002)	-
Total Enterprise Funds	\$168,671,434	\$118,412,000	\$118,412,000	\$118,771,682	\$359,682	0.30%

**FY 2004 ADVERTISED REVENUE AND RECEIPTS BY FUND
SUMMARY OF APPROPRIATED FUNDS**

Fund Type/ Fund	FY 2002 Actual¹	FY 2003 Adopted Budget Plan²	FY 2003 Revised Budget Plan³	FY 2004 Advertised Budget Plan⁴	Increase (Decrease) Over Revised	% Increase (Decrease) Over Revised
G50 Internal Service Funds						
501 County Insurance Fund	\$5,790,638	\$9,016,552	\$11,383,377	\$10,160,992	(\$1,222,385)	-10.74%
502 County Central Stores	1,143,307	1,418,903	1,418,903	1,270,755	(148,148)	-10.44%
503 Department of Vehicle Services	45,083,647	46,336,407	46,336,407	48,872,816	2,536,409	5.47%
504 Document Services Division	4,548,166	4,980,534	4,980,534	5,122,971	142,437	2.86%
505 Technology Infrastructure Services	19,825,315	19,612,324	19,612,324	20,751,106	1,138,782	5.81%
506 Health Benefits Trust	41,389,595	49,915,655	52,915,655	56,802,220	3,886,565	7.34%
590 School Insurance Fund	3,527,136	5,793,240	5,873,240	7,893,240	2,020,000	34.39%
591 School Health Benefits Trust	115,446,131	142,476,813	142,476,813	158,376,495	15,899,682	11.16%
592 School Central Procurement	11,220,582	14,000,000	14,000,000	14,000,000	0	0.00%
Total Internal Service Funds	\$247,974,517	\$293,550,428	\$298,997,253	\$323,250,595	\$24,253,342	8.11%
TOTAL PROPRIETARY FUNDS	\$416,645,951	\$411,962,428	\$417,409,253	\$442,022,277	\$24,613,024	5.90%
FIDUCIARY FUNDS						
G60 Trust Funds						
600 Uniformed Retirement	(\$3,282,208)	\$77,133,972	\$77,133,972	\$79,166,781	\$2,032,809	2.64%
601 Fairfax County Employees' Retirement	(11,944,159)	197,686,589	197,686,589	193,593,405	(4,093,184)	-2.07%
602 Police Retirement	(4,122,782)	73,482,142	73,482,142	68,620,740	(4,861,402)	-6.62%
691 Educational Employees' Retirement	(11,384,866)	168,109,450	168,109,450	177,020,815	8,911,365	5.30%
Total Trust Funds	(\$30,734,015)	\$516,412,153	\$516,412,153	\$518,401,741	\$1,989,588	0.39%
G70 Agency Funds						
700 Route 28 Taxing District	\$6,151,351	\$6,863,962	\$6,863,962	\$5,973,407	(\$890,555)	-12.97%
TOTAL FIDUCIARY FUNDS	(\$24,582,664)	\$523,276,115	\$523,276,115	\$524,375,148	\$1,099,033	0.21%
TOTAL APPROPRIATED FUNDS	\$3,665,956,618	\$4,280,830,681	\$4,712,814,595	\$4,530,053,697	(\$182,760,898)	-3.88%
Appropriated From (Added to) Surplus	\$236,737,427	(\$199,895,478)	\$291,884,183	(\$108,682,033)	(\$400,566,216)	-137.23%
TOTAL AVAILABLE	\$3,902,694,045	\$4,080,935,203	\$5,004,698,778	\$4,421,371,664	(\$583,327,114)	-11.66%
Less: Internal Service Funds	(\$254,813,725)	(\$305,868,584)	(\$321,885,517)	(\$341,305,883)	(\$19,420,366)	6.03%
NET AVAILABLE	\$3,647,880,320	\$3,775,066,619	\$4,682,813,261	\$4,080,065,781	(\$602,747,480)	-12.87%

**FY 2004 ADVERTISED REVENUE AND RECEIPTS BY FUND
SUMMARY OF APPROPRIATED FUNDS**

Fund Type/ Fund	FY 2002 Actual ¹	FY 2003 Adopted Budget Plan ²	FY 2003 Revised Budget Plan ³	FY 2004 Advertised Budget Plan ⁴	Increase (Decrease) Over Revised	% Increase (Decrease) Over Revised
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EXPLANATORY NOTE:

The "Total available" indicates the revenue in each fiscal year that is to be used to support expenditures. This amount is the total revenue adjusted by the amount of funding that is either appropriated from fund balance or added to fund balance. In some instances, adjustments to fund balance that are not currently reflected in the "Changes in Fund Balance" table also affect the "Total Available." Explanations for these adjustments are provided below. The "Total Available," plus (minus) the effect of these changes matches the expenditure totals by fiscal year on the "Expenditure by Fund/Summary of Appropriated Funds."

¹ Not reflected are the following adjustments to balance which were carried forward from FY 2001 to FY 2002:

- Fund 191, School Food and Nutrition Services, change in inventory of (\$146,004)
- Fund 403, Sewer Bond Parity Debt Service, non-appropriated amortization expense of (\$79,097)
- Fund 590, Public School Insurance, net change in accrued liability of (\$3,206,313)

² Not reflected are the following adjustments to balance which were carried forward from FY 2002 to FY 2003:

- Fund 090, Public School Operating, assumes carryover of available FY 2002 balance of \$10,000,000 to balance the FY 2003 budget
- Fund 104, Information Technology, assumes carryover of available FY 2002 project balances of \$1,039,577 to balance the FY 2003 budget
- Fund 403, Sewer Bond Parity Debt Service, non-appropriated amortization expense of (\$79,097)
- Fund 590, Public School Insurance, net change in accrued liability of \$403,032
- Fund 591, School Health Benefits Trust, assumes carryover of premium stabilization reserve of \$4,464,235

³ Not reflected are the following adjustments to balance which were carried forward from FY 2002 to FY 2003:

- Fund 403, Sewer Bond Debt Service, non-appropriated amortization expense of (\$79,097)
- Fund 590, Public School Insurance, net change in accrued liability of \$403,032

⁴ Not reflected are the following adjustments to balance which were carried forward from FY 2003 to FY 2004:

- Fund 001, General Fund, assumption of impact of *FY 2003 Third Quarter Review* adjustments of (\$11,353,348)
- Fund 090, Public School Operating, assumes carryover of available FY 2003 balance of \$44,164,266 to balance the FY 2004 budget
- Fund 192, Public School Grants and Self-Supporting Programs, assumes carryover of available FY 2003 balance of \$403,570 to balance the FY 2004 budget
- Fund 200, County Debt Service, assumes carryover of available FY 2003 balance of \$771,331 to balance the FY 2004 budget
- Fund 403, Sewer Pond Parity Debt Service, non-appropriated amortization expense of (\$79,097)
- Fund 590, Public School Insurance, assumes carryover of available FY 2003 balance of \$1,411,904 to balance the FY 2004 budget
- Fund 590, Public School Insurance, net change in accrued liability of \$403,031
- Fund 591, assumes carryover of premium stabilization reserve of \$11,085,119

**FY 2004 ADVERTISED EXPENDITURES BY FUND
SUMMARY OF APPROPRIATED FUNDS**

Fund Type/Fund	FY 2002 Estimate	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Increase (Decrease) Over Revised	% Increase (Decrease)
GOVERNMENTAL FUNDS							
G00 General Fund Group							
001 General Fund	\$883,301,563	\$854,951,083	\$915,367,042	\$947,164,242	\$954,124,495	\$6,960,253	0.73%
G10 Special Revenue Funds							
090 Public School Operating ¹	\$1,492,934,786	\$1,418,384,288	\$1,525,256,289	\$1,589,555,739	\$1,622,155,319	\$32,599,580	2.05%
100 County Transit Systems	31,583,741	26,849,790	24,799,377	29,625,905	29,401,791	(224,114)	-0.76%
102 Federal/State Grant Fund	90,782,371	38,312,186	45,094,458	91,661,545	59,889,229	(31,772,316)	-34.66%
103 Aging Grants and Programs	5,148,349	3,917,061	4,142,072	5,622,758	4,312,369	(1,310,389)	-23.31%
104 Information Technology	40,098,951	15,982,967	8,123,203	31,061,273	9,649,844	(21,411,429)	-68.93%
105 Cable Communications	19,146,883	4,562,609	5,770,594	19,806,577	5,997,305	(13,809,272)	-69.72%
106 Community Services Board	110,391,730	104,777,041	109,816,773	114,549,089	113,554,904	(994,185)	-0.87%
108 Leaf Collection	1,277,693	1,230,990	1,179,256	1,217,767	1,263,584	45,817	3.76%
109 Refuse Collection & Recycling Ops	14,587,430	13,803,199	14,381,528	14,711,804	15,360,652	648,848	4.41%
110 Refuse Disposal	42,851,458	38,093,961	46,578,027	49,221,028	48,177,101	(1,043,927)	-2.12%
111 Reston Community Center	5,504,239	5,017,551	5,791,907	5,910,547	6,257,512	346,965	5.87%
112 Energy Resource Recovery Facility	33,895,791	34,051,811	33,891,795	33,891,795	33,495,093	(396,702)	-1.17%
113 McLean Community Center	3,026,681	2,540,924	2,813,976	3,169,022	3,201,869	32,847	1.04%
114 I-95 Refuse Disposal	30,393,983	5,414,927	5,671,914	30,349,799	21,316,048	(9,033,751)	-29.77%
115 Burgundy Village Community Center	26,850	24,092	23,155	23,155	26,085	2,930	12.65%
116 Forest Integrated Pest Management Program	913,999	580,171	902,156	902,156	984,189	82,033	9.09%
118 Consolidated Community Funding Pool	6,241,342	5,882,168	6,278,539	6,637,713	6,278,539	(359,174)	-5.41%
119 Contributory Fund	6,845,586	6,728,376	6,578,927	6,686,798	7,141,779	454,981	6.80%
120 E-911 Fund	30,738,228	24,157,613	24,285,165	29,983,964	26,779,814	(3,204,150)	-10.69%
141 Elderly Housing Programs	3,311,036	3,056,253	3,130,706	3,299,145	3,124,015	(175,130)	-5.31%
142 Community Development Block Grant	14,395,803	5,941,046	6,235,000	15,253,434	6,235,000	(9,018,434)	-59.12%
143 Homeowner and Business Loan Prgms	4,655,794	473,900	1,088,132	5,270,026	1,057,951	(4,212,075)	-79.93%
144 Housing Trust Fund	11,246,576	1,467,171	966,843	13,129,618	1,001,411	(12,128,207)	-92.37%
145 HOME Investment Partnership Grant	5,427,769	1,385,545	2,078,000	6,218,941	2,078,000	(4,140,941)	-66.59%
191 School Food & Nutrition Services	51,622,248	50,836,085	49,557,257	50,210,467	52,529,322	2,318,855	4.62%
192 School Grants & Self Supporting	50,837,237	38,061,280	45,460,720	57,266,764	50,293,077	(6,973,687)	-12.18%
193 School Adult & Community Education	13,915,075	10,774,128	9,471,415	13,145,040	9,759,589	(3,385,451)	-25.75%
Total Special Revenue Funds	\$2,121,801,629	\$1,862,307,133	\$1,989,367,184	\$2,228,381,869	\$2,141,321,391	(\$87,060,478)	-3.91%
G20 Debt Service Funds							
200 County Debt Service	\$99,631,721	\$96,388,637	\$100,462,441	\$104,859,400	\$100,093,383	(\$4,766,017)	-4.55%
201 School Debt Service	108,040,427	105,439,718	113,847,918	118,645,176	121,096,733	2,451,557	2.07%
Total Debt Service Funds	\$207,672,148	\$201,828,355	\$214,310,359	\$223,504,576	\$221,190,116	(\$2,314,460)	-1.04%

**FY 2004 ADVERTISED EXPENDITURES BY FUND
SUMMARY OF APPROPRIATED FUNDS**

Fund Type/Fund	FY 2002 Estimate	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Increase (Decrease) Over Revised	% Increase (Decrease)
G30 Capital Project Funds							
300 Countywide Roadway Improvement	\$2,415,877	\$637,943	\$0	\$1,777,934	\$0	(\$1,777,934)	-100.00%
301 Contributed Roadway Improvement	41,689,525	7,894,841	4,743,653	35,661,322	2,155,281	(33,506,041)	-93.96%
302 Library Construction	5,763,239	5,437,694	0	875,545	0	(875,545)	-100.00%
303 County Construction	33,797,111	16,512,276	11,104,717	28,539,073	15,565,817	(12,973,256)	-45.46%
304 Primary & Secondary Rd Bond Construction	37,989,698	10,512,414	500,000	25,356,738	0	(25,356,738)	-100.00%
306 No VA Regional Park Authority	2,250,000	2,250,000	2,250,000	2,250,000	2,250,000	0	0.00%
307 Sidewalk Construction	7,800,416	1,065,819	300,000	7,021,997	300,000	(6,721,997)	-95.73%
308 Public Works Construction	13,091,695	3,975,116	2,920,000	12,111,795	2,515,000	(9,596,795)	-79.24%
309 Metro Operations & Construction	19,559,959	16,426,402	27,553,761	25,379,308	20,042,283	(5,337,025)	-21.03%
310 Storm Drainage Bond Construction	3,720,637	29,991	939,363	4,630,009	0	(4,630,009)	-100.00%
311 County Bond Construction	30,504,252	7,115,376	2,085,000	24,534,484	1,000,000	(23,534,484)	-95.92%
312 Public Safety Construction	60,390,402	29,764,413	9,305,338	79,375,547	34,970,552	(44,404,995)	-55.94%
313 Trail Construction	1,074,604	519,909	75,000	629,695	75,000	(554,695)	-88.09%
314 Neighborhood Improvement Program	3,085,655	593,668	0	2,491,987	0	(2,491,987)	-100.00%
315 Commercial Revitalization Program	14,980,487	1,345,555	0	13,699,709	0	(13,699,709)	-100.00%
316 Pro Rata Share Drainage Construction	22,565,209	1,486,722	135,000	23,200,083	0	(23,200,083)	-100.00%
340 Housing Assistance Program	14,185,815	5,715,982	1,600,000	15,205,904	1,600,000	(13,605,904)	-89.48%
341 Housing G O Bond Construction	410,881	0	0	410,881	0	(410,881)	-100.00%
370 Park Authority Bond Construction	36,091,474	11,279,221	19,890,000	44,702,253	10,000,000	(34,702,253)	-77.63%
390 School Construction	423,587,521	198,648,252	153,476,261	382,249,196	208,319,289	(173,929,907)	-45.50%
Total Capital Project Funds	\$774,954,457	\$321,211,594	\$236,878,093	\$730,103,460	\$298,793,222	(\$431,310,238)	-59.08%
TOTAL GOVERNMENTAL FUNDS	\$3,987,729,797	\$3,240,298,165	\$3,355,922,678	\$4,129,154,147	\$3,615,429,224	(\$513,724,923)	-12.44%
PROPRIETARY FUNDS							
G40 Enterprise Funds							
401 Sewer Operation & Maintenance	\$66,455,862	\$60,980,690	\$63,826,040	\$65,183,247	\$71,699,978	\$6,516,731	10.00%
402 Sewer Construction Improvements	113,229,901	46,559,106	45,712,000	117,204,795	31,534,000	(85,670,795)	-73.09%
403 Sewer Bond Parity Debt Service	13,372,964	13,291,790	13,528,282	13,528,282	68,702,004	55,173,722	407.84%
407 Sewer Bond Subordinate Debt	18,314,214	17,330,913	18,236,861	20,264,089	21,875,577	1,611,488	7.95%
408 Sewer Bond Construction	61,625,968	17,518,424	0	44,107,544	0	(44,107,544)	-100.00%
Total Enterprise Funds	\$272,998,909	\$155,680,923	\$141,303,183	\$260,287,957	\$193,811,559	(\$66,476,398)	-25.54%

**FY 2004 ADVERTISED EXPENDITURES BY FUND
SUMMARY OF APPROPRIATED FUNDS**

Fund Type/Fund	FY 2002 Estimate	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Increase (Decrease) Over Revised	% Increase (Decrease)
G50 Internal Service Funds							
500 Retiree Health Benefits	\$2,042,781	\$2,039,217	\$2,299,936	\$2,299,936	\$3,092,790	\$792,854	34.47%
501 County Insurance Fund	10,368,929	10,748,811	10,039,438	11,573,438	10,530,683	(1,042,755)	-9.01%
502 County Central Stores	1,486,397	1,221,295	1,418,903	1,445,882	1,270,755	(175,127)	-12.11%
503 Department of Vehicle Services	48,589,715	39,970,946	47,776,767	52,750,858	45,509,398	(7,241,460)	-13.73%
504 Document Services Division	8,257,336	7,913,041	7,652,368	7,694,575	7,875,478	180,903	2.35%
505 Technology Infrastructure Services	20,833,116	17,551,208	19,776,336	21,322,635	22,680,772	1,358,137	6.37%
506 Health Benefits Trust	46,569,840	44,848,596	49,877,306	49,877,306	57,050,992	7,173,686	14.38%
590 School Insurance Fund	7,356,037	3,848,815	5,793,240	9,192,366	9,493,240	300,874	3.27%
591 School Health Benefits Trust	123,382,669	115,035,999	147,234,290	151,728,521	169,801,775	18,073,254	11.91%
592 School Central Procurement	14,000,000	11,635,797	14,000,000	14,000,000	14,000,000	0	0.00%
Total Internal Service Funds	\$282,886,820	\$254,813,725	\$305,868,584	\$321,885,517	\$341,305,883	\$19,420,366	6.03%
TOTAL PROPRIETARY FUNDS	\$555,885,729	\$410,494,648	\$447,171,767	\$582,173,474	\$535,117,442	(\$47,056,032)	-8.08%
FIDUCIARY FUNDS							
G60 Trust Funds							
600 Uniformed Retirement	\$27,538,665	\$23,273,449	\$32,301,833	\$32,301,833	\$34,184,624	\$1,882,791	5.83%
601 Fairfax County Employees' Retirement	82,577,906	83,100,647	93,335,300	93,340,338	101,061,628	7,721,290	8.27%
602 Police Retirement	27,410,408	27,947,457	31,223,195	31,223,195	34,797,219	3,275,738	10.49%
691 Educational Employees' Retirement	114,661,082	108,006,942	129,944,215	129,965,764	141,614,896	11,649,132	8.96%
Total Trust Funds	\$252,188,061	\$242,328,495	\$286,804,543	\$286,831,130	\$311,658,367	\$24,827,237	8.66%
G70 Agency Funds							
700 Route 28 Taxing District	\$6,087,185	\$6,141,323	\$6,863,962	\$6,863,962	\$5,973,407	(\$890,555)	-12.97%
TOTAL FIDUCIARY FUNDS	\$258,275,246	\$248,469,818	\$293,668,505	\$293,695,092	\$317,631,774	\$23,936,682	8.15%
TOTAL APPROPRIATED FUNDS	\$4,801,890,772	\$3,899,262,631	\$4,096,762,950	\$5,005,022,713	\$4,468,178,440	(\$536,844,273)	-10.73%
Less: Internal Service Funds ²	(\$282,886,820)	(\$254,813,725)	(\$305,868,584)	(\$321,885,517)	(\$341,305,883)	(\$19,420,366)	6.03%
NET EXPENDITURES	\$4,519,003,952	\$3,644,448,906	\$3,790,894,366	\$4,683,137,196	\$4,126,872,557	(\$556,264,639)	-11.88%

¹ FY 2004 Advertised Expenditures for Fund 090, Public School Operating, are reduced by \$21,293,410 to offset the discrepancy between the proposed Transfer Out from the General Fund and the School Board Proposed Transfer In to Fund 090.

² Total Appropriated Funds Expenditures are reduced by Internal Service Fund Expenditures, as the amounts are already included.

**FY 2004 ADVERTISED CHANGES IN FUND BALANCE
SUMMARY OF APPROPRIATED FUNDS**

Fund Type/ Fund	Balance 6/30/01	Balance 6/30/02	Balance 6/30/03	Balance 6/30/04	Appropriated From/ (Added to) Surplus
GOVERNMENTAL FUNDS					
G00 General Fund Group					
001 General Fund	\$84,169,489	\$94,569,059	\$60,857,992	\$59,093,322	\$1,764,670
002 Revenue Stabilization Fund	24,321,431	27,492,910	28,425,060	28,988,804	(563,744)
Total General Fund Group	\$108,490,920	\$122,061,969	\$89,283,052	\$88,082,126	\$1,200,926
G10 Special Revenue Funds					
090 Public School Operating	\$52,746,527	\$77,622,846	\$0	\$0	\$0
100 County Transit Systems	7,185,585	5,043,717	1,165,936	449,750	716,186
102 Federal/State Grant Fund	951,880	1,377,151	72,814	72,814	0
103 Aging Grants and Programs	535,697	737,713	0	0	0
104 Information Technology	25,743,099	23,977,647	0	0	0
105 Cable Communications	15,605,539	18,964,394	7,088,933	8,721,933	(1,633,000)
106 Community Services Board	2,184,010	5,492,079	4,160,312	2,324,921	1,835,391
108 Leaf Collection	2,528,427	2,110,842	1,645,373	1,158,951	486,422
109 Refuse Collection & Recycling Ops	14,567,446	12,611,029	9,931,142	6,611,085	3,320,057
110 Refuse Disposal	5,679,774	10,507,641	7,861,246	6,584,389	1,276,857
111 Reston Community Center	2,478,532	2,792,080	2,162,489	1,615,418	547,071
112 Energy Resource Recovery Facility	12,993,592	10,174,238	9,913,716	10,465,018	(551,302)
113 McLean Community Center	2,092,766	2,310,719	2,063,360	2,208,588	(145,228)
114 I-95 Refuse Disposal	75,737,886	77,041,032	53,332,175	38,050,897	15,281,278
115 Burgundy Village Community Center	125,549	133,232	138,633	148,816	(10,183)
116 Forest Integrated Pest Management Program	796,449	1,283,581	1,358,650	1,496,112	(137,462)
118 Consolidated Community Funding Pool	318,192	359,174	0	0	0
119 Contributory Fund	270,446	239,708	60,657	60,657	0
120 E-911 Fund	7,779,697	5,944,383	0	0	0
141 Elderly Housing Programs	717,755	598,202	284,314	130,180	154,134
142 Community Development Block Grant	492,784	700,686	36	36	0
143 Homeowner and Business Loan Prgms	2,385,922	2,744,653	82,145	82,145	0
144 Housing Trust Fund	9,975,636	12,391,835	229,060	229,060	0
145 HOME Investment Partnership Grant	109,273	(47,652)	0	0	0
191 School Food & Nutrition Services	10,395,824	9,791,528	9,087,058	9,412,025	(324,967)
192 School Grants & Self Supporting	3,751,539	3,294,954	0	0	0
193 School Adult & Community Education	3,782,283	2,565,113	0	0	0
Total Special Revenue Funds	\$261,932,109	\$290,762,525	\$110,638,049	\$89,822,795	\$20,815,254

**FY 2004 ADVERTISED CHANGES IN FUND BALANCE
SUMMARY OF APPROPRIATED FUNDS**

Fund Type/ Fund	Balance 6/30/01	Balance 6/30/02	Balance 6/30/03	Balance 6/30/04	Appropriated From/ (Added to) Surplus
G20 Debt Service Funds					
200 County Debt Service	\$1,523,397	\$4,439,359	\$0	\$0	\$0
201 School Debt Service	2,555,156	4,840,395	0	0	0
Total Debt Service Funds	\$4,078,553	\$9,279,754	\$0	\$0	\$0
G30 Capital Project Funds					
300 Countywide Roadway Improvement	\$2,415,877	\$1,777,934	\$0	\$0	\$0
301 Contributed Roadway Improvement	27,037,274	28,560,698	0	0	0
302 Library Construction	1,913,239	325,545	0	0	0
303 County Construction	20,690,746	19,434,356	0	0	0
304 Primary & Secondary Rd Bond Construction	13,284,523	15,443,075	0	0	0
306 No VA Regional Park Authority	0	0	0	0	0
307 Sidewalk Construction	4,721,983	4,732,346	0	0	0
308 Public Works Construction	10,191,145	8,354,672	0	0	0
309 Metro Operations & Construction	9,078,340	16,562,358	2,130,340	0	2,130,340
310 Storm Drainage Bond Construction	147,699	117,800	0	0	0
311 County Bond Construction	8,701,737	2,854,025	0	0	0
312 Public Safety Construction	1,641,966	39,020,914	0	0	0
313 Trail Construction	365,609	383,614	0	0	0
314 Neighborhood Improvement Program	230,013	191,439	108,521	138,521	(30,000)
315 Commercial Revitalization Program	521,038	(759,740)	0	0	0
316 Pro Rata Share Drainage Construction	2,973	3,379	0	0	0
340 Housing Assistance Program	3,048,847	1,190,554	6,130	6,130	0
341 Housing G O Bond Construction	86,211	86,211	0	0	0
370 Park Authority Bond Construction	4,617,140	1,337,919	0	0	0
390 School Construction	45,690,515	191,398	0	0	0
Total Capital Project Funds	\$154,386,875	\$139,808,497	\$2,244,991	\$144,651	\$2,100,340
TOTAL GOVERNMENTAL FUNDS	\$528,888,457	\$561,912,745	\$202,166,092	\$178,049,572	\$24,116,520
PROPRIETARY FUNDS					
G40 Enterprise Funds					
400 Sewer Revenue	\$161,851,820	\$173,117,699	\$147,572,179	\$73,028,946	\$74,543,233
401 Sewer Operation & Maintenance	5,666,012	5,553,095	199,103	244,830	(45,727)
402 Sewer Construction Improvements	51,467,138	66,670,795	0	0	0
403 Sewer Bond Parity Debt Service	1,368,429	1,205,119	1,044,848	965,751	79,097
406 Sewer Bond Debt Reserve	14,571,766	14,571,766	14,571,766	14,571,766	0
407 Sewer Bond Subordinate Debt	1,105,695	983,301	566,369	0	566,369
408 Sewer Bond Construction	58,891,536	45,732,035	192,4491	1,948,489	(23,998)
Total Enterprise Funds	\$294,922,396	\$307,833,810	\$165,878,756	\$90,759,782	\$75,118,974

**FY 2004 ADVERTISED CHANGES IN FUND BALANCE
SUMMARY OF APPROPRIATED FUNDS**

Fund Type/ Fund	Balance 6/30/01	Balance 6/30/02	Balance 6/30/03	Balance 6/30/04	Appropriated From/ (Added to) Surplus
G50 Internal Service Funds					
500 Retiree Health Benefits	\$231,311	\$110,009	\$38,564	\$35,000	\$3,564
501 County Insurance Fund	30,008,882	25,050,709	24,860,648	24,490,957	369,691
502 County Central Stores	436,107	358,119	331,140	331,140	0
503 Department of Vehicle Services	15,982,162	18,094,863	9,980,412	13,343,830	(3,363,418)
504 Document Services Division	1,774,419	1,164,544	350,503	497,996	(147,493)
505 Technology Infrastructure Services	8,991,875	11,265,982	9,555,671	7,626,005	1,929,666
506 Health Benefits Trust	5,131,741	1,672,740	4,711,089	4,462,317	248,772
590 School Insurance Fund	20,931,414	15,886,475	12,970,381	13,185,316	(214,935)
591 School Health Benefits Trust	8,279,428	8,958,466	0	0	0
592 School Central Procurement	1,591,243	1,176,028	1,176,028	1,176,028	0
Total Internal Service Funds	\$93,358,582	\$83,737,935	\$63,974,436	\$65,148,589	(\$1,174,153)
TOTAL PROPRIETARY FUNDS	\$388,280,978	\$391,571,745	\$229,853,192	\$155,908,371	\$73,944,821
FIDUCIARY FUNDS					
G60 Trust Funds					
600 Uniformed Retirement	\$644,181,059	\$617,625,402	\$662,457,541	\$707,439,698	(\$44,982,157)
601 Fairfax County Employees' Retirement	1,811,980,376	1,716,935,570	1,821,281,821	1,913,813,598	(92,531,777)
602 Police Retirement	605,386,894	573,316,655	615,575,602	649,399,123	(33,823,521)
691 Educational Employees' Retirement	1,488,764,682	1,369,372,874	1,407,516,560	1,442,922,479	(35,405,919)
Total Trust Funds	\$4,550,313,011	\$4,277,250,501	\$4,506,831,524	\$4,713,574,898	(\$206,743,374)
G70 Agency Funds					
700 Route 28 Taxing District	\$31,187	\$41,215	\$41,215	\$41,215	\$0
TOTAL FIDUCIARY FUNDS	\$4,550,344,198	\$4,277,291,716	\$4,506,872,739	\$4,713,616,113	(\$206,743,374)
TOTAL APPROPRIATED FUNDS	\$5,467,513,633	\$5,230,776,206	\$4,938,892,023	\$5,047,574,056	(\$108,682,033)

FUND 002

REVENUE STABILIZATION

Purpose

The Board of Supervisors, during deliberations on the *FY 1999 Carryover Review*, approved the establishment of Fund 002, Revenue Stabilization Fund. The purpose of this fund is to provide a mechanism for maintaining a balanced budget without resorting to tax increases and expenditure reductions that aggravate the stresses imposed by the cyclical nature of the economy.

The Board of Supervisors established the Reserve under the directive that the Revenue Stabilization Fund will not be used as a method of addressing the demand for new or expanded services; it is solely to be used as a financial tool in the event of a significant economic downturn. Therefore, the Board of Supervisors established a policy for utilizing the Revenue Stabilization Fund that identified three specific criteria that must be met in order to make a withdrawal from the Fund:

Projected revenues reflect a decrease greater than 1.5 percent from the current year estimate; any withdrawal from the Fund shall not exceed one half of the fund balance in any fiscal year; and withdrawals from the Reserve shall be used in combination with spending cuts or other measures.

The Revenue Stabilization Fund has a target balance of 3.0 percent of General Fund disbursements. The Fund shall be separate and distinct from the County's 2.0 percent Managed Reserve, which was initially established in FY 1983. However, the aggregate balance of both reserves shall not exceed 5.0 percent of General Fund disbursements.

It is anticipated that the target balance of 3.0 percent of General Fund disbursements will be accomplished by transferring funds from the General Fund over a multi-year period. The Board of Supervisors determined that a minimum of 40 percent of non-recurring balances identified at quarterly reviews would be transferred to the Revenue Stabilization Fund. Additionally, the Fund will retain the interest earnings on this balance, and the retention of interest will continue until the Reserve is fully funded.

FY 2004 Initiatives

- ◆ Transfer 40 percent of the non-recurring fund balances identified at the *FY 2003 Carryover Review* and the *FY 2004 Third Quarter Review* in accordance with Board adopted guidelines.
- ◆ Monitor the interest earnings and fund balance for the fund to track progression towards the target balance of 3 percent of General Fund Disbursements.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ The Board of Supervisors approved a General Fund Transfer In to this fund in the amount of \$240,983 or 40 percent of the non-recurring balances identified at the *FY 2002 Carryover Review*.

FUND 002 REVENUE STABILIZATION

FUND STATEMENT

Fund Type G00, General Fund

Fund 002, Revenue Stabilization

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$24,321,431	\$28,007,551	\$27,492,910	\$28,425,060
Revenue:				
Interest Earnings	\$660,429	\$691,167	\$691,167	\$563,744
Total Revenue	\$660,429	\$691,167	\$691,167	\$563,744
Transfer In:				
General Fund (001)	\$2,511,050	\$0	\$240,983	\$0
Total Transfer In	\$2,511,050	\$0	\$240,983	\$0
Total Available	\$27,492,910	\$28,698,718	\$28,425,060	\$28,988,804
Transfer Out:	\$0	\$0	\$0	\$0
Total Disbursements	\$0	\$0	\$0	\$0
Ending Balance	\$27,492,910	\$28,698,718	\$28,425,060	\$28,988,804

SPECIAL REVENUE FUNDS

Overview

Special Revenue Funds account for the proceeds of specific revenue sources that are restricted to expenditures for specified purposes. These proceeds include State and Federal Aid, income derived through activities performed by the Division of Solid Waste, special levies, program activity revenue, and operation of the public school system. The funds that are classified within the Special Revenue Funds group are listed below.

STATE AND FEDERAL AID

- ◆ These funds administer programs that benefit Fairfax County residents in accordance with County policy. Included are funds for programs that attempt to identify and alleviate the causes of poverty; manage grant resources for a variety of County programs ranging from public safety to human services issues; aid aging citizens within Fairfax County; and conserve and upgrade low and moderate-income neighborhoods.
 - **Fund 102 - Federal/State Grant Fund**
 - **Fund 103 - Aging Grants and Programs**
 - **Fund 106 - Fairfax-Falls Church Community Services Board**
 - **Fund 142 - Community Development Block Grant**
 - **Fund 145 - HOME Investment Partnership Grant**

CONSOLIDATED COMMUNITY FUNDING POOL

- ◆ These grants enable community-based organizations to leverage their existing program funding to provide services that are most appropriately delivered by non-governmental organizations. Starting in FY 2001, the Consolidated Community Funding Pool initiated grant awards on a two-year funding cycle to provide increased stability for the community-based organizations. Prior to FY 2001, the County awarded grants from the pool on a one-year cycle.
 - **Fund 118 – Consolidated Community Funding Pool**

INFORMATION TECHNOLOGY (IT)

- ◆ This fund supports the critical role of Information Technology in improving the County's business processes and customer service, and in recognition of the ongoing investment necessary to achieve such improvements.
 - **Fund 104 - Information Technology**

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD (CSB)

- ◆ Funding to support CSB programs in the areas of mental health, mental retardation, and alcohol and drug services is derived from a variety of sources including the cities of Fairfax and Falls Church, the State and Federal governments, client/program fees, and transfers from the General Fund.
 - **Fund 106 - Fairfax-Falls Church Community Services Board**

SPECIAL REVENUE FUNDS

SOLID WASTE MANAGEMENT

- ◆ These funds provide for the collection and disposal of refuse within Fairfax County, as well as the disposal of refuse delivered by local jurisdictions. Revenue is derived from collection and disposal charges of the various program components.
 - **Fund 108 - Leaf Collection**
 - **Fund 109 - Refuse Collection and Recycling Operations**
 - **Fund 110 - Refuse Disposal**
 - **Fund 112 - Energy/Resource Recovery Facility (E/RRF)**
 - **Fund 114 - I-95 Refuse Disposal**

COMMUNITY CENTERS

- ◆ These funds provide for the construction, operation, and maintenance of community centers for use by the residents within the special tax districts who pay a special levy based on assessed value of real property.
 - **Fund 111 - Reston Community Center**
 - **Fund 113 - McLean Community Center**
 - **Fund 115 - Burgundy Village Community Center**

FOREST INTEGRATED PEST MANAGEMENT PROGRAM

- ◆ The Forest Integrated Pest Management Program gains revenue through a special countywide tax levy on residential, commercial, and industrial properties to allow for the treatment of the gypsy moth and cankerworm population.
 - **Fund 116 - Forest Integrated Pest Management**

CONTRIBUTORY AGENCIES

- ◆ This fund was established to reflect the General Fund support of contributory agencies. Funding for the County's contribution to various organizations and/or projects are reflected in this fund. Support of this program was previously included in the General Fund in Agency 88, Contributory Agencies. However, because the expenditures made to these organizations are typically not in direct support of County operations, a separate fund was established.
 - **Fund 119 - Contributory Fund**

E-911 FUNDS

- ◆ This fund was created to satisfy a State legislative requirement that E-911 revenues and expenditures be accounted for separately. All expenditures associated with the Public Safety Communications Center (PSCC) are budgeted in this fund.
 - **Fund 120 - E-911 Fund**

SPECIAL REVENUE FUNDS

PROGRAM ACTIVITY REVENUE

- ◆ The primary sources of revenue for program activity funds are derived from receipts generated through program operations. These funds support the County's bus and Commuter rail service, and the County's Cable Operations.
 - **Fund 100 - County Transit Systems**
 - **Fund 105 - Cable Communications**

OPERATION OF THE PUBLIC SCHOOL SYSTEM

- ◆ These funds provide for recording expenditures required to operate, maintain, and support the Fairfax County Public School system programs, as well as the procurement, preparation, and serving of student breakfasts, snacks, and lunches. Primary sources of revenue include Federal and State aid, transfers from the General Fund, and receipts derived through food sales.
 - **Fund 090 - Public School Operating**
 - **Fund 191 - Public School Food and Nutrition Services**
 - **Fund 192 - Public School Grants and Self-Supporting Programs**
 - **Fund 193 - Public School Adult and Community Education**

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

- ◆ *Narratives for Funds 141, 142, 143, 144, and 145 can be found in the Housing and Community Development Programs section of this Volume.*

FUND 090

PUBLIC SCHOOL OPERATING

Purpose

Expenditures required operating, maintaining, and supporting the instructional program of Fairfax County Public Schools are recorded in the Public School Operating Fund. These expenditures include the costs for salaries and related employee benefits, materials, equipment, and services to continue current programs as well as costs for projected changes in membership and inflation. Revenue to support these expenditures is provided by a transfer from the County General Fund, State, and Federal aid, tuition payments from the City of Fairfax, and other fees and transfers.

It should be noted that the following fund statement reflects the FY 2004 Fairfax County Public Schools Superintendent's Proposed Budget. Adjustments to this fund, adopted by the Fairfax County School Board on February 13, 2003, will be discussed in the Overview Volume of the FY 2004 Advertised Budget Plan. However, all financial schedules included in the FY 2004 Advertised Budget Plan have been adjusted to reflect the funding level commensurate to a 6.03 percent increase in the General Fund transfer to Fairfax Public Schools. This is consistent with the Board of Supervisors' guidelines, which holds the rate of increase in the School Operating Fund transfer to the projected increase in County General Fund revenue. The proposed County General Fund transfer for school operations in FY 2004 totals \$1,238,475,201, an increase of \$70,432,948, or 6.03 percent, over the *FY 2003 Revised Budget Plan* transfer of \$1,168,042,253. Of this amount, \$1,621,364 represents the eighth year of a ten-year program to eliminate the County's outstanding unfunded teachers' liability.

Teachers' salaries are paid by contract over a twelve-month period ending in August. Consequently, in order to reflect the total teachers' salaries in the year that services are rendered, an accrual is made at the end of the fiscal year for the payroll liability arising from those teachers' salaries to be paid in the first two months of the succeeding year. Therefore, expenditures for July and August are recorded in the fiscal year in which they are earned and budgeted. However, prior to FY 1984, salaries for the month of July and August were paid and recorded in the next fiscal year. The result is an unfunded liability.

In FY 1984, the County began a program to eliminate the unpaid liability for educational employees' salaries and benefits over a ten-year period, which was to begin in FY 1984 and to continue through FY 1994. However, due to the 1990 recession, FY 1990 was the seventh and last year that the teachers' unfunded liability payment was funded. At that time the County's remaining outstanding liability was \$16,213,640. In FY 1997, the County resumed funding the teachers' liability payment with a new ten-year plan with scheduled payments of \$1,621,364 per year. The scheduled FY 2004 payment will be the eighth year of the School Board's Advertised new ten-year plan, and will reduce the outstanding liability balance to \$3,242,728.

It should be noted that the Fairfax County Public Schools Superintendent's Proposed Budget reflects a General Fund transfer of \$1,259,768,611, an increase of \$91,726,358, or 7.9 percent, over the FY 2003 transfer level. In order to fund the \$21,293,410 increase above the budget guidelines, additional resources would need to be considered by the Board of Supervisors.

FUND 090 PUBLIC SCHOOL OPERATING

FUND STATEMENT

Fund Type G10, Special Revenue Funds Fund 090, Public School Operating Fund

	FY 2002 Actual ¹	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan ²	FY 2004 Superintendent's Proposed ³
Beginning Balance	\$52,746,527	\$10,000,000	\$77,622,846	\$44,164,266
Revenue:				
Sales Tax	\$104,422,309	\$107,173,229	\$107,173,229	\$114,628,508
State Aid	215,098,818	205,584,896	191,203,799	178,079,418
Federal Aid	31,486,890	31,025,538	36,843,620	34,515,876
City of Fairfax Tuition	25,950,550	27,350,000	26,927,421	29,085,000
Tuition, Fees, and Other	10,975,181	8,724,876	9,670,123	9,459,801
Total Revenue	\$387,933,748	\$379,858,539	\$371,818,192	\$365,768,603
Transfers In:				
County General Fund (001) ⁴	\$1,079,911,756	\$1,167,861,517	\$1,168,042,253	\$1,259,768,611
School Insurance Fund (590)	1,516,947	0	0	0
Total Transfers In	\$1,081,428,703	\$1,167,861,517	\$1,168,042,253	\$1,259,768,611
Total Available	\$1,522,108,978	\$1,557,720,056	\$1,617,483,291	\$1,669,701,480
Total Expenditures	\$1,418,384,288	\$1,525,256,289	\$1,589,555,739	\$1,643,448,729
Transfers Out:				
School Construction Fund (390)	\$13,350,351	\$14,540,709	\$12,236,225	\$10,691,514
School Grants & Self-Supporting Fund (192)	11,382,456	16,529,685	13,397,954	14,120,945
School Adult & Community Education Fund (193)	1,100,131	1,100,131	2,000,131	1,100,131
School Health & Flexible Benefits Fund (591)	268,906	293,242	293,242	340,161
Total Transfers Out	\$26,101,844	\$32,463,767	\$27,927,552	\$26,252,751
Total Disbursements	\$1,444,486,132	\$1,557,720,056	\$1,617,483,291	\$1,669,701,480
Ending Balance	\$77,622,846	\$0	\$0	\$0

¹ FY 2002 Actuals reflect audit adjustments included in the FY 2002 Comprehensive Annual Financial Report (CAFR). The FY 2002 Audit Package detailing all of these changes will be included in the *FY 2003 Third Quarter Review*. As a result of an accounting change per the GASB statement number 34, a one-time adjustment of \$2.5 million was made in the annual leave liability, resulting in an increase in the FY 2002 beginning balance. Other audit adjustments result in a net increase of \$0.36 million in revenue and a decrease in expenditures of \$1.25 million.

² The *FY 2003 Revised Budget Plan* reflects adjustments adopted by the Fairfax County School Board on November 21, 2002, during their *FY 2003 Midyear Review*. The Fairfax County School Board adjustments will be officially reflected in the County's *FY 2003 Third Quarter Review*, which will be acted on by the Board of Supervisors in April 2003.

³ Reflects an additional \$44,164,266 in projected FY 2003 ending balance to be carried over to balance the FY 2004 budget.

⁴ In accordance with the Board adopted guidelines for the FY 2004 Budget, the proposed County General Fund transfer for school operations in FY 2004 totals \$1,238,475,201 or 6.03 percent over the FY 2003 Revised Budget Plan transfer. It should be noted that the Fairfax County Public Schools Superintendent's Proposed Budget reflects a General Fund transfer of \$1,259,768,611, an increase of \$91,726,358 or 7.9 percent over the FY 2003 transfer level. In order to fully fund this \$21,293,410 increase over the Budget Guidelines, additional resources would need to be considered by the Board of Supervisors. Adjustments to the Superintendent's Proposed budget, adopted by the School Board on February 13, 2003 will be reflected in the County Executive's Budget Message.

FUND 100 COUNTY TRANSIT SYSTEMS

Agency Mission

To provide safe, reliable, clean, and effective, public transportation service that complements the other elements of the multi-modal transportation system in Fairfax County and provides a cost-savings alternative to the Washington Metropolitan Area Transit Authority (WMATA) Metrobus service. To fund the County's share of operation for the Virginia Railway Express (VRE).

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
FAIRFAX CONNECTOR Bus Services				
Huntington	\$11,553,696	\$8,507,165	\$11,810,324	\$11,735,549
Reston/Herndon	10,587,390	11,551,409	12,726,461	14,693,348
Community Bus Services	2,198,520	2,230,619	2,251,499	0
Subtotal - Bus Services	\$24,339,606	\$22,289,193	\$26,788,284	\$26,428,897
Commuter Rail (VRE)	2,510,184	2,510,184	2,607,621	2,972,894
Bus Shelters	0	0	230,000	0
Total Expenditures	\$26,849,790	\$24,799,377	\$29,625,905	\$29,401,791
Income:				
Bus Fare Buy Down	\$784,188	\$0	\$799,747	\$0
Miscellaneous Revenues	141,638	125,000	125,000	150,000
State Reimbursement - Dulles	6,282,996	6,500,000	6,649,000	6,695,000
State Reimbursement - Other	593	0	0	0
Total Income	\$7,209,415	\$6,625,000	\$7,573,747	\$6,845,000
Net Cost to the County	\$19,640,375	\$18,174,377	\$22,052,158	\$22,556,791

Purpose

Fund 100, County Transit Systems, provides funding for operating and capital expenses for the FAIRFAX CONNECTOR bus system, comprising the Huntington and Reston-Herndon Divisions. In FY 2003 FAIRFAX CONNECTOR merged the Community Bus Services Division and the Reston-Herndon Division, so that all of the services provided by these two contractors and garages could be provided by one contractor at one garage.

Fund 100 also includes the County's share of the subsidy for commuter rail services operated by the Virginia Railway Express (VRE).

In FY 2004 the FAIRFAX CONNECTOR bus system is expected to operate 55 routes providing service to 11 Metrorail stations utilizing 163 County-owned transit buses. In FY 2004, FCDOT plans to institute the first fare increase on FAIRFAX CONNECTOR since 1993, while still maintaining fares consistent with other providers in the metropolitan region. This fare increase is expected to increase the base fare by 25 cents and increase the fare paid with a Metrorail-to-bus transfer. On the vast majority of routes in the FAIRFAX CONNECTOR system, base fares will be increased from 50 to 75 cents. Fare adjustments on the FAIRFAX CONNECTOR express routes (consisting of routes 306, 383, 384, 385, and 989), as well as the increase on the Metrorail-to-bus transfer are also likely to occur. In addition, as part of the reductions proposed by the County Executive, service reductions are included on Route 605 (Reston Town Center to the Fairfax County Government Center). This reduction will result in approximately 5,335 fewer revenue hours (or an estimated 2000 annual passenger trips) of CONNECTOR service in FY 2004.

FUND 100

COUNTY TRANSIT SYSTEMS

FAIRFAX CONNECTOR: HUNTINGTON DIVISION

In FY 2004, FAIRFAX CONNECTOR service in the Huntington Division will operate 23 routes. This service includes local service to the Huntington, Van Dorn and Franconia-Springfield Metrorail Stations, express service to the Pentagon Metrorail Station and cross-County service between Springfield and Tysons Corner.

FAIRFAX CONNECTOR: RESTON-HERNDON DIVISION

In FY 2004, FAIRFAX CONNECTOR service in the Reston-Herndon Division will include 32 routes, which include the eight routes previously provided by the CBS Division. This service includes express service from Reston and Herndon to the West Falls Church Metrorail Station, express service from Reston to the Pentagon, local service between Herndon, Reston and Tysons Corner, local service within Reston and cross-County service between Fair Oaks and Reston. In late FY 2003 the County will award a new contract to provide the bus service for the Reston-Herndon Division. The FY 2004 budget includes funds to provide start-up and transition costs as well as to cover the projected increase in the cost of providing existing services under the new contract for bus services in the Reston-Herndon Division.

FAIRFAX CONNECTOR: BUS REPLACEMENT

Funding in FY 2004, combined with balance expected to be made available as part of the *FY 2003 Third Quarter Review*, is included to replace 15 FAIRFAX CONNECTOR buses in FY 2004. In July 1997, the Board of Supervisors approved a FAIRFAX CONNECTOR Transit Bus Fleet Replacement Policy, which included a bus replacement schedule based on a 12-year useful life cycle for CONNECTOR buses. Using this as a basis, a replacement schedule that seeks to more equally spread out CONNECTOR replacement requirements between fiscal years is being implemented in FY 2004, targeting an amount of approximately 15 buses each year. The previous replacement schedule ranged from zero to 39 buses depending on the fiscal year. Under this plan, buses will continue to be replaced using a base 12-year useful life cycle, however some buses may be replaced a year or two sooner or later than otherwise in order to flatten out the requirements and make them more consistent from year to year. This can be managed on the basis of bus condition. The benefits of this plan are:

- The Board of Supervisors is able to fund safe, reliable bus service without disrupting the funding available for other County services. Other services could be disrupted with the previous “pay as you go” option in years where the replacement requirement is particularly large, such as the estimated \$11.1 million requirement that would have been required in FY 2011 or the estimated \$15.3 million requirement that would have been required in FY 2013.
- The Department of Transportation is able to manage the long lead-time necessary to purchase transit buses (up to 30 months) and is able to obtain the best value on each purchase.
- Current services are maintained before other County services are enhanced or expanded.
- Future bus service reliability is sustained.
- Fluctuations in annual requirements are reduced.
- The fleet stays fresh with approximately 8 percent replaced annually.

FUND 100

COUNTY TRANSIT SYSTEMS

VIRGINIA RAILWAY EXPRESS (VRE)

Virginia Railway Express (VRE) expenditures are estimated to be \$2.97 million in FY 2004. The Board of Supervisors approved the County's participation in the regional rail service on August 1, 1988. The service is a joint effort among the Northern Virginia Transportation Commission, the Potomac and Rappahannock Transportation Commission, the Virginia Department of Rail and Public Transportation, and the participating jurisdictions of Fairfax County, Manassas, Manassas Park, Fredericksburg, Prince William County, and Stafford County. The City of Alexandria and Arlington County are contributing jurisdictions.

The operation and maintenance costs associated with the commuter rail system are funded from a combination of ridership revenues (which accrue directly to VRE), State contributions, and contributions from the participating and contributing local jurisdictions. According to the Master Agreement, at least 50 percent of the operating cost must be paid by passenger fares, with the remainder funded by the participating jurisdictions. Fairfax County's anticipated share of the contributions from local jurisdictions is approximately 43 percent based on a formula which apportions financial responsibility to participating jurisdictions 90 percent by ridership and 10 percent by population.

FY 2002 Key Accomplishments

- ◆ FAIRFAX CONNECTOR ridership for FY 2002 increased by 11.8 percent to 6,831,313, an increase of over 700,000 passengers over the prior fiscal year and far exceeded the FY 2002 goal of 6.4 million passengers.
- ◆ Fairfax County purchased and received 18 replacement buses, which consisted of ten 30-foot buses and eight 35-foot buses.
- ◆ Awarded the Huntington service contract to Yellow Bus Transportation. This new contractor completed a customer satisfaction survey in the Huntington Division service area.
- ◆ The Huntington Operations Center parking lot expansion was completed.
- ◆ The Herndon-Monroe Park-and-Ride lot utilization has increased to an average daily total of 1,209 cars parked, a 38.2 percent increase over FY 2001.
- ◆ FAIRFAX CONNECTOR implemented additional weekend and holiday service in South County including operation of Route 204 on Saturdays.
- ◆ FAIRFAX CONNECTOR implemented Phase II of the Dulles Corridor Rapid Transit Project, and Route 605, the new cross-County route from Fair Oaks area to Reston.
- ◆ FAIRFAX CONNECTOR increased frequency of service on the Reston Internal Bus System (RIBS) to complement and support the changes to service levels in the Dulles Corridor.
- ◆ The Department of Transportation (FCDOT) implemented the use of Ultra Low Sulfur diesel fuel in the Huntington Division.
- ◆ FAIRFAX CONNECTOR provided additional service, made routing adjustments, and retained some service scheduled for elimination as the result of the terrorist attacks on the Pentagon and the limitations on parking that ensued.
- ◆ FCDOT received increased Code Red Funding, which is funding for free rides on the FAIRFAX CONNECTOR on Code Red Days. Funding for 12 days was received for the summer of 2002.
- ◆ FCDOT commenced a program of facility and fleet audits to monitor the County's capital investment in facilities and revenue vehicle equipment.

FUND 100

COUNTY TRANSIT SYSTEMS

- ◆ FCDOT implemented a pilot program with Fairfax County Public Schools whereby the FAIRFAX CONNECTOR is paid to assist with after school activity transportation.
- ◆ FCDOT participated with FASTRAN in a cooperative effort to acquire scheduling software to enhance the ability to coordinate schedules and improve efficiency.
- ◆ FCDOT staff and Metrobus Service Planning staff re-designed the Tysons Corner service to reduce duplication of services. This re-design produced an annualized savings of \$247,000 in Metrobus Local Service costs.
- ◆ FCDOT initiated a peer group analysis to bench mark the effectiveness and cost efficiency of the FAIRFAX CONNECTOR in comparison with other transit properties.

FY 2004 Initiatives

- ◆ Implement the use of SmartTrip cards on FAIRFAX CONNECTOR, including a major marketing campaign to promote SmartTrip to new and existing customers.
- ◆ Decrease customer complaints.
- ◆ Provide better customer service in operations and information.
- ◆ Improve quality of bus service.
- ◆ Initiate new contract to provide bus service in the Reston-Herndon Division.
- ◆ Develop an ITS plan for the FAIRFAX CONNECTOR.
- ◆ Conduct customer service surveys.
- ◆ Provide an electronic newsletter for the FAIRFAX CONNECTOR customers.
- ◆ Implement a program of bus advertising on FAIRFAX CONNECTOR buses.
- ◆ Improve service in the Richmond Highway corridor by utilizing revenues from bus advertising.

FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, expenditure reductions totaling \$134,043 and revenue enhancements totaling \$510,000 are proposed by the County Executive for this agency. These adjustments include:

- ◆ Reduction of \$134,043 through service reductions on Route 605 (Reston Town Center to the Fairfax County Government Center) due to lower than projected utilization since this route was established. This reduction will result in approximately 5,335 fewer revenue hours (or an estimated 2000 passenger trips) of CONNECTOR service in FY 2004.
- ◆ In order to generate an additional \$510,000 in revenue, the first fare increase on FAIRFAX CONNECTOR since 1993 is proposed. This fare increase is expected to increase the base fare by 25 cents and increase the fare paid with a Metrorail-to-bus transfer. It should be noted that this revenue enhancement is not reflected under "Income" on the *Agency Summary* table as farebox revenue is netted out from contractor expenditure totals, thus resulting in a FY 2004 general fund requirement for this fund that is \$510,000 lower than it otherwise would have been. However, the increased farebox revenue totals can be seen in the Performance Measurement tables in this agency.

FUND 100

COUNTY TRANSIT SYSTEMS

Performance Measurement Results

Several notable accomplishments were achieved by the FAIRFAX CONNECTOR in FY 2002.

The FAIRFAX CONNECTOR increased ridership by 11.8 percent over FY 2001 for a total of 6.8 million riders. This breaks down to a 9.7 percent increase in weekday ridership, a 29.8 percent increase in Sunday ridership, and a 22.4 percent increase in Saturday ridership. In the Dulles Corridor, overall ridership increased to 11,044 boardings per weekday surpassing the target ridership of 10,000 boardings per weekday. In addition, Herndon-Monroe Park-and-Ride lot utilization has increased to an average daily total of 1,209 cars parked, a 38.2 percent increase over FY 2001.

The FAIRFAX CONNECTOR has developed an aggressive customer service program to reduce customer complaints and increase the customer service provided. As a facet of this program FCDOT has established an e-mail address where our customers may contact us. FCDOT is providing a faster response to complaints, which is reducing the number of repeat complaints. These efforts have helped to reduce FAIRFAX CONNECTOR customer complaints by 12.5 percent to 28 complaints per 100,000 passengers.

Funding Adjustments

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

- ◆ A net decrease of \$4,204,875 for expenses not required in FY 2004 as a result of the one-time carryover of expenditures noted below and various other FY 2003 one-time funding requirements.
- ◆ An increase of \$3,299,699, which when combined with balance expected to be made available as part of the *FY 2003 Third Quarter Review*, will allow for the replacement of 15 FAIRFAX CONNECTOR buses in FY 2004. This is the first year of implementing a plan to more equally spread out the rate of bus replacement, targeting an amount of approximately 15 buses each year.
- ◆ An increase of \$826,378 to provide start-up and transition costs as well as maintain the same level of service under the new contract for bus services in the Reston-Herndon Division. FAIRFAX CONNECTOR will be awarding a new contract in the Reston-Herndon Division, which will merge the existing Community Bus Services (CBS) Division with the existing Reston-Herndon Division.
- ◆ A decrease of \$644,043 in net operating funds associated with reductions proposed by the County Executive noted above.
- ◆ An increase of \$365,273 reflects Fairfax County's estimated share of VRE expenses based on the VRE subsidy formula for participating jurisdictions and other financial data which determines jurisdictional subsidies.
- ◆ An increase of \$199,985 to support the contract requirements with Yellow Bus in the Huntington Division of FAIRFAX CONNECTOR. Of this total, \$140,985 is included for a 2.0 percent personnel-based contractual adjustment required based on Washington/Baltimore area inflation rates as required by the contract and measured by the Consumer Price Index (CPI). The remaining \$59,000 is included to support existing service levels in the Huntington Division based on actual usage under the new contract with Yellow Bus Services.
- ◆ A net decrease of \$66,531 due primarily to a decrease of \$163,309 for Department of Vehicle Services charges based on anticipated charges for fuel, the County motor pool, vehicle replacement, and maintenance costs, partially offset by an increase of \$56,778 reflecting a 5 percent increase in insurance costs due to 9-11 related increases in insurance premiums and an increase of \$40,000 for Fairfax County's share of a regional contract to participate in SmarTrip program.

FUND 100

COUNTY TRANSIT SYSTEMS

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:

- ◆ As part of the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$4,826,528, resulting in a *FY 2003 Revised Budget Plan* total of \$29,625,905. Of this total, \$4,204,875 was for one-time expenditures including \$2,528,310 to complete the purchase of 18 replacement buses in the final stage of production; \$799,747, fully offset by additional FY 2003 bus fare buydown revenue from the State, to fund increased contract bus service and associated expenses resulting from free fares on FAIRFAX CONNECTOR routes in the Reston-Herndon corridor; \$249,000 for the ongoing project of replacing the fuel tanks at the Huntington Operations Center; \$189,818 to complete the purchase of fixed route transit scheduling software previously approved by the Board; and \$149,000, fully offset by State Dulles Corridor Express Bus Service revenue, for advertising expenses in the Dulles Corridor. In addition, an amount of \$230,000 is included to fund the Local Cash Match for the Congestion Mitigation and Air Quality (CMAQ)-funded Bus Shelters grant previously approved by the Board, and an amount of \$59,000 was included to lease phones for communications in the Huntington Division. The two ongoing increases totaling \$621,653 include an amount of \$524,216 to support the existing contract with Yellow Bus in the Huntington Division of FAIRFAX CONNECTOR, and an amount of \$97,437 to fund the County's commitment for the Virginia Railway Express (VRE).

FAIRFAX CONNECTOR - ALL DIVISIONS

Performance Measures

Objectives

- ◆ To provide service to 7,275,000 FAIRFAX CONNECTOR riders in FY 2004. This amount reflects a reduction of 0.48 percent from the FY 2003 total of 7,310,000 riders.
- ◆ To provide an exemplary transit bus system, which is cost effective and competitive in the Washington Metropolitan Region by providing 432,907 platform hours and 7,299,157 platform miles of service.

FUND 100 COUNTY TRANSIT SYSTEMS

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Buses operated	154	163	163 / 163	163	163
Routes served	58	58	58 / 58	55	55
Passengers transported	5,586,462	6,110,611	6,401,280 / 6,831,313	7,310,000	7,275,000
Timetables distributed	1,424,000	1,208,638	1,614,060 / 1,829,693	1,614,060	1,614,060
Information sites	105	107	115 / 115	115	115
Maps distributed	21,000	20,000	25,000 / 15,000	20,000	20,000
Platform hours provided	389,407	394,059	412,919 / 425,774	446,718	432,907
Platform miles provided	6,041,201	6,549,186	6,700,469 / 7,032,207	7,378,171	7,299,157
Revenue hours	324,185	326,593	335,525 / 371,777	390,039	380,626
Revenue miles generated	4,966,133	5,102,608	5,108,089 / 5,839,286	6,126,564	6,087,831
Efficiency:					
Operating cost/passenger	\$3.39	\$2.87	\$3.44 / \$3.01	\$3.10	\$2.99
Operating subsidy/passenger	\$2.96	\$2.50	\$3.06 / \$2.62	\$2.77	\$2.59
Passengers/revenue mile	1.12	1.20	1.25 / 1.17	1.19	1.20
Operating costs	\$18,926,217	\$17,554,267	\$22,033,980 / \$20,544,554	\$22,663,070	\$21,781,294
Farebox revenue	\$2,386,153	\$2,282,756	\$2,432,353 / \$2,646,143	\$2,410,169	\$2,910,000
Operating subsidy	\$16,540,064	\$15,271,510	\$19,601,627 / \$17,908,411	\$20,252,901	\$18,871,294
Operating cost/platform mile	\$3.13	\$2.68	\$3.29 / \$2.92	\$3.07	\$2.98
Operating cost/platform hour	\$48.60	\$44.55	\$53.36 / \$48.28	\$50.73	\$50.31
Fare box revenue as a percent of operating costs	12.61%	13.00%	11.04% / 12.87%	10.63%	13.36%
Service Quality:					
Complaints per 100,000 passengers	41	32	30 / 28	21	19
Outcome:					
Percent change in CONNECTOR passengers	17.02%	9.38%	4.76% / 11.79%	7.01%	(0.48%)
Percent change in service provided for platform miles	30.56%	8.41%	2.31% / 7.38%	4.92%	(1.07%)
Percent change in service provided for platform hours	33.70%	1.19%	4.79% / 8.05%	4.92%	(3.09%)

FUND 100 COUNTY TRANSIT SYSTEMS

FAIRFAX CONNECTOR: HUNTINGTON DIVISION

Performance Measures

Objectives

- ◆ To provide service to 3,953,527 FAIRFAX CONNECTOR passengers in the Huntington Division in FY 2004, an amount that reflects a 3.83 percent reduction from the FY 2003 total of 4,111,016.

- ◆ To provide an exemplary transit bus system, which is cost effective and competitive in the Washington Metropolitan Region by providing 196,857 platform hours and 2,821,516 platform miles of service.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Buses operated	74	83	83 / 83	83	83
Routes served	23	23	23 / 23	23	23
Passengers transported	3,128,083	3,437,830	3,600,640 / 3,519,582	4,111,016	3,953,527
Platform hours provided	182,653	192,617	201,836 / 189,635	198,946	196,857
Platform miles provided	2,456,282	2,756,932	2,820,331 / 2,718,002	2,851,456	2,821,516
Revenue hours	143,654	151,361	155,500 / 158,262	166,023	164,287
Revenue miles generated	2,066,968	2,134,504	2,136,797 / 2,202,047	2,310,168	2,285,911
Efficiency:					
Operating cost/passenger	\$2.61	\$2.46	\$2.74 / \$2.64	\$2.23	\$2.13
Operating subsidy/passenger	\$2.19	\$2.08	\$2.36 / \$2.17	\$1.93	\$1.71
Passengers/revenue mile	1.51	1.61	1.69 / 1.60	1.78	1.73
Operating costs	\$8,172,287	\$8,456,396	\$9,859,836 / \$9,298,612	\$9,170,294	\$8,435,850
Farebox revenue	\$1,318,061	\$1,311,837	\$1,364,261 / \$1,671,167	\$1,250,000	\$1,677,185
Operating subsidy	\$6,854,226	\$7,144,559	\$8,495,575 / \$7,627,445	\$7,920,294	\$6,758,665
Operating cost/platform mile	\$3.33	\$3.07	\$3.50 / \$3.42	\$3.22	\$2.99
Operating cost/platform hour	\$44.74	\$43.90	\$48.85 / \$49.03	\$46.09	\$42.85
Farebox revenue as a percent of operating costs	16.13%	15.51%	13.84% / 17.97%	13.63%	19.88%
Service Quality:					
Complaints per 100,000 passengers	37	31	29 / 30	18	18

FUND 100 COUNTY TRANSIT SYSTEMS

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Outcome:					
Percent change in Huntington CONNECTOR passengers	10.01%	9.90%	4.74% / 2.38%	16.80%	(3.83%)
Percent change in service provided for platform miles	(4.07%)	12.24%	2.30% / (1.41%)	4.91%	(1.05%)
Percent change in service provided for platform hours	(5.92%)	5.46%	4.79% / (1.55%)	4.91%	(1.05%)

FAIRFAX CONNECTOR: COMMUNITY BUS SERVICES DIVISION

Performance Measures

Objectives

- ◆ FCDOT plans on merging the service in this Division with the service in the Reston-Herndon Division by the end of FY 2003. The Community Bus Services Division's Objectives and Performance Indicators for FY 2004 are now captured in the Reston-Herndon Division's Objectives and Performance Indicators table.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Buses operated	15	15	15 / 15	15	NA
Routes served	9	9	9 / 9	8	NA
Passengers transported	508,635	553,261	579,840 / 680,748	661,974	NA
Platform hours provided	39,403	38,413	40,251 / 48,536	50,939	NA
Platform miles provided	571,949	605,084	619,160 / 838,257	879,751	NA
Revenue hours	33,932	32,525	33,415 / 41,435	43,485	NA
Revenue miles generated	448,190	459,143	459,636 / 685,825	719,773	NA

FUND 100 COUNTY TRANSIT SYSTEMS

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Efficiency:					
Operating cost/passenger	\$3.66	\$3.33	\$2.97 / \$3.23	\$3.40	NA
Operating subsidy/passenger	\$3.30	\$3.02	\$2.66 / \$2.97	\$3.08	NA
Passengers/revenue mile	1.13	1.21	1.26 / 0.99	0.92	NA
Operating costs	\$1,860,785	\$1,845,592	\$1,723,810 / \$2,198,520	\$2,251,499	NA
Farebox revenue	\$183,048	\$175,416	\$183,048 / \$175,416	\$209,868	NA
Operating subsidy	\$1,677,737	\$1,670,176	\$1,540,762 / \$2,023,104	\$2,041,631	NA
Operating cost/platform mile	\$3.25	\$3.05	\$2.78 / \$2.62	\$2.56	NA
Operating cost/platform hour	\$47.22	\$48.05	\$42.83 / \$45.30	\$44.20	NA
Farebox revenue as a percent of operating costs	9.84%	9.50%	10.62% / 7.98%	9.32%	NA
Service Quality:					
Complaints per 100,000 passengers	24	18	17 / 14	11	NA
Outcome:					
Percent change in Community Bus passengers	17.45%	8.84%	4.74% / 22.96%	(2.76%)	NA
Percent change in service provided for platform miles	4.70%	5.79%	2.33% / 38.54%	4.95%	NA
Percent change in service provided for platform hours	7.35%	(2.51%)	4.78% / 26.35%	4.95%	NA

FAIRFAX CONNECTOR: RESTON-HERNDON DIVISION (1)

Performance Measures

Objectives

- ◆ To increase the number of FAIRFAX CONNECTOR riders in the Reston-Herndon Division by 30.92 percent, from 2,537,010 riders in FY 2003 to 3,321,473 riders for FY 2004. This increase equates to a 3.8 percent increase in ridership over the combined total of the Reston-Herndon Division passengers as well as the former Community Bus Services Division passengers, which are being merged with this Division in FY 2004.
- ◆ To provide an exemplary transit bus system, which is cost effective and competitive in the Washington Metropolitan Region by increasing the number of platform hours from 196,833 to 236,050 and the number of platform miles from 3,646,965 to 4,477,641. It should be noted that these increases reflect the inclusion of the Community Bus Services Division's platform hours and platform miles in FY 2004, as this data is now captured in this table.

FUND 100 COUNTY TRANSIT SYSTEMS

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Buses operated	65	65	65 / 65	65	77
Routes served	26	26	26 / 26	24	32
Passengers transported	1,949,744	2,119,160	2,220,800 / 2,630,983	2,537,010	3,321,473
Platform hours provided	167,351	163,029	170,832 / 187,603	196,833	236,050
Platform miles provided	3,012,970	3,187,170	3,260,978 / 3,475,948	3,646,965	4,477,641
Revenue hours	146,599	142,707	146,610 / 172,080	180,531	216,339
Revenue miles generated	2,450,975	2,508,961	2,511,656 / 2,951,414	3,096,624	3,801,920
Efficiency:					
Operating cost/passenger	\$4.56	\$3.42	\$4.71 / \$3.44	\$4.43	\$4.02
Operating subsidy/passenger	\$4.11	\$3.05	\$4.31 / \$3.14	\$4.06	\$3.65
Passengers/revenue mile	0.80	0.84	0.88 / 0.89	0.82	0.87
Operating costs	\$8,893,145	\$7,252,279	\$10,450,334 / \$9,057,422	\$11,241,277	\$13,345,444
Farebox revenue	\$885,044	\$795,503	\$885,044 / \$799,560	\$950,301	\$1,232,815
Operating subsidy	\$8,008,101	\$6,456,775	\$9,565,290 / \$8,257,862	\$10,290,976	\$12,112,629
Operating cost/platform mile	\$2.95	\$2.28	\$3.20 / \$2.61	\$3.08	\$2.98
Operating cost/platform hour	\$53.14	\$44.48	\$61.17 / \$48.28	\$57.11	\$56.54
Farebox revenue as a percent of operating costs	9.95%	10.97%	8.47% / 8.83%	8.45%	9.24%
Service Quality:					
Complaints per 100,000 passengers	50	37	35 / 30	28	20
Outcome:					
Percent change in Reston-Herndon CONNECTOR passengers	30.21%	8.69%	4.80% / 24.15%	(3.57%)	30.92%
Percent change in service provided for platform miles	98.18%	5.78%	2.32% / 9.06%	4.92%	22.78%
Percent change in service provided for platform hours	177.07%	(2.58%)	4.79% / 15.07%	4.92%	19.92%

(1) In FY 2004, FCDOT plans on merging the service in this Division with the service in the Community Bus Services Division. The Community Bus Services Division's Objectives and Performance Indicators for FY 2004 are now captured in the Objectives and Performance Indicators in this table.

FUND 100 COUNTY TRANSIT SYSTEMS

COMMUTER RAIL

Performance Measures

Objectives

- ◆ To increase the number of daily VRE riders boarding at stations in Fairfax County from 653,500 in FY 2003 to 787,500 in FY 2004, resulting in a 20.5 percent increase in VRE passengers boarding at stations in Fairfax County.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Annual Fairfax County VRE subsidy (\$ in millions)	\$2.29	\$2.39	\$2.51 / \$2.51	\$2.61	\$2.97
Daily trains operated	30	30	30 / 30	32	32
Stations maintained in Fairfax County	5	5	5 / 5	5	5
Parking spaces provided in Fairfax County	1,860	1,860	1,860 / 1,860	2,030	2,030
Daily A.M. boardings at Fairfax County stations	1,030	1,237	1,422 / 1,221	1,307	1,575
Estimated annual boardings / alightings at Fairfax County stations	515,610	606,209	697,140 / 610,500	653,500	787,500
Efficiency:					
Cost per County VRE trip	\$4.44	\$3.94	\$3.60 / \$4.11	\$3.99	\$3.77
Outcome:					
Percent change in VRE passengers boarding at stations in Fairfax County	6.2%	17.6%	15.0% / 0.7%	7.0%	20.5%

FUND 100 COUNTY TRANSIT SYSTEMS

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 100, County Transit Systems

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$7,185,585	\$631,996	\$5,043,717	\$1,165,936
Revenue:				
Bus Fare Buy Down	\$784,188	\$0	\$799,747	\$0
Miscellaneous Revenue ¹	141,638	125,000	125,000	150,000
State Reimbursement - Dulles Corridor	6,282,996	6,500,000	6,649,000	6,695,000
State Reimbursement - Other	593	0	0	0
Total Revenue	\$7,209,415	\$6,625,000	\$7,573,747	\$6,845,000
Transfers In:				
FAIRFAX CONNECTOR (001)				
Huntington	\$6,669,717	\$7,729,290	\$7,729,290	\$7,340,708
Community Bus Services	1,647,809	1,653,921	1,653,921	0
Reston/Herndon	5,245,557	4,845,558	4,845,558	6,662,692
Commuter Rail	2,500,000	2,510,184	2,510,184	2,972,894
Bus Replacement	0	0	0	3,299,699
Subtotal (001)	\$16,063,083	\$16,738,953	\$16,738,953	\$20,275,993
Metro Operations and Construction (309) ²	\$1,435,424	\$1,435,424	\$1,435,424	\$1,564,612
Total Transfers In	\$17,498,507	\$18,174,377	\$18,174,377	\$21,840,605
Total Available	\$31,893,507	\$25,431,373	\$30,791,841	\$29,851,541

FUND 100 COUNTY TRANSIT SYSTEMS

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 100, County Transit Systems

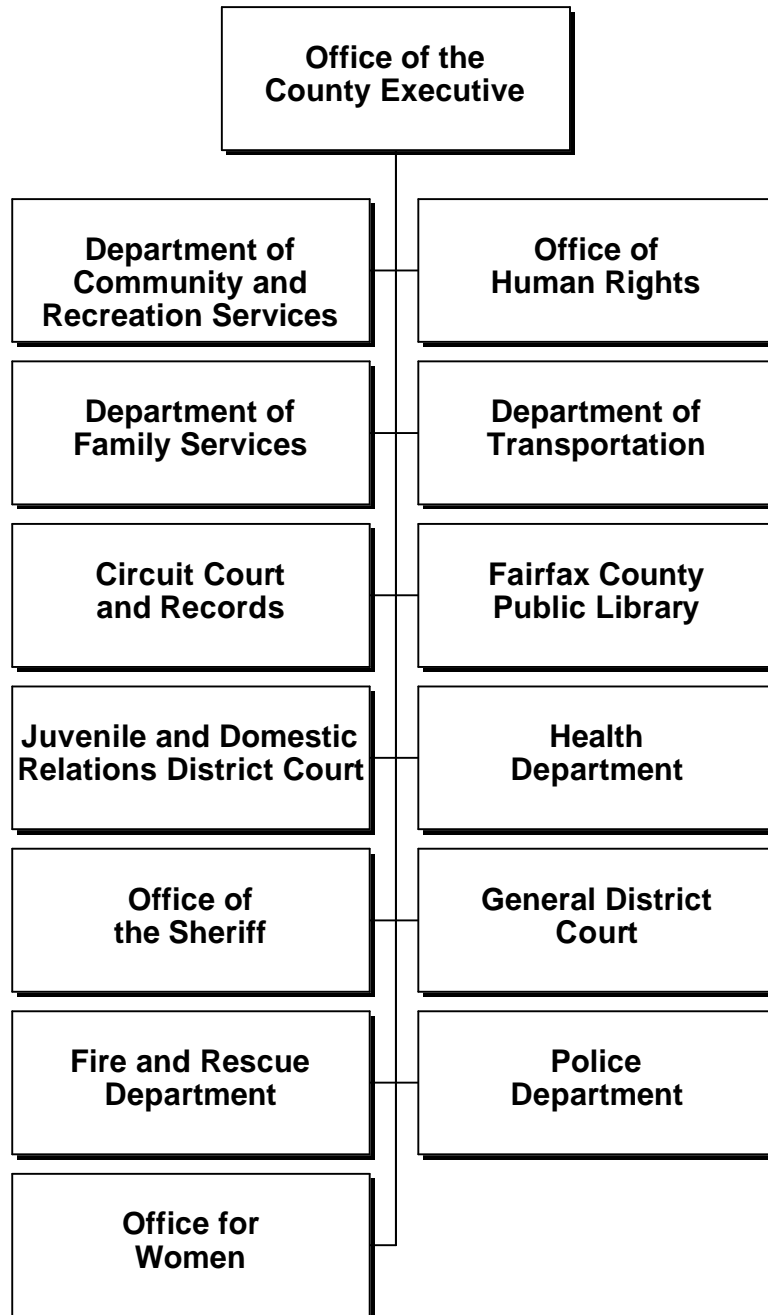
	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
<u>FAIRFAX CONNECTOR</u>				
Huntington Division				
Operating Expenses ³	\$9,298,863	\$8,507,165	\$9,170,294	\$8,435,850
Capital Equipment	2,254,833	0	2,640,030	3,299,699
Subtotal - Huntington	<u>\$11,553,696</u>	<u>\$8,507,165</u>	<u>\$11,810,324</u>	<u>\$11,735,549</u>
Community Bus Services Division				
Operating Expenses	\$2,198,520	\$2,230,619	\$2,251,499	\$0
Capital Equipment	0	0	0	0
Subtotal - Community Bus Services	<u>\$2,198,520</u>	<u>\$2,230,619</u>	<u>\$2,251,499</u>	<u>\$0</u>
Reston/Herndon Division				
Operating Expenses	\$9,057,421	\$10,203,505	\$11,241,277	\$13,345,444
Capital Equipment	1,529,969	1,347,904	1,485,184	1,347,904
Subtotal - Reston/Herndon	<u>\$10,587,390</u>	<u>\$11,551,409</u>	<u>\$12,726,461</u>	<u>\$14,693,348</u>
Total - CONNECTOR	<u>\$24,339,606</u>	<u>\$22,289,193</u>	<u>\$26,788,284</u>	<u>\$26,428,897</u>
Commuter Rail	\$2,510,184	\$2,510,184	\$2,607,621	\$2,972,894
Bus Shelters	0	0	230,000	0
Total Expenditures	<u>\$26,849,790</u>	<u>\$24,799,377</u>	<u>\$29,625,905</u>	<u>\$29,401,791</u>
Total Disbursements	\$26,849,790	\$24,799,377	\$29,625,905	\$29,401,791
Ending Balance	\$5,043,717	\$631,996	\$1,165,936	\$449,750
Transportation-Related Requirements	\$5,043,717	\$631,996	\$1,165,936	\$449,750
Unreserved Balance	\$0	\$0	\$0	\$0

¹ Miscellaneous revenue reflects reimbursement from the Washington Metropolitan Area Transit Authority (WMATA) for the value of WMATA tokens collected on FAIRFAX CONNECTOR routes.

² As a result of changes in the State Aid and Gas Tax funding formulas that became effective in FY 2000, an amount of \$1,564,612 is transferred from Fund 309, Metro Operations and Construction, to Fund 100, County Transit Systems, for various mass transit enhancements such as expanded bus service and reduced fare initiatives on select transit trips in FY 2004.

³ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$250 has been reflected as an increase to FY 2002 expenditures to correct index code posting for check cancellation and record accruals. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the FY 2003 Third Quarter Package.

SUMMARY OF GRANT POSITIONS FUND 102 FEDERAL/STATE GRANT FUND



FUND 102 FEDERAL/STATE GRANT FUND

Agency Position Summary

277 Merit Grant Positions (-1) / 271.38 Merit Grant Staff Years (-1.0)

Position Detail Information

OFFICE OF THE COUNTY EXECUTIVE

Project Discovery (02003G)

1 Management Analyst II
1 Position
1.0 Staff Year

DEPARTMENT OF PUBLIC WORKS AND ENVIRONMENTAL SERVICES (DPWES)

CAPITAL FACILITIES

Bus Shelters (26001G)

1 Engineer II
1 Position
1.0 Staff Year

OFFICE OF HUMAN RIGHTS

EEOC (39005G)

3 Human Rights Specialists II (1)
1 Administrative Assistant I
4 Positions (1)
4.0 Staff Years (1.0)

DEPARTMENT OF TRANSPORTATION

Marketing & Ridesharing (40001G)

1 Graphic Artist III
1 Transportation Planner III
1 Administrative Assistant II
3 Positions
3.0 Staff Years

Employer Outreach Program (40013G)

1 Transportation Planner II
1 Transportation Planner I
2 Positions
2.0 Staff Years

Dulles Corridor Enhancements (40016G)

1 Planning Technician II
1 Position
1.0 Staff Year

DEPARTMENT OF FAMILY SERVICES

WIA Adult (67300G)

8 Human Service Workers III
2 Human Service Workers II
2 Management Analysts I
1 Human Services Assistant
3 Administrative Assistants II
1 Program Manager
1 Case Aide
18 Positions
18.0 Staff Years

WIA Youth (67302G)

1 Human Service Worker IV
4 Human Service Workers II
1 Administrative Assistant II
6 Positions
6.0 Staff Years

WIA Dislocated Worker Program/

National Emergency Grant (67304G)

2 Human Service Workers IV
12 Human Service Workers III
2 Administrative Assistants II
16 Positions
16.0 Staff Years

Metro Tech Program (67309G)

5 Human Service Workers III
1 Human Service Worker I
6 Positions
6.0 Staff Years

Fraud Free (67312G)

2 Human Service Workers III
2 Human Service Workers II
4 Positions
4.0 Staff Years

Temporary Assistance for Needy Families (TANF) (67314G)

1 Human Service Worker III
2 Human Service Workers II
3 Positions
3.0 Staff Years

Dept. of Labor - One Source (67316G)

1 Human Service Worker IV
1 Accountant II
2 Positions
2.0 Staff Years

WIA Rapid Response Grant (67317G)

1 Human Service Worker III
1 Position
1.0 Staff Year

Independent Living Initiatives (67500G)

1 Social Worker III
1 Position
1.0 Staff Year

Foster and Adoptive Parent Training (67501G)

3 Social Workers II
3 Positions
3.0 Staff Years

Community Housing and Resource Program (67503G and 67512G)

1 Management Analyst III
1 Administrative Assistant II
2 Positions
2.0 Staff Years

VISSTA (67510G)

1 Management Analyst III
4 Administrative Assistants IV
5 Positions
5.0 Staff Years

Foster Care and Adoption Staffing (67513G)

1 Human Services Coordinator II
10 Social Workers III
6 Social Workers II
1 Management Analyst III
1 Administrative Assistant IV
2 Administrative Assistants III
21 Positions
21.0 Staff Years

FUND 102

FEDERAL/STATE GRANT FUND

USDA Child Care Food Program (67600G)

1 Child Care Specialist III
 1 Child Care Specialist II, PT
 4 Child Care Specialists I, 3 PT
 2 Human Services Assistants
 1 Management Analyst II
 1 Administrative Assistant III
 10 Positions
 8.25 Staff Years

Head Start Federal Program

(67602G, Phases 001, 002 and 003)

3 Child Care Specialists II
 6 Day Care Center Teachers II
 7 Day Care Center Teachers I
 3 Human Service Workers II
 1 Public Health Nutritionist
 1 Nurse Practitioner
 1 Accountant II
 2 Human Services Assistants
 2 Administrative Assistants IV
 1 Administrative Assistant III
 27 Positions
 27.0 Staff Years

Virginia Preschool Initiative (67604G)

1 Child Care Specialist II
 1 Management Analyst II
 2 Positions
 2.0 Staff Years

Child Care Assist. Program (67605G)

1 Programmer Analyst IV
 9 Child Care Specialists I
 1 Human Service Worker II
 8 Human Service Workers I
 1 Management Analyst IV
 3 Management Analysts II, 1 PT
 1 Child Care Program Adm. I
 4 Human Services Assistants
 1 Administrative Assistant III
 2 Administrative Assistants II
 31 Positions
 30.5 Staff Years

Early Head Start (67606G)

1 Head Start Coordinator
 1 Child Care Specialist III
 1 Child Care Specialist II
 2 Child Care Specialists I
 5 Day Care Center Teachers II
 4 Day Care Center Teachers I
 1 Human Services Assistant
 1 Day Care Center Aide, PT
 16 Positions
 15.5 Staff Years

VIEW Day Care (67607G)

1 Child Care Specialist III
 2 Day Care Center Teachers I
 3 Positions
 3.0 Staff Years

South County Head Start

(67608G, Phases 001, 002 and 003)

1 Child Care Specialist II
 3 Child Care Specialists I
 2 Day Care Center Teachers II
 3 Day Care Center Teachers I
 1 Administrative Assistant III
 10 Positions
 10.0 Staff Years

Early Learning Opportunities Act

(67609G)

1 Management Analyst IV
 1 Management Analyst II
 3 Child Care Specialists II, 2 PT
 1 Child Care Prog Admin II
 1 Administrative Assistant IV
 7 Positions
 6.0 Staff Years

Promoting Safe and Stable Families

(67700G)

1 Social Worker III
 3 Social Workers II
 1 Human Service Coordinator II
 1 Management Analyst II
 1 Administrative Assistant II
 7 Positions
 7.0 Staff Years

HEALTH DEPARTMENT

Shelter Support (71002G)

2 Nurse Practitioners, PT
 2 Positions
 1.13 Staff Years

WIC (71007G)

1 Public Health Nutritionist Spvr.
 7 Public Health Nutritionists
 5 Nutritionist Assistants
 6 Administrative Assistants II
 19 Positions
 19.0 Staff Years

Minority AIDS Project (71009G)

1 Community Health Specialist
 1 Position
 1.0 Staff Year

Perinatal Health Services (71010G)

1 Human Services Assistant
 1 Position
 1.0 Staff Year

Tuberculosis Grant (71014G)

1 Public Health Nurse III
 1 Human Services Assistant
 2 Positions
 2.0 Staff Years

Bioterrorism Grant (71025G)

1 Management Analyst III
 1 Position
 1.0 Staff Year

CIRCUIT COURT AND RECORDS

Neutral Case Evaluation (80003G)

1 Management Analyst I
 1 Position
 1.0 Staff Year

JUVENILE AND DOMESTIC

RELATIONS DISTRICT COURT

Juvenile Accountability

Block Grant (81013G)

1 Management Analyst I, PT
 3 Probation Counselors II, 1 PT
 4 Positions
 3.0 Staff Years

Residential Aftercare Program (81014G)

0 Probation Supervisor I (-1)
 0 Probation Counselor II (-1)
 0 Positions (-2)
 0.0 Staff Years (-2.0)

Young Offender (81016G)

1 Probation Counselor III
 1 Position
 1.0 Staff Year

FUND 102

FEDERAL/STATE GRANT FUND

Title IV-E (81017G)

1 Probation Counselor III
 7 Probation Counselors II
 1 Probation Counselor I
 1 Management Analyst III
 1 Management Analyst II
 1 Training Specialist II
 12 Positions
 12.0 Staff Years

Treatment of Juvenile Sex Offenders (81018G)

1 Probation Counselor III
 1 Position
 1.0 Staff Year

GENERAL DISTRICT COURT

Comprehensive Community Corrections Act (85006G)

1 Probation Supervisor I
 1 Probation Counselor III
 6 Probation Counselors II
 1 Administrative Assistant II
 9 Positions
 9.0 Staff Years

POLICE DEPARTMENT

Victim Witness Assistance (90016G)

4 Probation Counselors II
 1 Human Services Assistant
 5 Positions
 5.0 Staff Years

Someplace Safe (90025G)

1 Probation Counselor II
 1 Position
 1.0 Staff Year

FIRE AND RESCUE DEPARTMENT

Fire Programs (92001G)

1 Photographic Specialist
 2 Life Safety Education Specialists
 3 Positions
 3.0 Staff Years

International Search & Rescue (92013G)

1 Fire Battalion Chief
 1 Position
 1.0 Staff Year

PT Denotes Part Time
 () Denotes New Position
 (-) Denotes Abolished Position

FUND 102

FEDERAL/STATE GRANT FUND

Agency Mission

To provide reserves for unanticipated and anticipated grants awarded to Fairfax County from Federal, State, and other funding sources. The reserves enable Fairfax County to accept grant funding to enhance services provided to the citizens of Fairfax County.

Purpose

In order to provide a comprehensive summary of grant awards to be received by the County in FY 2004, awards *already received* and awards *anticipated to be received* by the County for FY 2004 are included in the Federal/State Grant Fund budget. The total FY 2004 appropriation within Fund 102 is \$59,889,229, an increase of \$14,794,771, or 32.8 percent, over the FY 2003 Adopted Budget Plan total of \$45,094,458 and includes both grant awards already received and grants that are anticipated. The total for grant awards already received and appropriated directly to the agency receiving the grant is \$12,174,181 in FY 2004. Funds for grants held in reserve until the grant award is received and approved by the Board of Supervisors total \$47,715,048 in FY 2004.

In order to secure grant funding, the grantor often requires that a certain percentage of funds be matched from local funding sources. In FY 2004, the total General Fund commitment for Local Cash Match totals \$13,003,520, an increase of \$4,630,342, or 55.3 percent, over the FY 2003 Adopted Budget Plan total of \$8,373,178. This increase is due primarily to required local funding requirements for Community Oriented Policing (COPS) grants in the Police Department and increased requirements for Congestion Mitigation Air Quality (CMAQ)-related grants in the Department of Transportation, based on the approved funding level and timeline for each award. The FY 2004 Local Cash Match total for grant awards already received and appropriated directly to the agency receiving the grant is \$9,088,853, while funds for grants held in reserve until the grant award is received and approved by the Board of Supervisors totals \$3,914,667.

Prior appropriation of the anticipated grants will enable the Board to consider grants in an expeditious manner when actual awards are received. As specific grants are awarded and approved, the Board of Supervisors approves a supplemental appropriation of the required funds to the specific agency or agencies administering a grant. This increase in a specific agency grant appropriation is offset by a concurrent decrease in the grant reserve. The list of anticipated grants to be received in FY 2004 was developed based on prior awards and the most recent information available concerning future awards. A detailed list of grant programs by agency, including a description of the grant programs funded, the number of positions supported, the citizens served, and the funding sources (Federal/State grant funds, fees for services, reimbursements from other jurisdictions, and General Fund support) is included. In addition, an amount of \$1,075,000, the same level as in FY 2003, is included as part of the reserve to allow for grant awards that cannot be anticipated.

On November 20, 2000, the Board of Supervisors established new County policy for grant applications and awards of less than \$5,000 that meet certain requirements. If a grant is less than \$5,000, does not require a Local Cash Match, does not create new positions, and if the grantor does not require Board of Supervisors' approval, the agency can work directly with the Department of Management and Budget to receive the award and reallocate funding from the anticipated/unanticipated reserve directly to the agency. For any grant that does not meet all of the specified criteria, the agency must obtain Board of Supervisors' approval in order to apply for or accept the grant award.

FUND 102

FEDERAL/STATE GRANT FUND

FY 2004 Initiatives

- ◆ Continue the process of administering the State and Local Emergency Preparedness Grant funded by the U.S. Department of Justice, Bureau of Justice Assistance. This \$12 million grant, originally awarded to the County late in FY 2002 and carried over into FY 2003 and FY 2004 is for the purchase of emergency preparedness and disaster response equipment. County agencies involved in this effort include: the Office of Public Affairs, the Department of Public Works and Environmental Services, the Department of Transportation, the Department of Information Technology, the Health Department, the Police Department, and the Fire and Rescue Department.

- ◆ Gather information for the development of an accurate FY 2005 budget based on the grants received in FY 2004 and grants anticipated for receipt in FY 2005.

- ◆ Review and track budgets for categorical grants from Federal and State sources.

- ◆ Record and track budgets for grants from other sources, such as private firms and not-for-profit organizations.

- ◆ Review and evaluate the use of the unanticipated grant reserve for unanticipated grants awarded and received in FY 2004.

- ◆ Review and track the use of the anticipated grant reserve for anticipated grants awarded and received in FY 2004.

Appropriated Grant Awards

The Community Oriented Policing (COPS) Grants from the U.S. Department of Justice (DOJ) are appropriated directly to the Police Department in the amount of \$12,164,181. The COPS grants are multi-year Federal awards to localities aimed at increased community policing. The FY 2004 appropriation includes the first year of a COPS Universal Hiring Program (UHP) award received in FY 2003 in the amount of \$7,934,930, the third year of an UHP award received in FY 2001 in the amount of \$3,188,818, the final year of a COPS in Schools award received in FY 2001 in the amount of \$500,661, and the second year of a COPS in Schools award received in FY 2002 in the amount of \$539,772. In addition, funding of \$10,000 is appropriated directly to the Fire and Rescue Department for the Federal Emergency Management Agency (FEMA)/Office of Foreign Disaster Assistance (OFDA) Activation Grant.

FUND 102 FEDERAL/STATE GRANT FUND

FY 2004 APPROPRIATED GRANT AWARDS					
			SOURCES OF FUNDING		
PROGRAM	FY 2004 GRANT FUNDED POSITIONS/SYE	FY 2004 PROJECTED FUNDING	GENERAL FUND ¹	FEDERAL/ STATE	OTHER
<i>Police Department</i>					
Community Oriented Policing (COPS)					
The U.S. Department of Justice (DOJ), Office of Community Oriented Policing funding is provided to support and expand community-policing efforts. Under this program, the DOJ makes direct grants to agencies and jurisdictions to hire or rehire additional sworn law enforcement officers as part of an overall plan to address crime and related problems through community policing.					
COPS UHP VI (90024G) PY 04	0/0.0	\$7,934,930	\$5,190,968	\$2,743,962	\$0
The Board of Supervisors was notified of this three-year grant award on October 28, 2002. The three-year grant award of \$18,218,663 includes \$3,900,000 in Federal funding and \$14,318,663 in Local Cash Match. This grant supports 52/52.0 SYE merit regular positions in Agency 90, Police Department, in the General Fund. The Local Cash Match for the grant is also included in Agency 90 in the General Fund. FY 2004 reflects the first year of funding for this award. Over the final two years of this award, Federal funding of \$1,156,038 and Local Cash Match funding of \$9,127,695 is anticipated to be required.					
COPS UHP V (90024G) PY 02	0/0.0	\$3,188,818	\$3,188,818	\$0	\$0
The Board of Supervisors was notified of this three-year grant award on October 30, 2000. The three-year grant award of \$11,387,440 includes \$2,700,000 in Federal funding and \$8,687,440 in Local Cash Match. This grant supports 36/36.0 SYE merit regular positions in Agency 90, Police Department, in the General Fund. The Local Cash Match for the grant is also included in Agency 90 in the General Fund. FY 2004 reflects the final year of funding for this award.					
COPS IN SCHOOLS I (90030G) PY 01	0/0.0	\$500,661	\$500,661	\$0	\$0
The Board of Supervisors was notified of the three-year grant award on September 25, 2000. The three-year grant award of \$4,187,855 includes \$1,750,000 in Federal funding and \$2,437,855 in Local Cash Match. This grant supports 14/14.0 SYE merit regular positions in Agency 90, Police Department, in the General Fund. The Local Cash Match for the grant is also included in Agency 90 in the General Fund. FY 2004 reflects the final year of funding for this award.					
COPS IN SCHOOLS II (90030G) PY 03	0/0.0	\$539,772	\$208,406	\$331,366	\$0
The Board of Supervisors was notified of the three-year grant award on November 19, 2001. The three-year grant award of \$1,942,342 includes \$750,000 in Federal funding and \$1,192,342 in Local Cash Match. This grant supports 6/6.0 SYE merit regular positions in Agency 90, Police Department, in the General Fund. The Local Cash Match for the grant is also included in Agency 90 in the General Fund. FY 2004 reflects the second of three years of funding for this award. An amount of \$562,186 in Local Cash Match is anticipated to be required in FY 2005, the final year of funding for this award.					
SUBTOTAL COPS	0/0.0	\$12,164,181	\$9,088,853	\$3,075,328	\$0
<i>Fire & Rescue Department</i>					
FEMA/OFDA Activation Grant (92010G)	0/0.0	\$10,000	\$0	\$10,000	\$0
The responsibilities and procedures for Urban Search and Rescue activities under the Robert T. Stafford Disaster Relief Emergency Act are set forth in a cooperative agreement between FEMA, OFDA, and Fairfax County. Activation funding of \$1,100,000 is included in the anticipated grants reserve; however, \$10,000 is appropriated directly to the agency to cover initial expenses for procuring or replacing emergency supplies and to cover Personnel Services expenditures. FEMA or OFDA reimburses all expenditures related to the activation. Expenditure of this appropriation and the funding in the reserve is restricted to the necessary expenditures resulting from the activation of the Fairfax County Urban Search and Rescue Team for a national emergency response.					
TOTAL APPROPRIATED DIRECTLY TO AGENCIES	0/0.0	\$12,174,181	\$9,088,853	\$3,085,328	\$0

¹ It should be noted that sufficient Local Cash Match funding has been included to cover the anticipated General Fund obligation for the COPS grants in Agency 90, Police Department. The FY 2004 Local Cash Match total in Agency 90 includes both new funding sources as well as funds carried over from previous fiscal years.

FUND 102

FEDERAL/STATE GRANT FUND

Funding in Reserve Within Fund 102

An amount of \$47,715,048 is included in FY 2004 as a reserve for grant awards. Grant awards are principally funded by two general sources – Federal/State grant funding and local cash match. The FY 2004 reserves for each of these sources are estimated for anticipated grant awards and for unanticipated grant awards. The Reserve for Grant Funding and the Reserve for Local Cash Match are shown on the fund statement as both estimated revenue and estimated expenditures.

In FY 2004, the Reserve for Grant funding is \$43,800,381 including the Reserve for Anticipated Grant Funding of \$42,800,381 and the Reserve for Unanticipated Grant Funding of \$1,000,000. This reflects an increase of \$7,919,428 or 22.1 percent, over the FY 2003 Adopted Budget Plan Reserve for Grant Funding of \$35,880,953. This increase is attributable to an increase in projected funding requirements for several grants and the addition of several new awards to the Reserve for Anticipated Grant Funding. The largest increases over the FY 2003 Adopted Budget Plan total are \$4.9 million for CMAQ-related grant awards in the Department of Transportation, \$1.1 million for the National Emergency Grant in the Department of Family Services, \$1.1 million associated with Title IV-E reimbursements in the Juvenile and Domestic Relations District Court, and \$1.0 million associated with the COPS MORE02 grant in the Police Department that was approved by the Board of Supervisors on October 28, 2002 and is being funded as part of the FY 2004 Advertised Budget Plan.

In FY 2004, the Reserve for Local Cash Match is \$3,914,667, including the Reserve for Anticipated Local Cash Match of \$3,839,667 and the Reserve for Unanticipated Local Cash Match of \$75,000. This reflects an increase of \$1,557,138, or 66.0 percent, over the FY 2003 Adopted Budget Plan Reserve for Local Cash Match of \$2,357,529. This increase is due primarily to an increase of \$1,226,750 in the Local Cash Match requirement for CMAQ-related grants in the Department of Transportation and a \$323,083 Local Cash Match requirement associated with the COPS MORE02 grant in the Police Department. The CMAQ-related grants include enhancements to the Route 236 corridor, parking expansions at the Backlick Road Park-and-Ride lot and the Burke Center Virginia Railway Express (VRE) lot, and transit improvements along Richmond Highway. The COPS grant will allow the Police Department to implement a Wireless Police Local Area Network, the operation of which will result in time savings and allow sworn law enforcement officers to enhance community policing activities within the County. Correspondingly, \$3,914,667 is budgeted in the General Fund in Agency 87, Unclassified Administrative Expenses, for Local Cash Match contributions. This amount is a projection of the County contributions required for anticipated and unanticipated grant awards. It should be noted that an additional \$9,088,853 in Local Cash Match has been directly appropriated to the agencies for grant awards already received. This results in a FY 2004 total Local Cash Match commitment of \$13,003,520. The anticipated Local Cash Match required by agencies, and budgeted in Agency 87, is as follows:

AGENCY	FY 2004 ADVERTISED LOCAL CASH MATCH
Office of the County Executive, Office of Partnerships	\$44,000
Office for Women	\$70,000
Department of Transportation	\$1,510,750
Department of Community and Recreation Services	\$5,765
Department of Family Services	\$1,476,115
Juvenile and Domestic Relations District Court	\$56,141
Police Department	\$431,382
Office of the Sheriff	\$3,514
Fire and Rescue Department	\$242,000
Reserve for Unanticipated Grant Awards	\$75,000
Total	\$3,914,667

FUND 102

FEDERAL/STATE GRANT FUND

The following table provides funding levels for the FY 2004 Advertised Budget Plan for the fund including the awards in the reserves for anticipated and unanticipated awards. Actual grant awards received in FY 2004 may differ from the attached list.

FY 2004 ANTICIPATED GRANT AWARDS					
			SOURCES OF FUNDING		
PROGRAM	FY 2004 GRANT FUNDED POSITIONS/SYE	FY 2004 TOTAL PROJECTED FUNDING	GENERAL FUND	FEDERAL/ STATE	OTHER
<i>Office of the County Executive/Office of Partnerships</i>					
Project Discovery (02003G)	1/1.0	\$72,500	\$44,000	\$28,500	\$0
The U.S. Department of Education and Project Discovery Inc. funds this community-based program that helps low-income and minority students in grades 6 through 12 prepare for access to post-secondary education. The Local Cash Match total of \$44,000 is the same as the total included in the <u>FY 2003 Adopted Budget Plan</u> for this program.					
<i>Office for Women</i>					
Women's Business Center (05031G)	0/0.0	\$70,000	\$70,000	\$0	\$0
The Women's Business Center is the result of an agreement reached between the Fairfax County Office for Women and the U.S. Small Business Administration (SBA). This a cooperative agreement with the Community Business Partnership, the Northern Virginia Small Business Development Center, and the Enterprise Center of George Mason University to establish the first Women's Business Center program in Virginia, which will provide technical assistance to women business owners. This is year four of a five-year agreement with the SBA, and requires an amount of \$70,000 in Local Cash Match. The Center will seek to increase fund raising capacity during FY 2004.					
<i>Office of Human Rights</i>					
U.S. Equal Employment Opportunity Commission Contract (39005G)	4/4.0	\$138,500	\$0	\$138,500	\$0
The U.S. Equal Employment Opportunity Commission (EEOC) program is the result of a contractual agreement reached between the Fairfax County Office of Human Rights and the Federal EEOC. This agreement requires the Office of Human Rights to investigate complaints of employment discrimination in Fairfax County. Any individual who applies for employment or is employed in Fairfax County is eligible to use these services.					
<i>Department of Transportation</i>					
Marketing and Ridesharing Program (40001G)	3/3.0	\$420,000	\$84,000	\$336,000	\$0
The Virginia Department of Transportation Marketing and Ridesharing Grant encourages commuters to rideshare, assists commuters in their ridesharing efforts, and promotes the use of Fairfax County bus and rail services. Any County resident or any non-County resident working in Fairfax County may use this program. Required Local Cash Match for this program is 20 percent.					
Employer Outreach Program (40013G)	2/2.0	\$170,000	\$0	\$170,000	\$0
CMAQ funds provided via the Metropolitan Washington Council of Governments and the Virginia Department of Rail and Public Transportation for the Employer Outreach Program are used to decrease air pollution by promoting alternative commuting modes. Transportation Demand Management Programs, customized for each participant employment site, are implemented in partnership between the employer and the County.					
Springfield Mall Transit Store (40017G)	0/0.0	\$200,000	\$0	\$200,000	\$0
Transportation Efficiency Improvement funds provided by the Virginia Department of Rail and Public Transportation for the Springfield Mall Transit Store are used to provide an Information Center at the Springfield Mall. The Information Center provides information regarding the status of the interchange project and answers to citizen questions about the project.					
Dulles Corridor Enhancements (40016G)	1/1.0	\$88,994	\$0	\$88,994	\$0
This grant provides technical support for quality control and customer service in Dulles Express Bus Corridor operations.					

FUND 102 FEDERAL/STATE GRANT FUND

FY 2004 ANTICIPATED GRANT AWARDS					
			SOURCES OF FUNDING		
PROGRAM	FY 2004 GRANT FUNDED POSITIONS/SYE	FY 2004 TOTAL PROJECTED FUNDING	GENERAL FUND	FEDERAL/ STATE	OTHER
Congestion Mitigation Air Quality (CMAQ) - Multiple Grants	0/0.0	\$7,133,750	\$1,426,750	\$5,707,000	\$0
<p>Since 1994, Fairfax County has applied for CMAQ funds through the Virginia Department of Transportation (VDOT). Funds are used on programs designed to decrease air pollution by promoting alternative commuting modes. All CMAQ awards require a Local Cash Match of 20 percent. Based on the most up-to-date information available, an amount of \$7,133,750, (\$5,707,000 in Federal/State and \$1,426,750 in Local Cash Match) has been included in FY 2004 for CMAQ-related grants. As in the past, DOT will formally notify the Board of Supervisors of CMAQ-related awards and obtain the Board's concurrence prior to spending these funds.</p>					
TOTAL - DEPARTMENT OF TRANSPORTATION	6/6.0	\$8,012,744	\$1,510,750	\$6,501,994	\$0
Department of Community and Recreation Services					
Summer Lunch Program (50001G)	0/0.0	\$77,601	\$5,765	\$71,836	\$0
<p>The United States Department of Agriculture (USDA) Summer Lunch Program serves children between the ages of 5 and 18 at eligible centers throughout the County. Eligibility is based on at least 50 percent of the children in an area meeting income guidelines established by the USDA. The program distributes nutritious lunches to children. The USDA provides a set amount of funding yearly and local funding is used as a supplement to ensure that all eligible children are served. The estimated funding total for FY 2004 is equal to the awarded total in FY 2003.</p>					
Local Government Challenge Grant (50004G)	0/0.0	\$5,000	\$0	\$5,000	\$0
<p>The Virginia Commission for the Arts Local Government Challenge Grant is awarded to jurisdictions that support local arts programs for improving the quality of the arts. The funding awarded to Fairfax County will be provided to the Arts Council of Fairfax County for distribution.</p>					
Americorps VISTA Program (50006G)	0/0.0	\$30,348	\$0	\$30,348	\$0
<p>The Northern Virginia Technology Council awards this grant to operate the Corporation for National Services Volunteers in Services to America (VISTA) program for the Gum Springs, Bailey's and Willston Multi-Cultural Center Clubhouse. Youth in grades 2 through 12 are targeted for this program, and have the opportunity to become designers and creators of technology. Participants learn how to use advanced software for design, exploration, and experimentation.</p>					
Culmore Youth Soccer Camp	0/0.0	\$16,785	\$0	\$16,785	\$0
<p>The Department of Community and Recreation Services (CRS) has applied for funding from the U.S. Soccer Foundation in the amount of \$83,925 for the Culmore Youth Soccer Camp (CYSC). If funded, CRS will receive an annual allotment of \$16,785 per year for five years starting in FY 2004. This program is designed to teach youth the basics of soccer, good sportsmanship, and character development. A library visit to introduce computer usage and reading is also part of the program. Participation in CYSC has more than quadrupled since its inception. CRS started the camp in 1999 with just 25 participants. Over 110 children were served in 2002. CRS anticipates there will be 150 participants in 2003, with participation growing each following year.</p>					
TOTAL - DEPARTMENT OF COMMUNITY AND RECREATION SERVICES	0/0.0	\$129,734	\$5,765	\$123,969	\$0
Fairfax County Public Library					
Erate Reimbursements (52011G)	0/0.0	\$164,397	\$0	\$164,397	\$0
<p>The Federal Communications Commission (FCC) Erate Reimbursements program provides affordable access to modern telecommunications and information systems through reimbursements to vendors that participate in the Schools and Libraries Universal Service Program.</p>					
Department of Family Services					
Workforce Investment Act (WIA)					
<p>Beginning in the 1980's, Fairfax County has received funding from the U.S. Department of Labor to operate the Job Training Partnership Act (JTPA) Programs. On July 1, 2000, the Workforce Investment Act (WIA) of 1998 replaced the JTPA programs. WIA is a work-first approach to employment and training for adults, youth, and dislocated workers. Funding in the following programs is anticipated.</p>					

FUND 102 FEDERAL/STATE GRANT FUND

FY 2004 ANTICIPATED GRANT AWARDS					
			SOURCES OF FUNDING		
PROGRAM	FY 2004 GRANT FUNDED POSITIONS/SYE	FY 2004 TOTAL PROJECTED FUNDING	GENERAL FUND	FEDERAL/ STATE	OTHER
WIA Adult Program (67300G)	18/18.0	\$377,028	\$0	\$377,028	\$0
The WIA Adult Programs focus on meeting needs of businesses for skilled workers and individuals training and employment needs. Easy access to information and services is provided through a system of One-Stop centers. Services may include job search and placement assistance, labor market information, assessment of skills, follow-up services after employment, group and individual counseling, training services directly linked to job opportunities in the local area, and other services for dislocated workers.					
WIA Youth Program (67302G)	6/6.0	\$611,569	\$0	\$611,569	\$0
The WIA Youth Programs focus on preparation for post-secondary educational opportunities or employment by linking academic and occupational learning. Programs include tutoring, study skills training, and instruction leading to completion of secondary school, alternative school services, mentoring by adults, paid and unpaid work experience, occupational skills training, leadership development, support services, and other services for disadvantaged youth aged 14-21.					
WIA Dislocated Worker Program/ National Emergency Grant (67304G)	16/16.0	\$1,612,347	\$0	\$1,612,347	\$0
The WIA Dislocated Worker Programs focus on meeting the business needs for skilled workers and individuals training and employment needs. Easy access to information and services is provided through a system of One-Stop centers. Services may include job search and placement assistance, labor market information, assessment of skills, follow-up services after employment, group and individual counseling, training services directly linked to job opportunities in the local area, and other services for dislocated workers. The National Emergency Grant funds will be used to continue to provide intensive employment counseling, training, and job placement services to the large number of area residents affected by September 11 th related job losses. Of the above total, \$499,610 is associated with the WIA Dislocated Worker Program and \$1,112,737 is anticipated for the National Emergency Grant.					
WIA Rapid Response Program (67317G)	1/1.0	\$300,000	\$0	\$300,000	\$0
The WIA Rapid Response Program focuses on providing intensive services and occupational training opportunities to employees who have lost their job due to layoffs.					
SUBTOTAL WIA	41/41.0	\$2,900,944	\$0	\$2,900,944	\$0
Job Access and Reverse Commute (67306G)	0/0.0	\$360,000	\$0	\$360,000	\$0
A cooperative effort by the Virginia Department of Social Services, the Washington Metropolitan Area Transit Authority, and the Department of Family Services. Provides increased employment opportunities and job retention by filling the gaps in transportation service to areas of employment that are not always accessible by public transportation and by increasing the awareness of available transportation services.					
Metro Tech Program (67309G)	6/6.0	\$736,668	\$0	\$736,668	\$0
The Metro Tech Program, administered by the Virginia Employment Commission, provides recruitment, job placement assistance and retraining for dislocated workers specifically in technology-oriented skills. Training is directly related to identified employment opportunities with specific companies.					
Fraud FREE Program (67312G)	4/4.0	\$299,975	\$0	\$299,975	\$0
The Fraud Recovery Special Fund, supported by State retained dollars from the collection of overpayments in all assistance programs, provides funding for a Fairfax County Fraud Investigation Unit. Staff to this unit has the responsibility to assess any indications of fraud in a variety of County-administered welfare programs such as Temporary Assistance for Needy Families, Food Stamps, and Medicaid.					
Temporary Assistance for Needy Families (TANF) Hard-to-Serve (67314G)	3/3.0	\$208,860	\$0	\$208,860	\$0
Funding through the Virginia Department of Social Services allows the Department of Family Services to work in collaboration with community organizations, schools, and other service providers to create individualized service plans that focus on addressing the specific barriers that keep hard-to-serve welfare families from successful employment.					

FUND 102 FEDERAL/STATE GRANT FUND

FY 2004 ANTICIPATED GRANT AWARDS					
			SOURCES OF FUNDING		
PROGRAM	FY 2004 GRANT FUNDED POSITIONS/SYE	FY 2004 TOTAL PROJECTED FUNDING	GENERAL FUND	FEDERAL/ STATE	OTHER
Department of Labor – One Source (67316G)	2/2.0	\$612,662	\$0	\$612,662	\$0
These funds provide for a community, multi-agency effort to address the disproportionate unemployment and underemployment of people with disabilities. By creating mechanisms for outreach to people with disabilities and their families, this program involves disabled individuals in activities that increase access to employment options and provide employment support systems. Program services address the lack of labor market participation, higher unemployment rates, and underemployment of people with disabilities in terms of use of talent, satisfaction, earnings, responsibility, and access to benefits in full-time employment.					
Department of Labor – Youth Source	0/0.0	\$250,000	\$0	\$250,000	\$0
The U.S. Department of Labor provides funding to support community and multi-agency efforts to increase employment options and to provide employment support systems for young workers with disabilities.					
H1-B Visa Program Medical/Health Care Industry	0/0.0	\$3,000,000	\$0	\$3,000,000	\$0
The fees collected by the Immigration and Naturalization Service under the HI-B Visa program are reinvested in training programs run by local Workforce Investment Boards. Workers are trained in technical skills in high demand vocations traditionally requiring employers to seek foreign workers to fill the demand.					
Title V - Senior Community Service Employment Program (67400G)	0/0.0	\$92,340	\$9,234	\$83,106	\$0
The Virginia Department for the Aging allocates U.S. Department of Labor funds to provide part-time opportunities in community service employment for the citizens of Fairfax County and the cities of Fairfax and Falls Church. Services are provided through classroom and on-the-job training, work experience, employment development, planning, and support to unemployed low-income persons aged 55 or older. Required Local Cash Match for this program is 10 percent.					
Independent Living Initiatives Grant Program (67500G)	1/1.0	\$68,950	\$0	\$68,950	\$0
The U.S. Department of Health and Human Services Independent Living Initiatives Grant program, administered through the Virginia Department of Social Services, provides comprehensive services for youth in residential foster care to develop skills necessary to live productive, self-sufficient, and responsible adult lives. The program serves teenagers over age 16 and under age 19 in foster care and who are not eligible for Title IV-E payments.					
Foster and Adoptive Parent Training Grant (67501G)	3/3.0	\$318,228	\$79,557	\$238,671	\$0
The Virginia Department of Social Services (DSS) Foster and Adoptive Parent Training Grant will enable the enhancement of pre-service training, in-home support, and recruiting of agency-approved foster care providers and adoptive parents. Required Local Cash Match for this program is 25 percent.					
Community Housing and Resource Program – Award Three (67503G)	2/1.0	\$859,556	\$426,664	\$432,892	\$0
The U.S. Department of Housing and Urban Development (HUD) Community Housing and Resource Program assists homeless families in making the transition from living in shelters to permanent housing. The program offers 36 transitional housing units and various supportive services. This is the third year of the original three-year funding commitment totaling \$2,519,131, of which \$1,274,144 is HUD funding and \$1,244,987 is County funding.					
Shelter Support Grant (67504G)	0/0.0	\$119,894	\$0	\$119,894	\$0
The Virginia Department of Housing and Community Development Shelter Support Grant serves homeless individuals and families living in County shelters. The program provides health care services to shelter residents through a program jointly administered by the Health Department and the Department of Family Services. Staff supporting this grant are located in Agency 71, Health Department.					
RISE Supportive Housing Grant (67505G) – Start Here	0/0.0	\$491,050	\$33,500	\$457,550	\$0
The U.S. Department of Housing and Urban Development (HUD) RISE Supportive Housing Grant is a three-year grant that provides 20 units of transitional housing. Funding also provides support services for families through a partnership of private non-profit organizations and County agencies. This is year three of a three-year funding period totaling \$1,582,069, of which \$1,320,813 is HUD funding, \$100,500 is County funding, and \$160,756 is private non-profit organizational funding.					

FUND 102 FEDERAL/STATE GRANT FUND

FY 2004 ANTICIPATED GRANT AWARDS					
			SOURCES OF FUNDING		
PROGRAM	FY 2004 GRANT FUNDED POSITIONS/SYE	FY 2004 TOTAL PROJECTED FUNDING	GENERAL FUND	FEDERAL/ STATE	OTHER
Homeless Intervention Program (67506G)	0/0.0	\$305,931	\$0	\$305,931	\$0
The Virginia Department of Housing and Community Development SHARE-Homeless Intervention Program (HIP) prevents displacement of potentially homeless households, assists homeless persons in securing permanent housing, and ensures that persons who receive assistance become self sufficient.					
VISSTA (67510G)	4/4.0	\$481,440	\$0	\$481,440	\$0
The Virginia Institute of Social Services Training Activities (VISSTA) program provides skills training for Adult Services, temporary assistance, and Comprehensive Services Act (CSA). This includes employment and day care training for DFS staff.					
VISSTA Day Care Training (67510G)	1/1.0	\$155,257	\$0	\$155,257	\$0
The VISSTA Day Care Training grant provides a variety of training opportunities to improve the quality of childcare given by licensed and non-licensed day care providers.					
Transitional Housing Program – Award One (67512G)	0/1.0	\$477,426	\$220,936	\$256,490	\$0
This grant offers 18 transitional housing units, services, and programs designed to assist homeless families in making the transition from living in shelters to permanent housing. This is the third year of the renewed three-year funding commitment totaling \$1,393,915 of which \$731,107 is HUD funding and \$662,808 is local funding.					
Foster Care and Adoption Staffing (67513G)	21/21.0	\$1,003,176	\$0	\$1,003,176	\$0
The General Assembly approved \$6.9 million statewide for new foster care and adoption staffing, effective July 1, 1999. This funding is a result of a staffing study conducted by the Virginia Department of Planning and Budget and the Virginia Department of Social Services that demonstrated the need for 201 additional staff for local jurisdictions. The additional staff will be used to improve the agencies' ability to meet legal mandates with regard to foster care and adoption. The expected outcomes are to reduce the average length of time children spend in foster care, to lower the caseloads in order to meet new judicial time frames and to provide more intensive services, to accelerate the adoption process for older, special needs children, to reduce expenditures out of the Comprehensive Services Act pool, to return children to a family member or permanent placement more quickly, and to enable social workers to visit their children in foster care more frequently than the mandated minimal standard of once every 90 days.					
USDA Child and Adult Care Food Program (67600G)	10/8.25	\$3,038,740	\$0	\$3,038,740	\$0
The U.S. Department of Agriculture (USDA) Child and Adult Care Food Program provides partial reimbursement for snacks served to children in family day care homes. Funds also provide for nutrition training, monitoring, and technical assistance. The program serves children (ages infant to 12) in approved day care homes.					
USDA SACC Snacks (67601G)	0/0.0	\$200,000	\$0	\$200,000	\$0
The U.S. Department of Agriculture (USDA) provides partial reimbursement for snacks served to children in the School-Age Child Care program. The program serves school-aged children, grades K-8.					
U.S. Department of Health and Human Services Head Start Programs					
Head Start is a national child development program that serves income eligible families with very young children. Families served by Head Start grants receive assistance with child education and development, social and health services and parent education including family literacy and English as a Second Language. The Local Cash Match requirements for Head Start grants are generally between 10 and 15 percent, however the agency substitutes in-kind services for the required match, whenever possible.					
Head Start Federal Program Grant (67602G)	27/27.0	\$4,147,104	\$321,511	\$3,825,593	\$0
Head Start is a national child development program that serves income-eligible families with children 3-5 years of age. Families served by Head Start receive assistance with child education and development, social and health services and parent education including family literacy and English as a second language. This funding will provide services to an estimated 434 children.					
Child Care Development Block Grant (67603G)	0/0.0	\$185,799	\$0	\$185,799	\$0
The Child Care Block Grant extends service hours and days of care for children enrolled in part-day Head Start classrooms at Gum Springs Head Start Center.					

FUND 102 FEDERAL/STATE GRANT FUND

FY 2004 ANTICIPATED GRANT AWARDS					
			SOURCES OF FUNDING		
PROGRAM	FY 2004 GRANT FUNDED POSITIONS/SYE	FY 2004 TOTAL PROJECTED FUNDING	GENERAL FUND	FEDERAL/ STATE	OTHER
Early Head Start (67606G)	16/15.5	\$1,757,805	\$175,288	\$1,582,517	\$0
The Early Head Start program is a national child development program that serves income eligible families with children 0-3 years of age. Families served by Head Start receive assistance with child education and development, social and health services and parent education including family literacy and English as a second language. This funding will provide services to an estimated 152 children 0-3 years of age as well as pregnant mothers.					
Early Head Start – South County (67608G)	10/10.0	\$1,088,777	\$147,321	\$941,456	\$0
The South County Early Head Start program provides early, continuous, intensive child development and family support services to pregnant mothers and children between infancy and 3 years of age who meet or fall below the Federal poverty level. This program will serve an estimated 60 children in South County and the Clearview Elementary School.					
<i>SUBTOTAL HEAD START PROGRAM</i>	<i>53/52.5</i>	<i>\$7,179,485</i>	<i>\$644,120</i>	<i>\$6,535,365</i>	<i>\$0</i>
Virginia Preschool Initiative Grant (67604G)	2/2.0	\$963,661	\$0	\$963,661	\$0
The Virginia Department of Education Preschool Initiative allows Fairfax County to serve 629 children in a Statewide, comprehensive preschool program designed for at-risk four-year-olds.					
Child Care Assistance Program (CCAP) (67605G)	31/30.5	\$1,598,621	\$0	\$1,598,621	\$0
The Virginia Department of Social Services provides Child Care Development Fund (CCDF) funding for staff to support the provision of child care services, which includes eligibility determination and child care placement, as well as recruitment, resources, and referral activities.					
Child Care Quality Initiative Program (CCAP) (67605G - Phase 001)	0/0.0	\$184,375	\$0	\$184,375	\$0
The Virginia Department of Social Services allocates this funding to enhance the quality and supply of childcare services in the community.					
VIEW Day Care (67607G)	3/3.0	\$149,373	\$14,937	\$134,436	\$0
The Virginia Department of Social Services reimburses Fairfax County for child care services provided by the School Aged Child Care program to families who are participating in VIEW, the State Welfare Reform program. Required Local Cash Match for this program is 10 percent.					
Early Learning Opportunities Grant (67609G)	7/6.0	\$895,385	\$0	\$895,385	\$0
This Department of Health and Human Services grant improves the quality of early learning and literacy programs through professional development and training activities, increased compensation, and recruitment and retention incentives for early learning providers.					
Promoting Safe and Stable Families (67700G)	7/7.0	\$471,675	\$47,167	\$424,508	\$0
These Virginia Department of Social Services funds are used to develop, expand, and deliver family preservation and family support services. Required Local Cash Match for this program is 10 percent.					
TOTAL DEPARTMENT OF FAMILY SERVICES	201/197.25	\$27,423,672	\$1,476,115	\$25,947,557	\$0
<i>Health Department</i>					
Shelter Support Program (71002G)	2/1.13	\$0	\$0	\$0	\$0
The Virginia Department of Housing and Community Development Shelter Support Grant serves homeless individuals and families living in County shelters. The program provides health care services to shelter residents through a program jointly administered by the Health Department and the Department of Family Services. The funding for these positions is located in Agency 67, Department of Family Services.					
Immunization Action Plan (71006G)	0/0.0	\$64,575	\$0	\$64,575	\$0
The U.S. Department of Health and Human Services Immunization Action Plan provides funding for outreach and education services regarding immunizations for children from low-income families within the community.					

FUND 102 FEDERAL/STATE GRANT FUND

FY 2004 ANTICIPATED GRANT AWARDS					
			SOURCES OF FUNDING		
PROGRAM	FY 2004 GRANT FUNDED POSITIONS/SYE	FY 2004 TOTAL PROJECTED FUNDING	GENERAL FUND	FEDERAL/ STATE	OTHER
Women's, Infants and Children (71007G)	19/19.0	\$1,035,811	\$0	\$1,016,811	\$19,000
The U.S. Department of Agriculture provides funding for the Women, Infants, and Children (WIC) Grant. This program provides food, nutrition education, and breastfeeding promotion for pregnant, postpartum, or breastfeeding women, infants, and children under the age of five. Inova Fairfax Hospital provides funding in the amount of \$19,000 to provide WIC Nutrition Services at the Inova Pediatric Center.					
Minority AIDS Project (71009G)	1/1.0	\$0	\$0	\$0	\$0
The Virginia State Health Department, Bureau of STD/AIDS Minority AIDS Project provides funding for concentrated minority HIV prevention education to a minimum of four minority populations in the community. This program also helps community-based organizations identify strategies for HIV prevention; it will assist with the dissemination of HIV public information and assist with the implementation of the State-sponsored surveys regarding HIV/AIDS among minorities. Additional funding for this program is not anticipated in FY 2004, however existing funds will continue the program through December 31, 2003.					
Perinatal Health Services (71010G)	1/1.0	\$184,205	\$0	\$184,205	\$0
The U.S. Department of Health and Human Services Perinatal Health Services Grant provides for nutrition counseling for low-income pregnant women to reduce the incidence of low birth rate in Fairfax County.					
Anonymous Test Site (71011G)	0/0.0	\$18,000	\$0	\$18,000	\$0
The Virginia Department of Health and Human Services Test Site grant provides confidential information on HIV/AIDS and the location of facilities where HIV/AIDS tests are given. A testing clinic is held weekly where clients can receive testing and counseling without having to give their names.					
Tuberculosis Grant (71014G)	2/2.0	\$120,000	\$0	\$120,000	\$0
The Center for Disease Control and Prevention Tuberculosis Control Program, administered by the Virginia Department of Health, Tuberculosis Control Division, provides funding for one Public Health Nurse to coordinate tuberculosis case investigation, case management, and reporting activity for Fairfax County. These efforts include timely reporting of newly diagnosed cases, monitoring the follow-up of tuberculosis suspects to ensure timely diagnosis and treatment, and assisting nursing staff with investigation of contact with active cases of tuberculosis in the County. In addition, this grant provides funding for one Human Services Assistant position to coordinate the provision of Directly Observed Therapy.					
Cardiovascular Risk Reduction (71021G)	0/0.0	\$28,246	\$0	\$28,246	\$0
The Virginia Department of Health, Division of Chronic Disease Prevention/Nutrition provides funding from the Preventative Health and Health Services (PHHS) Block Grant for Chronic Disease Prevention. The major focus of this grant is the prevention of, and early intervention for, cardiovascular disease process to control the risk factors associated with cardiovascular diseases.					
Immunization WIC Grant (71022G)	0/0.0	\$112,000	\$0	\$112,000	\$0
The State Health Department received Federal funds to improve the immunization status of children receiving WIC services. The state selected four WIC sites in Fairfax County to implement an immunization assessment and monitoring program. The sites were selected due to the volume of infants and children receiving WIC services. The major goal for this project is to implement a system to assess immunization records of children enrolled in WIC and to refer children needing immunizations to their appropriate health care provider.					
Family Planning – Title X (71024G)	0/0.0	\$30,000	\$0	\$30,000	\$0
The State Health Department provides funding to cover the cost of Pap Smears for maternity clients. Pap Smears screen for cervical cancer and vaginal/cervical infections. In the past, localities sent invoices to the State who then paid the vendor. In an effort to streamline the billing process, localities began directly reimbursing vendors in FY 2002.					
Bioterrorism Grant (71025G)	1/1.0	\$104,000	\$0	\$104,000	\$0
The Centers for Disease Control provides funding through the Virginia Department of Health to fund a position that serves the Fairfax/Falls Church Health District. The major goal is to have an emergency response plan that is coordinated with local agencies, hospitals, physicians, and laboratories in the County and the region.					
TOTAL HEALTH DEPARTMENT	26/25.13	\$1,696,837	\$0	\$1,677,837	\$19,000

FUND 102 FEDERAL/STATE GRANT FUND

FY 2004 ANTICIPATED GRANT AWARDS					
			SOURCES OF FUNDING		
PROGRAM	FY 2004 GRANT FUNDED POSITIONS/SYE	FY 2004 TOTAL PROJECTED FUNDING	GENERAL FUND	FEDERAL/ STATE	OTHER
<i>Circuit Court and Records</i>					
Alternative Dispute Resolution/Neutral Case Evaluation Grant (80003G)	1/1.0	\$40,426	\$0	\$40,426	\$0
The Supreme Court of Virginia Alternative Dispute Resolution/Neutral Case Evaluation Grant will provide funding for settlement conferences which will allow judges and attorneys to settle lawsuits prior to trial.					
<i>Juvenile and Domestic Relations District Court</i>					
Juvenile Accountability Incentive Block Grant (81013G)	4/3.0	\$171,351	\$17,135	\$154,216	\$0
The Virginia Department of Criminal Justice Services provides funding to combat violent youth crime, to increase accountability for juvenile criminal offenses and to promote greater accountability in the Juvenile Justice System. Required Local Cash Match for this program is 10 percent.					
Young Offender Grant (81016G)	1/1.0	\$156,023	\$39,006	\$117,017	\$0
This grant, funded by the Virginia Department of Criminal Justice Services (DCJS) is for the development and implementation of a Young Offender Program targeted to enhance services to juvenile offenders under the age of 14 years. An initial award of \$156,023, received in December 2001, is for the first 18-month funding period of this project (January 1, 2002 – June 30, 2003). A 25 percent local match is required for the second period (July 1, 2003 – June 30, 2004), a 50 percent match is required for the third period (July 1, 2004 – June 30, 2005), and a 75 percent match is required for the final period (July 1, 2005 – December 31, 2006).					
Title IV-E (81017G)	12/12.0	\$1,105,574	\$0	\$1,105,574	\$0
The Federal government reimburses 50 percent of a staff's salary for the time they spend preventing out-of-home placements with juveniles who are deemed to be at-risk of being removed from their home. This grant was set up to receive these funds, which are being used to support additional staff in this critical area.					
Treatment of Juvenile Sex Offenders Grant (81018G)	1/1.0	\$168,507	\$0	\$168,507	\$0
This grant, funded by the Virginia Department of Criminal Justice Services (DCJS) is for the development and implementation of the Juvenile Sex Offender Treatment Enhancement Program. The program builds on existing services and adds intensive assessment, intensive supervision, small caseloads, and home-based family intervention services to this population.					
TOTAL JUVENILE AND DOMESTIC RELATIONS COURT	18/17.0	\$1,601,455	\$56,141	\$1,545,314	\$0
<i>General District Court</i>					
Comprehensive Community Corrections Act Grant (85006G)	9/9.0	\$522,759	\$0	\$522,759	\$0
The Court Services Division of the General District Court provides pretrial and post-trial supervision of defendants and offenders in the community as mandated by the Comprehensive Community Corrections Act (CCCA) Grant. This award from the Department of Criminal Justice Services will continue to support 3/3.0 SYE grant positions providing pretrial services in the General District Court. These positions provide supervision of staff in the Court Services Division, as well as provide client services. The remaining 6/6.0 SYE grant positions provide probation services in the General District Court and the Juvenile and Domestic Relations District Court.					
<i>Police Department</i>					
Seized Funds (90002G)	0/0.0	\$271,865	\$0	\$271,865	\$0
The Seized Funds Program provides additional funding for law enforcement activities under authority of the Comprehensive Crime Control Act of 1984 and the Anti-Drug Abuse Act of 1986. These funds are released by the Department of Justice from asset seizures stemming from illegal narcotics activity. The program serves residents of Fairfax County.					
Victim Witness Assistance (90016G)	5/5.0	\$189,798	\$37,960	\$151,838	\$0
The Department of Criminal Justice Services provides funding for the Victim Witness Assistance Program. This award provides funding to ensure that staffing levels are adequate to provide services. Required Local Cash Match for this program is 20 percent.					

FUND 102 FEDERAL/STATE GRANT FUND

FY 2004 ANTICIPATED GRANT AWARDS					
			SOURCES OF FUNDING		
PROGRAM	FY 2004 GRANT FUNDED POSITIONS/SYE	FY 2004 TOTAL PROJECTED FUNDING	GENERAL FUND	FEDERAL/ STATE	OTHER
Local Law Enforcement Block Grant (90019G)	0/0.0	\$250,000	\$25,000	\$225,000	\$0
The Local Law Enforcement Block Grant program provides funding for the purpose of reducing crime and improving public safety. The program serves the residents of Fairfax County through the acquisition of equipment and technology. Required Local Cash Match for this program is 10 percent.					
Operation Kids Program (90021G)	0/0.0	\$50,000	\$0	\$50,000	\$0
The Virginia Department of Motor Vehicles provides funding for overtime salaries and equipment necessary to continue the Operation Kids Child Passenger Safety Program, which includes public information, education, and selective enforcement.					
Smooth Operator Program (90022G)	0/0.0	\$55,000	\$0	\$55,000	\$0
The Virginia Department of Motor Vehicles provides funding for overtime salaries and educational materials for the continued targeting of aggressive drivers and the most common causes of traffic crashes and fatalities in the region.					
COPS MORE02 (90023G)	0/0.0	\$1,292,334	\$323,083	\$969,251	\$0
The U.S. Department of Justice, Office of Community Policing Services, awarded these funds which will be utilized by the Police Department to implement a Wireless Police Local Area Network (LAN). This system will utilize off-the-shelf equipment and upgrades to the software and hardware of existing Mobile Computer Terminals (MCTs) to provide officers in their vehicles access to information that is now available only through the use of the Department's fixed LAN.					
Someplace Safe (90025G)	1/1.0	\$50,013	\$12,503	\$37,510	\$0
The Department of Criminal Justice Services provides funding for the Victim Witness Unit's "Someplace Safe" Program, which provides a police response to domestic violence cases in Fairfax County. Required Local Cash Match for this program is 25 percent.					
I-95/495 Patrol Augmentation (90027G)	0/0.0	\$192,965	\$0	\$192,965	\$0
The Virginia Department of Transportation provides overtime salaries for sworn officers serving the I-95/1-395/1-495 Congestion Management Program during the eight year Mixing Bowl construction project.					
Traffic Safety Watch (90029G)	0/0.0	\$55,000	\$0	\$55,000	\$0
The Virginia Department of Motor Vehicles provides for the continued distribution of educational information, targeting aggressive drivers, red light runners, and drivers who fail to properly buckle up children.					
Bulletproof Vest Program (90031G)	0/0.0	\$65,672	\$32,836	\$32,836	\$0
Through the Bulletproof Vest Program, the Department of Justice, Bureau of Criminal Justice Assistance, provides funding for the purchase of new or replacement ballistic vest for the protection of sworn law enforcement officers. One vest may be purchased per officer per year under the provisions of this program. Required Local Cash Match for this program is 50 percent.					
District Challenge Program (90039G)	0/0.0	\$10,000	\$0	\$10,000	\$0
The Virginia Department of Motor Vehicles provides funding for overtime salaries and educational materials targeting aggressive driving and other common causes of traffic crashes and fatalities in the region. Funding will be used for program-related operating expenses.					
Speed/Racing Abatement Program (90043G)	0/0.0	\$55,000	\$0	\$55,000	\$0
The Virginia Department of Motor Vehicles provides funding in support of programs to enforce laws pertaining to aggressive driving, excessive speed, and racing in the streets of Fairfax County. Funding will be used for sworn officer overtime and educational materials.					
Click-It or Ticket Program (90044G)	0/0.0	\$70,000	\$0	\$70,000	\$0
The Virginia Department of Motor Vehicles provides funding in support of programs aimed at educating the citizens of Fairfax County regarding the importance of properly installed, maintained, and utilized automobile passenger safety belts.					
Traffic Enforcement Information Program	0/0.0	\$75,000	\$0	\$75,000	\$0
The Virginia Department of Motor Vehicles provides funding to support the cost of an information and enforcement program targeting proper attention to traffic safety laws in Fairfax County. Funding will be utilized for program-related operating-expenses.					

FUND 102 FEDERAL/STATE GRANT FUND

FY 2004 ANTICIPATED GRANT AWARDS					
			SOURCES OF FUNDING		
PROGRAM	FY 2004 GRANT FUNDED POSITIONS/SYE	FY 2004 TOTAL PROJECTED FUNDING	GENERAL FUND	FEDERAL/ STATE	OTHER
Youth Alcohol Awareness Program	0/0.0	\$29,000	\$0	\$29,000	\$0
The Virginia Department of Motor Vehicles provides funding for educational programs for the youth of Fairfax County with regard to the dangers of alcohol use and abuse. Funding will be utilized for program-related operating-expenses.					
TOTAL POLICE DEPARTMENT	6/6.0	\$2,711,647	\$431,382	\$2,280,265	\$0
<i>Office of the Sheriff</i>					
Bulletproof Vest Program (91005G)	0/0.0	\$3,678	\$1,839	\$1,839	\$0
Through the Bulletproof Vest Program, the Department of Justice, Bureau of Criminal Justice Assistance, provides funding for the purchase of new or replacement ballistic vest for the protection of sworn law enforcement officers. One vest may be purchased per officer per year under the provisions of this program. Required Local Cash Match for this program is 50 percent.					
Triad Crime Prevention Program (91006G)	0/0.0	\$6,699	\$1,675	\$5,024	\$0
The Virginia Department of Criminal Justice Services, Byrne Memorial Community-Oriented Justice Program, through the Triad Crime Prevention Program provides funding to support efforts to address community crime and safety problems, and to foster criminal justice system improvements. Funds will be used to provide education materials to benefit senior citizens.					
TOTAL OFFICE OF THE SHERIFF	0/0.0	\$10,377	\$3,514	\$6,863	\$0
<i>Fire and Rescue Department</i>					
Virginia Department of Fire Programs Fund Award (92001G)	3/3.0	\$1,360,000	\$0	\$1,360,000	\$0
The Fire Programs Fund Award provides funding for: Fire Services training; constructing, improving and expanding regional fire service training facilities; public fire safety education; purchasing firefighting equipment or firefighting apparatus; or purchasing protective clothing and protective equipment for firefighting personnel. Program revenues may not be used to supplant County funding for these activities. The program serves residents of Fairfax County, as well as the Towns of Clifton and Herndon.					
Two-for-Life (92004G)	0/0.0	\$395,000	\$0	\$395,000	\$0
The Virginia Department of Health, Division of Emergency Services Two-for-Life Program is funded from the \$2 fee included as part of the annual Virginia motor vehicle registration. Funds are set aside by the State for local jurisdictions for emergency medical services purposes, including the training of Emergency Medical Services (EMS) personnel and the purchase of necessary equipment and supplies. Funds are allocated based on the vehicle registrations processed in each locality. Effective July 2002, the amount collected was changed to \$4 per vehicle, however these funds will not be designated for EMS until July 2004. Disbursement of these increased funds will occur in FY 2006.					
Urban Search and Rescue (92005G)	0/0.0	\$200,000	\$0	\$200,000	\$0
The responsibilities and procedures for national search and rescue activities under the Robert T. Stafford Disaster are set forth in a cooperative agreement between the Federal Emergency Management Agency (FEMA) and the County. Funding is provided to enhance, support, and maintain the readiness of the Department's Urban Search and Rescue Team, equipment cache and medical supplies.					
Rescue Squad Assistance (92006G)	0/0.0	\$50,000	\$25,000	\$25,000	\$0
The Virginia Department of Health, Office of Emergency Medical Services, established the Rescue Squad Assistance Fund (RSAF) to provide financial assistance to EMS organizations for the purchase of EMS equipment, supplies, and training materials. These funds are awarded competitively and have been used to purchase defibrillators and rescue/extrication training equipment. Required Local Cash Match for this program is 50 percent.					
FEMA Activation (92010G)	0/0.0	\$400,000	\$0	\$400,000	\$0
The responsibilities and procedures for national urban search and rescue activities provided by the Department's Urban Search and Rescue Team and National Medical Response Team are identified in memorandums of agreement with the Federal Emergency Management Agency (FEMA). Activities are performed at the request of a Government Agency and are provided at the option of the local jurisdiction. Upon activation, an appropriation is necessary to cover initial expenses for procuring or replacing emergency supplies and to cover Personnel Services expenditures. All expenditures related to activations are reimbursed by the appropriate agency requesting the deployment. This appropriation is restricted to the necessary expenditures resulting from the activation of the Fairfax County Urban Search and Rescue Team (VA-TF1) and the National Medical Emergency Response Team.					

FUND 102 FEDERAL/STATE GRANT FUND

FY 2004 ANTICIPATED GRANT AWARDS					
			SOURCES OF FUNDING		
PROGRAM	FY 2004 GRANT FUNDED POSITIONS/SYE	FY 2004 TOTAL PROJECTED FUNDING	GENERAL FUND	FEDERAL/ STATE	OTHER
International Urban Search & Rescue (92013G)	1/1.0	\$400,000	\$57,000	\$343,000	\$0
A memorandum with the U.S. Agency for International Development (USAID), Office of Foreign Disaster Assistance (OFDA) exists to provide emergency urban search and rescue services internationally. Funding is provided to enhance, support, and maintain the readiness of the Department's Urban Search and Rescue Team, equipment cache, and medical supplies. Year two of a five-year agreement is anticipated to begin in FY 2004. The total value of this agreement over the five-year grant period (exclusive of deployment costs) is \$2,000,000. Required Local Cash Match for this program is 25 percent of personnel-related costs, including overtime.					
ALS Training Support (92017G)	0/0.0	\$20,000	\$0	\$20,000	\$0
This grant from the Virginia Department of Health, Office of Emergency Medical Services is to support advanced life support training of the Department's emergency medical service providers. This grant serves the residents of the County by training additional emergency medical services providers to an advanced skill level.					
EMS Funding Initiatives Grants	0/0.0	\$10,000	\$5,000	\$5,000	\$0
These grants from the Office of Emergency Medical Services, Virginia Department of Health, provide limited funding for the purchase of specified equipment to address critical statewide emergency medical services needs. Items such as automatic external defibrillation devices and computers have been funded through these grants. Required Local Cash Match for this program is 50 percent.					
Virginia Fire Services Mini-grant	0/0.0	\$10,000	\$5,000	\$5,000	\$0
The purpose of this grant from the Virginia Fire Service Board is to benefit fire suppression training programs and to benefit the provision of fire and emergency services in a locality. Grant awards are currently limited to \$10,000 per grant. Required Local Cash Match for this program is 50 percent.					
OFDA Activation	0/0.0	\$700,000	\$0	\$700,000	\$0
The responsibilities and procedures for international urban search and rescue activities provided by the Department's Urban Search and Rescue Team are identified in a memorandum of agreement with the Office of Foreign Disaster Assistance (OFDA). Activities are performed at the request of a Government Agency and are provided at the option of the local jurisdiction. Upon activation, an appropriation is necessary to cover initial expenses for procuring or replacing emergency supplies and to cover Personnel Services expenditures. All expenditures related to an activation are reimbursed by the appropriate agency requesting the deployment. This appropriation is restricted to the necessary expenditures resulting from the activation of the Fairfax County Urban Search and Rescue Team (USAID SAR 1).					
Assistance to Firefighters Act Grant Program	0/0.0	\$500,000	\$150,000	\$350,000	\$0
Awards are made to local fire departments on a competitive basis. Eligible categories for a specific award period are determined by the Federal Emergency Management Agency (FEMA). Categories include training, wellness and fitness programs, vehicles, equipment, personal protective equipment, and fire prevention programs. Required Local Cash Match for this program is 30 percent.					
TOTAL FIRE AND RESCUE DEPARTMENT	4/4.0	\$4,045,000	\$242,000	\$3,803,000	\$0
Fund 102 Summary					
<i>Reserve for Anticipated Grants (subtotal of grants in above table)</i>	<i>276/270.38</i>	<i>\$46,640,048</i>	<i>\$3,839,667</i>	<i>\$42,781,381</i>	<i>\$19,000</i>
<i>Reserve for Unanticipated Grants</i>	<i>0/0.0</i>	<i>\$1,075,000</i>	<i>\$75,000</i>	<i>\$1,000,000</i>	<i>\$0</i>
TOTAL RESERVES	276/270.38	\$47,715,048	\$3,914,667	\$43,781,381	\$19,000
<i>TOTAL APPROPRIATED DIRECTLY TO AGENCIES</i>	<i>0/0.0</i>	<i>\$12,174,181</i>	<i>\$9,088,853</i>	<i>\$3,085,328</i>	<i>\$0</i>
TOTAL FUND¹	277/271.38	\$59,889,229	\$13,003,520	\$46,866,709	\$19,000

¹ The total number of merit grant positions in Fund 102, Federal/State Grant Fund, includes 1/1.0 SYE Engineer II in the Department of Public Works and Environmental Services (DPWES), Office of Capital Facilities that is not summarized in the *Anticipated Grant Awards* table. Additional funding for the DPWES grant is not anticipated in FY 2004, however, existing funds are likely to be carried over from FY 2003, thus allowing the position to continue for at least part of FY 2004. For this reason, the position will be maintained in the position count, and the overall position total in Fund 102, Federal/State Grant Fund, is 277/271.38 SYE.

FUND 102 FEDERAL/STATE GRANT FUND

FUND STATEMENT

Fund Type G10, Special Revenue Funds	Fund 102, Federal/State Grant Fund			
	FY 2002	FY 2003	FY 2003	FY 2004
	Actual	Adopted Budget Plan	Revised Budget Plan	Advertised Budget Plan
Beginning Balance	\$951,880	\$27,877	\$1,377,151	\$72,814
Revenue:				
Federal Funds ¹	\$25,332,244	\$840,327	\$47,907,985	\$3,085,328
State Funds ¹	5,669,863	0	9,911,831	0
Local Cash Match	1,062,882	0	4,430,440	0
Other Match	4,627,226	6,015,649	10,084,933	9,088,853
Other Non-profit Grants	52,153	0	115,622	0
Seized Funds	1,579,659	0	0	0
Interest - Seized Funds	37,796	0	0	0
Interest - Fire Programs Funds	25,109	0	0	0
Miscellaneous Revenue	350,525	0	344,452	0
Reserve for Estimated Grant Funding	0	35,880,953	16,702,547	43,800,381
Reserve for Estimated Local Cash Match	0	2,357,529	859,398	3,914,667
Total Revenue	\$38,737,457	\$45,094,458	\$90,357,208	\$59,889,229
Total Available	\$39,689,337	\$45,122,335	\$91,734,359	\$59,962,043

FUND 102 FEDERAL/STATE GRANT FUND

FUND STATEMENT

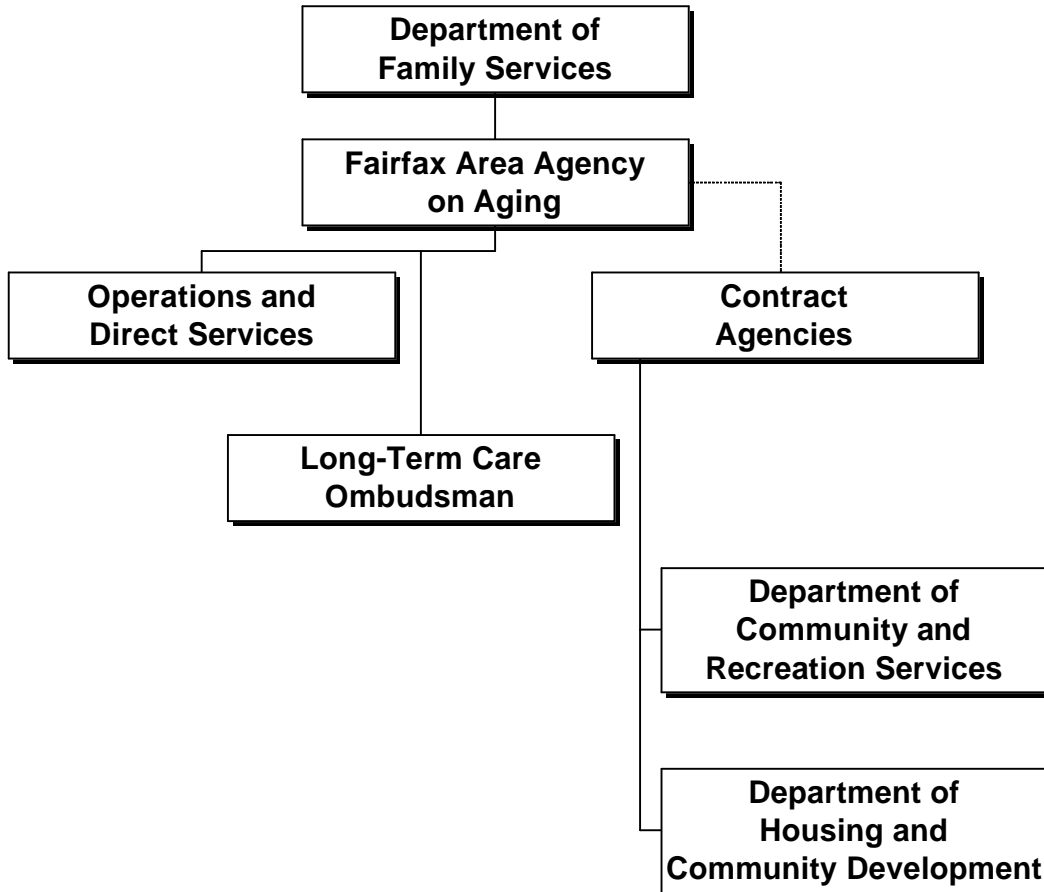
Fund Type G10, Special Revenue Funds **Fund 102, Federal/State Grant Fund**

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
State and Local Emergency Preparedness ²	\$0	\$0	\$12,000,000	\$0
Office of County Executive	63,387	0	155,713	0
Office for Women	35,000	0	70,000	0
Economic Development Authority	0	0	85,000	0
Capital Facilities	218,144	0	1,215,039	0
Land Development Services	0	0	67,800	0
Department of Planning and Zoning	12,334	0	72,238	0
Department of Housing and Community Development	553,091	0	2,063,884	0
Office of Human Rights	146,098	0	136,512	0
Department of Transportation	666,878	0	897,820	0
Department of Community and Recreation Services	70,201	0	175,135	0
Fairfax County Public Library	316,342	0	173,179	0
Department of Family Services ¹	20,517,092	0	31,913,925	0
Health Department	1,762,187	0	1,893,810	0
Circuit Court and Records ¹	45,648	0	88,229	0
Juvenile and Domestic Relations District Court	400,478	0	1,784,339	0
Commonwealth's Attorney	0	0	48,278	0
General District Court	548,268	0	553,248	0
Police Department	9,913,014	6,845,976	15,513,250	12,164,181
Office of the Sheriff	18,682	0	10,377	0
Fire and Rescue Department	3,025,342	10,000	5,300,142	10,000
Animal Shelter	0	0	35,898	0
Unclassified Administrative	0	38,238,482	17,407,729	47,715,048
Total Expenditures	\$38,312,186	\$45,094,458	\$91,661,545	\$59,889,229
Total Disbursements	\$38,312,186	\$45,094,458	\$91,661,545	\$59,889,229
Ending Balance	\$1,377,151	\$27,877	\$72,814	\$72,814

¹ In order to account for revenues and expenditures in the proper fiscal year, audit adjustments in the amount of \$1,313,888 have been reflected as increases to FY 2002 revenues and audit adjustments of \$17,604 have been reflected as increases to FY 2002 expenditures to properly record revenue accruals and reclassify grant expenditures to the correct program year. The audit adjustments have been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the FY 2003 Third Quarter Package.

² The State and Local Emergency Preparedness Grant is a Federal grant whose funds are earmarked for security and emergency preparedness requirements. Agencies involved in this effort include: the Office of Public Affairs, the Department of Public Works and Environmental Services, the Department of Transportation, the Department of Information Technology, the Health Department, the Police Department, and the Fire and Rescue Department.

FAIRFAX AREA AGENCY ON AGING



FUND 103 AGING GRANTS AND PROGRAMS

Agency Position Summary

37 Grant Positions / 36.0 Grant Staff Years

Position Detail Information

DEPARTMENT OF FAMILY SERVICES

OPERATIONS AND DIRECT SERVICES

Community-Based Social Services

1	Human Services Worker IV
1	Human Services Worker III
1	Human Services Worker I
1	Volunteer Services Program Manager
1	Volunteer Services Coordinator II
1	Volunteer Services Coordinator I, PT
1	Social Worker II
<u>1</u>	Administrative Assistant II, PT
8	Positions
7.0	Staff Years

DEPARTMENT OF COMMUNITY AND RECREATION SERVICES

Congregate Meals

5	Recreation Specialists II
<u>5</u>	Recreation Assistants
10	Positions
10.0	Staff Years
PT	Denotes Part-Time Positions

Care Coordination for the Elderly Virginian

1	Social Work Supervisor
2	Social Workers II
1	Social Worker III
1	Mental Health Therapist II
2	Public Health Nurses II
1	Management Analyst I
<u>1</u>	Administrative Assistant II
9	Positions
9.0	Staff Years

Home Delivered Meals

1	Human Services Worker IV
2	Human Services Workers III
<u>2</u>	Human Services Workers I
5	Positions
5.0	Staff Years

Family Caregiver Support

<u>1</u>	Management Analyst III
1	Position
1.0	Staff Year

LONG-TERM CARE OMBUDSMAN

1	Social Work Supervisor
<u>3</u>	Social Workers III
4	Positions
4.0	Staff Years

FUND 103

AGING GRANTS AND PROGRAMS

Agency Mission

To promote and sustain a high quality of life for older persons residing in Fairfax County by offering a mixture of services, provided through the public and private sectors, that maximize personal choice, dignity, and independence.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Grant	37/ 36	37/ 36	37/ 36	37/ 36
Expenditures:				
Personnel Services	\$1,926,840	\$1,956,975	\$2,735,137	\$2,128,940
Operating Expenses	1,990,221	2,185,097	2,887,621	2,183,429
Capital Equipment	0	0	0	0
Total Expenditures	\$3,917,061	\$4,142,072	\$5,622,758	\$4,312,369
Revenue:				
Federal	\$1,186,650	\$1,078,126	\$1,599,918	\$1,258,552
State	830,912	826,152	996,298	708,265
Project Income	299,066	336,028	382,240	333,949
Other Jurisdictions' Share of the Ombudsman Program	90,183	83,995	83,995	83,995
City of Fairfax	33,013	33,013	33,013	33,013
City of Falls Church	36,306	36,306	36,306	36,306
Private Corporations	6,436	12,453	17,276	9,453
Total Revenue	\$2,482,566	\$2,406,073	\$3,149,046	\$2,463,533
Net Cost to the County	\$1,434,495	\$1,735,999	\$2,473,712	\$1,848,836

Purpose

The purpose of the Fairfax Area Agency on Aging (FAAA) is to be a community leader on aging issues and to promote programs and activities that contribute to the independence and well being of elders and their caregivers.

In FY 2004, as in the past, FAAA will be the focal point for the network of county and private sector agencies serving the interests of the elderly. FAAA plays a key role linking practice and policy for Fairfax County and will continue to advocate for the needs of seniors. The agency helps seniors remain in the community through the administration of social service programs that deal with older persons whose needs are varied and may require intervention by one or more agency services. The Fairfax Area Commission on Aging, appointed by the Board of Supervisors and the cities of Fairfax and Falls Church, serves as the official advisory body to the FAAA.

Volunteerism is an integral part of FAAA program operations, allowing citizens to assist older persons and giving seniors the opportunity to become involved in community service. The agency operates programs that serve older persons, as well as programs that utilize older persons as resources to the community. Approximately 2,500 individuals volunteer their time for FAAA-sponsored programs.

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In terms of funding, the Title III-C (1) Congregate Meals program, which will serve an estimated 181,578 meals to the elderly in FY 2004, will continue to be the largest program administered in Fund 103. While the Department of Family Services (DFS) has oversight of Fund 103, two other County Agencies have primary responsibility for administering the Congregate Meals program:

- ◆ The Department of Housing and Community Development administers the meal programs at three County-owned residential facilities: the Lewinsville Senior Residence, the Lincolnia Senior Residence, and the Little River Glen Senior Residence. It also administers meal programs at the Herndon Harbor House and Mount Vernon Adult Day Health Care Centers.
- ◆ The Department of Community and Recreation Services administers the congregate noon meal program at 15 existing Senior Centers and one Adult Day Health Care Center.

The Title III-C (2) Home Delivered Meals Program provides meals to frail seniors who are homebound, unable to prepare their own meals, and without informal or formal caregiver support to help them prepare meals. In FY 2004, the agency will serve an estimated 258,663 meals through this program.

The Northern Virginia Long-Term Care Ombudsman Program is jointly funded by Fairfax County, Arlington County, Prince William County, Loudoun County, and the City of Alexandria. The goals of this program are to investigate and help resolve complaints concerning nursing homes, assisted care facilities, and community-based home care.

The Care Coordination for the Elderly Virginian (CCEV) grant, formerly called Case Management for Elderly Virginians, is a joint program of DFS, FAAA, the Health Department, the Fairfax-Falls Church Community Services Board, and the Department of Systems Management for Human Services. This program uses a multidisciplinary approach to the assessment and care plan development process. Case managers from all disciplines have direct access to authorize long-term care services that are administered under DFS, FAAA, and the Health Department.

Key Accomplishments

- ◆ Eliminated the waiting list of frail, homebound elderly persons who needed food by establishing a new Meals-on-Wheels route in the Centreville/Chantilly area.
- ◆ Implemented a case management redesign for the Falls Church case management project. Staff from the Adult Day Health Care Program in the Health Department and the Home Delivered Meals Program in DFS organized into a self-managed team to implement the redesign. In addition, FAAA staff is conducting an evaluation that measures time from referral to assessment, client and staff satisfaction, frequency of contact with clients, number of joint home visits, and number of clients approved for Medicaid Community-Based Care.
- ◆ Hosted the Older Adult Employment, Technology, and Information Expo, which offered older adults the opportunity to attend educational lectures and learn about employment opportunities and community resources for seniors. The Expo, which was planned by a team of County and community partners, was attended by more than one thousand seniors.
- ◆ Conducted a survey and subsequently offered a workshop for regional nursing facilities regarding pain management. The workshop, which was attended by 70 nursing facility staff, will be used as a model for future State Ombudsman workshops.
- ◆ Commissioned George Mason University to evaluate the effects of the wage increase for contract home care aides which was implemented in FY 2002. The study found that the wage increase helped with both recruitment and retention of home care aides.

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- ◆ Provided staff support to the citizen Long-Term Care Task Force. The Task Force presented “A Strategic Plan for Long-Term Care in the Fairfax Community” to the Board of Supervisors in March 2002.
- ◆ Translated, published, and disseminated aging/long-term care brochures, “How Can We Help You?” and “Long-Term Care Ombudsman Program” into five foreign languages: Arabic, Farsi, Somali, Spanish, and Urdu.
- ◆ Established ElderLink’s new Elder Community Care Program in partnership with Inova Visiting Nurse Association (VNA) in April 2002. The program provides intensive care management and tele-homecare monitoring to seniors in the South County area over age 70 with multiple medical conditions, including congestive heart failure. This program improves the physical and mental health of clients and eliminates unnecessary multiple hospital admissions.
- ◆ Developed a survey to determine awareness, interests, concerns, and needs of local area family caregivers and implemented a caregiving initiative to increase support for caregivers.
- ◆ Planned and implemented a Minority Elders Interview project in Region II (i.e., Falls Church area) in partnership with George Mason University and the Department of Systems Management for Human Services. Elders whose primary or only language is Vietnamese, Korean, Spanish, English, Somali, or Urdu, shared their perceptions of the Region II area, including community needs, barriers to accessing services, and concerns for future generations.
- ◆ Increased by 46 percent, in one year, the number of individuals receiving the Large Print Golden Gazette.
- ◆ Received an Acts of Caring award from the National Association of Counties for FAAA’s volunteer program “No Place Like Home” in April 2002.
- ◆ Received a program award for FAAA’s volunteer services from Volunteer Fairfax at the annual recognition event.

FY 2004 Initiatives

- ◆ Plan and prepare for the growing numbers of seniors and adults with disabilities. FAAA staff provided support to the citizen’s Long-Term Care Task Force and will support the subsequent citizen’s Long-Term Care Council that is implementing the Task Force’s strategic plan for Fairfax County.
- ◆ Continue to assess needs of local family caregivers and develop plans for education, information, and assistance to family caregivers of persons who need long-term care services. Provide information and support to caregivers through the Golden Gazette, the County website, conferences, and other media.
- ◆ Continue to provide education and advice to the older adult public on prescription drug and long-term care insurance options - at a time when the quantity and quality of plans and policies are changing rapidly at the national and state levels - through information and consultation with Virginia Insurance Counseling and Assistance Program (VICAP) staff and volunteers.
- ◆ Expand outreach plan to culturally diverse elders and adults with disabilities and disseminate information to provide a consistent message of programs, services, and resources available through County agencies and coordinate this effort with other human service agencies.
- ◆ Implement the Adult and Aging module in Harmony, DFS’ human services management information system, to streamline data collection and reporting and further integrate delivery of services.

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It should be noted that State budget reductions were announced in October 2002 and State funding to Area Agencies on Aging statewide was reduced by 11 percent. FAAA anticipates a loss in State funding in FY 2003 of \$85,930 in the Title III-C (2), Home-Delivered Meals program to be offset by the following expenditure reductions: \$45,930 in Title III-B, Community-Based Social Services which includes a decrease of \$20,000 in Legal Services and \$25,930 in Information and Assistance; and \$40,000 in Title III-C (1), Congregate Meals. FAAA anticipates a loss in State funding in FY 2004 of \$87,917 in the Title III-C (2), Home-Delivered Meals program which is offset by the following expenditure reductions: \$47,917 in Title III-B, Community-Based Social Services which includes a decrease of \$5,000 in Administration and \$42,917 in Information and Assistance; and \$40,000 in Title III-C (1), Congregate Meals. It should be noted that the State reductions in Congregate Meals will result in approximately 12,000 fewer meals served, however this reduction is anticipated to be offset with future Federal funding.

FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, in addition to the State reductions noted above, reductions totaling \$86,800 are proposed by the County Executive for this agency. These reductions include:

- ◆ Reduction of \$26,000 in the Title III B, Community-Based Social Services program which reflects a decrease of \$6,000 in Personal Services and \$20,000 in Operating Expenses for information and assistance services. Reduction will result in a reduced level of outreach services to elderly persons and adults with disabilities;
- ◆ Reduction of \$40,800 in the Title III C (1), Congregate Meals program which will result in approximately 12,000 fewer meals served to elderly persons and adults with disabilities which may impact the health and nutrition of such persons who depend on such meals; and
- ◆ Reduction of \$20,000 in the Care Coordination for the Elderly Virginian program for home-based care services and equipment for approximately 40 elderly persons and/or adults with disabilities who do not qualify for Medicaid.

Performance Measurement Results

The Fairfax Area Agency on Aging (FAAA) will continue its service focus of helping elderly persons and adults with disabilities live in their own homes. In FY 2002, FAAA surpassed its goals of having 80 percent of persons who received case management services reside in their homes when services were terminated or after one year of service and having 95 percent of persons receiving community-based services who remained living in the community rather than entering an institution after one year of service, achieving outcomes of 83 percent and 98 percent, respectively. FAAA met these goals primarily through concentrated efforts and coordination of services across the organization and with community partners. FAAA also surpassed its goal for persons receiving nutrition services as 40 percent of clients who received home-delivered meals and 87 percent of clients who received congregate meals scored at or below moderate risk on the Nutritional Screening Initiative (NSI). In FY 2003, however, FAAA decreased its goal from 40 percent to 20 percent for clients receiving home-delivered meals due to clients' extreme poor health and nutritional condition. FAAA fell short of its goal to complete 96 percent of APS and Ombudsman investigations within the State standard of 45 days, achieving only an outcome of 83 percent, due primarily to a small number of complex cases which required significant follow-up.

To achieve these goals, particularly at a time when the population of elders and adults with disabilities is growing rapidly, DFS Adult Services, Adult Protective Services, and FAAA staff are examining work practices to enhance program efficiency and effectiveness. It is expected that recommendations regarding work practices, as well as regionalization of services, will be implemented in Spring 2003. In addition, FAAA plans to expand task based home care services to twelve additional congregate apartments in FY 2003 to maximize the effectiveness of home based care funds. Task based home care services are presently offered in six congregate sites. George Mason University conducted two evaluations of task based home care services and noted greater efficiency as compared to the hourly model of home care services.

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To address issues of long-term care, FAAA will also continue to support the recommendations of the Citizens Long-Term Care Task Force which included establishing a long-term care council; conducting a comprehensive, ongoing campaign to increase awareness and everyday knowledge of long-term care; improving integrated access and connections to long-term care; and improving and expanding a qualified long-term care provider work force.

Funding Adjustments

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

- ◆ A net decrease of \$606,197 in Personnel Services reflects a decrease of \$784,162 primarily due to the carryover of unexpended FY 2002 grant funds to FY 2003 necessary because grant program years are not aligned with the County's fiscal year and a decrease of \$6,000 in fringe benefits due to County budget reductions. This decrease is partially offset by an increase of \$177,965 for salary adjustments necessary to support the County's compensation program.
- ◆ A net decrease of \$704,192 in Operating Expenses reflects a number of actions including a decrease of \$702,524 due to the carryover of unexpended FY 2002 grant funds to FY 2003 and a decrease of \$87,917 primarily in Information and Assistance and Congregate Meals due to State budget reductions. Also included are a decrease of \$80,800 in Information and Assistance, Home-Based Care, and Congregate Meals due to County budget reductions, and a decrease of \$2,664 in information Technology infrastructure charges. These decreases are partially offset by an increase of \$32,348 for increased contract costs in providing home-delivered meals and an increase of \$137,365 due to revised State funding allocations that are fully offset by revenue approved as part of the *FY 2002 Carryover Review*.

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*, an increase of \$1,231,288 reflects the carryover of unexpended FY 2002 grant funds to FY 2003. Carryover of grant funds is necessary because grant program years generally run from October 1 to September 30, while the County's fiscal year runs from July 1 to June 30.
- ◆ As part of the *FY 2002 Carryover Review*, an increase of \$249,398 fully offset by revenues which is primarily due to revised State funding allocations in the Title III-B Community-Based Social Services and Title III-C(2) Home Delivered Meals Programs.

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Performance Measures

Objectives

- ◆ To maintain at 80 percent the percentage of elderly persons and adults with disabilities receiving case management services who reside in their homes at termination of services or after one year of service.
- ◆ To maintain at 95 percent the percentage of seniors receiving community-based services who remain living in the community rather than entering an institution after one year of service or information.
- ◆ To maximize personal health by serving nutritious meals so that 40 percent of clients receiving home-delivered meals and 80 percent of clients receiving congregate meals score at or below a moderate risk category on the Nutritional Screening Initiative (NSI), a risk tool.
- ◆ To meet the State standard by maintaining the percent of Adult Protective Services (APS) and Ombudsman investigations completed within 45 days at 90 percent or more, in order to protect vulnerable adults.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Adult and Aging/Long-Term Care clients served	2,044	2,046	2,200 / 2,093	2,100	2,100
Clients served with community-based services (CBS)	6,429	7,038	6,939 / 6,818	6,818	6,778
Meals provided (1)	430,823	427,681	432,019 / 452,241	452,241	440,241
APS and Ombudsman Investigations conducted	750	698	750 / 744	750	750
Efficiency:					
Cost per Adult and Aging/Long-Term Care client	\$3,732	\$4,025	\$3,855 / \$4,367	\$4,417	\$4,539
Cost per CBS client	\$77	\$77	\$103 / \$109	\$119	\$116
Cost per meal (1) (2)	\$8	\$9	\$10 / \$9	\$10	\$12
Cost per investigation	\$1,677	\$1,880	\$1,903 / \$1,810	\$1,985	\$2,065

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Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Service Quality:					
Percent of Adult and Aging/Long-Term Care clients satisfied with services	91%	89%	90% / 95%	90%	90%
Percent of CBS clients satisfied with the information and services	96%	98%	95% / 95%	95%	95%
Percent of clients satisfied with home-delivered meal quality and quantity (3)	90%	NA	95% / 92%	NA	90%
Percent of clients satisfied with congregate meal quality and quantity (3)	NA	100%	NA / NA	90%	NA
Investigations completed within the State standard of 45 days (4)	686	697	718 / 615	675	675
Outcome:					
Percent of clients who remain in their homes after one year of services	79%	94%	80% / 83%	80%	80%
Percent of CBS clients who remain in community after one year of service or information	98%	98%	95% / 98%	95%	95%
Percent of clients served home-delivered meals who score at or below a moderate nutritional risk category	44%	44%	40% / 40%	40%	40%
Percent of clients served congregate meals who score at or below a moderate nutritional risk category	86%	88%	80% / 87%	80%	80%
Percent of investigations completed within 45 days (4)	92%	100%	96% / 83%	90%	90%

(1) State budget reductions totaling \$40,000 will result in an additional 12,000 fewer congregate meals served in FY 2004. However, it is anticipated that an increase in Federal funds will partially offset this reduction.

(2) Beginning in FY 2004, indicator includes transportation costs associated with the Congregate Meals Program reflected in DFS. Historically, some transportation costs were reflected in the Department of Community and Recreation Services.

(3) These indicators reflect Home-Delivered Meals or Congregate Meals Program clients, not both. A satisfaction survey is conducted every other year for each meal program. A satisfaction rating goal of 90 percent or better reflects perceived impact of meals to health and well-being of sicker home-delivered meals clients.

(4) These indicators reflect APS cases and Ombudsman program cases, combined. Within the Ombudsman program in particular, several cases reflect numerous issues regarding quality of care that have become more complex in nature than in the past and required more time to reach resolution. Therefore, the quality and outcome measures are lower and performance goals have been lowered from 95 to 90 percent.

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FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 103, Aging Grants and Programs

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$535,697	\$0	\$737,713	\$0
Revenue:				
Federal Funds ¹	\$1,186,650	\$1,078,126	\$1,599,918	\$1,258,552
State Funds	830,912	826,152	996,298	708,265
Project Income	299,066	336,028	382,240	333,949
Other Jurisdictions' Share of Ombudsman Program	90,183	83,995	83,995	83,995
City of Fairfax	33,013	33,013	33,013	33,013
City of Falls Church	36,306	36,306	36,306	36,306
Private Corporations	6,436	12,453	17,276	9,453
Total Revenue	\$2,482,566	\$2,406,073	\$3,149,046	\$2,463,533
Transfer In:				
General Fund (001)	\$1,636,511	\$1,735,999	\$1,735,999	\$1,848,836
Total Transfer In	\$1,636,511	\$1,735,999	\$1,735,999	\$1,848,836
Total Available	\$4,654,774	\$4,142,072	\$5,622,758	\$4,312,369
Grant Expenditures:				
67450G , Title III B, Community-Based Social Services	\$667,019	\$624,596	\$884,207	\$640,158
67451G , Title VII Ombudsman	234,017	248,008	308,808	270,350
67452G , Fee for Services/Homemaker	203,288	223,682	309,438	229,048
67453G , Title III C(1) Congregate Meals	1,476,352	1,568,311	2,079,605	1,548,908
67454G , Title III C(2) Home-Delivered Meals	760,436	776,733	1,009,511	867,622
67455G , Care Coordination for the Elderly Virginian	438,294	570,089	737,615	596,710
67456G , Caregiver Support	137,655	130,653	293,574	159,573
Total Grant Expenditures	\$3,917,061	\$4,142,072	\$5,622,758	\$4,312,369
Total Disbursements	\$3,917,061	\$4,142,072	\$5,622,758	\$4,312,369
Ending Balance	\$737,713	\$0	\$0	\$0

¹ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$3,296 has been reflected as a decrease to FY 2002 revenues to reflect revenue deferred until FY 2003. This impacts the amount carried forward resulting in a net increase of \$3,296 to the *FY 2003 Revised Budget Plan*. The audit adjustment has been included in the FY 2003 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the FY 2003 Third Quarter package.

FUND 104

INFORMATION TECHNOLOGY

Purpose

Fund 104, Information Technology, was established in FY 1995 to strengthen centralized management of available resources by consolidating major Information Technology (IT) projects in one fund. Based on the 1994 Information Technology Advisory Group (ITAG) study, this fund was created to account for spending by project and is managed centrally by the Department of Information Technology. Historically, the E-911 Emergency Telephone Service Fee, a General Fund transfer, the State Technology Trust Fund, and interest earnings are sources for investment in Information Technology projects. However, in FY 2001, the E-911 Emergency Telephone Service Fee revenue and related project expenses were moved to Fund 120, E-911 to satisfy a State legislative requirement that E-911 revenues and expenditures be accounted for separately.

The County's technological improvement strategy has two key elements. The first element is to provide an adequate infrastructure of basic technology for agencies to use in making quality operational improvements. The second is to redesign existing business processes with technology to achieve large-scale improvements in service quality and achieve administrative efficiencies. The County's long-term commitment to provide quality customer service through the effective use of technology is manifested in service enhancements, expedited response to citizen inquiries, improved operational efficiencies, better information for management decisions, and increased performance capabilities.

FY 2004 Initiatives

FY 2004 recommended project funding totals \$9,649,844, which includes a general fund transfer of \$9,449,844 and interest income of \$200,000. In keeping with guidelines established for FY 2004, agencies were instructed that project requests must meet the following criteria: no funding would be provided to new projects; additional funding for existing projects would be considered for contractual obligations and to complete a phase of the project; and the project must be completed and maintained without additional staff.

A Project Review Team consisting of business and technical staff from the Department of Information Technology (DIT) and the Department of Management and Budget (DMB) reviewed all submissions. The project review included identification of projects that provide opportunities for improvement, those that help sustain the performance and reliability of the County technology infrastructure, and those poised to take advantage of technological advancements.

In addition, projects were reviewed from both a business and a technical perspective. On the business side, consideration included whether the implementation of the project would benefit citizens, the County or both. Benefits of the project were weighed against the cost of the project and several risk factors, including the risk of cost and scope escalation due to factors such as the type of technology chosen, organizational disruption, schedule viability, and the impact of delaying the project.

On the technical side, factors examined included how closely the project matched, and its impact on, existing County IT infrastructure, and the technical uncertainty of the project as it pertained to the commercial availability of, and the organizational experience with, the proposed hardware, software, and support. In addition, consideration was given to the availability of human resources both in DIT and the sponsoring agency to staff the project.

Once reviewed, funding consideration was guided by the five information technology priorities established by the Senior Information Technology Steering Committee, which is comprised of the County Executive and senior County managers.

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These priorities are as follows:

Priority	FY 2004 Advertised Funding
Convenient Access to Information and Services	\$1.48 million
High Level of Responsiveness to Customer Requirements	\$2.52 million
Management of County Information Assets	\$2.79 million
Management of County Technology Assets	\$2.52 million
Management of County Human Resource Assets	<u>\$0.33 million</u>
TOTAL	\$9.65 million

In FY 2004, funding of \$9.65 million is included for initiatives that meet the priorities established by the Senior Information Technology Steering Committee. These initiatives include a mix of projects that provide benefits for both citizens and employees and that adequately balance continuing initiatives with the need for maintaining and strengthening the County's technology infrastructure. Funded projects will support initiatives in the Human Services, Planning and Development, General County Services, and Public Safety program areas.

Convenient Access to Information and Services

Ultimately, providing citizens, the business community, and County employees with timely, convenient access to appropriate information and services is one of the most important uses of information technology. There are several projects funded in FY 2004 that provide for additional means of accessing County information and for interacting with County agencies. Many of the projects expand on existing methods of accessing information.

Public access to technology through the County's web site has become a key component in the way the County does business. Local, State, national, and international authorities have repeatedly recognized the site as a model for e-government and public access. But more importantly, the constituents of Fairfax County have recognized the site as a vital means of finding information and communicating with local government officials.

Funding of \$.80 million has been included in FY 2004 to continue development and maintenance of the County's Internet and Intranet initiatives. The funding will support new and upgraded hardware, software, and technical training needs in addition to providing an emergency funding pool for emerging technology projects not funded elsewhere. This includes continued support for Content Management System and the Electronic Payment Services program, which integrates enhanced payment transaction capabilities with emerging Web technologies. The process incorporates secure design and proven management principles. The County's plan is to have one vendor to supply the electronic payment solutions for all agencies, and all access vehicles including public Kiosks, Interactive Voice Response (IVR) and the Internet. These initiatives will continue to keep the County's Internet web site and Intranet online 24 hours per day, 7 days per week, and 365 days per year.

In addition, \$.31 million is included to fund an Electronic Notification and Alert system for Fairfax County, which includes a communication system for emergency management situations and citizen notification capabilities. The system will strengthen the County's communication capabilities by disbursing emergency information to essential personnel and citizens on a variety of platforms and devices. It will enable authorized personnel to deliver the right information, to the right people at the appropriate time. Due to national and local events, emergency notification has become a critical need in our dynamic, global

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society. Alert and Notification systems offer a diversified means of communication and has several advantages over traditional communication methods, including the ability for an individual to be notified on their preferred device, (pager, cell phone, personal e-mail, etc.). This also minimizes the failure of a single carrier that can result in a complete communication black out.

Funding of \$.32 million is included to develop multiple system interfaces to link the Health Management Information System (HMIS) to other health systems used by Health Department staff in order to provide a comprehensive set of services to the public. Some of the systems that the Management Information System will link to include the Community Access Program, laboratory systems, pharmacy system, environmental health system, Adult Day Health Care system, and WICNET State system. Developed interfaces will integrate applicable data with the basic profile found in HMIS. With the interfaces in place, staff will be able to readily view lab results and prescription dates in the HMIS patient file. This will also eliminate the risk of error in transcribing such data.

In order to complete Phase III of the Fire Department's Incident Reporting and Training system which began in last year, funding of \$.05 million has been included in FY 2004. Phase III of this project integrates hand-held mobile computers (mobile clients) into the EMS patient care reporting process and updates the manual process of physically transporting data by tape from the Public Safety Communications Center to the County's Department of Information Technology technical facility for processing and storage with an interface to the Computer Aided Dispatch (CAD) system. The CAD system is used to dispatch equipment and personnel to events and emergencies and provide up-to-date incident information. By having a single point of entry for EMS incident information, data reliability and validity are enhanced, legal liability is reduced, staff time spent archiving and retrieving reports to accommodate State archive requirements and FOIA requests is lessened, and time spent in completing duplicative reports is eliminated.

High Level of Responsiveness to Customers

Several projects use collaborative tools and approaches to formulate business solutions that address customer needs. FY 2004 efforts continue to provide the County with web-based Graphical User Interface (GUI) software to use in conjunction with County corporate information systems. Efforts will continue to provide the tools to extend appropriate portions of the County's purchasing and financial systems to external customers, the vendor community, and create 24 hours per day, 7 days per week, 365 days per year "self service" opportunities. Being open to changing business practices also affords the County the ability to meet customer requirements if current processes do not accommodate existing needs.

Funding of \$.87 million is included to continue the replacement of the Inspection Services Information System (ISIS) in the Department of Public Works and Environmental Services, Fire Department and the Complaints Tracking Management System used by the Department of Planning and Zoning. This is a collaborative effort to determine a business solution that will replace both systems with the same technology platform. The ISIS portion of the project will meet the demands of customers to make the permitting process simpler to understand, more convenient to use, more efficient and more predictable by creating a one-stop shop consisting of multiple review agencies. In addition, the application will have an e-permitting component, laying the foundation for future e-government solutions in land development. The replacement of the Complaints Tracking Management System will allow the agency to continue to manage zoning enforcement caseloads with greater accuracy and reporting capability and increase the flow of information to other agencies, thereby improving the County's responsiveness to citizen complaints. This funding includes replacing multiple databases in the Fire Department with a web-enabled system that will be integrated with the DPWES ISIS system to capture fire prevention activities including fire prevention code permits, invoices, plan review, systems testing, and inspections. As a module of the replaced ISIS system, the application will be compatible with all other modules and will allow customers to schedule inspections and obtain information via the Internet.

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Funding of \$1.06 million is included to complete the upgrade and modernization of the existing mainframe tax system that uses computer-programming languages that are no longer supported by the vendor or, for which, in-house and contract programmer expertise is not available. The outdated languages limit integration of the current system to GIS and other relational County databases, and cannot be enhanced to add data characteristics used during property valuation. As part of the modernization effort, a commercial off the shelf (COTS) product was procured and implemented for processing miscellaneous and non-tax payments, and for processing business license (BPOL) payments in FY 2003. Additional funding of \$.10 million is provided to complete the implementation of the Revenue Collections Cashiering System which began last year. Currently, the DTA cashiering functions are supported using two automated cashiering systems, designed in 1990 to handle the specific business processes at that time. Business operations have changed significantly and the in-house system is no longer able to support business process changes without major enhancements being applied. The objective of this project is to implement a comprehensive cashiering solution that provides the required functionality and is technically capable of accommodating future legislative changes, business operations and the ability to interface with multiple architectural platforms.

Funding of \$.29 million is provided to implement the Adult and Aging module within the Human Services Client Information System, Harmony. This module will allow for the replacement of several independent systems such as the Adult and Aging, Home Based Care, and Provider databases, which must be retired as they are operating on an old, unsupported platform and the information requirements have exceeded the capacity to support all of the processing needs. This project will unify and standardize existing systems into one, web-enabled interfaced system for staff to use in remote locations and allow consumers to access the system from their private residence.

Funding of \$.20 million is provided to enhance remote office processing for adult services programs that use the Human Services Client Information System (Harmony) and the Health Department's new client system, AVATAR. The enhancements will include: developing an automated interface between the two systems to allow regular updates of Congregate Meals service and billing data enabling the Health Department to produce both summary data to report to the State and individual client bills; providing bar-coding features (in the form of cards, printed rosters, or name tags) for clients using Congregate Meals services to record units of service delivered; and preparing portable assessment forms to collect data on laptops or tablet PCs in the field, for assessment data to be then electronically uploaded to Harmony.

Management of Information Assets

Focusing on internal business practices is a key element to effectively managing the County's information assets. A number of projects have been identified in FY 2004 that create, share or reuse a repository of common information objects such as databases and records, that provide for data standardization and that streamline processes to capture data only once.

Funding is provided for the Geographic Information System (GIS) project, which provides County agencies and citizens a means to electronically access, analyze, and display land related data. Funding of \$.18 million will continue to update the aerial imagery and orthophotography (spatially corrected aerial imagery) data for the 399 square miles of the County. The imagery update will cover about a quarter of the land within the County and also update specific areas as required by ongoing countywide projects. In addition, funding of \$.15 million is provided to purchase and install a GIS application to provide 3-dimensional imagery to the County. This imagery will enable agencies such as the Department of Tax Administration and Public Safety agencies to view County land in a 3-dimensional capacity at their desktop, reducing field time in assessing and planning. In addition it will enable them to conduct analyses of buildings that are currently not possible.

Funding of \$.21 million is included to expand the Citizen Relationship Management system to all County agencies, which will provide a readily available infrastructure for them to use to capture communications and track contacts, events, and complaints. This project will give users the ability to link to other areas within the database and to extend outside the system through scheduling, scanned images, email, fax, and incoming/outgoing postal mail.

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INFORMATION TECHNOLOGY

Funding of \$2.23 million is required to complete the replacement of the Plans and Agreements Monitoring System (PAMS) by including the last remaining elements of this legacy system into the Plans and Waivers System (PAWS). This project will provide the Department of Public Works and Environmental Services and its customers a single comprehensive database system for tracking and documenting site construction plans and their associated bonds and legal agreements. Once this project is completed, it will be possible to discontinue the use and maintenance of the PAMS system. This project will also enable the County to better monitor the implementation of specific proffered improvements and to track the allocation of proffered funds. Furthermore, it will provide the Office of Site Development Services (OSDS) staff the capability to track developer funds placed in escrow and to more effectively maintain and distribute these funds that have been set aside for specific and much needed public improvements.

Management of County Technology Assets

Funding of \$2.52 million is provided to continue the upgrade of the Public Service Radio System. This continuing project will replace the Public Service Communications System, which provides two-way radio communications for all County non-public safety agencies, as well as the Fairfax County Public School Transportation Department (school buses), FASTRAN, and the Fairfax County Water Authority, with updated technology that meets the needs of the user agencies. The completed system will provide adequate call processing capacity and area coverage to more than 90 percent of the area within the jurisdictional boundaries of Fairfax County.

FY 2004 total costs of \$5.32 million includes both infrastructure costs and based on a staggered implementation schedule, the purchase of half of the required radios. Based on a portion of project costs, derived from the number of radios users will have operating on the system, \$2.77 million will be supported in FY 2004 by Non-General Fund Supported Agencies, the Fairfax County Public Schools, and the Fairfax County Water Authority.

Management of Human Resources

Effectively managing the County's people assets will lead to a high performing organization. Maintaining high technical competence and maximizing productivity through strategic initiatives are two methods for accomplishing this. Two projects are funded in FY 2004, which invest in employee and organizational development. Funding of \$.30 million has been included to provide for information technology training in recognition of the challenges associated with maintaining skills at the pace of technological changes and to ensure that the rate of change in information technology does not out-pace the County's ability to maintain proficiency. As the County's workforce becomes increasingly dependent on information technology, training support has become more essential.

Funding of \$.03 million is included to expand the telecommuting option to a larger number of County employees. The Telework Expansion Project provides competency-based training for managers of teleworkers and for teleworkers themselves. Training optimizes the success and longevity of telework arrangements with information on technology and best practices. In addition, the project provides loaner PCs for employees who need them, thus eliminating a "technology gap" between employees with their own PCs and those without. The project also provides security devices to assure only authorized users have access to the county's network.

Funding Adjustments

The following funding adjustment reflects all approved changes to 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:

- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$22,938,070 due to the Carryover of unexpended project balances in the amount of \$24,115,984, partially offset by a reduction of \$138,337 based on lower actual interest income than projected, as well as a reduction of \$1,039,577 necessary to offset budget requirements for FY 2003 as approved by the Board of Supervisors as part of the FY 2003 Adopted Budget Plan.

FUND 104 INFORMATION TECHNOLOGY

The following table lists the projects contained in Fund 104, Information Technology. Descriptions for FY 2004 funded projects follow the Project Summary table. Information regarding technology initiatives can also be found in the FY 2004 Information Technology Plan prepared by the Department of Information Technology.

Project Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
IT0002, Human Services	\$431,633	\$185,500	\$1,331,543	\$493,200
IT0003, Planning and Development Business Process Redesign	928,916	1,291,250	1,303,345	2,230,000
IT0004, Geographic Information System (GIS)	276,173	230,400	1,159,525	327,880
IT0006, Tax/Revenue Administration	1,264,413	100,000	2,819,113	1,155,000
IT0008, Library Projects	586,515	0	2,243,846	0
IT0010, Information Technology Training	412,731	250,000	301,917	300,000
IT0011, Imaging and Workflow	73,702	450,000	931,007	0
IT0015, Health Management Information System (HMIS)	108,950	191,433	382,179	319,000
IT0020, Land Records Automated System (LRAS)	1,281,364	885,900	2,875,131	0
IT0021, Network Modernization	198,006	0	18,022	0
IT0022, Tactical Initiatives	794,139	160,000	1,541,789	207,920
IT0023, Electronic Data Interchange (EDI)	21,759	0	113,994	0
IT0024, Public Access to Information	1,077,935	1,701,470	3,583,411	1,110,000
IT0025, Criminal Justice Redesign	501,770	0	1,048,458	0
IT0026, Innovation Fund	8,540	0	1,602	0
IT0029, BOS Tracking System	0	0	0	0
IT0030, LAN Migration	0	0	0	0
IT0031, Microsoft Product Application	3,019,448	0	1,151,066	0
IT0033, Citrix MetaFrame Migration	58,766	0	6,645	0
IT0034, Treasury Management System	49,108	0	26,586	0
IT0035, Legislative Tracking	0	0	0	0
IT0036, Systems Management	84,909	0	149,023	0
IT0037, ISIS/PAMS Handheld Computers	59,941	0	94,269	0
IT0039, Court Modernization Projects	0	0	250,000	0
IT0040, Performance Measurement Database	51,594	0	123,407	0

FUND 104 INFORMATION TECHNOLOGY

Project Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
IT0041, Program Conversions and Replacements	365,958	0	554,006	0
IT0042, FASTRAN Scheduling System	0	0	341,200	0
IT0043, Human Resources Information System	931,884	0	651,792	0
IT0044, Telecommunication Study	747,134	0	42,307	0
IT0045, Enterprise Technology Center Modernization	1,707,771	0	386,417	0
IT0046, Server Replacement	167,294	0	41,683	0
IT0047, Upgrade Commodity/Service Codes	0	0	84,000	0
IT0048, Incident Reporting and Training System	207,123	358,982	553,776	50,000
IT0050, Public Service Communications Replacements	52,883	1,580,268	2,464,253	2,552,844
IT0051, Fleet Management System	797	0	499,204	0
IT0053, Telework Expansion	159,528	0	110,472	30,000
IT0054, SYNAPS	300,507	0	203,493	0
IT0055, ISIS Replacement / DPZ Complaint Tracking	49,566	88,000	2,920,005	874,000
IT0056, Pilot Courtroom Technologies	2,212	0	102,788	0
IT0057, Community Policing/Technology Infrastructure Expansion	0	400,000	400,000	0
IT0058, Remote Access	0	250,000	250,000	0
Total Funds	\$15,982,967	\$8,123,203	\$31,061,273	\$9,649,844

FUND 104

INFORMATION TECHNOLOGY

IT0002	Human Services				
Total Project Estimate	Prior Year Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
TBD	\$12,045,668	\$431,633	\$1,331,543	\$493,200	TBD

This project pursues a system integration approach to facilitate seamless, secured sharing of information between Human Services business systems. This project establishes an architecture that allows business units to retain specialized commercial off the shelf (COTS) and/or legacy applications tailored to specific business practices of individual Human Services agencies, while providing a common user platform for secured collaboration among authorized users and portal for macro level data analysis and decision support. This approach makes the greatest use of investments in existing systems, as well as integration of COTS and newer application technologies.

FY 2004 funding of \$293,200 is provided to implement a web-based application for improved case management for the Adult and Aging programs in Human Services. The revamped application will replace several older, unsupported, and disparate Paradox and MS Access databases whereby the user demands and system requirements have exceeded the capacity to support all of the processing and information needs and are not well integrated; these include the outdated Adult and Aging client database, Home Based Care database, and the Home Care Provider database. The current systems have become difficult and resource intensive to maintain; can not easily share information between them; and can not be accessed from remote sites. This project will standardize the existing systems into one, web-enabled interfaced system, giving staffs the ability to use them from remote locations, including Fairfax Hospital and the Fairfax County Public Schools. Conflicts with State reporting processes will be eliminated since the County will migrate to Oracle versions consistent with State applications, offering streamlined functions with the ability to accommodate more concurrent users and enhance and capture key data elements to support performance measurement activities. It is anticipated that over 150 users in five different agencies will be provided the capability to use the internet-based module.

Additionally, funding of \$200,000 is included to enhance remote office processing for adult services programs that use the Human Services Client Information System, Harmony, and the Health Department's new client system, AVATAR. The enhancements will include: developing an automated interface between the two systems to allow regular updates of Congregate Meals service and billing data enabling the Health Department to produce both summary data to report to the State and individual client bills; providing bar-coding features (in the form of cards, printed rosters, or name tags) for clients using Congregate Meals services to record units of service delivered; and preparing portable assessment forms to collect data on laptops or tablet PCs in the field for assessment data to be then electronically uploaded to Harmony.

FUND 104 INFORMATION TECHNOLOGY

IT0002	Human Services
<p>Return on Investment (ROI): It is anticipated that annual license fee cost savings will result from combining the existing Adult and Aging, Home Based Care, and Provider database applications into one system. Moving to a single application will also reduce the amount of time and effort involved in releasing multiple new software versions needed to be installed on each user desktop, which can take several days or weeks to complete. It is projected that the agency will save an average of 40 staff hours a month currently required to troubleshoot software version conflict issues, enabling at least one System Administrator and various staff members to spend more time on other activities such as report generation, and system monitoring and evaluation.</p> <p>It is estimated that staff spend an average of 10 to 15 hours per month preparing the necessary Congregate Meals paper reports which are then forwarded to the Department of Administration for Human Services to be summarized and prepared for transmission to the State. It is estimated that administrative staff spend a minimum of 20 hours per month synthesizing the Congregate Meals data, and reconciling it to other manual reports and bank deposits. Additional time is required when a special request for program data is required. The enhanced Congregate Meals process would allow the agency to collect money owed for guest meals and track the activity and receipts through bar-coding. Automation of the Health Department billing process will accelerate billing time, reduce errors from manual transcription, and allow for more timely receipts and tracking.</p>	

FUND 104

INFORMATION TECHNOLOGY

IT0003	Planning and Development Business Process Redesign				
Total Project Estimate	Prior Year Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
TBD	\$15,500,989	\$928,916	\$1,303,345	\$2,230,000	\$0

This project provides for the information systems development and technology infrastructure required to redesign the County's Planning and Development functions. Planning and Development redesign efforts are focused on automating the functions and activities conducted by the Department of Planning and Zoning (DPZ), and the Offices of Site Development Services (OSDS) and Building Code Services in the Department of Works and Environmental Services (DPWES). The efforts are directed toward the goal of making functional boundaries transparent to the customer and providing services in a more timely, integrated manner.

FY 2004 funding of \$2,230,000 will complete the replacement of the Bonding and Grading Plan modules from the Plans and Agreements Monitoring System (PAMS) with the Plans and Waivers System (PAWS), and allowing for the discontinuation of the PAMS system. This will provide the development communities ready access to all land development information available through the County. It will allow all associated development plans to be monitored throughout the process and will provide a comprehensive resource for research and customer access to development information. The Bonds and Agreements component within PAWS will provide the capability to track the implementation of specific proffered improvements and monetary contributions. This project will enable staff to administer the bonding process more efficiently and with greater accuracy. By eliminating the need to maintain four separate databases (PAMS, PAWS, MS-Access and MS-Excel) currently used in performing this activity, the productivity of staff will be significantly enhanced.

The replacement system will also allow funds posted in escrow accounts to be more efficiently maintained and distributed. Implementation of the Grading Plan component will similarly allow staff to process grading plans more efficiently and with greater accuracy, and will allow customers the ability to query the status of individual grading plans through LDSNet 24 hours a day, 7 days a week, rather than relying on direct communication with County staff during normal business hours.

Return on Investment (ROI): The completion of the replacement of the PAMS system will provide cost savings and benefits to staff and customers, conserve the resources currently required to support the antiquated and failing legacy system, and provide the County with an efficient means of monitoring proffered commitments and funds held in escrow. The costs associated with the duplicative effort of maintaining two parallel systems (PAWS and PAMS) will be eliminated as a result of completing the PAWS system.

The completed PAWS system will provide customers easy access to vital bonding information as well as the ability to track and monitor proffered commitments. By integrating the remaining functions of PAMS into the PAWS system, staff and customers will also benefit from:

- Improved information search and retrieval capability to better respond to customer and County inquiries;
- Improved consistency among data currently stored on a variety of stand-alone systems;
- Improved accuracy in the handling and administration of bond related documents;
- Consolidation of all plan types within a single database system;
- Improved access for the land development community to vital bonding and grading plan information;
- Providing customers access to information never before available, due to expanded data gathered for individual grading plans; and
- Enhanced reporting capability for evaluating productivity and workload distribution.

FUND 104 INFORMATION TECHNOLOGY

IT0004	Geographic Information System (GIS)				
Total Project Estimate	Prior Year Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
TBD	\$9,509,508	\$276,173	\$1,159,525	\$327,880	TBD

This project provides continued funding for the County's planned multi-year implementation of a Geographic Information System (GIS), as well as related projects that build off of GIS data. GIS provides County staff and citizens the means to electronically access, analyze, and display land related data. FY 2004 funding of \$180,000 is included to continue the process of updating the aerial imagery and orthophotography (spatially corrected aerial imagery) data for the entire 399 square miles of the County. Each year, about a quarter of the County's imagery is updated. Having a regular update process in place helps guarantee both the continued and expanded use of GIS by County agencies and the public. FY 2004 is the fourth year of the current four year update cycle.

In addition, FY 2004 funding of \$147,880 is provided to purchase and install a GIS application to provide 3-dimensional imagery to the County. This imagery will enable agencies, such as the Department of Tax Administration and Public Safety agencies, to view County land in a 3-dimensional capacity at their desktop.

Return on Investment (ROI): Three dimensional images will reduce field time in assessing and planning, as the images of County land will be available at staff desktops. In addition it will enable staff to conduct further analyses of buildings that are currently not possible. The 3-dimensional imagery will augment the spatial data in the GIS data warehouse, providing County staff a wider range of information about the County to assist them in their business processes.

FUND 104

INFORMATION TECHNOLOGY

IT0006	Tax/Revenue Administration				
Total Project Estimate	Prior Year Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
TBD	\$15,240,224	\$1,264,413	\$2,819,113	\$1,155,000	TBD

This project provides for the information systems development and technology infrastructure required to redesign the County's tax and revenue administration functions. The Tax/Revenue project seeks to make it as easy as possible for citizens to fulfill their tax obligations and pay for services by modernizing the internal processes used for assessing, billing, and collecting County taxes and other revenues.

FY 2004 funding of \$1,055,000 is required to complete the Real Estate Modernization project, which will replace the technical architecture that supports the Department of Tax Administration's annual appraisal and billing processes. The current system uses computer-programming languages that are no longer supported by the vendor, or for which in-house and contract programmer expertise is not available. The outdated languages limit integration of the current system to GIS and other relational County databases, and cannot be enhanced to add data characteristics used during property valuation. The existing mainframe system will be replaced with a commercial off the shelf (COTS) software package that supports a full range of functions associated with the administration and assessment of real property including: real estate administration; account maintenance; assessment; exemptions and adjustments; and mass appraisal. A selected vendor has been awarded the contract and began working with County staff during FY 2002.

Funding of \$100,000 is included in FY 2004 to integrate the new real estate system with, and complete the implementation of, a proprietary cashiering system. The system, Revenue Collector, provides efficiencies in the receipt and depositing of taxes and fees, is technically capable of accommodating future legislative changes and future business operations, and is capable of being interfaced with multiple architectural platforms. Currently, the real estate and cashiering functions in the Department of Tax Administration are supported using a mainframe system that was designed in 1990 and is no longer capable of supporting the current business process without major enhancements. In addition to permitting receipt of all tax type payments, it is anticipated that Revenue Collector will also be employed by other County agencies seeking a cashiering solution.

Return on Investment (ROI): Modernization of the real estate systems will achieve increased efficiencies in valuation, and increased availability of information permitting enhanced customer service by affording timely responses to citizen inquiries. These savings will be most dramatic for the 45,000 parcels of land that cannot be assessed via the computerized assessment system, in large part because all their property characteristics cannot be entered and used in automated valuation due to lack of space on the files. Additionally, the product technology will be capable of accommodating mandated legislative and functional enhancements.

The cashiering COTS product solution provides the functionality to collect and store payments under a central database; streamline payment processing through customized interfaces; and provides for centralized and decentralized processing, audit, and correction. Additionally, it provides safeguards against deposit fraud. Many of the current deposit procedures are manual; the COTS product will fully automate those processes.

FUND 104 INFORMATION TECHNOLOGY

IT0010	Information Technology Training				
Total Project Estimate	Prior Year Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Continuing	\$1,743,976	\$412,731	\$301,917	\$300,000	Continuing
<p>This project provides funding for information technology training in recognition of the challenges associated with maintaining skills at the same pace as technology changes. The rate of change in information technology has outpaced the County's ability to maintain proficiency. As the County's workforce becomes increasingly dependent on information technology, training support has become more essential.</p> <p>As part of the Information Technology training program, a project management certification and training program has been developed for County staff that are project managers for funded Information Technology projects. This provides for consistency and enhanced communication between agencies.</p> <p>FY 2004 funding of \$300,000 will provide for the continued training required for Department of Information Technology staff, including the 28 positions moved into the Department as part of the Human Services Information Technology Reorganization initiative.</p> <p>Return on Investment (ROI): Continued funding will address instruction in new technologies, network management, computer operations, and software applications development and maintenance to assist County staff and systems.</p>					

FUND 104 INFORMATION TECHNOLOGY

IT0015	Health Management Information System (HMIS)				
Total Project Estimate	Prior Year Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
\$1,224,725	\$414,596	\$108,950	\$382,179	\$319,000	\$0
<p>This project provides funding for the replacement of the fifteen-year-old Fairfax County Health Department's Health Management Information System. The original system operated on an unsupported version of a MUMPS (M 4.4.0A – MSM Unix 4.3.2) application which provided the Health Department with the functionality necessary for intake, fee setting, assessment, appointment scheduling, service delivery, and billing/reimbursement for the Community Health Care Clinics, Primary Health Care Services, and Consumer Services. The new system, AVATAR, will provide demographic, diagnostic, and case data about its client population and interface basic client data with applications such as the laboratory system, pharmacy system, the State environmental information system "HealthSpace", and Adult Day Health Care systems.</p> <p>FY 2004 funding of \$319,000 is included to complete the replacement of the existing Health Management Information System (HMIS) with the AVATAR System, This final phase is required to establish the links to other health systems used by Health Department staff to provide a comprehensive set of services to the public. These systems include:</p> <ul style="list-style-type: none"> ◆ CAP (Community Access Program) Grant system - The CAP interface is a process where the Health Department will receive a new file each day that contains eligibility information, family and financial data to be either added or updated into the AVATAR system. ◆ Laboratory systems – The interface between AVATAR and the Laboratory Systems (SoftLab) will transfer the demographic data from AVATAR to the SoftLab and transfer lab results to AVATAR patient data files. ◆ Pharmacy system – The interface between AVATAR and the Pharmacy System (QS/1) will allow the transfer of demographic data from AVATAR to QS/1, which includes the names of medications, amount of dosage, and date filled. ◆ Environmental Health System - HealthSpace is a comprehensive database management system purchased and maintained by the State Health Department at no cost to the County. HealthSpace provides a statewide-integrated database management system that supports the Governor's goal of automation. Fairfax County is required by the State to use this system. The Environmental Health HealthSpace system interface will enable the transfer of billing information into the AVATAR billing module. ◆ Adult Day Health Care system - The Adult Day Health Care interface will enable the transfer of patient demographic information into AVATAR, which is currently processed by duplicating data entry. 					

FUND 104 INFORMATION TECHNOLOGY

IT0015	Health Management Information System (HMIS)
<ul style="list-style-type: none">◆ WICNET State system - WICNET is the State of Virginia's real-time client services system which provides registration, eligibility, tracking and payment issuance and reconciliation of benefits for low income families. An interface with the State WICNET system will protect against fraud and abuse by identifying possible dual participation and allow for on-demand check printing. ◆ Vision system - An interface with AVATAR from Vision is required. Vision is the State Health Department's management information system that the County is required to use so that the central office has complete statewide data. This includes client demographic data and service data such as immunizations and communicable disease information. <p>Return on Investment (ROI): This completed project will maximize the collection of client fees, reduce errors in patient/client billing, eliminate duplicate entry into various systems and enable staff to view lab results and prescription dates, eliminating the risk of error in transcribing such data.</p>	

FUND 104 INFORMATION TECHNOLOGY

IT0022	Tactical Initiatives				
Total Project Estimate	Prior Year Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Continuing	\$4,426,916	\$794,139	\$1,541,789	\$207,920	Continuing
<p>This project provides funding for tactical initiatives which focus on immediate improvements to information technology functions performed in a limited capacity across the County.</p> <p>FY 2004 funding of \$207,920 is included to purchase additional licenses to expand the use of a Citizen Relationship Management (CRM) system to all County agencies. The system has been used successfully in various agencies and divisions, including the Board of Supervisors, Office of the County Executive, Clerk to the Board, and the Consumer Protection Division. This will provide an enterprise wide, automated approach to track contacts, events, and complaints. The commercial off the shelf (COTS) application is supported by the County's information technology architecture and provides the ability to link with other areas within the database, as well as link to areas outside the system such as scanned images, e-mail, fax, and incoming and outgoing U.S. mail.</p> <p>This will establish an environment for all County agencies to enhance the response time and accuracy of information necessary to manage and respond to citizen requests; increase the ability to track all participants and activities created by citizen contacts – no matter which agency received the original contact; utilize web-based technology to accept e-mail (raw or in a structured format) to track its progress with the CRM system and respond to the citizen's concern; create and upload reports of County activities or services to the Web for citizen access; and replace old database applications or applications that no longer meet the agencies needs or County standards.</p> <p>Return on Investment (ROI): By implementing a proven CRM product, agencies will forego the expense and effort of researching and evaluating other commercial CRM solutions and/or developing and maintaining in-house tracking systems. In addition, this enterprise solution precludes installations of applications that are not supported by existing County IT architecture, and unable to interact with other agency CRM applications. Additionally, the CRM will:</p> <ul style="list-style-type: none"> ◆ Enhance communications between County agencies. Staff will be able to share and monitor the status of issues, projects, responses, and events as those items progress through the multiple County agencies; ◆ Require agencies to analyze the processes in place, evaluating and documenting the validity of existing business practices; ◆ Automate agency business processes. Reduce duplication of information and efforts by enabling the sharing the information between agencies using present e-mail methods; and ◆ Create a seamless constituent interface and enhanced customer service. 					

FUND 104

INFORMATION TECHNOLOGY

IT0024	Public Access to Information				
Total Project Estimate	Prior Year Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Continuing	\$1,913,215	\$1,077,935	\$3,583,411	\$1,110,000	Continuing

This project provides funding for initiatives that improve public accessibility to government information and services. A comprehensive approach is employed to ensure efficient infrastructure capable of supporting multiple business solutions. In addition to enhancing customer service via their convenience and versatility, public access technologies are capable of limiting staff involvement in providing basic information, thereby allowing staff to perform more complex tasks and respond to requests for more detailed or specialized information.

During FY 2003, this project will have successfully implemented the foundation for a single information and infrastructure architecture for e-government initiatives. This effort will continue in FY 2004 with funding to provide further e-government services and information on multiple delivery platforms in a timely manner.

FY 2004 funding of \$425,000 will provide the necessary contractor, consulting, maintenance and licensing support to continue to provide information and e-services on multiple delivery platforms (IVR, Kiosk, Web, InfoWeb, and Wireless) in a timely manner. It will continue to generate economies of scale by providing the needed support for the ever increasing demand for e-commerce/e-government activities.

In addition, funding of \$225,000 will support the maintenance of and expand the capabilities of the newly implemented content management system - allowing for improved workflow, revision control, indexing, search, and retrieval for data within the enterprise system. Areas targeted in FY 2004 include pay for performance, agency phone directories, and document control and records management for selected agencies. This will broaden the County's taxonomy of information and services in these areas and will further improve the search capability for citizens and constituents. In addition, staff will develop a combined calendar of events in which citizens can make one stop to find information on public meeting notices, park activities, and library events at either the public website, InfoWeb, or Kiosk.

Funding of \$150,000 will continue electronic payment enhancements throughout the County. This will allow for additional payment transactions by the contracted vendor across the IVR, Kiosk and Web for selected Library, Office for Children, Department of Public Works and Solid Waste and Recovery and Senior Citizen Transportation services.

FY 2004 funding of \$310,000 will provide an Alert and Notification system to support County communication efforts in both emergency management and citizen notification situations for up to 12,000 Fairfax County employees, 1,500 emergency management personnel and more than 200,000 citizens. The Emergency Management function, public safety agency responders, Health Department, Public Affairs Office, and Department of Family Services are several agencies anticipated to use the system the first year. The system will strengthen the County's communication capabilities by disbursing the emergency information to essential personnel and citizens on a variety of platforms and devices such as e-mail, pagers, cell phones and PDAs. It will enable authorized personnel to deliver critical information in a more efficient and fast manner to the necessary people at the appropriate time. Emergency notification has become a critical need in our dynamic, global society particularly as a means of enhancing communications for first responders and associated support groups for fast mobilization and targeted communications to affected groups consequent to the heightened state of alert and emergency situations. Newer Alert and Notification systems offer several advantages over traditional notification systems, including a diversified means of communication

FUND 104 INFORMATION TECHNOLOGY

IT0024	Public Access to Information
<p>(i.e., the ability for an individual to be notified on their preferred device; pager, cell phone, e-mail, etc.)</p> <p>This expands the means of reaching all needed participants while minimizing the risks associated with reliance on a single carrier means of communication and the resulting possibility of communication breakdown or complete failure.</p> <p>Return on Investment (ROI): The e-government architecture initiative allows the County to enhance both the information and infrastructure architectures supporting e-government initiatives in order to facilitate delivery of integrated and accurate information to citizens via multiple platforms. Internally, this will generate economies of scale in providing the needed support for the ever-increasing demand for e-commerce/e-government services. This will be accomplished by allowing business support personnel to contribute Web content without acquiring any additional technical expertise. Collaborative initiatives between agencies, other governments and business will allow the sharing of information and services across jurisdictional lines; thereby increasing both the scope and value of information and services we provide to citizens. This project implements full scale electronic government for Fairfax County, moves Fairfax County toward the vision of government without “walls, doors and clocks”, and will allow the citizens of Fairfax County access to their government 24 hours a day, 7 days a week.</p>	

FUND 104

INFORMATION TECHNOLOGY

IT0048	Incident Reporting and Training System				
Total Project Estimate	Prior Year Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
TBD	\$0	\$207,122	\$553,776	\$50,000	TBD

This project was established to provide for a web-based records management system for field incident reporting and training records. Funding has already been provided for creating, updating, deleting, retrieving and reporting incident records, as well as the training records at all County Fire and Rescue Department sites. Additionally, funding has been made available to allow the County's Computer Aided Dispatch (CAD) system to interface with the new incident reporting system.

FY 2004 funding of \$50,000 will complete the integration of hand-held mobile computers (mobile clients) into the Emergency Medical Services (EMS) patient care reporting process. By having a single point of entry for EMS incident information, data reliability and validity are enhanced, legal liability is reduced, staff time spent archiving and retrieving reports to accommodate state archive requirements and Freedom of Information Act (FOIA) requests is lessened, and time spent in completing duplicative reports is eliminated. The goals of this project are the successful integration of mobile computers in the field for the completion of EMS reports and the ability to manage potential/real EMS incidents that can result from a terrorist attack, or other serious crisis. The business purposes are to enhance the continuum of patient care for the citizens and guests of Fairfax County, to improve the quality of data which forms the basis for management and policy decisions within the agency, and to increase agency efficiency by reducing staff workload.

With the use of a mobile client, EMS providers in the field can enter patient care and condition information at the patient's side or in the transport unit. This information can be downloaded at the hospital or the fire station, thus eliminating the need to complete a second report and the resulting possibility of creating discrepancies between the two separate reports, which also exposes the County to significant legal liability. A mobile client also allows for the collection of more detailed patient information than the paper forms, thus providing better care to the patient as well as hospital personnel who continue the patient's treatment. The patient refusal form can also be generated at the patient's side in multiple languages and can better serve the large diversity of County citizens and guests.

Other resource information can be made available to the EMS providers on the mobile client, such as a medical dictionary, treatment protocols and medication information, which will improve patient care and the quality of the report documents. Legibility problems, such as those caused by poor handwriting, blurred quality from photocopying or faxing, or trying to reproduce an old archived form, will be eliminated. This will enable the County to provide better legal documentation.

In future years, as wireless technologies become a more secure form of electronic transmission, this system can be easily modified for direct connectivity from anywhere in the County for direct sharing of data.

FUND 104 INFORMATION TECHNOLOGY

IT0048	Incident Reporting and Training System
<p>Return on Investment (ROI): Funding this project allows the Fire and Rescue Department to achieve many Agency objectives, realize a cost savings and provide benefits to the continuum of patient care for the citizens and guests of Fairfax County. By having a single point of entry for EMS incident information, data reliability and validity are enhanced, and legal liability is reduced. Staff time spent archiving and retrieving reports to accommodate State archive requirements and FOIA requests is lessened, and time spent in completing duplicative reports is eliminated. In addition to supporting Virginia Office of Emergency Medical Services (OEMS) reporting requirements, Federal Health Insurance Portability and Accountability Act (HIPAA) standards regarding security and privacy in the transmission and storage of patient health information are also addressed by this technology.</p>	

FUND 104

INFORMATION TECHNOLOGY

IT0050	Public Service Communications Replacements				
Total Project Estimate	Prior Year Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
\$19,266,470	\$0	\$52,883	\$2,464,252	\$2,552,844	\$14,196,491

This project will replace the Public Service Communications System, which provides two-way radio communications for all County non-public safety agencies, as well as the Fairfax County Public School Transportation Department (school buses), FASTRAN, and the Fairfax County Water Authority, with updated technology that meets the needs of the user agencies. The completed system will provide adequate call processing capacity and area coverage to more than 90 percent of the area within the jurisdictional boundaries of Fairfax County.

The current twenty-year old Public Service Communications System is based on a design that uses two transmitter tower locations and twenty radio channels, with ten channels at each tower. The transmitter tower sites are located in Lorton, on the Resource Recovery Facility smokestack, and in Fairfax City, on the rooftop of the Massey Building. The current system only provides geographical coverage for approximately 60 percent of the County and has limited call processing capacity, frequently resulting in unavailability for users. In addition, the current design requires users to manually select the correct radio channel based on their location within the County, requiring knowledge of the coverage each channel provides to the different parts of the County. There are large geographic areas where radio communications are not possible and many of these locations are in heavily populated areas of the County. The current network does not meet the user needs for additional coverage nor provide for future growth or for advanced features, such as mobile data communications.

The FY 2004 project cost is estimated at \$5,321,739, which includes both infrastructure costs and, based on a staggered implementation schedule, the purchase of half of the required radios. Funding of \$1,702,029 will continue to support the seven year lease-purchase replacement of the current radio system infrastructure, including the increase of radio repeater locations from two to six sites, to ensure greater than ninety percent call coverage. In addition, this will eliminate the two 'zones' within the County and provide for seamless coverage on one system regardless of location, as well as provide ample reserve capacity for peak use periods and future fleet expansion. The remaining \$3,619,710 will be used to replace half of more than 3,000 mobile and portable radios in FY 2004. The remaining radios, those for the Fairfax County Public Schools, will be purchased and installed in early FY 2005 (summer of 2004). Based on a portion of project costs, derived from the number of radios users will have operating on the system as a percent of the total number of radios, \$2,768,895 will be recovered from Non-General Fund Supported agencies, the Fairfax County Public Schools, and the Fairfax County Water Authority in FY 2004.

FUND 104 INFORMATION TECHNOLOGY

IT0050	Public Service Communications Replacements
<p>Return on Investment (ROI): The return on investment for this system upgrade will result from the enhanced reliability and coverage that will be obtained. The replacement system will provide reliable radio coverage to many areas of the County that are not covered by the current radio system. This will provide the necessary protection and safety for bus drivers and other staff that depend on reliable communications, improve customer service to County citizens and other County agencies, and reduce reliance on commercial wireless networks in addition to future cost avoidance and other non-quantifiable benefits. In addition, the completed system will be fully compatible with the mobile and portable radios used by the County's public safety radio system. This will allow for direct communication between public safety and public service users for incident or disaster management, as well as provide a separate back-up system for the Public Safety system, should that system fail. Also, the County will realize a cost avoidance of over \$3 million by using the public service system to serve as the back up to the public safety system, rather than modifying the public safety system.</p>	

FUND 104 INFORMATION TECHNOLOGY

IT0053	Telework Expansion				
Total Project Estimate	Prior Year Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Continuing	\$159,528	\$0	\$110,472	\$30,000	Continuing

The Telework Expansion project was developed in response to the Board of Supervisor's and County Executive's endorsement of 20 percent of the region's workforce teleworking one or more days a week by 2005. It is estimated that 5,000 County positions are suitable for teleworking; the goal of this project is to have 1,000 County teleworkers by 2005.

FY 2004 funding of \$30,000 will be used to continue the training efforts implemented in FY 2002, as well as support information sharing about the program, to educate non-teleworkers about the program and its benefits. It is anticipated that an additional 100 employees will begin to telework in FY 2004.

This project provides competency-based training for managers of teleworkers and for teleworkers themselves. The training optimizes the success and longevity of telework arrangements with information on technology and best practices. In addition, the project provides loaner PCs for employees who need them, thus eliminating a "technology gap" between employees with their own PCs and those without. The project also provides security devices to assure only authorized users have access to the County's network.

Return on Investment (ROI): Funding this project allows the County to support a regional strategic objective of reducing traffic and increasing air quality. Each County government employee teleworking one day a week saves an average of 2,000 commuting miles per year.

In addition to the advantages of reduced traffic and improved air quality, the return on investment is realized in the value of increased employee productivity. For example:

- ◆ The average teleworker earns \$49,000 and telecommutes 50 days a year.
- ◆ A 20 percent productivity increase on telecommuting days is equivalent to an additional 1.6 hours per telecommuting day or 80 additional work hours per year.
- ◆ The value of the additional hours is \$1,884 if paid at straight time overtime or \$2,826 if paid at time and one half.

Using the value added model, the return on investment related to productivity for the 100 additional telecommuters in FY 2004 is \$188,400 (\$1,884 added value/telecommuter/year X 100 telecommuters = \$188,400).

FUND 104 INFORMATION TECHNOLOGY

IT0055	ISIS Replacement / DPZ Complaint Tracking				
Total Project Estimate	Prior Year Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
TBD	\$0	\$49,566	\$2,920,005	\$874,000	TBD

This project will replace the legacy Inspection Services Information System (ISIS) in the Office of Building Code Services (OBCS) of the Department of Public Works and Environmental Services, multiple databases in Fire and Rescue Departments Fire Prevention Division, and the existing Paradox Complaints Tracking Management System used by the Zoning Enforcement Branch (ZEB) of the Department of Planning and Zoning (DPZ).

FY 2004 funding of \$874,000 will provide contracting and consulting support, as well as the necessary hardware required to continue the permitting system initiatives being implemented in FY 2003, and allow for the completion of the ZEB complaint tracking system. The replacement of ISIS and the Fire Prevention databases will provide a foundation for future e-government applications related to land development and building construction and are integral to the County's effort to re-automate the land development systems. The new system will significantly simplify the permitting process and improve timeliness of permit review by creating a virtual one-stop shop consisting of multiple review agencies; meeting the ever-increasing demands of customers by making the permitting process simpler to understand, more convenient to use, more efficient, and more predictable. The replacement system will also enable staff to develop a focus and orientation towards individual construction projects as opposed to maintaining a focus on the permit process itself.

The replacement of the legacy Inspection Services Information System (ISIS) will improve the operational efficiency of all the agencies involved in the review and issuance of plans and permits. The new web-enabled system will increase customer access to the permit process and related information by providing new e-government applications and services. This project will replace both the legacy system in the Office of Building Code Services (OBCS) of the Department of Public Works and Environmental Services, and multiple stand-alone databases in other agencies, including the Fire and Rescue Department and the existing Complaints Tracking Management System used by the Zoning Enforcement Branch of the Department of Planning and Zoning (DPZ).

Return on Investment (ROI): Funding the permitting system replacement portion of this project allows the County to achieve a return on investment in several areas. Cost savings will be realized through a streamlined system that will enable the development industry to work more productively within the County and in turn enhance the tax revenue base. The development industry will recognize significant savings from costs presently incurred due to delays in construction and occupancy or use of buildings. The County's revenue stream is enhanced by increasing the speed in which buildings are processed through the system and brought to completion – the sooner projects are completed, the sooner they become a source of revenue for the County. A streamlined web-enabled system will help OBCS become less susceptible to costs associated with changes to staffing levels required by swings in the economy and will enhance management's ability to absorb the fluctuations that have historically plagued the industry. The need to hire staff to train new permit technicians will diminish as the time required for training is reduced. The new web-enabled system will reduce costs associated with printing, storing, and archiving of paper applications, forms, and plans.

The replacement of the existing permitting methods is also necessary to create a platform for future e-permitting initiatives that may more directly enhance revenue (e.g. charges for access to data, charges for enhanced optional services, etc.) Additionally, the e-permitting portion of this project has garnered national attention and may result in the availability of national funds and grants for future applications if the County has a permitting platform on which new technology can be implemented.

FUND 104 INFORMATION TECHNOLOGY

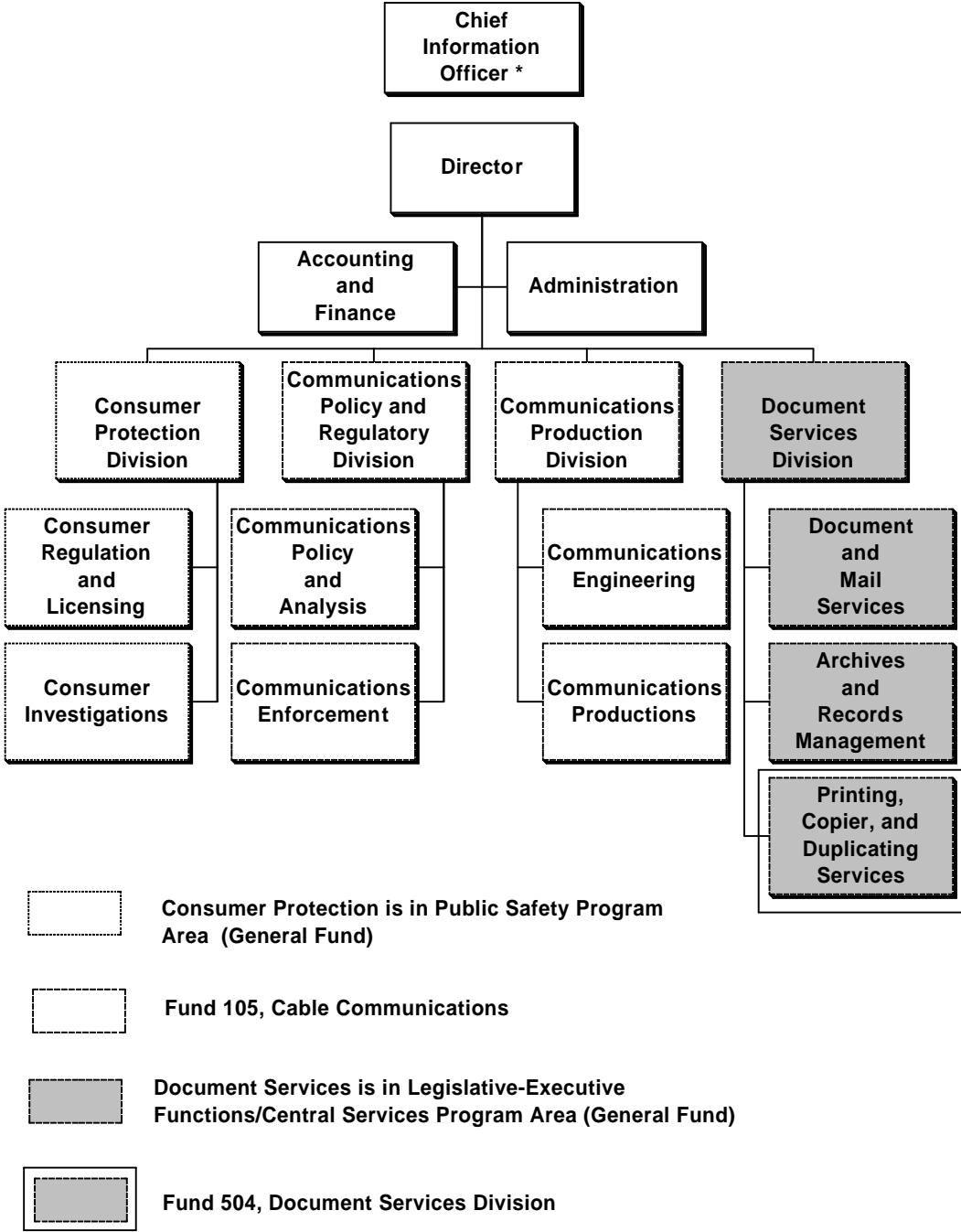
IT0055	ISIS Replacement / DPZ Complaint Tracking
<p>Increased efficiencies in the process will result in many indirect and non-quantifiable revenue enhancements as well:</p> <ul style="list-style-type: none"> ◆ Permit process customers will have more access to, and control of, the permit review process; ◆ Construction process will be perceived as being more business friendly and will attract additional businesses to bolster the tax base; ◆ An improved and simplified process will encourage people to obtain the required permits and will increase code compliance and the safety of structures, resulting in fewer illegal unpermitted activities requiring enforcement action; ◆ Information given to permit process customers will be more complete, accurate and timely, thus reducing or eliminating the need for multiple resubmissions of plans and applications; ◆ Implementation of State-mandated code changes will be more timely and efficient; ◆ Reduction of paper forms and improved legibility of recorded comments will reduce costly errors; ◆ Communication between plan reviewers and private sector clients will significantly improve; ◆ Supervisors will have greater flexibility in re-distributing workload on any given day due to absences or other unforeseen events. ◆ The new system will provide flexibility to implement a single permit process for projects (combining issuance of building and trade permits); ◆ Access to permit information and the process will be available 7 days a week, 24 hours a day; ◆ Reduced need to travel to the government center has several cost and environmental benefits; ◆ Eliminate duplicate data entry and storage in separate systems; and ◆ Allow access to pertinent information by all functional areas. <p>The complaint tracking aspect of this project will enable DPZ to continue to manage zoning enforcement caseloads with greater accuracy and reporting capability. The new system will streamline the process and result in improved customer service. The new system will also increase the flow of information to other agencies, thereby improving the County's responsiveness to citizens' complaints. The system will also facilitate continued efficient and effective zoning enforcement.</p>	

FUND 104 INFORMATION TECHNOLOGY

FUND STATEMENT

Fund Type G10, Special Revenue Funds	Fund 104, Information Technology			
	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$25,743,099	\$1,039,577	\$23,977,647	\$0
Revenue:				
Interest	\$861,663	\$622,000	\$622,000	\$200,000
State Technology Trust Fund	567,674	540,000	540,000	0
Total Revenue	\$1,429,337	\$1,162,000	\$1,162,000	\$200,000
Transfers In:				
General Fund (001)	\$12,788,178	\$5,921,626	\$5,921,626	\$9,449,844
Total Transfers In	\$12,788,178	\$5,921,626	\$5,921,626	\$9,449,844
Total Available	\$39,960,614	\$8,123,203	\$31,061,273	\$9,649,844
Expenditures:				
IT Projects	\$15,982,967	\$8,123,203	\$31,061,273	\$9,649,844
Total Expenditures	\$15,982,967	\$8,123,203	\$31,061,273	\$9,649,844
Total Disbursements	\$15,982,967	\$8,123,203	\$31,061,273	\$9,649,844
Ending Balance	\$23,977,647	\$0	\$0	\$0

DEPARTMENT OF CABLE COMMUNICATIONS AND CONSUMER PROTECTION FUND 105, CABLE COMMUNICATIONS



* The Chief Information Officer has responsibility for strategic direction and oversight of this agency; however, for budget purposes, this position and associated funding are reflected within the Department of Information Technology.

FUND 105 CABLE COMMUNICATIONS

Agency Position Summary					
Fund 001 (General Fund)					
Public Safety	15	Regular Positions	15.0	Regular Staff Years	
Legislative Executive	<u>29</u>	Regular Positions	<u>29.0</u>	Regular Staff Years	
Fund 001 Total	44	Regular Positions	44.0	Regular Staff Years	
Fund 105	39	Regular Positions	39.0	Regular Staff Years	
Fund 504	<u>20</u>	Regular Positions	<u>20.0</u>	Regular Staff Years	
	103	Total Positions	103.0	Total Staff Years	

Position Detail Information

ADMINISTRATION

1 *Director*
 1 **Administrative Assistant V**
 1 **Administrative Assistant IV**
 1 Administrative Assistant V
 4 Positions
 4.0 Staff Years

Accounting and Finance

1 Accountant III
 1 Accountant II
 3 Administrative Assistants III
 5 Positions
 5.0 Staff Years

CONSUMER PROTECTION DIVISION

1 Director, Consumer Protection
 1 Administrative Assistant IV
 1 Administrative Assistant II
 3 Positions
 3.0 Staff Years

Consumer Regulation and Licensing

1 Consumer Specialist III
 1 Management Analyst II
 2 Consumer Specialists I
 1 Utilities Analyst
 2 **Administrative Assistants II**
 7 Positions
 7.0 Staff Years

Consumer Investigations

1 Consumer Specialist III
 1 Consumer Specialist II
 5 Consumer Specialists I
 1 **Consumer Specialist I**
 1 **Administrative Assistant II**
 9 Positions
 9.0 Staff Years

COMMUNICATIONS POLICY AND REGULATORY DIVISION

1 **Director, Policy and Reg.**
 1 **Administrative Assistant III**
 2 Positions
 2.0 Staff Years

Communications Policy and Analysis

2 **Management Analysts III**
 2 Positions
 2.0 Staff Years

Communications Regulation and Enforcement

1 **Management Analyst III**
 1 **Engineer III**
 1 **Engineering Technician III**
 1 **Communications Engineer**
 4 **Senior Electrical Inspectors**
 8 Positions
 8.0 Staff Years

COMMUNICATIONS PRODUCTION DIVISION

1 **Director, Comm. Prod.**
 2 **Administrative Assistants II**
 3 Positions
 3.0 Staff Years

Communications Engineering

1 **Engineer III**
 1 **Engineer II**
 1 **Video Engineer**
 3 Positions
 3.0 Staff Years

Communications Productions

5 **Producers/Directors**
 4 **Assistant Producers**
 4 **Media Technicians**
 1 **Instruct./Cable TV Specialist**
 14 Positions
 14.0 Staff Years

DOCUMENT SERVICES DIVISION

Document and Mail Services

1 Director, Document Services
 1 Chief, Mail Services
 1 Administrative Assistant V
 15 Administrative Assistants II
 18 Positions
 18.0 Staff Years

Archives and Records Management

1 County Archivist
 1 Assistant Archivist
 1 Archives Technician
 2 Administrative Assistants II
 5 Positions
 5.0 Staff Years

Printing, Copier and Duplicating Services

1 *Printing Services Manager*
 2 *Customer Service Specialists*
 2 *Printing Shift Supervisors*
 8 *Print Shop Operators II*
 1 *Administrative Assistant III*
 4 *Print Shop Operators I*
 1 *Print Shop Helper*
 1 *Computer Systems Analyst III*
 20 Positions
 20.0 Staff Years

***Positions in bold italics are supported by Fund 105, Cable Communications.**

****Positions in italics are supported by Fund 504, Document Services Division.**

FUND 105 CABLE COMMUNICATIONS

Agency Mission

To encourage telecommunication industry development throughout the County that offers the greatest diversity and highest quality service at the least cost to citizens and businesses, to develop goals for future telecommunications development and related legislation, to provide regulatory oversight and enforcement of telecommunications statutes, to provide production services for visual communication technologies and informational programming for County citizens, and to support internal communications and training programming for County employees.

Agency Summary				
Category	FY 2002	FY 2003	FY 2003	FY 2004
	Actual	Adopted Budget Plan	Revised Budget Plan	Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	39/ 39	39/ 39	39/ 39	39/ 39
Expenditures:				
Personnel Services	\$2,844,139	\$3,389,017	\$3,389,017	\$3,576,281
Operating Expenses	1,650,151	2,131,577	12,037,593	2,171,024
Capital Equipment	68,319	250,000	4,379,967	250,000
Total Expenditures	\$4,562,609	\$5,770,594	\$19,806,577	\$5,997,305

Summary by Cost Center				
Category	FY 2002	FY 2003	FY 2003	FY 2004
	Actual	Adopted Budget Plan	Revised Budget Plan	Advertised Budget Plan
Communications Productions	\$2,170,170	\$2,641,660	\$2,944,179	\$2,730,849
Communications Policy and Regulatory	2,392,439	3,128,934	16,862,398	3,266,456
Total Expenditures	\$4,562,609	\$5,770,594	\$19,806,577	\$5,997,305

Purpose

The Cable Communications Fund was established by the Board of Supervisors in 1982 to provide accurate accounting of costs and revenues associated with the administration of the County's Cable Communications Ordinance and Franchise Agreements (COFA). In FY 2003, the Communications Productions and Communications Policy and Regulatory Divisions will continue to administer all aspects of the County's COFA.

The Communications Productions Division is responsible for the production of television programming for Channel 16, the Public Information Channel, and the Fairfax County Training Network (FCTN). Channel 16 programming includes both Board of Supervisors directed programming and the highest-rated program proposals submitted by County agencies as reviewed by the Government Access Advisory Committee (GAAC). In FY 2004, Channel 16 will televise 360 live Board of Supervisors and Planning Commission meetings, County Executive projects, Board-directed special programming, town meetings, and monthly video newsletters for Board members. In addition, the highest GAAC rated 228 programs and teleconferences which describe the services of County agencies will also be televised.

In addition to this programming for the public, the Division is responsible for programming on the closed-circuit Fairfax County Training Network (FCTN). In FY 2004, the Division will televise 96 training and internal communications productions which have been recommended by the Fairfax County Training Network evaluation committee as presenting the most critical programs for unmet County training needs, as well as national satellite conferences, telecommunication courses, video training, and lectures on areas such as leadership, team work, self improvement, and management issues.

FUND 105

CABLE COMMUNICATIONS

The Communications Productions Division will continue to operate an emergency message system for citizens, serving as a centralized resource for loan pool equipment for County agencies, manage a satellite downlink for County teleconferencing, support the Video Magistrate System, County kiosk system, Internet video, video teleconferencing and video streaming of Channel 16 on the Internet to better serve County citizens.

The Division provides critical informational programming to an estimated 260,000 County households that subscribe to cable and to County agencies linked to the internal Training Network, as well as provides emergency communication information.

The Communications Policy and Regulatory Division will continue to encourage telecommunication industry development throughout the County that offers the greatest diversity and highest quality service at the least cost County citizens and businesses. Additionally, the Division develops goals for future telecommunications development and related legislation, and provides regulatory oversight and enforcement of telecommunications statutes. Significant increases continue to be experienced in the Division's workload related to regulatory, engineering and inspection functions. This includes the investigations of a growing percentage of technically-oriented citizen complaints; the development and enforcement of cable customer service standards; implementing a new franchise agreement with one of the County's cable companies; performing engineering testing and monitoring on an increasing number of miles of activated cable television plant; as well as providing engineering support for video and data communications projects associated with the connection of County facilities to the cable Institutional Network (I-Net).

The I-Net, being constructed by Cox Communications at a cost to the Cable Fund of \$11.2 million, is a fiber optic cable network that will link and provide video and data services to 390 County and Fairfax County Public Schools (FCPS) facilities. The construction of the I-Net is expected to be completed in FY 2004. Funding of approximately \$4.8 million is currently available in FY 2003 for equipment to connect the first 100 County and FCPS sites to the I-Net for video and data services.

The County has franchised two cable operators to serve a combined total of over 250,000 subscribers. Each of these franchises establishes requirements for the provision of cable service that must be actively monitored and enforced by the franchising authority which is responsible for basic service and equipment rate regulation, construction schedules, customer service standards, bonds and insurance, and signal quality. For these provisions to be meaningful, the County must continue to be active in its regulatory role since there is no regulatory enforcement provided by the State or Federal governments.

Key Accomplishments

- ◆ Negotiated an agreement with Cox Communications that resulted in a new HSN target completion date; the addition of new I-Net sites at a reduced cost to the County; a monthly deduction from the purchase price of the I-Net, until the I-Net is 95 percent complete; and the creation of an escrow account that will become the property of Fairfax County should Cox Communication breach the agreement.
- ◆ Provided funding to the Consumer Protection Division to support a consumer investigator who handles cable television complaints. In FY 2002, the Consumer Protection Division resolved 2,124 of the 2,251 cable complaints received.
- ◆ Increased construction inspection coverage in the County to monitor the increased level of cable system upgrade.
- ◆ Created a public website for the Communications Policy and Regulatory Division (CPRD) that makes available the Cable Franchise Agreement and County's Cable Ordinance. Linked email functionality to the website to allow citizens to enter construction and policy complaints directly to the CPRD.

FUND 105

CABLE COMMUNICATIONS

- ◆ In conjunction with the Consumer Protection Division, implemented an enhanced enforcement program that provides an improved application of customer service standards of the Cable Franchise Agreement and the County's Cable Ordinance to consumer complaints.
- ◆ Implemented in February 2001, a new cable inspection program based on a survey of best practices.
- ◆ In FY 2002:
 - Issued 425 notices of construction or network safety deficiencies;
 - Issued 144 VDOT deficiencies;
 - Issued 547 other code or franchise deficiencies;
 - Assessed \$7,200 in penalties against cable operators for non-compliance; and
 - Achieved 100 percent conformance with applicable federal, state and County communication statutes and codes for construction and safety violations as of July 2002.
- ◆ Responded with emergency messages and specialized programs to meet citizen communication needs as a result of new security initiatives.
- ◆ Purchased, installed and implemented additional digital video equipment providing improved service and technical quality to cable television viewers.
- ◆ Received the Media Award from Volunteer Fairfax, four awards from the Alliance for Community Media, three awards from the National Association of Telecommunications Officers and Advisors, and eight Telly Awards for programming excellence and professional quality.

FY 2004 Initiatives

- ◆ Monitor and enforce the terms and conditions established in the September 2002 agreement between the County and Cox Communications.
- ◆ Negotiate and implement a new cable franchise agreement with Comcast Communications to serve the Reston area.
- ◆ Monitor the cable television operators' franchise obligations to Fairfax County and its citizens, and promote competition in cable television services in the County.
- ◆ Activate the initial County/FCPS sites on the I-Net.
- ◆ Continue to serve the County's public information needs and internal training needs through the cable television network.
- ◆ Continue enhancements to the enforcement program as a means of enforcing the customer service standards of the Cable Franchise Agreement and the County's Cable Ordinance.
- ◆ Research a pilot program on digital video of e-government systems on cable television.
- ◆ Pursue new technology requirements for Internet, kiosk and court video, and other special projects.
- ◆ Replace video and editing equipment in the Board Auditorium and Production Studio with an annual grant from Cox Communications.

FUND 105

CABLE COMMUNICATIONS

Performance Measurement Results

Performance Measurement indicators were developed to support the mission of the Fund. Measurements include Home Subscriber Cable Television Network and I-Net reliability, as well as serving the information of citizens and training needs of County employees.

The Administration and Communications Productions Divisions achieved their objectives in FY 2002. However, the I-Net measures are directly dependent on the design and construction schedule of Cox Communications. Thus, estimates are provided for FY 2003 and FY 2004, yet no actual data for FY 2002 is available.

Funding Adjustments

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

- ◆ An increase of \$187,264 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ A decrease in contract expenses of \$4.2 million due the final I-Net construction payment to Cox Communications scheduled for FY 2003 and not required in FY 2004.
- ◆ An increase of \$42,010 in operating expenses to reflect this fund's share of costs associated with the Public Service Radio System Replacement project. This project, IT0050 Public Service Communications Replacements in Fund 104, Information Technology supports the 7 year lease purchase of system infrastructure and the replacement of mobile and portable radios.
- ◆ Capital Equipment of \$250,000 is funded to support the replacement of equipment in the Board Auditorium and Production Studio.
- ◆ A decrease in other operating and capital expenses of \$10.1 million due to the carryover from FY 2002 for costs associated with implementing the I-Net. Delays in the Cox Communication schedule for construction of the I-Net has delayed the expenditure of funds for implementation.

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*, \$13,580,389 of unencumbered carryover was added primarily for I-Net related expenses that were not made in FY 2002 due to delays in the Cox Communications construction and implementation schedule. The implementation of the I-Net is contingent on completion of the overall cable system upgrade.
- ◆ As part of the *FY 2002 Carryover Review*, \$455,594 of encumbered carryover was added.

FUND 105 CABLE COMMUNICATIONS



Administration

Goal

To provide consumer protection services for consumers and businesses in Fairfax County in order to ensure compliance with applicable laws; to administer the County's Communications Ordinance and Cable Franchise Agreements in a manner that ensures the best possible cable communications service to all system subscribers/users; to oversee the construction, installation, and operation of all cable television systems in the County; to manage the use of the government access channels and the Institutional Network (I-Net); and to produce the programming for the government access channels.

Note: As in previous fiscal years, funding for this Cost Center is included in the budget for the Communications Policy and Regulatory Division.

Performance Measures

Objectives

- ◆ To provide management support services to the Department's divisions so that 75 percent of efficiency, service quality, and outcome indicators are achieved.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Outcome:					
Percent of Department's performance indicators (efficiency, service quality and outcome) achieved	75%	75%	75% / 75%	75%	75%



Communications Productions Division

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	22/ 22	22/ 22	22/ 22	22/ 22
Total Expenditures	\$2,170,170	\$2,641,660	\$2,944,179	\$2,730,849

Goal

To provide a centralized video production center and satellite conferencing facility for the Board of Supervisors, County Executive, and all County agencies in order to communicate critical County information to citizens and training for employees and to provide related production services in new technologies to benefit the public and County operations.

FUND 105 CABLE COMMUNICATIONS

Performance Measures

Objectives

- ◆ To serve the public information needs of the County by completing 98 percent of public information television programs requested on the FY 2004 production plan, while maintaining cost, quality, and work hour efficiencies.
- ◆ To train and educate the County workforce in the most cost effective manner possible by increasing the number of purchased programs and satellite telecourses and completing 98 percent of training programs on the FY 2004 production plan, while reducing the work hours needed for original programming.

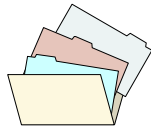
Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Original live program hours (1)	694.0	774.5	726.0 / 792.0	710.0	714.0
Original studio program hours (1)	32.0	46.0	70.0 / 46.0	75.0	67.0
Original field program hours (1)	110.2	94.5	158.5 / 101.0	161.0	149.7
Efficiency:					
Live program work hours per program hour (2)	4.7	5.5	5.5 / 5.6	5.2	5.2
Studio program work hours per program hour (2)	36.0	42.9	43.8 / 40.8	44.8	46.4
Field program work hours per program hour (2)	164.8	160.2	157.9 / 167.2	157.5	157.3
Service Quality:					
Percent of clients satisfied with Channel 16 programs (3)	NA	97%	97% / 97%	97%	97%
Percent of clients satisfied with Channel 41 programs (3)	NA	97%	97% / 97%	97%	97%
Percent of clients satisfied with technology support projects (3)	NA	97%	97% / 97%	97%	97%
Outcome:					
Percent of requested programs completed on Channel 16	100%	100%	98% / 100%	98%	98%
Percent of requested programs completed on FCTN	100%	100%	98% / 100%	98%	98%

(1) While the original live program hours per year remains fairly constant from year to year, original studio and original field programs on Channels 16 and the Fairfax County Training Network vary from year to year as requested by the Board of Supervisors, County Executive, and as prioritized by advisory committees.

(2) The three Efficiency calculations combine Channel 16 and FCTN original programs.

(3) To further measure Service Quality, a client questionnaire has been developed to determine customer satisfaction.

FUND 105 CABLE COMMUNICATIONS



Communications Policy and Regulatory Division

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	17/17	17/17	17/17	17/17
Total Expenditures	\$2,392,439	\$3,128,934	\$16,862,398	\$3,266,456

Performance Measures¹

Objectives

- ◆ To intervene on behalf of the County in any State and federal regulatory proposals that impact the provision of cable and telecommunications services in Fairfax County.
- ◆ To provide regulatory oversight of new cable and telecommunications technologies.
- ◆ To encourage and promote an ongoing competitive environment in Fairfax County for the provision of video programming.
- ◆ To enforce and ensure cable operator's strict compliance with Federal Communications Commission (FCC) regulations, and County regulations and statutes pertaining to customer service standards and performance.
- ◆ To enforce strict compliance with all Federal, State, and County codes and standards pertaining to telecommunications construction in the County and to ensure 100 percent compliance of violations issued.
- ◆ To activate 100 percent of the total number of Institutional Network (I-Net) backbone hub locations for data transport.
- ◆ To activate 33.33 percent of the total number of Institutional Network locations for data transport.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Complaints against cable operators reviewed for enforcement actions (customer service and construction)	NA	NA	NA / NA	100	100
Number of yearly work locates received	NA	NA	NA / NA	31,000	31,000
Institutional Network signal checks, inspections or repairs	NA	NA	NA / NA	190	190
New I-Net Backbone Hub locations for data transport	NA	NA	NA / NA	0	7
New Institutional Network locations for data transport	NA	NA	NA / NA	0	130

FUND 105 CABLE COMMUNICATIONS

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Efficiency:					
Staff hours per field inspections, re-inspections, signal checks, equipment installations, and technical investigations	NA	NA	NA / NA	0.93	0.93
Staff hours per Institutional Network signal check, inspections or repairs	NA	NA	NA / NA	86	86
Staff hours per I-Net Backbone Hub locations for data transport activation	NA	NA	NA / NA	0	80
Staff hours per new Institutional Network location for data transport activation	NA	NA	NA / NA	0	24
Service Quality:					
Percent of reviewed complaints against cable operators resulting in enforcement actions	NA	NA	NA / NA	80%	80%
Percent of sites inspected	NA	NA	NA / NA	18.9%	18.9%
Institutional Network reliability compared to prior fiscal year	NA	NA	NA / NA	100%	100%
Percent of I-Net Backbone Network on-time installations for data transport	NA	NA	NA / NA	NA	95%
Percent of Institutional Network on-time installations of new locations for data transport	NA	NA	NA / NA	NA	95%
Outcome:					
Complaints against cable operators per 1,000 subscribers (2)	NA	NA	NA / NA	9	7
Percent of violations corrected	NA	NA	NA / NA	100%	100%
Percent of Institutional Network reliability	NA	NA	NA / NA	99.9%	99.9%
Percent of total I-Net Backbone Network locations activated with data transport	NA	NA	NA / NA	0%	100%
Percent of total Institutional Network users or services activated with data transport	NA	NA	NA / NA	0.00%	33.33%

(1) These are new measures that began in FY 2003 and only have the FY 2003 estimate and FY 2004 estimate columns showing.

(2) The County continues to apply sanctions against Cox Communications Northern Virginia for poor customer service and anticipates an improvement its customer service performance. In late FY 2003, Cox Communications Northern Virginia is scheduled to have completed its cable system rebuild, which should result in the reduction of construction-related complaints in FY 2004. Additionally, it is anticipated that County sanctions against Cox Communications Northern Virginia will result in the significant improvement of its customer service performance, thus reducing the number of complaints.

FUND 105 CABLE COMMUNICATIONS

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 105, Cable Communications

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance¹	\$15,605,539	\$4,226,746	\$18,964,394	\$7,088,933
Revenue:				
Miscellaneous Revenue	\$2,998	\$2,000	\$2,000	\$2,800
Fines and Penalties	7,200	0	0	0
I-Net and Equipment Grant	2,886,419	2,912,921	2,912,921	2,999,869
Franchise Operating Fees	8,280,376	8,106,503	8,106,503	7,627,115
Total Revenue	\$11,176,993	\$11,021,424	\$11,021,424	\$10,629,784
Total Available	\$26,782,532	\$15,248,170	\$29,985,818	\$17,718,717
Expenditures:				
Personnel Services	\$2,844,139	\$3,389,017	\$3,389,017	\$3,576,281
Operating Expenses	1,650,151	2,131,577	4,407,593	2,171,024
I-Net Contribution ²	0	0	7,630,000	0
Capital Equipment	68,319	250,000	4,379,967	250,000
Subtotal Expenditures	\$4,562,609	\$5,770,594	\$19,806,577	\$5,997,305
Transfers Out:				
General Fund (001) ³	\$1,614,594	\$1,465,732	\$1,465,732	\$1,396,150
Schools Grants and Self Supporting Programs (192) ⁴	1,390,935	1,374,576	1,374,576	1,353,329
Schools Grants and Self Supporting Programs (192) ⁵	250,000	250,000	250,000	250,000
Total Transfers Out	\$3,255,529	\$3,090,308	\$3,090,308	\$2,999,479
Total Disbursements	\$7,818,138	\$8,860,902	\$22,896,885	\$8,996,784
Ending Balance⁶	\$18,964,394	\$6,387,268	\$7,088,933	\$8,721,933
Reserve for PC Replacement	\$24,600	\$42,600	\$42,600	\$72,600
Unreserved Ending Balance	\$18,939,794	\$6,344,668	\$7,046,333	\$8,649,333

FUND 105

CABLE COMMUNICATIONS

¹ In order to account for Governmental Accounting Standards Board changes in the treatment of the year-end accrual of compensated absences, a restatement of the FY 2002 beginning balance for Fund 105, Cable Communications is reflected. This adjustment results in an increase in the FY 2002 beginning balance in the amount of \$37,243 and a one-time savings for the fund. The beginning balance audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the adjustments will be included in the FY 2003 Third Quarter Package.

² In FY 1999, an amount of \$2.8 million was approved from fund balance to support the first year payment associated with the installation of the Institutional Network (I-Net). In FY 2000 a payment of \$770,000 was made. Additionally, an estimated \$7.6 million will be spent in FY 2003 for the remaining cost of the I-Net construction. These expenditures are only for the construction of the I-Net as provided for in the franchise agreement with Cox Communications and does not include equipment and other operational funding.

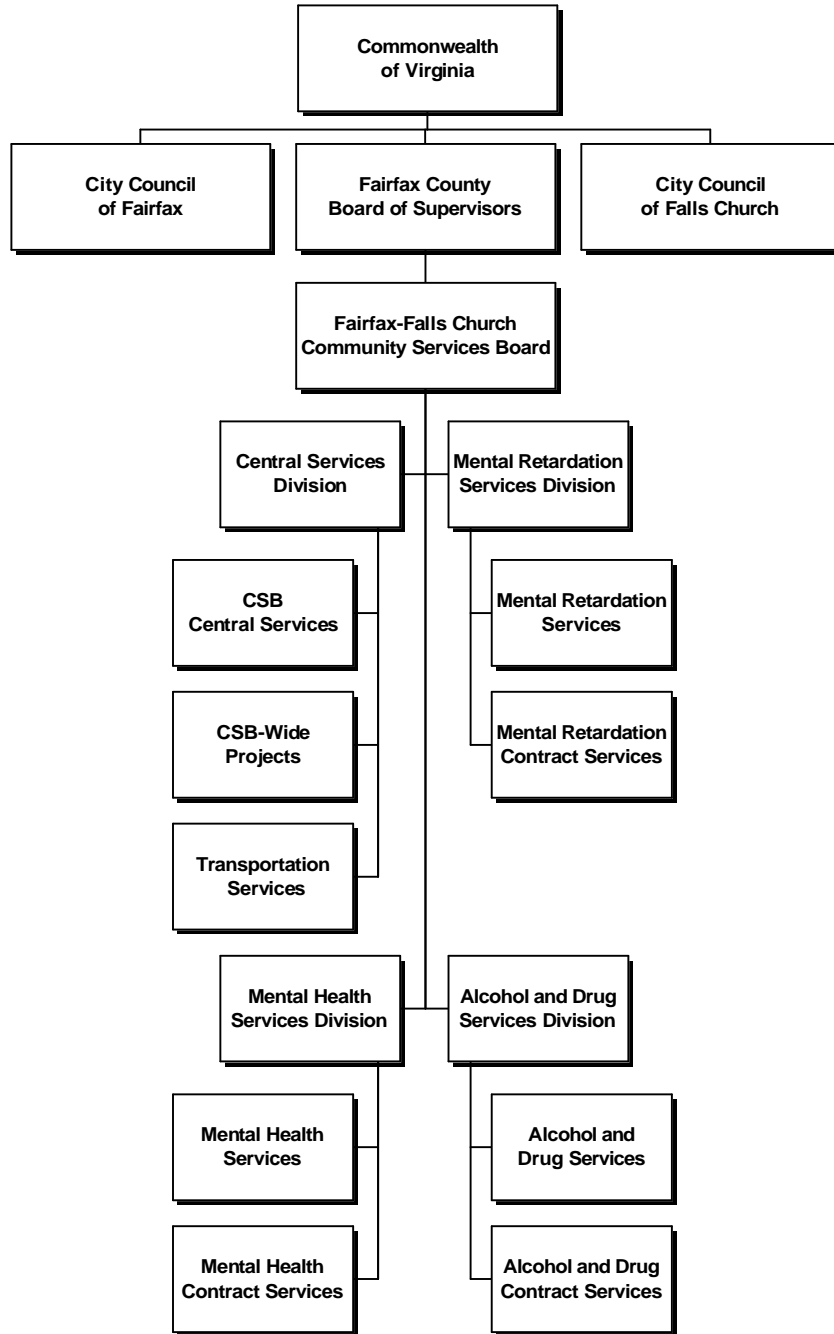
³ The Transfer Out to the General Fund represents compensation to the General Fund for rent on property and public "rights-of-way" used by the cable companies serving Fairfax County. The amount represents approximately one percent of the gross revenues of the cable operators in the County (20 percent of franchise fees).

⁴ This funding reflects a direct transfer to FCPS to support the educational access grant. The amount is calculated as one percent of the gross revenues of Cox Communications. The actual amount to be transferred to the FCPS on an annual basis is based on actual gross receipts. Annual reconciliation of the revenue and subsequent transfer will be conducted and adjustments to the transfer level will be incorporated in the next years' budget.

⁵ This funding reflects a direct transfer to FCPS to support a replacement equipment grant of \$250,000.

⁶ Funding of \$48,645/site will be required for the remaining 300 sites over the next few years.

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD



FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD - OVERVIEW

Agency Mission

The mission of the Fairfax-Falls Church Community Services Board (CSB) is to:

- ◆ Serve Fairfax-Falls Church residents with, or at risk of, severe and persistent mental illness or acute psychiatric/emotional distress; mental retardation; or alcohol or drug abuse or dependency;
- ◆ Empower and support the people we serve to live self-determined, productive, and valued lives within our community;
- ◆ 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 whom we serve.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	889/ 877.85	888/ 876.85	889/ 877.85	867/ 855.35
Grant	78/ 72.3	78/ 72.3	83/ 77.8	82/ 76.8

Expenditures:				
Personnel Services	\$60,205,229	\$62,284,172	\$63,730,336	\$64,313,267
Operating Expenses	45,656,200	49,045,125	52,117,559	50,250,304
Capital Equipment	232,377	0	160,600	0
Subtotal	\$106,093,806	\$111,329,297	\$116,008,495	\$114,563,571
Less:				
Recovered Costs	(\$1,316,765)	(\$1,512,524)	(\$1,459,406)	(\$1,008,667)
Total Expenditures	\$104,777,041	\$109,816,773	\$114,549,089	\$113,554,904

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD - OVERVIEW

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 106, Fairfax-Falls Church
Community Services Board

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance ¹	\$2,184,010	\$0	\$5,492,079	\$4,160,312
Revenue:				
Local Jurisdictions:				
Fairfax City	\$1,242,973	\$1,281,505	\$1,281,008	\$1,281,008
Falls Church City	563,384	580,849	580,624	580,624
Subtotal - Local	\$1,806,357	\$1,862,354	\$1,861,632	\$1,861,632
State:				
State DMHMRSAS ²	\$13,963,937	\$14,039,205	\$12,621,599	\$11,359,439
State Other	324,532	334,935	551,890	451,118
Subtotal - State	\$14,288,469	\$14,374,140	\$13,173,489	\$11,810,557
Federal:				
Block Grant	\$4,649,299	\$4,543,825	\$4,710,953	\$4,724,102
Direct/Other Federal	3,204,785	1,011,274	4,133,242	1,172,968
Subtotal - Federal	\$7,854,084	\$5,555,099	\$8,844,195	\$5,897,070
Fees:				
Medicaid Waiver	\$1,355,676	\$1,448,576	\$1,448,576	\$1,448,576
Medicaid Option	3,303,486	3,540,299	4,384,007	4,905,809
Program/Client Fees	3,376,086	2,955,072	3,424,190	3,786,477
CSA Pooled Funds	1,272,487	1,483,346	1,483,346	1,483,346
Subtotal - Fees	\$9,307,735	\$9,427,293	\$10,740,119	\$11,624,208
Other:				
Miscellaneous	\$234,118	\$196,307	\$196,307	\$196,307
Subtotal - Other	\$234,118	\$196,307	\$196,307	\$196,307
Total Revenue	\$33,490,763	\$31,415,193	\$34,815,742	\$31,389,774
Transfers In:				
General Fund (001)	\$74,594,347	\$78,401,580	\$78,401,580	\$80,329,739
Total Transfers In	\$74,594,347	\$78,401,580	\$78,401,580	\$80,329,739
Total Available	\$110,269,120	\$109,816,773	\$118,709,401	\$115,879,825

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD - OVERVIEW

FUND STATEMENT

Fund Type G10, Special Revenue Funds

**Fund 106, Fairfax-Falls Church
Community Services Board**

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
Central Services:				
CSB Central Services	\$972,406	\$1,099,864	\$1,099,864	\$1,175,744
CSB-Wide Projects	2,254,224	2,006,098	2,341,661	1,893,602
Transportation Services	5,183,869	5,284,401	5,284,401	6,590,166
Subtotal - Central Services	<u>\$8,410,499</u>	<u>\$8,390,363</u>	<u>\$8,725,926</u>	<u>\$9,659,512</u>
Mental Health (MH):				
MH Services	\$35,915,223	\$34,637,460	\$36,561,058	\$35,722,324
MH Contract Services	8,384,019	10,559,033	11,239,126	10,294,478
Subtotal - Mental Health	<u>\$44,299,242</u>	<u>\$45,196,493</u>	<u>\$47,800,184</u>	<u>\$46,016,802</u>
Mental Retardation (MR):				
MR Services	\$11,956,914	\$12,071,340	\$12,400,642	\$13,097,583
MR Contract Services	16,980,120	19,979,768	20,154,768	20,549,422
Subtotal-Mental Retardation	<u>\$28,937,034</u>	<u>\$32,051,108</u>	<u>\$32,555,410</u>	<u>\$33,647,005</u>
Alcohol and Drug (A&D):				
A&D Services	\$22,568,475	\$23,444,246	\$24,647,446	\$23,576,630
A&D Contract Services	561,791	734,563	820,123	654,955
Subtotal - Alcohol & Drug	<u>\$23,130,266</u>	<u>\$24,178,809</u>	<u>\$25,467,569</u>	<u>\$24,231,585</u>
Total Expenditures	<u>\$104,777,041</u>	<u>\$109,816,773</u>	<u>\$114,549,089</u>	<u>\$113,554,904</u>
Total Disbursements	\$104,777,041	\$109,816,773	\$114,549,089	\$113,554,904
Available Balance ³	\$5,492,079	\$0	\$4,160,312	\$2,324,921

¹ In order to account for Governmental Accounting Board changes in the treatment of the year-end accrual of compensated absences, a restatement of the FY 2002 beginning balance for Fund 106, Fairfax-Falls Church Community Services Board is reflected. This adjustment results in an increase in the FY 2002 beginning balance in the amount of \$695,341 and a one-time savings for the fund. The beginning balance audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the adjustments will be included in the FY 2003 Third Quarter package.

² This total does not include all of the State funds allocated to the Fairfax-Falls Church Community Services Board (CSB) that are used to provide services to CSB clients. In FY 2003, an estimated \$10 million in State funds will support \$20.3 million in community Medicaid services paid directly by the State to private providers. In addition, the above total does not include State support for atypical medications required by patients discharged from State mental health facilities to CSB-supported programs. In FY 2003, an estimated \$2.1 million in State funds will provide for these expensive medications for CSB clients. Furthermore, the above total does not include State support for private psychiatric hospital bed purchases required when State hospitals are full. In FY 2003, an estimated \$0.6 million in State funds will provide beds for CSB clients.

³ The FY 2004 available balance is held in reserve to offset fee and revenue reductions which may materialize as a result of future State budget reductions and until FY 2003 and FY 2004 revenue collection data is available to validate revenue maximization efforts and revenue estimates assumed in the FY 2004 budget.

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD - OVERVIEW

Summary by Program Area				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
CSB Program Area Expenditures				
Central Services	\$8,410,499	\$8,390,363	\$8,725,926	\$9,659,512
Mental Health	44,299,242	45,196,493	47,800,184	46,016,802
Mental Retardation	28,937,034	32,051,108	32,555,410	33,647,005
Alcohol and Drug	23,130,266	24,178,809	25,467,569	24,231,585
Total Expenditures	\$104,777,041	\$109,816,773	\$114,549,089	\$113,554,904
Non County Revenue by Source				
Fairfax City	\$1,242,973	\$1,281,505	\$1,281,008	\$1,281,008
Falls Church City	563,384	580,849	580,624	580,624
State MHMRAS	13,963,937	14,039,205	12,621,599	11,359,439
State Other	324,532	334,935	551,890	451,118
Federal Block Grant	4,649,299	4,543,825	4,710,953	4,724,102
Federal Other	3,204,785	1,011,274	4,133,242	1,172,968
Medicaid Waiver	1,355,676	1,448,576	1,448,576	1,448,576
Medicaid Option	3,303,486	3,540,299	4,384,007	4,905,809
Program/Client Fees	3,376,086	2,955,072	3,424,190	3,786,477
CSA Pooled Funds	1,272,487	1,483,346	1,483,346	1,483,346
Miscellaneous	234,118	196,307	196,307	196,307
Total Revenue	\$33,490,763	\$31,415,193	\$34,815,742	\$31,389,774
County Transfer to CSB	\$74,594,347	\$78,401,580	\$78,401,580	\$80,329,739
County Transfer as a Percentage of Total				
CSB Expenditures:	71.2%	71.4%	68.4%	70.7%

Purpose

The Fairfax-Falls Church Community Services Board (CSB) serves Fairfax-Falls Church residents with, or at-risk of, severe and persistent mental illness or acute psychiatric/emotional distress; mental retardation and/or autism; or alcohol or drug abuse or dependency. The CSB was created in 1969 by a joint resolution of Fairfax County and the Cities of Fairfax and Falls Church. Its Board is comprised of 16 members; 14 appointed by the Fairfax County Board of Supervisors and one each appointed by the Council of the City of Fairfax and the Council of the City of Falls Church. The CSB is established under mandate of the State; however, under a Memorandum of Agreement between the CSB and the County, the CSB observes County rules and regulations regarding financial management, personnel management, and purchasing activities. The Board carries out its roles and responsibilities under the Administrative Policy Board type of structure in these areas. The CSB operates direct service agencies that are under its control and supervision, and contracts with outside entities for the provision of client services.

The aim of the CSB is to empower and support the people served to live self-determined, productive, and valued lives within the community. To accomplish these aims, the CSB must 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.

It should be noted that the FY 2004 Advertised Budget Plan includes \$359,000 in funding for day support services for only 19 of the 94 new special education students graduating from Fairfax County Public Schools (FCPS) in June 2003 – a departure from historical funding adjustments. Over the last decade, the annual size of the special education graduating class has grown from 35 students in FY 1991 to 94 students in FY 2004. With 1,716 children and adults now participating in the Mental Retardation (MR) Graduate Program, annual expenditures have grown from approximately \$4 million in FY 1991 to over \$16 million in FY 2004, or approximately 20 percent of the General Fund Transfer to the CSB.

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD - OVERVIEW

As directed by the Board of Supervisors, the Human Services Council, the County Executive, and the CSB have completed a review of the MR Graduate Program including, but not limited to, the following: types of services and service levels provided, number of clients currently receiving services, number of clients projected to require services over the next few years, facility and transportation requirements, parental and client participation in offsetting service costs, and benchmarking information on services provided by other jurisdictions. Pending the review of the MR Graduate Program study and decision on future funding levels and program design, funding has been appropriated from the CSB Fund Balance in FY 2004 to serve the 19 students identified by the CSB as having the most profound level of mental retardation and significant medical and/or physical challenges.

Key Accomplishments

- ◆ Recruited and hired a new CSB Medical Services Director and filled vacant Mental Retardation Services Director and Alcohol and Drug Services Director positions.
- ◆ Began staff training on the Assessment and Treatment Planning module of SYNAPS, to prepare staff completing clinical assessments on-line. By the end of 2002, nearly all clinical staff were trained.
- ◆ Ensured compliance with Health Insurance Portability and Accountability Act (HIPAA) regulations.
- ◆ Ensured that staff credentialing information is used to match clients with therapists to maximize reimbursement.
- ◆ Established program-driven revenue targets and instituted a monthly review by program managers.
- ◆ Analyzed changes in Medicaid and other insurance regulations to enhance revenue potential.
- ◆ Participated in federal revenue maximization efforts to draw down Title IV-E reimbursement for services to children at-risk of out-of-home placement.
- ◆ Expanded housing initiative partnerships with organizations in the faith-based community to increase housing opportunities for people with disabilities.
- ◆ Provided training sessions for public and private agencies on housing issues for people with disabilities.
- ◆ Expanded evidence-based practice to all disability areas. Selected through a juried panel to provide two presentations on evidence-based practice at the National Prevention Network Conference in Charlotte, N.C. in September 2001.
- ◆ Provided a comprehensive program – funded through a Federal Emergency Management Agency (FEMA) grant – to help those citizens impacted by the events of September 11th. Target groups include families and friends of individuals killed in the terrorist attacks, people from different cultures who are at risk for scapegoating or who come from countries where they have already been traumatized by violence and warfare, vulnerable geriatric populations, and some school children at risk for post traumatic stress disorder. The services of this initiative have largely been delivered in the community – not in the mental health centers – and have been very well received.
- ◆ Began a comprehensive review of the way mental health day support services are delivered, seeking input from consumers, contractors, and other agencies. This process will continue into the Spring of 2003 and will result in a redesign of programs to reflect best clinical practice.

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD - OVERVIEW

- ◆ Conducted a comprehensive needs analysis and a survey of other mental health systems, and began a major restructuring of Adult Services based upon these findings. The goal is integrating the delivery of services across adult outpatient programs, developing managerial expertise as resources in key clinical areas, and increasing responsibility for the quality of clinical services.
- ◆ Implemented on-site psychiatric and dual diagnosis services within Crossroads adult residential program.
- ◆ Established a team of senior staff to assess the cost and utilization of psychotropic medications, resulting in a change to the CSB Fee Policy that will reduce the volume of medications purchased by the CSB and institute a co-payment for persons for whom the CSB purchases medications.
- ◆ Implemented an agreement with Fairfax County Public Schools by which therapists in Youth and Family Services work in specialized pre-kindergarten programs with children and parents identified by teachers as needing mental health intervention.
- ◆ Developed and implemented a consolidated hospital discharge planning team.
- ◆ Increased the number of persons served by the Program of Assertive Community Treatment (PACT) by 32 percent and reduced consumers' use of psychiatric hospitalizations by 89 percent. In addition, reduced homelessness of PACT consumers from 61 percent in FY 2001 to 7 percent in FY 2002 and increased employment among PACT consumers five fold.
- ◆ Expanded mental retardation vocational/day, transportation, and related services to 94 special education graduates of FCPS.
- ◆ Redesigned the Part C Early Intervention program, now known as the Infant and Toddler Connection of Fairfax-Falls Church, to promote best practices and maximize efficiencies.
- ◆ Provided case management services to 1,593 individuals with mental retardation, with 584 funded by Medicaid.
- ◆ Expanded *Girl Power!* programming to 23 sites, serving over 450 girls, with four private-nonprofit providers as partners.
- ◆ Continued collaboration with Arlington and Alexandria on federally-funded residential substance abuse treatment program for Spanish-speaking citizens. Direct services that were previously unavailable were provided to Spanish only speaking clients.
- ◆ Received and implemented Virginia Tobacco Settlement Foundation grant to provide prevention and outreach services.
- ◆ Revised and updated agency's Emergency Preparedness Plan and participated on the County's Emergency Management Coordinating Committee.
- ◆ Supported the involvement of senior and mid-level managers in such programs as Leading, Educating, and Developing (LEAD) sponsored by the University of Virginia and the Masters of Public Administration (MPA) program at George Mason University.

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD - OVERVIEW

FY 2004 Initiatives

- ◆ Implement an orderly transition of program redesigns and reductions based on the curtailment of State and County revenues.
- ◆ Implement recommendations of the children's services redesign for Fairfax County.
- ◆ Implement recommendations of the adult mental health day support services redesign.
- ◆ Begin implementation of the on-line Treatment Planning module of SYNAPS.
- ◆ Finalize Strategic Plan, incorporating principles of high performing organizations into CSB Mission Statement.
- ◆ Continue efforts to maintain a 24/7 Disaster Operations Communication system.
- ◆ Continue to implement new State licensing and human rights regulations.
- ◆ Expand evidence-based practice to all disability areas.
- ◆ Continue to carry out quality assurance and performance improvement throughout the entire system.
- ◆ Ensure compliance with HIPAA regulations and complete training on HIPAA awareness to directly operated and contracted programs.
- ◆ Ensure that staff credentialing information is used to match clients with therapists to maximize reimbursement.
- ◆ Explore new revenue opportunities to include federal revenue maximization initiatives and private managed care organizations.
- ◆ Combine the two Crisis Care facilities for Adults into one centrally located, state-of-the-art, handicap accessible facility. The improved, renovated facility, to be known as "Woodburn House," will accommodate more high-risk clients including those with dual diagnoses (mental health/mental retardation as well as mental health/substance abuse).
- ◆ Develop strategies with the school system to engage mental health treatment services for families requiring those services in addition to special education services. This initiative will be piloted in FY 2003 and expanded in FY 2004.
- ◆ Continue the Youth and Family Services initiative in specialized pre-kindergarten programs with children and parents identified by teachers as needing mental health intervention.
- ◆ Begin service provision at the new West County Developmental Center approved by the Board of Supervisors as part of the *FY 2001 Carryover Review*. When fully operational, this facility will provide day support services to approximately 125 individuals with mental retardation, most who have severe disabling conditions which frequently require nursing care. In FY 2004, approximately 25 clients will be served.
- ◆ Place additional emphasis on the case management component of transition services for the special education graduates of FCPS.
- ◆ Work with the Juvenile and Domestic Relations District Court, Commonwealth's Attorney, the Public Defender's office, Juvenile Services, and other relevant parties to implement a Juvenile Drug Court in Fairfax County.

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD - OVERVIEW

- ◆ Redevelop the Gregory Road site and relocate Residential Extensive Dual Diagnosis program from Lynley Terrace to Gregory Road.

It should be noted that State budget reductions were announced in October 2002 and State DMHMRSAS funding to CSB was reduced by 10 percent in FY 2003 and FY 2004. CSB anticipates a loss of \$1,262,160 in State DMHMRSAS revenues in FY 2003 and FY 2004, with \$990,573 offset by expenditure reductions including the abolishment of 7/7.5 SYE positions and \$271,587 offset by increased Medicaid Option revenues. The FY 2003 expenditure reductions, revenue increases, and abolishment of 7/7.5 SYE positions will be reflected at the *FY 2003 Third Quarter Review*. The expenditure reductions and revenue increases for FY 2004 have been included in the FY 2004 Advertised Budget Plan.

Adjustments required as a result of FY 2003 and FY 2004 State budget reductions primarily include: a decrease of \$316,068 and abolishment of 6/6.0 SYE positions associated with closure of the Hope Center for Women program; a decrease of \$130,665 and 1/1.5 SYE positions in mental health adult day support services; a decrease of \$128,000 in intensive in-home mental health support and respite services; a decrease of \$112,607 in mental health supported living contracted services; a decrease of \$89,997 in psychosocial rehabilitation services; and a decrease of \$85,505 in acute inpatient psychiatric treatment services for indigent persons. An increase of \$271,587 in mental health Medicaid Option revenues for residential services is also included to offset State budget reductions. Please see the individual agency narratives for a complete description.

FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, in addition to the State reductions noted above, expenditure reductions totaling \$1,388,935 and 8/8.0 SYE regular merit positions and 1/1.0 SYE merit grant position as well as non-County revenue increases totaling \$500,295 are proposed by the County Executive for this agency. These expenditure reductions and non-County revenue increases include:

- ◆ Reduction of 3/3.0 SYE Substance Abuse Counselor II positions and associated funding of \$174,157 in family counseling services in the ADS Residential Services program. One position each at Crossroads Adult, Crossroads Youth, and A New Beginning will be eliminated, resulting in loss of individual family therapy services for 50, 35, and 120 families, respectively. Family treatment will now be provided through group family education services;
- ◆ Reduction of 2/2.0 SYE Substance Abuse Counselor II positions and associated funding of \$160,308 in the Entry and Referral Program which serves as the point of intake for services, resulting in a 50 percent reduction in staffing and severely impacting CSB's ability to respond to dually-diagnosed and Spanish-speaking callers needing services;
- ◆ Reduction of 2/2.0 SYE Substance Abuse Counselor II positions and associated funding of \$117,776 in crisis-intervention, case management, and substance abuse services provided to approximately 200 persons in homeless shelters, resulting in a 33 percent reduction in staffing and severely curtailing CSB's ability to provide services in the County's five homeless shelters;
- ◆ Reduction of \$172,000 in residential drop-in support services resulting in fewer hours of services for approximately 125 consumers of mental retardation contract services and a waiting-list for new referrals;
- ◆ Reduction of \$111,758 in early intervention services, potentially resulting in fewer hours of physical, speech, and occupational therapy for disabled infants and children of approximately 25 families;
- ◆ Reduction of \$100,000 in contracted residential services for approximately 5 youth suffering from alcohol and/or drug addiction, resulting in increased wait for services;

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD - OVERVIEW

- ◆ Reduction of 1/1.0 SYE Mental Health Supervisor/Specialist position and associated funding of \$71,842 in the Prevention program, eliminating depression education and suicide prevention programs to 20 alternative school sites and parenting education programs for approximately 140 families;
- ◆ Reduction of 1/1.0 SYE Substance Abuse Aide grant position and associated funding of \$37,539 in the Supported Living Program, necessitating a program redesign to provide a continuum of care to clients in need of substance abuse aftercare counseling, monitoring, and assistance;
- ◆ Reduction of \$55,000 in mental health transportation services, resulting in elimination of FASTRAN services for 16 consumers who have been instructed to use public transportation;
- ◆ Reduction of \$216,639 in mental health medical services by reducing the use of exempt limited-term psychiatrists, delaying operational enhancements to the pharmacy program such as using contracted pharmacy aides, and modifying its fee policy with regards to medications. Through a revised fee policy, CSB will decrease the volume of medications purchased on behalf of individual clients and institute a co-payment for those whose medication it continues to directly purchase. Consumers will not be denied essential medications, but will have an increased responsibility for co-payment;
- ◆ Reduction of \$46,218 in contracted regional mental health youth transitional residential services for 45 non-Fairfax County at-risk youth;
- ◆ Reduction of \$42,090 in printing and temporary clerical support services, resulting in reduced capacity to meet document requests in non-mandatory/courtesy situations and provide clerical support during periods of staff absence, leave, or illness;
- ◆ Reduction of \$83,608 in management consultant and organizational training services and other system-wide operating expenses, requiring CSB to more fully utilize Leading, Educating, and Developing and High Performing Organization training sponsored by the County;
- ◆ Increase of \$344,829 in program and client fees due to enhanced revenue collection efforts for residential and outpatient services for individuals with mental illness; and
- ◆ Increase of \$155,466 in program and client fees due to enhanced revenue collection efforts for residential group home services for individuals with mental retardation.

As part of the FY 2004 Advertised Budget Plan, a reduction totaling \$530,710, offset by an adjustment in Recovered Costs of \$530,710, and 7/7.0 SYE positions are included. Based on the County Executive's direction to reduce FY 2004 expenditures, the Sheriff consulted with the County Executive and has recommended the following adjustments which impact the CSB:

- ◆ Reduction of 3/3.0 SYE Clinical Psychologist positions and 1/1.0 SYE Mental Health Supervisor/Specialist position, or 44 percent of existing staffing levels, and associated funding of \$369,443, resulting in a reduction of non-court-ordered forensic evaluations performed for the Office of the Sheriff. Potentially suicidal and predatory inmates will not receive timely crisis intervention services, increasing the risk of self-harm and harm to other inmates and Office of the Sheriff staff. In addition, court-ordered forensic evaluations will be moved from the Adult Detention Center to an offsite CSB facility, requiring Office of the Sheriff staff to shackle, transport, and remain with inmates while comprehensive evaluations are conducted; and

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD - OVERVIEW

- ◆ Reduction of 3/3.0 SYE Substance Abuse Counselor II positions and associated funding of \$161,267, eliminating the Intensive Addictions Program at the Pre-Release Center and returning approximately 375 inmates per year to the community without the benefit of addictions treatment prior to release. National statistics show a 60 to 70 percent reduction in recidivism for offenders who receive treatment while incarcerated. In addition, eliminating this program will significantly affect sentencing options available to the Circuit Court as approximately 50 percent of program participants are court-ordered and can demonstrate their participation in treatment to the Court due to program availability.

Performance Measurement Results

Please see the individual agency narratives.

Funding Highlights of the FY 2004 Advertised Budget Plan

Total projected expenditures for the CSB in FY 2004 are \$113,554,904, a decrease of \$994,185, or 0.9 percent, from the *FY 2003 Revised Budget Plan* total of \$114,549,089.

Funding highlights include:

- ◆ An increase of \$3,196,910 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ An increase of \$1,442,581 in Operating Expenses is included for fixed contract and other costs associated with FASTRAN services to CSB clients. Funding has been reallocated from the Department of Community and Recreation Services to CSB.
- ◆ An increase of \$359,000 in Operating Expenses will provide day support services to 19 new special education graduates of the Fairfax County Public Schools.
- ◆ An increase of \$781,505 in Operating Expenses will support anticipated inflationary increases for contract vendors who provide a wide range of services such as: residential and outpatient/case management for mental health clients, employment, training, and vocational support for mental retardation clients, and detoxification and methadone services for alcohol and drug services clients.
- ◆ A decrease of \$1,331,767 reflects the carryover of encumbered and unencumbered funds included in the FY 2003 funding level.
- ◆ A decrease of \$3,400,549 reflects the carryover of unexpended grant balances to continue the workload associated with existing grant awards, revisions to existing grant awards, and new grant program year awards associated with grants that are not yet included in the FY 2004 Advertised Budget Plan because they operate on program years not aligned with the County's fiscal year. New program year funding for each of these grants will be included during FY 2004.
- ◆ A decrease of \$1,919,645 across all CSB programs associated with the County budget reductions noted above.

The FY 2004 **General Fund Transfer** to the CSB totals \$80,329,739, an increase of \$1,928,159 or 2.5 percent over the *FY 2003 Revised Budget Plan* transfer level of \$78,401,580. This increase is necessary to accommodate the \$4.6 million in salary adjustments necessary to support the County's compensation program and increased FATRAN costs noted above, as well as several smaller adjustments throughout the nine CSB agencies, partially offset by reductions of \$1.9 million associated with the County budget reductions noted above.

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD - OVERVIEW

FY 2004 non-County revenues total \$31,389,774, a decrease of \$3,425,968 or 9.8 percent from the FY 2003 Revised Budget Plan total of \$34,815,742. Revenue adjustments include the following:

- ◆ A net decrease in State funding of \$1,362,932 is required, primarily due to FY 2004 State DMHMRSAS reductions totaling \$1,262,160 announced in October 2002. These revenue adjustments are offset by commensurate expenditure reductions. Please see the individual agency narratives for a complete description.
- ◆ A decrease of \$2,947,125 in Federal funding, offset by commensurate expenditure reductions, is required. Of this amount, \$2,997,106 reflects the carryover of unexpended revenues to continue the workload associated with existing grant awards, revisions to existing grant awards, and new grant program year awards associated with Federal grants such as Stop Violence Against Women (V-STOP), Domestic Violence Prevention, High Intensity Drug Trafficking Area (HIDTA), and Titles I and II of the Ryan White CARE Act that are not yet included in the FY 2004 Advertised Budget Plan because they operate on program years not aligned with the County's fiscal year. New program year funding for each of these grants will be included at a future quarterly review. This decrease is partially offset by an increase of \$49,983 which reflects updated grant award levels based upon the most up-to-date information available from the grantors.
- ◆ An increase of \$521,802 in Medicaid Option due to redesigned and intensified revenue collection efforts to offset State DMHMRSAS and County budget reductions.
- ◆ An increase of \$362,287 in projected Program/Client fees is due primarily to redesigned and intensified revenue collection efforts to offset County budget reductions.

Details of specific Community Services Board programs are included in the individual agency narratives that follow this section.

PROGRAM AREA: CENTRAL SERVICES

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	12/ 12	12/ 12	13/ 13	13/ 13
Total Expenditures	\$8,410,499	\$8,390,363	\$8,725,926	\$9,659,512

CSB Central Services provides strategic and long-range planning, policy development, management information systems (MIS) support, financial management, fee policy, site planning, resource development, and community relations services, as well as serves as the liaison between the CSB, Fairfax County, the cities of Fairfax and Falls Church, the Virginia Department of Mental Health, Mental Retardation and Substance Abuse Services (DMHMRSAS), and the Federal government.

CSB-Wide Projects reflects the centralized process by which decisions are made with regard to the allocation of certain business costs. Examples of centralized CSB business costs include information technology services, travel/training, and insurance premiums for workers' compensation, as well as general liability, furniture, fixtures, appliances, and property maintenance and repair for 137 residential properties, 15 commercially leased properties, and 12 County-owned and maintained structures.

Transportation Services are currently purchased from FASTRAN, the County's specialized human services transportation system, administered by the County's Department of Community and Recreation Services. Morning and evening transportation is provided to vocational day programs and employment sites serving people with mental retardation, mental illness, and alcohol and/or drug addiction.

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD - OVERVIEW

PROGRAM AREA: MENTAL HEALTH SERVICES

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	424/ 415.35	423/ 414.35	424/ 415.35	418/ 408.85
Grant	32/ 28.3	32/ 28.3	32/ 28.3	32/ 28.3
Total Expenditures	\$44,299,242	\$45,196,493	\$47,800,184	\$46,016,802

Mental Health Services provides County/City-wide leadership in the management, supervision, planning, evaluation, and resource allocation of local, State, Federal, and other resources to ensure that consumers and families of persons with serious mental illness and serious emotional disturbance receive quality clinical and community support services. The Office of Mental Health Services has responsibility and authority for managing the six directly-operated community mental health center sites and oversight of the purchase of services from contractual mental health organizations included in the CSB. The six mental health service sites and contract agencies ensure countywide access to mental health care.

Mental Health Contract Services exists to serve the mental health needs of individuals and families by providing supervision, oversight, and management of contracted services, and by ensuring that contracted programs and services are provided as part of a single system of integrated care. Services include psychosocial rehabilitation, sheltered employment, supported employment, transitional employment, treatment services for children who are at risk of being placed outside the home or who are coming back home from an out-of-home placement, supported residential services, group homes, supervised apartments, supported living arrangements, and emergency shelters. In addition, emergency psychological consultation and assessment services are provided for the Special Justices of Fairfax County General District Court who preside at the involuntary commitment hearings for children, youth, and adults whose behaviors are potentially dangerous to themselves and others or who are unable to care for themselves.

PROGRAM AREA: MENTAL RETARDATION SERVICES

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	151/ 150.5	151/ 150.5	151/ 150.5	151/ 150.5
Grant	6/ 5.5	6/ 5.5	11/ 10.5	14/ 13.5
Total Expenditures	\$28,937,034	\$32,051,108	\$32,555,410	\$33,647,005

Mental Retardation Services provides direct services to individuals with mental retardation and/or autism, as well as oversight of services provided by private vendors under contract through the Mental Retardation Contracts budget. Direct service delivery includes case management, early intervention services, residential services, and job placement services. In addition, this agency provides management support to all Mental Retardation programs (both directly operated and contractual), technical support to contractual programs, and training for both Mental Retardation staff and staff of contracted private vendors.

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD - OVERVIEW

Mental Retardation Contract Services provides early intervention, employment, vocational, and residential services to individuals with mental retardation through contracts with private vendors. Services are designed to improve the lives of these individuals by providing programs directed toward integration, interdependence, and paid employment. Many of the services provided under contract would not otherwise be available in Fairfax County; in other cases, the direct operation does not sufficiently meet the overall need for services.

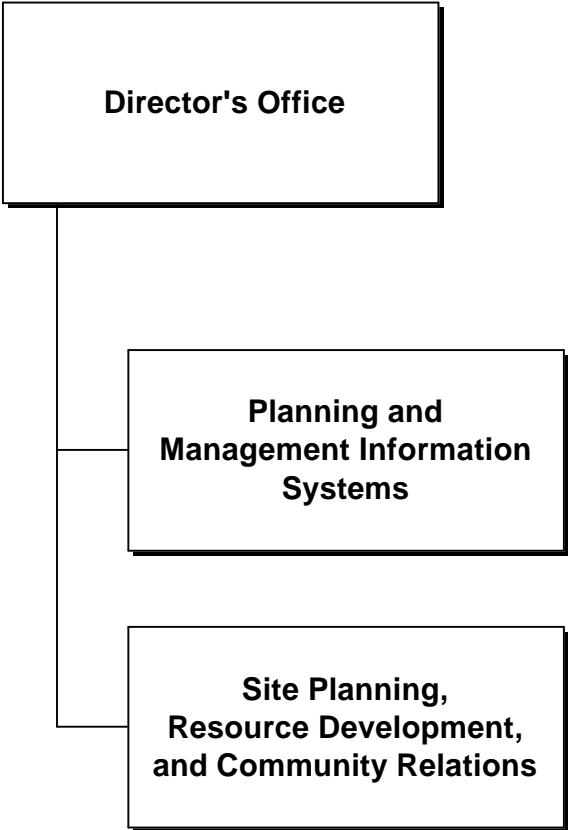
PROGRAM AREA: ALCOHOL AND DRUG SERVICES

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	302/ 300	302/ 300	301/ 299	285/ 283
Grant	40/ 38.5	40/ 38.5	40/ 39	36/ 35
Total Expenditures	\$23,130,266	\$24,178,809	\$25,467,569	\$24,231,585

Alcohol and Drug Services provides citizens of Fairfax County and the Cities of Fairfax and Falls Church with the opportunity to access substance abuse prevention, early intervention, and treatment programs. Treatment options include residential services, outpatient services, detoxification, case management, day treatment, aftercare, and transitional living services. Prevention and early intervention services include outreach, education, and community-based services such as seminars and presentations for local school systems, civic organizations, and businesses. The goal of these services is to reduce the incidence and prevalence of alcohol and drug abuse in Fairfax County and help individuals resume healthy, productive lives.

Alcohol and Drug Contract Services procures additional residential and outpatient treatment services through contractual arrangements with the Alexandria Community Services Board and privately operated contractors. Residential services provided through these contracts include long-term therapeutic drug treatment, intermediate treatment, and social detoxification services. Outpatient service consists of methadone treatment (which includes detoxification and maintenance therapy). These services provide treatment to persons with the disease of addiction and assist the individual in beginning the recovery process in order that they become able to display positive functioning in society. Providing treatment to individuals in need assists in reducing crime and increasing the overall health of the community.

**COMMUNITY SERVICES BOARD
CENTRAL SERVICES**



FUND 106-10

CSB CENTRAL SERVICES

Agency Position Summary

13 Regular Positions / 13.0 Regular Staff Years

Position Detail Information

DIRECTOR'S OFFICE

1 Executive Director
1 Deputy Director
1 Administrative Assistant IV
2 Administrative Assistants III
1 Administrative Assistant II
6 Positions
6.0 Staff Years

PLANNING AND MANAGEMENT

INFORMATION SYSTEMS

1 CSB Planning/Development Director
1 Business Analyst III
2 Business Analysts II
4 Positions
4.0 Staff Years

SITE PLANNING, RESOURCE DEVELOPMENT

AND COMMUNITY RELATIONS

1 Management Analyst III
1 Housing/Community Developer III
1 Information Officer II
3 Positions
3.0 Staff Years

FUND 106-10 CSB CENTRAL SERVICES

Agency Mission

Fairfax-Falls Church Community Services Board (CSB) Central Services provides professional direction to and management of the CSB County staff, as well as support services to the 16 citizen members of the CSB Board.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	12/ 12	12/ 12	13/ 13	13/ 13
Expenditures:				
Personnel Services	\$844,786	\$943,385	\$943,385	\$1,061,355
Operating Expenses	127,620	156,479	156,479	114,389
Capital Equipment	0	0	0	0
Total Expenditures	\$972,406	\$1,099,864	\$1,099,864	\$1,175,744
Revenue:				
Fairfax County	\$432,334	\$541,792	\$847,107	\$922,987
Fairfax City	9,518	9,518	9,518	9,518
Falls Church City	4,781	4,781	4,781	4,781
State MHMRSAS	513,273	531,273	228,458	228,458
Federal Block Grant	12,500	12,500	10,000	10,000
Total Revenue	\$972,406	\$1,099,864	\$1,099,864	\$1,175,744

Purpose

CSB Central Services provides strategic and long-range planning, policy development, management information systems (MIS) support, financial management, fee policy, site planning, resource development, and community relations services, as well as functions as the liaison between the CSB, Fairfax County, the cities of Fairfax and Falls Church, the Virginia Department of Mental Health, Mental Retardation, and Substance Abuse Services (DMHMRSAS), and the Federal government.

Key Accomplishments

- ◆ Recruited and hired a new CSB Medical Services Director and filled vacant Mental Retardation Services Director and Alcohol and Drug Services Director positions.
- ◆ Initiated use of on-line automated clinical assessments across all disability areas.
- ◆ Expanded housing initiative partnerships with organizations in the faith-based community to increase housing opportunities for people with disabilities.
- ◆ Provided training sessions for public and private agencies on housing issues for people with disabilities.
- ◆ Developed partnership with the Disabilities Services Board concerning accessibility and Americans with Disabilities (ADA) compliance goals.
- ◆ Promoted universal design for people to age-in-place and relocated group home sites to more accessible areas.
- ◆ Managed leasing renovation activities related to all CSB leased sites.

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CSB CENTRAL SERVICES

- ◆ Assisted in resolving zoning issues affecting group home development for respite and crisis care programs.
- ◆ Assisted in resolving a housing discrimination dispute concerning substance abuse residential service sites with a property management company.
- ◆ Prepared the CSB's requests for funding capital projects in the Capital Improvement Program (CIP) to promote program expansion and to maintain existing service facilities.
- ◆ Participated on Continuum of Care Steering Committee in countywide planning of homeless services and assisted in preparing a grant application to the U.S. Department of Housing and Urban Development (HUD).
- ◆ Participated on Advisory Board for Housing Counseling Curriculum, an initiative funded by the Consolidated Community Funding Advisory Committee.
- ◆ Provided technical assistance and resource information to private providers which resulted in additional service sites and improved community relations.
- ◆ Revised and updated agency's Emergency Preparedness Plan and participated on the County's Emergency Preparedness Coordinating Committee.

FY 2004 Initiatives

- ◆ Begin implementation of the on-line Treatment Planning module of SYNAPS.
- ◆ Finalize Strategic Plan, incorporating principles of high performing organizations into CSB Mission Statement.
- ◆ Develop and disseminate agency-wide Communications Plan which emphasizes public cooperation and education, communications with staff and the media, and web-based resource materials.
- ◆ Continue efforts to maintain a 24/7 Disaster Operations Communication system.
- ◆ Continue to implement new State licensing and human rights regulations.
- ◆ Continue to carry out quality assurance and performance improvement throughout the entire system.
- ◆ Ensure compliance with Health Insurance Portability and Accountability Act (HIPAA) regulations and complete HIPAA awareness training for directly operated and contracted programs.
- ◆ Ensure that staff credentialing information is used to match clients with therapists to maximize reimbursement.
- ◆ Explore new revenue opportunities to include federal revenue maximization initiatives and private managed care organizations.
- ◆ Continue efforts to attract private investors for CSB residential programs.
- ◆ Continue efforts to locate or renovate residential properties to make them barrier-free and physically accessible.
- ◆ Replace costly specialized residential leased sites with County-developed properties that will become permanent assets in the County inventory in partnership with the Department of Housing and Community Development.

FUND 106-10

CSB CENTRAL SERVICES

- ◆ Challenge building code impediments as they relate to community-based housing for people with disabilities.
- ◆ Improve CSB's compliance with ADA requirements in collaboration with a new County planning team appointed by the Deputy County Executive to provide training and improve communication regarding reasonable accommodation issues.
- ◆ Redevelop and renovate three County or Redevelopment Housing Authority-owned properties serving mental health programs in support of redesigned services and long-term cost saving initiatives.
- ◆ Support the County's HUD Continuum of Care planning process for housing grants.
- ◆ Develop additional public-private partnerships with the faith-based community concerning housing opportunities for people with disabilities.
- ◆ Develop a comprehensive CSB facilities plan with the CSB Board, staff, and consumer input, identifying needs and new resources for housing and site development.

FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, reductions totaling \$42,090 are proposed by the County Executive for this agency. These reductions include:

- ◆ Reduction of \$42,090 in printing and temporary clerical support services, resulting in reduced capacity to meet document requests in non-mandatory/courtesy situations and provide clerical support during periods of staff absence, leave, or illness.

Performance Measurement Results

The CSB Executive Director is responsible for establishing systems to carry out the following activities: providing information to the Virginia Department of Mental Health, Mental Retardation, and Substance Abuse Services and the community regarding the treatment and outcomes for persons with serious mental illness or substance abuse or dependence during the period they are receiving services; conducting consumer satisfaction surveys; implementing the Quality Improvement Plan; developing and implementing initiatives that improve the health and well-being of the whole community; and promoting the strategies and goals of the Comprehensive Services Act for at-risk children and youth.

Data collection and reporting to meet State requirements include using the newly implemented modules of the SYNAPS system, providing extensive staff training, and engaging in ongoing consultation with the State. For consumer satisfaction, the CSB relies on feedback received from consumers and their families. Based on thousands of consumer satisfaction surveys collected across all CSB programs, the overall satisfaction rate across all CSB services was greater than 87 percent in FY 2002. CSB designed a model quality improvement plan and continues to collaborate with the State in defining the elements to be included in the quality improvement plan.

In FY 2002, CSB achieved 76 percent of the service quality and outcome performance indicators throughout the CSB agencies. The outcomes for a majority of performance indicators, especially in Mental Health, that did not meet the goals were very close, within two or three percentage points. This may be an indication that the stated goals have been set too high given the special needs of many of the consumers served who may demonstrate improvement but not at the level of the expected goals or may take longer than one year to achieve their goals. Some estimates for FY 2003 and FY 2004 have been adjusted to reflect the pattern of achievement demonstrated over the past several years. CSB's objective is to achieve at least 80 percent of these indicators in FY 2004.

FUND 106-10 CSB CENTRAL SERVICES

Funding Adjustments

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

- ◆ An increase of \$117,970 in Personnel Services associated with salary adjustments necessary to support the County's compensation program, including \$56,286 reallocated from Alcohol and Drug Services to support 1/1.0 SYE Administrative Assistant III position transferred at the FY 2002 Carryover Review.
- ◆ A decrease of \$42,090 in Operating Expenses in printing and temporary clerical services associated with County budget reductions.

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:

- ◆ Transfer of 1/1.0 SYE Administrative Assistant III position from Alcohol and Drug Services.

Performance Measures

Objectives

- ◆ To provide direction and management support to CSB programs so that 80 percent of program performance indicators (service quality and outcome) are achieved.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Percent of CSB program performance indicators (service quality and outcome) achieved	82%	79%	80% / 76%	80%	80%

FUND 106-11 CSB-WIDE PROJECTS

Agency Mission

CSB-Wide Projects serves as a central financing mechanism for expenditure categories that involve all agencies of the Fairfax-Falls Church Community Services Board (CSB).

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
Personnel Services	\$0	\$0	\$0	\$0
Operating Expenses	2,021,847	2,006,098	2,181,061	1,893,602
Capital Equipment	232,377	0	160,600	0
Total Expenditures	\$2,254,224	\$2,006,098	\$2,341,661	\$1,893,602
Revenue:				
Fairfax County	\$1,974,903	\$1,932,547	\$1,933,269	\$1,820,773
Fairfax City	11,684	50,216	49,719	49,719
Falls Church City	5,870	23,335	23,110	23,110
State MHMRSAS	181,267	0	0	0
Federal Block Grant	66,500	0	0	0
Federal Other	14,000	0	0	0
Fund Balance	0	0	335,563	0
Total Revenue	\$2,254,224	\$2,006,098	\$2,341,661	\$1,893,602

Purpose

The intent of CSB-Wide Projects is to reflect the centralized process by which decisions are made with regard to the allocation of certain business costs. Examples of centralized CSB business costs include information technology services, travel/training, and insurance premiums for workers compensation, as well as general liability, furniture, fixtures, appliances, and property maintenance and repair for 137 residential properties, 15 commercially leased properties, and 12 County-owned and maintained structures.

Key Accomplishments

- ◆ Established new subcommittees of the Property Management Committee to work with the Department of Housing and Community Development and the County's Facilities Management Division on property maintenance issues.
- ◆ Updated inventory of all PCs and other computer hardware in CSB programs, identifying actual and projected PC and server replacement fund requirements for current and future budget years.
- ◆ Developed and implemented new maintenance service contracts to support residential sites.
- ◆ Initiated and participated in the design of a new site inventory shared database for improved property and asset management across human services agencies.
- ◆ Continued to assess all structures in the residential inventory to ensure that planning for renovation, replacement, expansion, and the financing of such is addressed.

FUND 106-11

CSB-WIDE PROJECTS

FY 2004 Initiatives

- ◆ Assist in the maintenance of the new site inventory shared database.
- ◆ Maintain CSB Training Committee to ensure all staff receives coordinated training in Health Insurance Portability and Accountability Act (HIPAA) requirements, new State licensing and human rights regulations, and proper clinical records documentation.
- ◆ Continue implementing a comprehensive property maintenance and repair schedule for all CSB leased properties and for those sites for which the County passes through the majority of costs to the CSB. These services will include custodial, general and specialized maintenance, lawn care, inspections, and replacement equipment, furnishings, and appliances.

FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, reductions totaling \$83,608 are proposed by the County Executive for this agency. These reductions include:

- ◆ Reduction of \$83,608 in management consultant and organizational training services and other system-wide operating expenses, requiring CSB to more fully utilize Leading, Educating, and Developing and High Performing Organization training sponsored by the County;

Performance Measurement Results

There are no Objectives or Performance Indicators for this agency since it exists only as a funding entity to accommodate centrally financed expenditures and has no associated positions.

Funding Adjustments

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

- ◆ A net decrease of \$287,459 in Operating Expenses is attributable to a decrease of \$174,963 in encumbered and unencumbered carryover included in the FY 2003 funding level, a decrease of \$83,608 due to County budget reductions, and a decrease of \$73,200 in PC Replacement charges due to program revisions, partially offset by an increase of \$44,312 in Information Technology infrastructure charges based on historical usage.

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*, \$174,963 in Operating Expenses and \$160,600 in Capital Equipment was included in the FY 2003 funding level. Of this amount, \$100,000 in Operating Expenses was unencumbered carryover to support the renovation of Fairfax House while \$160,600 in Capital Equipment was unencumbered carryover to support the acquisition and installation of an elevator for the Mental Health Social Center program at the Michael Faraday location in accordance with lease requirements.

FUND 106-22

CSB TRANSPORTATION SERVICES

Agency Mission

To provide specialized transportation services for individuals participating in programs of the Fairfax-Falls Church Community Services Board (CSB) by means of FASTRAN, the County's human services transportation system.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
Personnel Services	\$0	\$0	\$0	\$0
Operating Expenses	5,183,869	5,284,401	5,284,401	6,590,166
Capital Equipment	0	0	0	0
Total Expenditures	\$5,183,869	\$5,284,401	\$5,284,401	\$6,590,166
Revenue:				
Fairfax County	\$4,792,271	\$4,776,812	\$4,776,812	\$6,082,577
Fairfax City	87,829	87,829	87,829	87,829
Falls Church City	44,118	44,118	44,118	44,118
Program/Client Fees	259,651	375,642	375,642	375,642
Total Revenue	\$5,183,869	\$5,284,401	\$5,284,401	\$6,590,166

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Mental Retardation Transportation Services	\$4,660,341	\$4,847,350	\$4,847,350	\$6,253,090
Mental Health Transportation Services	507,096	402,669	402,669	298,747
Alcohol and Drug Transportation Services	16,432	34,382	34,382	38,329
Total Expenditures	\$5,183,869	\$5,284,401	\$5,284,401	\$6,590,166

Purpose

Transportation services are currently purchased from FASTRAN, the County's specialized human services transportation system, administered by the County's Department of Community and Recreation Services. Morning and evening transportation is provided to and from vocational day programs and employment sites serving people with mental retardation, mental illness, and alcohol and/or drug addiction.

Key Accomplishments

- ◆ Provided transportation service to accommodate both the new and existing caseload of special education graduates with mental retardation
- ◆ Reviewed attendant assignments to meet the specialized needs of consumers with mental retardation.
- ◆ Trained drivers and attendants to meet specialized medical and behavioral needs of consumers with mental retardation.

FUND 106-22

CSB TRANSPORTATION SERVICES

FY 2004 Initiatives

- ◆ Continue efforts to improve billing of Medicaid-authorized consumers.
- ◆ Continue efforts to improve services for Western Fairfax County consumers, as the number of CSB clients living in that area of the County continues to increase at a faster pace than in other areas of the County.
- ◆ Establish new guidelines and procedures to provide instruction to those consumers who can be travel-trained to use fixed route transit.
- ◆ Establish new guidelines and procedures to provide FASTRAN services to the closest appropriate sites to those consumers who need such services.

It should be noted that State budget reductions were announced in October 2002 and State DMHMRSAS funding to CSB was reduced by 10 percent. Transportation anticipates a loss of \$81,816 in State DMHMRSAS revenues in FY 2003 and FY 2004 which are offset by a reduction in mental health transportation services.

FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, in addition to the State reductions noted above, reductions totaling \$55,000 are proposed by the County Executive for this agency. These reductions include:

- ◆ Reduction of \$55,000 in mental health transportation services, resulting in elimination of FASTRAN services for 16 consumers who have been instructed to use public transportation.

Performance Measurement Results

CSB purchases transportation services from FASTRAN, the County's specialized human services transportation system. FASTRAN is responsible for collecting data needed to evaluate performance. The number of one-way trips provided is the indicator of output. In FY 2001, FASTRAN provided 296,492 one-way trips, a number that decreased to 292,219 in FY 2002. To measure efficiency, the cost of each ride is calculated within each of the three CSB program areas. Despite fewer one-way trips provided, the cost per ride for all CSB consumers decreased from an average of \$15.92 in FY 2001 to \$15.03 in FY 2002 due to program efficiencies. It should be noted that service quality has increased as well. The number of rides per complaint has decreased from 9,743 in FY 2001 to 8,178 in FY 2002 due to service delays in the first half of FY 2001 arising from a tight labor market for drivers as well as improved recording methods throughout FY 2002. Service quality is expected to increase midway in FY 2003, as FASTRAN services will be divided between two operations contractors with a higher level of maintenance and supervisory effort in both the North and South areas and an improved communications system for North Area FASTRAN drivers.

Funding Adjustments

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

- ◆ An net increase of \$1,305,765 in Operating Expenses is included which reflects an increase of \$1,442,581 for fixed contract and other costs associated with FASTRAN services to CSB clients for which funding has been reallocated from the Department of Community and Recreation Services to the CSB to more accurately reflect the costs of the services provided to CSB clients, partially offset by a decrease of \$81,816 due to State DMHMRSAS reductions and \$55,000 due to County budget reductions.

FUND 106-22

CSB TRANSPORTATION SERVICES

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:

- ◆ There have been no revisions to this agency since approval of the FY 2003 Adopted Budget Plan.



Mental Retardation Transportation Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Total Expenditures	\$4,660,341	\$4,847,350	\$4,847,350	\$6,253,090

Goal

To provide specialized transportation for individuals with mental retardation that allows participation in the various work, education, and rehabilitation programs sponsored by Mental Retardation Services.

Performance Measures

Objectives

- ◆ To maintain at least 97 percent on-time transit services as provided by FASTRAN for CSB clients.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
One-way trips	277,953	245,627	241,938 / 245,603	247,200	256,510
Efficiency:					
Cost per ride (with attendants) (1)	\$13.57	\$16.88	\$19.83 / \$18.43	\$18.25	\$23.07
Service Quality:					
Ratio of rides per complaint (2)	7,032:1	9,743:1	8,523:1 / 8,178:1	8,887:1	9,000:1
Outcome:					
Percent of on-time rides	97%	97%	97% / 97%	97%	97%

(1) Efficiency indicator reflects only costs billed to CSB. Prior to FY 2004, the Department of Community and Recreation Services incurred additional operating costs for FASTRAN including overhead which were not included in this calculation. Beginning in FY 2004, these costs were reallocated to CSB and are now included in the calculation, resulting in an increased cost per ride.

(2) Ratio should improve progressively during FY 2003 and FY 2004 due to improvements in the FASTRAN scheduling system and North Area FASTRAN fleet communications.

Note: The Output and Efficiency indicators are computed using only the CSB Mental Retardation Services portion of the FASTRAN caseload. The Service Quality indicator reflects all complaints from FASTRAN user groups, and the Outcome indicator reflects all rides except American with Disabilities (ADA) rides which are measured separately.

FUND 106-22 CSB TRANSPORTATION SERVICES



Mental Health Transportation Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Total Expenditures	\$507,096	\$402,669	\$402,669	\$298,747

Goal

To provide specialized transportation for individuals with mental illness that allows participation in the various work, education, and rehabilitation programs sponsored by Mental Health Services.

Performance Measures

Objectives

- ◆ To maintain at least 97 percent on-time transit services as provided by FASTRAN for CSB clients.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
One-way trips (1)	64,697	49,695	51,964 / 45,263	40,713	30,634
Efficiency:					
Cost per ride (with attendants)	\$6.82	\$10.23	\$10.03 / \$10.76	\$8.90	\$8.44
Service Quality:					
Ratio of rides per complaint (2)	7,032:1	9,743:1	8,523:1 / 8,178:1	8,887:1	9,000:1
Outcome:					
Percent of on-time rides	97%	97%	97% / 97%	97%	97%

(1) FASTRAN projects a 32 percent decrease in ridership from FY 2002 to FY 2004 due to eliminating routes primarily serving CSB-MH consumers.

(2) Ratio should improve progressively during FY 2003 and FY 2004 due to improvements in the FASTRAN scheduling system and North Area FASTRAN fleet communications.

Note: The Output and Efficiency indicators are computed using only the CSB Mental Health Services portion of the FASTRAN caseload. The Service Quality indicator reflects all complaints from FASTRAN user groups, and the Outcome indicator reflects all rides except American with Disabilities (ADA) rides which are measured separately.

FUND 106-22 CSB TRANSPORTATION SERVICES



Alcohol and Drug Transportation Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Total Expenditures	\$16,432	\$34,382	\$34,382	\$38,329

Goal

To provide specialized transportation for individuals with substance abuse problems that allows participation in the various work, education, and rehabilitation programs sponsored by Alcohol and Drug Services.

Performance Measures

Objectives

- ◆ To maintain at least 97 percent on-time transit services as provided by FASTRAN for CSB clients.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
One-way trips (1)	1,600	1,170	580 / 1,353	1,353	1,353
Efficiency:					
Cost per ride (with attendants) (2)	\$18.80	\$20.65	\$29.39 / \$15.91	\$25.41	\$28.33
Service Quality:					
Ratio of rides per complaint (3)	7,032:1	9,743:1	8,523:1 / 8,178:1	8,887:1	9,000:1
Outcome:					
Percent of on-time rides	97%	97%	97% / 97%	97%	97%

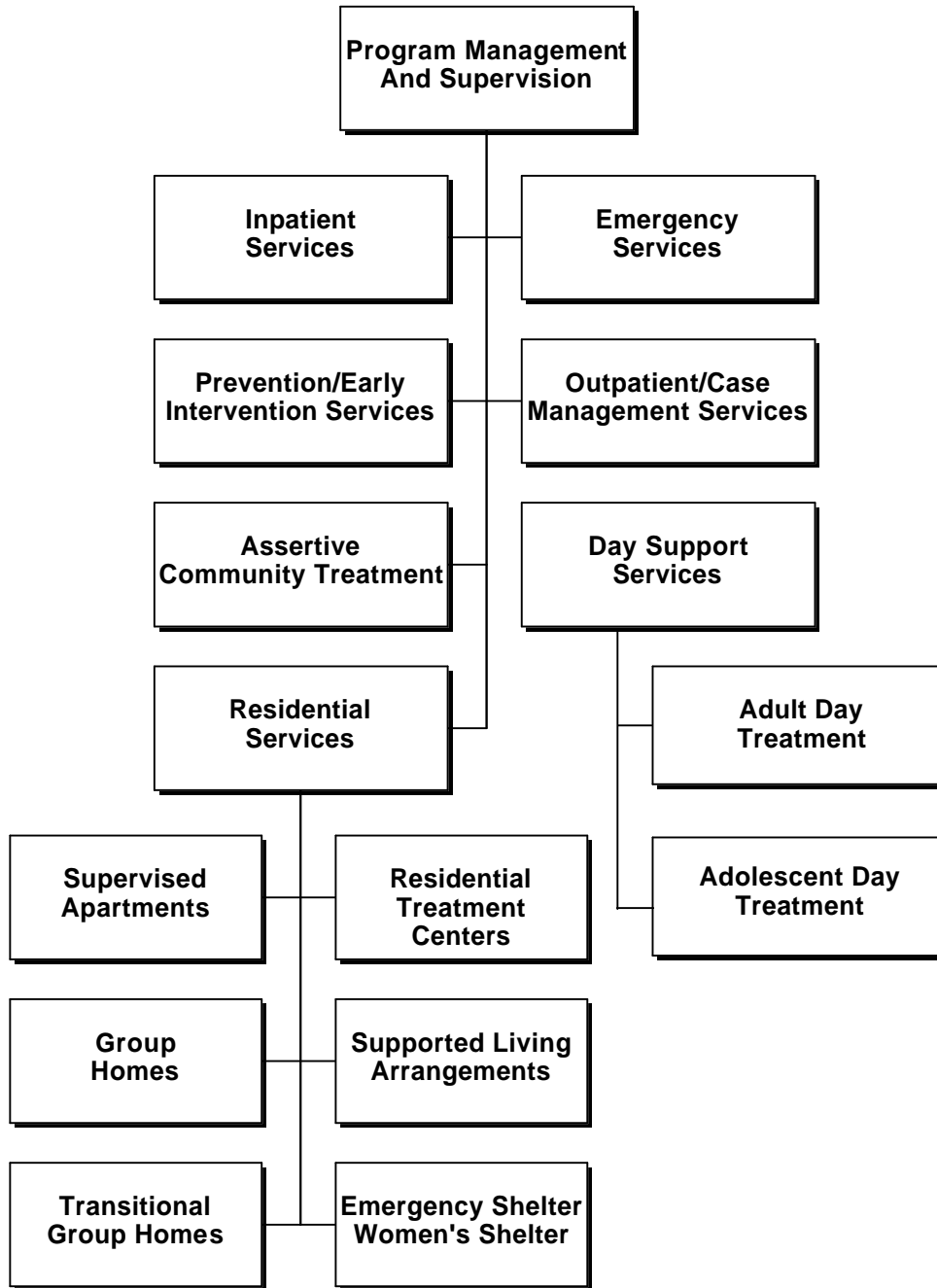
(1) Ridership in FY 2003 and FY 2004 is expected to remain at FY 2002 levels.

(2) Reflects only costs billed to CSB. Prior to FY 2004, the Department of Community and Recreation Services incurred additional operating costs for FASTRAN including overhead, which were not included in this calculation. Beginning in FY 2004, these costs were reallocated to CSB, resulting in an increased cost per ride.

(3) Ratio should improve progressively during FY 2003 and FY 2004 due to improvements in the FASTRAN scheduling system and North Area FASTRAN fleet communications.

Note: The Output and Efficiency indicators are computed using only the CSB Alcohol and Drug Services portion of the FASTRAN caseload. The Service Quality indicator reflects all complaints from FASTRAN user groups, and the Outcome indicator reflects all rides except American with Disabilities (ADA) rides which are measured separately.

MENTAL HEALTH SERVICES



FUND 106-30

CSB MENTAL HEALTH SERVICES

Agency Position Summary

418	Regular Positions (-6)	/	408.85	Regular Staff Years (-6.5)
<u>32</u>	Grant Positions	/	<u>28.30</u>	Grant Staff Years
450	Total Positions (-6)	/	437.15	Total Staff Years (-6.5)

Position Detail Information

MERIT REGULAR POSITIONS:

PROGRAM MANAGEMENT AND SUPERVISION

1	Director - Mental Health Programs
1	Director - CSB Planning and Development
1	Senior Supervisory Psychiatrist
6	Mental Health Division Directors
1	Director of Clinical Operations
2	MH/MR/ADS Senior Clinicians, 1 PT
2	Mental Health Managers
2	Mental Health Supervisor/Specialists, 1 PT
2	Management Analysts I
1	Business Analyst II
1	Medical Records Administrator
1	Volunteer Services Coordinator II
1	Administrative Assistant V
5	Administrative Assistants IV
12	Administrative Assistants III
<u>31</u>	Administrative Assistants II
70	Positions
69.0	Staff Years

INPATIENT SERVICES

<u>1</u>	MH/MR/ADS Senior Clinician
1	Position
1.0	Staff Year

EMERGENCY SERVICES

General Emergency

1	Mental Health Manager
2	Emergency/Mobile Crisis Supervisors
10	Mental Health Supervisor/Specialists
<u>5</u>	Psychiatrists
18	Positions
18.0	Staff Years

Forensic Services

1	Mental Health Manager
4	MH/MR/ADS Senior Clinicians
1	Mental Health Supervisor/Specialist (-1)
0	Clinical Psychologist (-3)
<u>2</u>	Psychiatrists
8	Positions (-4)
8.0	Staff Years (-4.0)

Mobile Crisis Unit

1	Mental Health Manager
2	Emergency/Mobile Crisis Supervisors
<u>4</u>	Mental Health Supervisor/Specialists
7	Positions
7.0	Staff Years

Entry Services

1	Mental Health Manager
<u>3</u>	Mental Health Therapists
4	Positions
4.0	Staff Years

DAY SUPPORT SERVICES

Adult Day Treatment

2	Mental Health Managers
1	Mental Health Supervisor/Specialist
0	Mental Health Therapist (-1)*
8	MH/MR/ADS Senior Clinicians
1	Mobile Clinic Driver
<u>1</u>	Psychiatrist (-0.5)*
13	Positions (-1)*
12.5	Staff Years (-1.5)*

Adolescent Day Treatment

1	Mental Health Manager
2	MH/MR/ADS Senior Clinicians
1	Mental Health Supervisor/Specialist
2	Mental Health Therapists
<u>1</u>	MR/MH/ADS Aide
7	Positions
7.0	Staff Years

FUND 106-30

CSB MENTAL HEALTH SERVICES

RESIDENTIAL SERVICES

Supervised Apartments

1	Mental Health Manager
4	Mental Health Supervisor/Specialists
8	Mental Health Therapists
13	Positions
13.0	Staff Years

Res. Treatment Center - Leland House Crisis Care

1	Mental Health Manager
1	Mental Health Supervisor/Specialist
8	Mental Health Therapists
3	Mental Health Counselors
1	Cook
14	Positions
14.0	Staff Years

Res. Treatment Center - Gregory Rd. Crisis Care

2	Mental Health Supervisor/Specialist
7	Mental Health Therapists
2	Mental Health Counselors
11	Positions
11.0	Staff Years

Group Home - Franconia Road

1	Mental Health Supervisor/Specialist
3	Mental Health Therapists
4	Mental Health Counselors
8	Positions
8.0	Staff Years

Group Home - My Friend's Place

1	Mental Health Supervisor/Specialist
4	Mental Health Therapists
1	MH/MR/ADS Senior Clinician
3	Mental Health Counselors
9	Positions
9.0	Staff Years

Group Home - Sojourn House

1	Mental Health Supervisor/Specialist
5	Mental Health Therapists
1	MH/MR/ADS Senior Clinician
2	Mental Health Counselors
9	Positions
9.0	Staff Years

Homeless Services - Shelter

3	Mental Health Supervisor/Specialists
10	Mental Health Therapists
13	Positions
13.0	Staff Years

Transitional Group Home - Patrick Street

1	Mental Health Manager
1	Mental Health Supervisor/Specialist
3	Mental Health Therapists
3	Mental Health Counselors
8	Positions
8.0	Staff Years

Transitional Group Home - Beacon Hill

4	Mental Health Therapists
3	Mental Health Counselors
7	Positions
7.0	Staff Years

Emergency Shelter - Women's Shelter

1	Mental Health Supervisor/Specialist
6	Mental Health Therapists
2	MH/MR/ADS Senior Clinician
9	Positions
9.0	Staff Years

Cornerstones Dual Diagnosis Facility

1	Mental Health Supervisor/Specialist
1	Mental Health Therapist
3	Mental Health Counselors
1	MH/MR/ADS Senior Clinician
6	Positions
6.0	Staff Years

FUND 106-30

CSB MENTAL HEALTH SERVICES

Residential Intensive Care

1 Mental Health Manager
 1 Mental Health Supervisor/Specialist
 2 Mental Health Therapists
 1 Assistant Residential Counselor
 5 Positions
 5.0 Staff Years

Residential Extensive Dual Diagnosis

1 Mental Health Supervisor/Specialist
 1 Mental Health Therapist
 1 Mental Health Counselor
 3 Positions
 3.0 Staff Years

PACT Residential Assistance

1 Mental Health Counselor
 1 Position
 1.0 Staff Year

Community Living Assistance

1 Mental Health Supervisor/Specialist
 1 Mental Health Therapist
 1 Assistant Residential Counselor, PT
 3 Positions
 2.5 Staff Years

Supportive Services

1 Mental Health Supervisor/Specialist
 4 Mental Health Therapists
 5 Positions
 5.0 Staff Years

OUTPATIENT/CASE MANAGEMENT SERVICES

Adult and Family Services

4 Mental Health Managers
 7 Mental Health Supervisor/Specialists
 19 MH/MR/ADS Senior Clinicians, 2 PT
 2 Mental Health Therapists
 1 Nurse Practitioner
 4 Psychiatrists, 2 PT
 1 Psychology Intern
 38 Positions
 36.1 Staff Years

Older Adult Services

1 Mental Health Supervisor/Specialist
 5 MH/MR/ADS Senior Clinicians
 3 Mental Health Therapists
 1 Psychiatrist, PT
 10 Positions
 9.5 Staff Years

Youth and Family Services

5 Mental Health Managers
 7 Mental Health Supervisor/Specialists
 16 MH/MR/ADS Senior Clinicians, 1 PT
 7 Mental Health Therapists
 2 Psychiatrists, 2 PT
 7 Clinical Psychologists
 3 Psychology Interns
 47 Positions
 45.75 Staff Years

Comprehensive Support Services

4 Mental Health Managers
 9 Mental Health Supervisor/Specialists
 18 MH/MR/ADS Senior Clinicians, 1 PT
 13 Mental Health Therapists, 2 PT
 1 Mental Health Counselor
 4 Psychiatrists, 1 PT
 1 Psychology Intern
 50 Positions
 48.0 Staff Years

Special Outpatient Case Management

1 Mental Health Manager
 2 Mental Health Supervisor/Specialists
 5 MH/MR/ADS Senior Clinicians
 2 Mental Health Therapists
 10 Positions
 10.0 Staff Years

Infant/Toddler - LINCS

1 Mental Health Supervisor/Specialist
 3 MH/MR/ADS Senior Clinicians, 1 PT
 4 Positions
 3.5 Staff Years

PREVENTION/EARLY INTERVENTION SERVICES

Prevention

1 Mental Health Supervisor/Specialist (-1)
 1 Positions (-1)
 1.0 Staff Years (-1.0)

Early Intervention

2 Mental Health Supervisor/Specialists
 2 MH/MR/ADS Senior Clinicians, 1 PT
 2 Mental Health Therapists, 1 PT
 6 Positions
 5.0 Staff Years

FUND 106-30

CSB MENTAL HEALTH SERVICES

MERIT GRANT POSITIONS:

RESIDENTIAL SERVICES

Supervised Apartments

2 Mental Health Therapists, 2 PT
 2 Positions
 1.0 Staff Year

Franconia Road

1 Mental Health Manager
 1 Position
 1.0 Staff Year

PATH/McKinney - Homeless Shelters

2 Mental Health Therapists
 2 Positions
 2.0 Staff Years

Residential Intensive Care

2 Mental Health Therapists
 1 Assistant Residential Counselor
 3 Positions
 3.0 Staff Years

Residential Extensive Dual Diagnosis

2 Mental Health Therapists
 1 Mental Health Counselor
 3 Positions
 3.0 Staff Years

Extension Apartments

3 Mental Health Therapists
 3 Positions
 3.0 Staff Years

OUTPATIENT SERVICES

Ryan White CARE Act

1 MH/MR/ADS Senior Clinician
 1 Position
 1.0 Staff Year

PREVENTION/EARLY INTERVENTION

Sexual Assault Prevention Grants

3 Mental Health Therapists, 3 PT
 1 Human Services Coordinator II, PT
 1 Volunteer Service Coordinator I, PT
 5 Positions
 2.5 Staff Years

PROG. OF ASSERTIVE COMMUNITY TREATMENT

1 Mental Health Manager
 3 Mental Health Supervisor/Specialists
 3 Mental Health Therapists
 1 Psychiatrist, PT
 3 Public Health Nurses III
 1 Administrative Assistant III
 12 Positions
 11.8 Staff Years

PT Denotes Part-Time Positions
 (-) Denotes Abolished Position
 (-)* Denotes Position to be Abolished at the
FY 2003 Third Quarter Review due to State
 budget reductions

FUND 106-30 CSB MENTAL HEALTH SERVICES

Agency Mission

To provide countywide leadership, ensuring that consumers and/or their families receive quality clinical and community support programs by managing, supervising, planning, evaluating, and allocating resources of the directly operated and contractual mental health programs of the Fairfax-Falls Church Community Services Board (CSB) and collaborating with agencies, consumers, and advocates.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	424/ 415.35	423/ 414.35	424/ 415.35	418/ 408.85
Grant	32/ 28.3	32/ 28.3	32/ 28.3	32/ 28.3

Expenditures:				
Personnel Services	\$30,811,053	\$31,345,669	\$31,845,992	\$32,340,777
Operating Expenses	5,986,808	4,348,223	5,771,498	4,126,223
Capital Equipment	0	0	0	0
Subtotal	\$36,797,861	\$35,693,892	\$37,617,490	\$36,467,000
Less:				
Recovered Costs	(\$882,638)	(\$1,056,432)	(\$1,056,432)	(\$744,676)
Total Expenditures	\$35,915,223	\$34,637,460	\$36,561,058	\$35,722,324
Revenue:				
Fairfax County	\$25,294,031	\$21,470,040	\$21,311,647	\$21,997,652
Fairfax City	405,061	405,061	405,061	405,061
Falls Church City	203,466	203,466	203,466	203,466
State MHMRSAS	7,038,464	7,224,221	7,072,758	6,271,597
State Other	24,601	19,751	19,735	15,011
Federal Block Grant	1,364,674	1,359,794	1,359,794	1,461,943
Federal Other	1,329,057	83,755	1,992,987	63,995
Medicaid Option	1,151,276	1,410,701	1,640,449	1,957,263
Program/Client Fees	1,494,155	1,292,416	1,372,526	1,482,740
CSA Pooled Funds	786,500	1,043,035	1,043,035	1,043,035
Miscellaneous	132,007	125,220	125,220	125,220
Fund Balance	(3,308,069)	0	14,380	695,341
Total Revenue	\$35,915,223	\$34,637,460	\$36,561,058	\$35,722,324

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Program Management and Supervision	\$4,783,209	\$5,592,087	\$5,606,335	\$5,600,435
Inpatient Services	49,638	67,041	67,041	70,754
Emergency Services	3,356,084	3,186,511	3,186,511	3,337,272
Day Support Services	1,560,469	1,732,933	1,732,933	1,691,796
Residential Services	10,460,281	9,842,782	9,866,404	10,318,763
Outpatient/Case Management Services	13,090,027	12,806,010	13,125,326	13,328,644
Prevention/Early Intervention Services	1,726,844	675,138	2,241,550	608,245
Assertive Community Treatment	888,671	734,958	734,958	766,415
Total Expenditures	\$35,915,223	\$34,637,460	\$36,561,058	\$35,722,324

FUND 106-30

CSB MENTAL HEALTH SERVICES

Purpose

Mental Health Services provides County/City-wide leadership in the management, supervision, planning, evaluation, and resource allocation of local, State, Federal, and other resources to ensure that consumers and families of persons with serious mental illness and serious emotional disturbance receive quality clinical and community support services. Mental Health Services has responsibility and authority for managing the seven directly-operated community mental health center sites and oversight of the purchase of services from contractual mental health organizations included in the Fairfax-Falls Church Community Services Board (CSB). The seven mental health service sites and contract agencies ensure countywide access to mental health care.

Services are broken into eight specific categories, or Cost Centers. They include the *Program Management and Supervision* Cost Center, providing management, programming, financial monitoring, training, and general support services. The *Inpatient* Cost Center provides acute care inpatient psychiatric beds at Inova's Mount Vernon Hospital for CSB patients who are medically indigent and provides service coordination and discharge planning. The *Emergency* Cost Center provides 24 hour-per-day comprehensive psychiatric emergency services to individuals in crisis situations. The *Day Support* Cost Center provides an intensive, highly-structured stabilization, evaluation, and treatment setting for adults with serious mental illness and adolescents with serious emotional disturbance, including those who are dually diagnosed. The *Residential* Cost Center provides residential treatment and supported residential services to adults with serious mental illness and youth with serious emotional disturbance. The *Outpatient and Case Management* Cost Center provides an array of treatment services to adults, children, and their families. The *Program for Assertive Community Treatment (PACT)* team offers outreach and treatment services for individuals with serious mental illness. Finally, the *Prevention and Early Intervention* Cost Center provides consultation to community agencies, the public, and other providers.

Key Accomplishments

- ◆ Provided a comprehensive program – funded through a Federal Emergency Management Agency (FEMA) grant – to help citizens impacted by the events of September 11th. Target groups include families and friends of individuals killed in the terrorist attacks, people from different cultures who are at risk for scapegoating or who come from countries where they have already been traumatized by violence and warfare, vulnerable geriatric populations, and some school children at risk for post traumatic stress disorder. The services of this initiative have largely been delivered in the community – not in the mental health centers – and have been very well received.
- ◆ Began a comprehensive review of the way mental health day support services are delivered, seeking input from consumers, contractors, and other agencies. This process will continue into the Spring of 2003 and will result in a redesign of programs to reflect best clinical practice.
- ◆ Conducted a comprehensive needs analysis and a survey of other mental health systems. Began a major restructuring of Adult Services based upon these findings towards a goal of integrating service delivery across adult outpatient programs, developing managerial expertise as resources in key clinical areas, and increasing responsibility for the quality of clinical services.
- ◆ Established a team of senior staff to assess the cost and utilization of psychotropic medications, resulting in a change to the CSB Fee Policy that will reduce the volume of medications purchased by the CSB and institute a co-payment for persons for whom the CSB purchases medications.
- ◆ Developed and implemented a consolidated hospital discharge planning team.
- ◆ Began staff training on the Assessment and Treatment Planning module of SYNAPS, CSB's client management information system, to prepare staff completing clinical assessments on-line. By the end of 2002, nearly all clinical staff were trained.

FUND 106-30

CSB MENTAL HEALTH SERVICES

- ◆ Implemented a plan to respond to a new law concerning the timely community placement of hospitalized clients who are misdemeanant NGRIs (Not Guilty by Reason of Insanity).
- ◆ Participated in multi-agency programs and task forces focused on developing countywide emergency plans and procedures to respond to natural or man-made disasters.
- ◆ Served as the Crisis Link Liaison, providing on-going clinical consultation to the Northern Virginia Hotline staff and volunteers.
- ◆ Provided the following professional training and staff development activities:
 - educational presentations to CSB staff on psychopharmacology, with Emergency Service psychiatrists serving as presenters;
 - legal training to 80 Mental Health staff on the court process, testifying, and clinician rights and responsibilities. Faculty included a forensic psychologist, the County attorney, and a supervisor from Child Protective Services;
 - training to clinical staff on treating traumatized children and adolescents. The instructor was a national expert from Sheppard Pratt Hospital;
 - two-day training to approximately 50 staff on personality disorders, led by a nationally recognized expert. The training was hosted in conjunction with the Department of Family Services;
 - training to clinical staff on youth and adult anxiety disorders; and
 - two 10-hour training workshops on Dialectical Behavior Therapy which is useful for impulsive clients with self-mutilating or suicidal tendencies or borderline personality disorders for approximately 50 staff, with Mental Health staff providing the training.
- ◆ Implemented a countywide backup transportation system that allows consumers without access to private or public transportation to attend day treatment/partial hospitalization programs.
- ◆ Continued to expand a treatment model in conjunction with Adult Residential Services that coordinates shelter care with day treatment allowing vulnerable consumers to have relatively continuous supervision and treatment.
- ◆ Helped initiate a women's and children's HIV support group in the South County area to assist social services workers in caring for this population.
- ◆ Collaborated with INOVA to help provide HIV treatment and support services in their Juniper Clinic.
- ◆ Established a Spanish Entry and Referral Line that creates a single point of contact for Spanish-speaking clients requesting mental health services. This function is staffed by a bilingual clinical social worker and has been very successful at eliminating a long existing barrier to mental health services for Spanish-speaking consumers.
- ◆ Participated in the County's new inter-agency Hoarding Task Force. The task force targets individuals with severe hoarding behavior and concomitant failure to maintain a safe and healthy home environment who often come to the attention of Mental Health Services through the Fire Marshal, Health Department, Police Department, and Adult Protective Services.
- ◆ Implemented an agreement with Fairfax County Public Schools by which therapists in Youth and Family Services work in non-categorical pre-schools with the children and parents identified by teachers as needing mental health intervention.

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CSB MENTAL HEALTH SERVICES

FY 2004 Initiatives

- ◆ Design and implement a Crisis Care Facility for children and youth in Fairfax County who do not require psychiatric hospitalization but do require diagnostic assessment and targeted treatment in a short-term secure residential setting.
- ◆ Continue the Youth and Family Services initiative in specialized pre-kindergarten programs with children and parents identified by teachers as needing mental health intervention.
- ◆ Combine the two Crisis Care facilities for Adults into one centrally located, state-of-the-art, handicap accessible facility. The improved, renovated facility, to be known as "Woodburn House," will accommodate more high-risk clients including those with dual diagnoses, mental illness/mental retardation as well as mental illness/substance abuse.
- ◆ Continue negotiations with Prince William County for utilization of Adult Crisis Care Services.
- ◆ Develop and implement an automated Initial Assessment/Screening tool for Entry and Referral Services to maximize efficiency and to create a seamless transfer of clinical information from entry to the intake therapist.
- ◆ Investigate current and potential revenue sources to enhance non-County revenues.
- ◆ Complete relocation of Mental Health staff to new multi-agency County building in the South County area, which includes program staff from Youth Services, Victim Assistance Network, ADAPT, and Prevention. Immediate access to other agencies such as Alcohol and Drug Services, Health Department, and Department of Family Services provides better staff collaboration and enhances County services.
- ◆ Complete and implement a major redesign of Mental Health Day Support Services.
- ◆ Continue the initiative to responsibly contain the costs of psychotropic medications and to evaluate how medications will be utilized and distributed.
- ◆ Redevelop the Gregory Road site and relocate Residential Extensive Dual Diagnosis program from Lynley Terrace to Gregory Road.
- ◆ Continue to improve the partnership with a private contractor providing additional mental health treatment for children, youth, and families at the five outpatient treatment locations.
- ◆ Develop strategies with the school system to engage mental health treatment services for families requiring those services in addition to special education services. This initiative will be piloted in FY 2003 and expanded in FY 2004.

It should be noted that State budget reductions were announced in October 2002 and State DMHMRSAS funding to CSB was reduced by 10 percent. Mental Health Services anticipates a loss of \$130,665 in State DMHMRSAS revenues in FY 2003 and FY 2004 which is completely offset by an expenditure reduction in adult day support services, including the abolishment of 1/1.5 SYE positions (1/1.0 SYE Mental Health Therapist and 0/0.5 SYE Psychiatrist).

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FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, in addition to the State reductions noted above, an increase of \$344,829 in program and client fees and reductions totaling \$288,841 and 1/1.0 SYE position are proposed by the County Executive for this agency. This includes:

- ◆ Increase of \$344,829 in program and client fees due to enhanced revenue collection efforts for residential and outpatient services for individuals with mental illness;
- ◆ Reduction of \$216,639 in mental health medical services by reducing the use of exempt limited-term psychiatrists, delaying enhancements to the pharmacy program, decreasing the volume of medications that CSB purchases on behalf of individual clients, and instituting a co-payment for those whose medication CSB directly purchases; and
- ◆ Reduction of 1/1.0 SYE Mental Health Supervisor/Specialist position and associated funding of \$71,842 in the Prevention program, eliminating depression education and suicide prevention programs to 20 alternative school sites and parenting education programs for approximately 140 families.

As part of the FY 2004 Advertised Budget Plan, a reduction totaling \$369,443, offset by an adjustment in Recovered Costs of \$369,443, and 4/4.0 SYE positions are included. Based on the County Executive's direction to reduce FY 2004 expenditures, the Sheriff consulted with the County Executive and has recommended the following adjustment which impacts the CSB:

- ◆ Reduction of 3/3.0 SYE Clinical Psychologist positions and 1/1.0 SYE Mental Health Supervisor/Specialist position, or 44 percent of existing staffing levels, and associated funding of \$369,443, resulting in a reduction of non-court-ordered forensic evaluations performed for the Office of the Sheriff. Potentially suicidal and predatory inmates will not receive timely crisis intervention services, increasing the risk of self-harm and harm to other inmates and Office of the Sheriff staff. In addition, court-ordered forensic evaluations will be moved from the Adult Detention Center to an offsite CSB facility, requiring Office of the Sheriff staff to shackle, transport, and remain with inmates while comprehensive evaluations are conducted.

Performance Measurement Results

The Performance Measures that have been developed by the Office of Mental Health Services provide a tool that can be used to assess the effectiveness of the broad range of service programs that are provided to the citizens of Fairfax County who have mental health needs. These indicators are used to evaluate the operations of programs across all cost centers and include Emergency Services, Outpatient Services, Residential Services, Day Support, and Contract Agency Services.

The mission of the Emergency Services unit is to provide immediate and comprehensive psychiatric services to individuals who are in crisis. Emergency Services' goal is to help individuals resolve their crisis and avoid hospitalization unless clinically needed. In FY 2002, Emergency Services staff was very successful in meeting their goal, as 96 percent of individuals served by the Emergency Services professional staff were able to deal with their crises in the community and consequently avoided hospitalization. The expectation is that the number of individuals who are able to avoid hospitalization in FY 2003 and FY 2004 will continue to be high.

A major goal for individuals with serious mental illness is to have their own home and live in the community with the appropriate clinical and residential supports. The goal of the Supportive Living Program is to provide the needed clinical services and supports to make this possible. In FY 2002, 98 percent of all consumers served in this program were able to stay in their own housing arrangement for the entire year continuing into the next fiscal year. Consumers served in this program will continue to receive the needed clinical and other supports from the professional staff.

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Provision of quality services is dependent on feedback from the consumers who receive the services. The Adult and Family Program has utilized a State mandated consumer satisfaction instrument, in addition to focus groups, to solicit information from consumers about their experience with the services provided. From the responses received, 88 percent of the consumers who completed the surveys expressed overall satisfaction with the services that they received. Based on feedback received, staff will use the information as part of the CSB's continuous quality improvement efforts. For FY 2003 and FY 2004, the goal is to achieve at least an 85 percent satisfaction rate.

For those programs that are not meeting their performance goals, reviews will be conducted to determine what changes or modifications may be necessary to bring the indicators in line with performance goals for the agency.

Funding Adjustments

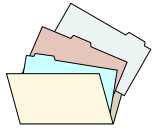
The following funding adjustments from the FY 2003 Revised Budget Plan are necessary to support the FY 2004 program:

- ◆ A net increase of \$494,785 in Personnel Services is included which is primarily attributable to an increase of \$1,576,802 associated with salary adjustments necessary to support the County's compensation program and an increase of \$13,149 in new grant funding. This amount is partially offset by a decrease of \$523,216 for a one-time Federal Emergency Management Agency (FEMA) Project Resilience grant included as part of the FY 2003 funding level, a decrease of \$130,665 in adult day support services associated with abolishing 1/1.5 SYE positions (1/1.0 Mental Health Therapist and 0/0.5 SYE Psychiatrist) due to a loss of State DMHMRSAS revenues, and a decrease of \$441,285 associated with abolishing 5/5.0 SYE positions across several Mental Health programs due to County budget reductions.
- ◆ A decrease of \$1,645,275 in Operating Expenses reflects a decrease of \$14,332 in encumbered and unencumbered carryover included in the FY 2003 funding level, a decrease of \$1,410,550 in one-time expenditures associated with the FEMA grant noted above, a decrease of \$216,639 in medical services and drugs and medicine due to County budget reductions, and a decrease of \$3,754 in DVS charges.
- ◆ A net decrease of \$311,756 in Recovered Costs reflects a decrease of \$369,443 due to the elimination of 4/4.0 SYE of 13/13.0 SYE positions charged to the Office of the Sheriff for mental health-related services provided in detention facilities, partially offset by an increase of \$57,687 due to necessary Personnel Services adjustments for the remaining 9/9.0 SYE positions charged to the Office of the Sheriff.

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*, an increase of \$1,923,598 reflects the carryover of unencumbered funds to continue the workload associated with existing grant awards, revisions to existing grant awards, and new grant program year awards. Of this total, \$1,232,241 reflects the automated carryover of unexpended grant balances and \$652,029 reflects adjustments to the FEMA grant noted above.
- ◆ As part of the *FY 2002 Carryover Review*, 1/1.0 SYE position was redirected from Fund 117, Alcohol Action Safety Program, to Mental Health Services to provide clinical support in the Comprehensive Support Services program.

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Program Management and Supervision

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	68/ 67	69/ 68	69/ 68	70/ 69
Total Expenditures	\$4,783,209	\$5,592,087	\$5,606,335	\$5,600,435

Goal

To provide management, programming, financial monitoring, training, and general support services to ensure that treatment interventions are delivered in an efficient and effective manner throughout Mental Health Services.

Performance Measures

Objectives

- ◆ To provide management support services to Mental Health (MH) Services so that 70 percent of service quality and outcome indicators are achieved.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Percent of mental health performance indicators (service quality and outcome) achieved (1)	60%	62%	80% / 57%	70%	70%

(1) Reflects service quality and outcome indicators achieved across Mental Health directly-operated and contracted programs.

FUND 106-30 CSB MENTAL HEALTH SERVICES



Inpatient Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	1/ 1	1/ 1	1/ 1	1/ 1
Total Expenditures	\$49,638	\$67,041	\$67,041	\$70,754

Goal

To facilitate admissions, inpatient consultation, treatment and discharge planning activities related to all CSB clients admitted to the Inova Mount Vernon Hospital and who are referred to the full time on-site CSB hospital liaison. This includes all CSB clients admitted and/or readmitted to the two contract beds the CSB purchases from Inova for CSB clients who are medically indigent, as well as all other CSB clients admitted and/or readmitted to the Inova Mount Vernon Hospital.

Performance Measures

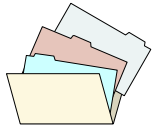
Objectives

- ◆ To provide appropriate linkages with Mental Health, Mental Retardation and/or Alcohol and Drug Services to at least 90 percent of clients admitted to the Inova-Mount Vernon Hospital who are referred to the full time on-site CSB hospital liaison.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Persons served	193	272	300 / 250	250	250
Efficiency:					
Annual cost per client (1)	\$487	\$300	\$213 / \$255	\$268	\$283
Outcome:					
Percent of clients referred to the CSB hospital liaison that are linked with appropriate Mental Health, Mental Retardation and/or Alcohol and Drug Services	NA	94%	90% / 96%	90%	90%

(1) Beginning in FY 2001, indicator reflects net cost to the County.

FUND 106-30 CSB MENTAL HEALTH SERVICES



Emergency Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	41/ 41	41/ 41	41/ 41	37/ 37
Total Expenditures	\$3,356,084	\$3,186,511	\$3,186,511	\$3,337,272

Goal

To provide 24 hours-per-day comprehensive psychiatric emergency services which include performing all pre-admission screenings and mobile crisis unit services in order to assist individuals in a crisis situation.

Performance Measures

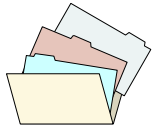
Objectives

- ◆ To provide stabilization services outside of the hospital to 90 percent of clients seen in General Emergency Services.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Cost Center: Emergency - Service hours provided	60,147	62,726	62,726 / 62,384	61,750	61,750
Cost Center: Emergency - Persons seen	6,686	7,096	7,096 / 6,106	6,600	6,600
Activity: General Emergency - Service hours provided	35,237	35,910	35,910 / 33,417	34,850	34,850
Activity: General Emergency - Persons seen	6,207	5,080	5,644 / 5,053	5,300	5,300
Efficiency:					
Activity: General Emergency - Annual cost per client (1)	\$375	\$0	\$0 / \$0	\$0	\$0
Outcome:					
Activity: General Emergency - Percent of clients who receive stabilization services outside of the hospital	96%	97%	90% / 96%	90%	90%

(1) Beginning in FY 2001, indicator reflects net cost to the County. As this program is 100 percent funded by non-County funding sources, the net cost to the County is \$0.

FUND 106-30 CSB MENTAL HEALTH SERVICES



Day Support Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	21/ 21	21/ 21	21/ 21	20/ 19.5
Total Expenditures	\$1,560,469	\$1,732,933	\$1,732,933	\$1,691,796

Goal

To provide intensive, highly-structured, stabilization, evaluation, and treatment settings for adults with serious mental illness, adolescents with serious emotional disturbance, and dually diagnosed (mental health/substance abuse) clients in order to increase their functional capacity and decrease the need for lengthy hospital stays or institutionalization.

Performance Measures

Objectives

- ◆ To improve individual Global Assessment of Functioning (GAF) scores by at least 10 points for 70 percent of adults served.
- ◆ To improve functional level, as measured by the Child and Adolescent Functional Assessment Scale (CAFAS), by 20 or more points for 50 percent of adolescents served.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Cost Center: Day Support - Clients served	266	300	283 / 263	270	270
Cost Center: Day Support - Service hours provided	44,306	55,531	49,919 / 59,118	53,000	53,000
Activity: Adult Day Treatment - Clients served	227	232	232 / 196	215	215
Activity: Adult Day Treatment - Service hours provided	33,237	37,236	37,236 / 34,042	34,800	34,800
Activity: Adolescent Day Treatment - Clients served	39	38	38 / 37	38	38
Activity: Adolescent Day Treatment - Service hours provided	11,609	13,411	13,411 / 15,949	13,600	13,600
Efficiency:					
Activity: Adult Day Treatment - Annual cost per client (1)	\$3,988	\$2,703	\$2,942 / \$3,476	\$3,378	\$3,993
Activity: Adolescent Day Treatment - Annual cost per client (1)	\$12,753	\$2,819	\$5,153 / \$2,523	\$5,784	\$6,922

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Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Service Quality:					
Activity: Adolescent Day Treatment - Percent of clients and family members satisfied with services	92%	90%	90% / 70%	90%	90%
Outcome:					
Activity: Adult Day Treatment - Percent of clients demonstrating improvement of 10 points or more in GAF score	67%	72%	80% / 68%	70%	70%
Activity: Adolescent Day Treatment - Percent of clients demonstrating improvement of 20 or more points in level of functioning as measured by CAFAS	31%	67%	65% / 48%	50%	50%

(1) Beginning in FY 2001, indicator reflects net cost to the County.



Residential Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	132/ 131.5	130/ 129.5	130/ 129.5	124/ 123.5
Grant	14/ 13	14/ 13	14/ 13	14/ 13
Total Expenditures	\$10,460,281	\$9,842,782	\$9,866,404	\$10,318,763

Goal

To provide residential treatment and supported residential services to adults with mental illness and youth with serious emotional disturbance in order to assist these adults and children with residing in the community through treatment, support, and case management.

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CSB MENTAL HEALTH SERVICES

Performance Measures

Objectives

- ◆ To enable 78 percent of clients served to move to a more independent level of residential setting within one year.
- ◆ To enable 85 percent of clients served to maintain stable housing for one year or more.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Cost Center: Residential - Clients served	1,155	1,795	1,795 / 3,956	3,900	3,900
Activity: Supervised Apartments - Clients served	188	149	169 / 236	230	230
Activity: Supervised Apartments - Service days provided	34,074	31,611	32,843 / 57,590	58,000	58,000
Activity: Supportive Living - Clients served	280	246	246 / 265	260	260
Activity: Supportive Living - Service hours provided	2,163	14,307	14,307 / 16,069	16,000	16,000
Efficiency:					
Activity: Supervised Apartments - Annual cost per client (1)	\$6,912	\$4,741	\$4,600 / \$3,582	\$3,590	\$3,443
Activity: Supportive Living - Annual cost per client (1)	\$2,595	\$1,296	\$731 / \$718	\$692	\$747
Service Quality:					
Activity: Supervised Apartments - Length of wait for admission (months)	3	3	6 / 6	6	6
Activity: Supportive Living - Length of wait for admission (months)	4	4	4 / 12	4	4
Outcome:					
Activity: Supervised Apartments - Percent of clients able to move to a more independent level of residential setting upon discharge	72%	78%	80% / 78%	78%	78%
Activity: Supportive Living - Percent of clients maintaining stable housing for one year or more	78%	80%	75% / 98%	85%	85%

(1) Beginning in FY 2001, indicator reflects net cost to the County.

FUND 106-30 CSB MENTAL HEALTH SERVICES



Outpatient and Case Management Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	153/ 146.85	153/ 146.85	154/ 147.85	159/ 152.85
Grant	1/ 1	1/ 1	1/ 1	1/ 1
Total Expenditures	\$13,090,027	\$12,806,010	\$13,125,326	\$13,328,644

Goal

To provide an array of treatment services based upon clinical need in order to improve the functional capacity of adults with serious mental illness and adolescents with serious emotional disturbance. Outpatient Services include short-term focused treatment, such as individual, couples, family, group, and play therapy. Medication management is provided in all programs. Case Management, outreach, family education, and support are also provided.

Performance Measures

Objectives

- ◆ To enable 75 percent of clients served to reach 75 percent of their treatment goals at discharge.

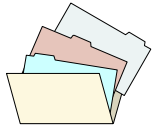
Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Cost Center: Outpatient and Case Management - Clients served	8,736	5,282	5,292 / 5,071	5,100	5,100
Cost Center: Outpatient and Case Management - Service hours provided	118,986	179,835	179,835 / 162,091	179,835	179,835
Activity: Adult and Family - Clients served	2,433	2,202	2,202 / 1,929	2,100	2,100
Activity: Adult and Family - Service hours provided (1)	31,879	53,358	53,358 / 31,988	53,358	53,358
Efficiency:					
Activity: Adult and Family - Annual cost per client (2)	\$1,354	\$799	\$823 / \$1,085	\$913	\$990
Service Quality:					
Activity: Adult and Family - Percent of satisfied clients	93%	87%	90% / 88%	85%	85%
Outcome:					
Activity: Adult and Family - Percent of clients who meet 75 percent of treatment goals at discharge (3)	39%	77%	80% / 80%	75%	75%

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(1) In FY 2002, service hours provided were relatively low due to difficulties with staff documentation of clinical time. Work continues on ensuring complete documentation of clinical service time and it is expected that all of the data will be captured and entered for FY 2003.

(2) Beginning in FY 2001, indicator reflects net cost to the County.

(3) Beginning in FY 2001, CSB began utilizing a new methodology to calculate whether treatment goals have been met. This results in a higher percentage of clients meeting the discharge goal.



Prevention/Early Intervention Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	8/ 7	8/ 7	8/ 7	7/ 6
Grant	5/ 2.5	5/ 2.5	5/ 2.5	5/ 2.5
Total Expenditures	\$1,726,844	\$675,138	\$2,241,550	\$608,245

Goal

To offer prevention and early intervention services for at-risk populations, as well as educate families, community agencies, the public, and other providers about the needs of individuals with mental illness.

Performance Measures

Objectives

- ◆ To enable 70 percent of participants in the Men's Program to successfully complete the program.
- ◆ To enable 98 percent of individuals completing the Men's Program (ADAPT) to avoid being returned to the program by the Courts.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Persons served in Men's Program	357	297	297 / 304	300	300
Service hours provided	4,195	3,115	3,115 / 3,130	3,115	3,115
Efficiency:					
Annual cost per client (1)	\$396	\$273	\$296 / \$267	\$216	\$303
Outcome:					
Percent of clients not returned to Men's Program by the Courts	100%	99%	98% / 100%	98%	98%
Percent of Men's Program participants who complete program	73%	74%	74% / 68%	70%	70%

(1) Beginning in FY 2001, indicator reflects net cost to the County.

FUND 106-30
CSB MENTAL HEALTH SERVICES



Program of Assertive Community Treatment (PACT)

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Grant	12/ 11.8	12/ 11.8	12/ 11.8	12/ 11.8
Total Expenditures	\$888,671	\$734,958	\$734,958	\$766,415

Goal

To provide assertive, out of the office, treatment, rehabilitation and support services to adults with severe and persistent mental illness. Persons served by PACT Teams have symptoms and impairments not effectively treated by the usual and customary outpatient services and, who, for reasons related to their mental illness, resist or avoid involvement with office based mental health services. The majority of persons served by PACT are therefore at risk of hospitalization, homelessness, or incarceration. PACT Team staffing standards are a maximum of 10:1 consumer to staff ratios, and the PACT Team is available 24-hours-per-day, 365-days-per-year and works with the consumer, no matter whether the consumer deteriorates or grows. The PACT Team provides psychiatric treatment with supervised medication management, crisis intervention, care management, dual diagnosis (alcohol or other drug) services, vocational support, side-by-side life skills training, and family education to persons with severe and persistent mental illnesses at their homes, work sites, and other environments of need.

FUND 106-30 CSB MENTAL HEALTH SERVICES

Performance Measures

Objectives

- ◆ To improve community tenure by increasing the number of days PACT consumers reside in the community. Specifically, after one year of participation in the PACT program, to enable 85 percent of PACT participants to reside in the community at least 300 days during the following 12 months without incidents of hospitalization, incarceration, or homelessness.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Clients served	37	89	89 / 85	89	89
Service hours provided	13,261	15,621	15,621 / 15,909	15,621	15,621
Efficiency:					
Annual cost per client (1)	\$18,773	\$0	\$0 / \$449	\$0	\$0
Service Quality:					
Percent of clients satisfied with services	90%	90%	90% / 100%	90%	90%
Outcome:					
Percent of clients who reside in the community at least 300 days in the 12 months after one year of participation in the PACT program (2)	NA	NA	90% / 84%	85%	85%

(1) Beginning in FY 2001, indicator reflects net cost to the County.

(2) The first consumers were admitted and enrolled in PACT during FY 2000. This outcome measure takes effect one year after a consumer participates in the PACT program. Therefore, data prior to FY 2002 is not available.

FUND 106-34

CSB MENTAL HEALTH CONTRACT SERVICES

Agency Mission

To provide for the management and supervision of mental health contracted services of the Fairfax-Falls Church Community Services Board (CSB), which include inpatient, emergency, day support, residential, and outpatient/case management programs, serving the mental health needs of residents of Fairfax County and the Cities of Fairfax and Falls Church. These services improve the lives of persons with mental illness by providing crisis stabilization, behavior change, community maintenance, and relapse prevention services as part of an integrated system of care.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
Personnel Services	\$0	\$0	\$0	\$0
Operating Expenses	8,384,019	10,559,033	11,239,126	10,294,478
Capital Equipment	0	0	0	0
Total Expenditures	\$8,384,019	\$10,559,033	\$11,239,126	\$10,294,478
Revenue:				
Fairfax County	\$4,975,623	\$7,395,442	\$7,413,898	\$6,950,199
Fairfax City	71,856	71,856	71,856	71,856
Falls Church City	36,095	36,095	36,095	36,095
State MHMRSAS	2,078,253	2,055,843	2,037,387	1,912,387
Federal Block Grant	89,000	89,000	89,000	0
Medical Option	1,066,963	886,750	886,750	1,076,138
Program/Client Fees	19,689	2,460	2,460	2,460
Miscellaneous	46,540	21,587	21,587	21,587
Fund Balance	0	0	680,093	223,756
Total Revenue	\$8,384,019	\$10,559,033	\$11,239,126	\$10,294,478

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Inpatient Services	\$253,835	\$256,317	\$257,032	\$177,927
Emergency Services	130,173	151,277	151,277	129,493
Day Support Services	2,992,099	3,377,235	3,766,015	3,371,570
Residential Services	4,965,980	6,070,175	6,360,773	5,994,915
Outpatient and Case Management Services	41,932	704,029	704,029	620,573
Total Expenditures	\$8,384,019	\$10,559,033	\$11,239,126	\$10,294,478

FUND 106-34

CSB MENTAL HEALTH CONTRACT SERVICES

Purpose

To serve the mental health needs of individuals and families by providing supervision, oversight, and management of contracted services, and by ensuring that contracted programs and services are provided as part of a single system of integrated care. Services include:

- ◆ Day Support Services including Psychosocial Rehabilitation, Sheltered Employment, Supported Employment, and Transitional Employment.
- ◆ Residential Services including an Adult Care Residence, Group Homes, Supervised and Supported Living Arrangements, and Domiciliary Care.
- ◆ An emergency shelter for at-risk adolescents.
- ◆ Emergency psychological consultations.
- ◆ Respite for children and adolescents.
- ◆ Inpatient psychiatric services.

Key Accomplishments

- ◆ Moved a second psychosocial program to an American with Disabilities Act (ADA) compliant facility which also allowed an increased number of clients to be served.
- ◆ Created new contracts for individuals with serious emotional disturbances who need out-of-home placement.
- ◆ Added a walk-in overnight psychiatric service component to the Inova Health Systems contract at Inova-Mount Vernon Hospital that provides inpatient services to consumers that are medically indigent and acutely mentally ill, dually diagnosed as mentally ill and substance abusing, or mentally ill/mentally retarded.
- ◆ Expanded the women's shelter which serves victims of domestic violence by 12 beds, for a total of 29 beds. This expansion began at the end of FY 2002 and will be completed in FY 2003.
- ◆ Expanded services available to children and families through the Continuing Care program, Focused Care Program, and Infant/Early Childhood/LINCS program. Services began at the end of FY 2002 and became fully operational early in FY 2003.
- ◆ Maintained a collaborative relationship with George Washington Medical School to have students in Psychiatric Medicine intern at the Woodburn Facility.

FUND 106-34

CSB MENTAL HEALTH CONTRACT SERVICES

FY 2004 Initiatives

- ◆ Establish a crisis care facility to serve children and adolescents with serious mental illness who cannot safely return home and would otherwise be hospitalized. It is estimated that 70 to 80 percent of all children and adolescents who are prescreened for hospitalization in mental health emergency services could be diverted from a hospital by staying in a crisis care facility. Approximately 300 youth will be diverted from less appropriate placements when this facility is fully operational.
- ◆ As part of the Residential Services Program, provide twelve new Shelter Plus Care beds to benefit homeless consumers with serious mental illness. These Shelter Plus Care beds will be funded through the Continuum of Care grant. There are currently 57 beds available through this program. With the addition of 12 beds, there will be a total of 69 beds available in this program in FY 2004.
- ◆ Relocate the Psychosocial Rehabilitation Services program from the Engleside facility to an ADA compliant facility in the Sacramento Center which will also allow for an increased number of clients to be served.

It should be noted that State budget reductions were announced in October 2002 and State DMHMRSAS funding to CSB was reduced by 10 percent. Mental Health Contracts anticipates a loss of \$442,093 in State DMHMRSAS revenues in FY 2003 and FY 2004 which are primarily offset by the following expenditure reductions: \$85,505 in acute inpatient psychiatric treatment for indigent persons; \$112,607 in supported living contracts; \$89,997 in psychosocial rehabilitation services; and \$128,000 in intensive in-home support and respite services.

FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, in addition to the State reductions noted above, reductions totaling \$46,218 are proposed by the County Executive for this agency. These reductions include:

- ◆ Reduction of \$46,218 in contracted regional mental health youth transitional residential services for 45 non-Fairfax County at-risk youth.

Performance Measurement Results

Helping individuals with serious mental illness obtain and maintain employment is an important goal for Mental Health Contract Services. With assistance from one of CSB's main contractors, Psychosocial Rehabilitation Services, 27 percent of psychosocial rehabilitation clients transitioned to supported or competitive employment in FY 2002. It should be noted that Psychosocial Rehabilitation Services provided 202,067 hours of service, surpassing the estimate by over 4,000 hours of service.

Another important goal is to ensure stable living situations for mental health contract clients. In Residential Services, 91 percent of all clients served by contracted residential services have remained in their residential placement for one year or more, which indicates that this service helps ensure stability for these individuals. In addition, in FY 2002, 100 percent of clients receiving Outpatient and Case Management Services were able to remain in their home through the support of contracted services, surpassing the agency estimate of 90 percent.

FUND 106-34

CSB MENTAL HEALTH CONTRACT SERVICES

Funding Adjustments

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

- ◆ A decrease of \$456,337 in Operating Expenses reflects a decrease of \$680,093 in Operating Expenses not required in FY 2003 as a result of the FY 2002 carryover of one-time funding partially offset by an increase of \$223,756 to fund a contractual increase for Mental Health Contract Services providers.

- ◆ A decrease of \$488,311 reflects a decrease of \$46,218 due to County budget reductions and a decrease of \$442,093 in State DMHMRSAS funding which is primarily attributable to the following expenditure reductions: \$85,505 in acute inpatient psychiatric treatment for indigent persons; \$112,607 in supported living contracts; \$89,997 in psychosocial rehabilitation services; and \$128,000 in intensive in-home support and respite services.

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, an increase of \$680,093 was included for encumbered and unencumbered carryover. Of this amount, \$677,713 in unencumbered carryover was included, primarily to support completion of existing treatment plans for those youth served by Fairfax House at its closure in June 2002 and to renovate the Sacramento Center to meet ADA requirements associated with relocating the psychosocial rehabilitation program from the Engleside facility.

FUND 106-34 CSB MENTAL HEALTH CONTRACT SERVICES



Inpatient Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Total Expenditures	\$253,835	\$256,317	\$257,032	\$177,927

Goal

To provide access to acute inpatient psychiatric care at the Inova Mount Vernon Hospital for CSB clients who are medically indigent. The CSB contracts with the Inova Health System to provide 2 acute inpatient psychiatric beds 24-hour-per-day, seven-days-per-week and overnight emergency coverage.

Performance Measures

Objectives

- ◆ To utilize at least 80 percent of available bed days for acute inpatient psychiatric care through the CSB contract with the Inova Health System.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Bed days provided	847	760	657 / 784	584	292
Efficiency:					
Cost per bed day (1)	NA	\$316	\$381 / \$324	\$440	\$609
Outcome:					
Utilization of available bed days	NA	69%	90% / 86%	80%	80%

(1) Beginning in FY 2001, indicator reflects net cost to the County.

FUND 106-34 CSB MENTAL HEALTH CONTRACT SERVICES



Emergency Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Total Expenditures	\$130,173	\$151,277	\$151,277	\$129,493

Goal

To provide, through a contractual agreement, emergency psychological consultation and assessment services on behalf of the Special Justices of the Fairfax County General District Court, who preside at the involuntary commitment hearings for children, youth, and adults whose behaviors are potentially dangerous to themselves or others or who are unable to care for themselves.

Performance Measures

Objectives

- ◆ To conduct 98 percent of evaluations within 24 hours after initial contact.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Service hours provided	991	1,294	1,294 / 1,295	1,294	1,294
Persons seen	366	467	467 / 464	460	460
Efficiency:					
Annual cost per client (1)	\$128	\$176	\$261 / \$180	\$273	\$225
Outcome:					
Percent of evaluations done within 24 hours of contact	98%	98%	98% / 98%	98%	98%

(1) Beginning in FY 2001, indicator reflects net cost to the County.

FUND 106-34 CSB MENTAL HEALTH CONTRACT SERVICES



Day Support Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Total Expenditures	\$2,992,099	\$3,377,235	\$3,766,015	\$3,371,570

Goal

To provide, through a contractual agreement, psychosocial rehabilitation, sheltered employment, supported employment, and transitional employment services in order to improve the functional capacity of adults with serious mental illness.

Performance Measures

Objectives

- ◆ To enable 30 percent of psychosocial rehabilitation clients served to transition to supported or competitive employment.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Clients served (1)	488	559	559 / 527	525	525
Service hours provided (1)	197,211	197,839	197,839 / 202,067	197,839	197,839
Efficiency:					
Annual cost per client (2)	\$3,836	\$3,553	\$3,895 / \$3,609	\$5,110	\$4,549
Service Quality:					
Length of wait for admission: Priority	1 - 2 weeks	1 - 2 weeks	1 - 2 weeks / 1-2 weeks	1 - 2 weeks	1-2 weeks
Length of wait for admission: Others	6 - 24 months	6 - 24 months	6 - 24 months / 6-24 months	6 - 24 months	6-24 months
Outcome:					
Percent of clients who transition to supported or competitive employment	32%	28%	30% / 27%	30%	30%

(1) The FY 2002 and FY 2003 estimates for "Clients served" and "Service hours provided" reflect the minimum number of clients and service hours for which vendor is contracted.

(2) Beginning in FY 2001, indicator reflects net cost to the County.

FUND 106-34 CSB MENTAL HEALTH CONTRACT SERVICES



Residential Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Total Expenditures	\$4,965,980	\$6,070,175	\$6,360,773	\$5,994,915

Goal

To provide supported residential services such as domiciliary care, group homes, supervised apartments, supported living arrangements, and emergency shelter in order to reduce homelessness among persons with serious mental illness.

Performance Measures

Objectives

- ◆ To enable 90 percent of all clients served to maintain housing for one year or more.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Cost Center: Residential Contract - Clients served	475	429	428 / 300	429	429
Cost Center: Residential Contract - Service days provided	53,157	48,046	41,794 / 48,135	42,159	42,159
Activity: Supported Living Arrangements - Clients served	162	157	156 / 149	157	157
Activity: Supported Living Arrangements - Service hours provided	6,756	8,738	6,630 / 9,871	6,995	6,995
Efficiency:					
Activity: Supported Living Arrangements - Annual cost per client (1)	\$2,408	\$2,946	\$3,367 / \$3,222	\$3,474	\$2,113
Service Quality:					
Activity: Supported Living Arrangements - Average length of time individual waits before receiving residential services (months)	24	24	24 / 12	24	24
Outcome:					
Activity: Supported Living Arrangements - Percent of clients who are able to maintain stable housing for one year or more	96%	93%	90% / 91%	90%	90%

(1) Beginning in FY 2001, indicator reflects net cost to the County.

FUND 106-34 CSB MENTAL HEALTH CONTRACT SERVICES



Outpatient and Case Management Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Total Expenditures	\$41,932	\$704,029	\$704,029	\$620,573

Goal

To provide treatment services, on a contractual basis, for children who are at risk of being placed outside the home or are returning home from an out-of-home placement in order to allow the children to remain in a familiar environment.

Performance Measures

Objectives

- ◆ To enable 90 percent of all children served in the In-Home Treatment Program to remain in-home during treatment.
- ◆ To enable 80 percent of all clients served in the Outpatient Treatment Program to meet 75 percent of treatment goals at time of discharge.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Activity: In-Home Treatment Program - Clients served (1)	13	10	10 / 5	10	NA
Activity: In-Home Treatment Program - Service hours provided (1)	1,505	1,665	1,665 / 813	1,665	NA
Activity: Outpatient Treatment Program - Clients served	NA	NA	NA / NA	NA	341
Activity: Outpatient Treatment Program - Service hours provided	NA	NA	NA / NA	NA	15,840

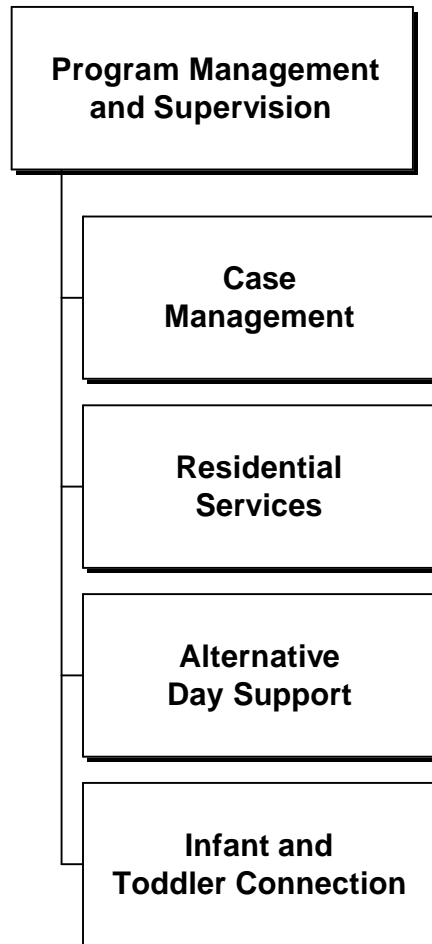
FUND 106-34 CSB MENTAL HEALTH CONTRACT SERVICES

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Efficiency:					
Activity: In-Home Treatment Program - Annual cost per client (2)	\$606	\$0	\$1,188 / \$0	\$1,444	NA
Activity: Outpatient Treatment Program - Annual cost per client	NA	NA	NA / NA	NA	\$1,820
Outcome:					
Percent of children who remain in-home during treatment	94%	92%	90% / 100%	90%	NA
Percent of clients who meet 75 percent of treatment goals at discharge	NA	NA	NA / NA	NA	80%

(1) "Clients served" and "Service hours provided" refer to clients served in the in-home services program. In FY 2003, this service was terminated due to State budget reductions.

(2) Beginning in FY 2001, indicator reflects net cost to the County. As this program was 100 percent funded by non-County funding sources in FY 2001 and FY 2002, the net cost to the County was \$0. It should be noted that the FY 2002 budget included \$425,000 designated to purchase residential treatment services for seriously emotionally disturbed, CSA-qualified children and youth. This amount has not been included in the FY 2002 efficiency indicator calculations.

MENTAL RETARDATION SERVICES



FUND 106-40

CSB MENTAL RETARDATION SERVICES

Agency Position Summary

151	Regular Positions	/	150.5	Regular Staff Years
<u>14</u>	Grant Positions	/	<u>13.5</u>	Grant Staff Years
165	Total Positions	/	164.0	Total Staff Years

Position Detail Information

PROGRAM MANAGEMENT/SUPERVISION

1	Director of MR Programs
2	MR Specialists V
1	MR Specialist IV
1	MR Specialist III
2	MR Specialists II
1	MH Therapist IV
1	Volunteer Services Coordinator II
1	Administrative Assistant III
3	Administrative Assistants II
1	Administrative Assistant I
14	Positions
14.0	Staff Years

CASE MANAGEMENT SERVICES

1	MR Specialist V
5	MR Specialists III
22	MR Specialists II
11	MR Specialists I
1	Management Analyst I
40	Positions
40.0	Staff Years

(Grant Positions)

3	MR Specialists I
3	Positions
3.0	Staff Years

RESIDENTIAL SERVICES

Group Homes

1	MR Specialist IV
3	MR Specialists III
11	MR Specialists II
<u>51</u>	MR Specialists I
66	Positions
66.0	Staff Years

Supervised Apartments

1	MR Specialist II
3	MR Specialists I
4	Positions
4.0	Staff Years

Sponsored Placements

1	MR Specialist II, PT
1	Position
0.5	Staff Year

ALTERNATIVE DAY SUPPORT

1	Manpower Specialist IV
5	Manpower Specialists II
6	Positions
6.0	Staff Years

EARLY INTERVENTION SERVICES

Infant and Toddler Connection **(Grant Positions)**

8	MR Specialists II, 1 PT
1	Physical Therapist II
9	Positions
8.5	Staff Years

Daytime Development Center

1	MR Specialist III
1	MR Specialist II
2	Physical Therapists II
2	Occupational Therapists II
4	Speech Pathologists II
1	Medical Social Worker
1	Administrative Assistant II
12	Positions
12.0	Staff Years

Early Intervention Office

1	MR Specialist V
2	MR Specialists III
3	MR Specialists II
1	MR Specialist I
1	Management Analyst I
8	Positions
8.0	Staff Years

(Grant Positions)

1	MR Specialist II
1	Administrative Assistant III
2	Positions
2.0	Staff Years

PT Denotes Part-Time Positions

FUND 106-40

CSB MENTAL RETARDATION SERVICES

Agency Mission

To empower and support persons with mental retardation to achieve a self-determined and valued lifestyle.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	151/ 150.5	151/ 150.5	151/ 150.5	151/ 150.5
Grant	6/ 5.5	6/ 5.5	11/ 10.5	14/ 13.5
Expenditures:				
Personnel Services	\$9,494,120	\$9,936,299	\$10,107,264	\$10,782,889
Operating Expenses	2,462,794	2,135,041	2,293,378	2,314,694
Capital Equipment	0	0	0	0
Total Expenditures	\$11,956,914	\$12,071,340	\$12,400,642	\$13,097,583
Revenue:				
Fairfax County	\$7,339,996	\$7,706,602	\$7,440,577	\$7,954,083
Fairfax City	146,960	146,960	146,960	146,960
Falls Church City	73,820	73,820	73,820	73,820
State MHMRSAS	422,791	422,791	121,656	3,125
State Other	0	0	119,507	119,507
Federal Block Grant	48,754	45,000	45,000	45,000
Federal Other	955,574	651,096	814,091	855,641
Medical Waiver	1,355,676	1,448,576	1,448,576	1,448,576
Medical Option	1,037,198	1,227,368	1,841,328	1,856,928
Program/Client Fees	576,145	349,127	349,127	593,943
Total Revenue	\$11,956,914	\$12,071,340	\$12,400,642	\$13,097,583

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Program Management and Supervision	\$1,043,986	\$1,118,389	\$1,118,389	\$1,141,011
Case Management	2,260,043	2,456,455	2,456,455	2,653,873
Residential	5,784,221	5,963,640	5,963,640	6,202,865
Alternative Day Support	367,834	364,421	364,421	410,963
Infant and Toddler Connection	2,500,830	2,168,435	2,497,737	2,688,871
Total Expenditures	\$11,956,914	\$12,071,340	\$12,400,642	\$13,097,583

Purpose

Mental Retardation Services provides direct services to individuals with mental retardation and/or autism as well as oversight of services provided by private vendors under contract through the Mental Retardation Contracts budget or funded through Medicaid Waiver. Direct service delivery includes case management, residential, and job placement services as well as early intervention services now known as Infant and Toddler Connection services. In addition, this agency provides management support to all Mental Retardation programs (both directly operated and contracted through private vendors), technical support to all programs, and training for both Mental Retardation staff and staff of private vendors.

FUND 106-40

CSB MENTAL RETARDATION SERVICES

Services provided in the following Mental Retardation Services Cost Centers include:

- *Program Management and Supervision* - providing training, support services, and contract management.
- *Case Management Services* - a clinical unit providing case management services as well as emergency services to individuals in immediate need of assistance.
- *Residential Services* - providing a variety of residential services including group home services, supervised apartments, sponsored placements, and family support.
- *Alternative Day Support* - a program dedicated to finding job placements for individuals and to providing other services to support job retention.
- *Infant and Toddler Connection* - providing services to infants and toddlers with disabilities and their families.

Key Accomplishments

- ◆ Provided case management services to 1,593 individuals with mental retardation, with 584 funded by Medicaid.
- ◆ Continued to provide grief-counseling sessions for individuals receiving services, including grief counseling following September 11, 2001.
- ◆ Assisted 21 people in emergency situations to obtain funding through Medicaid Waiver.
- ◆ Redesigned early intervention services, now known as Infant and Toddler Connection of Fairfax-Falls Church, which will continue to promote best practices and maximize efficiencies. The program hosted a physician's outreach training at INOVA Hospital; hosted a Parenting mini-conference for families and staff; offered Parent Support groups; and started a parent list-serve. The program also implemented the initial phase of a new statewide web-based data system. The Assistive Technology workgroup increased resources for assistive technology and enhanced the process so that families could obtain assistive technology in a timely manner, therefore maximizing community resources. In addition, the program implemented a new statewide fee system which required meeting individually with every family to explain and determine their new fee. There continues to be a high degree of family satisfaction with services.
- ◆ Renovated three directly-operated residential group homes to provide full accessibility for the individuals who live there.
- ◆ Provided education to police officers during roll calls concerning the population that Mental Retardation Services serves, including education on implementing restraints.
- ◆ Supported 206 individuals and their families through the Family Support Program. The program is easy to use, sensitive to cultural preferences, and responsive to the needs of care-giving families. A committee made up of family members recommends policy changes and decides on special need funding requests. Funding was used to provide nursing services, personal assistance, needed supplies and equipment, and assistive technology.

FUND 106-40

CSB MENTAL RETARDATION SERVICES

- ◆ Served 133 individuals through the Cooperative Employment Program (CEP), which is jointly operated by the CSB and the Virginia Department of Rehabilitative Services. The program established 38 new competitive employment placements and at year-end, was supporting 100 individuals in employment. These individuals earned an average hourly wage of \$8.60, working an average of 33.7 hours per week. During the entire year, the participants collectively earned wages totaling \$1,527,566. Additionally, over the past year the program filled a long vacant position and is now fully staffed. In addition, CEP staff supported the County's "Older Adult Employment Expo" by volunteering at the County event, acting as greeters, career counselors, and resume experts.

FY 2004 Initiatives

- ◆ Place additional emphasis on the case management component of services for the special education graduates of the Fairfax County Public Schools. Without the continuity provided by effective case management services, students may experience regression that could later require more intensive services and have a negative impact on families.
- ◆ Continue to review Medicaid program requirements and changes in regulations. Case management will be completing required documentation to add eligible individuals to the Medicaid Waiver waiting list. Slot assignments and re-assignments will be managed by case management staff to determine priority for available slots. There are 414 persons who currently receive Medicaid Waiver services. As of June 30, 2002, there were 294 individuals on the waiting list who were Medicaid Waiver eligible and of these, 127 were in urgent need. There were an additional 281 individuals on the waiting list not eligible for Medicaid Waiver and of these, 143 identified an immediate need for services while 70 reported living in unstable arrangements. In addition, 21 persons have been identified by State training centers as ready for discharge through Medicaid Waiver. There are 166 persons in State facilities that require case managers to be actively involved in their discharge planning. Case Managers attend annual meetings, complete discharge plans, review and manage case records, and move persons from State training centers into community homes as appropriate placements become available.
- ◆ Develop a work plan to train individuals receiving services and their families in service monitoring activities as part of the quality improvement plan.

It should be noted that State budget reductions were announced in October 2002 and State DMHMRSAS funding to CSB was reduced by 10 percent. Mental Retardation Services anticipates a loss of \$19,931 in State DMHMRSAS revenues in FY 2003 and FY 2004 which is completely offset by an expenditure reduction of \$19,931 in family support services.

FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, in addition to the State reductions noted above, an increase of \$155,466 in program and client fees is proposed by the County Executive for this agency. This includes:

- ◆ Increase of \$155,466 in program and client fees due to enhanced revenue collection efforts for residential group home services for individuals with mental retardation.

FUND 106-40

CSB MENTAL RETARDATION SERVICES

Performance Measurement Results

The Performance Measures that have been developed by Mental Retardation Services provide a tool that can be used to assess the effectiveness of the broad range of services that are provided to the citizens of Fairfax County. These indicators are used to evaluate the operations of programs across all Cost Centers. For FY 2002, six out of eight indicators exceeded the goals while one indicator was very close to meeting its stated target (92 percent were achieved out of a 95 percent target). The other indicator that was not met may be attributed to the fact that there was a revised survey utilized that was developed by the State. In addition, the implementation of the survey was delayed, so that the percentage indicated represents only six months of the year. The fact that most of the indicators exceeded their target indicates that the programs are operating effectively and meeting the needs of the people who are receiving services.

Funding Adjustments

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

- ◆ An increase of \$675,625 in Personnel Services is included to reflect an increase of \$489,145 associated with salary adjustments necessary to support the County's compensation program, \$42,490 reallocated from Mental Retardation Contracts to support an administrative assistant position, and \$143,990 associated with adjustments to the current program year award as well as new grant funding for the Early Intervention Part C Infants and Toddlers Connection grant.
- ◆ A net increase of \$21,316 in Operating Expenses is included to reflect an increase of \$45,000 due to adjustments to the current program year award for the Early Intervention Part C Infant and Toddlers Connection grant partially offset by a decrease of \$19,931 in family support and respite services due to State DMHMRSAS budget reductions and a decrease of \$3,753 in DVS charges.

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*, an increase of \$329,302 was included to reflect an adjustment to an existing Early Intervention Part C Infants and Toddlers Connection award. The increase was sufficient to support an additional 5/5.0 SYE new grant positions, including 3/3.0 SYE grant Mental Retardation Specialists II to provide service coordination, 1/1.0 SYE grant Physical Therapist II to provide services for infants and toddlers, and 1/1.0 SYE grant Administrative Assistant III to provide support in filing reimbursement claims. Acceptance of these funds required no local funding match.

FUND 106-40
CSB MENTAL RETARDATION SERVICES



Program Management and Supervision

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	14/ 14	14/ 14	14/ 14	14/ 14
Total Expenditures	\$1,043,986	\$1,118,389	\$1,118,389	\$1,141,011

Goal

To provide services to individuals with mental retardation in order to promote personal health, safety, and welfare, and to ensure sound fiscal management and distribution of resources.

Performance Measures

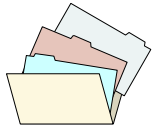
Objectives

- ◆ To provide direction and management support to Mental Retardation programs so that 80 percent of program performance indicators (service quality and outcome) are achieved.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Outcome:					
Percent of mental retardation program performance indicators (service quality and outcome) achieved	75%	80%	80% / 80%	80%	80%

(1) Reflects service quality and outcome indicators achieved across Mental Retardation directly-operated and contracted programs.

FUND 106-40 CSB MENTAL RETARDATION SERVICES



Case Management

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	40/ 40	40/ 40	40/ 40	40/ 40
Grant	0/ 0	0/ 0	0/ 0	3/ 3
Total Expenditures	\$2,260,043	\$2,456,455	\$2,456,455	\$2,653,873

Goal

To provide service coordination and behavior management consultations to individuals with mental retardation in order to maximize independence in the community.

Performance Measures

Objectives

- ◆ To support individuals' self-sufficiency in the community by ensuring that 92 percent of individual service plan objectives are met.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Cost Center: Outpatient and Case Management - Individuals served	1,080	1,546	1,038 / 1,593	1,500	1,500
Activity: Case Management - Individuals served	933	1,546	1,038 / 1,042	1,038	1,038
Efficiency:					
Activity: Case Management - Annual cost per individual served (1)	\$760	\$776	\$1,118 / \$884	\$638	\$828
Service Quality:					
Activity: Case Management - Percent of individuals satisfied with case management services	96%	89%	90% / 75%	80%	80%
Outcome:					
Activity: Case Management - Percent of individual case management service plan objectives which are met	94%	98%	92% / 98%	92%	92%

(1) Indicator reflects the net cost to the County.

FUND 106-40 CSB MENTAL RETARDATION SERVICES



Residential Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	71/ 70.5	71/ 70.5	71/ 70.5	71/ 70.5
Total Expenditures	\$5,784,221	\$5,963,640	\$5,963,640	\$6,202,865

Goal

To provide residential services to individuals with mental retardation in order to maximize independence in the community.

Performance Measures

Objectives

- ◆ To achieve 50 percent of individual residential service plan objectives related to community living skills.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Cost Center: Residential - Individuals served (not including Family Support Services)	99	90	85 / 87	85	85
Activity: Group Homes - Individuals served	55	64	61 / 62	61	61
Efficiency:					
Activity: Group Homes - Cost per individual served in Group Homes (1)	\$43,371	\$49,364	\$57,013 / \$55,013	\$59,804	\$60,062
Service Quality:					
Percent of individuals who are satisfied with support services	83%	84%	80% / 86%	80%	80%
Outcome:					
Activity: Group Homes - Percent of individual residential service plan objectives (related to community living skills) achieved	53%	56%	50% / 55%	50%	50%

(1) Indicator reflects the net cost to the County.

FUND 106-40 CSB MENTAL RETARDATION SERVICES



Alternative Day Support

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	6/ 6	6/ 6	6/ 6	6/ 6
Total Expenditures	\$367,834	\$364,421	\$364,421	\$410,963

Goal

To provide employment services to individuals with mental retardation in order to maximize self-sufficiency.

Performance Measures

Objectives

- ◆ To secure 37 job placements for individuals with mental retardation.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Individuals served	124	134	149 / 133	144	144
Efficiency:					
Annual cost per individual served (1)	\$2,605	\$2,201	\$2,334 / \$2,766	\$2,531	\$2,854
Service Quality:					
Percent of individuals satisfied with placement	92%	99%	90% / 99%	90%	90%
Outcome:					
Placements secured	36	38	37 / 38	37	37

(1) Indicator reflects the net cost to the County.

FUND 106-40 CSB MENTAL RETARDATION SERVICES



Infant and Toddler Connection

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	20/ 20	20/ 20	20/ 20	20/ 20
Grant	6/ 5.5	6/ 5.5	11/ 10.5	11/ 10.5
Total Expenditures	\$2,500,830	\$2,168,435	\$2,497,737	\$2,688,871

Goal

To provide early intervention services to infants and toddlers with disabilities and their families to reduce or eliminate the effects of disabling conditions.

Performance Measures

Objectives

- ◆ To ensure that transition objectives, related to the child's movement from this program to the school program, are successfully met 92 percent of the time.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Individuals served	933	1,094	1,000 / 1,189	1,100	1,200
Efficiency:					
Annual cost per individual served (includes service coordination for all children) (1)	\$1,089	\$1,162	\$1,503 / \$1,102	\$1,235	\$1,230
Service Quality:					
Percent of families satisfied with services	93%	92%	90% / 95%	90%	90%
Outcome:					
Percent of transition objectives successfully met for children	97%	94%	95% / 92%	92%	92%

(1) Indicator reflects the net cost to the County.

FUND 106-46

CSB MENTAL RETARDATION CONTRACT SERVICES

Agency Mission

To empower and support persons with mental retardation to achieve a self-determined and valued lifestyle by providing employment, training, vocational support, and residential services. Early intervention services are provided to infants and toddlers with disabilities and their families to reduce or eliminate the effects of disabling conditions. Services are designed to improve the lives of these individuals by providing programs directed toward integration, interdependence, individualized therapies, and paid employment.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
Personnel Services	\$0	\$0	\$0	\$0
Operating Expenses	16,980,120	19,979,768	20,154,768	20,549,422
Capital Equipment	0	0	0	0
Total Expenditures	\$16,980,120	\$19,979,768	\$20,154,768	\$20,549,422
Revenue:				
Fairfax County	\$15,829,670	\$18,727,888	\$18,831,085	\$18,582,493
Fairfax City	274,445	274,445	274,445	274,445
Falls Church City	76,879	76,879	76,879	76,879
State MHMRASAS	571,442	564,861	77,656	0
Program/Client Fees	227,684	335,695	719,703	719,703
Fund Balance	0	0	175,000	895,902
Total Revenue	\$16,980,120	\$19,979,768	\$20,154,768	\$20,549,422

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Day Support	\$10,429,061	\$12,664,518	\$12,839,518	\$13,359,626
Residential Services	6,018,988	6,280,541	6,280,541	6,280,611
Early Intervention	532,071	1,034,709	1,034,709	909,185
Total Expenditures	\$16,980,120	\$19,979,768	\$20,154,768	\$20,549,422

Purpose

Mental Retardation Contract Services provides early intervention, employment, vocational, and residential services to individuals with mental retardation and/or autism and infants and toddlers with disabilities through contracts with private vendors.

It should be noted that the FY 2004 Advertised Budget Plan includes \$359,000 in funding for day support services for only 19 of the 94 new special education students graduating from Fairfax County Public Schools (FCPS) in June 2003 – a departure from historical funding adjustments. Over the last decade, the annual size of the special education graduating class has grown from 35 students in FY 1991 to 94 students in FY 2004. With 1,716 children and adults now participating in the Mental Retardation (MR) Graduate Program, annual expenditures have grown from approximately \$4 million in FY 1991 to over \$16 million in FY 2004, or approximately 20 percent of the General Fund Transfer to the CSB.

As directed by the Board of Supervisors, the Human Services Council, the County Executive, and the CSB have completed a review of the MR Graduate Program including, but not limited to, the following: types of services and service levels provided, number of clients currently receiving services, number of clients projected to require services over the next few years, facility and transportation requirements, parental and client participation in offsetting service costs, and benchmarking information on services

FUND 106-46

CSB MENTAL RETARDATION CONTRACT SERVICES

provided by other jurisdictions. Pending the review of the MR Graduate Program study and decision on future funding levels and program design, funding has been appropriated from the CSB Fund Balance in FY 2004 to serve the 19 students identified by the CSB as having the most profound level of mental retardation and significant medical and/or physical challenges.

Key Accomplishments

- ◆ Increased both the wages and hours worked of consumers supported by vocational service providers.
- ◆ All vocational service providers are required to sustain national accreditation through the Commission on Accreditation of Rehabilitation Facilities (CARF).
- ◆ All vocational service providers are required to sustain Medicaid certification by the Virginia Department of Medical Assistance Services (DMAS).
- ◆ Vendors continue to operate with a philosophy of respect for self-determination and consumer choice.
- ◆ Vocational service providers have participated in numerous school-to-work transition events to disseminate accurate, timely information to individuals and families who may receive services in the future.

FY 2004 Initiatives

- ◆ The Respite Task Force plans to continue to advocate for increased respite services to families in their own homes and for facility-based services for children.
- ◆ Begin service provision at the new West County Developmental Center approved by the Board of Supervisors as part of the *FY 2001 Carryover Review*. When fully operational, this facility will provide day support services to approximately 125 individuals with mental retardation, most who have severe disabling conditions which frequently require nursing care. In FY 2004, approximately 25 clients will be served.

FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, reductions totaling \$283,758 are proposed by the County Executive for this agency. These reductions include:

- ◆ Reduction of \$172,000 in residential drop-in support services resulting in fewer hours of services for approximately 125 consumers of mental retardation contract services and a waiting-list for new referrals; and
- ◆ Reduction of \$111,758 in early intervention services, potentially resulting in fewer hours of physical, speech, and occupational therapy for disabled infants and children of approximately 25 families.

FUND 106-46

CSB MENTAL RETARDATION CONTRACT SERVICES

Performance Measurement Results

Helping individuals with mental retardation obtain and maintain employment is an important goal for Mental Retardation Contract Services. Nearly 60 percent of individuals receiving contracted day support services were able to maintain employment in community-integrated vocational settings. This indicates that the CSB continues to be successful in helping more individuals with mental retardation and/or autism work in their community with persons who do not have a disability. Although the number of individuals integrated into the community is projected to increase slightly as future school graduates enter the system, the increase will be somewhat tempered since many individuals have medical and physical needs that can be treated more effectively in a facility versus a community-based setting.

It should be noted that consumers continue to be satisfied with contracted services. Ninety-four percent of individuals receiving day support services and 93 percent of individuals receiving support services in Group Homes were satisfied with the services provided. In comparison, the national average for satisfaction with such services is 80 percent, indicating that the CSB continues to offer quality programming that provides individuals with the supports they need to achieve their goals.

Funding Adjustments

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

- ◆ An net increase of \$678,412 in Operating Expenses reflects an increase of \$359,000 to purchase various day support services for 19 medically-fragile special education graduates of the Fairfax County Public Schools and an increase of \$536,902 to fund a contractual increase for Mental Retardation Contract Services providers partially offset by a decrease of \$175,000 not required in FY 2003 as a result of the FY 2002 carryover of one-time funding and a decrease of \$42,490 in funds reallocated to Mental Retardation Services for previously contracted billing services.
- ◆ A decrease of \$283,758 in Operating Expenses reflects a reduction in residential drop-in support services and early intervention services due to County budget reductions noted above.

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, an increase of \$175,000 was included to support startup costs associated with the new West County Developmental Center to accommodate new classes of special education graduates and reduce overcrowding at existing facilities.

FUND 106-46

CSB MENTAL RETARDATION CONTRACT SERVICES



Day Support

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Total Expenditures	\$10,429,061	\$12,664,518	\$12,839,518	\$13,359,626

Goal

To provide, through contractual agreements, individually designed supports to individuals with mental retardation and/or autism so that they may engage in meaningful day activities or employment to maximize self-sufficiency.

Performance Measures

Objectives

- ◆ To maintain the percentage of individuals employed in community-integrated vocational settings at 55 percent.
- ◆ To achieve at least 60 percent of day support program objectives in order to help individuals maximize self-sufficiency.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Individuals served through local funds	626	754	774 / 664	664	664
Efficiency:					
Annual cost per individual served with local funds (1)	\$8,657	\$11,276	\$13,944 / \$15,706	\$18,479	\$19,262
Service Quality:					
Percent of individuals satisfied with services	94%	94%	90% / 94%	90%	90%
Outcome:					
Percent of individuals integrated into community vocational settings	56%	55%	55% / 59%	55%	55%
Percent of objectives met	61%	63%	60% / 66%	60%	60%

(1) Beginning in FY 2001, indicator reflects the net cost to the County.

FUND 106-46

CSB MENTAL RETARDATION CONTRACT SERVICES



Residential Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Total Expenditures	\$6,018,988	\$6,280,541	\$6,280,541	\$6,280,611

Goal

To provide, through contractual agreements, residential services to individuals with mental retardation and/or autism in order to maximize independence in the community.

Performance Measures

Objectives

- ◆ To achieve 50 percent of individual residential service plan objectives related to increasing community-living skills.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Cost Center: Residential - Individuals served	549	571	571 / 563	553	553
Activity: Group Homes - Individuals served	236	245	250 / 243	233	233
Efficiency:					
Activity: Group Homes - Annual cost per individual served (1)	\$22,647	\$15,057	\$15,252 / \$13,104	\$16,723	\$17,178
Service Quality:					
Activity: Group Homes - Percent of individuals satisfied with support services (2)	89%	93%	89% / 93%	89%	89%
Outcome:					
Activity: Group Homes - Percent of individual service plan objectives (related to community living skills) achieved (2)	42%	50%	50% / 57%	50%	50%

(1) Beginning in FY 2001, indicator reflects the net cost to the County.

(2) For FY 2002, data based on information from 7 of 12 service providers.

FUND 106-46

CSB MENTAL RETARDATION CONTRACT SERVICES



Early Intervention

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Total Expenditures	\$532,071	\$1,034,709	\$1,034,709	\$909,185

Goal

To provide early intervention services to infants and toddlers with disabilities and their families to reduce or eliminate the effects of disabling conditions.

Performance Measures

Objectives

- ◆ To ensure that transition objectives related to the child's movement from this program to the school-based program are achieved 92 percent of the time.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Individuals served	621	722	666 / 680	700	700
Efficiency:					
Annual cost per individual served (1)	\$1,302	\$1,325	\$1,192 / \$782	\$1,478	\$1,299
Service Quality:					
Percent of families satisfied with early intervention services	93%	92%	90% / 95%	90%	90%
Outcome:					
Percent of transition objectives met	97%	94%	95% / 92%	92%	92%

(1) Beginning in FY 2001, indicator reflects the net cost to the County.

FUND 106-54

CSB ALCOHOL AND DRUG CONTRACT SERVICES

Agency Mission

To provide detoxification, intermediate and long-term residential, and methadone treatment services through contracted providers to individuals with alcohol and substance abuse problems in order to improve their overall functioning in society.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
Personnel Services	\$0	\$0	\$0	\$0
Operating Expenses	561,791	734,563	820,123	654,955
Capital Equipment	0	0	0	0
Total Expenditures	\$561,791	\$734,563	\$820,123	\$654,955
Revenue:				
Fairfax County	\$432,052	\$441,473	\$441,473	\$341,473
Fairfax City	7,833	7,833	7,833	7,833
Falls Church City	3,934	3,934	3,934	3,934
State MHMRSAS	9,831	100,000	100,000	100,000
Federal Block Grant	87,000	161,700	161,700	161,700
Program/Client Fees	21,141	19,623	19,623	19,623
Fund Balance	0	0	85,560	20,392
Total Revenue	\$561,791	\$734,563	\$820,123	\$654,955

Purpose

Alcohol and Drug Contract Services contracts for substance abuse detoxification, methadone, and residential treatment services for vulnerable and high-risk populations. The individuals served throughout these programs include pregnant women, those diagnosed with HIV/AIDS, individuals needing intensive residential treatment services, and high-risk youth. These services help the individuals attain recovery from addiction, increase positive pregnancy outcomes, reduce homelessness, increase work/school/social productivity, and re-unite families.

Key Accomplishments

- ◆ Provided intermediate residential treatment services to 39 adult men and women, thus increasing employability and facilitating return to the community.
- ◆ Provided long-term residential substance abuse treatment to 24 individuals.
- ◆ Provided detoxification services to 87 citizens in need, thus reducing hospital visits and assisting individuals in beginning the recovery process.
- ◆ Provided methadone services to 32 individuals, helping these individuals increase productivity and improve health.

FUND 106-54

CSB ALCOHOL AND DRUG CONTRACT SERVICES

FY 2004 Initiatives

- ◆ Ensure that contracted programs collect performance and outcome information in order to assist with continuous program improvement.

FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, reductions totaling \$100,000 are proposed by the County Executive for this agency. These reductions include:

- ◆ Reduction of \$100,000 in contracted residential services for approximately 5 youth suffering from alcohol and/or drug addiction, resulting in increased wait for services.

Performance Measurement Results

Alcohol and Drug Contract Services provides treatment to persons with the disease of addiction and assists individuals in beginning the recovery process so that they become able to function responsibly and independently. In FY 2002, the contracted services were measured for outcomes related to client productivity and satisfaction. All but one of the targets was met, which is considered successful in light of the serious levels of addiction treated and complicating health and risk factors. The agency will use the results of the FY 2002 performance measures to engage in continuous quality improvement activities throughout the year.

Funding Adjustments

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

- ◆ A net decrease of \$165,168 in Operating Expenses reflects a decrease of \$85,560 not required in FY 2003 as a result of the FY 2002 carryover of one-time funding and a decrease of \$100,000 in residential services due to County budget reductions, partially offset by an increase of \$20,392 to fund a contractual increase for Alcohol and Drug Contract Services providers.

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*, an increase of \$85,560 in unencumbered carryover was included. Of this amount, \$45,560 reflects the local match required by the HUD Continuum of Care grant to fund contracted long-term residential substance-abuse treatment for clients with severe substance abuse issues and \$40,000 to support additional medical detoxification services for clients who have multiple health problems that make substance withdrawal life-threatening without appropriate medical intervention.

FUND 106-54

CSB ALCOHOL AND DRUG CONTRACT SERVICES



Residential

Goal

To provide methadone, detoxification, and intermediate and long-term residential treatment services in a timely manner to individuals with alcohol and substance abuse problems in order to improve their overall functioning in society.

Performance Measures

Objectives

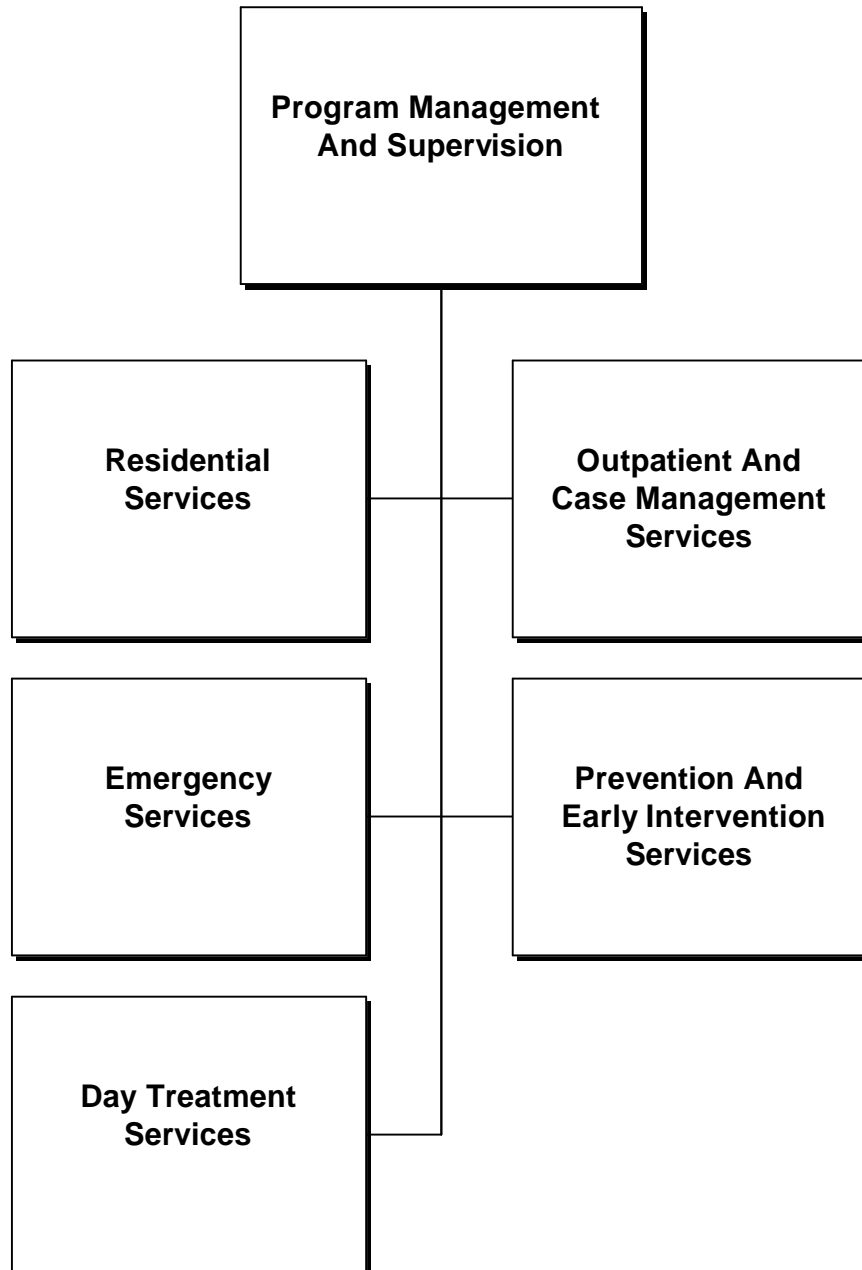
- ◆ To provide assistance to clients in the Intermediate Rehabilitation Services (Phoenix) program so that 75 percent of individuals receiving 30 or more days of services are either employed or in school upon leaving the program.
- ◆ To provide assistance to clients in the Methadone Services program so that 90 percent are either employed or in school while participating in the program.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Intermediate Rehabilitation (Phoenix) - Clients served (1)	62	46	42 / 39	32	32
Methadone clients served	37	31	34 / 32	28	28
Efficiency:					
Annual cost per individual served at Phoenix	\$4,490	\$6,146	\$6,315 / \$5,832	\$7,235	\$5,972
Annual cost per methadone client (2)	\$534	\$861	\$1,461 / \$399	\$2,150	\$2,316
Service Quality:					
Percent of clients satisfied with services at Phoenix	95%	100%	95% / 97%	95%	95%
Percent of Methadone clients satisfied with services	100%	100%	95% / 100%	90%	90%
Outcome:					
Percent of clients receiving 30+ days of services in the Phoenix program who are either employed or in school upon leaving the program	70%	77%	77% / 71%	75%	75%
Percent of clients participating in the Methadone Program either employed or in school	81%	93%	90% / 100%	90%	90%

(1) In FY 2002, fewer clients were served in the Intermediate Rehabilitation (Phoenix) program due to budget reductions.

(2) Beginning in FY 2001, indicator reflects the net cost to the County.

ALCOHOL AND DRUG SERVICES



FUND 106-56

CSB ALCOHOL AND DRUG SERVICES

Agency Position Summary

285	Regular Positions (-16)	/	283.0	Regular Staff Years (-16.0)
<u>36</u>	Grant Positions (-1)	/	<u>35.0</u>	Grant Staff Years (-1.0)
321	Total Positions (-17)	/	318.0	Total Staff Years (-17.0)

Position Detail Information

MERIT REGULAR POSITIONS:

PROGRAM MANAGEMENT AND SUPERVISION

1	Director, Alcohol and Drug Programs
4	Substance Abuse Counselors V
1	Substance Abuse Counselor III
1	Administrative Assistant V
5	Administrative Assistants IV
13	Administrative Assistants III
1	Administrative Assistant II
<u>1</u>	Volunteer Services Coordinator II
27	Positions
27.0	Staff Years

RESIDENTIAL SERVICES

Social Detoxification

4	Public Health Nurses II
1	Nurse Practitioner
1	Substance Abuse Counselor IV
3	Substance Abuse Counselors III
7	Substance Abuse Counselors II
6	Substance Abuse Counselors I
1	Assistant Residential Counselor
<u>1</u>	SAS Aide
24	Positions
24.0	Staff Years

Supervised Apartments

1	Substance Abuse Counselor III
<u>2</u>	Substance Abuse Counselors II
3	Positions
3.0	Staff Years

Long-Term Rehabilitation - Crossroads

1	Substance Abuse Counselor IV
3	Substance Abuse Counselors III
9	Substance Abuse Counselors II
3	Substance Abuse Counselors I (-1)
2	Assistant Residential Counselors
1	Public Health Nurse II
1	Nurse Practitioner
1	Administrative Assistant V
1	Food Service Specialist
<u>2</u>	SAS Aides
24	Positions (-1)
24.0	Staff Years (-1.0)

Intermediate Rehabilitation - A New Beginning

1	Substance Abuse Counselor IV
3	Substance Abuse Counselors III
6	Substance Abuse Counselors II (-1)
4	Substance Abuse Counselors I
2	Assistant Residential Counselors
1	Food Service Specialist
4	Cooks
1	Administrative Assistant V
<u>2</u>	SAS Aides
24	Positions (-1)
24.0	Staff Years (-1.0)

Supported Living

1	Substance Abuse Counselor IV
2	Substance Abuse Counselors III
<u>5</u>	Substance Abuse Counselors II (-2)
8	Positions (-2)
8.0	Staff Years (-2.0)

Intermediate Rehabilitation - Sunrise House I

1	Substance Abuse Counselor IV
2	Substance Abuse Counselors III
6	Substance Abuse Counselors II
2	Substance Abuse Counselors I
<u>1</u>	SAS Aide
12	Positions
12.0	Staff Years

FUND 106-56

CSB ALCOHOL AND DRUG SERVICES

Intermediate Rehabilitation - Sunrise House II

1	Substance Abuse Counselor III
3	Substance Abuse Counselors II
<u>3</u>	Substance Abuse Counselors I
7	Positions
7.0	Staff Years

Long-Term Rehabilitation - New Generations

1	Substance Abuse Counselor IV
1	Substance Abuse Counselor III
2	Substance Abuse Counselors II
4	Substance Abuse Counselors I
1	MH/MR/ADS Senior Clinician
2	Day Care Center Teachers I, 1 PT
1	SAS Aide
12	Positions
11.5	Staff Years

Dual Diagnosis Facility - Cornerstones

1	Substance Abuse Counselor IV
1	Substance Abuse Counselor III
2	Substance Abuse Counselors II
2	Substance Abuse Counselors I
1	Food Service Specialist
1	Cook
<u>1</u>	SAS Aide
9	Positions
9.0	Staff Years

Long-Term Rehabilitation - Crossroads Youth

1	Substance Abuse Counselor IV
2	Substance Abuse Counselors III
5	Substance Abuse Counselors II (-1)
<u>5</u>	Substance Abuse Counselors I
13	Positions (-1)
13.0	Staff Years (-1.0)

OUTPATIENT SERVICES AND CASE MANAGEMENT

Adult Services

1	MH/MR/ADS Senior Clinician
3	Substance Abuse Counselors IV
4	Substance Abuse Counselors III
<u>22</u>	Substance Abuse Counselors II, 1 PT
30	Positions
29.5	Staff Years

Youth Services

4	MH/MR/ADS Senior Clinicians
2	Substance Abuse Counselors IV
4	Substance Abuse Counselors III
<u>10</u>	Substance Abuse Counselors II
20	Positions
20.0	Staff Years

Community Corrections

1	Substance Abuse Counselor IV
<u>2</u>	Substance Abuse Counselors II (-3)
3	Positions (-3)
3.0	Staff Years (-3.0)

PREVENTION/EARLY INTERVENTION SERVICES

Prevention Services

1	Substance Abuse Counselor IV
2	Substance Abuse Counselors III
<u>12</u>	Substance Abuse Counselors II, 1 PT
15	Positions
14.5	Staff Years

Early Intervention

1	Substance Abuse Counselor IV
1	Substance Abuse Counselor III
<u>12</u>	Substance Abuse Counselors II
14	Positions
14.0	Staff Years

DAY TREATMENT SERVICES

Adult Day Treatment

2	Substance Abuse Counselors III
<u>4</u>	Substance Abuse Counselors II
6	Positions
6.0	Staff Years

Youth Day Treatment

2	MH/MR/ADS Senior Clinicians
<u>7</u>	Substance Abuse Counselors II
9	Positions
9.0	Staff Years

Women's Day Treatment

2	Substance Abuse Counselors III (-1)*
4	Substance Abuse Counselors II (-3)*
1	Day Care Center Teacher I, 1 PT (-1)*
0	Day Care Assistant Teacher (-1)*
1	Administrative Assistant III
<u>1</u>	SAS Aide
9	Positions (-6)*
8.5	Staff Years (-6.0)*

EMERGENCY SERVICES

2	MH/MR/ADS Senior Clinicians
1	Substance Abuse Counselor IV
3	Substance Abuse Counselors III
<u>10</u>	Substance Abuse Counselors II (-2)
16	Positions (-2)
16.0	Staff Years (-2.0)

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CSB ALCOHOL AND DRUG SERVICES

MERIT GRANT POSITIONS:

RESIDENTIAL SERVICES

Residential Grants

2 Substance Abuse Counselors III
 6 Substance Abuse Counselors II
 0 SAS Aide (-1)
 8 Positions (-1)
 8.0 Staff Years (-1.0)

Intermediate Rehabilitation - Sunrise II

1 Substance Abuse Counselor II
 1 Position
 1.0 Staff Year

Dual Diagnosis - Cornerstones

1 Substance Abuse Counselor III
 1 Position
 1.0 Staff Year

OUTPATIENT SERVICES AND CASE MANAGEMENT

Outpatient/Case Management Grants

2 Substance Abuse Counselors III
 6 Substance Abuse Counselors II
 1 Mental Health Supervisor
 1 Mental Health Therapist
 10 Positions
 10.0 Staff Years

Adult Services

1 Substance Abuse Counselor II
 1 Position
 1.0 Staff Year

Youth Services

3 Substance Abuse Counselors II
 3 Positions
 3.0 Staff Years

PREVENTION/EARLY INTERVENTION SERVICES

Prevention/Early Intervention Grants

2 Substance Abuse Counselors II
 2 Positions
 2.0 Staff Years

Prevention Services

1 Substance Abuse Counselor III
 3 Substance Abuse Counselors II, 1 PT
 1 Administrative Assistant III, 1 PT
 5 Positions
 4.0 Staff Years

DAY SUPPORT SERVICES

Day Support Grants

1 Substance Abuse Counselor III
 1 Substance Abuse Counselor II
 1 Mental Health Therapist
 1 Clinical Psychologist
 4 Positions
 4.0 Staff Years

EMERGENCY SERVICES

Emergency Grants

1 Substance Abuse Counselor II
 1 Position
 1.0 Staff Year

PT Denotes Part-Time Positions

(-) Denotes Abolished Positions

(-)* Denotes Position to be Abolished at the
 FY 2003 Third Quarter Review due to State
 budget reductions

FUND 106-56

CSB ALCOHOL AND DRUG SERVICES

Agency Mission

To reduce the incidence and prevalence of alcohol and drug abuse in Fairfax County and in the Cities of Fairfax and Falls Church by providing prevention, treatment, and rehabilitation services to individuals and their families who abuse and/or are addicted to alcohol and drugs.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	302/ 300	302/ 300	301/ 299	285/ 283
Grant	40/ 38.5	40/ 38.5	40/ 39	36/ 35

Expenditures:				
Personnel Services	\$19,055,270	\$20,058,819	\$20,833,695	\$20,128,246
Operating Expenses	3,947,332	3,841,519	4,216,725	3,712,375
Capital Equipment	0	0	0	0
Subtotal	\$23,002,602	\$23,900,338	\$25,050,420	\$23,840,621
Less:				
Recovered Costs	(\$434,127)	(\$456,092)	(\$402,974)	(\$263,991)
Total Expenditures	\$22,568,475	\$23,444,246	\$24,647,446	\$23,576,630
Revenue:				
Fairfax County	\$13,523,468	\$15,408,984	\$15,405,713	\$15,677,502
Fairfax City	227,787	227,787	227,787	227,787
Falls Church City	114,421	114,421	114,421	114,421
State MHMRSAS	3,148,616	3,140,216	2,983,684	2,843,872
State Other	299,931	315,184	412,648	316,600
Federal Block Grant	2,980,871	2,875,831	3,045,459	3,045,459
Federal Other	906,154	276,423	1,326,163	253,332
Medical Option	48,048	15,480	15,480	15,480
Program/Client Fees	777,621	580,109	585,109	592,366
CSA Pooled Funds	485,987	440,311	440,311	440,311
Miscellaneous	55,571	49,500	49,500	49,500
Fund Balance	0	0	41,171	0
Total Revenue	\$22,568,475	\$23,444,246	\$24,647,446	\$23,576,630

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Program Management and Supervision	\$1,956,911	\$2,235,826	\$2,254,263	\$2,301,648
Residential Services	10,446,093	10,541,600	10,936,414	10,600,823
Outpatient Services and Case Management	4,569,682	4,787,057	5,079,634	5,064,815
Prevention/Early Intervention Services	2,078,127	2,138,185	2,604,697	2,149,694
Day Treatment Services	2,285,003	2,388,885	2,391,572	2,185,920
Emergency Services	1,232,659	1,352,693	1,380,866	1,273,730
Total Expenditures	\$22,568,475	\$23,444,246	\$24,647,446	\$23,576,630

FUND 106-56

CSB ALCOHOL AND DRUG SERVICES

Purpose

Alcohol and Drug Services (ADS) provides citizens of Fairfax County and the Cities of Fairfax and Falls Church with the opportunity to access substance abuse prevention, early intervention, and treatment programs. Services provided in Alcohol and Drug Services include:

- Program Management and Supervision provides program management, administrative support, and volunteer services.
- Residential Services provides individual, group, and family therapy and a variety of treatment services in various types of residential settings including: detoxification, long-term, intermediate-term, short-term, programs for the dually diagnosed, supervised apartments, and supported living services for homeless addicts.
- Outpatient and Case Management Services provides case management and individual, group, and family counseling for adult clients. These services are also offered to adults incarcerated in the Fairfax County Adult Detention Center.
- Youth Services provides a full range of outpatient, day treatment, and residential treatment services for adolescents.
- Prevention/Early Intervention Services provides education, consultation, training, information, early intervention, and outreach services to the general community and specific targeted services to identified populations in the community.
- Day Treatment Services provides intensive outpatient services to substance-addicted individuals who need more intensive services than standard outpatient treatment services.
- Emergency Services provides centralized entry, assessment, intake, evaluation, and/or emergency substance abuse services for all adult Alcohol and Drug Services programs and provides referrals to private treatment programs when needed.

Key Accomplishments

- ◆ The CSB Prevention Unit was selected through a juried panel to provide two presentations on evidence-based practice at the National Prevention Network Conference in Charlotte, N.C. in September 2001.
- ◆ The CSB Prevention Unit received the following grant awards to expand prevention efforts:
 - *Girl Power!* Partnerships continuation funding from the Governor's Office on Substance Abuse Prevention (GOSAP);
 - *Girl Power!* Evaluation funding from GOSAP to complete a formal, third-party evaluation measuring program effectiveness;
 - Funding from the sale of *Girl Power!* curriculum to continue Leadership and Resiliency Program; and
 - State Incentive Grant Sub-recipient funding from GOSAP for a three-year project in collaboration with Fairfax County Public Schools and the Unified Community Coalitions with funds totaling \$360,000.
- ◆ The Leadership and Resiliency Program, named a Model Program by the Center for Substance Abuse Prevention in 2000, is being replicated in one site in Virginia and information has been disseminated for national replication.

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CSB ALCOHOL AND DRUG SERVICES

- ◆ Expanded *Girl Power!* to 23 sites, serving over 450 girls, with 4 private-nonprofit providers as partners.
- ◆ Continued collaboration with Arlington and Alexandria on Federally-funded residential substance abuse treatment program for Spanish-speaking citizens. Direct services that were previously unavailable were provided to Spanish only speaking clients.
- ◆ Utilized existing resources to restructure Crossroads adult residential program to provide on-site psychiatric and dual diagnosis services.
- ◆ Established a stronger relationship with the Office of the Sheriff to meet unmet treatment needs for incarcerated substance abusers at the Adult Detention Center.
- ◆ Responded to individuals affected by the September 11th terrorist attacks by providing crisis stabilization, assessment, and referral services.

FY 2004 Initiatives

- ◆ Submit grant to Center for Substance Abuse Treatment to address the gap in services for clients with co-occurring disorders.
- ◆ Submit grant to Department of Housing and Urban Development for services to homeless citizens.
- ◆ Incorporate recommendations from the *Communities That Care Youth Survey* into Prevention and Youth Services programming and initiate action on the findings from the second survey.
- ◆ Work with the Juvenile and Domestic Relations District Court, Commonwealth's Attorney, the Public Defender's office, Juvenile Services, and other relevant parties to implement a Juvenile Drug Court in Fairfax County.
- ◆ Expand family services to clients participating in outpatient services.

It should be noted that State budget reductions were announced in October 2002 and State DMHMRSAS funding to CSB was reduced by 10 percent. Alcohol and Drug Services anticipates a loss of \$316,068 in State DMHMRSAS revenues in FY 2003 and FY 2004 which is completely offset by an expenditure reduction in women's day treatment. This expenditure reduction is associated with closing the Hope Center for Women program and abolishment of 6/6.0 SYE positions (1/1.0 SYE Substance Abuse Counselor III, 3/3.0 SYE Substance Abuse Counselors II, 1/1.0 SYE Day Care Center Teacher I, and 1/1.0 SYE Day Care Assistant Teacher).

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CSB ALCOHOL AND DRUG SERVICES

FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, in addition to the State reductions noted above, reductions totaling \$489,780 and 7/7.0 regular merit positions and 1/1.0 merit grant position are proposed by the County Executive for this agency. These reductions include:

- ◆ Reduction of 1/1.0 SYE Substance Abuse Aide grant position and associated funding of \$37,539 in the Supported Living Program, necessitating a program redesign to provide a continuum of care to clients in need of substance abuse aftercare counseling, monitoring, and assistance;
- ◆ Reduction of 3/3.0 SYE Substance Abuse Counselor II positions and associated funding of \$174,157 in family counseling services in the ADS Residential Services program. One position each at Crossroads Adult, Crossroads Youth, and A New Beginning will be eliminated, resulting in loss of individual family therapy services for 50, 35, and 120 families, respectively. Family treatment will now be provided through group family education services;
- ◆ Reduction of 2/2.0 SYE Substance Abuse Counselor II positions and associated funding of \$160,308 in the Entry and Referral Program which serves as the point of intake for services, resulting in a 50 percent reduction in staffing and severely impacting CSB's ability to respond to dually-diagnosed and Spanish-speaking callers needing services;
- ◆ Reduction of 2/2.0 SYE Substance Abuse Counselor II positions and associated funding of \$117,776 in crisis-intervention, case management, and substance abuse services provided to approximately 200 persons in homeless shelters, resulting in a 33 percent reduction in staffing and severely curtailing CSB's ability to provide services in the County's five homeless shelters; and

As part of the FY 2004 Advertised Budget Plan, a reduction totaling \$161,267, offset by an adjustment in Recovered Costs of \$161,267, and 3/3.0 SYE positions are included. Based on the County Executive's direction to reduce FY 2004 expenditures, the Sheriff consulted with the County Executive and has recommended the following adjustment which impacts the CSB:

- ◆ Reduction of 3/3.0 SYE Substance Abuse Counselor II positions and associated funding of \$161,267, eliminating the Intensive Addictions Program at the Pre-Release Center and returning approximately 375 inmates per year to the community without the benefit of addictions treatment prior to release. National statistics show a 60 to 70 percent reduction in recidivism for offenders who receive treatment while incarcerated. In addition, eliminating this program will significantly affect sentencing options available to the Circuit Court as approximately 50 percent of program participants are court-ordered and can demonstrate their participation in treatment to the Court due to program availability.

Performance Measurement Results

Alcohol and Drug Services (ADS) offers many special programs to help individuals of all ages and their families cope with alcohol and drug abuse problems. Assistance is provided through a full continuum of alcohol and drug services, including prevention, early intervention, assessment, detoxification, outpatient, day treatment, residential, family and continuing care, and other specialized services. ADS designed its performance measures to evaluate services and provide input into continuous quality improvement opportunities.

In FY 2002, ADS met 93 percent of the performance measures related to quality and outcome. The performance measures are designed to measure access to services, client services delivery, client productivity, service satisfaction, and reduction of illegal substance use. ADS will use the results of the FY 2002 performance measures to engage in continuous quality improvement activities throughout FY 2004.

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CSB ALCOHOL AND DRUG SERVICES

It should also be noted that Alcohol and Drug Services, along with the other disability areas in CSB, participated in the Virginia State Department of Mental Retardation, Mental Health, and Substance Abuse Services' *Performance Outcome Measurement System (POMS)*. POMS also includes measurements regarding access to services, client productivity, service satisfaction, reduction of illegal substance use, and reduction of criminal justice activity.

Funding Adjustments

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

- ◆ A net decrease of \$705,449 in Personnel Services is due primarily to an increase of \$1,109,697 associated with salary adjustments necessary to support the County's compensation program and an increase of \$19,783 in new grant funding. These increases are offset by a decrease of \$56,286 reallocated to Central Services to support 1/1.0 SYE Administrative Assistant III position transferred to Central Services during FY 2003, a decrease of \$827,596 for grants included as part of the FY 2003 funding level, a decrease of \$300,000 in women's day treatment due to a loss of State DMHMRSAS funding, and a decrease of \$651,047 due to County budget reductions. The expenditure reduction in women's day treatment is associated with closing the Hope Center for Women program and abolishing 6/6.0 SYE positions (1/1.0 SYE Substance Abuse Counselor III, 3/3.0 SYE Substance Abuse Counselors II, 1/1.0 SYE Day Care Center Teacher I, and 1/1.0 SYE Day Care Assistant Teacher). The expenditure reduction due to County budget reductions is associated with eliminating 10/10.0 SYE regular merit positions (9/9.0 SYE Substance Abuse Counselors II and 1/1.0 Substance Abuse Counselor I) and 1/1.0 merit grant position (1/1.0 SYE Substance Abuse Aide) across several ADS programs.
- ◆ A decrease of \$504,350 in Operating Expenses is primarily attributable to a decrease of \$378,359 resulting from the exclusion of non-fiscal year grant awards such as the High Intensity Drug Trafficking Area (HIDTA) grant and the State Incentive Grant in FY 2004. These grants will be added to the FY 2004 budget at a later time when additional information is available from the grantors. Also included is an additional decrease of \$106,170 reflecting the FY 2002 carryover of one-time funding, a decrease of \$16,068 in women's day treatment due to a loss of State DMHMRSAS funding, and a decrease of \$3,753 in DVS charges.
- ◆ A net decrease of \$138,983 in Recovered Costs reflects a decrease of \$161,267 due to the elimination of 3/3.0 SYE of 6/6.0 SYE positions charged to the Office of the Sheriff for alcohol and drug-related services provided in detention facilities, partially offset by an increase of \$22,284 due to necessary Personnel Services adjustments for remaining 3/3.0 SYE positions charged to the Office of the Sheriff.

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*, an increase of \$1,203,202 reflects the carryover of unencumbered funds to continue the workload associated with existing grant awards, revisions to existing grant awards, and new grant program year awards. Of this total, an increase of \$26,295 reflects encumbered carryover, \$14,875 reflects unencumbered carryover, \$555,871 reflects the automated carryover of unexpended grant balances, and \$558,781 reflects new program year funding for the HIDTA and SIG grants noted above.
- ◆ Transfer of 1/1.0 SYE Administrative Assistant III position to Central Services.

FUND 106-56
CSB ALCOHOL AND DRUG SERVICES



Program Management and Supervision

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	28/ 28	28/ 28	27/ 27	27/ 27
Total Expenditures	\$1,956,911	\$2,235,826	\$2,254,263	\$2,301,648

Goal

To provide management and administrative support for the agency's alcohol and substance abuse treatment programs.

Performance Measures

Objectives

- ◆ To provide direction and management support to ADS programs so that at least 80 percent of program performance indicators (service quality and outcome) are achieved.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Percent of ADS program performance indicators (service quality and outcome) achieved (1)	100%	100%	80% / 93%	80%	80%

(1) Reflects service quality and outcome indicators achieved across Alcohol and Drug Services directly-operated and contracted programs.

FUND 106-56 CSB ALCOHOL AND DRUG SERVICES



Residential Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	141/ 140.5	141/ 140.5	141/ 140.5	136/ 135.5
Grant	11/ 11	11/ 11	11/ 11	10/ 10
Total Expenditures	\$10,446,093	\$10,541,600	\$10,936,414	\$10,600,823

Goal

To provide directly-operated detoxification, intermediate and long-term residential substance abuse treatment services for youth, adults, and mothers with infant children in order to improve their overall functioning in the community. Other services include assisting persons needing family treatment, providing aftercare services and supervised living arrangements, and providing case management services for homeless individuals.

Performance Measures

Objectives

- ◆ To provide assistance to clients enrolled in the residential treatment program at Crossroads so that 75 percent of those participating in 90 or more days of treatment are either employed or in school when they leave the program.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Cost Center: Residential - Clients served	2,632	2,919	2,632 / 2,292	2,500	2,200
Activity: Crossroads - Clients served (1)	208	202	168 / 179	170	170
Efficiency:					
Activity: Crossroads - Cost per client served at Crossroads (2)	\$7,329	\$4,396	\$6,566 / \$4,509	\$6,861	\$6,604
Service Quality:					
Activity: Crossroads - Percent of clients satisfied with services at Crossroads	98%	98%	95% / 100%	95%	75%
Outcome:					
Activity: Crossroads - Percent of clients participating in 90+ days of treatment at Crossroads who are either employed or in school upon leaving the program	83%	86%	85% / 91%	88%	75%

(1) Beginning in FY 2002, the Crossroads Activity includes only the adult population. Funding for the youth population has been moved to a separate Activity in the same Cost Center.

(2) Beginning in FY 2001, indicator reflects the net cost to the County.

FUND 106-56 CSB ALCOHOL AND DRUG SERVICES



Outpatient Services and Case Management

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	56/ 55.5	56/ 55.5	56/ 55.5	53/ 52.5
Grant	15/ 14.5	15/ 14.5	15/ 15	14/ 14
Total Expenditures	\$4,569,682	\$4,787,057	\$5,079,634	\$5,064,815

Goal

To provide outpatient and case management services that allow people to keep functioning and productive in their homes, workplace, schools, and neighborhoods while receiving treatment. Outpatient services for adults and youth include individual, group, couple, and family counseling. Services are also provided to inmates in the Adult Detention Center.

Performance Measures

Objectives

- ◆ To improve the knowledge of substance abuse relapse prevention skills among 85 percent of outpatient and case management clients as measured by their pre-test and post-test scores.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Clients served	3,718	3,454	3,718 / 3,953	3,600	3,224
Efficiency:					
Annual cost per client (1)	\$744	\$868	\$891 / \$788	\$945	\$1,205
Service Quality:					
Percent of clients satisfied with services	94%	90%	90% / 97%	90%	90%
Outcome:					
Percent of clients with higher post-test scores in relapse prevention skill	89%	85%	85% / 88%	85%	85%

(1) Beginning in FY 2001, indicator reflects the net cost to the County.

FUND 106-56 CSB ALCOHOL AND DRUG SERVICES



Prevention/Early Intervention Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	29/ 28.5	29/ 28.5	29/ 28.5	29/ 28.5
Grant	6/ 5	6/ 5	6/ 5	7/ 6
Total Expenditures	\$2,078,127	\$2,138,185	\$2,604,697	\$2,149,694

Goal

To reduce the incidence of substance abuse, as well as provide community prevention, education, consultation, training, information, and early intervention services to business, schools, service providers, and residents in order to prevent subsequent alcohol and/or drug abuse.

Performance Measures

Objectives

- ◆ To increase knowledge of healthy lifestyles, substance abuse warning signs, and available alcohol and drug abuse resources among 85 percent of participants in prevention education programs.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Units of service for prevention education services	3,005	3,324	3,300 / 3,350	3,000	3,000
Service Quality:					
Percent of clients satisfied with services	95%	91%	90% / 90%	90%	90%
Outcome:					
Percent of participants with higher post-test scores after completion of prevention education programs	93%	85%	85% / 86%	85%	85%

FUND 106-56 CSB ALCOHOL AND DRUG SERVICES



Day Treatment Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	30/ 29.5	30/ 29.5	30/ 29.5	24/ 23.5
Grant	6/ 6	6/ 6	6/ 6	4/ 4
Total Expenditures	\$2,285,003	\$2,388,885	\$2,391,572	\$2,185,920

Goal

To provide intensive alcohol and drug day treatment services five days a week to keep people functioning and productive in their homes, workplaces, schools, and neighborhoods while receiving treatment.

Performance Measures

Objectives

- ◆ To improve the knowledge of substance abuse relapse prevention skills among 85 percent of Women's Day Treatment clients as measured by their pre-test and post-test scores.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Cost Center: Day Support - Clients served (1)	322	392	370 / 243	200	200
Activity: Women's Day Treatment - Clients served (1)	95	146	107 / 229	110	110
Efficiency:					
Activity: Women's Day Treatment - Annual cost per client (2)	\$2,013	\$263	\$515 / \$162	\$831	\$1,261
Service Quality:					
Activity: Women's Day Treatment - Percent of clients satisfied with services	90%	90%	90% / 95%	90%	90%
Outcome:					
Activity: Women's Day Treatment - Percent of clients with improved substance abuse relapse prevention skills	83%	82%	80% / 88%	85%	85%

(1) Reduced estimates for clients served in FY 2003 and FY 2004 reflect closure of the Hope Center due to State budget reductions.

(2) Beginning in FY 2001, indicator reflects the net cost to the County.

FUND 106-56 CSB ALCOHOL AND DRUG SERVICES



Emergency Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	18/ 18	18/ 18	18/ 18	16/ 16
Grant	2/ 2	2/ 2	2/ 2	1/ 1
Total Expenditures	\$1,232,659	\$1,352,693	\$1,380,866	\$1,273,730

Goal

To provide prompt responses to adult clients seeking assessment, evaluation and/or emergency substance abuse services and provide centralized entry to all Alcohol and Drug Services programs and referrals to private treatment programs when needed.

Performance Measures

Objectives

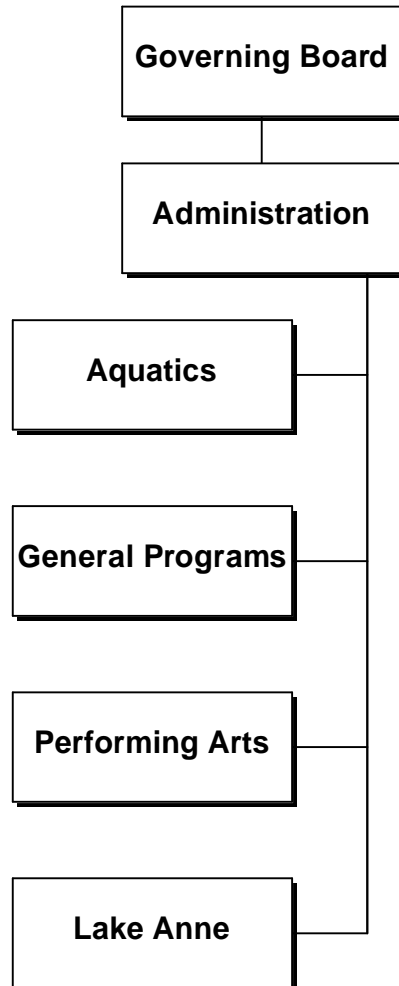
- ◆ To improve emergency crisis intervention and assessment services so that 85 percent of assessed clients receive the appropriate level of care based on American Society of Addiction Medicines (ASAM) criteria.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Clients served (1)	2,070	2,067	2,000 / 2,130	2,000	2,000
Efficiency:					
Annual cost per client (2)	\$246	\$309	\$377 / \$297	\$406	\$366
Service Quality:					
Percent of clients satisfied with services	99%	99%	95% / 97%	95%	95%
Outcome:					
Percent of clients who access the appropriate level of care based on ASAM criteria	82%	88%	80% / 89%	80%	85%

(1) The increase in clients served in FY 2002 reflects additional clients served as a result of the September 11, 2001 terrorist attacks.

(2) Beginning in FY 2001, indicator reflects the net cost to the County.

RESTON COMMUNITY CENTER



FUND 111 RESTON COMMUNITY CENTER

Agency Position Summary

37	Regular Positions	/	36.11	Regular Staff Years
<u>1</u>	Contract Position	/	<u>1.0</u>	Contract Staff Year
38	Total Positions	/	37.11	Total Staff Years

Position Detail Information

GOVERNING BOARD

ADMINISTRATION

1	Executive Director C
1	Deputy Community Center Director
1	Network Telecom. Analyst I
1	Chief, Administrative Services
1	Information Officer I
1	Graphic Artist III
1	Chief, Building Maintenance Section
1	General Building Maintenance Worker I
3	Maintenance Workers
2	Administrative Assistants IV
2	Administrative Assistants III
5	Administrative Assistants II
<u>1</u>	Human Services Assistant, PT
21	Positions
20.11	Staff Years

AQUATICS

1	Recreation Specialist II
1	Recreation Specialist I
1	Recreation Assistant
<u>1</u>	Administrative Assistant II
4	Positions
4.0	Staff Years

LAKE ANNE

1	Administrative Assistant II
<u>1</u>	Maintenance Worker
2	Positions
2.0	Staff Years

GENERAL PROGRAMS

5	Recreation Specialists II
<u>1</u>	Facility Attendant II
6	Positions
6.0	Staff Years

PERFORMING ARTS

1	Theatrical Arts Director
1	Theater Technical Director
1	Asst. Theater Technical Director
1	Recreation Specialist II
<u>1</u>	Administrative Assistant IV
5	Positions
5.0	Staff Years

PT Denotes Part Time Positions
C Denotes Contract Position

FUND 111 RESTON COMMUNITY CENTER

Agency Mission

To provide a full range of quality programs and services for the Greater Reston residential and business communities including the arts, aquatics, workshops, education, and training. To sustain and create community traditions through special events and outreach activities. To serve as an information resource for the community, and to provide facility rentals and related support for groups and individuals. To work cooperatively with other organizations, to enhance the quality of life for all people living and working in the Greater Reston area.

Agency Summary				
Category	FY 2002	FY 2003	FY 2003	FY 2004
	Actual	Adopted Budget Plan	Revised Budget Plan	Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	37/ 36.11	37/ 36.11	37/ 36.11	37/ 36.11
Exempt	1/ 1	1/ 1	1/ 1	1/ 1

Expenditures:				
Personnel Services	\$2,843,259	\$3,155,344	\$3,155,344	\$3,313,676
Operating Expenses	2,118,520	2,495,008	2,566,008	2,658,836
Capital Equipment	55,772	141,555	189,195	285,000
Total Expenditures	\$5,017,551	\$5,791,907	\$5,910,547	\$6,257,512

Summary by Cost Center				
Category ¹	FY 2002	FY 2003	FY 2003	FY 2004
	Actual	Adopted Budget Plan	Revised Budget Plan	Advertised Budget Plan
Administration	\$1,960,331	\$2,402,747	\$2,473,747	\$2,473,359
Performing Arts	794,003	978,427	989,581	1,165,311
Aquatics	511,320	532,145	568,631	572,101
General Programs	1,338,709	1,341,302	1,341,302	1,449,206
Lake Anne	413,188	537,286	537,286	597,535
Total Expenditures	\$5,017,551	\$5,791,907	\$5,910,547	\$6,257,512

¹ Expenditures for Capital Projects are shown under the Administration Cost Center.

Purpose

Fund 111, Reston Community Center, provides for the operation of the Reston Community Center (RCC) which serves the residents of Small District 5 Hunter Mill/Dranesville. RCC operations are supported by the payment of a special property assessment tax on residents and businesses within the district. The current tax rate of \$0.052 per \$100 of assessed value is recommended to remain the same for FY 2004.

The RCC is open to the public 364 days per year and includes a fully equipped 290-seat theatre. It is also equipped with a 25-meter indoor swimming pool and diving well, whirlpool spa, large central community hall with adjacent catering kitchen, dance studio, seven meeting/class rooms, fireplace lounge, snack bar, photography darkroom, woodworking shop, and art room.

In addition, the Lake Anne facility includes a professional art gallery, pottery studio with two kilns, computer lab, seminar room, and music and art rooms. In addition to these two facilities, RCC offers programming at off-site locations such as schools, parks, churches, outdoor swimming pools, and business locations.

FUND 111

RESTON COMMUNITY CENTER

The Reston Community Center Board of Governors adopted a revised revenue policy during FY 1986 which stated that revenues raised by the Center's activities will not exceed 25 percent of operating costs. Because residents and business property owners (and their employees) within Small District #5 pay the tax that provides for the operation and maintenance of the Center, they receive priority in Center services and programs, while non-residents are accommodated when possible at increased fees over residents' costs. A fee waiver policy provides clients in need the opportunity to enroll in Center-sponsored activities at no cost. These policies remain in effect for FY 2004. Fee-related revenue will constitute an estimated \$820,875 or 13.1 percent of the Center's projected operating costs of \$6,257,512 in FY 2004.

It is the goal of the Center to provide for the continuing of programs and participation at an even rate in times of both financial growth and contraction. Staff and the Board of Governors are evaluating reserve requirements of the fund for the replacement of infrastructure and equipment in order to protect the community's investment while providing for other contingencies including a catastrophic event reserve. In addition, the Center attempts to stay in touch with the wishes of its patrons. A recently completed survey indicated that a vast majority of residents are satisfied with the level of services provided by the Center. The agency is currently examining alternatives for gaining meaningful input from area businesses as well.

Performance Measurement Results

Patron satisfaction with RCC's programming continued to be over 90 percent. Participation in RCC programs grew by nearly 13 percent during FY 2002. Area residents enrolled in Center sponsored classes or workshops, took advantage of the aquatics center, attended a performance in the CenterStage, participated in a community-wide event, and/or attended a privately sponsored event at the Community Center nearly 255,000 times. Relative to previous years, the rate of growth in program participation slowed in FY 2002. Given the high subscription rate for Center sponsored programs, the slower growth rate suggests that the Community Center may be reaching the physical limit in its ability to expand programming.

Key Accomplishments

- ◆ The RCC Board of Governors undertook an in-depth financial analysis of agency operating and maintenance costs as well as a five-year revenue projection. The result of this fiscal analysis was their recommendation to the Fairfax County Board of Supervisors for a 13.3 percent reduction in the Small District 5 tax rate (from \$0.06 to \$0.052 per \$100 of assessed property value) and corresponding reduction in tax revenue. The Board of Supervisors enacted this tax rate reduction during their deliberations on the FY 2003 Advertised Budget Plan.
- ◆ As part of the above-described in-depth fiscal analysis, the RCC Board of Governors adopted a Managed Reserve financial structure that will provide strategic management of current and projected revenues and proportionally tie the RCC Managed Reserve balance to the RCC Annual Budget. In executing this Managed Reserve structure and absorbing the 13.3 percent reduction in tax revenue, RCC will eliminate in FY 2004 the large undesignated reserve balance that has been carried forward annually in recent years through the establishment of reserves for capital projects, feasibility studies, and a maintenance contingency.
- ◆ Patronage has continued to climb. Last year over 226,000 patrons participated in RCC programming and events. Current year statistics indicate even greater patron response – mid-year program subscription rate for all cost centers (classes, workshops, trips, camps) is at 81 percent. This is a 25 percent increase in program patronage as compared to the same point last year. Since this patron growth outstrips the growth rate of the Reston population, we attribute it to a rise in demand for RCC programming by the existing Reston community.

FUND 111

RESTON COMMUNITY CENTER

FY 2004 Initiatives

In FY 2004, there are three major program initiatives:

- ◆ *Expansion of RCC Teen Future Series.* The Center will expand our current program (designed to prepare teens for post-high school life) to include four overnight college tours, additional financial aid / scholarship workshops, an additional SAT preparation course, trips to Career Fairs and College Fairs.
- ◆ *Expansion of After-school Clubhouse.* In FY 2003, the Center will introduce an after-school "Clubhouse" at Terraset Elementary School for students in Grades 3 – 6. This three-day per week program will have an academic focus designed to provide a fun, supportive environment in which students can work on out-of-classroom assignments / projects and also participate in recreation activities that will re-enforce academic skills being taught in the classroom. In FY 2004, RCC plans to establish a second Clubhouse at another Reston elementary school.
- ◆ *Completion of the RCC Computer Lab Curricula.* The Computer Lab is currently under redesign as the Center shift its program focus to better capture the current IT market needs. In FY 2003, the Center will determine the scope of that shift (at present, it is planned for to center on a graphic arts / web design concept) and in FY 2004 the Center will complete its hardware / software installation to best support newly developed curricula.

Funding Adjustments

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

- ◆ An increase of \$158,332 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ A net increase of \$92,828 in Operating Expenses primarily for increased expenses and supplies associated with increased program activity in the Teen and Clubhouse Programs as well as the completion of the computer lab at the Lake Anne Center.
- ◆ Funding of \$285,000 for Capital Equipment for the replacement lighting and dimmer system in the theater.

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:

- ◆ Encumbered carryover of \$118,640 including \$71,000 in Operating Expenses and \$47,640 in Capital Equipment.

FUND 111 RESTON COMMUNITY CENTER



Administration

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	20/ 19.11	20/ 19.11	20/ 19.11	20/ 19.11
Exempt	1/ 1	1/ 1	1/ 1	1/ 1
Total Expenditures	\$1,960,331	\$2,402,747	\$2,473,747	\$2,473,359

Goal

To provide effective leadership, supervision, and administrative support for Center programs in order to maintain and prepare the facilities of the Reston Community Center for residents of Small Tax District #5.

Performance Measures

Objectives

- ◆ To increase the number of patrons attending private, non-RCC sponsored events, by 4 percent, from 86,223 to 89,829, in FY 2004.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Patrons served by rentals	27,673	31,299	29,500 / 78,385	86,223	89,829
Hours facility rented (1)	14,500	115,500	15,500 / 9,849	9,849	10,833
Rental revenue earned	\$45,952	\$44,395	\$48,000 / \$34,315	\$59,049	\$64,998
Efficiency:					
Cost per patron	\$4.54	\$4.12	\$5.00 / \$2.36	\$1.97	\$2.50
Cost per rental hour	\$8.67	\$8.32	\$9.52 / \$18.78	\$17.27	\$20.70
Service Quality:					
Percent of satisfied patrons	90%	90%	90% / 90%	90%	90%
Outcome:					
Percent change in patrons (2)	9.0%	13.1%	(5.7%) / 150.4%	10.0%	4.0%
Percent change in rental revenue	39.2%	3.3%	2.1% / (36.5%)	72.0%	10.0%

(1) The decline in rental hours reported for FY 2002 resulted from a change in data collection methodology. In FY 2002, RCC completed its conversion from a manual booking system to an automated system. The result has been more accurate data collection.

(2) The 150 percent change in the number of patrons served in FY 2002 resulted from a change in the data collection method. In prior years, rental patrons were counted once, no matter how many different dates they booked. Beginning in FY 2002, rental patrons were counted each time they attended a private event at the Community Center.

FUND 111 RESTON COMMUNITY CENTER



Performing Arts

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	5/ 5	5/ 5	5/ 5	5/ 5
Total Expenditures	\$794,003	\$978,427	\$989,581	\$1,165,311

Goal

To provide Performing Arts presentations to the residents of Small Tax District #5 in order to increase the cultural awareness of the community in disciplines of dance, theater, music, and related arts.

Performance Measures

Objectives

- ◆ To increase attendance at RCC sponsored and co-sponsored performances, community theater events, and outdoor concerts by 1 percent, from 29,770 to 30,068, in FY 2004.
- ◆ To increase the theater rental satisfaction from 94 to 95 percent, toward a target of 97 percent.
- ◆ To increase the number of class participants by 4 percent, from 1,216 to 1,265, in FY 2004.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Patrons served	18,552	30,657	22,785 / 29,476	29,770	30,068
Rentals provided	64	65	66 / 67	67	67
Participants served in classes	890	910	915 / 1,193	1,216	1,265
Efficiency:					
Cost per attendee/participant	\$22.63	\$15.98	\$22.97 / \$19.43	\$17.30	\$17.34
Service Quality:					
Percent of patrons satisfied	92%	93%	95% / 93%	93%	93%
Percent of renters satisfied	89%	93%	93% / 93%	94%	95%
Percent of participants satisfied	88%	91%	92% / 92%	94%	95%
Outcome:					
Percent change in patrons served	(14.1%)	65.0%	(25.7%) / (4.0%)	1.0%	1.0%
Percentage point change in theatre rental satisfaction	3.0	4.0	0.0 / 0.0	1.0	1.0
Percent change in class participants served	(16.7%)	2.3%	0.6% / 31.1%	2.0%	4.0%

FUND 111 RESTON COMMUNITY CENTER



Aquatics

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	4/ 4	4/ 4	4/ 4	4/ 4
Total Expenditures	\$511,320	\$532,145	\$568,631	\$572,101

Goal

To provide a safe and healthy professional pool environment and balanced Aquatic Program year round for all age groups in Small Tax District #5.

Performance Measures

Objectives

- ◆ To increase the percentage of satisfied participants by 1 percentage point, from 92 percent to 93 percent.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Participants served (1)	63,255	67,909	70,000 / 78,547	79,332	80,126
Efficiency:					
Cost per participant	\$3.78	\$3.30	\$3.36 / \$3.58	\$3.64	\$3.24
Service Quality:					
Percent of satisfied participants	87%	88%	88% / 90%	92%	93%
Outcome:					
Percentage point change in participants' satisfaction	1.0	1.0	0.0 / 2.0	2.0	1.0

(1) In FY 2002, 49,561 patrons took advantage of open swim and lap swim hours, 7,926 patrons participated in drop-in aquatics programs, 3,960 enrolled in swimming classes, and 17,100 patrons utilized the aquatics center as part of a private rental.

FUND 111 RESTON COMMUNITY CENTER



General Programs

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	6/ 6	6/ 6	6/ 6	6/ 6
Total Expenditures	\$1,338,709	\$1,341,302	\$1,341,302	\$1,449,206

Goal

To provide recreational, educational, and social activities to all age groups in order to provide a community-wide, positive, and meaningful experience in Small Tax District #5.

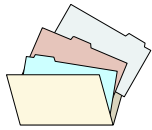
Performance Measures

Objectives

- ◆ To increase participation in classes, workshops, and camps by 1 percent, from 7,935 to 8,015, in FY 2004.
- ◆ To increase attendance at classes, workshops, camps, and special events by 1 percent, from 69,059 to 69,750, in FY 2004.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Students/campers	4,362	7,053	7,500 / 7,857	7,935	8,015
Attendees at activities	57,910	64,518	72,913 / 68,376	69,059	69,750
Efficiency:					
Cost per participant	\$7.17	\$9.58	\$10.70 / \$14.91	\$14.77	\$16.52
Service Quality:					
Percent of satisfied participants	90.0%	90.0%	91.0% / 89.0%	90.0%	90.0%
Outcome:					
Percent change in class/camp participation	26.2%	15.8%	6.5% / 11.4%	1.0%	1.0%
Percent change in attendees	1.2%	11.4%	7.9% / 6.0%	1.0%	1.0%

FUND 111 RESTON COMMUNITY CENTER



Lake Anne

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	2/ 2	2/ 2	2/ 2	2/ 2
Total Expenditures	\$413,188	\$537,286	\$537,286	\$597,535

Goal

To expand programs and facilities outside the main Reston Community Center, with an emphasis on Visual Arts activities and computer classes for all age groups in Small Tax District #5.

Performance Measures

Objectives

- ◆ To increase facility utilization by the public by 3 percent, from 25,038 to 25,789, in FY 2004.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Patrons	17,893	23,692	25,000 / 24,309	25,038	25,789
Efficiency:					
Cost per participant	\$5.55	\$9.08	\$11.85 / \$11.73	\$11.66	\$10.39
Service Quality:					
Percent of satisfied patrons	86%	89%	88% / 90%	90%	90%
Outcome:					
Percent change in participation	NA	32.0%	5.5% / 1.0%	2.6%	3.0%

FUND 111 RESTON COMMUNITY CENTER

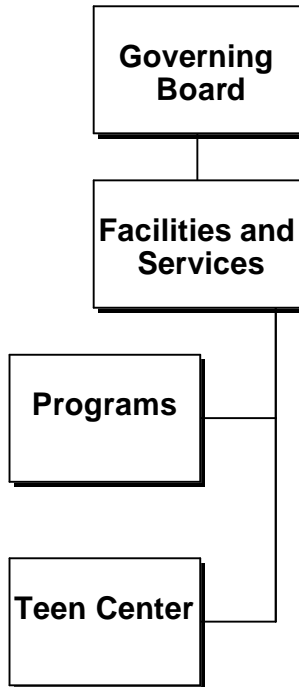
FUND STATEMENT

Fund Type G10, Special Revenue Funds	Fund 111, Reston Community Center			
	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance¹	\$2,478,532	\$2,319,172	\$2,792,080	\$2,162,489
Revenue:				
Taxes	\$4,501,204	\$4,367,787	\$4,367,787	\$4,804,566
Interest	81,008	163,169	163,169	85,000
Aquatics	229,985	225,000	225,000	236,250
Fitness	260,503	231,000	231,000	280,625
Performing Arts	63,788	73,000	73,000	73,000
Rental	34,315	48,000	48,000	48,000
Snack Bar	12,648	12,000	12,000	12,000
Vending	961	1,000	1,000	1,000
Theatre Box Office	47,731	60,000	60,000	65,000
Lake Anne	98,956	100,000	100,000	105,000
Total Revenue	\$5,331,099	\$5,280,956	\$5,280,956	\$5,710,441
Total Available	\$7,809,631	\$7,600,128	\$8,073,036	\$7,872,930
Expenditures:				
Personnel Services	\$2,843,259	\$3,155,344	\$3,155,344	\$3,313,676
Operating Expenses	2,118,520	2,495,008	2,566,008	2,658,836
Capital Equipment	55,772	141,555	189,195	285,000
Total Expenditures	\$5,017,551	\$5,791,907	\$5,910,547	\$6,257,512
Total Disbursements	\$5,017,551	\$5,791,907	\$5,910,547	\$6,257,512
Ending Balance	\$2,792,080	\$1,808,221	\$2,162,489	\$1,615,418
Maintenance Reserve	\$200,000	\$200,000	\$200,000	\$571,044
Feasibility Study Reserve	0	0	0	114,209
Capital Project Reserve	0	0	0	930,165
Unreserved Balance	\$2,592,080	\$1,608,221	\$1,962,489	\$0
Tax Rate per \$100 of Assessed Value²	\$0.06	\$0.052	\$0.052	\$0.052

¹ In order to account for Governmental Accounting Standards Board changes in the treatment of the year-end accrual of compensated absences, a restatement of the FY 2002 beginning balance for Fund 111, Reston Community Center is reflected. This adjustment results in an increase in the FY 2002 beginning balance in the amount of \$19,021 and a one-time savings for the fund. The beginning balance audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the adjustments will be included in the FY 2003 Third Quarter Package.

² During their deliberations on the FY 2003 Advertised Budget Plan, the Board of Supervisors reduced the tax rate from \$0.06 per \$100 of assessed value to \$0.052 per \$100 of assessed value.

MCLEAN COMMUNITY CENTER



FUND 113 MCLEAN COMMUNITY CENTER

Agency Position Summary

30 Regular Positions (0) / 25.45 Regular Staff Years (0.2)

Position Detail Information

GOVERNING BOARD

FACILITIES & SERVICES

1	Executive Director
1	Deputy Community Center Director
1	Chief, Administrative Services
1	Recreation Specialist I
1	Information Officer II
6	Facility Attendants I, PT
1	Administrative Assistant IV
2	Administrative Assistants III
3	Administrative Assistants II
17	Positions
13.45	Staff Years

PROGRAMS

Instruction & Senior Adult Activities

1	Recreation Specialist II
1	Position
1.0	Staff Year

Special Events

1	Park Specialist II
1	Position
1.0	Staff Year

Performing Arts

1	Performing Arts Director
1	Theater Technical Director
1	Asst. Theater Technical Director (0.2)
1	Recreation Specialist I
1	Administrative Assistant III
1	Cashier PT
1	Facility Attendant II, PT
7	Positions (0.0)
6.0	Staff Years (0.2)

Youth Activities

1	Recreation Specialist II
1	Position
1.0	Staff Year

TEEN CENTER

1	Recreation Specialist I
1	Recreation Assistant
1	Facility Attendant I
3	Positions
3.0	Staff Years

PT Denotes Part-Time Positions

() Denotes Position Adjustment

FUND 113 MCLEAN COMMUNITY CENTER

Agency Mission

To provide a sense of community by undertaking programs, assisting community organizations, and furnishing facilities for civic, cultural, educational, recreational, and social activities apportioned fairly to all residents of Small District 1, Dranesville.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	29/ 24.25	30/ 25.25	30/ 25.25	30/ 25.45
Expenditures:				
Personnel Services	\$1,495,306	\$1,643,881	\$1,643,881	\$1,719,650
Operating Expenses	887,946	1,080,785	1,155,266	1,126,225
Capital Equipment	26,055	54,310	72,151	110,994
Capital Projects	131,617	35,000	297,724	245,000
Total Expenditures	\$2,540,924	\$2,813,976	\$3,169,022	\$3,201,869

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Facilities & Services	\$1,186,520	\$1,292,301	\$1,369,064	\$1,411,468
Programs	968,464	1,164,723	1,175,395	1,222,696
Teen Center	254,323	321,952	326,839	322,705
Subtotal Expenditures	\$2,409,307	\$2,778,976	\$2,871,298	\$2,956,869
Capital Projects	\$131,617	\$35,000	\$297,724	\$245,000
Total Expenditures	\$2,540,924	\$2,813,976	\$3,169,022	\$3,201,869

Purpose

The McLean Community Center fulfills its mission by offering a wide variety of services and programs. Open 14 hours a day Monday through Saturday, and on Sunday afternoons, the Center is the place where McLean people meet. The building is used by the whole community. Special interest groups gather for civic, social, and cultural activities. Families, groups, and companies rent rooms for parties, receptions, and meetings. Community theater groups perform in the Alden Theatre. The Center sponsors free drop-in activities such as open bridge games and children's cooperative play.

Classes and activities for all ages are offered at nominal fees. They include aerobics, computers, acting, tours, and many more. There are special events and seasonal activities at the Center and at schools and parks, such as McLean Day, Taste of the Town, Fourth of July, Summer Camp, Halloween, and a Craft Show. The McLean Project for the Arts operates a gallery in the Center and offers art classes. The Alden Theatre presents professional shows, travel films, and entertainment for children. The Old Firehouse is a popular teenage social and recreation center in downtown McLean, operated by the Community Center.

FUND 113 MCLEAN COMMUNITY CENTER

Key Accomplishments

- ◆ Improved outdoor parking lot lighting
- ◆ Completed outdoor signage project
- ◆ Installed new HVAC system in the Emerson Gallery and converted unit from electricity to gas
- ◆ Community survey to assess customers' needs was done pro bono and showed that 92 percent of district residents are aware of the Center, 84 percent have used it, there is a high level of satisfaction with present programming, and various specific suggestions were made for future programming.
- ◆ Started a summer outdoor concert program
- ◆ Increased Middle School after school program from 3 days to 5 days per week

FY 2004 Initiatives

- ◆ Expand summer day camp program to include middle school.
- ◆ Develop and implement a comprehensive marketing plan to increase awareness of the Center's central role in the community, and to increase participation in Center programs.
- ◆ Design and hold new special events, including bridal show, health fair, and Black History Month event.

Performance Measurement Results

Since FY 1999, the Center has succeeded in steadily increasing the number of patron hours, which is the number of persons taking part multiplied by the time the average person spent in the class or other activity served in the facility by more efficient scheduling of space. The objective is to continue this increase in patron hours while maintaining costs and improving the quality of service.

Patron hours have increased in almost every activity offered by the Center. It is anticipated that special events attendance will increase because of the new events that are being planned. Classes and other activities for adults and children are projected to increase.

Efficiency is measured by cost per patron hour. The Center has upgraded the quality of instruction offered, thus incurring some higher costs. In addition, increased advertising is required to attract participation in the Center's programs, at higher cost. However, modest increases in cost per patron hour will be offset by revenue generated by increased fees.

Service quality is measured by customer satisfaction surveys. These are conducted at the conclusion of classes and other activities, and on-site at special events that attract large crowds. Additionally, a return postage-paid survey has been included in the Center's magazine, which is mailed to all residents of the Center's tax district. A very high level of approval has been noted in every aspect of operation, which is corroborated by the minimal number of complaints received. The objective is to maintain the Center's excellent reputation for customer satisfaction.

FUND 113

MCLEAN COMMUNITY CENTER

Funding Adjustments

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

- ◆ An increase of \$67,187 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ An increase of \$8,582 in regular salaries to convert the Assistant Theater Technical Director to full-time status, an increase of 0.2 SYE, is offset by a decrease of \$8,582 in exempt limited-term salaries.
- ◆ A net decrease of \$29,040 in Operating Expenses primarily due to \$80,520 in one-time expenditures as part of the *FY 2002 Carryover Review* with \$5,376 reallocated to Capital Equipment, partially offset by \$56,415 to provide for expanded programs and services due to increased participation in the Center's activities and \$441 in adjustments to Information Technology infrastructure charges and Department of Vehicle Services charges.
- ◆ Capital Equipment funding of \$110,994 includes \$97,994 for the replacement of motorized rigging linesets in the theater and \$13,000 for a digital display sign in the Center's lobby.
- ◆ Capital Projects funding of \$245,000 includes \$150,000 for the replacement of a portion of the Center's roof, \$69,000 for a new lighting system in the Center's lobby, hallways, and office space, \$16,000 for the renovation of two restrooms in order to comply with ADA standards, and \$10,000 for the replacement of 2 HVAC units.

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:

- ◆ Encumbered carryover of \$341,546 including \$80,520 in Operating Expenses, \$11,802 in Capital Equipment, and \$249,224 in Capital Project balances.
- ◆ Unencumbered carryover of \$13,500 in Capital Projects for installations which were completed but not billed in FY 2002.

FUND 113 MCLEAN COMMUNITY CENTER



Facilities and Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	17/ 13.45	17/ 13.45	17/ 13.45	17/ 13.45
Total Expenditures	\$1,186,520	\$1,292,301	\$1,369,064	\$1,411,468

Goal

To administer the facilities and programs of the McLean Community Center, to assist local public groups planning activities, and to provide information to citizens in order to facilitate their integration in the life of the community.

Performance Measures

Objectives

- ◆ To increase the number of patrons served by 2.6 percent from 395,323 to 405,407, while maintaining or improving service quality.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Patrons served	360,785	367,445	385,000 / 386,317	395,323	405,407
Efficiency:					
Cost per patron	\$2.98	\$3.13	\$3.12 / \$3.07	\$3.27	\$3.23
Service Quality:					
Service complaints (based on Taxpayer and Participant Satisfaction Survey)	4	3	4 / 4	4	4
Outcome:					
Percent change in cost per patron	(2.6%)	5.0%	(0.3%) / 5.1%	2.3%	2.6%

FUND 113 MCLEAN COMMUNITY CENTER



Programs

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	9/ 7.8	10/ 8.8	10/ 8.8	10/ 9
Total Expenditures	\$968,464	\$1,164,723	\$1,175,395	\$1,222,696

Goal

To provide programs and classes to McLean Community Center district residents of all ages in order to promote personal growth and a sense of community involvement.

Performance Measures

Objectives

- ◆ To increase the number of patron hours in classes and in Senior Adult Activities by 2.0 percent, from 54,814 to 55,910.
- ◆ To increase the number of patrons attending major community Special Events, such as July 4th fireworks, by 21 percent, from 23,100 to 27,951.
- ◆ To increase the number of patron hours served by Performing Arts activities by 0.6 percent, from 86,000 to 86,500.
- ◆ To increase the number of patron hours in Youth Activities by 1.0 percent, from 36,148 to 36,509.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Patron hours in classes and Senior Adult Activities	53,800	55,800	55,800 / 51,132	54,814	55,910
Patrons attending Special Events (1)	16,800	17,500	13,500 / 22,000	23,100	27,951
Patron hours at Performing Arts Activities	68,638	84,505	85,000 / 85,347	86,000	86,500
Patron hours at Youth Activities	28,984	32,581	33,000 / 35,790	36,148	36,509
Efficiency:					
Cost per patron hour in classes and Senior Adult Activities	\$1.83	\$2.00	\$2.18 / \$2.09	\$2.48	\$2.56
Cost per patron at Special Events	\$7.18	\$8.13	\$13.06 / \$7.13	\$7.63	\$5.12
Cost per patron at Performing Arts Activities	\$6.07	\$5.77	\$6.40 / \$5.91	\$6.89	\$7.48
Cost per patron at Youth Activities	\$5.05	\$5.21	\$6.46 / \$5.59	\$6.22	\$6.52

FUND 113 MCLEAN COMMUNITY CENTER

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Service Quality:					
Percent satisfied with classes and Senior Adult Activities	95%	95%	95% / 95%	95%	95%
Percent satisfied with Special Events	99%	100%	100% / 98%	100%	95%
Percent satisfied with Performing Arts Activities	100%	100%	100% / 99%	100%	99%
Percent satisfied with Youth Activities	95%	95%	95% / 95%	95%	95%
Outcome:					
Percent change in participation in classes and Senior Adult Activities	2.3%	3.7%	0.0% / (8.4%)	7.2%	2.0%
Percent change in participation at Special Events	(20.9%)	4.2%	(22.9%) / 25.7%	5.0%	21.0%
Percent change in participation at Performing Arts Activities	4.7%	23.1%	0.6% / 1.0%	0.8%	0.6%
Percent change in participation at Youth Activities	10.7%	12.4%	1.3% / 9.8%	1.0%	1.0%

(1) The number of patrons attending Special Events is expected to increase because of the addition of three new events.



Teen Center

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	3/3	3/3	3/3	3/3
Total Expenditures	\$254,323	\$321,952	\$326,839	\$322,705

Goal

To provide a facility for local youth in grades 7-12 in order to promote personal growth and provide a safe recreational and productive environment.

Performance Measures

Objectives

- ◆ To increase the number of weekend participant hours by 3.0 percent, from 30,025 to 30,925 toward a target of 41,356, which is the maximum capacity of the facility.
- ◆ To increase the number of weekday participant hours by 6.0 percent, from 6,237 to 6,611.

FUND 113 MCLEAN COMMUNITY CENTER

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Weekend participant hours provided	23,061	25,286	26,500 / 29,150	30,025	30,925
Weekday participant hours provided	5,092	5,400	5,557 / 5,940	6,237	6,611
Efficiency:					
Cost per participant hour (both weekend and weekday)	\$5.35	\$7.51	\$9.65 / \$7.25	\$8.92	\$8.66
Service Quality:					
Percent of satisfied weekend participants	95%	95%	95% / 95%	95%	95%
Percent of satisfied weekday participants	95%	95%	95% / 95%	95%	95%
Outcome:					
Percent change in weekend participants	(3.5%)	9.6%	4.8% / 15.3%	3.0%	3.0%
Percent change in weekday participants hours	47.6%	6.0%	2.9% / 10.0%	5.0%	6.0%

A Fund Statement, a Summary of Capital Projects, and Project Detail Table for the project funded in FY 2004 are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 113 MCLEAN COMMUNITY CENTER

FUND STATEMENT

Fund G10, Special Revenue Funds

Fund 113, McLean Community Center

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance¹	\$2,092,766	\$1,782,050	\$2,310,719	\$2,063,360
Revenue:				
Taxes	\$2,165,444	\$2,205,160	\$2,205,160	\$2,634,285
Interest	62,281	87,606	87,606	77,634
Rental Income	46,067	36,500	36,500	36,500
Instructional Fees	157,133	160,195	160,195	160,195
Performing Arts	102,561	134,310	134,310	122,510
Vending	2,252	2,800	2,800	2,605
Senior Adult Programs	12,565	15,000	15,000	15,000
Special Events	68,427	76,671	76,671	94,420
Theater Rentals	33,373	25,292	25,292	27,000
Youth Programs	148,724	164,082	164,082	162,621
Miscellaneous Income	35,982	46,097	46,097	49,175
Teen Center Income	19,203	54,500	54,500	46,340
Visual Arts	20,703	24,000	24,000	24,000
Total Revenue	\$2,874,715	\$3,032,213	\$3,032,213	\$3,452,285
Total Available	\$4,967,481	\$4,814,263	\$5,342,932	\$5,515,645
Expenditures:				
Personnel Services	\$1,495,306	\$1,643,881	\$1,643,881	\$1,719,650
Operating Expenses	887,946	1,080,785	1,155,266	1,126,225
Capital Equipment	26,055	54,310	72,151	110,994
Capital Projects	131,617	35,000	297,724	245,000
Total Expenditures	\$2,540,924	\$2,813,976	\$3,169,022	\$3,201,869
Transfer Out:				
County Debt Service (200)	\$115,838	\$110,550	\$110,550	\$105,188
Total Transfer Out	\$115,838	\$110,550	\$110,550	\$105,188
Total Disbursements	\$2,656,762	\$2,924,526	\$3,279,572	\$3,307,057
Ending Balance	\$2,310,719	\$1,889,737	\$2,063,360	\$2,208,588
Equipment Replacement Reserve ¹	\$446,955	\$1,216,380	\$1,216,380	\$1,268,568
Capital Project Reserve	0	0	0	700,000
Technology Improvement Fund	0	0	0	100,000
Unreserved Balance	\$1,863,764	\$673,357	\$846,980	\$140,020
Tax Rate per \$100 of Assessed Value	\$0.028	\$0.028	\$0.028	\$0.028

¹ In order to account for Governmental Accounting standards Board changes in the treatment of the year-end accrual of compensated absences, at restatement of the FY 2002 beginning balance for Fund 113, McLean Community Center is reflected. This adjustment results in an increase in the FY 2002 beginning balance in the amount of \$8,914 and a one-time savings for the fund. The beginning balance audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the adjustments will be included in the FY 2003 Third Quarter Package.

FUND 113 MCLEAN COMMUNITY CENTER

FY 2004 Summary of Capital Projects

Fund: 113 McLean Community Center

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
003601	McLean Community Center Improvements	\$1,041,041	\$131,616.91	\$297,724.24	\$245,000
Total		\$1,041,041	\$131,616.91	\$297,724.24	\$245,000

FUND 113 MCLEAN COMMUNITY CENTER

003601	McLean Community Center Improvements	
Oak Ridge and Ingleside		Dranesville
<p>Description and Justification: Project 003601: Center improvements funded through this project in prior years included parking lot expansion, carpet purchase and installation, landscaping, and HVAC modifications. FY 2004 funding provides for replacing a portion of the Center's roof, improvements to interior lighting at various locations in the Center, replacing two HVAC units, and the renovation of two restrooms to insure ADA compliance.</p>		

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0
Design and Engineering	111,421	63,003	0	48,418	0	0
Construction	901,926	286,376	121,907	248,642	245,000	0
Other	27,694	17,321	9,710	664	0	0
Total	\$1,041,041	\$366,700	\$131,617	\$297,724	\$245,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$245,000	\$245,000

FUND 115

BURGUNDY VILLAGE COMMUNITY CENTER

Agency Mission

To provide and maintain a facility for the citizens of the Burgundy Village district so they may have an opportunity to plan, organize, and implement recreational, social, and civic activities.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	0/0	0/0	0/0	0/0
Expenditures:				
Personnel Services	\$14,435	\$14,250	\$14,250	\$15,312
Operating Expenses	9,657	8,905	8,905	10,773
Capital Equipment	0	0	0	0
Total Expenditures	\$24,092	\$23,155	\$23,155	\$26,085

Purpose

Fund 115, Burgundy Village Community Center, was established in 1970, along with a special tax district, to finance the operations and maintenance of the Burgundy Village Community Center for use by residents of the Burgundy Community. Residents of this district currently pay an additional \$0.02 per \$100 of assessed value on their real estate taxes to fund the Center. The subdivisions of Burgundy Village, Somerville Hill, and Burgundy Manor are included in the special tax district. Funding for Center operations and maintenance is derived from the tax district receipts, interest on Center funds invested by the County, and rentals.

The Burgundy Village Community Center is used for meetings, public service affairs, and private parties. Residents of the Burgundy Community rent the facility for \$25 per event; non-residents are charged \$150 per event. There is no charge for community activities or meetings such as the Burgundy Civic Association, Neighborhood Watch, and community events sponsored by the Operations Board.

The Center is currently governed by a five-member Operations Board elected annually.

Key Accomplishments

- ◆ Managed the election of the Burgundy Operations Board.
- ◆ Surveyed the property to define boundaries of Burgundy Community Center.
- ◆ Successfully held Oktoberfest festivities. The event included a community yard sale, food, and games for the children, with over 100 people in attendance.

FY 2004 Initiatives

- ◆ To improve the facility by repainting the exterior, landscaping, and completing interior flooring repairs.
- ◆ To continue to promote Oktoberfest.
- ◆ To create a revised customer service survey used agency wide at other community centers that addresses the facility and on-site staff and how well each addresses the needs of the users. The revised customer service survey will enable the Department of Community and Recreational Services to assess how well its community centers are meeting the needs and expectations of customers overall.

FUND 115

BURGUNDY VILLAGE COMMUNITY CENTER

Performance Measurement Results

The customer satisfaction rate continues to be extremely high, indicating satisfaction with the facility and events held at the facility. Rentals continue to increase. As the facility is used more frequently, community residents have greater opportunities to get together for meeting and social activities.

Funding Adjustments

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

- ◆ An increase of \$1,062 in Personnel Services is associated with salary adjustments necessary to support the County's compensation program as well as increased staff hours required while the Community Center is in use.
- ◆ An increase of \$1,868 in Operating Expenses is primarily associated with one-time building renovation costs.

The following funding adjustments reflect all approved changes to 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:

- ◆ There have been no revisions to this fund since approval of the FY 2003 Adopted Budget Plan.

Performance Measures

Objectives

- ◆ To increase community center rentals by 2.2 percent, from 227 estimated in FY 2003 to 232 in FY 2004, in order to create a focal point in the community.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Rentals (1)	134	142	217 / 223	227	232
Efficiency:					
Cost per rental	\$35.19	\$24.48	\$29.39 / \$10.72	\$6.64	\$7.17
Service Quality:					
Percent of users satisfied with the use of the facility	95%	95%	96% / 96%	96%	96%
Outcome:					
Percent change in facility use to create a community focal point	(26.8%)	6.0%	52.8% / 57.0%	1.8%	2.2%

(1) FY 2000 Actual Rentals were reduced due to the Center closing during the installation of a new heating and air conditioning unit. FY 2001 Actual Rentals were lower than in subsequent years due to the lack of an on-going renter during a significant portion of the year.

FUND 115 BURGUNDY VILLAGE COMMUNITY CENTER

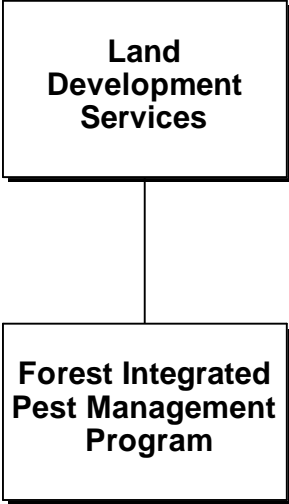
FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 115, Burgundy Village
Community Center

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$125,549	\$126,057	\$133,232	\$138,633
Revenue:				
Taxes	\$10,074	\$10,771	\$10,771	\$11,848
Interest	3,276	5,815	5,815	5,920
Rent	18,425	11,970	11,970	18,500
Total Revenue	\$31,775	\$28,556	\$28,556	\$36,268
Total Available	\$157,324	\$154,613	\$161,788	\$174,901
Expenditures:				
Personnel Services	\$14,435	\$14,250	\$14,250	\$15,312
Operating Expenses	9,657	8,905	8,905	10,773
Total Expenditures	\$24,092	\$23,155	\$23,155	\$26,085
Total Disbursements	\$24,092	\$23,155	\$23,155	\$26,085
Ending Balance	\$133,232	\$131,458	\$138,633	\$148,816
Tax Rate per \$100 of Assessed Value	\$0.02	\$0.02	\$0.02	\$0.02

FOREST INTEGRATED PEST MANAGEMENT PROGRAM



Agency Position Summary

7 Regular Positions / 7.0 Regular Staff Years

Position Detail Information

FOREST INTEGRATED PEST MANAGEMENT PROGRAM

- 1 Urban Forester III
- 1 Urban Forester II
- 3 Urban Foresters I
- 1 Info Technology Tech III
- 1 Administrative Assistant II
- 7 Positions
- 7.0 Staff Years

FUND 116

FOREST INTEGRATED PEST MANAGEMENT PROGRAM

Agency Mission

To control forest pest infestation throughout the County through detection, abatement, and public information programs, so that no more than one percent of County tree cover is defoliated annually.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	8/ 8	8/ 8	7/ 7	7/ 7
Expenditures:				
Personnel Services	\$288,225	\$396,118	\$396,118	\$418,842
Operating Expenses	252,047	506,038	506,038	565,347
Capital Equipment	39,899	0	0	0
Total Expenditures	\$580,171	\$902,156	\$902,156	\$984,189

Purpose

The Fairfax County Forest Pest Management Program is a cooperative program with the United States Department of Agriculture - Forest Service and the Virginia Department of Agriculture and Consumer Services (VDACS). VDACS maintains a list of insects that are eligible for control by this program. Currently there are two insects listed by VDACS - the gypsy moth and the fall cankerworm. The cooperative program investigates tree damage due to forest pests by conducting annual insect monitoring surveys throughout the County. Forested areas with high pest populations are identified for possible treatment the following spring. The proposed treatment plan, together with resource requirements to implement the treatment plan, are submitted annually to the Board of Supervisors for approval in February. Treatment is conducted in late April through early May before pests can damage trees. Throughout the year, staff educates Fairfax County communities regarding pest suppression methods and measures that they may take to alleviate potential forest pest population explosions.

The Forest Integrated Pest Management Program is funded by a Countywide tax levy. The amount of the tax rate has varied annually due to the cyclical nature of the gypsy moth and fall cankerworm populations. For example, the rate was at \$0.001 per \$100 assessed value in FY 1997. From FY 1998 through FY 2000, no tax assessment was necessary. For FY 2001 and FY 2002, the Board-approved tax rate was \$0.001 per \$100 assessed value to provide for treatment of the cankerworm as well as the gypsy moth. The FY 2004 proposed tax rate remains at \$0.001 per \$100 assessed value.

Pest populations follow a cyclical curve over time. Populations will be high for a period of years, and then drop for a period, only to rise again. For example, in 1990, 43,000 acres in the County were treated, while in 1993, only 3,000 acres required treatment using the same treatment criteria. By 1995, the treatment requirement was up to 45,000 acres. Past treatments were effective in reducing the gypsy moth populations in FY 1996 through 1999. In FY 2000, 200 acres were treated for gypsy moths and 7,000 acres were treated for cankerworm infestation. In FY 2001, 1,800 were treated for gypsy moth and 250 acres for cankerworm. In FY 2002, 5,500 acres were treated for gypsy moth and 300 acres for cankerworm. It is estimated that 3,000 acres, including 1,000 for gypsy moth and 2,000 for cankerworm, will be sprayed in FY 2003.

It is estimated that 5,000 acres, including 2,500 for gypsy moths and 2,500 for cankerworms, will be sprayed in FY 2004. However, the actual number of acres will not be known until the egg mass survey is conducted between August 2002 and January 2003. At that time, the confirmed number of acres requiring treatment will be presented to the Board of Supervisors for approval, and funding adjustments will be made as needed. If additional treatment is required, these needs can be addressed from Fund Balance, based on the recommended funding level and proposed tax levy.

FUND 116

FOREST INTEGRATED PEST MANAGEMENT PROGRAM

Key Accomplishments

- ◆ Maintained a Geographic Information System (GIS) layer of the forest cover types in Fairfax County. This layer is used by the Forest Pest Program as a management tool to identify those areas highly susceptible to forest insect pests and to analyze and evaluate the proper means to control forest insects. This layer is also used by other agencies within the County to meet their program needs.
- ◆ Maintained a GIS layer delineating the community associations located within Fairfax County. This layer is used by the Forest Pest Program to facilitate the communication between the office and community associations in regards to matters concerning all aspects of forest pest control. This layer is also used by other County agencies, including the Board of Supervisors, to help meet their program needs.
- ◆ Accomplished, annually, the program goal of zero percent tree defoliation in Fairfax County by monitoring the gypsy moth population, educating homeowners, and by successfully implementing a spray program.
- ◆ Planned and implemented a program to address the fall cankerworm in Fairfax County. In the spring of 2001, the Forest Integrated Pest Program successfully treated 3,000 acres in the Mount Vernon and Lee Districts.

FY 2004 Initiatives

- ◆ Development and implementation of a customer service forest pest outreach program by placing documents on the Land Development Services' (LDS) Web Page, having a booth at the Fairfax County Fair, and meeting with civic associations.
- ◆ Provide resources and information to civic organizations, homeowners, the Board of Supervisors, and other agencies when insect related issues come up including the fall cankerworm, mosquitoes, and the West Nile Virus.
- ◆ Offer GIS assistance and resources to LDS, along with other County agencies, and private organizations.
- ◆ Expand web-based applications to include more comprehensive treatment history pages, more brochures, and to create egg mass survey forms that homeowners can fill-out via the Internet and submit on-line.

Performance Management Results

In FY 2002, there were 5,500 acres treated for the gypsy moth caterpillar and 300 for the fall cankerworm. Staff surveys for caterpillars and egg masses conducted in mid summer and early fall indicate that the treatment for gypsy moth was successful. Surveys for the fall cankerworm cannot be conducted until mid winter; however early evidence indicates that the treatment was successful as well. Defoliation surveys for both insects conducted during this summer indicated that there was no defoliation in Fairfax County during this timeframe. The expanded treatment notification, which included increasing the notification mailings and placing signs at the entrance to subdivisions, was deemed to be successful.

FUND 116

FOREST INTEGRATED PEST MANAGEMENT PROGRAM

Funding Adjustments

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

- ◆ An increase of \$22,724 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ An increase of \$59,309 in Operating Expenses to reflect this Fund's share of costs associated with the Public Service Radio System Replacement project. This project, IT0050 Public Service Communications Replacements in Fund 104, Information Technology supports the 7 year lease purchase of system infrastructure and the replacement of mobile and portable radios.

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:

- ◆ The County Executive approved the redirection of 1/1.0 SYE Urban Forester I position to the Health Department in order to support the County's West Nile Virus Program. This position is responsible for the development of a countywide plan for surveillance and treatment of affected areas.

Performance Measures

Objectives

- ◆ To control the infestation of gypsy moths and cankerworms through detection and abatement programs, so that no more than three percent of County tree cover is defoliated.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Field surveys completed annually in areas known or suspected to be infested	3,200	3,200	3,200 / 3,200	3,200	3,200
Efficiency:					
Field surveys conducted per staff	800	800	800 / 800	800	800
Service Quality:					
Percent of County households affected by abatement efforts which are notified	100%	100%	100% / 100%	100%	100%
Outcome:					
Percent of County tree defoliation resulting from gypsy moth infestation	0%	0%	1% / 0%	1%	1%

FUND 116

FOREST INTEGRATED PEST MANAGEMENT PROGRAM

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 116, Forest Integrated Pest
Management Program

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$796,449	\$968,713	\$1,283,581	\$1,358,650
Revenue:				
General Property Taxes	\$1,025,137	\$954,155	\$954,155	\$1,098,581
Interest on Investments	27,166	23,070	23,070	23,070
Miscellaneous Revenues	15,000	0	0	0
Total Revenue	\$1,067,303	\$977,225	\$977,225	\$1,121,651
Total Available	\$1,863,752	\$1,945,938	\$2,260,806	\$2,480,301
Expenditures:				
Personnel Services	\$288,225	\$396,118	\$396,118	\$418,842
Operating Expenses	252,047	506,038	506,038	565,347
Capital Equipment	39,899	0	0	0
Total Expenditures	\$580,171	\$902,156	\$902,156	\$984,189
Total Disbursements	\$580,171	\$902,156	\$902,156	\$984,189
Ending Balance	\$1,283,581	\$1,043,782	\$1,358,650	\$1,496,112
Tax Rate Per \$100 of Assessed Value	\$0.001	\$0.001	\$0.001	\$0.001

FUND 118

CONSOLIDATED COMMUNITY FUNDING POOL

Agency Mission

To provide a pool of funds to be awarded on a competitive basis for human service programs offered by community-based agencies. The Department of Systems Management for Human Services (DSMHS) and the Department of Administration for Human Services (DAHS) have oversight responsibility for this funding pool.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
Operating Expenses	\$5,882,168	\$6,278,539	\$6,637,713	\$6,278,539
Total Expenditures	\$5,882,168	\$6,278,539	\$6,637,713	\$6,278,539

Purpose

In FY 1997, the Board of Supervisors approved the development and the implementation of a competitive funding process to fund services best provided by community-based agencies and organizations, formerly funded through a contribution or through a contract with an individual County agency. In accordance with the Board's direction, this process was operational in FY 1998 and was guided by the following goals:

- Provide support for services that are an integral part of the County's vision and strategic plan for human services;
- Serve as a catalyst to community-based agencies, both large and small, to provide services and leverage resources;
- Strengthen the community's capacity to provide human services to individuals and families in need through effective and efficient use of resources; and
- Help build public/private partnerships and improve coordination and collaboration, especially within the five human service regions of the County.

Fund 118, Consolidated Community Funding Pool, was established in FY 1998 to provide a budget mechanism for this funding process.

The Consolidated Community Funding Pool process reflects significant strides to improve services to County residents and to usher in a new era of strengthened relations between the County and community private, non-profit organizations. First, all programs funded through this process are required to develop and track program outcome measures. To aid agencies in meeting this requirement, the County (in partnership with the Fairfax-Falls Church United Way) has provided several performance measurement-training opportunities for staff and volunteers from all interested community-based agencies. Second, the criteria used to evaluate the proposals explicitly encourage agencies to leverage County funding through strategies such as cash match from other non-County sources, in-kind services from volunteers, or contributions from the business community and others. Third, the criteria encourage agencies to demonstrate cooperation and/or collaboration with other organizations to minimize duplication or to achieve efficiencies in service delivery or administration.

Continued efforts have been made to streamline the funding process for both the County and community-based agencies. FY 2003 was the fourth year of a consolidated process for setting priorities and awarding funds from both the Consolidated Community Funding Pool and Community Development Block Grant (CDBG) processes. In past years, the CDBG process and the Consolidated Community Funding Pool grant process were similar activities that operated under different time frames, with separate application requirements and different evaluation criteria. With the December 8, 1997 approval of the Board of Supervisors, these two processes were merged under the title of Consolidated Community Funding Pool. The Consolidated Community Funding Pool is funded from Federal Community

FUND 118

CONSOLIDATED COMMUNITY FUNDING POOL

Development Block Grant, Targeted Public Services, and Affordable Housing funds; Federal Community Services Block Grant funds; and local Fairfax County General Funds. Although the process for setting priorities and awarding funds has been consolidated, Fund 118 contains only the local Fairfax County General Fund and Community Services Block Grant portion of the funds. The Federal Community Development Block Grant funds remain in Fund 142 (for grant accounting purposes).

On July 26, 1999, the Board of Supervisors approved the Consolidated Community Funding Advisory Committee (CCFAC) recommendation to change from one-year contract awards to two-year contract awards for agencies receiving funds through the Consolidated Community Funding Pool. The CCFAC evaluated the two-year award approach. This review included an extensive series of focus groups with non-profit community-based organizations, both currently funded organizations and organizations who do not receive CCFP funding for programs they operate. These organizations strongly supported the two-year award cycle. Based on this review, the CCFAC recommended, and the Board of Supervisors approved, the continuation of the two-year funding cycle.

A major responsibility of the CCFAC is to recommend funding priorities for the Consolidated Community Funding Pool. The CCFAC maintains an ongoing process for the review and analysis of both data and community input that provides the information on which funding priority allocations are based. Community input processes include a variety of citizen and provider input activities conducted throughout the year around the County. The data that the CCFAC considers in setting funding priorities include County human service agency service delivery and demand data, general demographic and economic data, and various assessment studies and other analyses conducted by the County government and others. In addition, the CCFAC also draws on the data provided by CCFP providers as part of their contract reporting process. Finally, the CCFAC publishes and broadly disseminates a proposed set of funding priorities and conducts a public hearing on the proposed priorities for the allocation of CCFP funds. Subsequent to the receipt and review of public comments, the CCFAC finalized the funding priorities and forwarded them to the Board of Supervisors for action. The Board of Supervisors approved CCFAC's FY 2003/FY 2004 recommended priorities on July 23, 2001. A Request for Proposal (RFP) was issued in the Fall of 2001, utilizing the funding criteria approved by the Board of Supervisors. FY 2004 is the second year of the current two-year funding cycle. The new process for the FY 2005/2006 Funding Cycle will begin in the Spring of 2003.

The CCFAC has organized the FY 2003/FY 2004 funding priorities according to six priority areas. The recommended target percentages for each priority area for FY 2003/FY 2004 are intended to be used as guides for applicants and for the Selection Advisory Committee.

Priority Area	Target
1. People Find and Maintain Safe, Appropriate, and Affordable Housing	27%
2. People Have the Supports They Need To Be Self-Sufficient	21%
3. Youth Make Safe, Responsible Decisions	18%
4. Families and Individuals Are Healthy, Stable, and Independent	14%
5. Families and Individuals Meet Their Basic Needs	11%
6. Communities Are Safe, Supportive, Inclusive, and Thriving	9%

The Department of Systems Management for Human Services and the Department of Administration for Human Services have administrative oversight responsibility for the Consolidated Community Funding Pool. Together with the Fairfax County Department of Housing and Community Development, they are responsible for planning, implementation, and oversight of all facets of the Consolidated Community Funding Pool process.

FUND 118

CONSOLIDATED COMMUNITY FUNDING POOL

FY 2004 Initiatives

- ◆ Continue utilization of the two-year contract awards cycle for agencies receiving funds through the Consolidated Community Funding Pool (CCFP).
- ◆ Provide ongoing technical assistance and contract management oversight and support to non-profit recipients of CCFP funds.
- ◆ Gather information for the development of funding priorities, including: public forums; surveys of members of human services boards, authorities, and commissions; discussions with leadership staff from County agencies; and focus groups.
- ◆ Review documented service needs and demographic trends.

Allocation for FY 2004

The FY 2004 Advertised Budget Plan depicts the consolidation of both the funding allocations for the Consolidated Community Funding Pool (Fund 118) and the funding distribution for the Community Development Block Grant (Fund 142). The following chart summarizes the FY 2004 funding awards (the second year of a new two-year cycle) from the Community Funding Pool as recommended by the CCFP Citizen Selection Advisory Committee and approved by the Board of Supervisors on April 29, 2002. It should be noted that Fund 142 award amounts are based on the FY 2004 CDBG award from United States Department of Housing and Urban Development (HUD). Adjustments may be required in projects recommended for CDBG funding for FY 2003/FY 2004 based on final award of funding by HUD.

FUND 118

CONSOLIDATED COMMUNITY FUNDING POOL

<u>PROJECT / ORGANIZATION</u>	<u>DESCRIPTION</u>	<u>FUND 118 AWARD</u>	<u>FUND 142 AWARD</u>
4-H Character Club / Culmore 4-H Character Club	Day camp, after school homework, character, and life skills services	\$20,000	
ACCA Family Assistance	Emergency funding for rent, security deposits, utilities, prescriptions, medical/dental care, and other non-food essentials	10,000	
ACCA Emergency Food / Annandale Christian Community for Action (ACCA)	Emergency food	15,000	
Administrative Support for Housing Capital Projects / Wesley Housing Development	Administer the development and operation of affordable housing projects	124,000	
Administrative Support for Housing Capital Projects / Catholics For Housing	Administer the development and operation of affordable housing projects	55,000	
Adult Day Health Care / Family Respite Center	Activities for people with middle stages of Alzheimer's and people with advanced dementia	70,000	
Adult Health Program/ Northern Virginia Family Service	Access to health care for uninsured adults by requesting direct assistance funds	15,000	
Adult Literacy and English as a Second Language/ Literacy Council of Northern Virginia	Adult functional reading and writing skill development and ESL instruction	65,000	
Affordable Housing for People with Physical Disabilities / Wesley Housing Development Corporation	Develop the first affordable apartment community in the County for physically disabled people		150,000
Affordable Housing Capital Projects / Acquisition of Briarcliff Townhomes	Catholics for Housing, Inc.		200,000
Affordable, Rental, Transitional Housing / Robert Pierre Johnson (RPJ) Housing Development Corporation	Administer the development and operation of low- and moderate-income housing	85,750	
APD Housing Administration / Alliance for the Physically Disabled (APD)	Resident services for severely disabled adults	55,000	
Bilingual Rehab. Specialist / Town of Herndon	Assist limited English-speaking people to foster housing rehabilitation, modernization, and maintenance		65,532
Cedar Ridge Community Center / Reston Interfaith	Low- and moderate-income housing management and social service assistance services		53,000
Chantilly Mews Family Preservation / Black Women United for Action	Education, conflict resolution, emergency assistance, mentoring, life skills workshops, holiday activities, and prevention seminars	45,000	
Community and Family Initiatives / Center for Multicultural Human Services (CMHS)	Community intervention, job skills training, ESL classes, parent groups, youth groups, and case management services	195,000	
Community Program for Youth on Probation and Parole / Community Mediation Service	Guidance and case management services for youth on parole or probation	64,916	
Community Self-Sufficiency and Development / Reston Interfaith	Crisis intervention, support groups, life skills classes, and financial workshops	115,000	
Comprehensive Food Service / United Community Ministries	Emergency food and resource access services	102,000	
Construction Training Opportunities / Northern Virginia Family Service	Skills instruction and on-the-job training in construction trades	75,000	
Culmore Youth Outreach / Alternative House	After-school counseling and activities for youth at risk of dropping out of school		60,000
Daycare Provider Training / Infant Toddler Family Day Care	Infant toddler family day care provider training	30,000	
Developmental Day Care Services at the BEL Center / United Community Ministries	Low-cost child care	76,000	
Emergency Assistance, Rent, Utilities, and Medicine / Falls Church Community Services Council	Emergency rent and utility assistance	20,000	

FUND 118

CONSOLIDATED COMMUNITY FUNDING POOL

<u>PROJECT / ORGANIZATION</u>	<u>DESCRIPTION</u>	<u>FUND 118 AWARD</u>	<u>FUND 142 AWARD</u>
Emergency Food / Falls Church Community Services Council	Emergency food services	9,877	
Entrepreneurship Development for New Americans / Business Development Assistance Group	Assist new Americans overcome obstacles in starting their own business	17,500	
Employment Services / United Community Ministries	Micro enterprise, job development, computer training, and job placement		191,000
Fairfax FISH, Inc.	For immediate sympathetic financial help for short term emergency assistance	20,000	
Family Assistance Program / Bethany House of Northern Virginia	Shelter, counseling, and support services for abused women and children	45,000	
Family Enrichment Services / Fairfax Area Christian Emergency and Transitional Services (FACETS)	Educational and recreational services for public housing families		110,000
Family Literacy and Academic Support Program	Community Preservation and Development Corporation	25,000	
Family Renewal / United Community Ministries	Assist homeless families living in motels, Section 8 housing, and shared housing	9,200	
Food Emergency Assistance and Job Counseling / Lincoln, Lewis, and Vannoy Communities for Assistance & Improvement	Emergency food and job counseling and placement services		148,000
Food for Others Fairfax / Food for Others	Emergency food services	94,000	
Food Outreach & Family Assistance / Our Daily Bread	Emergency food, financial assistance, and family mentoring services	72,000	
Health and Mental Health Social Services / Vietnamese Resettlement Association	Health care access for Vietnamese immigrants	40,000	
Hermanos y Hermanas Latino Outreach / Big Brothers / Big Sisters of the National Capital Area	Mentoring services for youth in elementary and middle schools	42,000	
Herndon Employment Project/Reston Interfaith	Provide a dedicated site where day laborers can connect for employment	29,000	
Herndon Elementary Enrichment /Reston Interfaith	After-school academic program for third through fifth graders who have been identified as being at risk of school failure	35,000	
Herndon-Reston FISH / Herndon-Reston FISH	Emergency assistance services	44,700	
Holistic Approaches / National Rehab. & Rediscovery	Therapeutic dance / movement and neuromuscular training to clients with brain injuries and other neuralgic disabilities in the areas of physical and psychosocial health, stability, and independence	24,000	
Homeless Intervention Services / FACETS	Emergency food, emergency assistance, counseling, and advocacy for homeless families living in motels		75,000
Homes for the Homeless / Christian Relief Services Charities	Development and operation of low-income and moderate-income housing		160,000
Homestretch ADDRESS / Homestretch	Help low-income families in the Homestretch Transitional Housing Program learn financial management skills	10,000	
Homestretch English as a Second Language / Homestretch	ESL classes for transitional housing residents	3,750	28,250
Homestretch Housing Acquisition Project II / Homestretch	Provides funding for the acquisition of condominium units for homeless family transitional housing		106,000
Homestretch Transitional Housing / Homestretch	Comprehensive transitional housing services for up to two years to low-income homeless families with children under age 18	91,661	139,339
Housing Case Management and Advocacy Services / Housing and Community Services of Northern Virginia	Case management, emergency assistance, and advocacy services for homeless and near-homeless families	90,000	

FUND 118

CONSOLIDATED COMMUNITY FUNDING POOL

<u>PROJECT / ORGANIZATION</u>	<u>DESCRIPTION</u>	<u>FUND 118 AWARD</u>	<u>FUND 142 AWARD</u>
Housing Counseling / Vietnamese Resettlement Association	Housing counseling for Vietnamese immigrants	40,000	
Housing Counseling and Planning / Northern Virginia Family Service	Housing counseling and placement services	190,000	
Housing Counseling Training / Center for Housing Counseling Training Inc.	Housing and homeownership counselor training	23,000	
Housing Development Administration / Reston Interfaith	Development of low- and moderate-income housing	136,000	
Just Neighbors Ministry Legal Services / Just Neighbors Ministry	Legal services for immigrants, refugees, and asylum seekers	88,000	
Laurie Mitchell Employment Center / Fairfax Opportunities Unlimited	Computer skills and work environment skills for persons with mental health disabilities	86,000	
Legal Aid / Legal Services of Northern Virginia	Legal service assistance for Immigrant Law Project	25,000	
Legal Aid / Legal Services of Northern Virginia	Legal service assistance for families and consumers	361,551	
Legal Aid / Legal Services of Northern Virginia	Legal service assistance for housing and employment	176,000	
Lift One and Lift Two / Residential Youth Services	Transitional living and support services to homeless and foster care youth	52,200	
Mental Health Homeless Prevention / Psychiatric Rehabilitation Services	Homeless prevention support services for public housing and Section 8 housing residents with mental health disabilities	101,000	
Microenterprise Development Program / Ethiopian Community Development Council	Micro-loans, training and on-going technical assistance for low- and moderate-income persons starting businesses		30,000
MIROP (Multicultural Information, Referral and Outreach Project) / Center for Multicultural Human Services (CMHS)	Mental health services for low-income language minority individuals	60,000	
Multicultural Housing Counseling & Education / CMHS	Housing counseling services for low-income language minority families	45,000	
Multicultural Mental Health Services / CMHS	Mental health services for low-income language minority individuals	125,000	
Multiple Services for Hispanic Immigrant Families / Hispanic Committee of Virginia	Education, employment, immigration information, referral, and social services for Hispanic families	325,578	
Multi-Service Programs for Family Sufficiency Support / Korean Community Service Center of Greater Washington	Social service, health care, employment, youth, and elderly services for Korean families	65,000	
Newcomer Service / Newcomers Community Service Center	ESL, job counseling, housing referral, immigration, and vocational training for refugees and immigrants	40,000	
Northern Virginia Dental Clinic / Northern Virginia Dental Clinic	Dental services for low-income individuals	80,000	
NoVaCo Transitional Housing for Victims of Domestic Abuse / Lutheran Social Services, NCA	Provides transitional housing and supportive services to families who have been victims of domestic abuse	25,000	
Offender Services / Opportunities, Alternatives, and Resources	Employment skills training, mentoring, counseling, and family assistance services for incarcerated individuals	546,000	
Older Job Seeker Assistance / Senior Employment Resources	Job counseling and placement services for older individuals	20,000	
On-Call Ministry / Western Fairfax Christian Ministries	Emergency rent and utility payments to prevent evictions and utility cutoffs		80,000
Pals Mentoring Program / Northern Virginia AIDS Ministry (NOVAM)	Mentoring services for children of HIV/AIDS parents	11,000	
Patient Care Fund / Hospice of Northern Virginia	In-home nursing, counseling, and support services for the terminally ill	15,000	

FUND 118

CONSOLIDATED COMMUNITY FUNDING POOL

<u>PROJECT / ORGANIZATION</u>	<u>DESCRIPTION</u>	<u>FUND 118 AWARD</u>	<u>FUND 142 AWARD</u>
Pro Bono Program / Fairfax Bar Foundation	Recruit attorneys to provide free legal services	35,000	
Project Life/Resource Mothers / YMCA of Metropolitan Washington/Fairfax County	Pregnant teen support services	213,700	
Project Promising Futures / Wesley Housing Development Corporation	Computer training, adult education, ESL, life skills classes, and employment services to low-income residents	35,000	
Promoting Healthy Families / Lorton Community Action Center	Job skill classes, computer training, tutoring, and recreation services for low-income families	60,822	
Promoting Acculturation and Educational Success Among Hispanics / Hispanic Committee of VA	Provides cultural and educational services for Hispanic immigrants	165,000	
Reaching Adolescent Potential (RAP) / Center for Multicultural Human Services	Counseling, tutoring, and life skills development for at-risk students	249,900	
Resource Advisory Program (RAP) / Northern Virginia Family Service	Resource linkage, tutoring, and life skills development for at-risk students	101,734	
Self-Sufficiency / Lorton Community Action Center	Self-sufficiency case management and basic needs assistance services	55,000	
Self-Sufficiency Training for Korean Americans / Korean American Association of Northern Virginia	Job skills training and placement	55,000	
Services for Abused/Neglected Children / Fairfax Court Appointed Special Advocates	Advocacy and support services for abused/neglected children	144,500	
Suicide/Crisis Information and Referral / Northern Virginia Hotline	Twenty-four hour suicide, crisis, information and referral hotline	126,000	
TEC 2000 - Technical Connections / Fairfax Opportunities Unlimited	Computer training for persons with disabilities	73,200	
Tennis Plus / Joy of Sports Foundation	Help At-Risk Youth develop life skills	10,000	
The Housing Continuum / Good Shepherd Housing and Family Services	Emergency assistance, rental/sublet, and homeless transition services		267,000
Training Futures / Northern Virginia Family Service	Clerical skills training and job placement services	100,000	
Transitional Housing Program / Robert J. Pierre Johnson	Provide housing for the homeless and support their need to become self-sufficient	43,000	
Transportation and Emergency Financial Assistance Program / Northern Virginia AIDS Ministry (NOVAM)	Transportation and emergency financial assistance for persons infected with AIDS	20,000	
Volunteer Home Repair Programs / RPJ Housing Development Corporation	Home repair assistance for low-income families and individuals	53,000	
Victims of Violence, Exploitation and Trafficking (VVETA) / Boat People S.O.S. Inc. (BPSOS)	Assists Asian victims of domestic violence, exploitation, and trafficking with case management services, legal services, and emergency cash assistance	25,000	
VTAP (Victims of Torture Assistance) / Boat People S.O.S.	Outpatient psychotherapy for individuals for the treatment of trauma as a result of torture	56,000	
Youth in Action / United Community Ministries	After school services and activities for low-income children; and crisis intervention, counseling, and resource access services for their parents	<u>80,000</u>	
Total FY 2004 Award (94 programs)		\$6,278,539	\$1,863,121

FUND 118

CONSOLIDATED COMMUNITY FUNDING POOL

Funding Adjustments

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

- ◆ A net decrease of \$359,174 in Operating Expenses due to encumbered carryover for the completion and settlement of 17 CCFP contracts and unencumbered carryover for lapsing projects that will be reallocated to other community based programs in FY 2003 consistent with the CCFP Selection Advisory Committee recommendations and approval by the Board of Supervisors.

The following funding adjustments reflect all approved changes to 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:

- ◆ At the FY 2002 Carryover Review, the Board of Supervisors approved an increase of \$359,174 due to encumbered carryover in the amount of \$218,479 and unencumbered carryover of \$140,695. The encumbered amount provides for the completion and settlement of FY 2002 Consolidated Community Funding Pool (CCFP) contracts for 17 contracts. Unencumbered funding from the deobligation of lapsing project funds identified by the agency during contract monitoring activities will be reallocated to other community based programs in FY 2003 consistent with the CCFP Selection Advisory Committee recommendations and approval by the Board of Supervisors.

FUND 118

CONSOLIDATED COMMUNITY FUNDING POOL

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 118, Consolidated Community
Funding Pool

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$318,192	\$0	\$359,174	\$0
Transfer In:				
General Fund (001)	\$5,923,150	\$6,278,539	\$6,278,539	\$6,278,539
Total Transfer In	\$5,923,150	\$6,278,539	\$6,278,539	\$6,278,539
Total Available	\$6,241,342	\$6,278,539	\$6,637,713	\$6,278,539
Expenditures:				
Community Funding Pool Operating Expenses	\$5,882,168	\$6,278,539	\$6,637,713	\$6,278,539
Total Expenditures	\$5,882,168	\$6,278,539	\$6,637,713	\$6,278,539
Total Disbursements	\$5,882,168	\$6,278,539	\$6,637,713	\$6,278,539
Ending Balance	\$359,174	\$0	\$0	\$0

FUND 119 CONTRIBUTORY FUND

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
Operating Expenses	\$6,728,376	\$6,578,927	\$6,686,798	\$7,141,779
Total Expenditures	\$6,728,376	\$6,578,927	\$6,686,798	\$7,141,779

Contributory Overview

Fund 119, Contributory Fund, was established in FY 2001 to reflect General Fund support for agencies or organizations that receive County contributions. Funding for these organizations was previously included in the General Fund under Agency 88, Contributory Agencies. However, because the expenditures made to these organizations are not in support of direct County operations, the use of direct expenditures from the General Fund distorts the cost of County operations. Therefore, a separate fund was established in FY 2001 to show the General Fund support of these organizations in the form of a transfer, rather than as a direct expenditure. FY 2004 funding totals \$7,141,779 and reflects an increase of \$454,981 or 6.8 percent over the *FY 2003 Revised Budget Plan* funding level of \$6,686,798. Individual contributions are described in detail on the following pages.

Contributory funding is in compliance with the Board of Supervisors' policy to make General Fund appropriations of specified amounts to various nonsectarian, nonprofit, or quasi-governmental entities for the purpose of promoting the general health and welfare of the community. Contributory Agency positions are not part of the County merit system. Funding for all Contributory Agencies is reviewed annually. Each request is reviewed on the basis of the benefit to Fairfax County citizens, contractual or regional commitments, the responsibilities of State agencies, and a prior County commitment of funding. When appropriate, a nonprofit agency that provides specific contractual partnership services may be referred to Fund 118, Consolidated Community Funding Pool, for funding through the Consolidated Community Funding Advisory Committee.

Since public funds are being appropriated, disbursements provided to designated agencies are currently made contingent upon submission and review of quarterly and/or annual reports. This oversight activity includes reporting requirements prescribed by the County Executive, which require designated agencies to accurately describe the level and quality of services provided to County residents as well as the overall financial strength and stability of the County's Contributory Agencies. Various County agencies may be tasked with oversight of program reporting requirements. Contributory agencies that do not file reports as requested, may, at the discretion of the County Executive, have payments withheld until appropriate reports are filed and reviewed.

It should be noted that population is used by several of the organizations as the basis for their requests for FY 2004 funding from Fairfax County. The population figures cited by the individual organizations for Fairfax County may differ from one another due to the particular projection service utilized.

The chart on the following pages summarizes the FY 2004 funding for the various contributory organizations.

FUND 119 CONTRIBUTORY FUND

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Legislative-Executive Functions/Central Service				
Agencies:				
Dulles Area Transportation Association	\$9,000	\$9,000	\$9,000	\$9,000
Metropolitan Washington Council of Governments	683,633	699,546	699,546	758,933
National Association of Counties	0	0	0	0
Northern Virginia Regional Commission	346,145	372,728	372,728	363,759
Northern Virginia Transportation Commission	174,453	166,789	166,789	160,694
Public Technology Incorporated	27,500	27,500	27,500	27,500
Virginia Association of Counties	174,555	183,336	183,336	186,562
Virginia Innovation Group	5,000	5,000	5,000	5,250
Virginia Institute of Government	20,000	20,000	20,000	20,000
Virginia Municipal League	84,600	90,513	90,513	93,356
Washington Airports Task Force	40,500	40,500	40,500	40,500
Subtotal Legislative-Executive	\$1,565,386	\$1,614,912	\$1,614,912	\$1,665,554
Public Safety:				
NOVARIS	\$134,886	\$269,333	\$269,333	\$282,934
Partnership For Youth	50,000	50,000	50,000	50,000
YMCA - Looking Glass II	23,104	0	0	0
Subtotal Public Safety	\$207,990	\$319,333	\$319,333	\$332,934
Health and Welfare:				
Health Systems Agency of Northern Virginia	\$86,750	\$86,750	\$86,750	\$86,750
Northern Virginia Healthcare Center/District Home of Manassas	451,123	544,998	601,551	891,623
Small Business Employees Health Insurance Demonstration Project	88,425	0	0	0
Vanguard Services Unlimited	350,000	0	0	0
Volunteer Fairfax	230,929	230,929	282,247	282,247
Subtotal Health and Welfare	\$1,207,227	\$862,677	\$970,548	\$1,260,620

FUND 119 CONTRIBUTORY FUND

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Parks, Recreation and Cultural:				
Arts Council of Fairfax County	\$201,400	\$204,362	\$204,362	\$207,727
Arts Council of Fairfax County - Arts Groups Grants	120,000	120,000	120,000	120,000
Dulles Air and Space Museum	300,000	240,000	240,000	240,000
Fairfax Symphony Orchestra	238,004	246,964	246,964	246,964
Northern Virginia Regional Park Authority	1,585,771	1,680,636	1,680,636	1,775,861
Reston Historic Trust	20,000	20,000	20,000	20,000
The Claude Moore Colonial Farm	31,500	31,500	31,500	31,500
Town of Vienna Teen Center	40,000	40,000	40,000	40,000
Virginia Opera Company	25,000	25,000	25,000	25,000
Wolf Trap Foundation for the Performing Arts	25,000	25,000	25,000	25,000
Subtotal Parks, Recreation & Cultural	\$2,586,675	\$2,633,462	\$2,633,462	\$2,732,052
Community Development:				
Architectural Review Board	\$3,500	\$3,500	\$3,500	\$3,500
Commission for Women	6,916	6,916	6,916	6,916
Fairfax County History Commission	26,022	26,022	26,022	26,022
Celebrate Fairfax, Incorporated	22,573	23,758	23,758	24,864
Northern Virginia Community College	101,550	100,132	100,132	99,074
Northern Virginia Soil and Water Conservation District	361,874	351,112	351,112	344,947
Northern Virginia 4-H Education Center	25,000	25,000	25,000	25,000
Occoquan Watershed Monitoring Program	79,814	86,909	86,909	91,240
Southeast Fairfax Development Corporation	142,250	142,250	142,250	142,250
VPI/UVA Education Center	50,000	50,000	50,000	50,000
Women's Center of Northern Virginia	29,942	29,942	29,942	29,942
Washington Area Housing Partnership	4,000	4,000	4,000	4,000
Northern Virginia Conservation Trust Partnership	235,000	241,345	241,345	245,207
Subtotal Community Development	\$1,088,441	\$1,090,886	\$1,090,886	\$1,092,962
Nondepartmental:				
Fairfax Public Law Library	\$57,657	\$57,657	\$57,657	\$57,657
Culmore Day Laborer	15,000	0	0	0
Subtotal Nondepartmental	\$72,657	\$57,657	\$57,657	\$57,657
Total County Contributions	\$6,728,376	\$6,578,927	\$6,686,798	\$7,141,779

FUND 119

CONTRIBUTORY FUND

Funding Adjustments

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

- ◆ The Legislative-Executive Functions/Central Service Agencies Program area increases \$50,642 or 3.1 percent for several organizations based on adjusted County population figures for which population is cited and used in the calculation. This increase is primarily attributable to the Metropolitan Washington Council of Governments (MWCOG) contribution, which increases \$59,387 or 8.5 percent, from \$699,546 to \$758,933 due partially to the increase in County population, but chiefly due to the increase in dues per capita from \$0.53 per capita to \$0.5746 per capita as approved by the MWCOG Board in October 2002. This increase is offset by a net decrease of \$8,745 for various other adjustments based on contributory agency funding requirements. It should be noted that population, as determined by the County's own Urban Development Information System (UDIS), maintained by the Fairfax County Department of Systems Management for Human Services, may differ from other particular projection services, e.g., Weldon Cooper Center for Public Service, used by various contributory agencies as the basis for their contributions.
- ◆ The Public Safety Program area increases \$13,601 or 4.3 percent due to an increase for the Northern Virginia Regional Identification System (NOVARIS) based on the County's annual share of costs associated with operations and upgrades of the system. The increase is primarily due to maintenance/service fees to recognize post-warranty maintenance agreements, as well as contractually agreed upon annual increases.
- ◆ The Health and Welfare Program area increases \$290,072 or 29.9 percent due primarily to an increase of \$290,072 for the Northern Virginia Healthcare Center/District Home mainly attributable to an increase in the per diem rate for nursing facility residents from \$12.70 to \$18.85, an increase of 48.4 percent, and an increase in the per diem for the District Home from \$30.00 to \$37.35, a 24.5 percent increase.
- ◆ The Parks, Recreation and Cultural Program area increases \$98,590 or 3.7 percent due primarily to an increase of \$95,225 for the Northern Virginia Park Authority to support the County's annual per capita contribution for the coordination of park services, in addition to \$3,365 for the Arts Council of Fairfax, which has historically received a Personnel Services adjustment.
- ◆ The Community Development Program area increases \$2,076 or 0.2 percent due to various decreases of \$7,223 offset by increases totaling \$9,299 based on actual funding requirements identified in memoranda of understanding with individual Contributory Agencies that allow Personnel Services or inflationary adjustments.
- ◆ The Nondepartmental Program area funding is consistent with the FY 2003 contribution of \$57,657.

FUND 119 CONTRIBUTORY FUND

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since the 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, the following adjustments were made:

- ◆ \$56,553 in encumbered carryover for the Northern Virginia Healthcare Center/District Home based on utilization by Fairfax County residents at these facilities.
- ◆ \$51,318 was approved for Volunteer Fairfax to develop a database that will address the need for managing a large number of volunteers including their specific qualifications and training in the post-September 11th era.

FY 2004 Advertised Budget Plan Contributions

Legislative-Executive Functions/Central Service Agencies:

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Dulles Area Transportation Association	\$9,000	\$9,000	\$9,000	\$9,000

The Dulles Area Transportation Association (DATA) is a public-private, nonprofit transportation tax exempt, transportation management association dedicated to improving transportation in a 150-square mile area around Dulles Airport including the Route 28, Route 50, Route 7, and Dulles Corridor (the Greater Dulles Area). Its membership is comprised of elected officials of the Commonwealth of Virginia, Fairfax County, Loudoun County, and the towns of Herndon and Leesburg, senior executives of the Metropolitan Washington Area Airports (MWAA) and the Washington Metropolitan Area Transit Authority (WMATA), and other employer firms, property owners and business professionals, with membership open to all. The Board of Supervisors approved the first contribution for DATA in the FY 1993 budget.

DATA provides a neutral public forum for identifying transportation needs within the Greater Dulles Area and generating solutions to meet them. Since 2002, DATA staff has been working with the Smithsonian Institution's Dulles Air and Space Museum, local governments including Fairfax County, and the Virginia Department of Transportation, among others, to resolve potential transportation concerns. DATA is also reviewing the documents associated with the "Rail to Dulles" project.

DATA currently has 140 members; 85 are dues-paying individuals and businesses, 8 are dues-paying governmental or quasi-governmental organizations, and 47 are non-paying local representatives to the General Assembly, representatives of citizen associations, and affiliate members (e.g., Fairfax County Chamber of Commerce), none of whom are obligated to pay dues.

An amount of \$9,000 is recommended for DATA for FY 2004, which is consistent with the *FY 2003 Revised Budget Plan*.

FUND 119 CONTRIBUTORY FUND

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Metropolitan Washington Council of Governments	\$683,633	\$699,546	\$699,546	\$758,933

The Metropolitan Washington Council of Governments (COG) is the regional planning organization of the Washington, D.C. area's local governments. COG works toward solutions to regional problems such as transportation, affordable housing, emergency preparedness, and environmental issues. Currently, 18 area jurisdictions are members, including Fairfax County. Funding for COG is provided through Federal and State grants, contributed services, special contributions (fees for services), and local government contributions.

The COG Board of Directors' Finance Committee unanimously endorsed a recommendation by the Executive Director to increase the FY 2004 per capita rate from \$0.53 to \$0.5746 for member contributions. This is the first rate increase since FY 1997. Annual COG contributions are based on the per capita rate multiplied by the population estimates provided by member jurisdictions.

The FY 2004 Administrative Contribution totals \$593,379 and is \$55,219 or 10.3 percent over the *FY 2003 Revised Budget Plan* amount of \$538,160. COG calculates each jurisdiction's share based on the region's estimated population. The total FY 2004 County contribution to COG is \$982,696. In addition to the Administrative Contribution of \$593,379 and Special Contributions of \$165,554 including \$118,257 for the Regional Environmental Fund, \$29,137 for Water Resources, \$13,660 for Airport Noise, and \$4,500 for Cooperative Purchasing, for a total Fund 119 contribution of \$758,933, an amount of \$25,000 is budgeted in Fund 114, I-95 Refuse Disposal, and \$198,763 (\$178,986 for Water Resource Planning and \$19,777 for Blue Plains Users) is budgeted in Fund 401, Sewer Operation Maintenance Fund - Wastewater Management.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
National Association of Counties	\$0	\$0	\$0	\$0

The National Association of Counties (NACo) is a national public interest group that represents and informs participating governments of current developments and policies that affect services and operations. The association acts as a liaison with other levels of government, works to improve public understanding of counties, serves as a national advocate for counties, and provides them with resources to help them find innovative methods to meet the challenges they face. NACo is involved in a number of special projects that deal with such issues as the environment, sustainable communities, volunteerism, and intergovernmental studies.

During FY 2002, the National Association of Counties (NACo) began combining its dues requirements with the Virginia Association of Counties (VACo) in order to maximize the membership base. Therefore, in FY 2003 and FY 2004, Fairfax County's dues payment to VACo will include the portion for NACo as well, eliminating the need for two separate dues payments. Therefore, while no separate funding is required for this membership in FY 2004, Fairfax County will continue its NACo membership.

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Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Northern Virginia Regional Commission	\$346,145	\$372,728	\$372,728	\$363,759

The Northern Virginia Regional Commission (NVRC) is a regional council of local governments in Northern Virginia created in 1969 pursuant to the Virginia Area Development Act and a regionally-executed Charter. In 1995, the Virginia Area Development Act was amended and renamed the Regional Cooperation Act. It sets forth the purpose of planning district commissions as follows: "...to encourage and facilitate local government cooperation in addressing, on a regional basis, problems of greater than local significance. The cooperation resulting from this Act is intended to assist local governments in meeting their own problems by enhancing their abilities to recognize and analyze regional opportunities and take account of regional influences in planning and implementing their public policies and services."

NVRC's policies and programs are established by a 42-member Board of Commissioners composed of elected officials (a majority of the Commissioners) and citizen representatives. All Commissioners are appointed by the governing bodies of NVRC's 14 member localities. The work of the Commission is supported in part by contributions from the member local governments and by appropriations from the Virginia General Assembly.

NVRC serves as a neutral forum for decision-making; provides member governments with the information necessary to make sound local and regionally beneficial decisions; provides professional and technical services to enable member governments to plan for their future individually and as a region; and carries out programs and functions at the request of member governments to supplement their own capacities or to achieve economies of scale through regional approaches. NVRC's services are divided into regional policy programs such as the legislative program; demographics and information services; environmental and land use; and human services programs.

The total FY 2004 Fairfax County funding amount is \$363,759, a decrease of \$8,969 or 2.4 percent from the *FY 2003 Revised Budget Plan* of \$372,728. The amount provides for funding the annual contribution of \$308,704, as well as special contributions of \$42,351 to support the Occoquan Watershed Management Program, and \$12,704 for the Four-Mile Run-off Program. The decrease is primarily attributable to a reduction in the Occoquan Watershed Management Program charges. An additional \$5,200 for the Regional Waste Reduction Program will be billed to the Department of Public Works and Environmental Services.

FUND 119 CONTRIBUTORY FUND

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Northern Virginia Transportation Commission	\$174,453	\$166,789	\$166,789	\$160,694

The Northern Virginia Transportation Commission (NVTC) is the executive agency of the Northern Virginia Transportation District. It was established by State statute as a political subdivision of the Commonwealth of Virginia. The principal business activity of the Commission is to manage and control the functions, affairs, and property of the Northern Virginia Transportation District, as defined in the Transportation Act of 1964. It coordinates the development of an integrated transit system in Northern Virginia and represents the six constituent jurisdictions (Alexandria, Falls Church, Fairfax City, Arlington County, Fairfax County, and Loudoun County) on the Metro Board. Each NVTC jurisdiction is assigned a percentage of the local portion of NVTC's administrative budget based on the jurisdiction's share of State aid received from NVTC in the previous year. This is determined by the application of a subsidy allocation model which projects the total amount of State aid received by the region and local jurisdictions. This model contains seven formulas that include such variables as Metro construction costs, Metrorail service costs, ridership volume, and population. These calculated percentages for each jurisdiction are applied to NVTC's remaining administrative budget after other revenue sources such as State aid, interest earned, and project chargebacks have been included.

The NVTC projected expenditure base for FY 2004 is \$1,104,800, an increase of \$60,800 or 5.8 percent over the *FY 2003 Revised Budget Plan* of \$1,044,000. Despite higher budget expenditures, Fairfax County's contribution will decrease based on its share of revenue received by NVTC on behalf of the County. The total FY 2004 Fairfax County funding for this agency is \$160,694, a decrease of \$6,095 or 3.7 percent from the *FY 2003 Revised Budget Plan* of \$166,789. This amount is calculated on Fairfax County's share of the local portion of the Commission's administrative budget.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Public Technology Incorporated	\$27,500	\$27,500	\$27,500	\$27,500

Public Technology Incorporated (PTI) is the nonprofit, membership-based technology research, development, and commercialization organization for all cities and counties in the United States. Through its membership, cities and counties can conduct applied research and development, and technology transfer functions. The National League of Cities (NLC), the National Association of Counties (NACo), and the International City/County Management Association (ICMA) provide PTI with its policy direction. Membership helps to ensure that the County remains current on emerging technologies to keep abreast of trends, challenges, and innovative solutions.

An amount of \$27,500 is funded for County membership in PTI based on population and is consistent with the *FY 2003 Revised Budget Plan*.

FUND 119 CONTRIBUTORY FUND

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Virginia Association of Counties	\$174,555	\$183,336	\$183,336	\$186,562

The Virginia Association of Counties (VACo) is an organization dedicated to improving County government in the Commonwealth of Virginia. To accomplish this goal, the association represents Virginia counties regarding State legislation that would have an impact on them. The association also sponsors conferences, publications, and programs designed to improve County government and to keep County officials informed about recent developments in the State as well as across the nation. The FY 2004 Fairfax County contribution to VACo is \$186,562, an increase of \$3,226 or 1.8 percent over the *FY 2003 Revised Budget Plan* of \$183,336. It is anticipated that the governing board of VACo will approve that organization's final FY 2004 budget in the spring of 2003.

Effective FY 2002, VACo combined its membership dues base with the National Association of Counties (NACo), with the result that members make one dues payment to VACo, but receive membership in both organizations. The amount of \$186,562 will provide sufficient funding to accommodate increased dues requirements resulting from population growth in Fairfax County.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Virginia Innovation Group	\$5,000	\$5,000	\$5,000	\$5,250

The Virginia Innovation Group (VIG) is a nonprofit organization serving local governments by providing information, training, and technology programs. The information services program includes inquiry research, Municipal Information Search Tool (MIST), and newsletters. MIST allows seamless Internet access to full-text local government documents by members through the IG primary server. Newsletters are provided to members periodically on innovative products, microcomputers, the Internet, and research and development. Inquiries are researched using VIG staff and a library that contains many current local government documents. Staff also conducts numerous phone interviews with various organizations. More than 2,500 local government inquiries are addressed annually. The training program utilizes informative workshops on new product development, as well as coordinates focus groups to evaluate prototypes. In addition, the training program provides access to a full line of local government-produced videos and satellite television training on topics pertinent for both management and line personnel.

During the development of the FY 1999 budget, \$5,000 was first included for membership dues to VIG for Fairfax County's share of costs based on population category. For FY 2004, these membership dues increase \$250 or 5.0 percent to \$5,250 based on the County's population.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Virginia Institute of Government	\$20,000	\$20,000	\$20,000	\$20,000

In the 1994 General Assembly Session, legislation was passed that created the Virginia Institute of Government to be staffed by the Weldon Cooper Center for Public Service. The Institute is an ongoing informal gathering of organizational development staff from Virginia localities established to exchange ideas and strategies for developing high-performance governments and to help the Institute identify areas of needed assistance. The Institute operates with an advisory board of 18 members, each appointed for a single two-year term. It is made up of an equal number of members from the State's legislative and

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executive branches as well as local governments. Member jurisdictions include 67 counties, 35 cities and over 100 towns. Work products of the Virginia Institute of Government encompass four main areas: training, technical assistance, electronic information services, and select research projects. The Institute also provides staff support to certain state legislative and study committees, currently focusing on issues involving state/local relations.

The total Fairfax County FY 2004 funding for this agency is \$20,000, which is consistent with the *FY 2003 Revised Budget Plan*.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Virginia Municipal League	\$84,600	\$90,513	\$90,513	\$93,356

The Virginia Municipal League (VML) is a nonprofit, nonpartisan organization of cities, towns, and urban counties established to improve and assist local governments through research, training, and other services. League activities include the sponsorship of conferences, legislative lobbying, training sessions for elected officials, and the publication of a periodical, *Virginia Town and City*. Forty cities, 155 towns, and 14 urban counties in Virginia contribute to the VML based on population.

The FY 2004 Fairfax County funding amount included for this agency is \$93,356, an increase of \$2,843 or 3.1 percent over the *FY 2003 Revised Budget Plan* of \$90,513. This contribution will provide sufficient funding to cover increased dues requirements resulting from population growth in Fairfax County. It is anticipated that the governing body of the VML will approve the organization's FY 2004 budget in the spring of 2003.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Washington Airports Task Force	\$40,500	\$40,500	\$40,500	\$40,500

The Commonwealth of Virginia, Fairfax County, and the private sector support the Washington Airports Task Force. Its purpose is to develop, market, and promote domestic and foreign usage of the Metropolitan Washington Airports. Its track record has yielded hundreds of millions of dollars in economic return for the Washington region and the Commonwealth of Virginia, including investment, tourism income, trade opportunities, and jobs.

Total Fairfax County funding included for this agency for FY 2004 is \$40,500 and is consistent with the *FY 2003 Revised Budget Plan*. Fairfax County's FY 2004 contribution will be used to maintain a comprehensive, proactive marketing and sales program to promote the region's air service opportunities to the world's airlines and other air service providers; encourage improvement of airport access; work to ensure adequate Air Traffic Control and other federal support services; advocate for regional infrastructure developments and policies that protect current surface access modes (e.g., Dulles Access Road and Route 28) to Reagan National and Dulles Airports; promote a user-friendly environment at Reagan National and Dulles Airports for air carriers, passengers and shippers; and provide professional staff and support for Fairfax County's economic and tourism initiatives.

Subtotal Legislative-Executive	\$1,565,386	\$1,614,912	\$1,614,912	\$1,665,554
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FUND 119 CONTRIBUTORY FUND

Public Safety:

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
NOVARIS	\$134,886	\$269,333	\$269,333	\$282,934

The Northern Virginia Regional Identification System (NOVARIS) utilizes state-of-the-art computer equipment to identify criminals by categorizing and matching fingerprints. It enables police to match a fingerprint found at the scene of a crime with any individual who has been arrested in the Washington Metropolitan Area by comparing the print or partial print with all prints in the database.

Participating Washington Metropolitan Area jurisdictions share costs associated with NOVARIS based on the sworn police population of each jurisdiction as approved by the NOVARIS Advisory Board on July 30, 1997. The following jurisdictions contribute to the upgrade and operation of NOVARIS: City of Alexandria (8.853% of total cost), Arlington County (11.438%), City of Fairfax (2.023%), Fairfax County (50.795%), City of Falls Church (0.995%), Prince William County (10.908%), Montgomery County (7.494%), and Prince George's County (7.494%). The system is housed in Fairfax County and is staffed by personnel contributed by the participating jurisdictions. Fairfax County exercises a fiduciary responsibility for the financial management and operation of NOVARIS with the County contribution made through the Contributory Fund.

The total Fairfax County FY 2004 contribution of \$282,934 is an increase of \$13,601 or 5.1 percent over the *FY 2003 Revised Budget Plan* of \$269,333. The increase is primarily due to an increase in maintenance/service fees to recognize post-warranty maintenance agreements. The total contribution consists of \$230,905, which represents the County's annual share of costs associated with operations and upgrades of NOVARIS, and \$52,029 to support digital photography equipment and maintenance for the County's Mugshot System. Fairfax County is entirely responsible for funding its Mugshot System, with the final lease-purchase payment due in FY 2008.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Partnership For Youth	\$50,000	\$50,000	\$50,000	\$50,000

The Fairfax Partnership on Youth was created in 1997 as an outgrowth of the Community Initiative to Reduce Youth Violence (CIRYV). The Fairfax County Board of Supervisors and the School Board implemented the CIRYV in 1996 for the purpose of bringing the public and private sectors together to develop a shared vision and comprehensive plan for coordinating efforts to reduce youth violence. This agency seeks to reduce youth violence by facilitating a forum for public and private providers to collaborate, evaluate, and create programs, activities, and services to better integrate activities, fill gaps, and avoid duplication of efforts in the provision of services to youth in the community.

Among the types of initiatives undertaken by the Partnership for Youth include coordination of the Fairfax Mentoring Partnership, with the goal of serving 5,000 youth by 2005; provision of the Support on Suspension (S.O.S.) effort, a voluntary community-based program designed to provide students in grades 6-12 with an opportunity to stay abreast of academic work while out of school due to suspension; an After-School Program for middle school-age youth to minimize involvement in violence or other risky behaviors; revision of the brochure, *Community Resources for Youth and Their Families*, which is distributed to the Police Department and other agencies to use as a much-needed referral tool for parents and guardians when youth first get in trouble; introduction of a community-driven pilot program, the Learning Circle Gang Prevention Initiative, focused on the prevention of gang activity in the

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Springfield/Franconia area; and development of the Fairfax Cares Initiative as a platform to share resources, generate ideas, and identify opportunities for community involvement to address the challenges facing youth.

The Board of Supervisors first approved funding of \$50,000 for the Partnership for Youth's mentoring program in FY 2000. FY 2004 Fairfax County funding remains at that level.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
YMCA - Looking Glass II	\$23,104	\$0	\$0	\$0

Although Looking Glass II had historically received funding as a Contributory Agency, the nature of the program is such that it is more appropriate to compete for funding in Fund 118, Consolidated Community Funding Pool. The Board of Supervisors approved the implementation of this competitive funding process in FY 1997 to leverage County resources by addressing strategic priorities and avoiding unnecessary duplication of services. Although most human service programs were moved from contributory to competitive status in FY 1997, this one group remained to be transitioned. The FY 2003 budget completed this process.

Subtotal Public Safety	\$207,990	\$319,333	\$319,333	\$332,934
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Health and Welfare:

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Health Systems Agency of Northern Virginia	\$86,750	\$86,750	\$86,750	\$86,750

Health Systems Agency (HSA) of Northern Virginia is a regional body charged with coordinating and improving the health care system for Northern Virginia. To accomplish this, the agency establishes short-term objectives and long-range goals, as well as prepares annual implementation plans. In addition, HSA reviews all health-related federal grant applications submitted by participating jurisdictions, as well as evaluates the need for new health services in the area. Member jurisdictions include the counties of Fairfax, Arlington, Prince William, and Loudoun, as well as the cities of Fairfax, Alexandria, Manassas and Falls Church. Funding contributions to HSA from local jurisdictions are encouraged but are not required.

The Health Systems Agency established a per capita contribution standard of \$0.10 approximately ten years ago. Although Fairfax County has grown significantly in population since that time, the Health Systems Agency's local jurisdiction contribution requests have remained constant due to contributions from other sources. In FY 2004, revenues of \$500,832 are projected to be received from four sources: the Virginia Department of Health, \$192,000 or 38.3 percent; grants and contracts, \$156,000 or 31.2 percent; local government contributions, \$150,382 or 30.0 percent, and interest earnings and miscellaneous income of \$2,450 or 0.5 percent. Fairfax County is the largest local government contributor, providing \$86,750 or 57.7 percent of the support received from the local government units.

The FY 2004 Fairfax County funding amount for the Health Systems Agency is \$86,750, which is the same level as the *FY 2003 Revised Budget Plan*.

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Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Northern Virginia Healthcare Center/District Home of Manassas	\$451,123	\$544,998	\$601,551	\$891,623

The counties of Fairfax, Fauquier, Loudoun, and Prince William as well as the City of Alexandria established the Northern Virginia Healthcare Center Commission in 1987. Each jurisdiction is represented by a member on the Commission, which operates a long-term healthcare facility that opened in May 1991 and maintains 175 nursing home beds at the Northern Virginia Healthcare Center (nursing facility). The Northern Virginia Healthcare Center provides nursing care on a 24-hour basis, which includes professional observation, administration of medications, and physician-prescribed treatments. Other services include special diets, recreational activities, physical and occupational therapy, and arrangements for physician, laboratory, and radiology services.

The facility is adjacent to the adult care residence (District Home), which is operated through an agreement with Birmingham Green Adult Care Residence. The 60-bed facility is also under the auspices of the Commission. This facility primarily provides room and board, along with assistance in activities of daily living for the aged and homeless. Nursing consultation is available, and medical services are arranged either through the staff of the nursing home or other community services. Residents are admitted based on sponsorship by their jurisdiction's Public Welfare/Social Services Department. The District Home is a shelter for the aged and homeless who are indigent but self-sufficient, mobile, and independent in their activities.

Operating costs for the facility are partially covered through the Medicaid and General Relief programs at the maximum rates established by the State. To the degree that these funds are inadequate to cover the full costs of the operation of the facility, the sponsoring jurisdictions then subsidize the home on a user formula basis. The combined facilities are commonly known as Birmingham Green. Each jurisdiction pays for Personnel Services and Operating Expenses at a level proportionate to the number of the jurisdiction's residents at the home. The estimated contributions included in this budget are for planning purposes. Each jurisdiction is billed for its utilization based on the actual number of beds per day, month, and year.

The total FY 2004 Fairfax County recommended funding for these facilities is \$891,623, which is an increase of \$290,072 or 48.2 percent over the *FY 2003 Revised Budget Plan*. This is due to a significant increase of 48.4 percent in the subsidy rate for the nursing facility from \$12.70 per day to \$18.85 per day. In addition, the subsidy rate for the District Home is projected to increase from \$30.00 to \$37.35 or 24.5 percent. Utilization for both of these facilities is projected to increase an annual average of 3.0 percent based on recent trends. Although overall budgeted costs are anticipated to increase only 3.5 percent over the FY 2003 amount, a significant subsidy increase is requested to cover the shortfall in projected income, which is due to several factors. In 2002, the General Assembly placed severe restrictions on Medicaid reimbursement for nursing homes and did not approve an increase for assisted living facilities. In addition, the agency is no longer permitted by its auditors to use Non-Operating Income, mainly restricted for debt payment, as an additional source to balance the budget. This results in a deficit of \$312,443 for FY 2003, which combined with the State's Medicaid restrictions, increases to \$548,869 for FY 2004. The agency is working with representatives from each of the participating jurisdictions to explore long-term options.

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Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Small Business Employees Health Insurance Demonstration Project	\$88,425	\$0	\$0	\$0

Funding in the amount of \$114,022 was carried over from FY 2001 for the Small Business Employees Health Insurance Demonstration Project to assist with the planning and development of a demonstration project to provide a basic health care plan offered to employees of small businesses located in Northern Virginia. The amount carried over was used in FY 2002 to supplement the community access grant by redefining and improving the eligibility system for all health care providers within the network – public, nonprofit, and private providers. Of these funds, \$88,425 was expended during FY 2002 with no future funding requested or recommended.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Vanguard Services Unlimited Facility	\$350,000	\$0	\$0	\$0

Funding in the amount of \$350,000 was included in FY 2002 for Vanguard Services Unlimited for non-recurring (one-time) capital costs associated with the replacement of the Phoenix Program building in Arlington, Virginia. Vanguard Services Unlimited, a non-profit, community-based organization, offers treatment and recovery services to individuals and their families who are suffering from the effects of substance abuse. Since FY 2002 funding was designated as non-recurring, no future funding has been included.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Volunteer Fairfax	\$230,929	\$230,929	\$282,247	\$282,247

Volunteer Fairfax is a private, nonprofit corporation created in 1975 and incorporated in the Commonwealth of Virginia. The center promotes volunteerism through a network of over 680 nonprofit agencies by mobilizing people and other resources to improve the community. Its primary goals are: to assist private nonprofit and public agencies in developing strong, efficiently managed organizations and volunteer programs; to increase citizens' direct service participation in the community; and to increase the public's awareness of both the need for and the benefits of volunteer service to the Fairfax County community. The center receives funding from Fairfax County as its sole local government source. In addition to the annual contribution of \$282,247, Fairfax County provides in-kind office space to the center at 10530 Page Avenue, the value of which is estimated to be \$25,500. Therefore, the total County contribution represents 53.6 percent of the estimated \$573,729 in projected revenues/support for this agency in FY 2004.

The Fairfax County FY 2004 funding amount for this agency of \$282,247 is consistent with from the *FY 2003 Revised Budget Plan*. This includes \$51,318 for a position associated with development and support of a database of community volunteers.

Subtotal Health and Welfare	\$1,207,227	\$862,677	\$970,548	\$1,260,620
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FUND 119 CONTRIBUTORY FUND

Parks, Recreation and Cultural:

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Arts Council of Fairfax County	\$201,400	\$204,362	\$204,362	\$207,727

Established in 1964, the Arts Council of Fairfax County is a private, nonprofit organization whose goals are to encourage, coordinate, develop, and meet the needs of County residents and organizations for cultural programs. It develops and maintains a broad range of visual and performing arts programs designed to contribute to the growth of an integrated area-wide cultural community. It also supports and encourages the development of local artists and organizations by providing opportunities to reach new audiences through participation in Arts Council-sponsored activities.

The FY 2004 Fairfax County contribution of \$207,727 to this agency is an increase of \$3,365 or 1.7 percent over the *FY 2003 Revised Budget Plan* of \$204,362 in order to fund salary adjustments. The County's contribution represents 20.0 percent of the total projected revenue of \$1,039,227. Other revenue sources include the Fairfax County Arts Group funding, \$120,000; the Virginia Commission Challenge Grant, \$53,400; the Virginia Commission Government Grant, \$5,000; contributions and other grants, \$310,000; membership fees, \$20,000; program fees, \$270,000; equipment/space rental, \$18,000; video production, \$30,000; interest, \$5,000; and other miscellaneous charges, \$100.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Arts Council of Fairfax County - Arts Groups Grants	\$120,000	\$120,000	\$120,000	\$120,000

In 1980, the Arts Council Advisory Panel was established to institute a grant system for County arts organizations. The Advisory Panel is the official entity established by the Arts Council for evaluating and ranking all art requests for funds, support services, and facilities support from the Fairfax County government. This panel reviews all applications from local arts organizations, and based on eligibility and evaluating criteria, makes recommendations to the County Board of Supervisors for approving grants. It also encourages County arts organizations to seek contributions from a wide range of sources.

The total FY 2004 funding included for the Arts Council of Fairfax County - Arts Groups Grants is \$120,000, which is consistent with the *FY 2003 Revised Budget Plan*.

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Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Dulles Air and Space Museum	\$300,000	\$240,000	\$240,000	\$240,000

Fairfax County made its first contribution to the Smithsonian National Air and Space Museum for the Dulles Center project in FY 2000 and has provided a total of \$1,140,000 through FY 2003. The projected cost of the Center, scheduled to open in FY 2004, is approximately \$311 million. It is anticipated that the Dulles Center will attract an annual visitorship of approximately 3,000,000, which will bring income to the area. Education will be a vital part of the mission of the Center. There will be classrooms and expanded programs for educators and students within the County and beyond. The goal will be to teach young people about America's aviation and space heritage, and emphasize the importance of technology. The facility is anticipated to be completed by December 2003 in time for the anniversary of the Wright Brothers' first flight.

The FY 2004 funding included for the Dulles Air and Space Museum is \$240,000, which is consistent with the *FY 2003 Revised Budget Plan*.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Fairfax Symphony Orchestra	\$238,004	\$246,964	\$246,964	\$246,964

The Fairfax Symphony Orchestra (FSO) is a nonprofit organization chartered by the Virginia State Commission in 1966. A mixture of public and private contributions supports the orchestra. The FSO provides County residents with the opportunity to hear and learn about symphonic and ensemble music. The orchestra sponsors a variety of programs, including its own concert series, programs in the public schools, master classes for young music students, chamber orchestra for young adults, and the special music collection in the Fairfax County Public Library.

The County's FY 2004 contribution to the Fairfax Symphony is \$246,964, which is consistent with the funding level in the *FY 2003 Revised Budget Plan*.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Northern Virginia Regional Park Authority	\$1,585,771	\$1,680,636	\$1,680,636	\$1,775,861

The Northern Virginia Regional Park Authority (NVRPA) is a multi-jurisdictional, special-purpose agency established to provide a system of regional parks for the Northern Virginia area. It operates a combined 19 major regional parks and various historic and conservation-oriented facilities, lands, trails, and recreational facilities. The parks include: Algonkian, Brambleton, Bull Run, Fountainhead, Meadowlark Gardens, Carlyle House, Cameron Run, Hemlock Overlook, Pohick Bay, Upton Hill, Potomac Overlook, Red Rock, Sandy Run, and W&OD Railroad Park. In addition, NVRPA owns and preserves over 10,000 acres of land. It is estimated that in FY 2004, approximately 80 percent of NVRPA's funding will come from park revenues and 20 percent from the Park Authority's six member jurisdictions. This means that every local dollar invested is matched by four generated through park revenues. The local jurisdictions participating include the cities of Falls Church, Fairfax, and Alexandria, and the counties of Arlington, Loudoun, and Fairfax.

FUND 119 CONTRIBUTORY FUND

Current projections indicate that \$4,282,548 will be expended from the NVRPA's General Fund and \$9,797,748 will be expended from the NVRPA's Enterprise Fund for a total of \$14,080,296. The NVRPA is asking member jurisdictions for \$2,748,163, which is an increase of \$167,731 or 6.5 percent over the FY 2003 contribution of \$2,580,432. Fairfax County's share for the Northern Virginia Regional Park Authority in FY 2004 is \$1,775,861, which is \$95,225 or 5.7 percent over the *FY 2003 Revised Budget Plan* of \$1,680,636.

Fairfax County comprises 64.62 percent of the total population served by this agency projected for FY 2004, which is a slight decrease from the 65.13 percent figure for the FY 2003 budget. Localities' contributions are based upon their percentage of the total population as provided by the U.S. Bureau of the Census.

It should be noted that in addition to the operating contribution, an amount of \$2,250,000 has been included in Fund 306, Northern Virginia Regional Park Authority, as the FY 2004 annual capital contribution.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Reston Historic Trust	\$20,000	\$20,000	\$20,000	\$20,000

Fairfax County has provided annual funding of \$20,000 to the Reston Historic Trust since FY 2000. This contribution assists in the operational costs of the Reston Museum, located at Lake Anne Plaza. The museum, which is now in its fifth year of operation, has evolved as a focal point in the community, hosting special events, weekend programs and lectures, and providing exhibits which depict Reston's past and future.

As part of its mission, the Trust promotes the social and economic vitality of Reston. A Revitalization Study was completed in FY 2003 and the Trust's Executive Director worked closely with the Area Revitalization Consortium to develop and support the passage of the Revitalization Policy Plan Amendment, which was adopted by the Board of Supervisors. In FY 2004, the agency will continue its efforts on revitalization, education, and community outreach.

The County's FY 2004 contribution to the Reston Historic Trust is \$20,000, which is consistent with the *FY 2003 Revised Budget Plan*.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
The Claude Moore Colonial Farm	\$31,500	\$31,500	\$31,500	\$31,500

The Claude Moore Colonial Farm at Turkey Run, designated a historical site, is the only privately operated national park in the United States. The park's 18th Century living history family farm site authentically and realistically recreates the social, technological, environmental, and cultural living conditions faced by Northern Virginians of ordinary means in 1771. For 28 years, it has offered a rare, hands-on learning experience about the basics of life, food, shelter, and the environment during the Colonial period. Currently, staff is creating a new "Colonial Day" handbook for Fairfax County and others studying colonial Virginia history. These materials will be available free on the Farm's website and could be used by teachers creating this program for their third and fourth grade classes. The Farm has received national recognition for its innovative educational programming, which reaches over 50,000 persons a year, including thousands of students in Fairfax County.

FUND 119 CONTRIBUTORY FUND

The FY 2004 level of support of \$31,500 is consistent with the *FY 2003 Revised Budget Plan*. This support provides a critical component in an operating budget generated primarily from weather-dependent, self-supporting programs, and fundraising events. The contribution will help ensure continuation of Farm programs to Fairfax County residents – especially the Environmental Living Program, the Colonial Experience Program, the school visits to the 18th Century Farm Site, the horticultural and animal education programs, and the 18th Century Market Fairs, along with the special-focus monthly programs on the Farm Site. The County's contribution represents 7.2 percent of the Farm's projected revenue of \$436,500 for FY 2004. Other revenue sources include program fees, pavilion rentals, membership dues, endowment income, contributions from the National Park Service, and private donations.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Town of Vienna Teen Center	\$40,000	\$40,000	\$40,000	\$40,000

The Vienna Teen Center is operated by the Town of Vienna Parks and Recreation Department. The Center, known as Club Phoenix, provides local teenagers with positive, supervised recreational and educational programs and activities. Contributions made by the County assist the Town of Vienna in the operation and improvement of the Center. The contributions supplement expenses for staffing the Teen Center, programming, and the purchase of materials and supplies.

The Board of Supervisors first approved \$40,000 in funding for the Teen Center in FY 2001. The amount included \$20,000 to supplement operational expenses at the center including the purchase of capital equipment and \$20,000 for the expansion of teen programs, activities and special events and staff required for planning, implementing, and supervising the expanded operations. The FY 2004 contribution of \$40,000 represents approximately 28.8 percent of the Center's projected expenditure and revenue requirements of \$139,000 and is consistent with the *FY 2003 Revised Budget Plan*.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Virginia Opera Company	\$25,000	\$25,000	\$25,000	\$25,000

The Virginia Opera Company fosters appreciation of the arts through a variety of educational programs offered to schoolchildren. In FY 2003, the Virginia Opera Company increased its Northern Virginia schedule from three to four fully staged operas at the George Mason University Center for the Arts. It anticipates continuing that level for FY 2004. Furthermore, the Virginia Opera's education program provides County students with access to age-appropriate opera presentations at their schools.

The Virginia Opera Company first received a County contribution of \$25,000 in FY 1999. The FY 2004 contribution for the Virginia Opera Company continues that level of funding, which is also consistent with the *FY 2003 Revised Budget Plan*. The contribution represents approximately 2.4 percent of the Opera Company's projected requirements of \$1,053,710 for FY 2004.

FUND 119 CONTRIBUTORY FUND

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Wolf Trap Foundation for the Performing Arts	\$25,000	\$25,000	\$25,000	\$25,000

This is a private/public partnership founded in 1968 between the Wolf Trap Foundation and the National Park Service for the operation of the Wolf Trap Farm Park for the Performing Arts in Vienna, Virginia. The partnership was founded through a gift of land to the United States Government. The National Park Service maintains the property and conducts parking and audience management.

The Foundation, with a \$22 million budget, is responsible for all other aspects of running the facility, including the presentation of a wide variety of performances and education programs. Foundation programs reach approximately 500,000 people in Fairfax County each year at two sites: the Filene Center, a 7,000-seat outdoor amphitheater in a park-like setting, and the Barns of Wolf Trap, two 18th Century barns reconstructed at Wolf Trap using original building materials and techniques.

Since 1999, Fairfax County has contributed \$25,000 to Wolf Trap to support the Foundation's efforts to provide Fairfax County citizens with access to the best possible performing arts and position Fairfax County nationally as a leader in the arts and arts-in-education. The amount is not based on a formula, per capita, or any other formal agreement. The FY 2004 Fairfax County contribution of \$25,000 is consistent with the *FY 2003 Revised Budget Plan*.

Subtotal Parks, Recreation & Cultural	\$2,586,675	\$2,633,462	\$2,633,462	\$2,732,052
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Community Development:

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Architectural Review Board	\$3,500	\$3,500	\$3,500	\$3,500

The Architectural Review Board (ARB) administers the Historic Overlay District provisions in the County's Zoning Ordinance and advises the Board of Supervisors (BOS) on other properties that warrant historic preservation through historic district zoning, proffers, or easements. There are now 13 Historic Overlay Districts, with the potential for several more. The BOS frequently requests advice on the preservation of historic structures as part of the County's development review process and the Open Space and Historic Preservation Easement program.

The ARB is comprised of 11 members who have demonstrated knowledge and interest in the preservation of historical and architectural landmarks. The amount funded for FY 2004 is \$3,500, which is consistent with the *FY 2003 Revised Budget Plan*.

FUND 119 CONTRIBUTORY FUND

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Commission for Women	\$6,916	\$6,916	\$6,916	\$6,916

The Commission for Women is an 11-member board created by the Board of Supervisors in 1971 to promote the equality of women and girls in Fairfax County, to advise the Board on the concerns of Fairfax County's women and girls, and to communicate those concerns to the general public. The Commission also presents possible solutions and policy reforms for problems that affect women and girls, and assists in developing programs and services that meet the needs of all the County's women. In addition, the Commission supports efforts to provide information to female business owners.

The total FY 2004 Fairfax County contribution to the Commission for Women is \$6,916, which is consistent with the *FY 2003 Revised Budget Plan*.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Fairfax County History Commission	\$26,022	\$26,022	\$26,022	\$26,022

The History Commission was created by the Board of Supervisors in 1969 to advise County government and generally promote the public interest in matters concerning the history of Fairfax County. There are 21 members who are appointed by the Board of Supervisors for three-year terms and who may be reappointed. The Commission engages in educational, preservation, and research activities to promote interest in the County's historical past and also provides advisory and liaison services to ensure preservation of historic County records and sites. Major programs include: educational activities, cooperative ventures with local universities in implementing history programs, liaison functions with State/National historic preservation organizations, historic record indexing projects, archaeology programs, and expansion of photographic archives.

The FY 2004 Fairfax County funding included for this agency is \$26,022, which is consistent with the *FY 2003 Revised Budget Plan*.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Celebrate Fairfax, Incorporated	\$22,573	\$23,758	\$23,758	\$24,864

Celebrate Fairfax, Incorporated was formed to develop educational or entertainment products, services, and events that promote a sense of community among those who live or work in Fairfax County and to coordinate the annual Fairfax Fair. This urban fair symbolizes unity among the civic, business, and governmental sectors and demonstrates how public and private partnerships can work together to provide the best for the citizens of Fairfax County at a low cost. The Corporation also produces "Fall for Fairfax," Fairfax County's annual environmental festival sponsored by the Fairfax County Board of Supervisors.

An amount of \$24,864 is funded for FY 2004 to be used for clean-up costs associated with the Fairfax Fair pursuant to the Memorandum of Agreement between the County Board of Supervisors and Celebrate Fairfax, Inc. This amount represents an increase of \$1,106 or 4.7 percent over the *FY 2003 Revised Budget Plan* of \$23,758 and is attributable to salary increases for staff associated with the collection and disposal of waste tonnage collected at the Fairfax Fair.

FUND 119 CONTRIBUTORY FUND

It should be noted that Celebrate Fairfax, Inc. receives a high level of community and corporate support, both financial and in-kind. It is anticipated that the Corporation will also continue to receive significant in-kind support from various County agencies in FY 2004 to support the Fairfax Fair.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Northern Virginia Community College	\$101,550	\$100,132	\$100,132	\$99,074

Northern Virginia Community College (NVCC) is a comprehensive institution of higher education offering programs of instruction generally extending not more than two years beyond the high school level. The College currently has five campuses (Alexandria, Annandale, Loudoun, Manassas, and Woodbridge) with permanent facilities constructed on each site. Each year, the College serves more than 60,000 students in credit-earning courses and 25,000 students in non-credit (continuing education) activities.

NVCC projects FY 2003 expenditures of \$199,842 for base operating requirements. This amount includes \$168,929 for General Administration (President's Office, College Board travel and memberships, student scholarships, loans, and grants), \$18,000 for Community Services (community information), and \$12,913 for a contingency reserve. The base, which is funded by the governing bodies of the local jurisdictions served by the College and any fund balances, supports additional services which cannot be provided under the College's annual State fiscal appropriations. For example, local funding provides for increased matching loan funds and support of community service activities. This local funding is for Operating Expenses only and is not applied toward Personnel Services. The local jurisdictions served by the College are requested to contribute their share of the College's base expenditure, which is calculated on a per capita basis as reported by the College using population figures from the Weldon Cooper Center for Public Service.

The FY 2003 Fairfax County contribution to this agency for operations and maintenance is \$99,074, a decrease of \$1,058 or 1.1 percent, due primarily to shifts in population among the contributing jurisdictions. This amount reflects the County's share of the services provided to Fairfax County residents as reported by the College and is 49.6 percent of the College's base expenditure requirement for FY 2004.

In addition, County funding of \$789,680 will be included in Fund 303, County Construction, for an annual capital contribution to the College as part of a proposed three-year program to phase in the per capita contribution for capital improvements to \$1 per capita. Funding provides for the continued construction and maintenance of various capital projects on college campuses within the NVCC system. The funding formula for determining the annual contribution level has been revised based on the capital requirements of NVCC over the next six years. A phased approach has been recommended to increase funding by \$0.10 per capita per year until FY 2006 when the County's contribution will equal \$1 per capita.

FUND 119 CONTRIBUTORY FUND

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Northern Virginia Soil and Water Conservation District	\$361,874	\$351,112	\$351,112	\$344,947

The Northern Virginia Soil and Water Conservation District (NVSWCD) is an independent subdivision of State government authorized by the Code of Virginia to provide leadership in the conservation and protection of Fairfax County's soil and water resources. Technical assistance and information compiled by this organization are made available to State and local government agencies and private citizens. The goal of the NVSWCD is to continue to improve the quality of the environment and general welfare of the citizens of Fairfax County by providing them with a means of dealing with soil, water conservation, and related natural resource problems. It provides County agencies with comprehensive environmental evaluations for proposed land use changes with particular attention to the properties of soils, erosion potential, drainage, and the impact on the surrounding environment.

In FY 2001, Fairfax County entered into a partnership with the NVSWCD to support the cost of soil mapping the southeastern portion of the County. Fairfax County's portion of the annual cost of the Soil Survey Project is \$195,000 annually. This includes \$110,000 paid to the U.S. Department of Agriculture's Natural Resources Conservation Service (NRCS) based upon satisfactory progress and \$85,000 for the NVSWCD to hire a soil scientist to assist the NRCS survey team, to provide ongoing soils information to County agencies, the development community, and the general public, as well as assist the County with soils-related issues. A delay in finalizing the agreement with the NRCS resulted in the need to carry over \$160,000 of the soils mapping project funds into FY 2002. The drawdown of the County's allocation thus far, \$320,000, began in FY 2003. It is anticipated that \$162,500 will have been spent by the end of FY 2003, with \$157,500 to be carried over to FY 2004, requiring an FY 2004 allocation of \$37,500.

NVSWCD projects FY 2004 expenditures of \$442,777 for its base operating requirements. The FY 2004 County share for base operating requirements is \$307,447. With the \$37,500 special contribution detailed above, the FY 2004 County contribution totals \$344,947 or 52.9 percent of the agency's FY 2004 anticipated revenues to support expenditures totaling \$652,367. This represents an overall decrease of \$6,165 or 1.8 percent from the *FY 2003 Revised Budget Plan*. Other revenue sources include the State, NVSWCD, grants, interest, and other miscellaneous revenues, as well as a beginning balance of \$238,589.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Northern Virginia 4-H Education Center	\$25,000	\$25,000	\$25,000	\$25,000

The Northern Virginia 4-H Educational Center was developed in cooperation with the Virginia Cooperative Extension Service. The Center currently serves 19 localities in Northern Virginia with approximately 50 percent of the program participants being Fairfax County residents. This educational and recreational complex for youth and adults residing in Northern Virginia is located in Front Royal, Virginia. County funding will be used toward capital improvements such as swimming pool renovation, carpet replacement, renovation of the James E. Swart Animal Center, roadway resurfacing, and ropes course equipment replacement, as well as to help minimize camping fees so more young people can attend.

The total FY 2004 Fairfax County funding included for this agency is \$25,000, which is consistent with the *FY 2003 Revised Budget Plan*.

FUND 119 CONTRIBUTORY FUND

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Occoquan Watershed Monitoring Program	\$79,814	\$86,909	\$86,909	\$91,240

The Occoquan Watershed Monitoring Program (OWMP) and the Occoquan Watershed Monitoring Laboratory (OWML) were established to ensure that water quality is monitored and protected in the Occoquan Watershed. The cost of the OWMP is equally divided between water supply and sewage users. As a result, 50 percent of Operating Expenses is supported by the Fairfax County Water Authority and 50 percent by the participants: Fairfax, Fauquier, Loudoun, and Prince William counties, and the cities of Manassas and Manassas Park. The Watershed Monitoring Program Funding Agreement of 1988 requires that Fairfax County provide 12.5 percent of the direct costs.

The total amount included for Fairfax County's FY 2004 share is \$91,240 based upon agency projections. This represents an increase of \$4,331 or 5.0 percent over the *FY 2003 Revised Budget Plan* of \$86,909. In addition, it should be noted that with the waiver of the agency's budgeted indirect costs by Virginia Tech, the Fairfax County contribution represents 10.15 percent of the agency's total budget.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Southeast Fairfax Development Corporation	\$142,250	\$142,250	\$142,250	\$142,250

The Southeast Fairfax Development Corporation (SFDC) is a private, nonprofit organization that operates under a Memorandum of Understanding between the Fairfax County Board of Supervisors and the SFDC. The Corporation promotes, encourages, facilitates, and guides economic development and revitalization on the 7.5 mile length of Richmond Highway from the Capital Beltway to Fort Belvoir, the largest of the County's seven designated revitalization areas. It provides marketing and promotion aimed at business attraction and retention; direct assistance to developers and businesses; and to a lesser degree, land use planning and coordination with the Richmond Highway community. It is this community consensus that makes revitalization/redevelopment possible. SFDC is committed to improving the quality of life, creation and retention of jobs, community appearance, and increased tax base. Its 18-member volunteer Board of Directors is representative of the community.

It is anticipated that a total of \$267.2 million will be invested in this area in 2002-2003 (excluding the recently completed South County Government Center and the new U.S. Post Office). For FY 2004, the SFDC envisions continuing its current services with a continuing emphasis on marketing and promotion. In addition, the SFDC will be launching a façade improvement program in late FY 2003 and into FY 2004. This new program is in collaboration with the Department of Housing and Community Development which provided valuable assistance in hiring a consultant who will customize a program for this area.

SFDC continues to foster growth in existing businesses, while simultaneously promoting the physical renovation of the area through initiatives involving beautification, developmental planning, and ongoing market studies and needs assessments. The total FY 2004 Fairfax County contribution for SFDC is \$142,250, which is consistent with the *FY 2003 Revised Budget Plan*.

FUND 119 CONTRIBUTORY FUND

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
VPI/UVA Education Center	\$50,000	\$50,000	\$50,000	\$50,000

In FY 1995, Fairfax County signed an agreement with the City of Falls Church, the Virginia Polytechnic Institute and State University (VPI), and the University of Virginia (UVA) to provide support for a new Education Center to be constructed in Falls Church. As part of this agreement, the Board of Supervisors agreed to waive all development/regulatory fees and costs, and provide review and inspection services necessary for the development of this center. In addition to one-time FY 1996 sewer availability and connection charges of \$70,881, the County agreed to contribute an annual amount of \$50,000 toward the facility, to be paid each year for 20 years, commencing in FY 1995. The total value of this 20-year contribution will be \$1,000,000.

The total FY 2004 Fairfax County contribution for the VPI/UVA Education Center is \$50,000, which is consistent with the *FY 2003 Revised Budget Plan*.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Women's Center of Northern Virginia	\$29,942	\$29,942	\$29,942	\$29,942

The Women's Center is a private, nonprofit organization that provides personal and professional development services to women in Northern Virginia. Since FY 1978, the Board of Supervisors has contributed to this center in order to provide free or sliding-fee scale services to Fairfax County female residents who are unemployed, separated, abandoned, or divorced and the head of a household. Services include individual and group workshop sessions for women covering such areas as divorce, separation, financial planning, and legal rights. The Women's Center responds to over 87,000 requests for service annually, of which 76 percent come from County residents.

In FY 2004, the Center anticipates receiving approximately 66,450 requests for services from County residents to meet the interrelated psychological, practical, legal, financial needs of these County residents, many of whom are financially disadvantaged and require low-cost services. Access to these services enables community members to become self-sufficient.

The total FY 2004 Fairfax County contribution included for this agency is \$29,942, which is consistent with the *FY 2003 Revised Budget Plan*.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Washington Area Housing Partnership	\$4,000	\$4,000	\$4,000	\$4,000

This contribution represents membership fees in the Washington Area Housing Partnership, a component of the Metropolitan Washington Council of Governments (COG). This organization is a regional, public/private housing partnership that addresses housing issues in the Washington Metropolitan Area. The Partnership undertakes a neighborhood initiative in each of the Northern Virginia, DC, and suburban Maryland regions each year.

FUND 119 CONTRIBUTORY FUND

During deliberations on the FY 1999 Advertised Budget Plan, the Board of Supervisors first approved recurring funding in the amount of \$4,000 for membership fees in the Washington Area Housing Partnership. In FY 2004, funding of \$4,000 is included based upon the aforementioned membership fee, which is unchanged from FY 2003.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Northern Virginia Conservation Trust Partnership	\$235,000	\$241,345	\$241,345	\$245,207

During their deliberations on the FY 2001 Advertised Budget Plan, the Board of Supervisors funded a non-recurring (one-time) amount of \$209,076 for the Northern Virginia Conservation Trust Partnership (NVCT) (formerly the Fairfax Land Preservation Trust). An amount of \$170,000 was funded to enable the County to further its conservation efforts and meet public need without creating new County positions. This amount included \$80,000 for land costs/purchases directly related to conservation easements, \$45,000 for public outreach funding to support staff and material for educating the public about conservation, and \$45,000 for administrative support for staff and materials for the management of Fairfax County conservation efforts. It was anticipated that the contribution amount would be partially matched by approximately \$75,000 in other contributions to the trust in FY 2001. The County's total contribution also included \$39,076 that was paid to the Park Authority to eliminate the balance of a loan obligation associated with seed money for the trust and office space provided by the Park Authority.

For FY 2004, \$245,207 is included, which represents an increase of \$3,862 or 1.6 percent over the *FY 2003 Revised Budget Plan* of \$241,345 and includes an inflationary adjustment based on the CPI-U as specified in the Memorandum of Understanding between the County and the NVCT.

Subtotal Community Development	\$1,088,441	\$1,090,886	\$1,090,886	\$1,092,962
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Nondepartmental:

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Fairfax Public Law Library	\$57,657	\$57,657	\$57,657	\$57,657

The mission of the Fairfax Public Law Library is to assist non-attorneys as well as members of the legal community with legal research inquiries. The legal resources available in the Law Library are not available to the public at any other single location within the County. In 2001, Fairfax County, the Clerk of the Court, and the Fairfax Bar Association (FBA) entered into an agreement with regard to the Law Library. The agreement provides that Fairfax County, through the Fairfax County Public Library (FCPL), shall have primary responsibility for the administration of the Law Library, while the FBA has primary responsibility for its management.

The Law Library receives almost 70 percent of its funding from assessments of \$4 on civil case filings in the General District and Circuit Courts. This is projected at \$217,000 in FY 2004. The annual contribution of \$57,657 from the County is provided to assist the Law Library with operational costs. Other revenue includes \$10,000 from the Fairfax Bar Foundation, \$2,000 from the Friends of the Law Library, \$26,000 earned for Library services including copier charges, and \$3,000 in miscellaneous income for a total of \$315,657.

FUND 119 CONTRIBUTORY FUND

Located in the Fairfax County Judicial Center, the Fairfax Public Law Library assists the public as well as members of the legal community with locating sources for legal information and provides bibliographic instruction. In addition to the collection, the Law Library has four carrels (work stations) dedicated to providing general information on divorce, immigration, estate planning, and employment for patrons, and five computer work stations where the public may access legal materials on CD-ROMs as well as online databases. The Fairfax County Public Library provided the Law Library with eight new computers with Internet connection through Fairfax County in FY 2002 (five for the public and three for staff).

In FY 2004, the Fairfax Public Law Library projects it will serve more than 70,000 patrons, more than half of which are not attorneys. Many are in need of legal information because they are unable to afford legal representation but do not qualify for free legal services. The remaining patrons include prosecutors, public defenders, judges, lawyers, and other members of the legal profession.

The total FY 2004 Fairfax County funding for this agency is \$57,657, which is consistent with the *FY 2003 Revised Budget Plan*.

Fairfax County	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Culmore Day Laborer	\$15,000	\$0	\$0	\$0

As part of the *FY 2001 Carryover Review*, the Board of Supervisors approved non-recurring (one-time) funding of \$15,000 for a public/private partnership in the Culmore area to assist day laborers with training to improve their skills in order to enhance their employability. Since FY 2002 funding was approved as non-recurring, no subsequent funding was included for FY 2003 or FY 2004.

Subtotal Nondepartmental	\$72,657	\$57,657	\$57,657	\$57,657
Total County Contributions	\$6,728,376	\$6,578,927	\$6,686,798	\$7,141,779

FUND 119 CONTRIBUTORY FUND

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 119, Contributory Fund

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$270,446	\$122,498	\$239,708	\$60,657
Transfer In:				
General Fund (001) ¹	\$6,697,638	\$6,456,429	\$6,507,747	\$7,141,779
Total Transfer In	\$6,697,638	\$6,456,429	\$6,507,747	\$7,141,779
Total Available	\$6,968,084	\$6,578,927	\$6,747,455	\$7,202,436
Expenditures:				
Legislative-Executive Functions/Central Services Agencies	\$1,565,386	\$1,614,912	\$1,614,912	\$1,665,554
Public Safety	207,990	319,333	319,333	332,934
Health and Welfare	1,207,227	862,677	970,548	1,260,620
Parks, Recreational and Cultural	2,586,675	2,633,462	2,633,462	2,732,052
Community Development	1,088,441	1,090,886	1,090,886	1,092,962
Nondepartmental	72,657	57,657	57,657	57,657
Total Expenditures	\$6,728,376	\$6,578,927	\$6,686,798	\$7,141,779
Total Disbursements	\$6,728,376	\$6,578,927	\$6,686,798	\$7,141,779
Ending Balance	\$239,708	\$0	\$60,657	\$60,657

CONTRIBUTORY FUND

FUND 703 - NOVARIS

Non-Appropriated Funds

Fairfax County exercises a fiduciary responsibility for the financial management and operation of the Northern Virginia Regional Identification System (NOVARIS). Therefore, this fund is displayed here for information. Participating Washington Metropolitan Area jurisdictions share costs associated with NOVARIS based on the sworn police population of each jurisdiction as approved by the NOVARIS Advisory Board on July 30, 1997.

The Fairfax County contribution is made through the Contributory Fund. The total Fairfax County FY 2004 contribution is \$282,934. The total contribution consists of \$230,905, which represents the County's annual share of costs associated with operations and upgrades of NOVARIS, and \$52,029 to support digital photography equipment and maintenance for the County's Mugshot System. Fairfax County is entirely responsible for the funding of its Mugshot System, with the final lease-purchase payment due in FY 2008. See the NOVARIS Fund Statement on the next page.

CONTRIBUTORY FUND FUND 703 - NOVARIS

FUND STATEMENT

Fund Type G70, Trust and Agency Funds

Fund 703, Northern Virginia Regional
Identification System (NOVARIS)

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$231,176	\$42,851	\$59,303	\$26,452
Revenue:				
Interest on Investments	\$6,280	\$1,286	\$1,286	\$529
Fairfax County (Police and Sheriff)	134,886	269,333	269,333	282,934
Arlington County	30,373	48,605	48,605	51,995
Prince William County	28,965	46,353	46,353	49,586
City of Fairfax	5,372	8,597	8,597	9,196
City of Falls Church	2,642	4,228	4,228	4,523
City of Alexandria	23,508	37,620	37,620	40,244
Montgomery County	19,900	31,845	31,845	34,066
Prince Georges County	19,900	31,845	31,845	34,066
Total Revenue:	\$271,826	\$479,712	\$479,712	\$507,139
Total Available	\$503,002	\$522,563	\$539,015	\$533,591
Expenditures:				
Operating Expenses	\$164,225	\$230,814	\$230,814	\$244,117
Capital Equipment	225,994	228,268	228,268	227,445
Fairfax County Expenses Only: (Digital Photography Equipment and Maintenance) ¹	53,480	53,481	53,481	52,029
Total Expenditures	\$443,699	\$512,563	\$512,563	\$523,591
Total Disbursements	\$443,699	\$512,563	\$512,563	\$523,591
Ending Balance	\$59,303	\$10,000	\$26,452	\$10,000

¹ This represents the lease/purchase associated with the digital photography equipment paid for by Fairfax County only.

FUND 120

E-911

Purpose

This fund accounts for E-911 revenues and expenditures separately as stipulated by Virginia General Assembly legislation approved in 2000. Prior to FY 2001, E-911 fees were reflected in the General Fund and Fund 104, Information Technology. Fund 120, E-911, recognizes revenue from estimated E-911 fees and Commonwealth reimbursement associated with Wireless E-911. All expenditures allowable by law directly associated with the Public Safety Communications Center (PSCC) are billed directly to this fund. Information technology projects (IT Projects) associated with the PSCC are also budgeted in this fund. A General Fund Transfer supports any difference between revenues and expenditures.

Expenditure requirements within this fund continue to increase and outpace E-911 revenue growth, therefore increasing the reliance upon General Fund support to fund critical public safety communications operations. FY 2004 Personnel Services expenditure requirements reflect the continued dependence upon overtime expenditures to offset the large vacancy and turnover rates that have plagued the PSCC the last several years. The retention issue continues to be a focal point in the management of the PSCC, and to help alleviate the problem, off-duty Police and Fire and Rescue staff have been trained to perform duties (on overtime) within the PSCC to ensure full staffing for daily operations. Further exacerbating this problem is the increase in call volume at the PSCC. In Calendar Year (CY) 2000, the PSCC received 1,173,396 emergency and non-emergency calls. That number grew to 1,271,281 in CY 2002, an increase of 8.3 percent in two years.

FY 2004 Operating Expenses and IT Projects expenditure requirements remain relatively stable, even as projects come to completion. On-going operational funding is often necessary for maintenance and support of these IT Projects systems. Additionally, new projects are required to provide replacement and enhancement of existing systems and equipment. Replacement and enhancement is necessary to maintain performance, availability, reliability, and capacity for growth due to increases in County population and demand for public safety services. FY 2004 IT Projects funding includes funding for the five-year replacement cycles for portable two-way radios (currently in use by the Police Department, Fire and Rescue Department, and the Office of the Sheriff) and mobile computer terminals. The replacement and upgrade of these items is critical to the operation of the Public Safety Communications Network (PSCN) and are on-going projects. FY 2004 IT Projects funding reflects a prioritization of public safety communications needs, and not all of the needs were able to be met due to a lack of available funding resources. Continued future support for the PSCN's component systems and equipment is vital for ensuring immediate and systematic response to emergencies.

The main source of revenue for Fund 120, E-911 is derived from E-911 tax rate receipts, a revenue source that is experiencing declining growth rates. In FY 2002, Fairfax County posted a decrease in actual E-911 fee revenue of 4.9 percent from the previous fiscal year. During the three fiscal years prior to FY 2002, the County experienced increases of 4.7 percent, 3.5 percent, and 4.1 percent, respectively. Current projections for FY 2003 indicate another decrease from FY 2002 actual revenue received. This revised estimate will be reflected in the *FY 2003 Third Quarter Review*.

As a result of staffing requirements to meet the high volume of calls and ongoing technological demands, as well as to account for declining E-911 fee revenue, an increase of \$0.25 per line to the E-911 tax rate, from \$1.75 per line to \$2.00 per line, is recommended and included. This will generate an additional \$2,053,030 in E-911 fee revenue.

FY 2004 Initiatives

- ◆ FY 2004 funding in the amount of \$26,779,814 has been provided to support the E-911 program. Of this amount, \$7,374,917 is supported by a General Fund Transfer and \$19,404,897 is supported by E-911 fees, wireless reimbursement, and interest income.

FUND 120

E-911

- ◆ The E-911 tax rate is recommended to be increased by \$0.25 per line, from \$1.75 per line to \$2.00 per line. The E-911 tax rate has remained static since FY 1998 when it was raised from \$1.69 per line to the current \$1.75 per line. To fund FY 2004 expenditure requirements without an increase in the General Fund Transfer, a rate of \$2.33 per line would be necessary. The statutory cap on the E-911 tax rate is \$3.00 per line. To fund FY 2004 expenditure requirements without an increase of \$0.25 per line to the E-911 tax rate, a General Fund Transfer of \$9,427,947 would be necessary, an increase of \$2,053,030 over that which is currently included in the FY 2004 Advertised Budget Plan.

Funding Adjustments

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

- ◆ An increase of \$391,271 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ An increase of \$314,748 in Personnel Services based on the FY 2004 Market Index of 2.56 percent is included for employees on the public safety pay scales (C, F, O and P), effective the first full pay period of FY 2004. This increase includes \$51,735 in fringe benefits.
- ◆ An increase of \$70,602 in Personnel Services for the addition of 1/1.0 SYE Management Analyst II to serve as the County's Emergency Medical Dispatch Coordinator within the Public Safety Communications Center. This funding includes \$13,765 in fringe benefits. This position will assume the responsibility of coordination, implementation, and direct oversight of the Emergency Medical Dispatch Program. This program provides a systematic approach to event classification and call screening techniques which focus on identification of patient symptoms, prioritization of medical emergencies, the delivery of pre-arrival instructions to manage the medical emergency, and a quality assurance review process. While the funding associated with this position is located in Fund 120, E-911, the actual location of the position is in the Public Safety Communications Center cost center within the Police Department.
- ◆ An increase of \$330,635 in Operating Expenses primarily due to the Computer Aided Dispatch (CAD) system support requirements and contractual obligations.
- ◆ Funding of \$6,713,741 for IT Project expenses, including \$195,768 to complete the mobile data communications system component of the CAD system, \$2,324,769 for the wireless voice radio project, \$1,738,125 to establish a five-year replacement cycle for the portable two-way radios currently in use by the Police Department, the Fire and Rescue Department, and the Office of the Sheriff, \$2,215,000 to fund the replacement cycle for the mobile computer terminals, \$220,079 for lease payment obligations for the 9-1-1 call-answering system at the Public Safety Communications Center, and \$20,000 for software design applications. Details of specific projects are included on the Project Detail Table that follows.

The following funding adjustments reflect all approved changes to 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*, an increase of \$5,698,799 due to the carryover of unexpended IT Project balances in the amount of \$5,754,608, partially offset by a decrease of \$55,809 in operating expense requirements.

FUND 120 E-911

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 120, E-911

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$7,779,697	\$0	\$5,944,383	\$0
Revenue:				
E-911 Fees ¹	\$14,134,222	\$16,256,799	\$16,256,799	\$16,424,241
State Reimbursement (Wireless E-911)	2,323,572	2,729,562	2,729,562	2,828,666
Interest Income	216,702	387,126	387,126	151,990
Other Revenue	356,627	245,584	0	0
Total Revenue	\$17,031,123	\$19,619,071	\$19,373,487	\$19,404,897
Transfer In:				
General Fund (001)	\$5,291,176	\$4,666,094	\$4,666,094	\$7,374,917
Total Transfer In	\$5,291,176	\$4,666,094	\$4,666,094	\$7,374,917
Total Available	\$30,101,996	\$24,285,165	\$29,983,964	\$26,779,814
Expenditures:				
Personnel Services	\$11,200,282	\$11,762,012	\$11,762,012	\$12,538,633
Operating Expenses	5,559,467	7,488,614	7,196,805	7,527,440
IT Projects	7,397,864	5,034,539	11,025,147	6,713,741
Total Expenditures	\$24,157,613	\$24,285,165	\$29,983,964	\$26,779,814
Total Disbursements	\$24,157,613	\$24,285,165	\$29,983,964	\$26,779,814
Ending Balance	\$5,944,383	\$0	\$0	\$0

¹ It should be noted that FY 2004 E-911 fee revenues of \$16.4 million assumes a rate of \$2.00 per line per month which results in an increase of \$2.05 million in revenue. The FY 2003 estimate for E-911 fees will be reduced as part of the FY 2003 Third Quarter Review to reflect actual collections.

FUND 120 E-911

IT0001	Public Safety Communications Network/Systems				
Total Project Estimate	Prior Year Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
TBD	\$24,521,359	\$7,397,864	\$11,025,147	\$6,713,741	TBD

This project was established in FY 1995 to replace and upgrade the County's critical Public Safety Communications Network (PSCN) and its component systems. The network's component systems are vital for ensuring immediate and systematic response to emergencies, and replacement and enhancement is necessary to maintain performance, availability, reliability, and capacity for growth due to increases in County population and demand for public safety services. The PSCN supports emergency communications of the Police, Fire and Rescue, and Sheriff's departments. This includes public safety call taking (E-911, Cellular 911, non-emergency), dispatching, and all affiliated communications support. Two of the major technologies utilized are a Computer-Aided Dispatch (CAD) system with an integrated mobile data communications component and a wireless digital radio network for voice communications.

The CAD system is used to dispatch appropriate equipment and personnel to events and emergencies and to communicate and track up-to-date information in a rapidly changing environment. The mobile data communications component of CAD allows the dispatch of resources with minimal voice communications, provides field units direct access to local, state, and national data bases, and allows continuous contact with the Public Safety Communications Center (PSCC). This project replaces and upgrades CAD and its mobile data communications component originally implemented in 1986. The old systems are technologically obsolete, severely undersized, and at the end of their effective, supportable life cycle. Replacement ensures continued reliable operation of these critical systems, incorporates software, hardware, and user functionality advances made since the 1980's, and allows for future migration in capability as new technologies emerge.

Migration to the new digital radio network is necessary to accommodate growing public safety voice communications requirements and to remedy performance, coverage, fragmentation, and reliability problems associated with an aging, technologically obsolete system at the very end of its sustainable life cycle. Deficiencies in the old system severely impeded critical communications and safety in emergency situations. The new trunked wireless digital voice communications system consolidates all County public safety voice communication and is designed to address coverage, reliability, and operational limitations of the old system used by public safety agencies in the County. It provides capacity for growth and enhancement for the next twenty years.

FY 2004 funding is included for: the final lease purchase payment and remaining consultant services to complete the mobile data communications system component of the CAD system (\$195,768); the seventh year of a ten-year lease purchase payment for the wireless voice radio project (\$2,324,769); the first year lease purchase payment obligations of a five-year lease-purchase for the 9-1-1 call-answering system at the PSCC (\$220,079); and to provide capacity for software design applications (\$20,000). Funding is also included to establish a five-year replacement cycle for the portable two-way radios currently in use by the Police Department, the Fire and Rescue Department, and the Office of the Sheriff (\$1,738,125) and to fund the five-year replacement cycle for the mobile computer terminals (\$2,215,000). Both the two-way portable radios and the mobile computer terminals have a useful life of five years. The individual radios and terminals scheduled to be replaced in FY 2004 will be at least five years old. All of these projects are critical to the County's public safety emergency communications capabilities.

Return on Investment (ROI): The return on investment for this project is realized by the performance, productivity, and effectiveness of public safety services in Fairfax County. Replaced and upgraded technology for these systems is critical to the safety of the public and the public safety personnel they support. They preserve the investments in technology that have been made and allow increased functionality, performance, and reliability to be achieved to facilitate responses to, and management of, emergencies. They mitigate the need for extraordinarily large additions of personnel that would be necessary to provide the same level of service and results without this technology. The increased access to important information, improvements to maintenance and reliability, increased capacity for growth, and enhanced functionality for users now and for the future built upon past investments, responds to critical existing requirements, and sets the stage for the next generation of public safety communications technology.

FUND 191

PUBLIC SCHOOL FOOD AND NUTRITION SERVICES

Purpose

Fairfax County Public Schools Food and Nutrition Services Fund totals \$52.5 million for all Food Service's operational and administrative costs. This fund is totally self-supporting and is operated under the Federally-funded National School Lunch and Child Nutrition Acts.

The Food and Nutrition Services program Functions:

- Procures, prepares, and serves lunches and a la carte items to over 140,000 customers daily
- Offers breakfasts in 148 schools and centers
- Contracts meals to day care centers, Family and Early Childhood Education Program (FECEP) centers and private schools, and snacks to all school-age child care (SACC) programs
- Provides meals and dietetic consultation at senior nutrition sites and Meals on Wheels programs

Other responsibilities include nutrition education, enforcement of sanitary practices, specifications for food and equipment, and layout and design of kitchens in new schools.

No General Fund support is required for the Food and Nutrition Services Fund as revenues are derived primarily from food sales and Federal and State aid.

It should be noted that the following fund statement reflects the FY 2004 Fairfax County Public Schools Superintendent's Proposed Budget. Adjustments to this fund, adopted by the Fairfax County School Board on February 13, 2003, will be discussed in the Overview Volume of the FY 2004 Advertised Budget Plan.

FUND 191 PUBLIC SCHOOL FOOD AND NUTRITION SERVICES

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 191, Public School Food
and Nutrition Services

	FY 2002 Actual ¹	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan ²	FY 2004 Superintendent's Proposed
Beginning Balance	\$10,395,824	\$7,273,093	\$9,791,528	\$9,087,058
Revenue:				
Food Sales	\$35,142,395	\$34,885,094	\$34,885,094	\$37,184,909
Federal Aid	14,254,508	13,401,414	13,401,414	14,696,065
State Aid	776,707	765,749	714,489	776,708
Other Revenue	204,183	505,000	505,000	196,607
Total Revenue	\$50,377,793	\$49,557,257	\$49,505,997	\$52,854,289
Total Available	\$60,773,617	\$56,830,350	\$59,297,525	\$61,941,347
Total Expenditures	\$50,836,085	\$49,557,257	\$50,210,467	\$52,529,322
Total Disbursements	\$50,836,085	\$49,557,257	\$50,210,467	\$52,529,322
Inventory Change	(\$146,004)	\$0	\$0	\$0
Ending Balance	\$9,791,528	\$7,273,093	\$9,087,058	\$9,412,025

¹ FY 2002 Actuals reflect audit adjustments included in the FY 2002 Comprehensive Annual Financial Report (CAFR). The FY 2002 Audit Package detailing all of these changes will be included in the County's *FY 2003 Third Quarter Review*.

² The *FY 2003 Revised Budget Plan* reflects adjustments adopted by the Fairfax County School Board on November 21, 2002, during their *FY 2003 Midyear Review*. The Fairfax County School Board adjustments will be officially reflected in the County's *FY 2003 Third Quarter Review*, which will be acted on by the Board of Supervisors in April 2003.

FUND 192 PUBLIC SCHOOL GRANTS AND SELF-SUPPORTING PROGRAMS

Purpose

The Grants and Self-Supporting Programs Fund consists of two subfunds. The Grants Subfund and the Summer School and SOL Remediation Subfund. FY 2004 revenue reflects Federal, State and private industry grants, summer school fees and transfers from the School Operating fund and the County's Cable Communication Fund.

It should be noted that the following fund statement reflects the FY 2004 Fairfax County Public Schools Superintendent's Proposed Budget. Adjustments to this fund, adopted by the Fairfax County School Board on February 13, 2003, will be discussed in the Overview Volume of the FY 2004 Advertised Budget Plan.

FUND 192 PUBLIC SCHOOL GRANTS AND SELF-SUPPORTING PROGRAMS

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 192, Public School Grants and
Self-Supporting Programs

	FY 2002 Actual ¹	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan ²	FY 2004 Superintendent's Proposed ³
Beginning Balance	\$3,751,539	\$0	\$3,294,954	\$403,570
Revenue:				
State Aid	\$8,081,338	\$9,552,800	\$9,637,275	\$9,585,625
Federal Aid	11,711,405	14,705,752	25,518,915	21,346,972
Tuition	3,150,056	2,747,907	2,798,913	2,887,036
Industry, Foundation, Other	1,638,505	300,000	994,177	345,600
Total Revenue	\$24,581,304	\$27,306,459	\$38,949,280	\$34,165,233
Transfers In:				
School Operating Fund Grants	\$0	\$0	\$135,539	\$0
School Operating Fund (090)	11,382,456	16,529,685	13,262,415	14,120,945
Cable Communications Fund (105)	1,640,935	1,624,576	1,624,576	1,603,329
Total Transfers In	\$13,023,391	\$18,154,261	\$15,022,530	\$15,724,274
Total Available	\$41,356,234	\$45,460,720	\$57,266,764	\$50,293,077
Total Expenditures	\$38,061,280	\$45,460,720	\$57,266,764	\$50,293,077
Total Disbursements	\$38,061,280	\$45,460,720	\$57,266,764	\$50,293,077
Ending Balance	\$3,294,954	\$0	\$0	\$0

¹ FY 2002 Actuals reflect audit adjustments included in the FY 2002 Comprehensive Annual Financial Report (CAFR). The FY 2002 Audit Package detailing all of these changes will be included in the County's *FY 2003 Third Quarter Review*.

² The *FY 2003 Revised Budget Plan* reflects adjustments adopted by the Fairfax County School Board on November 21, 2002, during their *FY 2003 Midyear Review*. The Fairfax County School Board adjustments will be officially reflected in the County's *FY 2003 Third Quarter Review*, which will be acted on by the Board of Supervisors in April 2003.

³ Reflects an additional \$0.4 million in projected FY 2003 ending balance to be carried over to balance the FY 2004 Advertised Budget Plan.

FUND 193

PUBLIC SCHOOL ADULT AND COMMUNITY EDUCATION

Purpose

The Public School Adult and Community Education Fund provides for adult education programs such as basic skill education, high school completion, and English for Speakers of Other Languages (ESOL). FY 2004 expenditures are estimated at \$9,759,589.

The office is also responsible for pre-kindergarten through grade 12 support programs, including behind-the-wheel driver education, SAT preparation, summer school, before- and after-school enrichment activities, and remediation support.

It should be noted that the following fund statement reflects the FY 2004 Fairfax County Public Schools Superintendent's Proposed Budget. Adjustments to this fund, adopted by the Fairfax County School Board on February 13, 2003, will be discussed in the Overview Volume of the FY 2004 Advertised Budget Plan.

FUND 193

PUBLIC SCHOOL ADULT AND COMMUNITY EDUCATION

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 193, Public School Adult and
Community Education

	FY 2002 Actual ¹	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan ²	FY 2004 Superintendent's Proposed
Beginning Balance	\$3,782,283	\$0	\$2,565,113	\$0
Revenue:				
State Aid	\$871,024	\$1,293,579	\$756,039	\$1,402,347
Federal Aid	674,762	222,275	965,238	212,000
Tuition	6,804,260	6,855,430	6,692,983	6,917,684
Industry, Foundation, Other	106,781	0	165,536	127,427
Total Revenue	\$8,456,827	\$8,371,284	\$8,579,796	\$8,659,458
Transfers In:				
School Operating Fund (090)	\$1,100,131	\$1,100,131	\$2,000,131	\$1,100,131
Total Transfers In	\$1,100,131	\$1,100,131	\$2,000,131	\$1,100,131
Total Available	\$13,339,241	\$9,471,415	\$13,145,040	\$9,759,589
Total Expenditures	\$10,774,128	\$9,471,415	\$13,145,040	\$9,759,589
Total Disbursements	\$10,774,128	\$9,471,415	\$13,145,040	\$9,759,589
Ending Balance	\$2,565,113	\$0	\$0	\$0

¹ FY 2002 Actuals reflect audit adjustments included in the FY 2002 Comprehensive Annual Financial Report (CAFR). The FY 2002 Audit Package detailing all of these changes will be included in the County's *FY 2003 Third Quarter Review*.

² The *FY 2003 Revised Budget Plan* reflects adjustments adopted by the Fairfax County School Board on November 21 2002, during their *FY 2003 Midyear Review*. The Fairfax County School Board adjustments will be officially reflected in the County's *FY 2003 Third Quarter Review*, which will be acted on by the Board of Supervisors in April 2003.

SOLID WASTE OPERATIONS OVERVIEW

Operational Structure

The County's Solid Waste Operations are under direct supervision of the Director of the Department of Public Works and Environmental Services (DPWES). The administration of waste disposal is achieved through the Division of Solid Waste Collection and Recycling and the Division of Solid Waste Disposal and Resource Recovery. The composition of operations includes a County-owned and operated refuse transfer station, an Energy/Resource Recovery Facility (E/RRF), a regional municipal landfill operated by the County, two citizens' disposal facilities, eight drop-off sites for recyclable material, and equipment and facilities for refuse collection, disposal, and recycling operations. Program operations will continue to be accomplished through the two entities consisting of five funds established previously under the special revenue fund structure. The combined expenditures of \$119,690,748 and a staffing level of 320/320.0 SYE are required to meet financial and operational requirements for waste collection and disposal programs in FY 2004. The FY 2004 Advertised Budget Plan funding level represents a decrease of \$9,776,319 or 7.6 percent from the *FY 2003 Revised Budget Plan* estimate of \$129,467,067 primarily attributable to FY 2002 carryover of unexpended capital project funding of \$26,210,769 offset by the need for FY 2004 capital project funding of \$14,929,000. Further details can be found within individual narratives immediately following the Solid Waste Operations Overview section.

The Division of Solid Waste Collection and Recycling manages two funds including Fund 108, Leaf Collection, which provides for the collection and disposal of leaves within leaf collection sanitary districts, and Fund 109, Refuse Collection and Recycling Operations, which provides for Fund 109 administration; the collection and disposal of refuse from sanitary districts within the County, County Agency Routes (CAR), and the Solid Waste Reduction and Recycling Centers (SWRRC) program which is recommended for termination at the end of FY 2003; and the overall management and operation of the County's recycling programs. Fund 109 also provides the management and operational control for the Solid Waste General Fund (DSW-GF) Programs for services provided on behalf of the County. The DSW-GF Programs consist of Community Cleanup, Court/Board Directed Cleanups, Evictions, and Health Department Referral operations.

The Division of Solid Waste Disposal and Resource Recovery manages three funds. Fund 110, Refuse Disposal, is responsible for delivering refuse collected throughout Fairfax County to the E/RRF, the Prince William County Facility, or an appropriate debris landfill; transferring yard waste to Prince William Compost Facilities; coordinating the facility use agreement between Fairfax and Prince William counties; and operating the County's Battery, White Goods, and Household Hazardous Waste programs, the Citizens' Disposal Facilities, and brush mulching services. Fund 112, Energy/Resource Recovery Facility, oversees the disposal of Fairfax County and District of Columbia refuse at the E/RRF. Fund 114, I-95 Refuse Disposal, provides management and operational control for the deposit of ash at the I-95 Landfill for all regional participants.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
General Fund Programs	\$74,873	\$74,874	\$74,874	\$78,270
Leaf Collection	1,230,990	1,179,256	1,217,767	1,263,584
Refuse Collection and Recycling Operations	13,803,199	14,381,528	14,711,804	15,360,652
Refuse Disposal	38,093,961	46,578,027	49,221,028	48,177,101
Energy/Resource Recovery Facility (E/RRF)	34,051,811	33,891,795	33,891,795	33,495,093
I-95 Refuse Disposal	5,414,927	5,671,914	30,349,799	21,316,048
Total Expenditures	\$92,669,761	\$101,777,394	\$129,467,067	\$119,690,748

SOLID WASTE OPERATIONS OVERVIEW

Summary by Operation				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	319/ 319	319/ 319	320/ 320	320/ 320

Expenditures:				
Personnel Services	\$15,667,548	\$17,085,429	\$17,020,391	\$17,823,022
Operating Expenses	75,148,601	82,917,691	82,940,423	84,558,959
Recovered Costs	(749,168)	(878,956)	(878,956)	(954,733)
Capital Equipment	2,247,794	2,653,230	4,174,440	3,334,500
Capital Projects	354,986	0	26,210,769	14,929,000
Total Expenditures¹	\$92,669,761	\$101,777,394	\$129,467,067	\$119,690,748

¹ It should be noted that total expenditures represent the operating requirement of five separate and independent Solid Waste funds. The expenditures also include funding required to support four programs administered by Solid Waste Operations on behalf of the General Fund. Each program or fund operation provides a specific service to County citizens, other Solid Waste funds, or both. As a result of the Solid Waste intra and inter-agency billings structure for services provided, revenues and expenditures may flow through more than one fund.

FY 2004 Funding Changes

The County's solid waste disposal program has come under significant financial pressure due to a number of factors, most notably the adverse United States Supreme Court decision in 1994 on solid waste flow control as well as the development of several large landfills within Virginia and in neighboring states that has created tremendous competitive price pressure on the operation of the County's refuse disposal system. With the fixed costs required to support the debt service on the E/RRF and the minimum operating costs required to process the Guaranteed Annual Tonnage (GAT), the Division of Solid Waste has had limited options available to reduce costs or build an additional revenue base. Thus, while private waste management firms have developed privately owned disposal sites downstate which are able to charge as little as one third to one half the per-ton disposal rate required to support the E/RRF, the County has continued existing programs and operated at a deficit.

In FY 2004, a General Fund transfer of \$2,000,000 is required to fund the operating deficit for Fund 110, Refuse Disposal, a reduction of \$1,439,291 or 41.8 percent from the FY 2003 Adopted Budget Plan amount of \$3,439,291. The reduction in the transfer is primarily a result of increased waste tonnages and the FY 2003 increase in the negotiated contracted disposal rate from \$37.95 per ton to \$39.95 per ton. The \$39.95 rate is planned to continue in FY 2004. Also in FY 2004 fees are being increased for the Citizens Disposal Facilities from \$45 per ton to \$55 per ton to make this program more self-supporting. This program costs approximately \$57 per ton to operate. The FY 2004 General Fund support for the Solid Waste system is primarily dependent on a number of strategic variables/decisions. These include the anticipated amount of waste, the contracted disposal rate that the competitive waste disposal market will support, funding and maintaining various reserves in both Fund 110 and Fund 112, Energy/Resource Recovery Facility (E/RRF), and planning for the anticipated \$4.5 million revenue reduction in the Dominion Virginia Power energy contract impacting Fund 112, E/RRF in late FY 2005 (two months) and FY 2006 (full year).

Fund 112, Energy/Resource Recovery Facility (E/RRF), revenue receipts are derived from fees charged for refuse incineration, which are directly tied to incinerator operations support requirements. The Disposal Rate is being maintained at the \$30 per ton rate, thereby generating revenue of \$33,599,224. Per the contract negotiated with Covanta in 1987, credits derived from the sale of energy to Dominion Power are scheduled to begin decreasing in FY 2005. It is estimated that revenue from the Dominion Virginia Power contract will decrease by approximately \$4.5 million per year at the end of FY 2005, thereby increasing the cost of the Covanta contract by \$4.5 million. In order to prepare for the impact of this expected decrease in revenue, a multi-year plan of incremental rate increases was begun in FY 2003 with an increase from \$28/ton to \$30/ton. Additional rate increases of approximately \$2.00 per ton are anticipated in FY 2005 and FY 2006 to absorb the decrease and maintain Fund 112 Reserves near current levels.

SOLID WASTE OPERATIONS OVERVIEW

It should be noted that our changing economic situation may impact citizen waste generation behavior and it may influence waste haulers in the selection of waste disposal alternatives. These two funds will be carefully monitored and adjustments recommended as necessary at appropriate quarterly reviews.

The SWRRC program operates on a user fee basis in which program participants purchase a permit which entitles the holder to use the disposal and recycling facilities at two SWRRC sites located in Great Falls and McLean. The services provided to SWRRC customers are provided by staff and equipment paid for by Fund 109, Refuse Collection and Recycling Operations.

In FY 2003 rates were raised from \$195 to \$225 and cost reductions were made in staff and hours at the two sites. The \$225 rate assumed the participation of 820 full year customers. As of January 21, 2003 there were only 780 full year customers. The number of customers using this service has been declining each year since FY 1997 when there were 1,593 participants. SWRRC program participation and costs have been carefully monitored by Refuse Collection and Recycling Operations staff. For FY 2003 it is projected that the SWRRC program will have a deficit of approximately \$9,622 due primarily to the declining customer base. A General Fund Transfer to fund this deficit will be included in the *FY 2003 Third Quarter Review*.

In order to avoid further subsidy of the SWRRC program, the *FY 2004 Advertised Budget Plan* recommends that the program be terminated effective June 28, 2003 (last Saturday of operations) and not be offered in FY 2004. It should be noted that an estimated fee of \$255 would have been necessary to continue to provide this service assuming a full year customer base of 785 customers. This would have been an increase of \$30.00 or 13.3 percent over the FY 2003 fee of \$225. However, as the FY 2003 full time customer base was only 780 customers the 785 customer estimate was considered too optimistic given the past history of customer declines when rates are increased. Historically the program has experienced an average decline of 17 percent in the customer base when a rate increase is implemented. Assuming a 17 percent decline in the full year customer base of 780, results in a customer base of 647 and a fee requirement of approximately \$311 per customer. It should be noted that the agency explored several alternatives; close the McLean site, close both sites and find one new centrally located site; however, all of the alternatives considered involved decreased services and required increasing fees beyond FY 2003 levels due to anticipated declines in the customer base.

There are no significant funding changes in the other Solid Waste programs and funds. Details of funds and programs are as follows:

Operational Overview

The following summarizes the various programs within the Solid Waste Operations. For more detailed information on the operational aspect of the various programs, see the narratives of individual funds which immediately follow the Solid Waste Overview.

SOLID WASTE GENERAL FUND PROGRAMS

The Division of Solid Waste Refuse Collection and Recycling currently operates four programs on behalf of the General Fund. These programs provide for the collection of refuse that presents a hazard to the health, safety, and welfare of County citizens. They include the Health Department Referral Program, the Community Cleanup Program, the Court/Board Directed Cleanup Program and the Evictions Program. Fund 109, Refuse Collection and Recycling Operations, provides the equipment and personnel resources for the DSW-GF Programs and bills the General Fund for providing cleanup services. The cost of refuse disposal to General Fund programs is the negotiated contract fee, as paid to Fund 110, Refuse Disposal. The overall cost to the General Fund is reduced by the amount of cleanup fees recovered from property owners for cleanup work performed on their property at the direction of the Health Department, and from

SOLID WASTE OPERATIONS OVERVIEW

fees recovered through Court-Directed Cleanups. These are the only activities under the Solid Waste General Fund programs for which costs are recovered. The following discussions briefly describe the four activities of the General Fund programs for FY 2004:

◆ **Community Cleanup Program**

Equipment and personnel from Fund 109, Refuse Collection and Recycling Operations, are provided to communities and civic organizations that request collection and cleanup support. Communities and organizations that petition and qualify for cleanup services under the guidelines of this program are issued special permits which allow the pick-up and hauling of refuse to disposal facilities without charge. They are eligible to receive a permit twice a year. It is estimated that 92 permits will be issued for cleanups in FY 2004.

◆ **Health Department Referral Program**

The County Health Department solicits the Department of Public Works and Environmental Services (DPWES) to remove refuse from properties that present a hazard to the health, safety, and welfare of County citizens. After a work order is received, refuse collection personnel collect and dispose of the refuse. These operations vary in scope from small cleanups requiring limited personnel and equipment to larger operations requiring various pieces of equipment and a greater number of personnel. Costs for providing cleanup services under this program are recovered from property owners who are billed for cleanup of their property. The fees recovered are returned to the General Fund.

◆ **Evictions Program**

At the request of the Sheriff's Department, refuse collection equipment and personnel are used to collect and dispose of materials left by evicted tenants. Disposal service is requested 24 hours after the eviction if the evicted tenant has not reclaimed the materials within that time frame. All costs for providing collection and disposal services are billed to the General Fund.

◆ **Court/Board Directed Cleanup Program**

As an agency of the Department of Public Works and Environmental Services (DPWES), the Division of Solid Waste Refuse Collection and Recycling is frequently directed by the Fairfax County Circuit Court to remove refuse from properties that are in violation of County zoning ordinances. Additionally, in response to citizen complaints or requests to cleanup neighborhood blight, the Division may be directed to provide special cleanups by the Board of Supervisors. The population growth in the County in recent years has resulted in these activities becoming more common. Beginning in FY 2001, this Program cost became a separate budget element of the DSW-GF Programs which allows the division to budget for and track these expenditures by themselves. The fees recovered from Court/Board Directed Cleanups are returned to the General Fund.

FUND 108, LEAF COLLECTION

Fund 108, Leaf Collection, is responsible for the collection of leaves within Fairfax County's leaf collection districts. It is anticipated that in FY 2004, Fund 108 will provide collection service to approximately 19,435 household units within 26 approved leaf districts on three different occasions. It is anticipated that some of the leaves collected by Fund 108 in FY 2004 will be mulched and provided to County citizens. Some will be transported to composting facilities in Prince William County as part of a facility use agreement between Prince William and Fairfax Counties, or to other private yard waste facilities. Fund 108 pays Fund 110, Refuse Disposal, for the composting and transportation of leaves. Revenue is derived from a levy charged to homeowners within leaf collection districts. The levy charged is \$0.01 per \$100 of assessed real estate value.

SOLID WASTE OPERATIONS OVERVIEW

FUND 109, REFUSE COLLECTION AND RECYCLING OPERATIONS

FY 2004 program operations consist of:

◆ **Administration of Division Operations**

Administration of Division Operations provides for the overall management, administration and technical support functions for all of the funds that comprise the Division of Solid Waste Collection and Recycling.

◆ **Operational Support**

Operational Support staff provide supervision and technical support for all refuse collection activities within Fairfax County including: Residential and General Collection routes (R&G), County Agency Routes (CAR), Leaf Collection, General Fund programs, and brush and special collections.

◆ **Residential and General Collection**

Residential and General Collection (R&G) is responsible for the collection of refuse from household units within Fairfax County's approved sanitary districts. For FY 2004, it is estimated that 40,500 household units will be served in 66 sanitary districts. R&G also coordinates the curbside recycling collection operations. The cost of refuse disposal to R&G is the negotiated contract fee in FY 2004, as paid to Fund 110, Refuse Disposal. Revenue to support operations is derived from the refuse collection fee, which will remain at the current annual rate of \$210 per household.

The approximately 40,509 household units to be served within the approved sanitary districts represent approximately 10.8 percent of the projected 375,335 household units within Fairfax County in FY 2004.

◆ **County Agency Routes**

County Agency Routes (CAR) is responsible for the collection of refuse from County agencies and a small number of organizations associated with County agencies. The cost of refuse disposal to CAR is the negotiated contract fee, which is paid to Fund 110, Refuse Disposal. Revenue is derived from billings to County agencies based on the cubic yard capacity of the containers assigned to individual agencies. The cost per cubic yard is formula-driven, and is based on fiscal year operating requirements. For FY 2004, the calculated rate is \$4.10 per cubic yard, an increase of \$.12 over the FY 2003 Adopted Budget Plan rate of \$3.98 per cubic yard. In FY 2004, the number of cubic yards collected on CAR is projected to be 265,128 cubic yards.

◆ **Recycling Operations**

Recycling Operations is responsible for providing the overall management (administrative and operational coordination) of solid waste reduction and recycling programs that are required by the County, and for developing plans for future recycling programs and waste reduction systems. The goal for FY 2004 is to maintain the recycling rate in the municipal solid waste stream at or above the State of Virginia mandated goal of 25 percent. Revenue is generated from the sale of recyclable materials (aluminum cans, newspaper, cardboard, glass, and scrap metal) which serves to partially offset expenditure requirements. In addition, revenue (program support) is received from Fund 110, Refuse Disposal, through billings by Fund 109 for administration and coordination of recycling operations on behalf of Fund 110. In FY 2004, it is estimated that \$1,130,253 will be required from Fund 110 to support recycling operations.

SOLID WASTE OPERATIONS OVERVIEW

FUND 110, REFUSE DISPOSAL

Fund 110, Refuse Disposal has the primary responsibility for channeling refuse collected throughout Fairfax County to either the Energy/Resource Recovery Facility (E/RRF), a private debris landfill, or to a Prince William County Facility; as well as channeling yard debris to composting facilities. If refuse is non-burnable, it will either be directed to and disposed off at the Prince William County Landfill through the Facility Use Agreement or at a private debris landfill.

Revenue to support refuse disposal operations is derived from fees collected from private haulers who service Fairfax County; from Fund 108, Leaf Collection; Fund 109, Refuse Collection and Recycling Operations; and the Citizens' Disposal Facilities. The disposal charge helps support operations of the transfer station and administration of the County's disposal system. Fund 110 is also charged by the Fund 112 to incinerate the County's waste. The current fee structure within Fund 110 will not fully support these expenses in FY 2004.

FY 2004 Operating Shortfall

In FY 2003, a General Fund transfer of \$2,000,000 is required to fund the operating deficit for Fund 110, Refuse Disposal, a reduction of \$1,439,291 or 41.8 percent from the FY 2003 Adopted Budget Plan amount of \$3,439,291.

The County's solid waste disposal program has come under significant financial pressure due to a number of factors, most notably the adverse 1994 United States Supreme Court decision affecting solid waste flow control as well as the development of several large landfills within Virginia and in neighboring states. In FY 1999, the County established and implemented a two-year contractual disposal fee that reduced the disposal rate charged by Fund 110, Refuse Disposal from the system fee of \$45 per ton to a negotiated contract fee of \$34 per ton. This rate was made available only to collection haulers who signed a two-year agreement to deliver all or an agreed amount of their disposal tonnages to County facilities. The change in the contractual disposal rate was made to stem the migration of waste tonnages out of the County so as to continue to satisfy the annual contractual delivery of 930,750 tons to the E/RRF. In FY 2001, the negotiated contract fee was \$36 per ton. This negotiated contract rate was increased to \$37.95 per ton in FY 2002 and was increased to \$39.95 for FY 2003 and FY 2004.

In addition to discounted contract fees that reduce revenues, there are specific programs within the entire scope of the County's disposal operations that do not fully recover costs and must be subsidized. These programs include the County's Recycling Program, the Household Hazardous Waste Program, and the Code Enforcement Program. The net cost of these programs is \$ 2.4 million in FY 2004.

Due to the fixed costs required to support debt service for the E/RRF and the minimum operating costs required to process the Guaranteed Annual Tonnage (GAT), the Division of Solid Waste has had limited options available to reduce costs or build an additional revenue base. During this time, private waste management firms have developed privately owned downstate disposal sites which are able to charge as little as one third to one half the per-ton disposal rate required by the County to support the E/RRF and those programs that serve community responsibilities. These steps by private haulers have led to the diversion of needed waste tonnages to less expensive alternatives. A combination of competitive pricing requirements, the continued migration of refuse from the County's waste stream, and the need to maintain tonnage levels at the E/RRF, has necessitated contracted disposal rates in Fund 110 to be set at levels that do not support operational requirements. Available reserves have been utilized and capital expenditures deferred so that the disposal rate could be maintained at a competitive level.

The discounted contracted disposal rate has proven to be effective in retaining the disposal tonnage level within the County's waste stream. However, by maintaining a discounted rate, program costs have exceeded revenues. These shortfalls were absorbed from the fund balance, which was depleted in FY 2000. To support the operating shortfall in FY 2001, \$5.5 million was transferred to Fund 110 from the

SOLID WASTE OPERATIONS OVERVIEW

Rate Stabilization Reserve in Fund 112, E/RRF. The FY 2002 General Fund Transfer was \$5.5 million. In FY 2003 a transfer of \$3.4 million was made from the General Fund to cover the operating deficit, including a portion, but not all, of the equipment replacement reserve requirements. Based on the improved financial health of Fund 110, a General Fund Transfer of \$2.0 million is included in the FY 2004 Advertised Budget Plan which is a decrease of \$1.4 million from the FY 2003 transfer amount of \$3.4 million. A variety of factors have contributed to the improved financial health of this fund. Staff have closely monitored expenditures and have made reductions where possible. The discounted contractual disposal rate has increased from \$37.95 in FY 2002 to \$39.95 in FY 2003 and FY 2004. In order to make the Citizens Disposal Facilities more self-supporting, fees are being increased in FY 2004 from \$45.00 per ton to \$55.00 per ton. It should be noted that staff estimates the Citizens Disposal Facilities cost approximately \$57.00 per ton to operate.

Long-Term Strategy

The Division of Solid Waste continues to consider many options to address the County's refuse disposal system income requirements on a long-term basis. A review of the most expedient options indicated that these would either be inequitable or too costly to implement. Therefore, direct General Fund support for the operating deficit is recommended in the short term as the most effective and equitable means of supporting the refuse disposal operation until a longer-term solution is found.

The Division of Solid Waste will address strategic alternatives such as waste stream control and funding alternatives, to identify more permanent solutions towards guaranteeing a stable source of revenue required to support the solid waste system during changing market conditions. Legal constraints, however, will severely restrict most available options.

FUND 112, ENERGY/RESOURCE RECOVERY FACILITY (E/RRF)

Fund 112, Energy/Resource Recovery Facility (E/RRF) is responsible for the incineration of refuse collected in Fairfax County, a portion of refuse collected in the District of Columbia (DC), refuse collected through Supplemental and Spot Market operations, and refuse from Prince William County under a facility use agreement with the County. Disposal expenditures are included in the calculation of the payment made to Covanta Fairfax, the facility operator, for the overall operation of the facility. In FY 2004, the payment to Covanta Fairfax is estimated to be \$31.0 million based on refuse tonnage estimates of 1,070,000 tons. This is a formula-driven payment which factors in different variables, including credits derived from the sale of energy to Virginia Power, plant operating costs, bond retirement payments, and the cost of depositing ash residue in the I-95 Landfill. Revenue receipts are derived from fees charged for refuse incineration, which are directly tied to incinerator operations support requirements. In FY 2004 tipping fee of \$30 per ton is no change from the FY 2003 fee and is expected to generate \$33,599,224 in revenue.

Fund 112, Energy/Resource Recovery Facility (E/RRF), revenue receipts are derived from fees charged for refuse incineration, which are directly tied to incinerator operations support requirements. It is estimated that the FY 2005 revenue from the Dominion Virginia Power contract will decrease by approximately \$4.5 million, thereby increasing the cost of the Covanta contract by \$4.5 million. In order to prepare for the impact of this expected decrease in revenue, a 5-year plan of incremental rate increases from \$28/ton in FY 2002 to \$34/ton by FY 2006 is anticipated to absorb the decrease and maintain Fund 112 Reserves near current levels.

SOLID WASTE OPERATIONS OVERVIEW

FUND 114, I-95 REFUSE DISPOSAL

Fund 114, I-95 Refuse Disposal has the overall responsibility for operating the I-95 Landfill, which is a multi-jurisdictional refuse deposit site dedicated to the disposal of ash generated by the County's Energy/Resource Recovery Facility (E/RRF) and the Alexandria/Arlington incinerator. Revenue is primarily derived from the landfill tip fee paid by E/RRF and participating jurisdictions. The expenditure requirements for Fund 114 include operating expenses necessary to maintain efficient disposal operations; funding for various projects required to meet local, State, and Federal mandates; and expenditures related to landfill closure requirements. As a consequence of early planning, funding for landfill closure requirements was established in FY 1996, prior to closing the I-95 Landfill to municipal solid waste (MSW). Significant fund balances grew over the years from interest earnings on the reserve balances. In FY 2001, the Technical Review Committee recognized that reserves could be maintained and operating needs despite a recommended decrease of \$2.50 in the ash disposal rate, from \$14 to \$11.50 per ton. The proposed rate was implemented in FY 2001 and will be continued in FY 2004.

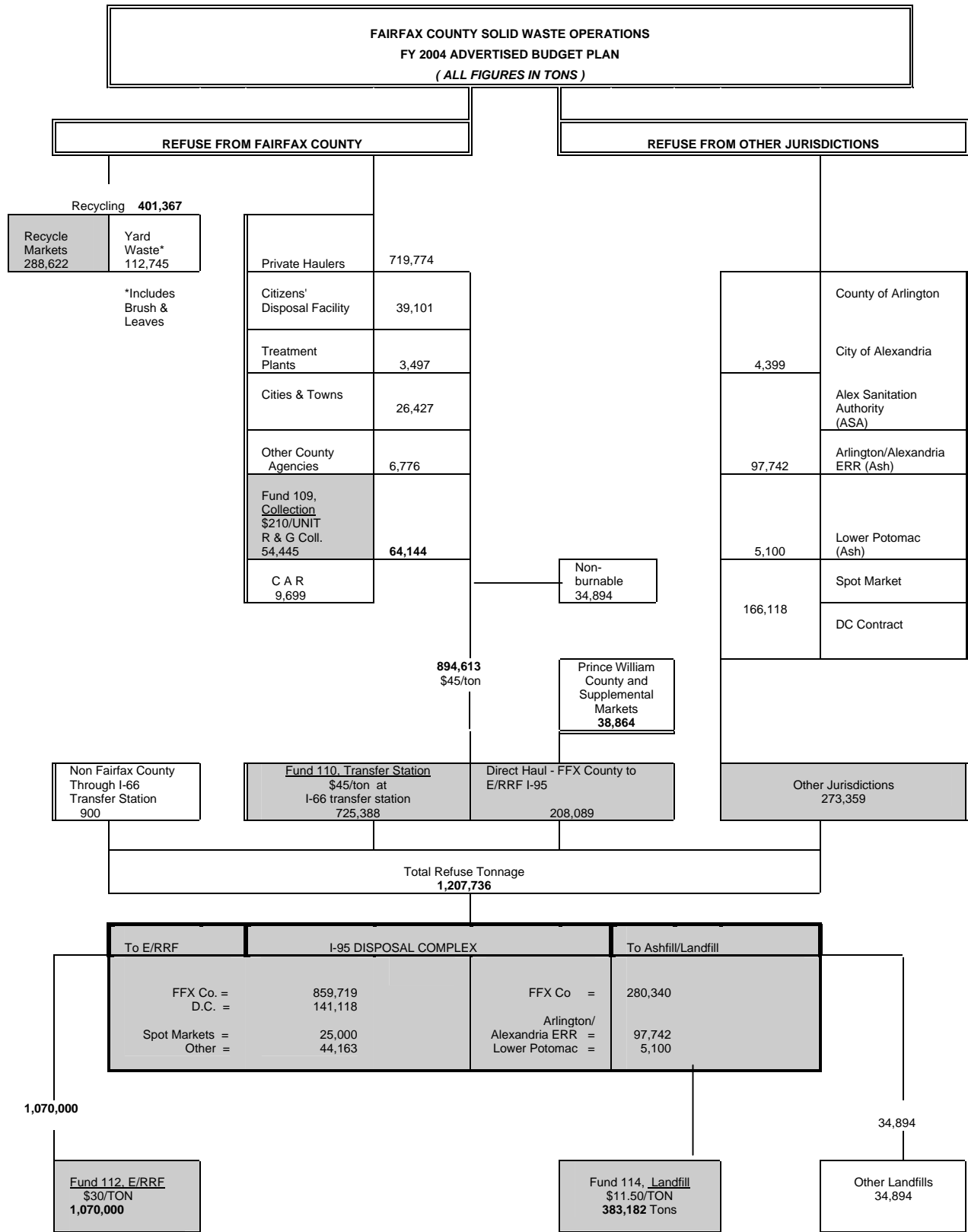
OPERATIONAL FEE STRUCTURE

Solid Waste Operations FY 2004 Fee Structure¹

	Fund 108, Leaf Collection	Fund 109, Refuse Collection and Recycling Operations	Fund 110, Refuse Disposal	Fund 112, E/RRF	Fund 114, I-95 Refuse Disposal
FY 2004 Fee	\$0.01/\$100 Assessed Property Value	\$210 Curbside SWRRC Program Discontinued	\$45/Ton, System Fee \$39.95 Negotiated Contract/Discount \$55/Ton, Citizens Disposal Facilities	\$30/Ton	\$11.50/Ton
FY 2003 Fee	\$0.01/\$100 Assessed Property Value	\$210 Curbside \$225 SWRRC	\$45/Ton, System Fee \$39.95 Negotiated Contract/Discount \$45/Ton, Citizens Disposal Facilities	\$30/Ton	\$11.50/Ton
Who Pays	Leaf District Residents	Sanitary District Residents SWRCC users	Private Collectors, Citizens and County Agencies through Fund 109	The County through Fund 110	E/RRF, Fund 110, and Participating Jurisdictions

¹ There are numerous special rates that have been negotiated and implemented as the need has risen which are not reflected in the structure above. Examples include varying miscellaneous charges for yard debris (brush, grass, and leaves), tires, and others.

SOLID WASTE OPERATIONS OVERVIEW



UNCLASSIFIED ADMINISTRATIVE EXPENSES - DIVISION OF SOLID WASTE GENERAL FUND PROGRAMS

Agency Mission

To provide funding support for programs administered/operated on behalf of the General Fund. This support provides refuse collection and disposal services to citizens, communities, and County agencies through the Solid Waste General Fund programs consisting of the Community Cleanups, Court/Board-directed Cleanups, Health Department Referrals, and Evictions Programs.

Solid Waste General Fund Programs				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Solid Waste General Fund Programs				
Community Cleanup	\$24,678	\$29,716	\$29,716	\$31,131
Health Department Referral ¹	1,677	4,692	4,692	2,223
Evictions	12,302	22,034	22,034	15,547
Court/Board-Directed Cleanups	36,216	18,432	18,432	29,369
Total Expenditures	\$74,873	\$74,874	\$74,874	\$78,270
Income				
Cleanup Fees ²	\$34,118	\$20,000	\$20,000	\$20,000
Total Income	\$34,118	\$20,000	\$20,000	\$20,000
Net Cost to the County	\$40,755	\$54,874	\$54,874	\$58,270

¹ Health Department Referral expenditures can vary widely from year to year depending upon the size of the tasks requiring cleanup referred to the Division of Solid Waste Refuse Collection and Recycling Operations.

² The overall cost to the General Fund is reduced by fees recovered from property owners, who are charged for cleanup work performed on their property at the direction of the Health Department, or by sanctions imposed at the direction of the County Court for cleanups stemming from zoning violations.

Purpose

Solid Waste Refuse Collection and Recycling operates four programs on behalf of the General Fund for the collection and disposal of refuse that presents a hazard to health, safety, and welfare of County citizens. These programs include the Community Cleanup Program, the Health Department Referral Program, the Evictions Program, and the Court/Board-directed Cleanups. Fund 109, Refuse Collection and Recycling Operations, provides staff and equipment for program operations. All charges incurred by Fund 109 for providing collection/disposal services for these programs are billed to the General Fund. The overall cost to the General Fund is reduced by the amount of cleanup fees recovered from property owners for cleanup work performed on their property at the direction of the Health Department or the County courts. The recovered funds are returned to the General Fund by way of the revenue stream.

Key Accomplishments

- ◆ Issued all necessary permits to community and civic organizations for the Community Cleanup Program.
- ◆ Responded in a fully effective manner to all cleanup requests from the Health Department to eliminate unsanitary conditions.

UNCLASSIFIED ADMINISTRATIVE EXPENSES - DIVISION OF SOLID WASTE GENERAL FUND PROGRAMS

FY 2004 Initiatives

- ◆ Maintain the established response rate to County agencies and community and civic groups for refuse collection and disposal support requests.
- ◆ Rectify all zoning violations and other potentially hazardous situations at the direction of the County Courts or the Board of Supervisors in a fully effective and timely manner.
- ◆ Work with the multi-agency Hoarding Task Force to identify properties with potentially hazardous conditions, County Health code violations, and/or zoning violations and assist in removing the hazardous conditions.

Performance Measurement Results

During FY 2002, the Court/Board directed activities were extensive, a total of 400 tons of refuse was collected and disposed. A contractor was hired to remove, dispose, and recycle, in accordance with the EPA guidelines, a 275 gallon heating oil storage tank and two 55 gallon drums of contaminated soil (hazardous material) under the Court/Board directed program. This program accommodated all requests for community improvement projects such as: a collaborative effort among the Fairfax-Falls Church Community Services Board, the Fairfax County Police Department, and a private business (who provided the equipment) to improve the surrounding area and functionality of the Fairfax County Animal Shelter (property not owned by the County).

The agency has experienced a 48 percent decline in the number of evictions since FY 2000. This may be a reflection of a better economy where fewer Fairfax County residents are being evicted. The increase in the average cost of evictions is due to an increase in the disposal rate, average tons collected per eviction in FY 2002, and the labor cost.

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 \$3,396 in funding requirements based on the projected activity levels for FY 2004.

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:

- ◆ There have been no revisions to this agency since approval of the FY 2003 Adopted Budget Plan.

UNCLASSIFIED ADMINISTRATIVE EXPENSES - DIVISION OF SOLID WASTE GENERAL FUND PROGRAMS

Performance Measures

Objectives

- ◆ To continue completing 100 percent of approved refuse collection requests on the scheduled day, for community cleanups.
- ◆ To continue collecting and disposing refuse for 100 percent of Health Department clean-ups within the response time set by the Health Department for each request.
- ◆ To continue performing 100 percent of requested Eviction Cleanups within 24 hours when requested by the Sheriff's Office.
- ◆ To continue performing 100 percent of all cleanups directed by the County courts or approved by the Board of Supervisors in a timely manner.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Court/Board-directed Cleanups completed (1)	2	0	4 / 7	4	6
Community Cleanups completed	100	125	125 / 92	92	92
Health Department Cleanups completed (2)	2	0	2 / 2	2	2
Eviction Cleanups completed	160	98	125 / 83	91	91
Efficiency:					
Average cost per Court/Board-directed Cleanup	\$8,803	NA	\$9,493 / \$5,174	\$4,608	\$4,895
Average cost per Community Cleanup	\$280	\$243	\$251 / \$268	\$323	\$338
Cost per Health Department Cleanup	\$2,310	NA	\$2,346 / \$839	\$2,346	\$1,112
Cost per Eviction Cleanup (3)	\$129	\$131	\$155 / \$148	\$242	\$171
Service Quality:					
Percent of complaints from the County Circuit Court on Cleanups	0%	NA	0% / 0%	0%	0%
Percent of Community Cleanup service rated good or better	95%	100%	95% / 100%	100%	100%
Percent of complaints from the Health Department on Cleanups	0%	NA	0% / 0%	0%	0%
Percent of complaints from Sheriff's Office on Eviction Cleanups	0%	0%	0% / 0%	0%	0%

UNCLASSIFIED ADMINISTRATIVE EXPENSES - DIVISION OF SOLID WASTE GENERAL FUND PROGRAMS

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Outcome:					
Percent of Court/Board-directed Cleanups completed as ordered	100%	NA	100% / 100%	100%	100%
Percent of Community Cleanups completed as scheduled	100%	100%	100% / 100%	100%	100%
Percent of Health Department Cleanups completed within the Health Department's timeframe	100%	NA	100% / 100%	100%	100%
Percent of Eviction Cleanups completed within 24 hours	100%	100%	100% / 100%	100%	100%

(1) Beginning in FY 2001, Court/Board-directed and Board-directed cleanups are shown as a separate cost element of the Division of Solid Waste General Fund Programs. The Community Cleanup Program absorbed previous expenditures associated with these activities. Since expenditures for the Court/Board-directed cleanups were tracked independently, indices for previous and future year estimates have been reflected. There were no referrals from the Court/Board during FY 2001.

(2) There were no referrals from the Health Department during FY 2001.

(3) The FY 2001 average cost per Eviction Cleanup excludes a one-time clean-up cost to unload and dispose of three warehouses of old furniture.

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
Authorized Positions/Staff Years ¹				
Regular	0/0	0/0	0/0	0/0
Expenditures:				
Personnel Services	\$0	\$0	\$0	\$0
Operating Expenses	1,230,990	1,179,256	1,179,256	1,263,584
Capital Equipment	0	0	38,511	0
Total Expenditures	\$1,230,990	\$1,179,256	\$1,217,767	\$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.

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 \$648,996 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.

FUND 108

LEAF COLLECTION

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.

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.

FUND 108 LEAF COLLECTION

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

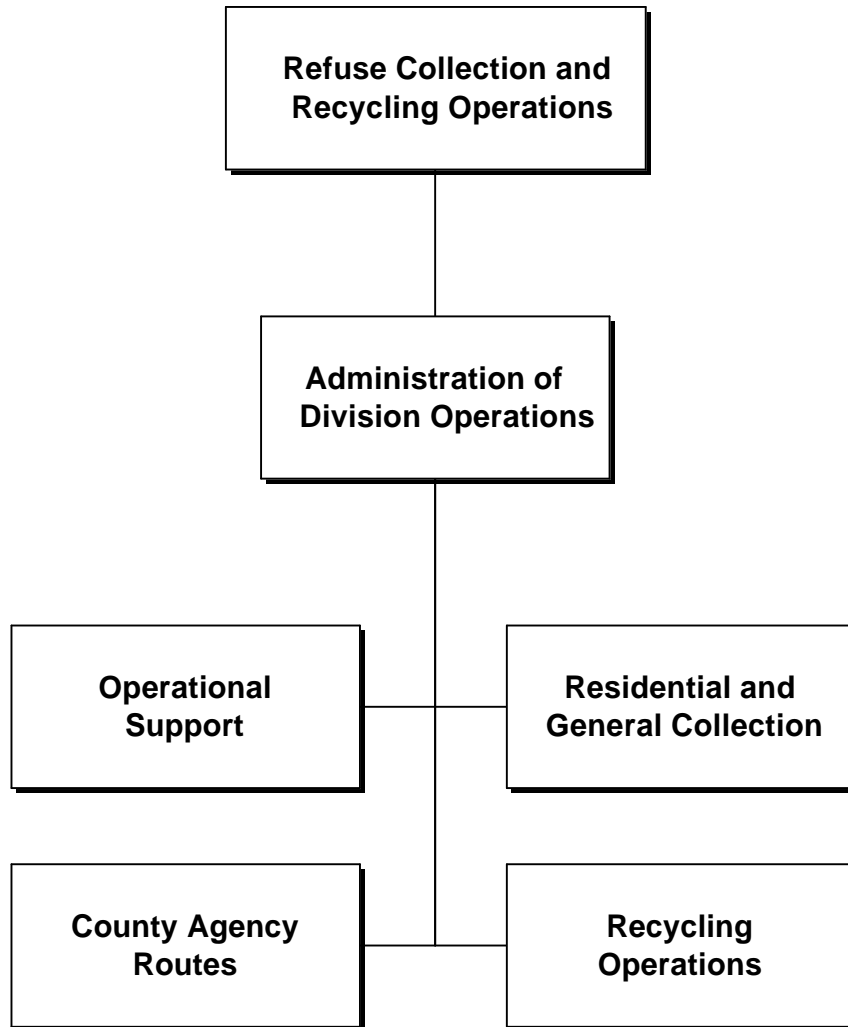
Fund 108, Leaf Collection

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$2,528,427	\$2,070,559	\$2,110,842	\$1,645,373
Revenue:				
Interest on Investments	\$65,725	\$67,111	\$67,111	\$21,054
Rental of Equipment	41,474	36,191	36,191	51,150
Sale of Equipment	11,525	0	0	0
Capital Equipment Reserve ¹	73,635	80,457	80,457	100,122
Recovered Costs/Veh. Accidents	0	0	0	0
Leaf Collection Levy/Fee	621,046	568,539	568,539	604,836
Total Revenue	\$813,405	\$752,298	\$752,298	\$777,162
Total Available	\$3,341,832	\$2,822,857	\$2,863,140	\$2,422,535
Expenditures:				
Operating Expenses	\$1,230,990	\$1,179,256	\$1,179,256	\$1,263,584
Capital Equipment	0	0	38,511	0
Total Expenditures	\$1,230,990	\$1,179,256	\$1,217,767	\$1,263,584
Total Disbursements	\$1,230,990	\$1,179,256	\$1,217,767	\$1,263,584
Ending Balance	\$2,110,842	\$1,643,601	\$1,645,373	\$1,158,951
Equipment Replacement Reserve ²	\$370,394	\$451,360	\$451,360	\$571,052
Unreserved Balance	\$1,740,448	\$1,192,241	\$1,194,013	\$587,899
Leaf Collection Levy/Fee per \$100 Assessed				
Value	\$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.

**DEPARTMENT OF PUBLIC WORKS
AND ENVIRONMENTAL SERVICES
SOLID WASTE MANAGEMENT**



FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

Agency Position Summary

138 Regular Positions / 138.0 Regular Staff Years

Position Detail Information

DIVISION OF REFUSE COLLECTION AND RECYCLING - ADMINISTRATION OF DIVISION OPERATIONS

1 Director of Refuse Collection and Recycling
 1 Assistant Director/Engineer IV
 1 Management Analyst III
 1 Safety Analyst
 1 Network/Telecommunication Analyst I
 3 Management Analysts II
 1 Administrative Assistant IV
 3 Administrative Assistants III
 1 Administrative Assistant I
 13 Positions
 13.0 Staff Years

OPERATIONAL SUPPORT (Formerly Administration of Collection Operations)

1 Refuse Superintendent
 1 Assistant Refuse Superintendent
 1 Management Analyst II
 4 Administrative Assistants II
 1 Welder II
 1 Maintenance Trade Helper I
 9 Positions
 9.0 Staff Years

RESIDENTIAL AND GENERAL COLLECTIONS

1 Management Analyst II
 1 Senior Refuse Supervisor
 4 Refuse Supervisors
 1 Heavy Equipment Supervisor
 9 Heavy Equipment Operators
 30 Motor Equipment Operators
 19 Public Service Workers II
 30 Public Service Workers I
 95 Positions
 95.0 Staff Years

COUNTY AGENCY ROUTES

4 Heavy Equipment Operators
 1 Engineering Technician I
 1 Maintenance Trade Helper II
 6 Positions
 6.0 Staff Years

RECYCLING OPERATIONS

1 Management Analyst IV
 4 Management Analysts II
 1 Inter/Intranet Architect I
 2 Management Analysts I
 1 Administrative Assistant III
 1 Heavy Equipment Supervisor
 4 Heavy Equipment Operators
 1 Public Service Worker
 15 Positions
 15.0 Staff Years

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

Agency Mission

To protect Fairfax County citizens against disease, pollution, and other contamination associated with the improper disposal of refuse, by providing efficient and economical refuse collection services to citizens in 62 refuse collection sanitary districts, and to Fairfax County agencies. To reduce the County's municipal solid waste stream through the effective development, implementation, and management of comprehensive waste reduction and recycling programs to ensure that Fairfax County meets or exceeds the Commonwealth of Virginia mandated goal of recycling 25.0 percent of the solid waste stream.

Agency Summary				
Category	FY 2002	FY 2003	FY 2003	FY 2004
	Actual	Adopted Budget Plan	Revised Budget Plan	Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	139/ 139	139/ 139	138/ 138	138/ 138
Expenditures:				
Personnel Services	\$6,379,435	\$6,904,339	\$6,839,301	\$7,049,793
Operating Expenses	6,705,699	7,446,227	7,468,959	7,773,978
Capital Equipment	1,074,330	463,000	463,000	998,000
Capital Projects ¹	57,957	0	372,582	0
Subtotal	\$14,217,421	\$14,813,566	\$15,143,842	\$15,821,771
Less:				
Recovered Costs	(\$414,222)	(\$432,038)	(\$432,038)	(\$461,119)
Total Expenditures	\$13,803,199	\$14,381,528	\$14,711,804	\$15,360,652

¹ Capital Projects' expenditures are shown under the Residential and General Collections Cost Center.

Summary by Cost Center				
Category ¹	FY 2002	FY 2003	FY 2003	FY 2004
	Actual	Adopted Budget Plan	Revised Budget Plan	Advertised Budget Plan
Administration of Division Operations	\$616,524	\$648,005	\$648,005	\$691,062
Operational Support	693,183	762,558	1,135,140	674,627
Residential and General Collections	10,005,454	10,436,066	10,393,760	11,529,968
County Agency Routes	1,073,134	1,170,299	1,135,299	1,039,857
Recycling Operations	1,414,904	1,364,600	1,399,600	1,425,138
Total Expenditures	\$13,803,199	\$14,381,528	\$14,711,804	\$15,360,652

¹ State Litter Funds are a pass-through cost shown under the Operational Support Cost Center.

Purpose

The Division of Solid Waste Refuse Collection and Recycling, (Fund 109, Refuse Collection and Recycling Operations) is responsible for the collection of refuse and recyclable materials within Fairfax County's sanitary districts and from County agencies. The agency coordinates the County's waste reduction and recycling program. It is responsible also for the administration and program operations of the Solid Waste General Fund Programs (e.g., Health Department Referrals, Community Cleanups, Evictions, and Court Ordered Cleanups) on behalf of the County.

Residents within sanitary refuse collection districts, which are created by the Board of Supervisors upon citizen petition, are charged an annual fee for service through the semi-annual property tax collection system. The current annual fee of \$210 per unit served will continue in FY 2004.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

The SWRRC program operates on a user fee basis in which program participants purchase a permit which entitles the holder to use the disposal and recycling facilities at two SWRRC sites located in Great Falls and McLean. The services provided to SWRRC customers are provided by staff and equipment paid for by Fund 109, Refuse Collection and Recycling Operations.

In FY 2003 rates were raised from \$195 to \$225 and cost reductions were made in staff and hours at the two sites. The \$225 rate assumed the participation of 820 full year customers. As of January 21, 2003 there were only 780 full year customers. The number of customers using this service has been declining each year since FY 1997 when there were 1,593 participants. SWRRC program participation and costs have been carefully monitored by Refuse Collection and Recycling Operations staff. For FY 2003 it is projected that the SWRRC program will have a deficit of approximately \$9,622 due primarily to the declining customer base. A General Fund Transfer to fund this deficit will be included in the *FY 2003 Third Quarter Review*.

In order to avoid further subsidy of the SWRRC program, the FY 2004 Advertised Budget Plan assumes that the program will end effective June 28, 2003 (last Saturday of operations) and will not be offered in FY 2004. It should be noted that an estimated fee of \$255 would have been necessary to continue to provide this service assuming a full year customer base of 785 customers. This would have been an increase of \$30.00 or 13.3 percent over the FY 2003 fee of \$225. However, as the FY 2003 full time customer base was only 780 customers the 785 customer estimate was considered too optimistic given the past history of customer declines when rates are increased. Historically the program has experienced an average decline of 17 percent in the customer base when a rate increase is implemented. Assuming a 17 percent decline in the full year customer base of 780, results in a customer base of 647 and a fee requirement of approximately \$311 per customer. It should be noted that the agency explored several alternatives; close the McLean site, close both sites and find one new centrally located site; however, all of the alternatives considered involved decreased services and required increasing fees beyond FY 2003 levels due to anticipated declines in the customer base.

Key Accomplishments

- ◆ Enhanced the existing integrated voice response (IVR) system for requesting and scheduling the special pick-up of brush or bulky items (implemented in FY 2001) to include web-based scheduling of collections by computer or by telephone 24-hours a day.
- ◆ Initiated the Keep It Green Partnership between ServiceSource and Computer Donations Management, Inc. to provide electronic recycling services to County residents.
- ◆ Won a national award for participation in the "America Recycles Day" program, recognized annually on November 15 to support and enhance recycling activities in Fairfax County.
- ◆ The Fairfax County Public Schools (FCPS) and the Solid Waste Management Program formed a partnership entitled "Schools/County Recycling Action Partnership" (SCRAP) for the purpose of supporting recycling and other environmentally-oriented activities in the schools.

FY 2004 Initiatives

- ◆ With Solid Waste Disposal and Resource Recovery, the agency will implement a self-directed, business team pilot in the Solid Waste Management Program within the Department of Public Works and Environmental Services. This pilot is part of a DPWES strategy to flatten the management hierarchy allowing lines of business within the Department to more flexibly and directly manage their own programs, which should make them more efficient. With the elimination of the Office Director of Waste Management's position and associated staff, this also provides immediate cost savings.
- ◆ Fund 109 will provide refuse collection service for approximately 40,500 residential and other units, an increase of 637 units, in 66 sanitary districts. The agency projects that disposable material collected by the Division will total 80,896 tons, including 70,769 for residential collection and 10,127 tons for County agency collection.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

Performance Measurement Results

The agency exceeded the estimated number of calls received by staff during the year by 11.8 percent and valid customer complaints were reduced by 21.8 percent. A 100 percent customer satisfaction rating was achieved by the County Agency Routes program. The Recycling Program achieved a County recycling rate of 34 percent, well above the State mandated goal of 25 percent.

It should be noted that the levy per household unit has been maintained at \$210.00 since FY 2000 when the levy was reduced from \$240 to \$210 in order to draw down the unreserved fund balance which was projected at \$10.7 million in the FY 2000 Adopted Budget Plan. It is anticipated that a levy increase may be necessary in FY 2005 to assure that an appropriate level of fund balance is maintained. The FY 2004 unreserved fund balance is projected to be \$5.6 million. Revenues, expenditures, the unreserved fund balance, and future requirements for this fund will be closely monitored during FY 2003 and FY 2004 to make a levy determination for FY 2005.

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 \$210,492 in Personnel Services associated with an increase of \$304,638 for salary adjustments necessary to support the County's compensation program offset by a reduction of \$94,146 related to the elimination of the SWRRC program.
- ◆ An increase of \$305,019 in Operating Expenses primarily due to an increase of \$234,765 in radio charges to reflect this fund's share of costs associated with the Public Service Radio System Replacement project, an increase of \$213,817 in Department of Vehicle Services charges for vehicle maintenance and operations, offset by a reduction of \$107,178 associated with the elimination of the SWRRC program, and a net reduction of \$36,385 primarily associated with one-time expenditures for computer replacement equipment.
- ◆ An increase of \$29,081 in Recovered Costs based on projected salary and operating expense requirements.
- ◆ An amount of \$998,000 is funded for Capital Equipment in FY 2004. The level of funding includes \$972,000 in replacement Capital Equipment including \$560,000 for four rear-loading refuse packer trucks, \$260,000 for two crane/flatbed trucks, \$75,000 three pick-up trucks, \$22,000 for a mid-size sedan, \$23,000 for a mini-van, and \$32,000 for two refuse compactors. The replacement of vehicles is consistent with Department of Vehicle Services' recommendations based on age, poor condition, and maintenance costs. Additional equipment in the amount of \$26,000 is funded for four recycling containers to accommodate increased recycling at the County's Recycling Drop-Off Centers.
- ◆ A decrease of \$372,582 in Capital Projects based on no anticipated requirements.

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*, expenditures were increased \$330,276 including \$22,732 in encumbered funds for Capital Equipment expenditure obligations and \$307,544 in unexpended Capital Projects balances.
- ◆ As part of a Department of Public Works and Environmental Services reorganization, 1/1.0 SYE position was transferred from Fund 109, Refuse Collection and Recycling Operations to Fund 110, Refuse Disposal to address workload increases associated with increased disposal tonnages at the I-66 Transfer Station.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS



Administration of Division Operations¹

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	13/ 13	13/ 13	13/ 13	13/ 13
Total Expenditures	\$616,524	\$648,005	\$648,005	\$691,062

¹ All agency customer service functions for Administration and Operation Support were merged into one location during FY 2000 and thus no Performance Measurement Indicators appear for Administration.

Goal

To provide management and administrative support to the Division of Refuse Collection and Recycling Operations, enabling its compliance with the Fairfax County Solid Waste Management Plan.



Operational Support

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	8/ 8	8/ 8	9/ 9	9/ 9
Total Expenditures	\$693,183	\$762,558	\$1,135,140	\$674,627

Goal

To provide efficient supervision and support for all refuse collection and recycling activities including response to telephone requests for customer service.

Performance Measures

Objectives

- ◆ To achieve efficient collection services by reducing the cost per ton for collection by 6 percent from FY 2003 to FY 2004, while reducing the number of collection service complaints by at least 7.5 percent from FY 2003 to FY 2004.
- ◆ To increase from 91.0 percent in FY 2002 to 93.5 percent or better by FY 2004, the percentage of customers rating customer inquiry responses good or better.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Tonnage collected	98,158	101,242	102,176 / 104,017	105,609	105,975
Calls received (1)	66,379	124,372	124,993 / 139,134	142,612	144,752
Efficiency:					
Cost per ton collected (2)	\$5.70	\$5.97	\$6.82 / \$6.11	\$6.79	\$6.37
Cost per call	\$2.62	\$1.23	\$1.40 / \$1.08	\$1.19	\$1.13
Service Quality:					
Valid complaints per 1,000 customers (all collections)	15.1	16.4	15.3 / 12.8	14.0	12.9
Percent of customers rating customer inquiry responses good or better	96.2%	99.0%	99.0% / 91.0%	92.0%	93.5%
Outcome:					
Percent change in cost per ton (3)	8.8%	4.7%	14.3% / 2.4%	11.2%	(6.3%)
Percent change in complaints	(51.6%)	8.2%	(6.7%) / (21.8%)	9.9%	(7.5%)

(1) The FY 2000 actual represents seven months of actual calls reported by an Integrated Voice Response system. Estimated calls previously reported as a performance indicator for the Administration cost center are not included. The FY 2001 and FY 2002 reflect the total customer calls previously split between Administration and Operational Support based on current call volume.

(2) The large increase in cost per ton in FY 2003 results from increased personnel and operating costs as well as smaller increases in tonnage.

(3) The large increase in the percentage change in cost per ton in FY 2003 results from increased personnel and operating costs as well as smaller increases in tonnage.



Residential and General Collections

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	95/ 95	95/ 95	95/ 95	95/ 95
Total Expenditures	\$10,005,454	\$10,436,066	\$10,393,760	\$11,529,968

Goal

To provide efficient collection of refuse and recyclable materials to customers within Sanitary Collection Districts and at Solid Waste Reduction and Recycling Centers (SWRRC) to maintain sanitation in these areas and enhance conservation of resources.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

Performance Measures

Objectives

- ◆ To provide high quality weekly refuse collection services in County Sanitary Collection Districts as indicated by maintaining customer service quality ratings of good or better at a 95 percent or above and by reducing the collection complaints per 1,000 homes by at least 3.5 percent annually.
- ◆ To increase the tonnage of recyclable materials collected in County Sanitary Districts by 1.0 percent per year over the next five years.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Refuse collections made (1)	3,568,086	3,585,767	3,631,706 / 3,631,706	3,692,935	3,756,987
Refuse tons collected	66,028	68,088	67,679 / 68,085	68,970	69,867
Tons of recyclables collected	10,734	11,737	12,405 / 13,108	13,239	13,371
Efficiency:					
Net cost per home per year for refuse collection (all materials) (2)	NA	NA	NA / \$188.74	\$199.20	\$222.11
Net cost per home per year for recycling collection	\$24.77	\$26.27	\$31.98 / \$35.64	\$35.04	\$36.34
Service Quality:					
Collection complaints per 1,000 homes	17.3	18.3	17.3 / 16.3	17.4	16.3
Percent of customers rating services good or better	96.5%	95.5%	97.0% / 95.3%	96.0%	96.5%
Missed collection complaints per 1,000 homes - recycling	3.7	4.5	4.0 / 2.5	3.1	2.7
Outcome:					
Percent change in complaints	NA	NA	NA / (11.0%)	7.0%	(6.7%)
Percent change in tons recycled	NA	NA	NA / 11.7%	1.0%	1.0%

(1) The number of collections is derived by multiplying the number of households in the sanitary districts by 52 weeks, then adding the number of yard debris, brush, and bulk special collections to the total.

(2) The agency revised indicators for refuse collection from cost per ton to cost per home in the FY 2004 submission. Prior year actuals for FY 2001 and FY 2002 were converted to this measure. Significant increases in refuse collection cost per home from FY 2001 to FY 2002 are a result of large variations in Capital Equipment purchases, the addition of mixed paper recycling curbside with resulting increases in contractor compensation, increasing disposal charges, and Personnel Services increases associated with market pay adjustments and pay for performance.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS



County Agency Routes

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	6 / 6	6 / 6	6 / 6	6 / 6
Total Expenditures	\$1,073,134	\$1,170,299	\$1,135,299	\$1,039,857

Performance Measures

Objectives

- ◆ To provide efficient/comprehensive refuse collection to designated Fairfax County government agencies by limiting the cost per cubic yard increase to no more than 6 percent in FY 2004.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Trash collected from County agencies (cubic yards)	246,538	249,437	259,552 / 260,376	265,128	265,128
Tons recycled by County agencies	828	827	841 / 860	872	882
County agencies receiving recycling services	79	81	81 / 83	83	83
Efficiency:					
Staff hours per cubic yard of refuse collected	0.03	0.03	0.03 / 0.03	0.03	0.03
Net cost per ton for recycling	\$78.50	\$59.84	\$67.15 / \$62.00	\$64.00	\$70.00
Cost per cubic yard of refuse collected (1)	\$3.35	\$3.40	\$3.85 / \$3.61	\$3.98	\$4.10
Staff hours per ton for recycling	4.10	4.27	4.20 / 3.70	3.57	3.57
Service Quality:					
Complaints (refuse)	7	6	6 / 6	4	4
Complaints (recycling)	0	0	0 / 0	0	0
Percent of satisfied customers	97.6%	97.5%	97.5% / 100.0%	98.0%	98.0%
Outcome:					
Percent change in cost per cubic yard	2.00%	1.49%	13.00% / 6.17%	10.24%	3.01%

(1) To achieve higher efficiency and to accurately display data, starting in FY 2000 cubic yards from compactor units were included in the total cubic yards and cubic yards' cost calculation. The significant increase in cubic yards in FY 2001 and FY 2002 is attributable to the addition of three new locations for compactor units and an anticipated increase in service level. The significant increase in FY 2002 cubic yards cost is due to an anticipated increase in personnel costs and the inclusion of depreciation for three compactor units purchased in FY 2002.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS



Recycling Operations

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	17/ 17	17/ 17	15/ 15	15/ 15
Total Expenditures	\$1,414,904	\$1,364,600	\$1,399,600	\$1,425,138

Goal

To reduce the County's waste stream through the effective development, implementation, and management of waste reduction and recycling programs. Meet or exceed the Commonwealth of Virginia mandated recycling rate goal of 25 percent.

Performance Measures

Objectives

- ◆ To continue to exceed the state-mandated recycling rate of 25 percent by at least 5 percent.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Tons of recycled materials at recycling drop-off centers (RDOCs)	6,702	6,476	6,537 / 5,865	5,429	5,429
Tons recycled by private haulers (1)	66,435	61,426	64,426 / 104,351	104,351	104,351
Efficiency:					
Staff hours per ton to collect materials from RDOCs	2.64	2.73	2.70 / 3.01	3.07	2.87
Staff hours per ton to manage private hauler recycling throughout Fairfax County	0.053	0.058	0.055 / 0.032	0.030	0.030
Service Quality:					
Percent of citizens rating services at RDOCs good or better	93.5%	NA	94.5% / NA	95.0%	95.0%
Outcome:					
Total County recycling rate (2)	32.0%	35.6%	36.0% / 34.0%	34.0%	34.0%

(1) The tonnage recycled by private haulers is only reportable on a calendar year basis, therefore, the actual years reported are the calendar year preceding the fiscal year, i. e., FY 2000 Actuals are CY 1999 Actuals, FY 2001 Actuals are CY 2000 Actuals and FY 2002 Actuals are CY 2001 Actuals. Prior to FY 2002 (calendar 2002 reporting) the total recycling by private haulers does not include, yard debris and commercial recycled tons.

(2) The total recycling rate is reported consistent with the private hauler tonnage collection data; that is, the FY 2002 Actual reflects calendar year 2001 data (the most recent data available under current State law reporting requirements).

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered “continuing” projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 109, Refuse Collection

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance¹	\$14,567,446	\$12,064,509	\$12,611,029	\$9,931,142
Revenue:				
Interest on Investments	\$384,786	\$276,919	\$276,919	\$140,282
Residential and General Collections:				
Household Levy ²	\$8,138,970	\$8,167,530	\$8,167,530	\$8,423,100
Miscellaneous	353,923	292,398	292,398	255,057
SWRRC Program	170,119	184,500	184,500	0
Sale of Equipment	66,586	24,500	24,500	63,300
Subtotal	\$8,729,598	\$8,668,928	\$8,668,928	\$8,741,457
County Agency Routes:				
Miscellaneous Agencies	\$911,578	\$1,059,503	\$1,059,503	\$1,088,934
Sale of Equipment	24,133	14,500	14,500	0
Miscellaneous	101,369	113,975	113,975	119,305
Subtotal	\$1,037,080	\$1,187,978	\$1,187,978	\$1,208,239
General Fund Programs:				
Community Cleanup	\$24,678	\$29,716	\$29,716	\$31,131
Health Department Referrals	1,677	4,692	4,692	2,223
Evictions	12,302	22,034	22,034	15,547
Court Ordered/Mandated	36,216	18,432	18,432	29,369
Subtotal	\$74,873	\$74,874	\$74,874	\$78,270
Other Collection Revenue:				
Leaf Collection	\$381,708	\$347,393	\$347,393	\$412,442
Miscellaneous	8,328	9,782	9,782	7,539
State Litter Funds	95,300	0	0	0
Fairfax Fair	22,573	23,758	23,758	24,864
Subtotal	\$507,909	\$380,933	\$380,933	\$444,845
Recycling Operations:				
Program Support ³	\$820,124	\$1,099,630	\$1,099,630	\$1,130,253
Sale of Materials	99,001	99,782	99,782	104,665
Miscellaneous	193,411	242,873	242,873	192,584
Subtotal	\$1,112,536	\$1,442,285	\$1,442,285	\$1,427,502
Total Revenue	\$11,846,782	\$12,031,917	\$12,031,917	\$12,040,595
Total Available	\$26,414,228	\$24,096,426	\$24,642,946	\$21,971,737

FUND 109 REFUSE COLLECTION AND RECYCLING OPERATIONS

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 109, Refuse Collection

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
Personnel Services	\$6,379,435	\$6,904,339	\$6,839,301	\$7,049,793
Operating Expenses	6,705,699	7,446,227	7,468,959	7,773,978
Recovered Costs ⁴	(414,222)	(432,038)	(432,038)	(461,119)
Capital Equipment	1,074,330	463,000	463,000	998,000
Capital Projects	57,957	0	372,582	0
Total Expenditures	\$13,803,199	\$14,381,528	\$14,711,804	\$15,360,652
Total Disbursements	\$13,803,199	\$14,381,528	\$14,711,804	\$15,360,652
Ending Balance	\$12,611,029	\$9,714,898	\$9,931,142	\$6,611,085
Collection Equipment Reserve ⁵	\$692,200	\$627,092	\$627,092	\$768,736
Recycling Equipment Reserve	136,156	173,537	173,537	176,068
PC Replacement Reserve ⁶	65,400	15,700	15,700	42,000
Unreserved Balance⁷	\$11,717,273	\$8,898,569	\$9,114,813	\$5,624,281
Levy per Household Unit	\$210/Unit	\$210/unit	\$210/unit	\$210/unit

¹ In order to account for Governmental Accounting Standards Board changes in the treatment of the year-end accrual of compensated absences, a restatement of the FY 2002 beginning balance for Fund 109, Refuse Collection and Recycling Operations is reflected. This adjustment results in an increase in the FY 2002 beginning balance in the amount of \$59,633 and a one-time savings to the fund. The beginning balance audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the adjustments will be included in the FY 2003 Third Quarter Package.

² The FY 2004 levy/collection fee per household unit will remain at \$210 per unit. Although the Refuse Collection levy is separate and not a real estate tax, it is included on and collected as part of the County's real estate tax bill. This amount does not include approximately 440 units which will be billed directly by the agency.

³ The estimate for Program Support is calculated using the projected level of expenditures for recycling operations as conducted in Fund 109, Refuse Collection and Recycling Operations, and offset by revenue received from the sale of recycled materials.

⁴ Recovered Costs represents billings to Fund 108, Leaf Collection, for its share of the total administrative costs for Agency 46, Division of Refuse Collection and Recycling Operations. Also included is an amount billed to Fund 110, Refuse Disposal, for administrative costs for the recycling program, as coordinated in Fund 109, Refuse Collection and Recycling Operations.

⁵ Funds reserved for equipment replacement are not encumbered based on normal accounting practices but are allocated at a future date for equipment purchases. The requirements for Collection Operations are funded through the collection revenue received in Fund 109, Refuse Collection and Recycling Operations, while requirements for Recycling Operations are provided as a component of the Program Support.

⁶ The PC Replacement Reserve was established to provide funding for the timely replacement of obsolete computer equipment.

⁷ The Unreserved Ending Balance is utilized to offset potential increases in the refuse disposal fee. Utilization of the balance in Fund 109, Refuse Collection and Recycling Operations, effectively allows the agency to absorb those fee adjustments, while not increasing the refuse collection levy.

FUND 109

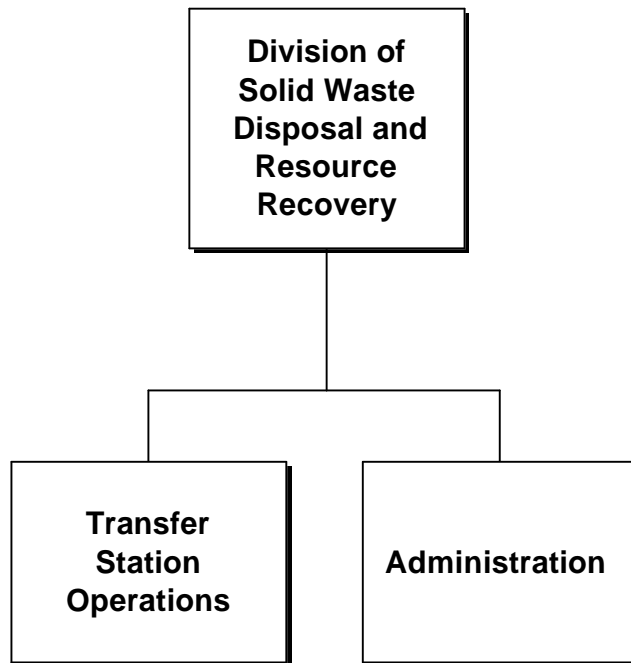
REFUSE COLLECTION AND RECYCLING OPERATIONS

FY 2004 Summary of Capital Projects

Fund: 109 Refuse Collection and Recycling Operations

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
109001	Newington Facility Expansion	\$433,038	\$57,957.38	\$372,582.24	\$0
Total		\$433,038	\$57,957.38	\$372,582.24	\$0

**DEPARTMENT OF PUBLIC WORKS
AND ENVIRONMENTAL SERVICES
SOLID WASTE MANAGEMENT**



FUND 110 REFUSE DISPOSAL

Agency Position Summary

136 Regular Positions / 136.0 Regular Staff Years

Position Detail Information

DIVISION OF SOLID WASTE DISPOSAL AND RESOURCE

RECOVERY

1 Director of Solid Waste Disposal and Resource Recovery
 1 Deputy Director/Engineer IV
 2 Positions
 2.0 Staff Years

TRANSFER STATION OPERATIONS

1 Refuse Superintendent
 4 Assistant Refuse Superintendents
 3 Heavy Equipment Supervisors
 1 Management Analyst II
 2 Engineering Technicians II
 2 Engineering Technicians I
 3 Environmental Technicians II
 7 Weighmasters
 75 Heavy Equipment Operators
 1 Motor Equipment Operator
 2 Garage Service Workers
 1 Welder II
 3 Public Service Workers II
 16 Public Service Workers I
 1 Maintenance Trade Helper I
 1 Administrative Assistant II
 123 Positions
 123.0 Staff Years

ADMINISTRATION

1 Engineer II
 1 Management Analyst III
 1 Management Analyst II
 1 Network/Telecommunications Analyst II
 1 Accountant II
 5 Administrative Assistants III
 1 Administrative Assistant II
 11 Positions
 11.0 Staff Years

FUND 110 REFUSE DISPOSAL

Agency Mission

To protect Fairfax County citizens against disease, pollution, and other contamination associated with the improper disposal of refuse by providing for the transportation of solid waste from the Transfer Station to the I-95 Sanitary Landfill and to the Energy/Resource Recovery Facility (E/RRF) by means of direct haul. The agency will also transport debris generated through the Yard Waste Program to disposal facilities located in Prince William and Loudoun Counties, and will coordinate the County's Household Hazardous Waste Program and the Citizens' Disposal Facilities. In addition, the agency will coordinate all associated technical and administrative functions.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	134/ 134	134/ 134	136/ 136	136/ 136
Expenditures:				
Personnel Services	\$7,011,590	\$7,556,483	\$7,556,483	\$7,991,173
Operating Expenses	30,820,666	37,653,232	37,653,232	39,174,542
Capital Equipment	548,198	1,815,230	2,990,678	1,505,000
Capital Projects	48,453	0	1,467,553	0
Subtotal	\$38,428,907	\$47,024,945	\$49,667,946	\$48,670,715
Less:				
Recovered Costs	(\$334,946)	(\$446,918)	(\$446,918)	(\$493,614)
Total Expenditures	\$38,093,961	\$46,578,027	\$49,221,028	\$48,177,101

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Administration	\$706,716	\$665,125	\$665,125	\$739,686
Transfer Station Operations	37,338,792	45,912,902	47,088,350	47,437,415
Subtotal	\$38,045,508	\$46,578,027	\$47,753,475	\$48,177,101
Capital Projects ¹	\$48,453	\$0	\$1,467,553	\$0
Total Expenditures	\$38,093,961	\$46,578,027	\$49,221,028	\$48,177,101

¹ Capital Projects expenditures are shown under the Transfer Station Operations Cost Center.

Purpose

Fund 110, Refuse Disposal, has the primary responsibility for coordinating the disposal of solid waste generated within Fairfax County by channeling the collected refuse to the Energy/Resource Recovery Facility (E/RRF). Refuse that cannot be burned in the E/RRF is directed to a landfill or disposed of through a contractor, while yard debris is transported to a Prince William County or private compost facility. Other operations coordinated within this fund are the Citizen's Disposal Facilities (CDF), the Household Hazardous Waste (HHW) Program, the Ordinance Enforcement Program, the White Goods Program, and the Battery Program. The Administrative Cost Center will continue to perform the tasks associated with the overall administrative, technical, and management functions for those funds that comprise the Division of Solid Waste Disposal and Resource Recovery. The funds are 110, Refuse Disposal; 112, Energy/Resource and Recovery Facility; and 114, I-95 Refuse Disposal.

FUND 110

REFUSE DISPOSAL

Key Accomplishments

- ◆ Implemented a Process Evaluation Teams (PETs) recommended initiative, establishing a new category of customers, Commercial Cash Accounts, to reduce congestion at the Citizens' Disposal Facilities and increase revenue potential.
- ◆ Participated in metropolitan Washington Council of Governments (MWCOC) Solid Waste Task Force in response to the terrorist attack of September 11, which developed a framework for regional response to any future incident.
- ◆ Began effort to revise the County's Solid Waste Management Plan to meet State requirements and to serve as a strategic plan as well.
- ◆ Added mulch loading equipment for I-95 and I-66 facilities for residential customers.

FY 2004 Initiatives

- ◆ Continue the County's Solid Waste Management Planning effort, with the adopted plan submitted to the State no later than June 2004.
- ◆ Continue revenue enhancement initiatives and cost cutting efforts, most notably adjusting fees at the Citizens' Disposal Facilities from \$45.00 per ton to \$55.00 per ton to make the service more self-supporting. It is estimated that the service costs approximately \$57.00 per ton as this service is more labor intensive and less automated than other I-66 Transfer Station and I-95 Landfill operations.
- ◆ Continue customer service initiatives through active public input, and responding as appropriate when resources will allow.

Performance Measurement Results

The administrative staff processed 3,758 invoices and 3,313 vendor payments, representing an increase of 1,457 customers and an increase of 813 vendors. The accuracy rate achieved remained above targets despite fluctuations in workload. Customer complaints remained below two percent.

The I-66 Transfer Station received satisfactory ratings (the highest possible) from the Virginia Department of Environmental Quality (DEQ) for all inspections conducted during FY 2002. The facilities are in compliance with all provisions of the operating permits and the Virginia Solid Waste Management Regulations. The white goods tonnage processed through the system has increased by 1,425 tons, from 6,845 tons to 8,270 tons, but the staff hours decreased from 10,058 to 9,050 hours, a savings of 1,008 staff hours. Also, at the Citizen's Disposal Facility our staff spends less time while processing more, from 39,960 tons to 40,688 tons and from 33,861 hours down to 33,509 hours.

Funding Adjustments

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

- ◆ A General Fund Transfer of \$2,000,000 which is a decrease of \$1,439,291 or 41.8 percent from the FY 2003 Adopted Budget Plan amount of \$3,439,291. This decrease is primarily attributable to the overall revenue improvement in the fund primarily due to increases in the discounted contractual disposal fee. This transfer will allow the County to continue to maintain a stable disposal rate in order to stay competitive and retain required refuse tonnage levels, and at the same time provide the level of service to specific refuse disposal programs that do not fully recover costs, specifically the County's Recycling Program, the Household Hazardous Waste Program, and the Code Enforcement Program. The transfer is discussed in detail in the Solid Waste Overview.

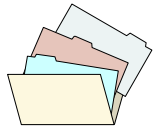
FUND 110 REFUSE DISPOSAL

- ◆ An increase of \$434,690 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ An increase of \$1,521,310 in Operating Expenses due to an increase of \$417,621 in Department of Vehicle Services charges based on anticipated charges for fuel and maintenance costs; an increase of \$382,616 in Refuse Disposal charges based on increased tonnage estimates; an increase of \$311,683 for services from other agencies, primarily for reimbursement for services from other Solid Waste agencies performing recycling and disposal functions; an increase of \$201,404 for this fund's share of the costs associated with the Public Service Radio System Replacement project; an increase of \$77,189 for replacement computer equipment; and a net increase of \$130,797 for remaining operating expense categories related to increased workload.
- ◆ An amount of \$1,505,000 is funded for replacement Capital Equipment in FY 2004 as follows: \$325,000 for one Rubber Tire Loader; \$440,000 for four road tractors; \$560,000 for eight refuse trailers; \$120,000 for one stationary crane; and \$60,000 two pickup trucks which have all reached the criteria of age, usage, and condition for replacement.
- ◆ An increase in Recovered Costs of \$46,696 primarily based on compensation program adjustments.

The following funding adjustments reflect all approved changes to 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:

- ◆ An increase of \$1,467,553 in Capital Projects due to the carryover of unexpended project balances and an increase of \$1,175,448 in Capital Equipment for encumbered and unencumbered carryover of Capital Equipment.
- ◆ An increase of two positions related to workload increases based on the redirection of staff within the Department of Public Works and Environmental Services. One position each from Fund 109, Refuse Collection and the Office of Wastewater Management were provided to Fund 110, Refuse Disposal to assist in dealing with large increases in refuse material at the Transfer Station.

FUND 110 REFUSE DISPOSAL



Administration

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	13/13	13/13	13/13	13/13
Total Expenditures	\$706,716	\$665,125	\$665,125	\$739,686

Goal

Provide effective management of refuse disposal within Fairfax County in order to protect County citizens against disease, pollution, and other contamination associated with the improper disposal of refuse. Provide management planning for future waste disposal operations within the County, as well as participate in the planning discussions of other jurisdictions. These authorities include Arlington County, Prince William County, the City of Alexandria, the District of Columbia, the Alexandria Sanitation Authority, the Arlington/Alexandria ERR Facility, and the Fairfax County sewage treatment plants.

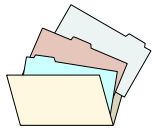
Performance Measures

Objectives

- ◆ To maintain or improve the accuracy rate of customer invoices at or greater than 98 percent.
- ◆ To maintain or improve vendor satisfaction by minimizing customer complaints with a maximum complaint target of two percent or less.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Jurisdictions served	8	8	8 / 8	8	8
Customers invoiced	2,335	2,301	2,400 / 3,758	3,758	3,758
Contracts managed	14	5	5 / 5	5	5
Vendors paid	2,200	2,500	2,625 / 3,313	3,484	3,484
Efficiency:					
Cost per invoice processed	\$9.62	\$8.20	\$8.60 / \$10.68	\$11.20	\$11.76
Payments processed per staff hour	2	2	2 / 2	2	2
Service Quality:					
Percent of accurate payments	98.0%	98.0%	98.0% / 98.0%	98.0%	98.0%
Outcome:					
Percent of accurate invoices	99.70%	99.70%	99.70% / 99.70%	99.80%	99.80%
Percent of vendor complaints	2.0%	2.0%	2.0% / 2.0%	2.0%	2.0%

FUND 110 REFUSE DISPOSAL



Transfer Station Operations

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	121/ 121	121/ 121	123/ 123	123/ 123
Total Expenditures	\$37,387,245	\$45,912,902	\$48,555,903	\$47,437,415

Goal

To provide a sanitary facility for receiving, loading, transporting, and disposal of municipal solid waste, yard waste, and household hazardous waste materials generated within Fairfax County, by the most feasible and economical method.

Performance Measures

Objectives

- ◆ To provide a sanitary facility for receiving, loading, and transporting approximately 2,327 tons of commercial and residential refuse daily by the most feasible and economical method available, while maintaining a 100 percent satisfactory rating from State inspections.
- ◆ To recycle white goods, which are metal objects and appliances, in order to remove PCB capacitors and CFC (Freon) in accordance with Federal and State regulations, with minimal complaints on processing.
- ◆ To provide the sanitary acceptance and transportation of refuse from Fairfax County Citizens Disposal Facilities (CDF) and maintain citizen complaints to less than or equal to 2 per 100 customers.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Virginia Department of Environmental Quality (DEQ) inspections conducted	4	4	4 / 4	4	4
Loads of refuse hauled	33,256	35,880	36,598 / 37,219	38,345	39,496
Tons of refuse hauled	599,287	651,774	671,327 / 645,540	664,906	684,853
Tons of brush processed	38,336	40,971	42,200 / 45,905	51,376	56,513
Tons of yard debris processed	37,005	44,897	46,514 / 50,149	58,511	64,144
Loads of yard waste hauled (I-66 & I-95 facilities)	1,954	2,093	2,156 / 2,872	3,343	3,674
Tons of white goods refuse processed	5,638	6,845	6,845 / 8,270	8,270	8,270
Citizen Disposal Facilities (CDF) customers served	281,506	327,888	327,888 / 355,604	355,604	355,604
Tons of refuse at CDF	39,285	39,960	39,960 / 40,688	38,334	39,101

FUND 110 REFUSE DISPOSAL

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Efficiency:					
Disposal system cost per ton	\$45	\$45	\$45 / \$45	\$45	\$45
Staff hours to process refuse	129,428	133,742	136,417 / 140,066	146,279	146,250
Staff hours per ton refuse processed	0.22	0.21	0.20 / 0.22	0.22	0.21
Staff hours to process white goods	10,400	10,058	10,058 / 9,050	9,050	8,970
Staff hours per ton white goods recycled	1.84	1.47	1.47 / 1.09	1.09	1.08
Staff hours to process material at CDF	32,396	33,861	33,861 / 33,509	33,509	33,570
Staff hours per ton of material processed through the CDF	0.82	0.85	0.85 / 0.82	0.87	0.86
Service Quality:					
Satisfactory Virginia DEQ inspection reports	4	4	4 / 4	4	4
Police citations for overloading	0	0	0 / 0	0	0
Vendor complaints about inadequate white goods processing	0	0	0 / 0	0	0
Citizen complaints about the CDF operations per 100 customers	2	2	2 / 2	2	2
Outcome:					
Percent satisfactory Virginia DEQ inspection ratings	100%	100%	100% / 100%	100%	100%
White goods processed in accordance with Federal and State regulations	Yes	Yes	Yes / Yes	Yes	Yes
Cleaner environment maintained with white good processing	Yes	Yes	Yes / Yes	Yes	Yes
CDF customer complaints kept at less than or equal to 2 per 100	Yes	Yes	Yes / Yes	Yes	Yes

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 110 REFUSE DISPOSAL

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 110, Refuse Disposal

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance¹	\$5,679,774	\$3,407,601	\$10,507,641	\$7,861,246
Revenue:				
Interest on Investment	\$274,273	\$117,788	\$117,788	\$106,319
Refuse Disposal Revenue:				
Private Collectors	\$26,501,667	\$29,097,424	\$29,097,424	\$29,927,704
Cities and Towns	999,983	1,055,759	1,055,759	1,055,759
County Collection	2,166,906	2,175,078	2,175,078	2,175,078
Treatment Plants	163,442	139,705	139,705	139,705
County Agency Routes	333,896	387,475	387,475	387,475
Other Agencies	210,302	270,701	270,701	270,701
SWRRC Program	45,221	42,467	42,467	36,075
Non Fairfax County	33,557	1,455,556	1,455,556	997,155
Citizens' Disposal Facilities	1,523,158	1,725,030	1,725,030	2,722,151
Debris	567,604	1,328,804	1,328,804	1,229,184
Supplemental Market	307,067	451,710	451,710	307,080
Subtotal	\$32,852,803	\$38,129,709	\$38,129,709	\$39,248,067
Other Revenue:				
Brush	\$1,239,435	\$1,173,582	\$1,173,582	\$1,525,851
Yard Waste	1,742,361	2,135,095	2,135,095	2,413,347
Tires	688,685	830,199	830,199	854,922
Subtotal	\$3,670,481	\$4,138,876	\$4,138,876	\$4,794,120
Miscellaneous Revenue:				
White Goods	\$261,112	\$207,748	\$207,748	\$225,536
Sale of Equipment	1,576	141,800	141,800	96,500
Licensing Fees	34,880	35,760	35,760	35,760
Miscellaneous	326,703	363,661	363,661	393,942
Subtotal	\$624,271	\$748,969	\$748,969	\$751,738
Total Revenue	\$37,421,828	\$43,135,342	\$43,135,342	\$44,900,244
Transfers In: ²				
General Fund (001)	\$5,500,000	\$3,439,291	\$3,439,291	\$2,000,000
Total Transfers In	\$5,500,000	\$3,439,291	\$3,439,291	\$2,000,000
Total Available	\$48,601,602	\$49,982,234	\$57,082,274	\$54,761,490

FUND 110 REFUSE DISPOSAL

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 110, Refuse Disposal

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
Personnel Services	\$7,011,590	\$7,556,483	\$7,556,483	\$7,991,173
Operating Expenses ³	30,820,666	37,653,232	37,653,232	39,174,542
Capital Equipment	548,198	1,815,230	2,990,678	1,505,000
Recovered Costs	(334,946)	(446,918)	(446,918)	(493,614)
Capital Projects	48,453	0	1,467,553	0
Total Expenditures	\$38,093,961	\$46,578,027	\$49,221,028	\$48,177,101
Total Disbursements	\$38,093,961	\$46,578,027	\$49,221,028	\$48,177,101
Ending Balance	\$10,507,641	\$3,404,207	\$7,861,246	\$6,584,389
Reserves:				
Equipment Reserve ⁴	\$2,411,860	\$2,408,466	\$2,408,466	\$1,910,592
Operating & Maintenance Reserve	0	0	3,384,925	1,604,585
Environmental Reserve ⁵	927,886	927,886	2,000,000	2,000,000
Construction Reserve ⁶	0	0	0	1,000,000
PC Replacement Reserve	67,855	67,855	67,855	69,212
Unreserved Balance	\$7,100,040	\$0	\$0	\$0
Disposal Rate/Ton ⁷	\$45.00	\$45.00	\$45.00	\$45.00
Disposal Rate/Ton ⁷	\$37.95	\$39.95	\$39.95	\$39.95

¹ In order to account for Governmental Accounting Standards Board changes in the treatment of the year end accrual of compensated absences, a restatement of the FY 2002 beginning balance for Fund 110, Refuse Disposal is reflected. This adjustment results in an increase in the FY 2002 beginning balance in the amount of \$95,035 and a one-time savings for the fund. The beginning balance audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the adjustments will be included in the FY 2003 Third Quarter Package.

² Cited amounts have been transferred in FY 2002 and FY 2003 to Fund 110 to cover the revenue shortfalls for operational requirements. These transfers provide a subsidy allowing the County to continue to provide the level of service to specific refuse disposal programs that do not fully recover costs. Subsidized programs include the County's Recycling Program, the Household Hazardous Waste Program, the Citizen Disposal Facilities, and the Code Enforcement Program. The current fee structure for Fund 110 will not support these expenses in FY 2004. In FY 2004, a transfer from the General Fund will provide funding to maintain the competitiveness of the County's Solid Waste System in attracting and maintaining commercial waste, to provide for market fluctuations, and maintain the current level of service to the disposal customers. A rate increase is proposed for the Citizen Disposal Facilities to make these sites more self-supporting.

FUND 110

REFUSE DISPOSAL

³ In order to account for revenues and expenditures in the proper fiscal year, a net audit adjustment in the amount of \$791,263 has been reflected as a decrease to FY 2002 expenditures to reflect an increase of \$110,889 for accrued expenditures from Loudoun Composting paid in FY 2003 but incurred during FY 2002 and a decrease of \$902,152 to reverse expenditure accruals for waste exchange with Prince William County.

⁴ The Equipment Replacement Reserve provides for the timely replacement of equipment required to operate the I-66 Transfer Station. Funds are transferred from Refuse Disposal revenue to the Equipment Replacement reserve, as are proceeds from the sale of equipment. The reserve requirement is based on a replacement schedule, comprised of yearly payments to the reserve, which is based on the useful life of the vehicle/equipment. The yearly estimated reserve amount includes the annual portion of the replacement cost for new vehicles/equipment, and continued contributions for previously acquired vehicles/equipment for which the replacement requirement has not been met.

⁵ The Environmental Reserve provides contingency funds for future environmental control projects at the I-66 Transfer Station.

⁶ The Construction Reserve provides for improvements at the I-66 Transfer Station.

⁷ In August 1998 (FY 1999), Fairfax County implemented a contractual rate discount that was offered to any hauler that guaranteed all of its collected refuse or a specified tonnage amount would be delivered to the Energy/Resource Recovery Facility (E/RRF) or other County disposal sites. The contractual agreement reduced the system disposal fee by \$9 from the FY 1999 Adopted Budget Plan level of \$45 per ton to \$36 per ton. The discounted contractual fee remained in effect through FY 2000 but was reduced to \$34 per ton at the start of FY 2001 to stay competitive with private operations. The FY 2002 discounted rate was \$37.95 per ton, the FY 2003 and FY 2004 discounted rate is \$39.95. It should be noted that the approved system fee of \$45 remains in effect.

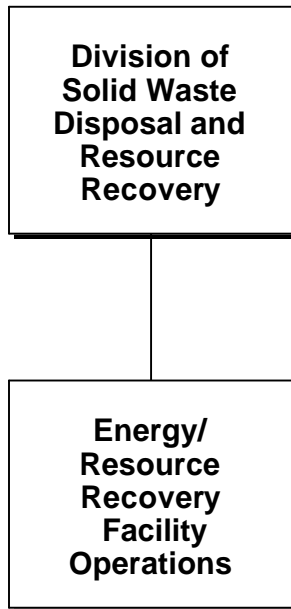
FUND 110 REFUSE DISPOSAL

FY 2004 Summary of Capital Projects

Fund: 110 Refuse Disposal

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
174002	I-66 Transfer Station Expansion	\$13,114,900	\$43,652.66	\$761,699.81	\$0
174003	Drainage Downchutes	188,000	0.00	3,821.39	0
174004	Access Road Reconstruction	233,600	0.00	193,785.00	0
174005	Groundwater Well Installation	177,213	0.00	42,382.00	0
174006	Citizens Disposal Facility	974,875	4,800.00	465,865.00	0
Total		\$14,688,588	\$48,452.66	\$1,467,553.20	\$0

**DEPARTMENT OF PUBLIC WORKS
AND ENVIRONMENTAL SERVICES
SOLID WASTE MANAGEMENT**



FUND 112

ENERGY/RESOURCE RECOVERY FACILITY

Agency Position Summary

9 Regular Positions / 9.0 Regular Staff Years

Position Detail Information

ADMINISTRATION

1 Management Analyst III
1 Management Analyst II
1 Engineering Technician II
1 Heavy Equipment Operator
1 Administrative Assistant II
4 Weighmasters
9 Positions
9.0 Staff Years

FUND 112

ENERGY/RESOURCE RECOVERY FACILITY

Agency Mission

To serve Fairfax County citizens by providing effective solid waste disposal through incineration; to generate energy through the recovery of refuse resources; and to reduce the need for landfill space through volume reduction of solid waste.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	9/ 9	9/ 9	9/ 9	9/ 9
Expenditures:				
Personnel Services	\$351,732	\$486,351	\$486,351	\$521,794
Operating Expenses	33,677,427	33,405,444	33,405,444	32,943,299
Capital Equipment	22,652	0	0	30,000
Total Expenditures	\$34,051,811	\$33,891,795	\$33,891,795	\$33,495,093

Purpose

Fund 112 manages the contract for the I-95 Energy/Resource Recovery Facility (E/RRF), owned and operated by Covanta Fairfax Inc. (CFI), which burns municipal solid waste (MSW). The facility produces approximately 72 megawatts of electricity, which is sold to Dominion Virginia Power. Under the terms of the Service Agreement, the County is required to deliver at least 930,750 tons of MSW per year, for which it pays a disposal fee to CFI. In order to meet this guarantee, the County has accepted additional MSW through Supplemental and Spot Market operations, as well as refuse collected from Prince William County through a refuse exchange agreement. The County charges a disposal fee to all users of the E/RRF and subsequently pays the contractual disposal fee to CFI from these revenues. Revenues for the sale of electricity are used to offset the cost of the disposal fee paid to CFI.

Key Accomplishments

- ◆ Covanta Fairfax, Inc. has been under the protection of a bankruptcy proceeding since April 1, 2002. Claims were filed with the Bankruptcy Court in August 2002 for pre-petition money owed to Fairfax County. Fairfax County and Covanta are working together to ensure that waste disposal is not interrupted and that the Service Agreement conditions are met while Covanta is in bankruptcy.
- ◆ The Gross Receipts Tax issue was settled through a negotiated agreement between Fairfax County, Dominion Virginia Power and Covanta Fairfax, Inc. that resulted in a reconciliation of power payments being made. The County will see a one time reduction in energy revenue from Dominion Virginia Power of \$1.4 million dollars in the settlement, covering the past 10 years, with no future reductions due to the Gross Receipts Tax.
- ◆ Fund 112 continues to manage the waste tire program including participation in the Virginia Waste Tire End User Program. Marketing efforts were broadened to increase the tons of tires disposed. A survey was conducted to determine what disposal facilities were currently being used by County customers and to ascertain any suggestions the customers had to improve our program operation.
- ◆ In cooperation with Covanta, the County encouraged expansion of the Supplemental Waste program to increase revenues to the Facility. While strict compliance with environmental standards was maintained, marketing efforts were increased to attract appropriate material for disposal at the Facility.
- ◆ Working with the Consulting Engineers and Covanta, the County is implementing the direct discharge of cooling water into Mills Branch. This initiative will reduce the load on and expense of processing this "clean" water through the wastewater treatment system. Using technology, the cooling water discharge will have minimal impact on Mills Branch and the Occoquan Basin.

FUND 112

ENERGY/RESOURCE RECOVERY FACILITY

- ◆ The County began the strategic planning to develop a Master Plan for the management of solid waste for the next 20 years. A contractor will be engaged to help with the research, collection, and presentation of the plan materials. The process will involve significant public participation culminating in a Public Hearing during the early months of 2004. The resulting Solid Waste Management Plan is due to the Virginia Department of Environmental Quality by July 1, 2004.
- ◆ Efforts are underway to determine the type and extent of equipment needed to detect radioactive contamination which may find its way into the municipal solid waste stream. Equipment will be mounted at the weigh scales at I-66 and I-95 to allow for further handling as needed to secure the waste from entering the E/RRF.
- ◆ The E/RRF continued to attain its air quality permit limits in order to meet Clean Air Act requirements. The additional carbon, ammonia, and other chemicals needed to meet the standards have increased the operating costs.

FY 2004 Initiatives

- ◆ The Direct Discharge system will continue to be monitored to ensure compliance with the permit requirements of the Virginia Department of Environmental Quality.
- ◆ The development of the Solid Waste Management Plan (Master Plan) will continue. The contractor(s) engaged for the process will continue collecting and analyzing information, describing current resources, identifying community needs for the next 20 years, and assisting with citizen participation meetings. Half of the cost of the contractor(s) will be incurred in FY 2004. The Plan is due to Virginia Department of Environmental Quality by July 1, 2004.
- ◆ As part of the master planning process, staff will begin to address the impacts from changes in the Power Purchase and Operating Agreement that will occur in 2005, when the County begins receiving decreased revenues from the sale of E/RRF generated power to Dominion Virginia Power.
- ◆ In all likelihood, Covanta will still be in bankruptcy and County staff will continue working with Covanta with the view that the contract will be assumed as quickly as possible by Covanta.
- ◆ County staff will continue to monitor the flow of MSW into the E/RRF and search for additional waste as required to meet the tonnage commitment contained in the Service Agreement. Staff will work to increase the amount of supplemental waste being disposed at the Facility in order to increase revenue.
- ◆ Staff will continue to monitor potential changes in State legislation which would impact the overall financial health of this fund. In FY 2002, Governor Warner proposed to increase the fee to dispose of MSW by \$5 per ton to fund State regulatory activities, open space preservation, and to support local solid waste programs. This proposal was narrowly defeated and it is anticipated that this proposal will resurface in the future as a way for the State to fund a variety of different programs during difficult financial times. Bills have also been introduced in the State House and Senate this session that would impose new fees on solid waste management facilities, sufficient to cover all the costs of the Department of Environmental Quality's Solid Waste Program. Proposals of this nature present a significant impact to the tipping fee at the E/RRF. From another perspective, legislation has been introduced which would levy an additional tax on waste tires to pay for cleanup of over 300 tire piles located throughout the State. If passed, this measure could significantly increase the number of tires to be processed, thereby increasing revenues to the fund. Staff will continue to monitor the impact of State legislative and administrative changes.

FUND 112

ENERGY/RESOURCE RECOVERY FACILITY

Performance Measurement Results

The performance measures for Fund 112, Energy/Resource Recovery Facility are related to the operation and efficiency of the facility. The measurement of tons above the Guaranteed Annual Tonnage (GAT) quantifies the ability of the County, as stated in the Service Agreement, to “deliver or cause to be delivered at least 930,750 tons of municipal solid waste” for which the County must pay a disposal fee to Covanta Fairfax, Inc. This minimum guarantee measures staff’s ability to find new waste sources when needed, and manage those that are already being delivered to the E/RRF. In addition, energy generated per ton is directly related to waste delivered, since increased amounts of fuel (tons of municipal solid waste) result in more steam generation, and therefore, more energy produced. Likewise, electricity sold is a measure of the E/RRF’s waste deliveries as well as its operating efficiency.

In FY 2002, efforts to ensure that waste deliveries remain above the minimum level were once again successful, resulting in delivery of an additional 96,934 tons over GAT. Energy sold totaled 87.17 percent, slightly lower than the previous year and below the measurement target of 87.5 percent.

Funding Adjustments

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

- ◆ An increase of \$35,443 in Personnel Services associated with salary adjustments necessary to support the County’s Compensation Program.
- ◆ A decrease of \$462,145 in Operating Expenses primarily due to a decrease in Contractor Compensation related to contractual payments for tire disposal based on FY 2002 actual tonnages.
- ◆ An amount of \$30,000 in Capital Equipment for an additional vehicle needed for staff transportation to and from the I-66 Transfer Station and the I-95 Landfill.

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:

- ◆ There have been no revisions to this agency since approval of the FY 2003 Adopted Budget Plan.

FUND 112

ENERGY/RESOURCE RECOVERY FACILITY

Performance Measures

Objectives

- ◆ To deliver no less than the Guaranteed Annual Tonnage (GAT) amount of 930,750 tons of municipal solid waste to the E/RRF as required under the contractual obligations of the Service Agreement between Covanta Fairfax and Fairfax County.
- ◆ To sell at least 87.5 percent of electric energy generated from the operation of the E/RRF after internal use.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Tons municipal solid waste delivered	1,055,343	1,070,544	1,070,000 / 1,027,648	1,070,000	1,070,000
Energy generated (kWh in thousands)	676,978	701,136	680,000 / 700,848	680,000	680,000
Efficiency:					
Tons above GAT	124,593	139,794	139,250 / 96,934	136,089	136,089
Energy generated per ton	641	655	636 / 682	636	636
Service Quality:					
Percent of GAT delivered	113.39%	115.02%	114.96% / 110.41%	114.96%	114.96%
Energy sold (kWh in thousands)	590,059	611,774	595,000 / 610,918	605,000	605,000
Outcome:					
Met GAT requirement	Yes	Yes	Yes / Yes	Yes	Yes
Percent of energy sold (internal use approx. 12.5%)	87.16%	87.25%	87.50% / 87.17%	88.97%	88.97%

FUND 112 ENERGY/RESOURCE RECOVERY FACILITY

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 112, Energy/Resource
Recovery Facility (E/RRF)

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$12,993,592	\$9,934,280	\$10,174,238	\$9,913,716
Revenue:				
Disposal Revenue:				
County of Fairfax ¹	\$22,452,987	\$25,922,100	\$25,922,100	\$25,791,570
District of Columbia ²	5,618,518	2,165,800	2,165,800	4,816,112
Waste Exchange Agreement ³	632,885	933,000	933,000	961,200
Wastewater Services ⁴	156,425	123,200	123,200	145,167
Other Jurisdictions ⁵	24,759	392,400	392,400	27,000
Tire Program ⁶	688,684	737,380	737,380	657,983
Supplemental/Spot Market Programs	1,144,373	2,886,100	2,886,100	1,200,192
Subtotal Revenue	<u>\$30,718,631</u>	<u>\$33,159,980</u>	<u>\$33,159,980</u>	<u>\$33,599,224</u>
Other Revenue:				
Interest on Investments	\$238,570	\$221,293	\$221,293	\$197,171
Miscellaneous	275,256	250,000	250,000	250,000
Subtotal Other Revenue	<u>\$513,826</u>	<u>\$471,293</u>	<u>\$471,293</u>	<u>\$447,171</u>
Total Revenue	<u>\$31,232,457</u>	<u>\$33,631,273</u>	<u>\$33,631,273</u>	<u>\$34,046,395</u>
Total Available	\$44,226,049	\$43,565,553	\$43,805,511	\$43,960,111
Expenditures:				
Personnel Services	\$351,732	\$486,351	\$486,351	\$521,794
Operating Expenses ⁷	33,677,427	33,405,444	33,405,444	32,943,299
Capital Equipment	22,652	0	0	30,000
Total Expenditures	<u>\$34,051,811</u>	<u>\$33,891,795</u>	<u>\$33,891,795</u>	<u>\$33,495,093</u>
Total Disbursements	\$34,051,811	\$33,891,795	\$33,891,795	\$33,495,093
Ending Balance	\$10,174,238	\$9,673,758	\$9,913,716	\$10,465,018
Tipping Fee Reserve	\$1,936,801	\$1,500,000	\$1,500,000	\$1,500,000
Rate Stabilization Reserve ⁸	6,600,908	8,173,758	8,413,716	8,965,018
Unreserved Ending Balance	\$1,636,529	\$0	\$0	\$0
Disposal Rate/Ton	\$28/Ton	\$30/ton	\$30/ton	\$30/ton

FUND 112

ENERGY/RESOURCE RECOVERY FACILITY

¹ The fee for the I-95 Energy/Resource Recovery Facility was \$28 per ton for FY 2002 and will be \$30 per ton for FY 2003 and FY 2004.

² On October 12, 1998, deliveries of waste from the District of Columbia began being made by the District's waste disposal contractor. It is anticipated that this contract will be extended through October 2003.

³ Prince William County waste is received at the E/RRF as a result of the Interjurisdictional Solid Waste Facility Use Agreement.

⁴ Wastewater Services includes the disposal of grit and screenings and other wastewater-related material from the Alexandria Sanitation Authority (ASA).

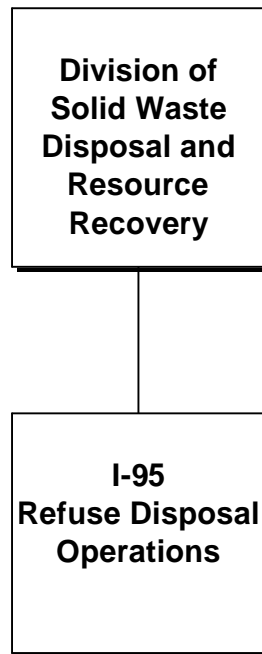
⁵ Other jurisdictions' disposal has significantly decreased.

⁶ Revenues received from the Virginia End User Program.

⁷ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$1,507,829 has been reflected as an increase to FY 2002 expenditures to reflect accrued amounts owed to Covanta Fairfax Inc. for tipping fees and Gross Receipts Tax. This impacts the amount carried forward resulting in a net decrease to the *FY 2003 Revised Budget Plan*. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the FY 2003 Third Quarter Package.

⁸ Further changes including: potential additional air pollution controls; tax changes regarding energy sales; and power deregulation will result in increased annual costs. This reserve will serve to stabilize rates. Within the next few years, the EPA may issue additional, more stringent guidelines for pollutants covered under the Clean Air Act Amendments of 1990, most likely NOx reductions due to ozone problems in the Northeast United States. Recent problems with excessive water conductivity require a water discharge project for excess water used by the E/RRF. The cost of operations and maintenance of the project will pass through to the County. Changes in the structure of power payments in FY 2005 necessitate having a reserve to cover the transition period.

**DEPARTMENT OF PUBLIC WORKS
AND ENVIRONMENTAL SERVICES
SOLID WASTE MANAGEMENT**



FUND 114

I-95 REFUSE DISPOSAL

Agency Position Summary

37 Regular Positions / 37.0 Regular Staff Years

Position Detail Information

I-95 REFUSE DISPOSAL

2	Engineers III
2	Engineers II
2	Engineer Technicians III
4	Engineer Technicians II
2	Engineer Technicians I
1	Refuse Superintendent
3	Assistant Refuse Superintendents
2	Industrial Electricians II
8	Heavy Equipment Operators
1	Motor Equipment Operator
2	Weighmasters
1	Management Analyst I
1	Administrative Assistant II
<u>6</u>	Public Service Workers I
37	Positions
37.0	Staff Years

FUND 114

I-95 REFUSE DISPOSAL

Agency Mission

To manage the I-95 Landfill in such a manner as to provide a site where solid waste and recyclable materials from County citizens are gathered and properly disposed of, and a deposit site where ash from the Energy/Resource Recovery Facility and other participating municipalities can be properly disposed.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	37/ 37	37/ 37	37/ 37	37/ 37
Expenditures:				
Personnel Services	\$1,924,791	\$2,138,256	\$2,138,256	\$2,260,262
Operating Expenses	2,638,946	3,158,658	3,158,658	3,325,286
Capital Equipment	602,614	375,000	682,251	801,500
Capital Projects	248,576	0	24,370,634	14,929,000
Total Expenditures	\$5,414,927	\$5,671,914	\$30,349,799	\$21,316,048

Purpose

The I-95 Sanitary Landfill has operated for more than two decades, and has served the solid waste disposal needs of the residents of the participating jurisdictions who have utilized the facility. The municipal solid waste (MSW) section of the I-95 Landfill closed in December 1995, and since that time the facility has accepted only ash material for land burial. The I-95 Sanitary Landfill continues to operate as a model facility, meeting permit requirements, inspection criteria, and availability requirements for the participating jurisdictions and customers of the facility.

Key Accomplishments

- ◆ Processed an additional 9,735 tons of non-combustible waste in FY 2002 with existing equipment and employees.
- ◆ Processed landfill gas for our energy partner, Michigan Cogeneration Systems, exceeding the target delivery criteria of 98 percent.
- ◆ Added a mulch loader at the I-95 Citizens Disposal Facility to provide an additional mulch distribution site for the citizens of the County.
- ◆ Prepared for the transfer of landfill property to County ownership.
- ◆ Constructed a new Citizen Disposal Facility, utilizing 10,000 tons of ash from the incinerator.

FY 2004 Initiatives

- ◆ Perform analysis of groundwater conditions and analysis of risk exposure.
- ◆ Work with partner jurisdictions to detail long-term relationships for landfill usage.
- ◆ Develop long-term lease for Occoquan Park.
- ◆ Construct the Phase 2B of area three lined landfill for ash disposal. Begin development and construction of the next ashfill cell.

FUND 114

I-95 REFUSE DISPOSAL

Performance Measurement Results

During FY 2002:

- ◆ The facility processed 373,935 tons of ash, an increase of 9,735 over the FY 2001 amount.
- ◆ The \$11.50/ton cost to dispose of the ash continues to be maintained.
- ◆ Tons of ash disposed per ash site man-hour in FY 2002 was within 1.5 percent of the target estimate.
- ◆ The I-95 Landfill complex received satisfactory ratings (highest possible rating) by the Department of Environment Quality for all inspections conducted during FY 2002. The facility is in compliance with all provisions of the permits and the Virginia Solid Waste Management Regulations.

Funding Adjustments

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

- ◆ An increase of \$122,006 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ An increase of \$166,628 in Operating Expenses primarily due to an increase in expenditures for Contractor Compensation of \$152,367 which is associated with additional regulations that require extensive environmental monitoring.
- ◆ An amount of \$801,500 is funded for Capital Equipment in FY 2004. This includes replacement purchases consisting of one D-6 dozer, \$234,000, one Rubber Tire Loader, \$325,000, one Gator, \$12,500, one Aerial Bucket Truck, \$68,000, one Trav-L-Vac, \$72,000, and three pickup trucks, \$90,000. Funding for the replacement of these items of equipment is based on Department of Vehicle Service's recommendation and replacement criteria consisting of vehicle (machine) age, usage, condition, and maintenance cost relative to the average of that particular vehicle or equipment class.
- ◆ An amount of \$14,929,000 is funded for continuing Capital Projects in FY 2004. This includes the construction of Phase 2B in the Area Three Lined Landfill, \$5,751,000, and the closure construction of Phase 3 in the I-95 Landfill, \$9,178,000. The funding for these projects is available from the reserve accounts as these funds were planned for this purpose.

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*, expenditures for FY 2003 were increased a total of \$24,677,885 that included \$24,370,634 for unexpended Capital Project balances and \$307,251 for encumbered Capital Equipment.

FUND 114

I-95 REFUSE DISPOSAL

Performance Measures

Objectives

- ◆ To manage the I-95 Landfill in an efficient, environmentally safe manner, meeting 100 percent of the regulatory standards; and to provide a permitted site where ash resulting from the Energy/Resource Recovery Facility (E/RRF) and other participating municipalities can properly be disposed.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Tons of ash received	380,070	364,200	373,086 / 373,935	383,182	383,182
Virginia Department of Environmental Quality (DEQ) inspections addressed	8	12	12 / 12	12	12
Efficiency:					
Cost per ton to dispose of ash	\$14.00	\$11.50	\$11.50 / \$11.50	\$11.50	\$11.50
Tons of ash disposed per ash site-hour (1)	54.2	55.4	56.8 / 57.7	59.1	59.1
Service Quality:					
Satisfactory DEQ inspection reports	8	12	12 / 12	12	12
Outcome:					
Percent satisfactory DEQ inspection ratings	100%	100%	100% / 100%	100%	100%

(1) Beginning in FY 2000, a revised measurement technique includes the additional activities of storm water management, erosion controls, and administration to more accurately measure tons of ash disposed per ash site staff hour.

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing projects" or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 114 I-95 REFUSE DISPOSAL

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 114, I-95 Refuse Disposal

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance¹	\$75,737,886	\$54,029,162	\$77,041,032	\$53,332,175
Revenue:				
Interest on Investments	\$1,945,260	\$1,484,553	\$1,484,553	\$769,273
Refuse Disposal Revenue:				
I-95 ERR (Ash)	\$3,117,666	\$3,196,839	\$3,196,839	\$3,223,910
Arlington/Alexandria ERR	1,124,033	1,035,000	1,035,000	1,124,033
County of Fairfax	167,470	606,100	606,100	524,771
Lower Potomac	57,775	58,650	58,650	58,650
Subtotal	<u>\$4,466,944</u>	<u>\$4,896,589</u>	<u>\$4,896,589</u>	<u>\$4,931,364</u>
Miscellaneous Revenue:				
Sale of Equipment	\$14,824	\$41,000	\$41,000	\$80,000
Sale of Methane Gas	191,600	191,600	191,600	191,600
Miscellaneous Revenue	99,445	27,200	27,200	62,533
Subtotal	<u>\$305,869</u>	<u>\$259,800</u>	<u>\$259,800</u>	<u>\$334,133</u>
Total Revenue	<u>\$6,718,073</u>	<u>\$6,640,942</u>	<u>\$6,640,942</u>	<u>\$6,034,770</u>
Total Available	\$82,455,959	\$60,670,104	\$83,681,974	\$59,366,945
Expenditures:				
Personnel Services	\$1,924,791	\$2,138,256	\$2,138,256	\$2,260,262
Operating Expenses	2,638,946	3,158,658	3,158,658	3,325,286
Capital Equipment	602,614	375,000	682,251	801,500
Capital Projects ²	248,576	0	24,370,634	14,929,000
Total Expenditures	<u>\$5,414,927</u>	<u>\$5,671,914</u>	<u>\$30,349,799</u>	<u>\$21,316,048</u>
Total Disbursements	\$5,414,927	\$5,671,914	\$30,349,799	\$21,316,048
Ending Balance	\$77,041,032	\$54,998,190	\$53,332,175	\$38,050,897

FUND 114 I-95 REFUSE DISPOSAL

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 114, I-95 Refuse Disposal

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Reserves				
Active Cell Closure Liability Reserve ³	\$10,000,000	\$10,000,000	\$10,000,000	\$10,000,000
Inactive Cell Closure Liability Reserve ⁴	8,000,000	8,000,000	8,000,000	0
Environmental Reserve ⁵	5,000,000	5,000,000	5,000,000	5,000,000
Ashfill Construction Reserve ⁶	6,000,000	6,000,000	6,000,000	0
Construction-Miscellaneous Reserve ⁷	1,031,435	1,031,435	1,046,516	1,037,909
Post-Closure ⁸	21,000,000	22,000,000	22,000,000	22,000,000
PC Replacement ⁹	12,988	12,988	12,988	12,988
Operating and Maintenance Reserve	2,984,739	2,953,767	1,272,671	0
Unreserved Ending Balance	\$23,011,870	\$0	\$0	\$0
Disposal Rate/Ton ¹⁰	\$11.50	\$11.50	\$11.50	\$11.50

¹ In order to account for Governmental Accounting Standards Board changes in the treatment of the year-end accrual of compensated absences, a restatement of the FY 2002 beginning balance for Fund 114, I-95 Refuse Disposal is reflected. This adjustment results in an increase in the FY 2002 beginning balance in the amount of \$15,081 and a one-time savings for the fund. The beginning balance audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the adjustments will be included in the FY 2003 Third Quarter Package.

² In FY 2004, Capital Project funding must be appropriated from existing reserves to fund the next phase of ashfill development as well as supplemental monies for landfill closure.

³ Reserve necessary for the closure of active disposal cells of the Ash Landfill, required by the State to be established in order for landfilling activities to progress.

⁴ Reserve necessary to perform closure activities on the completed cells of the Ash Landfill. Closure activities are required by the facilities permit, Environmental Protection Agency, and State regulations.

⁵ The Environmental Reserve has been established primarily for future Environmental Projects.

⁶ Reserve required for the construction of next phase of the ashfill liner system.

⁷ The Construction Reserve is established to provide funds to meet the requirements of current and future construction projects necessary for the operation of the I-95 Landfill, such as drainage and roads.

⁸ Post Closure Care is required for a 30 year-period after the landfill closes and is mandated by Federal and State regulations. FY 2004 funding of \$22,000,000 represents 58 percent of the estimated requirements of \$37,860,000 and is not sufficient to cover all identified costs. Additional funds will be set aside in future years.

⁹ The PC Replacement Reserve was established in FY 1995 in order to meet requirements for the timely replacement of obsolete computer equipment.

¹⁰ Effective July 1, 2000, the jurisdictional rate was reduced from \$14/ton to \$11.50/ton. The FY 2004 recommended rate remains at \$11.50/ton.

FUND 114 I-95 REFUSE DISPOSAL

FY 2004 Summary of Capital Projects

Fund: 114 I-95 Refuse Disposal

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
186420	Repair/Maint/Wash Facility	\$1,026,645	\$0.00	\$60,251.00	\$0
186435	I-95 Landfill Liner		7,976.79	3,038,080.18	5,751,000
186440	I-95 Landfill Leachate Facility		21,960.00	2,873,422.00	0
186450	I-95 Landfill Rd. Construction		0.00	7,606.86	0
186455	Perimeter Fence Construction		0.00	50,580.50	0
186460	Area 7 Roadway Construction	258,000	0.00	6,126.00	0
186470	Paved Ditch Extension Areas		0.00	362,818.00	0
186600	Methane Gas Recovery		0.00	1,578,953.00	0
186650	I-95 Landfill Closure	66,266,579	218,639.20	16,392,796.58	9,178,000
Total		\$67,551,224	\$248,575.99	\$24,370,634.12	\$14,929,000

FUND 114 I-95 REFUSE DISPOSAL

186435	I-95 Landfill Liner	
9850 Furnace Road		Mount Vernon
<p>Description and Justification: This project funds the installation of a flexible membrane liner, which will convert landfill space into disposal areas for ash generated by the Energy/Resource Recovery Facility (E/RRF). Funding is provided from the Liner/Leachate Collection Reserve in Fund 114 to convert sections of the landfill for ash disposal as additional sectors are identified. Phase I and Phase IIA of the project are complete and Phase IIB construction is anticipated to begin November 2003. The FY 2004 funding in the amount of \$5,751,000 provides for construction costs for Phase IIB.</p>		

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$1,358	\$0	\$0	\$0	\$0
Design and Engineering		130,434	7,977	418,882	590,000	0
Construction		15,169,824	0	2,498,416	5,126,000	0
Other		29,218	0	120,782	35,000	0
Total	Continuing	\$15,330,833	\$7,977	\$3,038,080	\$5,751,000	\$0

Source of Funding				
General Funding	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$5,751,000	\$5,751,000

FUND 114 I-95 REFUSE DISPOSAL

186650	I-95 Landfill Closure
9850 Furnace Road	Mount Vernon
<p>Description and Justification: This project was created to meet all State and Federal regulations regarding the closure of the I-95 Landfill to the deposit of municipal solid waste (raw refuse). This project is in accordance with closure plans as presented to and approved by the Virginia Department of Environmental Quality (DEQ). As closure requirements are identified, funding will be provided from the Landfill Closure Reserve. Phase I of closure capping activities was completed in 1994 while Phase II was completed in 2000. Phase III is awaiting DEQ approval. Construction for Phase III is expected to begin in April 2003. This project will be built in multiple phases, and extend through the active life of the landfill. The FY 2004 funding in the amount of \$9,178,000 provides for construction costs for Phase III.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0
Design and Engineering	5,555,131	3,349,659	135,353	520,119	1,550,000	0
Construction	60,637,525	26,621,562	83,286	15,872,677	7,560,000	10,500,000
Other	73,923	5,923	0	0	68,000	0
Total	\$66,266,579	\$29,977,143	\$218,639	\$16,392,797	\$9,178,000	\$10,500,000

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$9,178,000	\$9,178,000



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DEBT SERVICE FUNDS

Purpose

The Debt Service Funds account for the general obligation bond debt service of the County, general obligation bond debt of Special Revenue Funds, and general obligation bond debt and loans of the Literary Funds of Virginia for the Fairfax County Public Schools (FCPS). In addition, Debt Service expenditures are included for the Lease Revenue bonds associated with the Community Development Center (the Herrity Building) and the Human Services Center (the Pennino Building) and payments of the Fairfax County Redevelopment and Housing Authority (FCRHA) Lease Revenue bonds. Revenues for the debt service funds are derived principally from transfers from the General Fund. It should be noted that Debt Service on sewer revenue bonds is reflected in the Enterprise Funds.

FY 2004 Initiatives

The following is a chart illustrating the debt service payments and projected fiscal agent fees required in FY 2004 as well as the sources of funding supporting these costs:

	FY 2004 Advertised Budget Plan
Expenses	
Fund 200, County Debt Service	\$87,757,007
Government Center Properties	10,844,436
FCRHA Community Centers	1,269,752
McLean Community Center	105,188
Fiscal Agent Fees/Cost of Issuance	117,000
Subtotal	\$100,093,383
Fund 201, School Debt Service	\$120,812,185
Literary Loans	79,548
Fiscal Agent Fees/Cost of Issuance	205,000
Subtotal	\$121,096,733
Total Expenses	\$221,190,116
Funding	
General Fund Transfer	\$219,993,597
Ending Balance	\$771,331
City of Fairfax Revenue	20,000
Transfer from McLean Community Center	105,188
Bond Premiums to offset Cost of Issuance	300,000
Total Funding	\$221,190,116

This level of expenditure provides for payment of principal and interest on \$1,581,854,675 in existing and projected County general obligation debt (including literary loans), \$133,745,000 in lease revenue debt for the Government Center properties and existing and projected FCRHA Lease Revenue bonds, and \$450,000 in Special Revenue Fund debt outstanding at the beginning of FY 2004.

DEBT SERVICE FUNDS

General Obligation Bonds

In addition to existing General Obligation bonds and literary loans, funding has been included for two upcoming General Obligation bond sales. It is estimated that the Spring 2003 General Obligation bond sale will be \$191,850,000 which includes \$136,400,000 for School bonds and \$55,450,000 for County bonds. In addition, a Fall 2003 sale is estimated for \$65,000,000 for School bonds with the balance of the FY 2004 Capital Improvement Program sold in Spring 2004 (with no debt service requirements until FY 2005). Both sales are estimated at an interest rate of 5.0 percent for planning purposes.

Capital Leases

Funding is included in FY 2004 for expenditures that are directly attributed to the lease purchase of the Community Development Center (Herrity Building) and the Human Services Center (Pennino Building). On March 15, 1994, the Economic Development Authority (EDA) issued \$116,965,000 in lease revenue bonds to finance the acquisition of the Government Center properties. An amount of \$8,776,290 has been set aside in Fund 200, County Debt Service, for the annual lease costs associated with the acquisition of the buildings. In addition, lease costs of \$2,068,146 for the South County Government Center are included in FY 2004. Certificates of Participation (COPS) were issued on November 15, 2000 in the amount of \$29,000,000 for the construction of the facility by a private developer. The County will pay lease costs equal to the annual debt service on the COPS. An amount of \$1,019,752 has also been included in FY 2004 for payments for the FCRHA Lease Revenue bond for leases associated with the Mott Community Center, the Gum Springs Community Center, the Bailey's Community Center, and the Herndon Harbor Adult Day Care Center. In addition, an FCRHA Lease Revenue sale of approximately \$2,500,000 is included for additional Community Center projects.

The estimates for FY 2003 and FY 2004 new debt are based on the most current cashflow requirements and are consistent with the cashflow indicated in the FY 2004 - FY 2008 Advertised Capital Improvement Program (With Future Years to 2013).

Debt Service Ratios

The Board of Supervisors has adopted specific debt indicators within the Ten Principles of Sound Financial Management to effectively manage the County's bonded indebtedness. The Ten Principles state that the County's debt ratios shall be maintained at the following levels:

- ♦ Net debt as a percentage of estimated market value should always remain less than 3.0 percent.
- ♦ The ratio of debt service expenditures as a percentage of Combined General Fund disbursements should remain under 10.0 percent. To this end, for planning purposes, the target on annual sales will be \$200 million, or \$1 billion over a five-year period, with a technical limit of \$225 million in any given year. This planning limit shall exist even though the ratio of debt to taxable property value remains less than 3.0 percent and the ratio of debt service to Combined General Fund disbursements remains less than 10.0 percent.

The Board of Supervisors annually reviews the cash requirements for capital project financing to determine the capacity to incur additional debt for construction of currently funded projects as well as capital projects in the early planning stages. In FY 1992 and FY 1994, bond projects were deferred in order to reduce planned sales and remain within capacity guidelines.

The FY 2004 debt service budget has been prepared on the basis of the construction and bond sale limitations set in place by the Board of Supervisors. The FY 2004 capital program supported by general obligation bonds will be reviewed in conjunction with the FY 2004 - FY 2008 Advertised Capital Improvement Program (With Future Years to 2013).

DEBT SERVICE FUNDS

The following are ratios and annual sales reflecting debt indicators for FY 2000 - FY 2004:

Net Debt as a Percentage of Market Value of Taxable Property

<u>Fiscal Year Ending</u>	<u>Net Bonded Indebtedness</u> ¹	<u>Estimated Market Value</u>	<u>Percentage</u>
2000	1,380,266,450	92,692,600,000	1.49%
2001	1,442,682,525	101,048,500,000	1.43%
2002	1,656,138,600	113,824,500,000	1.45%
2003 (est.)	1,716,049,675	128,475,900,000	1.34%
2004 (est.)	1,787,400,752	142,661,200,000	1.25%

¹ Beginning in FY 2002, the ratio includes outstanding Lease Revenue bonds for the Pennino and Herrity Buildings and outstanding Certificates of Participation for the South County Government Center in addition to General Obligation Bonds, Literary Loans and Special Revenue Bonds for Community Centers. In addition, sales of \$194.35 million for FY 2003 and \$209.24 million for FY 2004 have been included for projection purposes.

Debt Service Requirements as a Percentage of Combined General Fund Disbursements

<u>Fiscal Year Ending</u>	<u>Debt Service Requirements</u> ¹	<u>General Fund Disbursements</u>	<u>Percentage</u>
2000	176,060,037	2,000,540,810	8.8%
2001	184,300,168	2,152,979,627	8.6%
2002	200,992,359	2,294,527,776	8.8%
2003 (est.)	222,411,245	2,475,232,199	9.0%
2004 (est.)	220,868,116	2,577,297,381	8.6%

¹ Beginning in FY 2002, the ratio includes debt service on Lease Revenue bonds for the Pennino and Herrity Buildings and Certificates of Participation for the South County Government Center in addition to General Obligation Bonds, Literary Loans and Special Revenue Bonds for Community Centers.

Annual Bond Sales

<u>Fiscal Year Ending</u>	<u>Sales (millions)</u>	<u>Total for the Five-Year Period Ending FY 2004</u>
2000	\$171.60	-
2001	174.65	-
2002	198.00	-
2003 (est.) ¹	194.35	-
2004 (est.) ¹	209.24	947.84

¹ For projection purposes, sales of \$194.35 million for FY 2003 and \$209.24 million for FY 2004 have been included. Actual County and School bond sale amounts are based on the cash requirements for each project and municipal bond market conditions.

DEBT SERVICE FUNDS

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the *FY 2002 Carryover Review*, expenditures were increased \$9,194,217 to fund projected debt service requirements. Fund 200 was increased \$4,396,959 and Fund 201 was increased \$4,797,258.

FUND 200 COUNTY DEBT SERVICE

FUND STATEMENT

Fund Type G20, Debt Service Funds

Fund 200, County Debt Service

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance¹	\$1,523,397	\$42,400	\$4,439,359	\$771,331
Revenue:				
Miscellaneous Revenue	\$6,014	\$0	\$0	\$0
Bond Proceeds	1,148,964	100,000	100,000	100,000
Revenue from Fairfax City	23,897	20,000	20,000	20,000
Total Revenue	\$1,178,875	\$120,000	\$120,000	\$120,000
Transfers In:				
General Fund (001)	\$96,726,101	\$98,823,867	\$98,823,867	\$97,827,112
FCRHA Lease Revenue Bonds (001)	1,283,785	1,265,624	1,265,624	1,269,752
McLean Community Center (113)	115,838	110,550	110,550	105,188
Neighborhood Improvement (314)	0	100,000	100,000	0
Total Transfers In	\$98,125,724	\$100,300,041	\$100,300,041	\$99,202,052
Refunding Proceeds	\$0	\$0	\$0	\$0
Total Available	\$100,827,996	\$100,462,441	\$104,859,400	\$100,093,383
Expenditures:				
County General Obligation Bonds:				
Principal	\$56,366,845	\$56,050,047	\$59,450,047	\$56,345,240
Interest	29,825,090	26,947,814	29,982,314	27,116,767
Debt Service on Projected Sales ²	0	5,125,000	3,087,459	4,295,000
Subtotal County Debt Service	\$86,191,935	\$88,122,861	\$92,519,820	\$87,757,007
EDA Lease Revenue Bonds	8,774,046	8,776,410	8,776,410	8,776,290
South County COPS	0	2,069,996	2,069,996	2,068,146
FCRHA Lease Revenue Bonds	1,015,035	1,265,624	1,265,624	1,269,752
Small District Debt	115,838	110,550	110,550	105,188
Refunding Escrow Substitution	0	0	0	0
Cost of Issuance	286,266	100,000	100,000	100,000
Credit for Accrued Interest	0	0	0	0
Fiscal Agent Fees	5,517	17,000	17,000	17,000
Total Expenditures	\$96,388,637	\$100,462,441	\$104,859,400	\$100,093,383
Refunding Payment to Escrow	\$0	\$0	\$0	\$0
Total Disbursements	\$96,388,637	\$100,462,441	\$104,859,400	\$100,093,383

FUND 200 COUNTY DEBT SERVICE

FUND STATEMENT

Fund Type G20, Debt Service Funds

Fund 200, County Debt Service

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Ending Balance	\$4,439,359	\$0	\$0	\$0
Reserve for Arbitrage Rebate	0	0	0	0
Unreserved Ending Balance	\$4,439,359	\$0	\$0	\$0

¹ The FY 2004 Beginning Balance reflects the anticipated adjustments at the *FY 2003 Third Quarter* Review to address FY 2003 requirements. The FY 2003 Ending Balance after these changes will be \$771,331.

² The FY 2004 Advertised Budget Plan debt service on projected sales includes anticipated net savings in debt service of \$1,250,000 as a result of the 2003A Refunding Bond Sale to be held in February 2003. The actual results of the sale will be included in the FY 2004 Adopted Budget Plan.

**COUNTY OF FAIRFAX, VIRGINIA
SCHEDULE OF GENERAL OBLIGATIONS AND SPECIAL REVENUE BONDS FOR FY 2004
FUND 200 - COUNTY DEBT SERVICE**

SERIES	AMOUNT OF ISSUE: (BONDS PAYABLE)	INTEREST ON ISSUE: (INTEREST PAYABLE)	PRINCIPAL OUTSTANDING AS OF 6/30/03	INTEREST OUTSTANDING AS OF 6/30/03	PRINCIPAL DUE FY04	INTEREST DUE FY04	TOTAL DUE FY04	PRINCIPAL OUTSTANDING AS OF 6/30/04	INTEREST OUTSTANDING AS OF 6/30/04
<i>Series 1993B:</i>									
<i>Issued May 15, 1993; Final Payment on unrefunded portion FY 2005</i>									
Adult Detention 1993B	3,100,000	1,698,483	310,000	23,250	155,000	15,500	170,500	155,000	7,750
Human Service 1993B	3,300,000	1,808,063	330,000	24,750	165,000	16,500	181,500	165,000	8,250
Juvenile Detention 1993B	100,000	54,790	10,000	750	5,000	500	5,500	5,000	250
Library 1993B	5,800,000	3,177,807	580,000	43,500	290,000	29,000	319,000	290,000	14,500
Neighborhood 1993B	1,600,000	876,636	160,000	12,000	80,000	8,000	88,000	80,000	4,000
Parks 1993B	3,250,000	1,792,525	330,000	24,375	165,000	16,250	181,250	165,000	8,125
Public Safety 1993B	7,800,000	4,273,603	780,000	58,500	390,000	39,000	429,000	390,000	19,500
Storm Drainage 1993B	1,300,000	715,267	130,000	9,750	65,000	6,500	71,500	65,000	3,250
Transportation Imp 1993B	38,750,000	21,219,182	3,870,000	290,625	1,935,000	193,750	2,128,750	1,935,000	96,875
	65,000,000	35,616,356	6,500,000	487,500	3,250,000	325,000	3,575,000	3,250,000	162,500
<i>Series 1993C Refunding Bonds:</i>									
<i>Issued July 15, 1993; Final Payment FY 2012</i>									
Adult Detention Ref 1993C	5,497,800	2,931,956	2,886,034	721,853	350,891	150,572	501,463	2,535,302	571,281
Commercial Redev Ref 1993C	1,111,500	592,771	583,485	145,941	70,993	30,442	101,435	512,985	115,499
Correctional Camp Ref 1993C	3,188,400	1,700,381	1,673,833	418,637	203,467	87,324	290,791	1,470,094	331,313
Courthouse Ref 1993C	6,217,100	3,315,562	3,263,925	816,297	396,844	170,272	567,116	2,867,364	646,025
Health Facilities Ref 1993C	190,300	101,487	100,088	24,986	12,121	5,212	17,333	87,558	19,774
Human Services Ref 1993C	4,237,400	2,259,772	2,224,523	556,360	270,412	116,052	386,464	1,953,791	440,308
Jail/Work Release Ref 1993C	69,400	37,015	36,505	9,113	4,387	1,901	6,288	31,669	7,212
Library Ref 1993C	9,140,300	4,874,480	4,798,556	1,200,106	583,351	250,332	833,683	4,214,897	949,774
Neighborhood Imp Ref 1993C	15,428,100	8,227,729	8,099,288	2,025,682	984,672	422,539	1,407,211	7,114,578	1,603,143
Parks Ref 1993C	31,411,900	16,751,843	16,490,318	4,124,335	2,004,840	860,300	2,865,140	14,485,648	3,264,035
Prim & Sec Roads Ref 1993C	19,311,100	10,298,525	10,137,674	2,535,516	1,232,510	528,886	1,761,396	8,905,302	2,006,630
Public Safety Ref 1993C	6,003,800	3,201,826	3,151,701	788,295	383,226	164,432	547,658	2,768,962	623,863
Storm Drain Ref 1993C	2,501,400	1,334,004	1,313,292	328,434	159,629	68,509	228,138	1,153,354	259,925
Transit Ref 1993C	5,710,300	3,045,288	2,997,656	749,755	364,516	156,392	520,908	2,633,794	593,363
Transportation Ref 1993C	18,616,200	9,927,975	9,773,121	2,444,286	1,188,141	509,856	1,697,997	8,584,702	1,934,430
	128,635,000	68,600,614	67,530,000	16,889,597	8,210,000	3,523,021	11,733,021	59,320,000	13,366,576
<i>Series 1994A:</i>									
<i>Issued May 25, 1994; Final Payment FY 2005</i>									
Adult Detention 1994A	4,880,000	2,862,048	488,000	38,553	244,000	25,620	269,620	244,000	12,933
Commercial Redevel 1994A	100,000	58,649	9,900	791	5,000	526	5,526	4,900	265
Human Services 1994A	5,880,000	3,448,533	588,000	46,453	294,000	30,870	324,870	294,000	15,583
Juvenile Detention 1994A	110,000	64,514	11,000	870	5,500	578	6,078	5,500	292
Library 1994A	3,800,000	2,228,644	380,000	30,019	190,000	19,950	209,950	190,000	10,069
Neighborhood Imp 1994A	7,500,000	4,398,640	750,000	59,249	375,000	39,374	414,374	375,000	19,875
Parks 1994A	9,550,000	5,600,935	955,000	75,446	477,500	50,138	527,638	477,500	25,308
Public Safety 1994A	6,600,000	3,870,803	660,000	52,141	330,000	34,650	364,650	330,000	17,491
Storm Drainage 1994A	1,500,000	879,728	150,000	11,851	75,000	7,876	82,876	75,000	3,975
Transportation 1994A	41,680,000	24,444,706	4,168,000	329,273	2,084,000	218,820	2,302,820	2,084,000	110,453
	81,600,000	47,857,200	8,159,900	644,646	4,080,000	428,402	4,508,402	4,079,900	216,244

**COUNTY OF FAIRFAX, VIRGINIA
SCHEDULE OF GENERAL OBLIGATIONS AND SPECIAL REVENUE BONDS FOR FY 2004
FUND 200 - COUNTY DEBT SERVICE**

SERIES	AMOUNT OF ISSUE: (BONDS PAYABLE)	INTEREST ON ISSUE: (INTEREST PAYABLE)	PRINCIPAL OUTSTANDING AS OF 6/30/03	INTEREST OUTSTANDING AS OF 6/30/03	PRINCIPAL DUE FY04	INTEREST DUE FY04	TOTAL DUE FY04	PRINCIPAL OUTSTANDING AS OF 6/30/04	INTEREST OUTSTANDING AS OF 6/30/04
Series 1995A:									
<i>Issued May 24, 1995; Years 2008-2015 refunded by 2002A; Final Payment FY 2007</i>									
Adult Detention 1995A	650,000	374,586	240,180	29,962	60,045	11,949	71,994	180,135	18,013
Commercial Redev. 1995A	720,000	417,721	128,720	16,058	32,180	6,404	38,584	96,540	9,654
Human Services 1995A	700,000	406,118	328,220	40,945	82,055	16,329	98,384	246,165	24,616
Juvenile Detention 1995A	1,200,000	696,202	144,120	17,979	36,030	7,170	43,200	108,090	10,809
Library 1995A	1,640,000	951,476	697,100	86,963	174,275	34,681	208,956	522,825	52,282
Neighborhood Imp. 1995A	3,420,000	1,984,175	684,480	85,389	171,120	34,052	205,172	513,360	51,337
Parks 1995A	3,630,000	2,103,696	3,551,060	442,996	887,765	176,665	1,064,430	2,663,295	266,331
Public Safety 1995A	3,760,000	2,181,432	752,520	93,877	188,130	37,438	225,568	564,390	56,439
Storm Drainage 1995A	3,490,000	2,022,263	725,140	90,461	181,285	36,076	217,361	543,855	54,385
Transportation 1995A	17,750,000	10,295,669	140,100	17,477	35,025	6,970	41,995	105,075	10,507
	36,960,000	21,433,337	7,391,640	922,107	1,847,910	367,734	2,215,644	5,543,730	554,373
Series 1996 A									
<i>Issued May 22, 1996; Final Payment FY 2016</i>									
Adult Detention 1996A	23,240,000	13,048,626	15,102,464	5,669,536	1,162,509	790,542	1,953,051	13,939,955	4,878,994
Commercial Redev. 1996A	940,000	527,782	610,896	229,317	47,021	31,976	78,997	563,875	197,341
Human Services 1996A	1,110,000	623,236	721,404	270,792	55,524	37,758	93,282	665,880	233,034
Juvenile Detention 1996A	1,450,000	814,134	942,342	353,735	72,532	49,324	121,856	869,810	304,411
Library 1997A	290,000	162,829.02	188,476	70,749	14,506	9,864	24,370	173,970	60,885
Neighborhood Imp. 1996A	3,030,000	1,701,264	1,968,936	739,188	151,566	103,070	254,636	1,817,370	636,118
Parks 1996A	5,070,000	2,846,667	3,294,756	1,236,857	253,611	172,464	426,075	3,041,145	1,064,393
Public Safety 1996A	3,720,000	2,088,681	2,417,376	907,518	186,081	126,542	312,623	2,231,295	780,976
Storm Drain, 1996A	250,000	140,371	162,480	60,991	12,505	8,504	21,009	149,975	52,487
Transportation 1996A	11,150,000	6,260,422	7,245,669	2,720,110	557,744	379,284	937,028	6,687,925	2,340,826
	50,250,000	28,214,014	32,654,799	12,258,794	2,513,599	1,709,328	4,222,927	30,141,200	10,549,466
Series 1997A									
<i>Issued May 28, 1997; Final Payment FY 2017</i>									
Adult Detention 1997A	28,000,000	15,376,394	19,600,000	7,603,750	1,400,000	1,015,000	2,415,000	18,200,000	6,588,750
Commercial Redev. 1997A	600,000	329,494	420,000	162,938	30,000	21,750	51,750	390,000	141,188
Human Services Fac 1997A	800,000	439,326	560,000	217,250	40,000	29,000	69,000	520,000	188,250
Juvenile Detention 1997A	5,650,000	3,102,737	3,955,000	1,535,016	282,500	204,812	487,312	3,672,500	1,330,204
Library 1997A	1,600,000	878,651	1,120,000	434,500	80,000	58,000	138,000	1,040,000	376,500
Neighborhood Imp. 1997A	1,250,000	686,446	875,000	339,453	62,500	45,312	107,812	812,500	294,141
Parks 1997A	7,200,000	3,953,930	5,040,000	1,955,250	360,000	261,000	621,000	4,680,000	1,694,250
Public Safety 1997A	9,300,000	5,107,160	6,510,000	2,525,531	465,000	337,126	802,126	6,045,000	2,188,405
Storm Drainage 1997A	2,500,000	1,372,892	1,750,000	678,906	125,000	90,626	215,626	1,625,000	588,280
Transit 1997A	640,000	351,460	448,000	173,800	32,000	23,200	55,200	416,000	150,600
Transportation 1997A	11,460,000	6,293,389	8,022,000	3,112,106	573,000	415,426	988,426	7,449,000	2,696,680
	69,000,000	37,891,879	48,300,000	18,738,500	3,450,000	2,501,252	5,951,252	44,850,000	16,237,248

COUNTY OF FAIRFAX, VIRGINIA
SCHEDULE OF GENERAL OBLIGATIONS AND SPECIAL REVENUE BONDS FOR FY 2004
FUND 200 - COUNTY DEBT SERVICE

SERIES	AMOUNT OF ISSUE: (BONDS PAYABLE)	INTEREST ON ISSUE: (INTEREST PAYABLE)	PRINCIPAL OUTSTANDING AS OF 6/30/03	INTEREST OUTSTANDING AS OF 6/30/03	PRINCIPAL DUE FY04	INTEREST DUE FY04	TOTAL DUE FY04	PRINCIPAL OUTSTANDING AS OF 6/30/04	INTEREST OUTSTANDING AS OF 6/30/04
Series 1998A									
<i>Issued May 15, 1998; Final Payment FY 2018</i>									
Adult Detention 1998A	10,000,000	5,151,000	7,500,000	2,980,000	500,000	366,250	866,250	7,000,000	2,613,750
Commercial Redev. 1998A	700,000	360,570	525,000	208,600	35,000	25,638	60,638	490,000	182,962
Human Services Fac. 1998A	1,100,000	566,610	825,000	327,800	55,000	40,288	95,288	770,000	287,512
Juvenile Detention 1998A	2,700,000	1,390,770	2,025,000	804,600	135,000	98,888	233,888	1,890,000	705,712
Library 1998A	3,500,000	1,802,850	2,625,000	1,043,000	175,000	128,188	303,188	2,450,000	914,812
Neighborhood Imp. 1998A	150,000	77,265	112,500	44,700	7,500	5,494	12,994	105,000	39,206
Parks 1998A	3,000,000	1,545,300	2,250,000	894,000	150,000	109,876	259,876	2,100,000	784,124
Public Safety 1998A	5,100,000	2,627,010	3,825,000	1,519,800	255,000	186,788	441,788	3,570,000	1,333,012
Transit Fac. 1998A	8,460,000	4,357,746	6,345,000	2,521,080	423,000	309,848	732,848	5,922,000	2,211,232
Transportation 1998A	14,000,000	7,211,400	10,500,000	4,172,000	700,000	512,750	1,212,750	9,800,000	3,659,250
	48,710,000	25,090,521	36,532,500	14,515,580	2,435,500	1,784,008	4,219,508	34,097,000	12,731,572
Series 1999A - Refunding Portion									
<i>Issued Apr 1, 1999; Final Payment FY 2014</i>									
Adult Detention 1999A Refunding	3,515,400	1,561,301	3,151,900	919,347	59,200	143,850	203,050	3,092,700	775,497
Commercial & Redev. 1999A Refunding	46,100	20,474	41,400	12,056	800	1,886	2,686	40,600	10,170
Correctional Camp 1999A Refunding	142,700	63,378	127,900	37,319	2,400	5,840	8,240	125,500	31,479
Human Services 1999A Refunding	4,057,700	1,802,154	3,638,000	1,061,170	68,300	166,040	234,340	3,569,700	895,130
Jail/Work Release 1999A Refunding	279,500	124,135	250,600	73,095	4,700	11,438	16,138	245,900	61,657
Juvenile Detention 1999A Refunding	91,600	40,682	82,000	23,955	1,500	3,748	5,248	80,500	20,207
Library 1999A Refunding	4,611,600	2,048,158	4,134,600	1,206,026	77,700	188,706	266,406	4,056,900	1,017,320
Neighborhood Imp. 1999A Refunding	5,386,300	2,392,227	4,829,200	1,408,625	90,700	220,406	311,106	4,738,500	1,188,219
Parks & Park Facilities 1999A Refunding	8,011,900	3,558,340	7,183,200	2,095,272	135,000	327,844	462,844	7,048,200	1,767,428
Prim & Sec Roads 1999A Refunding	5,022,100	2,230,474	4,502,700	1,313,380	84,600	205,502	290,102	4,418,100	1,107,878
Public Safety 1999A Refunding	6,806,500	3,022,983	6,102,400	1,780,036	114,700	278,520	393,220	5,987,700	1,501,516
Storm Drainage 1999A Refunding	2,161,800	960,124	1,938,200	565,354	36,400	88,460	124,860	1,901,800	476,894
Transit 1999A Refunding	862,500	383,064	773,200	225,561	14,500	35,294	49,794	758,700	190,267
Transportation 1999A Refunding	35,047,800	15,565,843	31,422,500	9,165,701	590,400	1,434,144	2,024,544	30,832,100	7,731,557
	76,043,500	33,773,337	68,177,800	19,886,896	1,280,900	3,111,678	4,392,578	66,896,900	16,775,218
Series 1999A - New Money Portion									
<i>Issued Apr 1, 1999; Final Payment FY 2019</i>									
Adult Detention 1999A	3,870,000	1,912,062	3,096,000	1,220,743	193,500	143,916	337,416	2,902,500	1,076,827
Commercial & Redev. 1999A	1,500,000	741,109	1,200,000	473,156	75,000	55,782	130,782	1,125,000	417,374
Human Services 1999A	3,740,000	1,847,833	2,992,000	1,179,736	187,000	139,082	326,082	2,805,000	1,040,654
Jail/Work Release 1999A	475,000	234,685	380,000	149,833	23,750	17,664	41,414	356,250	132,169
Neighborhood Imp. 1999A	2,950,000	1,457,515	2,360,000	930,541	147,500	109,704	257,204	2,212,500	820,837
Parks & Park Facilities 1999A	12,130,000	5,993,104	9,704,000	3,826,257	606,500	451,084	1,057,584	9,097,500	3,375,173
Public Safety 1999A	2,830,000	1,398,226	2,264,000	892,688	141,500	105,240	246,740	2,122,500	787,448
Transportation 1999A	26,705,000	13,194,217	21,364,000	8,423,758	1,335,250	993,092	2,328,342	20,028,750	7,430,666
	54,200,000	26,778,752	43,360,000	17,096,712	2,710,000	2,015,564	4,725,564	40,650,000	15,081,148
Series 1999B									
<i>Issued Dec 1, 1999; Final Payment FY 2020</i>									
Neighborhood Improvements	2,100,000	1,186,080	1,785,000	824,407	105,000	92,873	197,873	1,680,000	731,534
Parks and Park Facilities	1,500,000	847,200	1,275,000	588,862	75,000	66,338	141,338	1,200,000	522,524
	3,600,000	2,033,280	3,060,000	1,413,269	180,000	159,211	339,211	2,880,000	1,254,058

COUNTY OF FAIRFAX, VIRGINIA
SCHEDULE OF GENERAL OBLIGATIONS AND SPECIAL REVENUE BONDS FOR FY 2004
FUND 200 - COUNTY DEBT SERVICE

SERIES	AMOUNT OF ISSUE: (BONDS PAYABLE)	INTEREST ON ISSUE: (INTEREST PAYABLE)	PRINCIPAL OUTSTANDING AS OF 6/30/03	INTEREST OUTSTANDING AS OF 6/30/03	PRINCIPAL DUE FY04	INTEREST DUE FY04	TOTAL DUE FY04	PRINCIPAL OUTSTANDING AS OF 6/30/04	INTEREST OUTSTANDING AS OF 6/30/04
Series 2000A									
<i>Issued April 1, 2000; Final Payment FY 2020</i>									
Parks & Park Facilities	12,000,000	6,664,325	10,200,000	4,768,650	600,000	532,950	1,132,950	9,600,000	4,235,700
Transportation Improvement & Facilities	8,700,000	4,831,636	7,395,000	3,457,271	435,000	386,388	821,388	6,960,000	3,070,883
Public Library Facilities	5,600,000	3,110,018	4,760,000	2,225,370	280,000	248,710	528,710	4,480,000	1,976,660
Public Safety Facilities	4,000,000	2,221,442	3,400,000	1,589,550	200,000	177,650	377,650	3,200,000	1,411,900
Adult Detention Facilities	4,000,000	2,221,442	3,400,000	1,589,550	200,000	177,650	377,650	3,200,000	1,411,900
Neighborhood Improvements	1,500,000	833,041	1,275,000	596,081	75,000	66,618	141,618	1,200,000	529,463
Commercial & Redevelopment Area Improv.	1,500,000	833,041	1,275,000	596,081	75,000	66,618	141,618	1,200,000	529,463
Human Services Facilities	700,000	388,752	595,000	278,171	35,000	31,088	66,088	560,000	247,083
	38,000,000	21,103,696	32,300,000	15,100,725	1,900,000	1,687,672	3,587,672	30,400,000	13,413,053
Series 2000B									
<i>Issued Dec. 1, 2000; Final Payment FY2021</i>									
Parks & Parks Facilities	2,250,000	1,143,059	2,020,000	880,056	115,000	94,391	209,391	1,905,000	785,665
	2,250,000	1,143,059	2,020,000	880,056	115,000	94,391	209,391	1,905,000	785,665
Series 2001A - New Money Portion									
<i>Issued June 1, 2001; Final Payment FY2021</i>									
Transportation Improvement & Facilities	24,000,000	11,686,500	21,600,000	9,562,500	1,200,000	990,000	2,190,000	20,400,000	8,572,500
Public Safety Facilities	11,000,000	5,356,313	9,900,000	4,382,813	550,000	453,750	1,003,750	9,350,000	3,929,063
Neighborhood Improvement Program	1,800,000	876,488	1,620,000	717,188	90,000	74,250	164,250	1,530,000	642,938
Parks & Park Facilities	5,600,000	2,726,850	5,040,000	2,231,250	280,000	231,000	511,000	4,760,000	2,000,250
	42,400,000	20,646,150	38,160,000	16,893,750	2,120,000	1,749,000	3,869,000	36,040,000	15,144,750
Series 2001A - Refunding Portion									
<i>Issued June 1, 2001; Final Payment FY2010</i>									
Transportation Improv. & Fac. - Ref 2001A	14,377,446	3,364,717	14,267,140	2,071,801	2,973,631	643,128	3,616,759	11,293,509	1,428,673
Parks and Park Facilities - Ref 2001A	18,914,384	4,426,485	18,769,270	2,725,577	3,911,988	846,074	4,758,062	14,857,282	1,879,503
Prim & Sec Roads - Ref 2001A	29,706,045	6,952,030	29,478,135	4,280,664	6,143,985	1,328,804	7,472,789	23,334,150	2,951,860
Correctional Camp Ref 2001A	324,954	76,048	322,461	46,826	67,209	14,536	81,745	255,252	32,290
Public Library Facilities - Ref 2001A	1,108,051	259,314	1,099,550	159,671	229,174	49,566	278,740	870,376	110,105
Transit Fac. - Ref 2001A	2,569,363	601,302	2,549,651	370,247	531,411	114,932	646,343	2,018,240	255,315
Storm Drainage - Ref 2001A	2,709,805	634,169	2,689,015	390,485	560,458	121,214	681,672	2,128,557	269,271
Adult Detention - Ref 2001A	195,251	45,694	193,753	28,136	40,383	8,734	49,117	153,370	19,402
Juvenile Detention - Ref 2001A	130,120	30,452	129,122	18,750	26,912	5,820	32,732	102,210	12,930
Neighborhood Improv. - Ref 2001A	4,569,430	1,069,372	4,534,374	658,459	945,078	204,398	1,149,476	3,589,296	454,061
Human Services - Ref 2001A	391,479	91,617	388,475	56,412	80,968	17,512	98,480	307,507	38,900
Public Safety Fac. - Ref 2001A	3,214,667	752,321	3,190,005	463,236	664,877	143,798	808,675	2,525,128	319,438
Jail & Work Rel. - Ref 2001A	3,153,304	737,960	3,129,112	454,394	652,185	141,052	793,237	2,476,927	313,342
Commercial & Redev. - Ref 2001A	873,470	204,416	866,769	125,868	180,656	39,072	219,728	686,113	86,796
	82,237,769	19,245,896	81,606,832	11,850,526	17,008,915	3,678,640	20,687,555	64,597,917	8,171,886
Series 2002A - New Money Portion									
<i>Issued June 1, 2002; Final Payment FY2022</i>									
Neighborhood	525,000	256,627	498,750	233,199	26,250	22,706	48,956	472,500	210,493
Parks	10,250,000	5,010,328	9,737,500	4,552,922	512,500	443,312	955,812	9,225,000	4,109,610
Public Safety	27,000,000	13,197,938	25,650,000	11,993,062	1,350,000	1,167,750	2,517,750	24,300,000	10,825,312
Transportation	26,375,000	12,892,430	25,056,250	11,715,446	1,318,750	1,140,718	2,459,468	23,737,500	10,574,728
Library	3,850,000	1,881,928	3,657,500	1,710,122	192,500	166,512	359,012	3,465,000	1,543,610
	68,000,000	33,239,251	64,600,000	30,204,751	3,400,000	2,940,998	6,340,998	61,200,000	27,263,753

**COUNTY OF FAIRFAX, VIRGINIA
SCHEDULE OF GENERAL OBLIGATIONS AND SPECIAL REVENUE BONDS FOR FY 2004
FUND 200 - COUNTY DEBT SERVICE**

SERIES	AMOUNT OF ISSUE: (BONDS PAYABLE)	INTEREST ON ISSUE: (INTEREST PAYABLE)	PRINCIPAL OUTSTANDING AS OF 6/30/03	INTEREST OUTSTANDING AS OF 6/30/03	PRINCIPAL DUE FY04	INTEREST DUE FY04	TOTAL DUE FY04	PRINCIPAL OUTSTANDING AS OF 6/30/04	INTEREST OUTSTANDING AS OF 6/30/04
<i>Series 2002A - Refunding Portion</i>									
<i>Issued June 1, 2002; Final Payment FY2015</i>									
Transportation Improv. & Fac. - Ref 2002A	7,307,936	3,017,737	7,284,852	2,690,401	23,972	326,700	350,672	7,260,880	2,363,701
Parks and Park Facilities - Ref 2002A	4,120,596	989,845	3,495,203	819,215	435,721	153,430	589,151	3,059,482	665,785
Prim & Sec Roads - Ref 2002A	4,222,252	599,229	3,224,323	432,519	692,680	139,268	831,948	2,531,643	293,251
Correctional Camp Ref 2002A	111,570	15,834	85,202	11,428	18,305	3,680	21,985	66,897	7,748
Library Facilities - Ref 2002A	1,057,032	333,010	964,656	287,690	64,854	42,780	107,634	899,802	244,910
Transit Fac. - Ref 2002A	918,326	130,330	701,280	94,072	150,656	30,290	180,946	550,624	63,782
Storm Drainage - Ref 2002A	2,225,417	705,257	2,034,508	609,763	134,075	90,246	224,321	1,900,433	519,517
Adult Detention - Ref 2002A	267,615	110,509	266,770	98,523	878	11,964	12,842	265,892	86,559
Juvenile Detention - Ref 2002A	494,058	204,015	492,497	181,885	1,621	22,086	23,707	490,876	159,799
Neighborhood Improv. - Ref 2002A	2,298,386	707,802	2,083,510	609,578	150,680	92,314	242,994	1,932,830	517,264
Human Services - Ref 2002A	288,200	119,010	287,290	106,100	945	12,884	13,829	286,345	93,216
Public Safety Fac. - Ref 2002A	2,209,455	733,119	2,048,241	637,665	113,585	91,022	204,607	1,934,656	546,643
Jail & Work Rel. - Ref 2002A	332,037	47,123	253,560	34,013	54,472	10,952	65,424	199,088	23,061
Commercial & Redev. - Ref 2002A	296,435	122,411	295,499	109,133	972	13,252	14,224	294,527	95,881
	26,149,315	7,835,231	23,517,391	6,721,985	1,843,416	1,040,868	2,884,284	21,673,975	5,681,117
Total Current GO Debt - County	1,128,728,284	556,892,911	563,870,862	184,505,394	56,345,240	27,116,767	83,462,007	507,525,622	157,388,627
Projected GO Sales									
Spring 2003 Refunding (FY 2003)*	TBD	TBD	TBD	TBD	TBD	(1,250,000)	(1,250,000)	TBD	TBD
Spring 2003 Bond Sale (FY 2003)	55,450,000	29,111,250	55,450,000	29,111,250	2,772,500	2,772,500	5,545,000	52,677,500	26,338,750
Fall 2003 Bond Sale (FY 2004)	-	-	-	-	-	-	-	0	-
Total Projected GO Sales	55,450,000	29,111,250	55,450,000	29,111,250	2,772,500	1,522,500	4,295,000	52,677,500	26,338,750
Special Assessment Bonds									
McLean Community Center Issued July 1, 1988; Final Payment FY 2008	1,500,000	1,115,513	450,000	99,206	75,000	30,188	105,188	375,000	69,018

**COUNTY OF FAIRFAX, VIRGINIA
SCHEDULE OF GENERAL OBLIGATIONS AND SPECIAL REVENUE BONDS FOR FY 2004
FUND 200 - COUNTY DEBT SERVICE**

SERIES	AMOUNT OF ISSUE: (BONDS PAYABLE)	INTEREST ON ISSUE: (INTEREST PAYABLE)	PRINCIPAL OUTSTANDING AS OF 6/30/03	INTEREST OUTSTANDING AS OF 6/30/03	PRINCIPAL DUE FY04	INTEREST DUE FY04	TOTAL DUE FY04	PRINCIPAL OUTSTANDING AS OF 6/30/04	INTEREST OUTSTANDING AS OF 6/30/04
Lease Revenue Bonds									
EDA Lease Revenue Bonds (B2/B3) <i>Issued March 1, 1994; Final Payment FY 2019</i>	116,965,000	101,665,849	92,150,000	48,248,490	3,745,000	5,031,290	8,776,290	88,405,000	43,217,200
South County Government Center COPs <i>Issued November 1, 2000; Final Payment FY 2032</i>	29,000,000	33,156,231	28,625,000	31,461,235	395,000	1,673,146	2,068,146	28,230,000	29,788,089
FCRHA Lease Revenue Bonds Mott/Gum Springs Centers, Series 1996 <i>Issued September 15, 1996, Final Payment June 1, 2017</i>	6,390,000	4,483,378	5,100,000	2,340,808	255,000	278,532	533,532	4,845,000	2,062,276
Baileys Community Center, Series 1998 <i>Issued December 1, 1998, Final Payment June 1, 2018</i>	5,500,000	2,756,696	4,405,000	1,784,333	220,000	195,642	415,642	4,185,000	1,588,691
Adult Day Care Center, Series 1999 <i>Issued May 27, 1999, Final Payment May 1, 2029</i>	1,000,000	1,038,776	965,000	834,848	20,000	50,578	70,578	945,000	784,270
Total Current Lease Revenue Bonds	158,855,000	143,100,931	131,245,000	84,669,713	4,635,000	7,229,188	11,864,188	126,610,000	77,440,525
Projected Lease Revenue Bond Sale	2,500,000	1,312,500	2,500,000	1,312,500	125,000	125,000	250,000	2,375,000	1,187,500
Total County Debt Service	1,347,033,284	731,533,104	753,515,862	299,698,062	63,952,740	36,023,643	99,976,383	689,563,122	262,424,419

* Anticipated debt service savings of \$1,250,000 as a result of the 2003A Refunding Bond Sale to be held in February, 2003. The actual results of the sale will be included in the FY 2004 Adopted Budget Plan.

FUND 201 SCHOOL DEBT SERVICE

FUND STATEMENT

Fund Type G20, Debt Service Funds

Fund 201, School Debt Service

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$2,555,156	\$43,137	\$4,840,395	\$0
Revenues:				
Bond Proceeds	\$2,196,549	\$200,000	\$200,000	\$200,000
Total Revenues	\$2,196,549	\$200,000	\$200,000	\$200,000
Transfers In:				
School Operating (090)	\$0	\$0	\$0	\$0
General Fund (001)	105,528,408	113,604,781	113,604,781	120,896,733
Total Transfers In	\$105,528,408	\$113,604,781	\$113,604,781	\$120,896,733
Refunding Proceeds	\$0	\$0	\$0	\$0
Total Available	\$110,280,113	\$113,847,918	\$118,645,176	\$121,096,733
Expenditures:				
Principal:				
General Obligation Bonds	\$64,088,155	\$63,644,953	\$70,144,953	\$67,069,758
Literary Fund Loans	88,925	88,925	88,925	71,425
Subtotal Principal	\$64,177,080	\$63,733,878	\$70,233,878	\$67,141,183
Interest:				
General Obligation Bonds	\$40,704,350	\$37,463,208	\$43,264,458	\$39,727,427
Literary Fund Loans	14,075	11,099	11,099	8,123
Subtotal Interest	\$40,718,425	\$37,474,307	\$43,275,557	\$39,735,550
Debt Service on Projected Sales ¹	\$0	\$12,434,733	\$4,930,741	\$14,015,000
Subtotal School Debt Service	\$104,895,505	\$113,642,918	\$118,440,176	\$120,891,733
Refunding Escrow	\$0	\$0	\$0	\$0
Cost of Issuance	\$543,726	200,000	200,000	200,000
Credit for Accrued Interest	0	0	0	0
Fiscal Agent Fees	487	5,000	5,000	5,000
Total Expenditures	\$105,439,718	\$113,847,918	\$118,645,176	\$121,096,733
Refunding Payment to Escrow	\$0	\$0	\$0	\$0
Total Disbursements	\$105,439,718	\$113,847,918	\$118,645,176	\$121,096,733
Ending Balance	\$4,840,395	\$0	\$0	\$0
Reserve for Future School Debt Service	0	0	0	0
Unreserved Ending Balance	\$4,840,395	\$0	\$0	\$0

¹ The FY 2004 Advertised Budget Plan debt service on projected sales includes anticipated net savings in debt service of \$1,250,000 as a result of the 2003A Refunding Bond Sale to be held in February 2003. The actual results of the sale will be included in the FY 2004 Adopted Budget Plan.

**COUNTY OF FAIRFAX, VIRGINIA
SCHEDULE OF GENERAL OBLIGATIONS AND LITERARY LOANS FOR FY 2004
FUND 201 - SCHOOLS DEBT SERVICE**

SERIES	AMOUNT OF ISSUE: (BONDS PAYABLE)	INTEREST ON ISSUE: (INTEREST PAYABLE)	PRINCIPAL OUTSTANDING AS OF 6/30/03	INTEREST OUTSTANDING AS OF 6/30/03	PRINCIPAL DUE FY04	INTEREST DUE FY04	TOTAL DUE FY04	PRINCIPAL OUTSTANDING AS OF 6/30/04	INTEREST OUTSTANDING AS OF 6/30/04
1993B <i>Issued May 15, 1993; Final Payment on unrefunded portion FY 2005</i>	38,000,000	20,820,116	3,800,000	285,000	1,900,000	190,000	2,090,000	1,900,000	95,000
1993C Refunding Bonds <i>Refunding Bonds Issued July 15, 1993; Final Payment FY 2012</i>	124,410,000	66,345,487	65,315,000	16,332,275	7,945,000	3,407,422	11,352,422	57,370,000	12,924,853
1994A <i>Issued May 25, 1994; Final Payment FY 2005</i>	76,500,000	44,866,124	7,650,100	604,344	3,825,000	401,623	4,226,623	3,825,100	202,721
1995A <i>Issued May 15, 1995; Yrs 2008-2015 Refunded by 2002A; Final Payment FY 2007</i>	63,000,000	36,547,617	12,608,360	1,572,893	3,152,090	627,266	3,779,356	9,456,270	945,627
1996A <i>Issued May 15, 1996; Final Payment FY 2016</i>	63,900,000	35,878,111	41,525,201	15,588,788	3,196,400	2,173,652	5,370,052	38,328,801	13,415,136
1997A <i>Issued May 15, 1997; Final Payment FY 2017</i>	75,000,000	41,186,771	52,500,000	20,367,188	3,750,000	2,718,750	6,468,750	48,750,000	17,648,438
1997B <i>Issued Dec. 1, 1997; Final Payment FY 2018</i>	60,000,000	30,675,000	45,000,000	16,687,500	3,000,000	2,107,500	5,107,500	42,000,000	14,580,000
1998A <i>Issued May 15, 1998; Final Payment FY 2018</i>	27,290,000	14,057,079	20,467,500	8,132,420	1,364,500	999,496	2,363,996	19,103,000	7,132,924
1999A Refunding portion <i>Issued Apr 1, 1999; Final Payment FY 2014</i>	63,171,500	28,056,472	56,637,200	16,520,610	1,064,100	2,584,956	3,649,056	55,573,100	13,935,654
1999A New Money Portion <i>Issued Apr 1, 1999; Final Payment FY 2019</i>	100,000,000	49,407,292	80,000,000	31,543,750	5,000,000	3,718,750	8,718,750	75,000,000	27,825,000
1999B <i>Issued Dec. 1, 1999; Final Payment FY 2020</i>	80,000,000	45,184,000	68,000,000	31,406,000	4,000,000	3,538,000	7,538,000	64,000,000	27,868,000
2000A <i>Issued Apr 1, 2000; Final Payment FY 2020</i>	50,000,000	27,768,021	42,500,000	19,869,375	2,500,000	2,220,624	4,720,624	40,000,000	17,648,751
2000B <i>Issued Dec 1, 2000; Final Payment FY 2021</i>	50,000,000	25,685,000	45,000,000	19,833,437	2,500,000	2,105,624	4,605,624	42,500,000	17,727,813

COUNTY OF FAIRFAX, VIRGINIA
SCHEDULE OF GENERAL OBLIGATIONS AND LITERARY LOANS FOR FY 2004
FUND 201 - SCHOOLS DEBT SERVICE

SERIES	AMOUNT OF ISSUE: (BONDS PAYABLE)	INTEREST ON ISSUE: (INTEREST PAYABLE)	PRINCIPAL OUTSTANDING AS OF 6/30/03	INTEREST OUTSTANDING AS OF 6/30/03	PRINCIPAL DUE FY04	INTEREST DUE FY04	TOTAL DUE FY04	PRINCIPAL OUTSTANDING AS OF 6/30/04	INTEREST OUTSTANDING AS OF 6/30/04
2001A New Money Portion <i>Issued Jun 1, 2001; Final Payment FY 2021</i>	80,000,000	38,955,000	72,000,000	31,875,000	4,000,000	3,300,000	7,300,000	68,000,000	28,575,000
2001A Refunding Portion <i>Issued Jun 1, 2001; Final Payment FY 2010</i>	57,227,231	13,392,741	56,788,168	8,246,486	11,836,085	2,559,874	14,395,959	44,952,083	5,686,612
2002A New Money <i>Issued June 1, 2002; Final Payment FY 2022</i>	130,000,000	63,545,625	123,500,000	57,744,375	6,500,000	5,622,500	12,122,500	117,000,000	52,121,875
2002A Refunding <i>Issued June 1, 2002; Final Payment FY 2015</i>	34,785,685	11,966,515	32,612,609	10,455,367	1,536,583	1,451,390	2,987,973	31,076,026	9,003,977
Total Current GO Bonds - Schools	1,173,284,416	594,336,970	825,904,138	307,064,808	67,069,758	39,727,427	106,797,185	758,834,380	267,337,381
Projected Sales									
Spring 2003 Refunding (FY 2003)*	TBD	TBD	TBD	TBD	TBD	(1,250,000)	(1,250,000)	TBD	TBD
Spring 2003 Bond Sale (FY 2003)	136,400,000	71,610,000	136,400,000	71,610,000	6,820,000	6,820,000	13,640,000	129,580,000	64,790,000
Fall 2003 Bond Sale (FY 2004)	65,000,000	34,125,000	-	-	0	1,625,000	1,625,000	65,000,000	32,500,000
Total Projected Sales	201,400,000	105,735,000	136,400,000	71,610,000	6,820,000	7,195,000	14,015,000	194,580,000	97,290,000
Science Lab. #1	1,274,213	433,861	191,175	12,396	63,725	6,198	69,923	127,450	6,198
Science Lab. #2	148,245	80,562	38,500	5,775	7,700	1,925	9,625	30,800	3,850
Total Literary Loans-Schools	1,422,458	514,423	229,675	18,171	71,425	8,123	79,548	158,250	10,048
Total School Debt Service	1,376,106,874	700,586,394	962,533,813	378,692,980	73,961,183	46,930,550	120,891,733	953,572,630	364,637,430
TOTAL FUNDS 200 & 201	2,129,622,736	764,539,134	1,716,049,675	678,391,042	137,913,923	82,954,193	220,868,116	1,643,135,752	627,061,849

* Anticipated debt service savings of \$1,250,000 as a result of the 2003A Refunding Bond Sale to be held in February, 2003. The actual results of the sale will be included in the FY 2004 Adopted Budget Plan.



1742

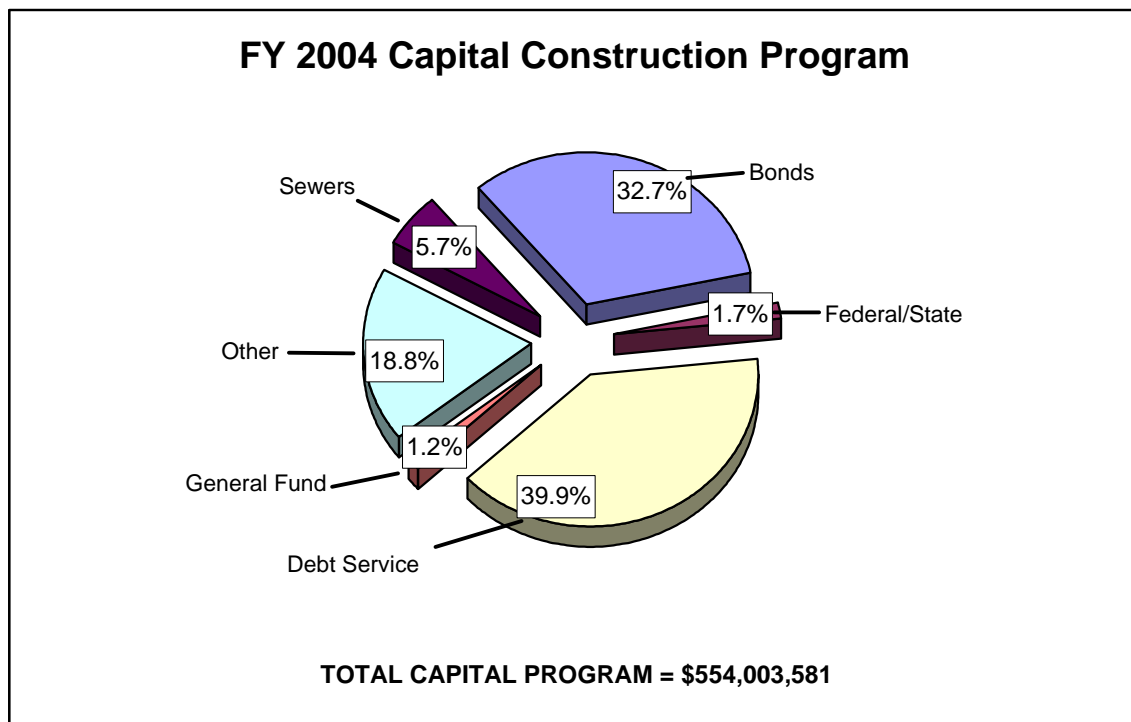
CAPITAL PROJECTS OVERVIEW

Summary of Capital Construction Program

The Capital Construction Program of Fairfax County is organized to meet the existing and anticipated future needs of the citizens of the County and to enable the County government to provide necessary services. The Capital Construction Program (other than sanitary sewer construction and resource recovery projects) is primarily financed through transfers from the General Fund and the sale of General Obligation bonds. Supplementing the General Fund and General Obligation bond monies are additional funding sources including Federal and State grants, contributions, and tax revenues from special revenue districts.

The Fairfax County Capital Construction Program includes: School construction of both new and renovated school facilities, park facilities, primary and secondary roadways, libraries, trails/sidewalks, fire stations, government centers with police substations, storm drainage infrastructure, streetlight installations, and the renovation/maintenance of County facilities. In addition, the Capital Construction Program includes the construction of housing units to provide affordable housing opportunities to citizens, neighborhood improvements to older County neighborhoods, and commercial revitalization initiatives for specific commercial centers identified throughout the County.

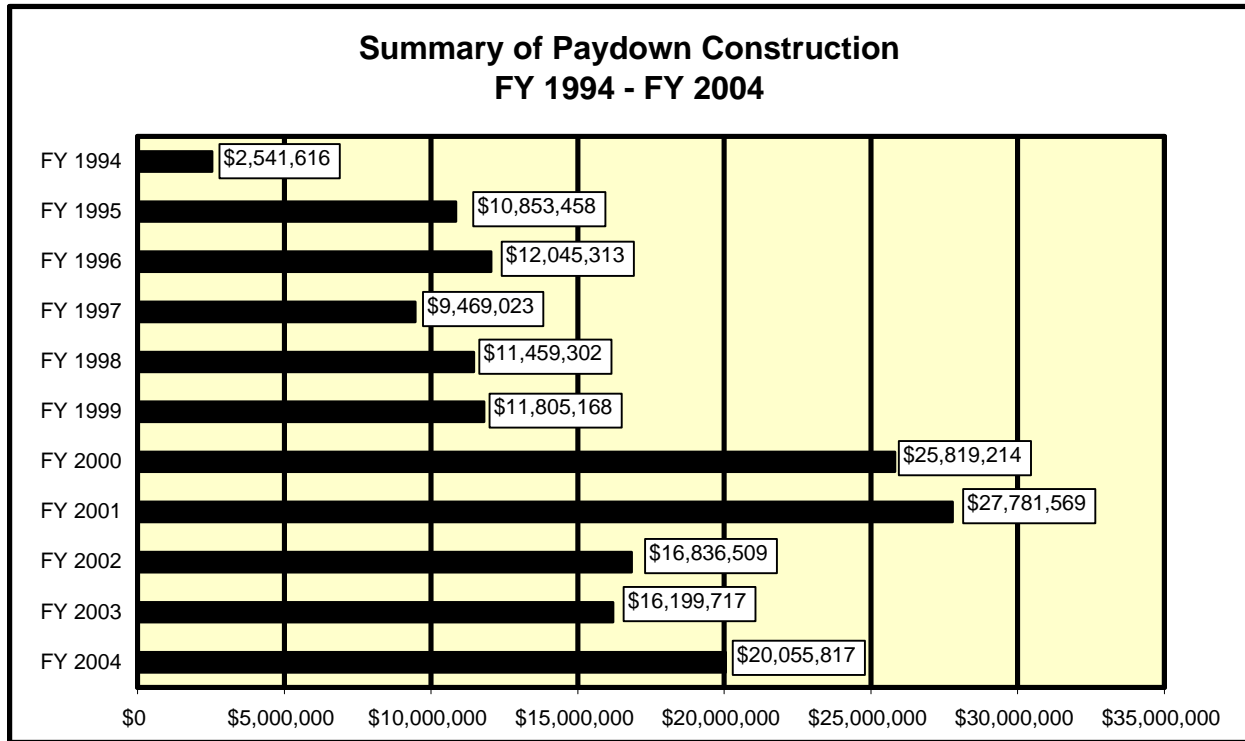
Funding in the amount of \$554,003,581 is included in FY 2004 for the County's Capital Construction Program. Of this amount, \$221,190,116 is included for debt service and \$332,813,465 is included for capital expenditures. The source of funding for capital expenditures includes: \$6,393,041 in General Fund monies, \$181,140,532 in General Obligation Bonds, \$31,534,000 in sewer system revenues, and \$113,745,892 in financing from various other sources. Other sources of financing include transfers from other funds, federal and state funding, user fees, developer contributions and payments, and miscellaneous revenues.



CAPITAL PROJECTS OVERVIEW

Capital Paydown Program

In FY 2004, an amount of \$20,055,817 has been included for the Capital Paydown Program. This funding level is supported by the General Fund in the amount of \$6,393,041, athletic field user fees of \$3,300,000, State Aid in the amount of \$8,362,776 and other revenues of \$2,000,000. The paydown construction program had been constrained in the past based on budget limitations. Between FY 1986 and FY 1990, the County paydown construction program averaged approximately \$46.0 million, or 4.6 percent, of the General Fund disbursements. The FY 2004 Advertised Budget Plan paydown program of \$20.06 million represents 0.80 percent of General Fund disbursements.



This graph depicts the level of paydown funding between FY 1994 and FY 2004. In FY 1994, the paydown funding was extremely low compared to previous years. Beginning in FY 1995, annual paydown funding increased slightly, but only the most pressing requirements were addressed. Since FY 2000, the paydown program has been enhanced by the application of State revenue funds; however, FY 2004 paydown funding has been limited to the most critical priority projects.

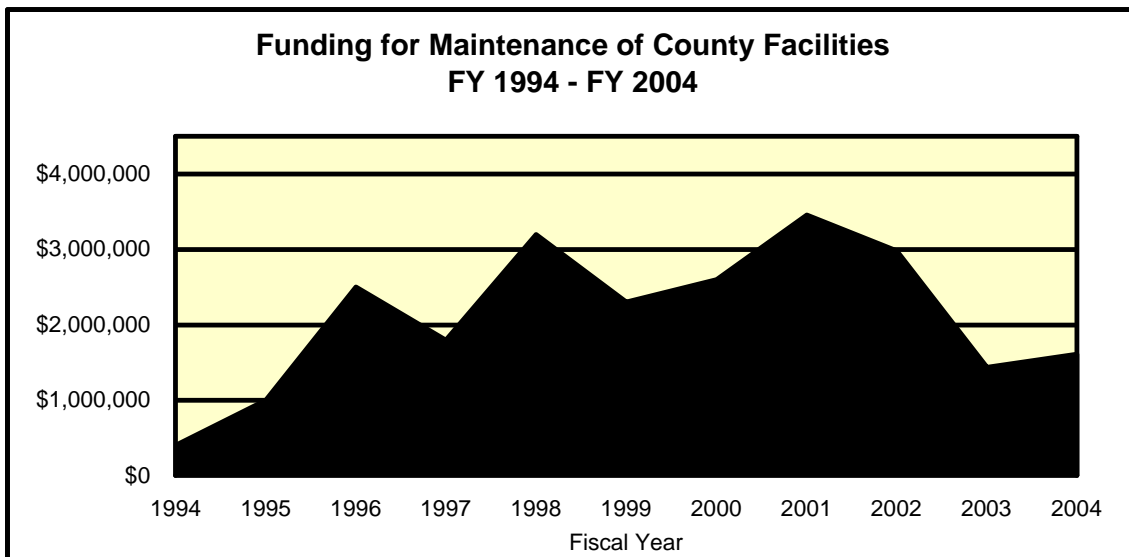
CAPITAL PROJECTS OVERVIEW

County Maintenance Projects

FY 2004 funding in the amount of \$1,610,000 has been included for County maintenance. Capital maintenance includes the annual work necessary to ensure that capital investment does not deteriorate and remains in a usable state. As with any maintenance program, sufficient attention is required to avoid increased project costs in the future. As long-term maintenance and renovation costs are difficult to project, they are not included in the initial costs of capital projects; however, they are essential to the service life and level of service provided by a facility. Continued funding of maintenance requirements is included in the County's Paydown Program to protect and extend the life of County facilities. County requirements are generated through scheduled preventative maintenance or from user requests for facility alterations. The County has conducted a comprehensive facilities assessment to identify all infrastructure maintenance requirements, and it is anticipated that future routine maintenance requirements will be driven by the results of this assessment. Specific funding levels in FY 2004 include:

- ◆ An amount of \$1,230,000 will continue to provide general maintenance funds to address priority projects at County facilities. Funded general maintenance projects include countywide emergency carpet replacement and carpet replacement at the Massey building (\$200,000), HVAC/electrical replacement (\$350,000), roof repair and waterproofing (\$180,000), parking lot resurfacing (\$100,000), and fire alarm replacement (\$200,000). In addition, the County maintenance budget includes funding for miscellaneous building repairs or ongoing requirements throughout the fiscal year (\$200,000). These miscellaneous requirements include but are not limited to vandalism repairs, plumbing repairs, painting, and other emergency repairs.
- ◆ The annual generator replacement program has been funded in FY 2004 in the amount of \$80,000. This program provides a funding mechanism to replace generators in the fiscal years in which the generator reaches its useful life of 25 years. FY 2004 funding provides for the replacement of the generator at Oakton Fire Station.
- ◆ Funding to continue the implementation of ADA compliance at County facilities has also been included in FY 2004. An amount of \$300,000 will address modifications to the Government Center Forum and Board Room (\$150,000) and Phase II of this initiative, which includes curb ramp modifications throughout the County (\$150,000).

The following chart depicts County maintenance funding between FY 1994 and FY 2004, including roof repairs, HVAC replacement, carpet replacement, parking lot resurfacing, fire alarm system replacements, generator replacement, and miscellaneous building repairs.



CAPITAL PROJECTS OVERVIEW

Park Maintenance Projects

FY 2004 funding in the amount of \$1,729,000 has been included for Park maintenance. The Park facilities maintained with General Fund monies include but are not limited to field houses, boat houses, pump houses, maintenance facilities, sheds, shelters, and office buildings. Park priorities are based on the assessment of current repair needs, including safety and health issues, facility protection, facility renewal, and improved services. In addition, Park maintenance requirements are generated through scheduled preventative maintenance or from user requests for facility alterations. Specific funding levels in FY 2004 include:

- ◆ An amount of \$505,000 for general park maintenance at non-revenue supported Park facilities. These maintenance requirements include major non-recurring repairs/replacements and improvements to roofs, electrical and lighting systems, security and fire alarms, sprinklers, and HVAC equipment. Of this amount, \$80,000 is included for critical emergency repairs identified throughout the fiscal year, and \$425,000 is dedicated for specific major facility maintenance repairs.
- ◆ An amount of \$700,000 to support annual requirements for Parks grounds maintenance at non-revenue supported parks. Grounds maintenance includes the upkeep of sidewalks, parking lots, bridges, recreation and irrigation equipment, picnic equipment, tennis courts, and trails at County parks.
- ◆ An amount of \$470,000 for minor routine preventive maintenance of non-revenue supported Park Authority structures. These repairs include the replacement of broken windows and doors, equipment repairs, and the scheduled inspection of HVAC, security, and fire alarm systems.
- ◆ An amount of \$54,000 to continue the implementation of ADA compliance at Park facilities has been included in FY 2004. Park facilities continue to be modified on a priority basis.

Athletic Field Maintenance Projects

FY 2004 funding in the amount of \$6,022,813 has been included for athletic field maintenance. In recent years, athletic field maintenance has been identified as a critical need. An effort has been made to provide continuous maintenance to retain quality athletic fields at acceptable standards and improve safety for users. Maintenance of athletic fields includes field lighting, fencing, irrigation, dugout covers, infield dirt, aerification, and seeding. These maintenance efforts will improve safety standards, improve playing conditions, and increase user satisfaction. Specific funding levels in FY 2004 include:

- ◆ Funding in the amount of \$5,522,813 to consolidate athletic field maintenance efforts and improve the quality of all athletic fields managed by the Park Authority. Effective July 1, 2003, an athletic field user fee will be charged to groups who apply for field space on fields scheduled through the Department of Community and Recreational Services and maintained by the Fairfax County Park Authority. These fees, consistent with field use charges in neighboring jurisdictions within the DC Metro area, will be used to help offset annual maintenance costs including turf management (aeration, overseeding, mowing), repair and maintenance of lights and irrigation systems, as well as installation and repair of fencing. The annual cost for athletic field maintenance to Park Authority and Fairfax County Public School (FCPS) fields is approximately \$5.52 million. Additional General Fund monies in the amount of \$2,007,280 have been provided in FY 2004 to help meet maintenance requirements for both Park Authority and FCPS athletic fields. Revenue from athletic field user groups is estimated to be approximately \$3.30 million annually, thereby partially offsetting maintenance costs by approximately 60 percent. This new strategy is designed to provide a consistent maintenance standard for all athletic fields, improving the overall condition of Park Authority athletic fields and dramatically improving the condition of FCPS athletic fields at elementary and middle schools through the provision of annual field preparation and routine weekly maintenance

CAPITAL PROJECTS OVERVIEW

formerly performed only on Park Authority fields. It will also provide the funding necessary to maintain lighting, irrigation systems, fencing and other field amenities that have been recently installed to improve field conditions and availability. This strategy will assure safe and playable conditions and will protect the public investment in the fields. In addition, this initiative will consolidate all athletic field maintenance activities and will increase the number of fields available for use. Six additional positions have been approved to address the increased workload necessary to sustain the increase in athletic field maintenance levels. Staff from the Department of Community and Recreation Services and the Fairfax County Park Authority will work with the Fairfax County Athletic Council to develop a fee structure to recover the estimated \$3.30 million in off-setting revenue.

- ◆ An amount of \$100,000 has been included to continue the installation of Fairfax County Public Schools boys' baseball field lighting systems used by many County organizations. FY 2004 funding provides for baseball field light installations at Lake Braddock Secondary and Herndon High School. This effort is being coordinated by the Department of Community and Recreation Services.
- ◆ An amount of \$100,000 has been included to continue installing lights on Fairfax County Public Schools athletic fields used for girls' softball. Staff from the Department of Community and Recreation Services continue to work with representatives from Fairfax Athletic Inequities Reform (FAIR) and coordinate with the Fairfax County Public Schools and the Fairfax County Park Authority to identify, prioritize, and develop proposed plans for addressing girls' softball field lighting requirements. FY 2004 funding provides for softball field lighting installation at Whitman Middle School, which was deferred in FY 2003 due to emergency improvements at Carson Middle School. This effort is being coordinated by the Department of Community and Recreation Services.
- ◆ Funding of \$300,000 is included for the Fairfax County Public Schools Field Maintenance Matching Program. Established on July 1, 1999, these funds will be used to improve school fields currently underutilized or not utilized for community game play. The program will provide funding to improve field conditions (grading, topsoil, seeding/sodding, goalmouth repair, and irrigation) to game quality. Organizations will be required to provide a 50 percent match of funds for requested playing field improvements. Project funds will be restricted to only those improvements that upgrade fields from practice to game designated fields, that develop new game fields, or that are necessary to ensure the safety of players. Amenities such as bleachers, batting cages, perimeter fencing, benches, and dugouts are not considered within this program.

Trails and Sidewalks

Funding in the amount of \$375,000 is included in FY 2004 for the following trail and sidewalk repair and maintenance initiatives:

- ◆ An amount of \$75,000 for safety upgrades and emergency maintenance of existing trails to public standards. Several older trails do not meet current standards which have been designed to alleviate safety problems, including incorrect grades, steep slopes, or obstructions (i.e., power poles or trees that are located too close to the trail). The County is currently responsible for maintaining approximately 550 miles of walkways.
- ◆ An amount of \$300,000 for the Virginia Department of Transportation (VDOT) participation project for sidewalk repair and replacement. VDOT conducts repair and replacement of County maintained sidewalks and is reimbursed by the County, subject to an agreement approved by the Board of Supervisors. County costs are minimized based on the ability to implement multiple VDOT sidewalk construction contracts.

CAPITAL PROJECTS OVERVIEW

Storm Drainage

Funding in the amount of \$2,220,000 is included for the storm drainage maintenance and emergency repairs throughout the County. Specific funding levels in FY 2004 include:

- ◆ An amount of \$1,700,000 for the Virginia Pollutant Discharge Elimination System (VPDES) Municipal Separate Storm Sewer System (MS4) discharge permit. This permit is required as part of the Clean Water Act amendments of 1987. The MS4 discharge permit is considered a renewal of the National Pollutant Discharge Elimination System (NPDES) permit, and will be valid for five years. In accordance with the permit renewal effective January 24, 2002, activities will include water quality testing, watershed master planning, improvement programs, and development of the GIS-based storm sewer system inventory.
- ◆ An amount of \$95,000 to address emergency drainage problems throughout the County. Engineering studies and construction will alleviate flooding problems of a recurring or emergency nature, which, due to their urgent nature, cannot be identified in advance.
- ◆ An amount of \$125,000 to support the Kingstowne Environmental Monitoring program, which was established by the Board of Supervisors in June 1985 and is intended to continue until completion of the Kingstowne Development. During FY 2002 the program was expanded to include the water quality monitoring requirements required by the U.S. Army Corps of Engineers for the development of the South Van Dorn Street extension.
- ◆ An amount of \$200,000 to conduct inspections, monitor, and repair dams and emergency spillways. This level of funding provides for required inspections at five County-owned dams, internal monitoring of drainage problems with dam embankments, and initiation of subsurface investigations.
- ◆ An amount of \$100,000 for the Perennial Streams Mapping Program, an effort to develop a base map of all stream channels in Fairfax County. The result will be a reliable map source depicting the stream network that distinguishes between perennial and intermittent streams, which will also be included in the County's Geographic Information System.

CAPITAL PROJECTS OVERVIEW

New and Renovated County Facilities

Funding in the amount of \$3,892,622 is included in FY 2004 for new or renovated facilities throughout the County. Almost every new capital improvement entails ongoing expenses for routine operation, repairs, and maintenance. As they age, County facilities and equipment that were once considered state-of-the-art will require rehabilitation, renovation, or upgrading for new uses, safety, and structural improvements. Older facilities usually involve higher maintenance and repair costs as well. Specific funding levels in FY 2004 include:

- ◆ An amount of \$50,000 for critical replacement of wiring and electrical requirements at the Data Center. The Data Center is the operational heart of the County's electronic business network and houses essential components of the technical infrastructure, including mainframe computers, mid-range servers, enterprise servers, desktop servers, data storage devices, enterprise printers, data communications servers, and related equipment.
- ◆ An amount of \$500,000 to help offset increased construction costs associated with the West County Recreation Center. This 65,824-square-foot facility will include a 25 meter by 25 yard competitive swimming pool, leisure pool, whirlpool, weight training and fitness areas, multi-purpose rooms, and administrative and support service areas. The current cost estimates have increased from \$15,000,000 to \$18,527,000. An amount of \$2,527,000 has been identified in Park Authority bonds to partially offset this cost increase. The remaining balance of \$1,000,000 is to be provided by the General Fund. An amount of \$500,000 was approved in FY 2003, and FY 2004 funding of \$500,000 is included to complete the General Fund commitment.
- ◆ An amount of \$1,000,000 to provide for the acquisition of land or open space preservation for future County facilities and capital projects.
- ◆ An amount of \$2,142,622 to address property management and development at the Laurel Hill property. Laurel Hill was transferred to the County by the Federal Government during 2002. The property includes approximately 2,340 acres of land and 1.48 million square feet of building space within 367 buildings, of which 136 have been determined to have historic significance. FY 2004 funding will continue to address the needs at this site, including master planning, a security/maintenance contract, structural maintenance and utilities at existing buildings, custodial, planning, and engineering positions, maintenance at four interim athletic fields, and demolition of unserviceable buildings. Additionally, funding will provide for master planning and engineering studies related to future building uses and design issues.
- ◆ An amount of \$200,000 to begin compliance of the Health Insurance Portability and Accountability Act (HIPAA), passed by Congress in 1996. HIPAA requires countywide compliance with electronic transmission, privacy, disclosure, security and storage regulations with respect to employee and customer health information to protect the privacy of individually identifiable information. Compliance requirements may affect business practices, staffing allocations, facility reconfiguration, awareness training, and technology.

CAPITAL PROJECTS OVERVIEW

Roads/Developer Defaults/Survey and Mapping

FY 2004 funding of \$295,000 is included to support the following County road programs, developer defaults and mapping:

- ◆ FY 2004 funding has been included to support the Road Viewer (\$50,000) and Road Maintenance (\$50,000) projects. The Road Viewer Program provides for the upgrading of County roads for acceptance into the State Secondary System. Once the roads are accepted into the State system, ongoing maintenance costs are provided by the State, and County funds are no longer required. For those roads which are not currently included in the State Secondary System, annual funding is provided for maintenance to ensure the safe operation of vehicles on these travelways.
- ◆ An amount of \$100,000 for construction of outstanding developer default projects identified throughout the fiscal year. This program is necessitated by economic conditions surrounding the construction industry which result in some developers not completing required public facilities, including acceptance of roads by the State, walkways, and storm drainage improvements. General Fund support of the program is necessary due to the time required between the construction of the improvements and the recovery of the bonds through legal action or when the developer default revenue is not sufficient to fund the entire cost of the project.
- ◆ An amount of \$95,000 for the maintenance and establishment of geodetic survey control points for the GIS system. Monumentation is placed on the ground for the use of both the private and public sector for surveying and mapping control. More than 1,400 survey monuments have been established in the County, however it is estimated that more than one third of these no longer exist as a result of construction activities, erosion, and vandalism.

CAPITAL PROJECTS OVERVIEW

Payments and Obligations

FY 2004 funding in the amount of \$2,311,382 has been included for costs related to annual contributions and contractual obligations.

- ◆ Funding of \$1,021,702 is included to provide for the second year of a five-year lease-purchase agreement associated with systems furniture for the South County Center. The lease will provide office furniture for work stations, conference rooms, waiting areas, and offices. On February 11, 2000, the Board of Supervisors entered into a Master Sales and Development Agreement with Madison Development Partners to construct an office building for lease to Fairfax County. This 159,000-square-foot facility includes a senior center, an expanded teen center, an employment center, office space for County staff, community meeting rooms, and an e-government center.
- ◆ Funding of \$500,000 is included for the County's annual contribution to offset school operating and overhead costs associated with new SACC Centers.
- ◆ Funding of \$789,680 is included for Fairfax County's contribution to the Northern Virginia Community College (NVCC). Funding provides for the continued construction and maintenance of various capital projects on college campuses within the NVCC system. The funding formula for determining the annual contribution level has been revised based on the capital requirements of NVCC over the next six years. The FY 2004 funding level reflects \$0.80 per capita based on the Weldon Cooper Center population figure of 987,100. A phased approach has been recommended to increase funding by \$0.10 per capita per year until FY 2006 when the County's contribution equals \$1.00 per capita.

Revitalization Initiatives

- ◆ Funding of \$1,600,000 is included for revitalization efforts in identified areas throughout the County. This initiative includes Commercial Revitalization projects (\$665,000) to be approved by the Board of Supervisors in the context of the Capital Improvement Program (CIP) and/or other planning discussions of priorities. In addition, funding of \$935,000 has been provided for specific commercial revitalization efforts, including: Baileys Crossroads/Seven Corners, Annandale, Richmond Highway, Lake Anne, Merrifield, Springfield, and McLean, as well as Commercial Revitalization program costs.

CAPITAL PROJECTS OVERVIEW

FY 2004 PAYDOWN PROJECTS

Project	FY 2004 Advertised
County Maintenance Projects	
(003099) Miscellaneous Building Repair	\$200,000
(003100) Fire Alarm System Replacements	200,000
(009132) Roof Repairs and Waterproofing	180,000
(009133) Carpet Replacement	100,000
(009136) Parking Lot Resurfacing	100,000
(009151) HVAC/Electrical Systems	350,000
(009406) ADA Compliance - Countywide	300,000
(009431) Emergency Generator Replacement	80,000
(009449) Massey Building - Carpet Replacement	100,000
Subtotal	\$1,610,000
Park Authority Maintenance Projects	
(009416) ADA Compliance - Park Authority	\$54,000
(009417) Park Authority - General Maintenance	505,000
(009442) Park Authority - Ground Maintenance	700,000
(009443) Park Authority - Facility Maintenance	470,000
Subtotal	\$1,729,000
Athletic Field Maintenance Projects	
(004999) Athletic Field Lighting	\$100,000
(005000) Softball Field Lighting	100,000
(005004) FCPS Athletic Field Maintenance Matching Program	300,000
(005009) Athletic Field Maintenance	5,522,813
Subtotal	\$6,022,813
Trails and Sidewalks	
(002200) Upgrading of Existing Trails	\$75,000
(X00407) VDOT Sidewalk Repair/Replacement	300,000
Subtotal	\$375,000
Storm Drainage	
(A00002) Emergency Watershed Improvements	\$95,000
(L00034) Kingstowne Environmental Monitoring	125,000
(N00096) Dam Repairs	200,000
(Z00021) Perennial Stream Mapping	100,000
(Z00022) Municipal Separate Storm Sewer System	1,700,000
Subtotal	\$2,220,000
New and Renovated Facilities	
(001035) Data Center Reconfigurations	\$50,000
(009400) Land Acquisition Reserve	1,000,000
(009444) Laurel Hill Development	2,142,622
(009453) West County Recreation Center	500,000
(009459) HIPAA Compliance	200,000
Subtotal	\$3,892,622

CAPITAL PROJECTS OVERVIEW

Developer Defaults/Roads

(U00005) Secondary Monumentation	\$95,000
(U00006) Developer Default	100,000
(V00000) Road Viewer Program	50,000
(V00001) Road Maintenance Program	50,000

Subtotal \$295,000

Obligations and Payments

(007012) School-Aged Child Care (SACC)	\$500,000
(008043) Northern Virginia Community College	789,680
(009425) South County Center	1,021,702

Subtotal \$2,311,382

Revitalization Initiatives

(003923) Undesignated	\$665,000
(014010) Commercial Revitalization	190,000
(014104) Revitalization Program Costs	745,000

Subtotal \$1,600,000

TOTAL PAYDOWN PROGRAM **\$20,055,817**

CAPITAL PROJECTS OVERVIEW

Capital General Obligation Bond Program

The Board of Supervisors annually reviews cash requirements for capital projects financed by General Obligation bonds to determine the ongoing schedule for construction of currently funded projects as well as those capital projects in the early planning stages. The bond capital program is reviewed annually by the Board of Supervisors in association with the Capital Improvement Program (CIP), and revisions are made to cashflow estimates and appropriation levels if necessary. The CIP is designed to balance the need for public facilities as expressed by the Countywide land use plan with the fiscal capability of the County to meet those needs. The CIP serves as a general planning guide for the construction of general purpose, school, and public utility facilities in the County. The County's ability to support the CIP is entirely dependent upon and linked to the operating budget. The size of the bond program in particular is linked to the approved General Fund disbursement level.

The Virginia Constitution requires that long-term debt pledged by the full faith and credit of the County can only be approved by voter referendum. There is no statutory limit on the amount of debt the voters can approve. It is the County's own policy to manage debt within the guidelines identified in the *Ten Principles of Sound Financial Management*. The *Ten Principles* specifically indicate that debt service expenditures as a percentage of General Fund disbursements should remain under 10 percent and that the percentage of debt to estimated market value of assessed property should remain under 3 percent. The County continues to maintain these debt ratios with debt service requirements as a percentage of General Fund disbursements at 8.30 percent, and net debt as a percentage of market value at 1.45 percent as of June 30, 2002.

Continual monitoring and adjustments to the County's Capital Improvement Program have been necessary, as economic conditions have changed. The FY 2004 - 2008 Capital Improvement Program (With Future Years to 2013) will be released concurrently with the FY 2004 budget. FY 2004 is the fifth consecutive year that the Board of Supervisors authorized \$130 million in bond sales for School Construction. It should be noted that the operating budget is directly affected by the approval of the capital budget and its capital project components. The operating budget must absorb the debt service costs of all bond issues related to the capital budget, as well as the operating and maintenance costs for each facility and improvement.

In FY 2004, an amount of \$181,140,532 is included in General Obligation bond funding. Of this amount, \$130,000,000 is budgeted in Fund 390, Public School Construction, and \$2,919,980 has been included in Fund 309, Metro Operations and Construction, to support the 103-mile Metrorail System, as well as maintain and/or acquire facilities, equipment, railcars and buses. In addition, FY 2004 bond funding in the amount of \$48,220,552 has been included for the County contribution to the Northern Virginia Regional Park Authority (\$2,250,000), design costs associated with the West Ox CONNECTOR Bus Facility (\$1,000,000), the remaining authorized bonds associated with the expansion of the Jennings Judicial Center (\$34,970,552), and land acquisition within the Park Authority bond program as approved by the voters in November 2002 (\$10,000,000). Funding for these bond projects is consistent with the FY 2004 - 2008 Capital Improvement Program (With Future Years to 2013).

Wastewater Management System

The Fairfax County Wastewater Management Program is operated, maintained, and managed within the Department of Public Works and Environmental Services, and includes one County-owned wastewater treatment plant with a total treatment capacity of 54 million gallons per day (MGD), approximately 3,135 miles of sewer lines, 61 pumping stations, and 51 metering stations, covering approximately 234 square miles of the County's 407 square mile land and water area. In addition to the County-owned treatment plant the system owns, by agreement, purchase capacity in the Alexandria Sanitation Authority Plant, the Upper Occoquan Sewage Authority Plant, the District of Columbia Blue Plains Plant, and the Arlington County Plant, for a total treatment capacity of 161.1 MGD.

CAPITAL PROJECTS OVERVIEW

An amount of \$31,534,000 is funded in FY 2004 to provide for the County's share of design and construction costs for several pump station renovations, the upgrade costs for the DC Blue Plains Treatment Plant, the Arlington Treatment Plant, and the Alexandria Treatment Plant to comply with Virginia Water Control Board regulations, recurring repair and replacement of aging County sewer lines, the upgrade of existing sewer meters throughout the County, the replacement of the 20-year-old force main at Dogue Creek, and the purchase of as-built sewer plans for line segments not previously identified.

Other Financing

Capital projects supported by other financing include \$1,302,795 in Federal Aid and \$104,080,321 in other sources. Federal Aid represents funding to support the HOME Investment Partnership Grant Program. Capital projects financed by other funding mechanisms include: developer contributions for road improvements throughout the County, housing trust fund revenues, refuse disposal revenues, FCPS Parent Teachers Association contributions and other sources of funds.

Capital Construction and Operating Expenditure Interaction

To maintain a balanced budget, annual revenues are projected and operating and capital construction expenditures are identified to determine the County's overall requirements and funding availability. Funding levels for capital construction projects are based on the merits of a particular project together with the available funding from all financing sources, with primary reliance on General Obligation bonds. The Board of Supervisors annually reviews cash requirements for capital project financing. The County's capital program has a direct impact on the operating budget, particularly in association with the establishment and opening of new facilities. The Board of Supervisors continues to be cognizant of the effect of the completion of capital projects on the County's operating budget. The FY 2004 operating cost estimates associated with the completion of capital projects have been included in the County's operating budget.

In the FY 2004 / FY 2005 time frame, the expansion and renovation of several facilities will be completed which will directly impact the County's operating budget. The following list represents major new facilities which will open during FY 2004 and beyond. Operating expenditures are estimated based on projected opening dates. Additional information regarding the expenditures necessary to support these expanded facilities can be found in specific agency budget narratives.

New or Renovated County Facilities

Facility	Fiscal Year Completion	Additional Positions	Estimated Net Operating Costs
FY 2004 New/Expanded Facilities			
SACC Centers	FY 2004	33/27.68 SYE	\$514,581
Elementary Schools (Clinic Room Aides and Public Health Nurse)	FY 2004	7/5.53 SYE	355,754
Little River Glen Adult Day Health Care Center	FY 2004	1/1.0 SYE	69,137
James Lee Community Center (3 months salary and start-up costs)	FY 2004	6/6.0 SYE	625,427
Burke Lake Miniature Golf Course (Non-General Fund Positions) Revenues are projected to exceed expenditures.	FY 2004	1/1.0 SYE	(73,534)

CAPITAL PROJECTS OVERVIEW

Facility	Fiscal Year Completion	Additional Positions	Estimated Net Operating Costs
Skate Park at Wakefield RECenter (Non-General Fund Positions)	FY 2004	1/1.0 SYE	\$13,774
West County RECenter Start-Up Costs (Non-General Fund Positions)	FY 2004	14/14.0 SYE	314,411
Phased funding of Fire Station Operations and Equipment	FY 2004	15/15.0 SYE	3,895,626
Total FY 2004 Costs		76/69.21 SYE	\$5,715,176
FY 2005 New/Expanded Facilities			
James Lee Community Center (Full Year Funding)	FY 2005	0/0.0 SYE	\$629,170
Herndon Harbor House Senior Center	FY 2005	5/5.0 SYE	237,869
West County RECenter (Full Year Funding)	FY 2005	0/0.0 SYE	326,000
Crosspointe Fire Station ¹	FY 2005	TBD	TBD
Fairfax Center Fire Station ¹	FY 2005	TBD	TBD
Forensics Facility	FY 2005	TBD	TBD
Reston Town Center Transit Center	FY 2005	0/0.0 SYE	TBD
West Ox DVS Garage	FY 2005	TBD	TBD
Total FY 2005 Costs		5/5.0 SYE	\$1,193,039
FY 2006 and Beyond			
Burke Community Library	FY 2006	TBD	TBD
Oakton Community Library	FY 2006	TBD	TBD
Kingstowne Library	FY 2006	TBD	TBD
Library Renovations	FY 2006	TBD	TBD
Public Safety Operations Center	FY 2006	TBD	TBD
West Ox Bus Operations Center (Vienna Feeder Bus)	FY 2006 / FY 2007	TBD	TBD
Wolf Trap Fire Station	FY 2008	TBD	TBD
Judicial Center Expansion	FY 2008	TBD	TBD
Total FY 2006 and Beyond Costs		TBD	TBD

¹ It should be noted that funding of \$3,895,626 and 15/15.0 SYE positions has been included in FY 2004 as part of a phased-in approach to staffing and equipping these fire stations.

Personnel services, operating costs, and capital equipment costs incurred by a County agency while performing work on a capital project are charged as Recovered Costs to the project where applicable. The majority of capital projects in the County are administered by various agencies within the Department of Public Works and Environmental Services. These agencies include the Project Engineering Division, Office of Capital Facilities, Planning and Design Division, Stormwater Management Division, the Land Acquisition Division, the Office of Waste Management, and the Facilities Management Division. Other County operating agencies which administer capital projects include the Fairfax County Park Authority and the Department of Housing and Community Development.

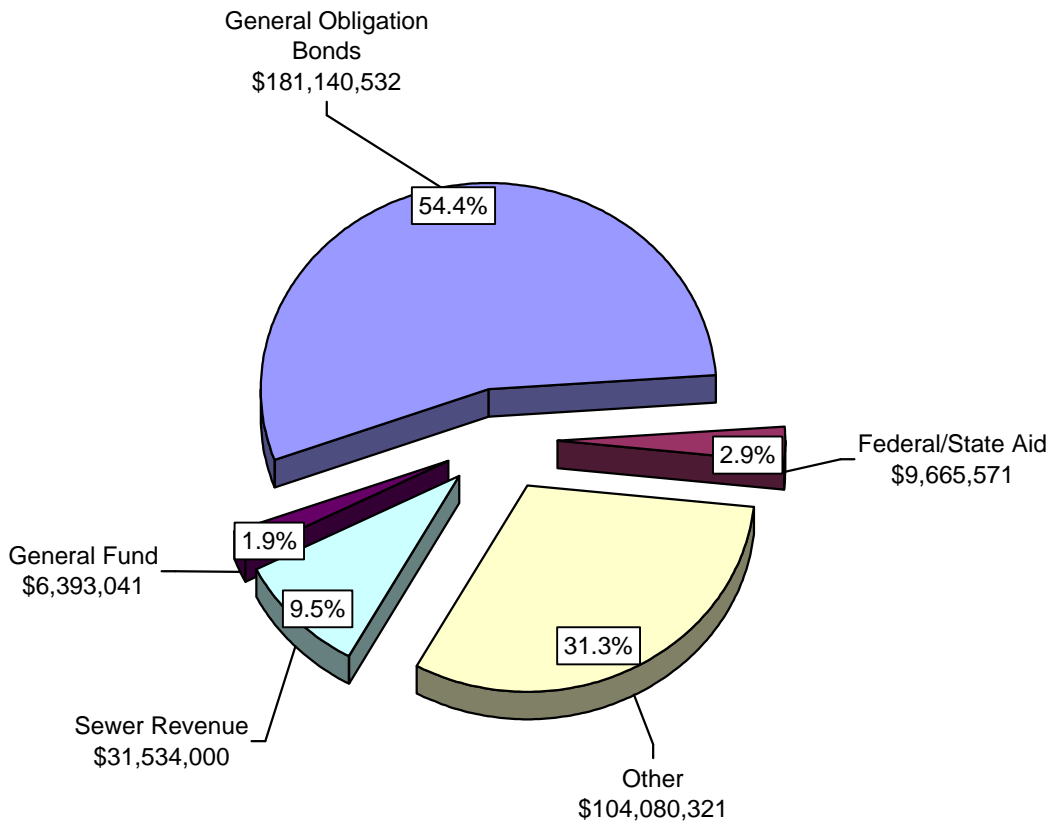
CAPITAL PROJECTS OVERVIEW

Summary of FY 2004 Capital Construction Program

Major segments of the County's FY 2004 Capital Construction Program are presented in the charts that follow. Several pie charts have been included to visually demonstrate the FY 2004 funding sources for capital expenditures. Capital construction expenditures by fund are shown in the Summary Schedule of FY 2004 Funded Capital Projects. In addition, details of all projects funded in FY 2004 have been included in this section. For an individual detailed description of each capital construction fund, see the Capital Project Funds section of the Capital Construction and Other Operating Funds Volume. Detailed information concerning capital projects in Fund 390, Public School Construction, can be found in the FY 2004 Superintendent's Proposed Budget.

CAPITAL PROJECTS OVERVIEW

CAPITAL CONSTRUCTION PROJECTS FY 2004 SOURCE OF FUNDS

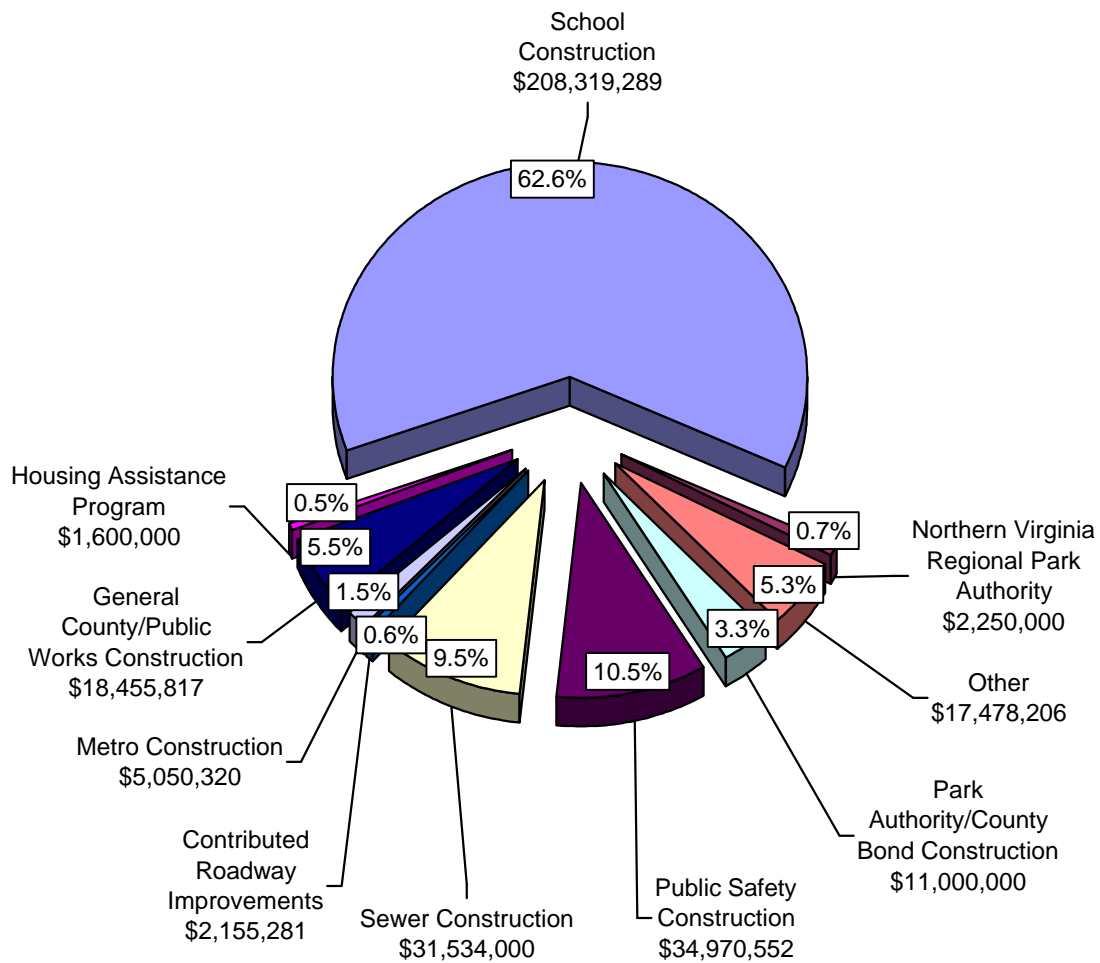


TOTAL = \$332,813,465

NOTE: This chart does not include debt service funding.

CAPITAL PROJECTS OVERVIEW

CAPITAL CONSTRUCTION PROJECTS FY 2004 EXPENDITURES

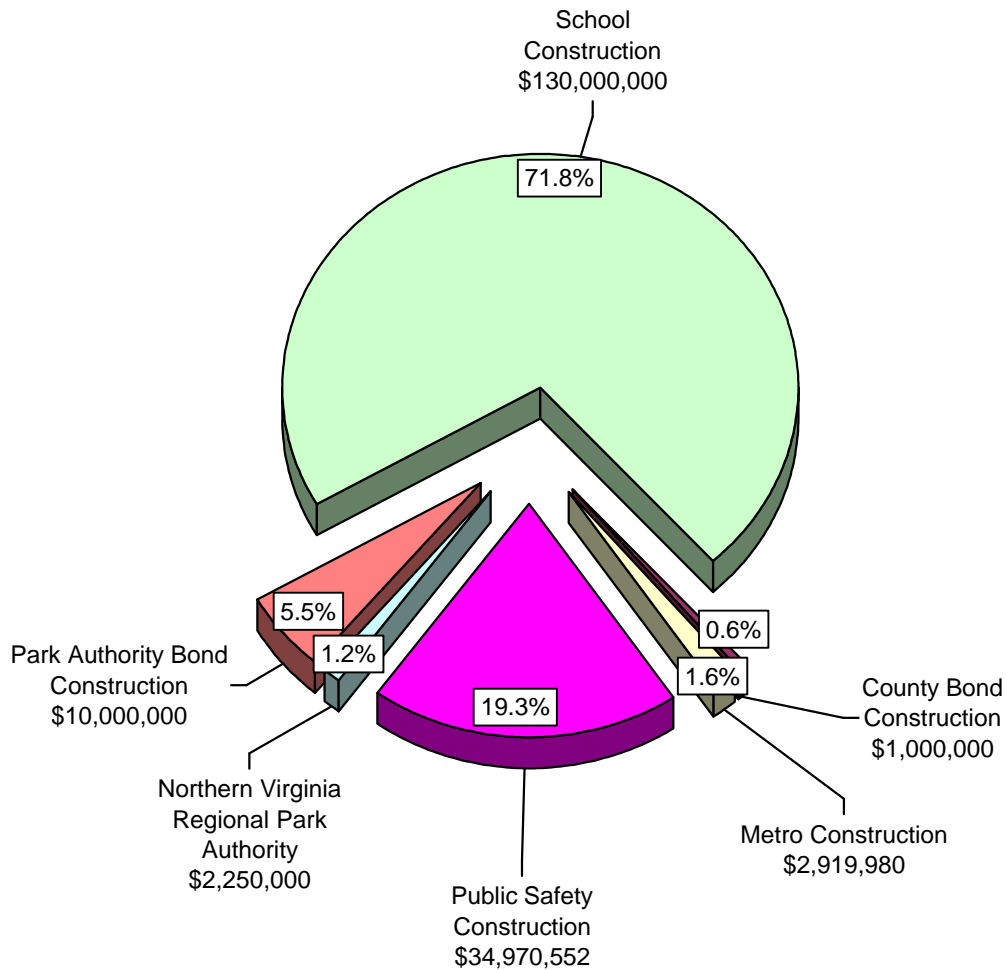


TOTAL = \$332,813,465

NOTE: This chart does not include debt service funding.

CAPITAL PROJECTS OVERVIEW

GENERAL OBLIGATION BOND FINANCED CAPITAL PROJECTS FY 2004 EXPENDITURES



TOTAL = \$181,140,532

**SUMMARY SCHEDULE OF FY 2004
FUNDED CAPITAL PROJECTS**

Fund/Title	EXPENDITURES				FY 2004 FINANCING			
	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	General Obligation Bonds ¹	General Fund	Federal/ State Aid	Other ²
SPECIAL REVENUE FUNDS³								
109 Refuse Collection	\$57,957	\$0	\$372,582	\$0	\$0	\$0	\$0	\$0
110 Refuse Disposal	48,453	0	1,467,553	0	0	0	0	0
113 McLean Community Center	131,617	35,000	297,724	245,000	0	0	0	245,000
114 I-95 Refuse Disposal	248,576	0	24,370,634	14,929,000	0	0	0	14,929,000
144 Housing Trust Fund	1,467,171	966,843	13,129,618	1,001,411	0	0	0	1,001,411
145 HOME Investment Partnership Grant	956,704	1,333,370	4,247,106	1,302,795	0	0	1,302,795	0
Subtotal	\$2,910,478	\$2,335,213	\$43,885,217	\$17,478,206	\$0	\$0	\$1,302,795	\$16,175,411
DEBT SERVICE FUNDS								
200 County Debt Service	\$96,388,637	\$100,462,441	\$104,859,400	\$100,093,383	\$0	\$99,096,864	\$0	\$996,519
201 School Debt Service	105,439,718	113,847,918	118,645,176	121,096,733	0	120,896,733	0	200,000
Subtotal	\$201,828,355	\$214,310,359	\$223,504,576	\$221,190,116	\$0	\$219,993,597	\$0	\$1,196,519
CAPITAL PROJECTS FUNDS								
300 Countywide Roadway Improvement Fund	\$637,943	\$0	\$1,777,934	\$0	\$0	\$0	\$0	\$0
301 Contributed Roadway Improvements	7,894,841	4,743,653	35,661,322	2,155,281	0	0	0	2,155,281
302 Library Construction	5,437,694	0	875,545	0	0	0	0	0
303 County Construction	16,512,276	11,104,717	28,539,073	15,565,817	0	4,793,041	5,472,776	5,300,000
304 Primary and Secondary Road Bond Construction	10,512,414	500,000	25,356,738	0	0	0	0	0
306 Northern Virginia Regional Park Authority	2,250,000	2,250,000	2,250,000	2,250,000	2,250,000	0	0	0
307 Sidewalk Construction	1,065,819	300,000	7,021,997	300,000	0	0	300,000	0
308 Public Works Construction	3,975,116	2,920,000	12,111,795	2,515,000	0	0	2,515,000	0
309 Metro Operations and Construction ⁴	6,842,915	16,606,471	13,906,471	5,050,320	2,919,980	0	0	2,130,340
310 Storm Drainage Bond Construction	29,991	939,363	4,630,009	0	0	0	0	0
311 County Bond Construction	7,115,376	2,085,000	24,534,484	1,000,000	1,000,000	0	0	0
312 Public Safety Construction	29,764,413	9,305,338	79,375,547	34,970,552	34,970,552	0	0	0

**SUMMARY SCHEDULE OF FY 2004
FUNDED CAPITAL PROJECTS**

Fund/Title	EXPENDITURES				FY 2004 FINANCING			
	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	General Obligation Bonds ¹	General Fund	Federal/ State Aid	Other ²
313 Trail Construction	519,909	75,000	629,695	75,000	0	0	75,000	0
314 Neighborhood Improvement Program	593,668	0	2,491,987	0	0	0	0	0
315 Commercial Revitalization Program	1,345,555	0	13,699,709	0	0	0	0	0
316 Pro Rata Share Drainage Construction	1,486,722	135,000	23,200,083	0	0	0	0	0
340 Housing Assistance Program	5,715,982	1,600,000	15,205,904	1,600,000	0	1,600,000	0	0
341 Housing General Obligation Bond Construction	0	0	410,881	0	0	0	0	0
370 Park Authority Bond Construction	11,279,221	19,890,000	44,702,253	10,000,000	10,000,000	0	0	0
390 Public School Construction ⁵	198,648,252	153,476,261	382,249,196	208,319,289	130,000,000	0	0	78,319,289
Subtotal	\$311,628,107	\$225,930,803	\$718,630,623	\$283,801,259	\$181,140,532	\$6,393,041	\$8,362,776	\$87,904,910
ENTERPRISE FUNDS								
402 Sewer Bond Extension and Improvements	\$46,559,106	\$45,712,000	\$117,204,795	\$31,534,000	\$0	\$0	\$0	\$31,534,000
408 Sewer Bond Construction	17,518,424	0	44,107,544	0	0	0	0	0
Subtotal	\$64,077,530	\$45,712,000	\$161,312,339	\$31,534,000	\$0	\$0	\$0	\$31,534,000
TOTAL	\$580,444,470	\$488,288,375	\$1,147,332,755	\$554,003,581	\$181,140,532	\$226,386,638	\$9,665,571	\$136,810,840

¹ The sale of bonds is presented here for planning purposes. Actual bond sales are based on cash needs in accordance with Board policy.

² Other financing includes developer contributions and payments, sewer system revenues, transfers from other funds, pro rata deposits, miscellaneous revenues, and fund balances.

³ Reflects the capital construction portion of total expenditures.

⁴ Reflects capital construction portion of Metro expenditures net of State Aid.

⁵ The Other category includes \$66.25 million in authorized but unissued bonds. This amount is included to support future contractual commitments.

**DETAILS: PAYDOWN PROGRAM
(GENERAL FUND)**

Project Number	Project Name (District)	Total Project Estimate	FY 2004 Funded	Description
Fund 303, County Construction				
005009	Athletic Field Maintenance (Countywide)	Continuing	\$2,222,813	<p>FY 2004 funding in the amount of \$2,222,813 is included for the upgrade and maintenance of all athletic fields managed by the Park Authority. Effective July 1, 2003, an athletic field user fee will be charged to groups who apply for field space on fields scheduled through the Department of Community and Recreational Services and maintained by the Fairfax County Park Authority. These fees will be used to help offset annual maintenance costs including turf management (aeration, overseeding, mowing), repair and maintenance of lights and irrigation systems, as well as installation and repair of fencing. This new initiative is designed to provide a consistent maintenance standard for all athletic fields, improving the overall condition of Park Authority athletic fields and dramatically improving the condition of FCPS athletic fields at elementary and middle schools through the provision of annual field preparation and routine weekly maintenance formerly performed only on Park Authority fields.</p> <p>Ultimately, this strategy will assure safe and playable conditions and will protect the public investment in the fields. In addition, this initiative will consolidate all athletic field maintenance activities and will increase the number of fields available for use. In addition to General Fund support, an amount of \$3,300,000 is included to fund athletic field maintenance financed by other revenues for a total of \$5,522,813.</p>
007012	SACC Contribution (Countywide)	Continuing	500,000	<p>FY 2004 funding in the amount of \$500,000 is included for the annual County contribution to help offset operating and overhead costs associated with SACC centers. The construction and renovation costs for SACC centers are funded by the Fairfax County Public Schools through General Obligation Bonds for which debt service costs are provided by the County General Fund.</p>
009133	Carpet Replacement (Countywide)	Continuing	100,000	<p>FY 2004 funding in the amount of \$100,000 is included for countywide emergency carpet repairs.</p>

**DETAILS: PAYDOWN PROGRAM
(GENERAL FUND)**

Project Number	Project Name (District)	Total Project Estimate	FY 2004 Funded	Description
009417	Parks - General Maintenance (Countywide)	Continuing	\$178,526	FY 2004 funding in the amount of \$178,526 is included for major maintenance and repairs at non-revenue producing Park facilities including electrical and lighting systems, security/fire alarms, sprinklers, and HVAC improvements. In addition, this project funds roof repairs and structural preservation of park historic sites. The facilities maintained include but are not limited to field houses, boathouses, pump houses, maintenance facility sheds, shelters, and office buildings. Priorities are based on an assessment of current repair needs associated with safety and health issues, facility protection, facility renewal, and improved services. In addition to General Fund support, an amount of \$326,474 is included to fund general park maintenance financed by State revenues for a total of \$505,000.
009425	South County Center (Lee)	6,727,010	21,702	FY 2004 funding in the amount of \$1,021,702 is included for the second year of a five-year lease-purchase agreement associated with systems furniture for the South County Government Center. The 159,000-square-foot Center will include a senior center, an expanded teen center, an employment center, office space for County staff, community meeting rooms, and an e-government center. In addition to General Fund support, an amount of \$1,000,000 is financed by other revenue for a total of \$1,021,702.
009442	Parks - Grounds Maintenance (Countywide)	Continuing	700,000	FY 2004 funding in the amount of \$700,000 is included for grounds maintenance at non-revenue producing countywide parks. Grounds maintenance includes the upkeep of sidewalks and parking lots, bridges, recreation and irrigation equipment, picnic equipment, tennis courts, and trails.
009443	Parks - Facility & Equipment Maintenance (Countywide)	Continuing	470,000	FY 2004 funding in the amount of \$470,000 is included for routine repairs of 218 non-revenue structures and over 175 pieces of equipment.
009449	Massey Building Renovations (City of Fairfax)	Continuing	100,000	FY 2004 funding in the amount of \$100,000 is included to continue carpet replacement at the Massey Building. The existing carpet is well beyond its expected service life and is in an advanced state of wear and deterioration.

**DETAILS: PAYDOWN PROGRAM
(GENERAL FUND)**

Project Number	Project Name (District)	Total Project Estimate	FY 2004 Funded	Description
009453	West County Recreation Center (Sully)	\$1,000,000	\$500,000	FY 2004 funding in the amount of \$500,000 is included to help offset increased costs for the West County Recreation Center. This 65,824-square-foot facility will include a 25-meter by 25-yard competitive swimming pool, a leisure pool, whirlpool/spa, weight training and fitness areas, multi-purpose rooms, and administrative and support service areas. The total cost for this project has increased from \$15,000,000 in bond funds to \$18,527,000. Of the increase, an amount of \$2,527,000 in bonds from other projects has been identified by the Park Authority, and General Fund support totaling \$1,000,000 has been provided to help offset the total cost of the project.
Total		\$7,727,010	\$4,793,041	
Fund 340, Housing Assistance Program				
003923	Undesignated Project (Countywide)	Continuing	\$665,000	FY 2004 funding in the amount of \$665,000 is included for Commercial Revitalization projects to be approved by the Board of Supervisors in the context of the Capital Improvement Program (CIP) and/or other planning discussions of priorities. Projects include: Annandale Revitalization Area, Springfield Revitalization Area, Alexandria Revitalization Area, Bailey's Crossroads Revitalization Area, and Revitalization Field Services.
014010	Commercial Revitalization Studies (Countywide)	Continuing	190,000	FY 2004 funding in the amount of \$190,000 is included for the continuation of activities initiated in FY 2001, including contracted and/or part-time staffing that provides support as the Department of Housing and Community Development transitions from a primary emphasis on development projects to revitalization activities, marketing materials for countywide revitalization activities, consultant services, and training.
014104	Revitalization Program Costs (Countywide)	Continuing	745,000	FY 2004 funding in the amount of \$745,000 is included for staff and administrative costs associated with the continuation of previously approved revitalization projects and 3/3.0 SYE Merit Regular positions responsible for marketing and business activities associated with revitalization activities. The projects include Commerce Street Redevelopment, Kings Crossing Development, Springfield Town Center, Annandale Town Center, Bailey's Entrepreneurship Center, Merrifield Streetscape, and Mount Vernon Market Place.
Total		\$0	\$1,600,000	

TOTAL PAYDOWN (GENERAL FUND)

\$6,393,041

**DETAILS: PAYDOWN PROGRAM
(HB599 AND OTHER FINANCING)**

Project Number	Project Name (District)	Total Project Estimate	FY 2004 Funded	Description
Fund 303, County Construction				
001035	Enterprise Technology Center Reconfigurations (Sully)	\$250,000	\$50,000	FY 2004 funding in the amount of \$50,000 is included for the critical replacement of wiring and electrical requirements at the Data Center. The Data Center is the operational heart of the County's electronic business network and houses essential components of the technical infrastructure, including mainframe computers, mid-range servers, enterprise servers, desktop servers, data storage devices, enterprise printers, data communications servers, and related equipment.
003099	Miscellaneous Building and Repair (Countywide)	Continuing	200,000	FY 2004 funding in the amount of \$200,000 is included for emergency repairs, minor renovations, and remodeling/upgrading of various buildings and facilities throughout the County. Projects include emergency repairs to buildings and building equipment, plumbing repairs, minor renovations to electrical and mechanical systems, structural repairs, vandalism correction, and other non-recurring construction and repair projects.
003100	Fire Alarm Systems (Countywide)	Continuing	200,000	FY 2004 funding in the amount of \$200,000 is included for the replacement of the fire alarm system at the Pennino Building which is experiencing frequent failure when tested. Fire alarm systems are replaced based on age and difficulty in obtaining replacement parts and service.
004999	Boys' Baseball Field Lighting (Countywide)	Continuing	100,000	FY 2004 funding in the amount of \$100,000 is included for the installation of boys' baseball field lighting systems at prioritized Fairfax County middle schools and high schools. FY 2004 funding will provide lighting at Lake Braddock Secondary and Herndon High School.
005000	Girls' Softball Field Lighting (Countywide)	Continuing	100,000	FY 2004 funding in the amount of \$100,000 is included for the installation of lights on Fairfax County Public Schools middle and high school athletic fields used for girls' softball. FY 2004 funding will provide lighting at Whitman Middle School, which was deferred in FY 2003 due to emergency improvements required at Carson Middle School.

**DETAILS: PAYDOWN PROGRAM
(HB599 AND OTHER FINANCING)**

Project Number	Project Name (District)	Total Project Estimate	FY 2004 Funded	Description
005004	FCPS Athletic Field Maintenance & Improvements - Matched Funds (Countywide)	Continuing	\$300,000	FY 2004 funding in the amount of \$300,000 is included for the continuation of the matched field maintenance and improvement program at FCPS middle and elementary schools for fields predominately used by community groups. Organizations will be required to provide a 50 percent match in funds for requests, and project funds will be restricted to only those improvements that upgrade fields, develop new game fields, or improve player safety. Requests for amenities such as bleachers, batting cages, perimeter fencing, benches, and dugouts are not considered for this program.
008043	Northern Virginia Community College (Countywide)	Continuing	789,680	FY 2004 funding in the amount of \$789,680 is included for Fairfax County's annual contribution to the Northern Virginia Community College (NVCC). Funding provides for the continued construction and maintenance of various capital projects on college campuses within the NVCC system. The funding formula for determining the annual contribution level has been revised based on the capital requirements for NVCC over the next six years. A phased approach was implemented in FY 2003 to increase funding by \$0.10 per capita per year until FY 2006 when the County's contribution equals \$1.00 per capita. FY 2004 funding represents \$0.80 per capita using the Weldon Cooper Center population figure of 987,100.
009132	Roof Repairs and Waterproofing (Countywide)	Continuing	180,000	FY 2004 funding in the amount of \$180,000 is included for roof repairs at County facilities, including Penn Daw Fire Station (\$70,000), the Maintenance and Stormwater Management Blair Building (\$30,000), the Fire Training Center CPR and Exercise Buildings (\$30,000), and the United Community Ministries Building (\$50,000).
009136	Parking Lot Resurfacing (Countywide)	Continuing	100,000	FY 2004 funding in the amount of \$100,000 is included for emergency and annual pothole repairs at prioritized County facilities.
009151	HVAC/Electrical Systems (Countywide)	Continuing	350,000	FY 2004 funding in the amount of \$350,000 is included for HVAC replacement at the original County Jail facility, currently housed by Sheriff Administrative Staff (\$100,000), Pohick Library (\$150,000), and Fire Training Center (\$450,000) due to urgent, unforeseen problems at these facilities. It should be noted that FY 2003 funding of \$350,000 to replace the HVAC system at the Reston Human Services Center has been deferred in order to offset FY 2004 requirements. It is anticipated that the Reston Human Services Center HVAC system will be replaced in FY 2005.

**DETAILS: PAYDOWN PROGRAM
(HB599 AND OTHER FINANCING)**

Project Number	Project Name (District)	Total Project Estimate	FY 2004 Funded	Description
009406	Countywide ADA Compliance (Countywide)	Continuing	\$300,000	FY 2004 funding in the amount of \$300,000 is included to continue curb ramp modifications identified throughout the County and required for ADA compliance (\$150,000), as well as modifications to the Government Center Forum and Board Auditorium (\$150,000).
009416	Parks - ADA Compliance (Countywide)	Continuing	54,000	FY funding in the amount of \$54,000 is included to continue Park Authority compliance with the Americans with Disabilities Act (ADA) of 1990. FY 2004 funding will continue modifications at Lake Fairfax Park.
009417	Parks - General Maintenance (Countywide)	Continuing	326,474	FY 2004 funding in the amount of \$326,474 is included for major maintenance and repairs at non-revenue producing Park facilities including electrical and lighting systems, security/fire alarms, sprinklers, and HVAC improvements. In addition, this project funds roof repairs and structural preservation of park historic sites. The facilities maintained include but are not limited to field houses, boathouses, pump houses, maintenance facility sheds, shelters, and office buildings. Priorities are based on an assessment of current repair needs associated with safety and health issues, facility protection, facility renewal, and improved services. In addition to State revenue support, an amount of \$178,526 is included to fund general park maintenance financed by the General Fund for a total of \$505,000.
009431	Generator Replacement Program (Countywide)	Continuing	80,000	FY 2004 funding in the amount of \$80,000 is included for the emergency generator replacement program. This program was established in to address the replacement of generators that have outlived their useful life. FY 2004 funding is included to replace generators at Merrifield Fire Station (\$50,000) and Oakton Fire Station (\$30,000).
009444	Laurel Hill (Lorton) Development (Mount Vernon)	4,642,622	2,142,622	FY 2004 funding in the amount of \$2,142,622 is included to continue to address the needs at the Laurel Hill (Lorton) site, including master planning, a security/maintenance contract, structural maintenance and utilities at existing buildings, custodial, planning, and engineering positions, maintenance at four interim athletic fields, and demolition of unserviceable buildings. Additionally, funding will provide for master planning and engineering studies related to future building uses and design issues.

**DETAILS: PAYDOWN PROGRAM
(HB599 AND OTHER FINANCING)**

Project Number	Project Name (District)	Total Project Estimate	FY 2004 Funded	Description
009459	HIPAA Compliance (Countywide)	Continuing	\$200,000	FY 2004 funding in the amount of \$200,000 is included to begin to address County compliance with the Health Insurance Portability and Accountability Act (HIPAA), passed by Congress in 1996. HIPAA requires countywide compliance with electronic transmission, privacy, disclosure, security and storage regulations with respect to employee and customer health information to protect the privacy of individually identifiable information.
Total		\$4,892,622	\$5,472,776	
Fund 307, Sidewalk Construction				
X00407	Sidewalk Replacement / VDOT Participation (Countywide)	Continuing	\$300,000	FY 2004 funding in the amount of \$300,000 is included to continue the Sidewalk Replacement/VDOT Participation Program. This program allows for the repair and replacement of County sidewalks to be conducted by VDOT in concert with existing VDOT construction. The County then reimburses the State for the costs when repairs are complete. County costs are minimized based on VDOT's ability to implement multiple sidewalk construction contracts simultaneously.
Total		\$0	\$300,000	
Fund 308, Public Works Construction				
A00002	Emergency Watershed Improvements (Countywide)	Continuing	\$95,000	FY 2004 funding in the amount of \$95,000 is included for the correction of emergency drainage problems. Engineering studies and construction will alleviate flooding problems of a recurring or emergency nature, and due to their emergency nature cannot be identified in advance.
L00034	Kingstowne Environmental Monitoring (Lee)	Continuing	125,000	FY 2004 funding in the amount of \$125,000 is included to continue monitoring efforts in support of the Kingstowne Environmental Monitoring program, established by the Board of Supervisors in June 1985, to continue until completion of the Kingstowne Development. The program was expanded during FY 2002 to include the water quality monitoring requirements outlined by the U.S. Army Corps of Engineers for the development of the South Van Dorn Street extension. This requirement includes water quality monitoring for four years and inspection and maintenance for up to ten years.

**DETAILS: PAYDOWN PROGRAM
(HB599 AND OTHER FINANCING)**

Project Number	Project Name (District)	Total Project Estimate	FY 2004 Funded	Description
N00096	Dam Repairs (Countywide)	Continuing	\$200,000	FY 2004 funding in the amount of \$200,000 is included for conducting inspections, monitoring, and repairing dams and emergency spillways. The Maintenance and Stormwater Management Division continues to identify failed dam embankments. There are currently 23 facilities which are experiencing some form of failure. This project also funds repair of failed detention pond enhancements. FY 2004 funding provides for conducting inspections, monitoring, and repairing dams and emergency spillways.
U00005	Secondary Monumentation (Countywide)	Continuing	95,000	FY 2004 funding in the amount of \$95,000 is included to support the maintenance and establishment of geodetic survey control points for the GIS system. Monumentation is placed on the ground for the use of both the private and public sector for surveying and mapping control. FY 2004 funding will continue to support the maintenance and upgrading of existing GIS control points.
U00006	Developer Defaults (Countywide)	Continuing	100,000	FY 2004 funding in the amount of \$100,000 is included for developer default projects that require General Fund monies throughout the fiscal year. The developer default program requires developers to provide a security deposit, either in the form of a bond or a letter of credit, to the County to ensure that public improvements in their developments are properly constructed. In the event that the developer fails to provide the improvements as required, the security is defaulted and the County takes over responsibility of making the improvement.
V00000	Road Viewer Program (Countywide)	Continuing	50,000	FY 2004 funding in the amount of \$50,000 is included to continue upgrading roads for acceptance into State Secondary Road System. Funding provides for survey, engineering, and road construction of projects in the Board of Road Viewers Program. Once improvements are funded and completed, the need for ongoing County maintenance work on the roadway is eliminated.
V00001	Road Maintenance Program (Countywide)	Continuing	50,000	FY 2004 funding in the amount of \$50,000 is included to continue road maintenance on Fairfax County roads not currently in the VDOT Secondary System. The goal of this program is to ensure the safe operation of motor vehicles by upgrading and maintaining existing County travel ways. The County will continue to provide maintenance on these roads until they are upgraded and accepted into the VDOT Secondary Road System. In some cases, however, the roadway can never qualify for VDOT acceptance due to physical constraints such as close proximity to a house. Therefore, a certain level of funding will always be necessary in this project.

**DETAILS: PAYDOWN PROGRAM
(HB599 AND OTHER FINANCING)**

Project Number	Project Name (District)	Total Project Estimate	FY 2004 Funded	Description
Z00021	Perennial Stream Mapping (Countywide)	\$275,000	\$100,000	FY 2004 funding in the amount of \$100,000 is included for the continuation of the Stream Mapping Program initiative, an effort to develop a base map of all stream channels in Fairfax County. The result will be a reliable map source depicting the stream network that distinguishes between perennial and intermittent streams, which will also be included in the County's Geographic Information System.
Z00022	Municipal Separate Storm Sewer System (MS4) (Countywide)	2,805,724	1,700,000	FY 2004 funding in the amount of \$1,700,000 is included to continue activities associated with the Virginia Pollutant Discharge Elimination System (VPDES) Municipal Separate Storm Sewer System (MS4) discharge permit, which is required as part of the Clean Water Act amendments of 1987, and mandates implementation of a water quality management program. The MS4 discharge permit is considered a five-year renewal of the National Pollutant Discharge Elimination System (NPDES) permit, effective January 24, 2002. Activities include water quality testing, watershed master planning, improvement programs, and development of the GIS-based storm sewer system inventory.
Total		\$3,080,724	\$2,515,000	
Fund 313, Trail Construction				
002200	Upgrade and Emergency Maintenance of Existing Trails (Countywide)	Continuing	\$75,000	FY 2004 funding in the amount of \$75,000 is included for upgrading and emergency maintenance of existing trails to public standards, as well as addressing safety and hazardous conditions, deterioration of trail surfaces, and the replacement and repair of guardrails, handrails, and pedestrian bridges. Several older trails do not meet current standards, and projects have been designed to alleviate safety problems, including incorrect grades, steep slopes, or obstructions (i.e., power poles/trees that are located too close to the trail).
Total		Continuing	\$75,000	

TOTAL PAYDOWN (HB599 FINANCING)

\$8,362,776

**DETAILS: PAYDOWN PROGRAM
(HB599 AND OTHER FINANCING)**

Project Number	Project Name (District)	Total Project Estimate	FY 2004 Funded	Description
Fund 303, County Construction				
005009	Athletic Field Maintenance (Countywide)	Continuing	\$3,300,000	FY 2004 funding in the amount of \$3,300,000 is included for athletic field maintenance managed by the Fairfax County Park Authority and financed from athletic group user fees. In addition to user fee support, an amount of \$2,222,813 is included to fund athletic field maintenance financed by the General Fund for a total of \$5,522,813.
009400	Land Acquisition Reserve (Countywide)	Continuing	1,000,000	FY 2004 funding in the amount of \$1,000,000 is included for the County's land acquisition reserve. The reserve provides a source of funding for the acquisition of land or open space preservation for future County facilities and capital projects.
009425	South County Center (Lee)	7,748,712	1,000,000	FY 2004 funding in the amount of \$1,000,000 is included for the second year of a five-year lease-purchase agreement associated with systems furniture for the South County Government Center. The 159,000-square-foot Center will include a senior center, an expanded teen center, an employment center, office space for County staff, community meeting rooms, and an e-government center. In addition to support through other revenue, an amount of \$21,702 is financed by the General Fund for a total of \$1,021,702.
Total		Continuing	\$5,300,000	

TOTAL PAYDOWN (OTHER FINANCING)	\$5,300,000
TOTAL PAYDOWN PROGRAM	\$20,055,817

DETAILS: GENERAL OBLIGATION BONDS

Project Number	Project Name (District)	Total Project Estimate	FY 2004 Funded	Description
Fund 306, Northern Virginia Regional Park				
Various	County Contribution (Countywide)	Continuing	\$2,250,000	FY 2004 funding is included for Fairfax County's capital contribution to the Northern Virginia Regional Park Authority (NVRPA). Funding provides for costs associated with construction, park development, and capital requirements according to plans adopted by the NVRPA Board and its Capital Improvement Program. The FY 2004 funding level is consistent with the approved FY 2003 - FY 2007 Capital Improvement Program (With Future Years to 2012). FY 2004 represents the sixth and final year of the County's funding agreement associated with the 1998 referendum.
Total		Continuing	\$2,250,000	
Fund 309, Metro Operations and Construction				
N/A	N/A	Continuing	\$2,919,980	FY 2004 funding in the amount of \$2,919,980 is included for General Obligation Bond capital to support the 103-mile Metrorail system as well as to maintain and/or acquire facilities, equipment, railcars, and buses. In addition to General Obligation Bond support, an amount of \$2,130,340 is included to fund Metrorail maintenance and support financed by fund balance for a total of \$5,050,320.
Total		Continuing	\$2,919,980	
Fund 311, County Bond Construction				
88A002	West Ox Bus Operations Facility (Sully)	\$23,316,000	\$1,000,000	FY 2004 funding in the amount of \$1,000,000 is included to complete design of an operating and maintenance center at West Ox Road and Lee Highway for the FAIRFAX CONNECTOR bus fleet serving Vienna and western areas of the County. The FY 2004 funding level is consistent with the approved FY 2003 – FY 2007 Capital Improvement Program (With Future Years to 2012).
Total		\$23,316,000	\$1,000,000	
Fund 312, Public Safety Construction				
009209	Judicial Center Expansion (City of Fairfax)	\$115,000,000	\$34,970,552	FY 2004 funding in the amount of \$34,970,552 is included for the design and construction of an approximately 312,000-square-foot expansion to the Jennings Judicial Center. The expanded judicial center will consolidate court services, reduce overcrowding, allow after-hours access to the public law library and other court clerk functions, and provide additional courtroom space. The Juvenile and Domestic Relations Court, General District Court, and Circuit Court will be located within this facility.
Total		\$115,000,000	\$34,970,552	

DETAILS: GENERAL OBLIGATION BONDS

Project Number	Project Name (District)	Total Project Estimate	FY 2004 Funded	Description
Fund 370, Park Authority Bond Construction				
476102	Land Acquisition - 2002 Bonds (Countywide)	Continuing	\$10,000,000	FY 2004 funding in the amount of \$10,000,000 is included for the acquisition of additional parkland throughout the County, as well as repayment of a short-term note issued by the Park Authority for the purchase of 246 acres along Pleasant Valley Road. FY 2004 funding in the amount of 10,000,000 provides for land acquisition and is consistent with the approved FY 2003 – FY 2007 Capital Improvement Program (With Future Years to 2012).
Total		Continuing	\$10,000,000	
Fund 390, School Bond Construction				
N/A	N/A	Continuing	\$130,000,000	FY 2004 funding in the amount of \$130,000,000 is included for school design and construction. For details, see the FY 2004 Superintendent's Proposed Budget.
Total		Continuing	\$130,000,000	

TOTAL GENERAL OBLIGATION BONDS

\$181,140,532

DETAILS: WASTEWATER MANAGEMENT SYSTEM

Project Number	Project Name (District)	Total Project Estimate	FY 2004 Funded	Description
Fund 402, Sewer Construction Improvements				
G00901	DC Treatment Blue Plains (Countywide)	\$61,891,342	\$8,400,000	FY 2004 funding in the amount of \$8,400,000 is included for Fairfax County's share of projected costs associated with the upgrade to the DC Blue Plains Wastewater Treatment Plant. The County pays for approximately 8.4 percent of the total costs for the design and construction of the upgrade for nitrification and sludge handling facilities.
G00903	Arlington Wastewater Treatment (Countywide)	12,457,392	1,000,000	FY 2004 funding in the amount of \$1,000,000 is included for County's share of nitrogen removal costs at the Arlington Wastewater Treatment Plant, based on current construction estimates from the treatment plant.
I00351	Pump Station Renovations (Countywide)	Continuing	500,000	FY 2004 funding in the amount of \$500,000 is included for the rehabilitation of the Route 50/I-66 Main Pump Station based on age, deteriorating condition, and increasing maintenance costs.
I00904	ASA Wastewater Treatment Plant (Countywide)	178,466,723	9,930,000	FY 2004 funding in the amount of \$9,930,000 is included for Fairfax County's share of construction costs associated with the improvements to the Alexandria Wastewater Treatment Plant. The County pays for approximately 60 percent of the total costs of the upgrade for ammonia removal.
L00117	Dogue Creek Rehab/ Replacement (Mt. Vernon)	Continuing	3,000,000	FY 2004 funding in the amount of \$3,000,000 is included for the replacement of the 20-year-old Dogue Creek Force Main based on the age and deteriorating condition of the equipment.
X00445	Integrated Sewer Metering (Countywide)	Continuing	50,000	FY 2004 funding in the amount of \$50,000 is included for the Wastewater Management's annual metering program which upgrades existing sewer meters throughout the County to comply with the Virginia Water Control Board Regulations.
X00905	Replacement and Transmission (Countywide)	Continuing	8,500,000	FY 2004 funding in the amount of \$8,500,000 is included for the recurring repair, replacement, and renovation of 20 miles of sewer lines using predominantly "no dig" technologies, siphon cleaning, siphon and vault rehabilitations and the replacement of line segments.
X00940	Developer Projects County Costs (Countywide)	Continuing	154,000	FY 2004 funding in the amount of \$154,000 is included for the maintenance and review of as-built sewer plans for sewer segments.
Total		\$252,815,457	\$31,534,000	

TOTAL WASTEWATER MANAGEMENT

\$31,534,000

DETAILS: OTHER FINANCING

Project Number	Project Name (District)	Total Project Estimate	FY 2004 Funded	Description
Fund 113, McLean Community Center				
003601	McLean Community Center Improvements (Dranesville)	\$1,041,041	\$245,000	FY 2004 funding in the amount of \$245,000 is included for renovations to the Center's roof, improvements to interior lighting, replacement of two HVAC units, and the renovation of two restrooms to ensure ADA compliance.
Total		\$1,041,041	\$245,000	
Fund 114, I-95 Refuse Disposal				
186435	I-95 Landfill Basin 20 (Mt. Vernon)	Continuing	\$5,751,000	FY 2004 funding in the amount of \$5,751,000 provides for construction costs to convert landfill space into disposal areas for ash generated by the Energy/Resource Recovery Facility (E/RRF).
186650	I-95 Landfill Closure (Mt. Vernon)	66,266,191	9,178,000	FY 2004 funding in the amount of \$9,178,000 provides for construction costs to meet all State and Federal regulations regarding the closure of the I-95 Landfill to the deposit of municipal solid waste (raw refuse). This project is in accordance with closure plans as presented to and approved by the Virginia Department of Waste Management. As closure requirements are identified, funding will be provided from the Landfill Closure Reserve.
Total		\$66,266,191	\$14,929,000	
Fund 144, Housing Trust Fund				
013906	Undesignated (Countywide)	Continuing	\$1,001,411	FY 2004 funding in the amount of \$1,001,411 is included as a planning factor for the Undesignated Project, based on anticipated proffer and interest income in FY 2004 in the Housing Trust Fund. Funding will be retained in the Undesignated Project until designated to specific projects by the FCRHA and the Board of Supervisors.
Total		Continuing	\$1,001,411	
Fund 145, HOME Investment Partnership				
013974	HOME Development Costs (Countywide)	Continuing	\$1,302,795	FY 2004 funding in the amount of \$1,302,795 will be allocated to specific projects as recommended by the Board of Supervisors. Allocation to specific projects is anticipated in the Spring of 2003.
Total		Continuing	\$1,302,795	

DETAILS: OTHER FINANCING

Project Number	Project Name (District)	Total Project Estimate	FY 2004 Funded	Description
Fund 301, Contributed Roadway Improvement Fund				
007700	Fairfax Center Reserve (Providence)	Continuing	\$716,467	FY 2004 funding is based on anticipated contributions and pooled interest income for roadway construction in Fairfax Center area.
008800	Centreville Reserve (Sully)	Continuing	92,661	FY 2004 funding is based on anticipated contributions and pooled interest income for roadway construction in Centreville area.
009900	Miscellaneous (Countywide)	Continuing	1,115,678	FY 2004 funding is based on anticipated contributions and pooled interest income for miscellaneous roadway improvements.
009911	Tysons Corner Reserve (Providence)	Continuing	230,475	FY 2004 funding is based on anticipated contributions and pooled interest income for roadway construction in Tysons Corner area.
Total		Continuing	\$2,155,281	
Fund 309, Metro Operations and Construction				
N/A	N/A	Continuing	\$2,130,340	FY 2004 funding in the amount of \$2,130,340 is included to support the 103-mile Metrorail system as well as to maintain and/or acquire facilities, equipment, railcars, and buses. In addition, an amount of \$2,919,980 is included to fund Metrorail maintenance and support financed by General Obligation Bonds for a total of \$5,050,320.
Total		Continuing	\$2,130,340	
Fund 390, Public School Construction				
N/A	N/A	Continuing	\$78,319,289	FY 2004 funding in the amount of \$78,319,289 is included for various school construction projects financed from Parent Teachers Association/Parent Teachers Organization receipts, miscellaneous revenues, the carryover of bond funds, and transfers from Fund 090, School Operating Fund. For details, see the FY 2004 Superintendent's Proposed Budget.
Total		Continuing	\$78,319,289	

TOTAL OTHER FINANCING

\$100,083,116



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CAPITAL PROJECT FUNDS

Overview

The Fairfax County Capital Construction Program (other than sanitary sewer construction and resource recovery projects) is primarily financed through transfers from the General Fund and the sale of General Obligation bonds. Supplementing the General Fund and General Obligation bond monies are additional funding sources including Federal and State grants, contributions, and tax revenues from special revenue districts.

The following pages provide a narrative description of all capital funds, including Capital Construction Contribution Funds. These narratives include a description of each fund, a Fund Statement, a Summary of Capital Projects, and a Project Detail Table for each project funded in FY 2004.

Capital Project Funds

- **Fund 300 – Countywide Roadway Improvement Fund**
- **Fund 301 – Contributed Roadway Improvement Fund**
- **Fund 302 – Library Construction**
- **Fund 303 – County Construction**
- **Fund 304 – Primary and Secondary Road Bond Construction**
- **Fund 307 – Sidewalk Construction**
- **Fund 308 – Public Works Construction**
- **Fund 310 – Storm Drainage Bond Construction**
- **Fund 311 – County Bond Construction**
- **Fund 312 – Public Safety Construction**
- **Fund 313 – Trail Construction**
- **Fund 314 – Neighborhood Improvement Program**
- **Fund 315 – Commercial Revitalization Program**
- **Fund 316 – Pro Rata Share Drainage Construction**
- **Fund 370 – Park Authority Bond Construction**
- **Fund 390 – Public School Construction**

Capital Contribution Funds

- ◆ Fairfax County contributes to the Northern Virginia Regional Park Authority Capital Construction Program for maintenance and major renovation projects associated with 19 regional parks. The County also contributes to the Washington Metropolitan Area Transit Authority (WMATA) to support the 103-mile Metrorail System, as well as to maintain and/or acquire facilities, equipment, railcars and buses.
- **Fund 306 – Northern Virginia Regional Park Authority**
- **Fund 309 – Metro Operations and Construction**

FUND 300

COUNTYWIDE ROADWAY IMPROVEMENT FUND

Purpose

This fund serves as a reserve source of funding for required road construction and improvement needs for which funding from other sources is not available. Sources of funding consist primarily of Board directed transfers from the General Fund or other funds. Excess funding from projects is held in a reserve for future road construction or improvement projects. Funds also may be transferred from Fund 300, Countywide Roadway Improvement Fund, to other County road construction funds as approved by the Board of Supervisors.

FY 2004 Initiatives

No funding is included for Fund 300, Countywide Roadway Improvement Fund, in FY 2004.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$1,777,934 due to the carryover of unexpended project balances.

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 300 COUNTYWIDE ROADWAY IMPROVEMENT FUND

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 300, Countywide Roadway
Improvement Fund

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$2,415,877	\$0	\$1,777,934	\$0
Transfer In:				
General Fund	\$0	\$0	\$0	\$0
Total Transfer In:	\$0	\$0	\$0	\$0
Total Available	\$2,415,877	\$0	\$1,777,934	\$0
Total Expenditures	\$637,943	\$0	\$1,777,934	\$0
Total Disbursements	\$637,943	\$0	\$1,777,934	\$0
Ending Balance	\$1,777,934	\$0	\$0	\$0

FUND 300

COUNTYWIDE ROADWAY IMPROVEMENT FUND

FY 2004 Summary of Capital Projects

Fund: 300 Countywide Roadway Improvement Fund

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
006600	Project Reserve		\$0.00	\$74,989.45	\$0
006613	Countywide Cut Thru Meas	33,000	0.00	4,344.00	0
006614	Transportation System Imp	1,425,000	500,000.00	881,497.40	0
006615	Telegraph Rd./ Florence Lane	325,000	88,902.41	197,041.30	0
006616	Gallows/ Annandale/Hummer	750,000	49,040.12	620,062.34	0
Total		\$2,533,000	\$637,942.53	\$1,777,934.49	\$0

FUND 301

CONTRIBUTED ROADWAY IMPROVEMENT FUND

Purpose

This fund was created specifically to account for proffered developer contributions received for roadway improvements throughout the County. A separate reserve project has been established for each area for which contributions are received, and all receipts are earmarked for these specific areas. As roadway improvement projects are identified within these areas, funding is reallocated from the specific reserve project to finance the improvements. Estimates for the receipt of proffer funds are based on prior year receipts and anticipated levels of development.

In addition, this fund has provided matching funds to the State for projects identified by the Board of Supervisors in its consideration of the Virginia Department of Transportation (VDOT) Secondary Improvement Budget. Section 33:1-75.1 of the Code of Virginia enables the use of County funds for improvements to the secondary road system and requires that VDOT match up to \$500,000 in County funds as a priority before allocating funds to its road systems.

FY 2004 Initiatives

An amount of \$2,155,281 is included in Fund 301, Contributed Roadway Improvement Fund, in FY 2004. All projects funded in FY 2004 are supported by projected contributions and estimated pooled interest earnings. A list of these projects is included in the Summary of Capital Projects. In addition, an amount of \$110,000 is transferred from FY 2004 miscellaneous revenues in this fund to Fund 309, Metro Operations and Construction. This funding will support shuttle bus service in the Franconia/Springfield Metro area.

Private contributions are currently provided for roadway improvements in the following areas:

Fairfax Center (Route 50/I-66) Area - Developer contributions for this area are based on a developer rate schedule for road improvements in the Fairfax Center area which is revised periodically by the Board of Supervisors and is based upon changes in the highway construction bid index. Ten percent of the developer's contribution is paid to the County at the time of the site plan approval. The balance of the amount due is paid as building permits are issued. As negotiated in individual proffer agreements, in-kind contributions of an equivalent value for road improvements can also be made in lieu of cash payments. An amount of \$600,000 in contributions is estimated for the Fairfax Center Area in FY 2004 based upon rezoning plans approved by the Board of Supervisors. In addition, \$10,200 is estimated from interest earnings on the FY 2004 contributions and \$106,267 from interest earnings on the prior year fund balance.

Major projects supported by this reserve include improvements to: Route 50/Waples Mill Road, Tall Timbers Drive, Stringfellow Road, and Route 29 within the Fairfax Center area.

Centreville Area - Commitments from developers in the Centreville area are included in individual proffer agreements from zoning cases, and rates of contributions vary by case. An amount of \$50,000 in contributions for the Centreville area is estimated in FY 2004 based on rezoning plans approved by the Board of Supervisors. In addition, \$850 is estimated from interest earnings on the FY 2004 contributions and \$41,811 from interest earnings on the prior year fund balance.

Major projects supported by this reserve include improvements to: Clifton Road, Stone Road, Old Centreville Road, and Route 29 within the Centreville area.

Miscellaneous Contributions - This project was created to serve as a source of funding for contributions received for miscellaneous roadway improvements. Funds are reallocated to specific projects when required. An amount of \$1,000,000 is anticipated in FY 2004 based upon contributions from proffered commitments in rezoning actions approved by the Board of Supervisors. It should be noted that this anticipated revenue includes a contribution of \$110,000 to be transferred to Fund 309, Metro Operations and Construction, to support shuttle service in the Franconia/Springfield area. In addition, \$17,000 is estimated from interest earnings on the FY 2004 contributions and \$208,678 from interest on the prior year fund balance.

FUND 301

CONTRIBUTED ROADWAY IMPROVEMENT FUND

Many specific projects are supported by this reserve throughout the County within the following major categories: Primary and Secondary road improvements, bridge design and construction, intersection/interchange improvements, signal improvements, and transit improvements.

Tyson's Corner Reserve - This project accounts for private sector contributions received for the Tyson's Corner Area. An amount of \$100,000 in contributions is estimated in FY 2004. In addition, \$1,700 is estimated from interest earnings on the FY 2004 contributions and \$128,775 from interest earnings on the prior year fund balance.

Major projects supported by this reserve include: improvements to Dolley Madison Boulevard, proffered projects, and corridor/pedestrian improvements throughout the Tyson's area.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the FY 2002 Carryover Review, the Board of Supervisors approved an increase of \$30,917,669 due to the carryover of unexpended balances in the amount of \$33,794,684 and a decrease of \$2,877,015 associated with lower than anticipated proffer receipts and interest earnings. Actual receipts reflect delays in construction of several large-scale projects and unanticipated fluctuations in the levels of development activity.

A Fund Statement, a Summary of Capital Projects, and Project Detail Tables for each project funded in FY 2004 are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project). The Project Detail Tables include project location, description, source of funding, and completion schedules.

FUND 301 CONTRIBUTED ROADWAY IMPROVEMENT FUND

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 301, Contributed Roadway Improvement Fund

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$27,037,274	\$0	\$28,560,698	\$0
Revenue:				
VDOT Revenue ¹	\$5,857,240	\$0	\$2,356,971	\$0
Fairfax Center Developer Contributions	485,657	330,000	330,000	600,000
Centreville Developer Contributions	234,194	285,000	285,000	50,000
Miscellaneous Developer Contributions	1,060,162	1,610,000	1,610,000	1,000,000
Tyson's Corner Reserve Contributions	553,517	1,700,000	1,700,000	100,000
Pooled Interest ²	883,895	928,653	928,653	515,281
Total Revenue	\$9,074,665	\$4,853,653	\$7,210,624	\$2,265,281
Transfers In:				
Primary and Secondary Road				
Bond Construction (304)	\$343,600	\$0	\$0	\$0
Total Transfers In	\$343,600	\$0	\$0	\$0
Total Available	\$36,455,539	\$4,853,653	\$35,771,322	\$2,265,281
Total Expenditures	\$7,894,841	\$4,743,653	\$35,661,322	\$2,155,281
Transfers Out:				
Metro Operations and Construction (309) ³	\$0	\$110,000	\$110,000	\$110,000
Total Transfers Out	\$0	\$110,000	\$110,000	\$110,000
Total Disbursements	\$7,894,841	\$4,853,653	\$35,771,322	\$2,265,281
Ending Balance	\$28,560,698	\$0	\$0	\$0

¹ VDOT Revenue associated with Project 009913, Dolley Madison Boulevard, for the widening of Route 123.

² Pooled interest is earned on the contributions as well as the accumulated fund balance in this fund.

³ Represents contributions to be transferred to Fund 309, Metro Operations and Construction, to support Metro shuttle service in the Franconia/Springfield area.

FUND 301

CONTRIBUTED ROADWAY IMPROVEMENT FUND

FY 2004 Summary of Capital Projects

Fund: 301 Contributed Roadway Improvements

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
007700	Fairfax Center Reserve		\$714,071.46	\$7,805,113.41	\$716,467
007701	Route 50/Waples Mill Interchange	1,909,619	327,670.15	1,567,894.40	0
008800	Centreville Reserve		249,260.00	3,070,934.90	92,661
008801	Stone Road	1,004,903	17,205.08	987,697.92	0
008802	Clifton Road	403,595	190,050.82	137,720.79	0
009900	Miscellaneous Reserve		56,000.00	9,043,653.80	1,115,678
009901	Primary Improvements		0.00	424,584.00	0
009902	Secondary Improvements		0.00	388,938.00	0
009903	Bridge Design/Construction		0.00	8,369.00	0
009904	Intersection/Interchange		0.00	311,975.00	0
009906	Signal Installations		89,777.00	278,037.57	0
009908	Transit Improvements		0.00	5,381.59	0
009909	Reston East Park-N-Ride		0.00	103,862.00	0
009911	Tysons Corner Reserve		300,000.00	9,458,289.00	230,475
009913	Dolley Madison Blvd	8,945,941	5,950,806.94	2,068,870.25	0
Total		\$12,264,058	\$7,894,841.45	\$35,661,321.63	\$2,155,281

FUND 301 CONTRIBUTED ROADWAY IMPROVEMENT FUND

007700	Fairfax Center Reserve
Fairfax Center Area	Providence
<p>Description and Justification: FY 2004 funding in the amount of \$716,467 is provided to serve as a source of funding for Fairfax Center Area roadway improvements as identified by the Board of Supervisors. On March 18, 2002, the Board of Supervisors revised the developer rate schedule for road improvements in the Fairfax Center area from \$4.18 to \$4.26 per gross square foot of non-residential building structure and from \$928 to \$946 per residential unit.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$1,013,770	(\$1,473)	\$7,174,503	\$0	\$0
Design and Engineering		334,324	13,594	17,544	0	0
Construction		2,500,988	701,950	613,066	716,467	0
Other		290,034	0	0	0	0
Total	Continuing	\$4,139,116	\$714,071	\$7,805,113	\$716,467	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$716,467	\$716,467

FUND 301 CONTRIBUTED ROADWAY IMPROVEMENT FUND

008800	Centreville Reserve
Centreville Area	Sully
<p>Description and Justification: FY 2004 funding in the amount of \$92,661 is provided to serve as a source of funding for Centreville Area roadway improvements as identified by the Board of Supervisors. Commitments from developers in the Centreville area are included in individual proffer agreements from zoning cases, and rates of contributions vary by case. On March 18, 2002, the Board of Supervisors revised the developer rate schedule for road improvements in the Centreville area from \$4.50 to \$4.59 per gross square foot of non-residential building structure and from \$1,778 to \$1,812 per residential unit.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$2,781,988	\$0	\$0
Design and Engineering		740	225,000	0	0	0
Construction		325,000	24,260	288,947	92,661	0
Other		0	0	0	0	0
Total	Continuing	\$325,740	\$249,260	\$3,070,935	\$92,661	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$92,661	\$92,661

FUND 301

CONTRIBUTED ROADWAY IMPROVEMENT FUND

009900	Miscellaneous Contributions	
Miscellaneous Areas	Countywide	
<p>Description and Justification: FY 2004 funding in the amount of \$1,115,678 is provided to serve as a source of funding for miscellaneous roadway improvement projects. This project serves as a reserve project and funds are reallocated to specific projects when required. Many projects throughout the County are supported by this reserve and fall into the following major categories: Primary and Secondary road improvements, bridge design and construction, intersection/interchange improvements, signal improvements, and transit improvements.</p>		

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$156,804	\$0	\$9,043,654	\$0	\$0
Design and Engineering		227,692	56,000	0	0	0
Construction		1,504,767	0	0	1,115,678	0
Other		1,001	0	0	0	0
Total	Continuing	\$1,890,264	\$56,000	\$9,043,654	\$1,115,678	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$1,115,678	\$1,115,678

FUND 301

CONTRIBUTED ROADWAY IMPROVEMENT FUND

009911	Tysons Corner Reserve
Tysons Corner Area	Providence
<p>Description and Justification: FY 2004 funding in the amount of \$230,475 is provided for this project. This project accounts for private sector contributions in the Tysons Corner Area. On March 18, 2002, the Board of Supervisors revised the developer rate schedule for road improvements in the Tysons Corner area from \$3.09 to \$3.15 per gross square foot of non-residential building structure and from \$686 to \$699 per residential unit.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$5,988,468	\$0	\$0
Design and Engineering		0	0	0	0	0
Construction		0	300,000	3,469,821	230,475	0
Other		0	0	0	0	0
Total	Continuing	\$0	\$300,000	\$9,458,289	\$230,475	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$230,475	\$230,475

FUND 302 LIBRARY CONSTRUCTION

Purpose

This fund supports the construction and renovation of County libraries. In the Fall of 1989, the voters approved a \$39.1 million Public Library Facilities bond referendum. All bonds associated with this referendum have been sold.

FY 2004 Initiatives

No funding is included for Fund 302, Library Construction, in FY 2004.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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.

- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$875,545 due to the carryover of unexpended project balances totaling \$325,545, and a General Fund Transfer of \$550,000 for preliminary planning and design costs for the construction of the Burke Centre and Oakton Community libraries as approved by the Board of Supervisors on April 29, 2002.

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 302 LIBRARY CONSTRUCTION

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 302, Library Construction

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$1,913,239	\$0	\$325,545	\$0
Revenue:				
Sale of Bonds ¹	\$3,850,000	\$0	\$0	\$0
Total Revenue	\$3,850,000	\$0	\$0	\$0
Transfers In:				
General Fund (001) ²	\$0	\$0	\$550,000	\$0
Total Transfers In	\$0	\$0	\$550,000	\$0
Total Available	\$5,763,239	\$0	\$875,545	\$0
Total Expenditures	\$5,437,694	\$0	\$875,545	\$0
Total Disbursements	\$5,437,694	\$0	\$875,545	\$0
Ending Balance	\$325,545	\$0	\$0	\$0

¹ The sale of bonds is presented here for planning purposes only. Actual bond sales are based on cash needs in accordance with Board policy. In the Fall of 1989, the voters approved a \$39.1 million Public Library Facilities bond referendum. All bonds from the Fall 1989 Referendum have been sold.

² Represents a General Fund transfer of \$550,000 associated with Project 004838, Burke Centre Community library (\$350,000) and Project 004839, Oakton Community library (\$200,000).

FUND 302 LIBRARY CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 302 Library Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
004822	Library Contingency		\$0.00	\$48,997.58	\$0
004827	George Mason Library	4,788,250	0.00	31,187.42	0
004836	Great Falls Comm. Library	6,655,600	38,380.48	110,501.36	0
004837	Kingstowne Comm. Library	1,086,270	6,090.44	52,501.80	0
004838	Burke Center Library	2,423,192	1,992,185.19	398,135.62	0
004839	Oakton Community Library	200,000	953.69	199,046.31	0
004840	Kingstowne Reg. Library	3,470,000	3,401,279.28	14,869.42	0
004842	Thomas Jefferson Community Library	52,198	(2,348.05)	0.00	0
004843	Richard Byrd Comm. Library	57,009	765.58	0.00	0
004844	Dolley Madison Comm. Library	60,209	387.14	0.00	0
004850	Feasibility Studies		0.00	20,305.52	0
Total		\$18,792,728	\$5,437,693.75	\$875,545.03	\$0

FUND 303

COUNTY CONSTRUCTION

Purpose

This fund provides for critical maintenance, repairs, and enhancements to County facilities, Park Authority facilities, and County and School athletic fields. This fund also supports payments and obligations such as lease-purchase agreements, the acquisition of properties, construction and renovation projects associated with County facilities, and the County's annual contribution to the School-Age Child Care (SACC) Center Program and the Northern Virginia Community College.

FY 2004 Initiatives

Funding in the amount of \$15,565,817 is included in Fund 303, County Construction, in FY 2004. Funding includes an amount of \$4,793,041 supported by a General Fund Transfer, \$5,472,776 supported by State revenues, \$3,300,000 supported by a new athletic field user fee to help offset athletic field maintenance costs, and \$2,000,000 supported by other revenues. It should be noted that funding has been limited to the most critical priority projects which are listed on the Summary of Capital Projects that follows.

County Maintenance Projects

FY 2004 funding in the amount of \$1,610,000 has been included for County maintenance. As with any maintenance program, sufficient attention is required to avoid increased project costs in the future. As long-term maintenance and renovation costs are difficult to project, they are not included in the initial costs of capital projects; however, they are essential to the service life and level of service provided by a facility. Continued funding of maintenance requirements is included in the County's paydown program to protect and extend the life of County facilities. County requirements are generated through scheduled preventative maintenance or from user requests for facility alterations. Specific funding levels in FY 2004 include:

- ◆ An amount of \$1,230,000 will continue to provide maintenance funds to address priority projects at County facilities. Funded County maintenance projects include fire alarm replacement (\$200,000), roof repair and waterproofing (\$180,000), HVAC/electrical replacement (\$350,000), carpet replacement (\$200,000), and parking lot resurfacing (\$100,000). In addition, the County maintenance budget includes funding for miscellaneous building repairs or ongoing requirements throughout the fiscal year (\$200,000). These miscellaneous requirements include but are not limited to vandalism removal, plumbing repairs, painting, and other emergency repairs. Details of specific County facility improvements are included in the Project Detail Sheets that follow.
- ◆ Funding to continue the implementation of ADA compliance at County facilities has also been included in FY 2004. Title II of the ADA prohibits discrimination on the basis of disability by public entities and requires that each program, service, or activity conducted by a public entity be readily accessible to and usable by individuals with disabilities. Funding in the amount of \$300,000 is included for modifications to the Government Center Forum and Board Room (\$150,000) and for Phase II of this project, which addresses curb ramp modifications throughout the County (\$150,000).
- ◆ The annual generator replacement program has been funded in FY 2004 in the amount of \$80,000. This program provides a funding mechanism to replace generators in the fiscal years in which the generator reaches its useful life of 25 years. FY 2004 funding will provide for the replacement of the generator at Oakton Fire Station.

FUND 303 COUNTY CONSTRUCTION

Park Maintenance Projects

FY 2004 funding in the amount of \$1,729,000 has been included for Park maintenance. The Park facilities maintained with General Fund monies include but are not limited to: field houses, boat houses, pump houses, maintenance facilities, sheds, shelters, and office buildings. Park priorities are based on the assessment of current repair needs including safety and health issues, facility protection, facility renewal, and improved services. In addition, Park maintenance requirements are generated through scheduled preventative maintenance or from user requests for facility alterations. Specific funding levels in FY 2004 include:

- ◆ An amount of \$505,000 for general park maintenance at non-revenue supported Park facilities. These maintenance requirements include major non-recurring repairs/replacements and improvements to roofs, electrical and lighting systems, sprinklers, HVAC systems, and the replacement of security and fire alarm systems. Of this amount, \$80,000 is included for critical emergency repairs identified throughout the fiscal year, and \$425,000 is dedicated for specific major facility maintenance repairs. Details of specific Park facility improvements are included in the Project Detail Sheets that follow.
- ◆ An amount of \$700,000 to fund annual requirements for Parks grounds maintenance at non-revenue supported parks. Grounds maintenance includes the upkeep of sidewalks, parking lots, bridges, recreation and irrigation equipment, picnic equipment, tennis courts, and trails at County parks.
- ◆ An amount of \$470,000 for minor routine preventive maintenance of non-revenue supported Park Authority structures. These repairs include: the replacement of broken windows and doors, equipment repairs, and the scheduled inspection of HVAC, security, and fire alarm systems.
- ◆ An amount of \$54,000 to continue the implementation of ADA compliance at Park facilities. Park facilities continue to be modified on a priority basis.

Athletic Field Maintenance Projects

FY 2004 funding in the amount of \$6,022,813 has been included for athletic field maintenance. In recent years, athletic field maintenance has been identified as a critical need. An effort has been made to provide continuous maintenance to maintain quality athletic fields at acceptable standards and improve safety for users. Maintenance of athletic fields includes: field lighting, fencing, irrigation, dugout covers, infield dirt, aeration, and seeding. These maintenance efforts will improve safety standards, improve playing conditions, and increase user satisfaction. Specific funding levels in FY 2004 include:

- ◆ Funding in the amount of \$5,522,813 to consolidate athletic field maintenance efforts and improve the quality of all athletic fields managed by the Park Authority. Effective July 1, 2003, an athletic field user fee will be charged to groups who apply for field space on fields scheduled through the Department of Community and Recreation Services and maintained by the Fairfax County Park Authority. These fees, consistent with field use charges in neighboring jurisdictions within the DC Metro area, will be used to help offset annual maintenance costs including turf management (aeration, overseeding, mowing), repair and maintenance of lights and irrigation systems, as well as installation and repair of fencing. The annual cost for athletic field maintenance to Park Authority and Fairfax County Public School (FCPS) fields is approximately \$5.52 million. Additional General Fund monies in the amount of \$2,007,280 have been provided in FY 2004 to help meet maintenance requirements for both Park Authority and FCPS athletic fields. Revenue from athletic field user groups is estimated to be approximately \$3.30 million annually, thereby partially offsetting maintenance costs by approximately 60 percent. This new strategy is designed to provide a consistent maintenance standard for all athletic fields, improving the overall condition of Park Authority athletic fields and dramatically improving the condition of FCPS athletic fields at elementary and middle schools through the provision of annual field preparation and routine weekly maintenance formerly performed only on Park Authority fields. It will also provide the funding necessary to maintain lighting, irrigation systems, fencing and other field amenities that have been recently

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COUNTY CONSTRUCTION

installed to improve field conditions and availability. This strategy will assure safe and playable conditions and will protect the public investment in the fields. In addition, this initiative will consolidate all athletic field maintenance activities and will increase the number of fields available for use. Six additional positions have been approved to address the increased workload necessary to sustain the increase in athletic field maintenance levels. Staff from the Department of Community and Recreation Services and the Fairfax County Park Authority will work with the Fairfax County Athletic Council to develop a fee structure to recover the estimated \$3.30 million in off-setting revenue.

- ◆ An amount of \$100,000 to continue the replacement and upgrading of Fairfax County Public School boys' baseball field lighting systems used by many County organizations. A standard of 30 foot candles of light in the infield and 20 foot candles of light in the outfield is the recommended level of lighting. FY 2004 funding provides for baseball field lighting installation at Lake Braddock Secondary and Herndon High School. This effort is being coordinated by the Department of Community and Recreation Services (DCRS).
- ◆ Funding in the amount of \$100,000 to continue installing lights on Fairfax County Public School athletic fields used for girls' softball. Staff from the DCRS continue to work with representatives from Fairfax Athletic Inequities Reform (FAIR) and to coordinate with the Fairfax County Public Schools and the Fairfax County Park Authority to identify, prioritize, and develop proposed plans for addressing girls' softball field lighting requirements. FY 2004 funding provides for softball field lighting installation at Whitman Middle School, which was deferred in FY 2003 due to emergency improvements at Carson Middle School. This effort is being coordinated by the DCRS.
- ◆ Funding in the amount of \$300,000 to continue the matching field improvement program at FCPS middle and elementary school fields which are predominately available for community use. Organizations with requests must provide a 50 percent match in funds, and project funds will be restricted to those improvements that upgrade fields, develop new game fields, or improve player safety. Requests for amenities such as bleachers, bleacher pads, batting cages, fencing, and dugouts are not considered within this program.

New and Renovated Facilities

FY 2004 funding in the amount of \$3,892,622 has been included for costs related to the renovation of existing facilities and the construction of new facilities.

- ◆ Funding of \$1,000,000 is included to provide for the acquisition of land or open space preservation throughout the County.
- ◆ Funding of \$500,000 is included to help offset construction costs associated with the West County Recreation Center. This 65,824-square-foot facility will include a competitive swimming pool, leisure pool, whirlpool, weight training and fitness areas, multi-purpose rooms, and administrative and support service areas. With this amount, a total of \$1.0 million in General Fund monies has been provided for the West County Recreation Center.
- ◆ Funding of \$50,000 is included to provide for renovations to the Enterprise Operations Center (Data Center) at the Government Center. This level of funding will address the most critical wiring and electrical modifications at the Center to ensure that the facility remains a highly dependable and secure resource for the County.
- ◆ FY 2004 funding of \$2,142,622 is included to continue to address property management and development at the Laurel Hill property. Laurel Hill was transferred to the County by the Federal Government during the first part of 2002. The property includes approximately 2,340 acres of land and 1.48 million square feet of building space. FY 2004 funding will continue to address needs at this site, including master planning, a security/maintenance contract, structural maintenance and utilities at existing buildings, custodial, planning, and engineering positions, maintenance at four interim athletic fields, and demolition of unserviceable buildings.

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- ◆ Funding of \$200,000 is included to begin to address prioritized modifications at County facilities and other requirements to ensure compliance with the Health Insurance Portability and Accountability Act (HIPAA), passed by Congress in 1996. The HIPAA mandate requires countywide compliance with electronic transmission, privacy, disclosure, security and storage regulations with respect to employee and customer health information to protect the privacy of individually identifiable information. Compliance requirements may affect business practices, staffing allocations, facility reconfiguration, awareness training, and technology.

Payments and Obligations

FY 2004 funding in the amount of \$2,311,382 has been included for costs related to annual contributions and contractual obligations.

- ◆ Funding of \$1,021,702 is included to provide for the second year of a five-year lease-purchase agreement associated with systems furniture for the South County Center. This includes furniture for work stations, conference rooms, waiting areas, and offices. On February 11, 2000, the Board of Supervisors entered into a Master Sales and Development Agreement with Madison Development partners to construct an office building for lease to Fairfax County. This 159,000-square-foot facility includes a senior center, an expanded teen center, an employment center, office space for County staff, community meeting rooms, and an e-government center.
- ◆ Funding of \$500,000 is included for the County's annual contribution to offset school operating and overhead costs associated with new SACC Centers.
- ◆ Funding of \$789,680 is included for Fairfax County's contribution to the Northern Virginia Community College (NVCC). Funding provides for the continued construction and maintenance of various capital projects on college campuses within the NVCC system. The funding formula for determining the annual contribution level has been revised based on the capital requirements of NVCC over the next six years. The FY 2004 funding level reflects \$0.80 per capita based on a population figure provided by the Weldon Cooper Center. A phased approach has been recommended to increase funding by \$0.10 per capita per year until FY 2006 when the County's contribution will equal \$1.00 per capita.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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.

- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$17,434,356 due to the carryover of unexpended project balances in the amount of \$17,284,835 and the appropriation of \$149,521 primarily associated with matched funding received in FY 2002 for the maintenance of athletic fields at Fairfax County Public School sites.

A Fund Statement, a Summary of Capital Projects, and Project Detail Tables for each project funded in FY 2004 are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project). The Project Detail Tables include project location, description, source of funding, and completion schedules.

FUND 303 COUNTY CONSTRUCTION

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 303, County Construction

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$20,690,746	\$0	\$19,434,356	\$0
Revenue:				
Miscellaneous ¹	\$4,000,259	\$2,000,000	\$0	\$2,000,000
State Aid ²	6,799,552	4,867,776	4,867,776	5,472,776
Athletic Field Matching Program ³	149,262	0	0	0
Athletic Field User Fees ⁴	0	0	0	3,300,000
Developer Contributions ⁵	50,000	0	0	0
Total Revenue	\$10,999,073	\$6,867,776	\$4,867,776	\$10,772,776
Transfer In:				
General Fund (001)	\$4,256,813	\$2,611,941	\$2,611,941	\$4,793,041
County Bond Construction (311) ⁶	0	1,625,000	1,625,000	0
Total Transfer In	\$4,256,813	\$4,236,941	\$4,236,941	\$4,793,041
Total Available⁷	\$35,946,632	\$11,104,717	\$28,539,073	\$15,565,817
Total Expenditures	\$16,512,276	\$11,104,717	\$28,539,073	\$15,565,817
Total Disbursements	\$16,512,276	\$11,104,717	\$28,539,073	\$15,565,817
Ending Balance	\$19,434,356	\$0	\$0	\$0

¹ FY 2002 revenues represent an amount of \$4,000,000 associated with County litigation recovery and \$259 in miscellaneous revenues associated with the sale of plans.

² In FY 2002, funding of \$200,000 was received from the Northern Virginia Transportation Commission for Project 009452, Burke Center and Rolling Road VRE Stations, and \$6,599,552 was received in State HB 599 revenues.

³ Represents matched funding associated with Project 005004, FCPS Athletic Field Maintenance Matching Program.

⁴ Represents anticipated revenues associated with user fee collections, effective July 1, 2003. These fees will be paid by athletic organizations to support the maintenance of Park Authority athletic fields as well as Fairfax County Public Schools elementary and middle school athletic fields.

⁵ Represents developer contributions of \$50,000 received in FY 2002 associated with Project 009456, BAE Systems - Reston.

⁶ In FY 2003, an amount of \$1,625,000 was transferred to Fund 303, County Construction, from Fund 311, County Bond Construction, to reimburse the General Fund for monies spent on Project 88A014, Newington Maintenance Facility Expansion, and Project 88A015, West Ox Maintenance Facility Expansion.

⁷ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$2,000,000 has been reflected as an increase in FY 2002 revenues to reflect the receipt of payments associated with County litigation recovery. This action results in a corresponding reduction of \$2,000,000 to the *FY 2003 Revised Budget Plan*. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the FY 2003 Third Quarter Package.

FUND 303 COUNTY CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 303 County Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
001008	South County Animal Shelter	\$20,000	\$3,216.61	\$13,802.35	\$0
001035	Data Center Reconfigurations	250,000	17,574.35	41,636.19	50,000
001037	General District Court Expansion	772,359	27,851.43	317,148.57	0
001038	Circuit Court Expansion II	3,810,787	324,464.78	333,027.43	0
003099	Miscellaneous Building and Repair		625,973.29	638,956.58	200,000
003100	Fire Alarm Systems		37,022.11	512,977.89	200,000
004999	Boys' 90' Athletic Field Lighting		100,000.00	99,999.80	100,000
005000	Girls' Softball Field Lighting		133,510.87	223,912.50	100,000
005001	Girls' Fast Pitch Field Maintenance		180,308.47	232,060.50	0
005002	Athletic Field Development	50,000	0.00	50,000.00	0
005003	Whittier Girls Athletic Field	84,000	84,000.00	0.00	0
005004	FCPS Athletic Fields - Matching Pgrm		431,171.63	880,627.23	300,000
005006	Park Maintenance of FCPS Fields		831,777.65	817,339.41	0
005007	Wakefield Softball Complex	1,700,000	37,241.60	262,758.40	0
005008	Carl Sandburg Lighting	115,000	0.00	115,000.00	0
005009	Athletic Field Maintenance		0.00	0.00	5,522,813
007012	School Aged Child Care Contribution		500,000.00	500,000.00	500,000
008000	Government Center	68,751,226	5,428.61	21,867.26	0
008043	No. Va. Community College		592,707.00	678,824.00	789,680
009132	Roof Repairs and Waterproofing		591,762.10	433,065.38	180,000
009133	Carpet Replacement		469,601.51	59,168.09	100,000
009136	Parking Lot Resurfacing		357,400.83	353,723.49	100,000
009151	HVAC/Electrical Systems		1,430,817.30	1,361,886.56	350,000
009152	Crossroads Relocation	364,000	49,234.76	66,959.24	0
009164	Jermantown Garage Renovation	1,040,850	0.00	174,872.00	0
009400	Land Acquisition Reserve		3,892,249.62	2,117,287.69	1,000,000
009406	ADA Compliance - Countywide		330,688.61	748,489.75	300,000
009416	ADA Compliance - FCPA		163,279.65	174,505.98	54,000
009417	Parks - General Maintenance		706,274.47	624,418.48	505,000
009420	Mount Gilead	1,096,620	163,750.00	105,500.00	0
009422	Maintenance - CRP		164,191.86	462,932.57	0
009425	South County Government Center	7,748,712	832,465.60	1,783,125.70	1,021,702
009428	Maintenance - Non-CRP		0.00	250,000.00	0
009429	Security Improvements	470,000	0.00	212,280.81	0
009431	Emergency Generator Replacement		86,710.00	116,000.00	80,000
009432	Phone Systems		(149,748.50)	999,777.99	0
009435	Mt Vernon Health Ctr	7,225,000	25,416.33	41,349.55	0
009436	Braddock District Supervisor's Office	1,292,000	249,561.70	15,374.39	0
009437	Oakton Fire And Rescue Station	255,000	187,091.01	14,528.61	0
009438	Forensics Facility	5,500,000	30,115.78	5,291,884.70	0
009441	Roberts Road Enhancements	90,467	699.48	15,776.33	0
009442	Parks - Grounds Maintenance		876,624.66	734,828.32	700,000
009443	Parks - Facility/Equip. Maint.		420,885.52	641,275.20	470,000
009444	Laurel Hill (Lorton) Development	4,642,622	243,864.67	2,187,072.15	2,142,622
009446	Reserve-Historic Pres/Open Space	250,000	0.00	250,000.00	0

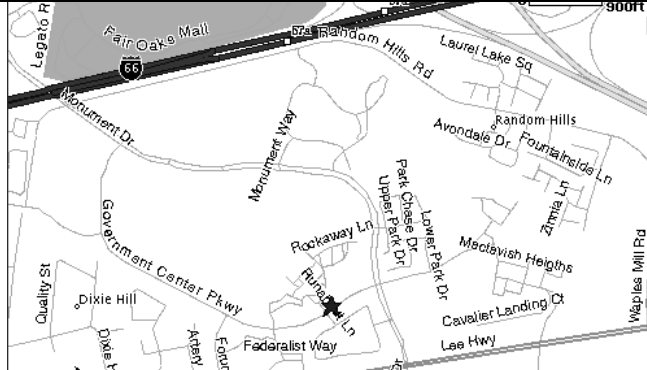
FUND 303 COUNTY CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 303 County Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
009447	Inventory Of Civil War Sites	150,000	55,334.95	11,426.46	0
009448	Feasibility Study - Cultural Center	50,000	25,000.00	25,000.00	0
009449	Massey Building Renovations		428,620.92	377,496.23	100,000
009450	Falls Church/McLean SACC	1,958,691	600,000.00	1,358,691.00	0
009451	Providence District Supv's Office	100,000	0.00	100,000.00	0
009452	Burke Centre & Rolling Rd. VRE Lots	200,000	16,672.83	183,327.17	0
009453	West County Recreation Center	1,000,000	0.00	500,000.00	500,000
009454	PSCC Feasibility Study		3,071.51	200,928.49	0
009455	West Ox Complex Feasibility Study		0.00	75,000.00	0
009456	BAE Systems - Reston	50,000	50,000.00	0.00	0
009457	South Clifton Fire Station - Land Ac.	375,000	0.00	375,000.00	0
009459	HIPAA Compliance		0.00	0.00	200,000
009998	Payments Of Interest On Bonds		278,389.94	298,579.43	0
CG0046	Contingency Fund 303		0.00	57,603.48	0
Total		\$109,412,334	\$16,512,275.51	\$28,539,073.35	\$15,565,817

FUND 303 COUNTY CONSTRUCTION

001035	Enterprise Technology Center Reconfigurations	
12000 Government Center Parkway		Sully
<p>Description and Justification: Funding is included for critical replacement of wiring and electrical requirements at the Enterprise Operations Center (EOC) (Data Center). The EOC is the operational heart of the County's electronic business network and houses essential components of the technical infrastructure, including mainframe computers, mid-range servers, enterprise servers, desktop servers, data storage devices, enterprise printers, data communications servers, and related equipment. FY 2004 funding in the amount of \$50,000 provides for essential modifications to wiring and electrical components that will ensure the facility remains a highly dependable and secure resource for the County.</p>		

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0
Design and Engineering	91,636	0	0	41,636	50,000	0
Construction	0	0	0	0	0	0
Other	158,364	140,789	17,574	0	0	0
Total	\$250,000	\$140,789	\$17,574	\$41,636	\$50,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$50,000	\$50,000

FUND 303 COUNTY CONSTRUCTION

003099	Miscellaneous Building and Repair
Countywide	Countywide
<p>Description and Justification: This project provides for emergency repairs, minor renovations, and remodeling/upgrading of various buildings and facilities throughout the County. Projects include emergency repairs to buildings and building equipment, plumbing repairs, minor renovations to electrical and mechanical systems, structural repairs, vandalism correction, and other non-recurring construction and repair projects. FY 2004 funding in the amount of \$200,000 is provided for emergency requirements identified throughout the fiscal year.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$6,833	\$0	\$0	\$0	\$0
Design and Engineering		301,232	7,814	10,000	0	0
Construction		15,660,211	375,504	440,267	200,000	0
Other		53,327	242,656	188,690	0	0
Total	Continuing	\$16,021,603	\$625,973	\$638,957	\$200,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$200,000	\$200,000

FUND 303 COUNTY CONSTRUCTION

003100	Fire Alarm Systems
Countywide	Countywide
<p>Description and Justification: This project provides for the replacement of the fire alarm systems throughout the County. Fire alarm systems are replaced based on age and difficulty in obtaining replacement parts and service. FY 2004 funding in the amount of \$200,000 is included for the replacement of the fire alarm system at the Pennino Building which is experiencing frequent failure when tested.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	0	0	0
Construction		0	37,022	512,978	200,000	0
Other		0	0	0	0	0
Total	Continuing	\$0	\$37,022	\$512,978	\$200,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$200,000	\$200,000

FUND 303 COUNTY CONSTRUCTION

004999	Boys' 90 Foot Baseball Field Lighting
Countywide	Countywide
<p>Description and Justification: This project provides for the installation of boys' baseball field lighting systems at prioritized Fairfax County middle schools and high schools. The school system's Office of Design and Construction Services recommends a standard of 30 foot candles of light in the infield and 20 foot candles of light in the outfield. FY 2004 funding in the amount of \$100,000 is included for the installation of baseball field lighting at Lake Braddock Secondary and Herndon High School. This effort is being coordinated by the Department of Community and Recreation Services.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	0	0	0
Construction		1,040,329	100,000	100,000	100,000	0
Other		12,569	0	0	0	0
Total	Continuing	\$1,052,898	\$100,000	\$100,000	\$100,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$100,000	\$100,000

FUND 303 COUNTY CONSTRUCTION

005000	Girls' Softball Field Lighting
Countywide	Countywide
<p>Description and Justification: This project provides for the installation of lights on Fairfax County Public Schools middle and high school athletic fields used for girls' softball. Staff from the Department of Community and Recreation Services continue to work with representatives from Fairfax Athletic Inequities Reform (FAIR) and to coordinate with the Fairfax County Public Schools and the Fairfax County Park Authority to identify, prioritize, and develop proposed plans for addressing girls' softball field lighting requirements. FY 2004 funding in the amount of \$100,000 will address softball field lighting installation at Whitman Middle School, which was deferred in FY 2003 due to emergency improvements required at Carson Middle School. This effort is being coordinated by the Department of Community and Recreation Services.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	1,425	0	0	0
Construction		290,432	132,086	223,913	100,000	0
Other		0	0	0	0	0
Total	Continuing	\$290,432	\$133,511	\$223,913	\$100,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$100,000	\$100,000

FUND 303 COUNTY CONSTRUCTION

005004	FCPS Athletic Field Maintenance – Matched Funding
Countywide	Countywide
<p>Description and Justification: This project provides for the implementation of a matching field improvement program at FCPS middle and elementary schools for fields that are predominately available for community use. Funds will be used to improve school fields currently underutilized or not utilized for community use game play. Organizations will be required to provide a 50 percent match in funds for requests, and project funds will be restricted to only those improvements that upgrade fields, develop new game fields, or improve player safety. Requests for amenities such as bleachers, batting cages, perimeter fencing, benches, and dugouts will not be considered. The Fairfax County Athletic Council (FCAC) provides criteria for evaluation and prioritization of requests, as well as a process for the equitable distribution of funds across sports and across the County. The Department of Community and Recreation Services will coordinate work between FCAC and the Fairfax County Park Authority (FCPA). The FCPA will manage the projects approved by FCAC.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	20,565	0	0	0
Construction		1,123,855	410,607	880,627	300,000	0
Other		0	0	0	0	0
Total	Continuing	\$1,123,855	\$431,172	\$880,627	\$300,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$300,000	\$300,000

FUND 303 COUNTY CONSTRUCTION

005009	Athletic Field Maintenance
Countywide	Countywide
<p>Description and Justification: This project provides for the upgrade and maintenance of all athletic fields managed by the Park Authority. Effective July 1, 2003, an athletic field user fee will be charged to groups who apply for field space on fields scheduled through the Department of Community and Recreational Services and maintained by the Fairfax County Park Authority. These fees will be used to help offset annual maintenance costs including turf management (aeration, overseeding, mowing), repair and maintenance of lights and irrigation systems, as well as installation and repair of fencing. This new initiative is designed to provide a consistent maintenance standard for all athletic fields, improving the overall condition of Park Authority athletic fields and dramatically improving the condition of FCPS athletic fields at elementary and middle schools through the provision of annual field preparation and routine weekly maintenance formerly performed only on Park Authority fields. Ultimately, this strategy will assure safe and playable conditions and will protect the public investment in the fields. In addition, this initiative will consolidate all athletic field maintenance activities and will increase the number of fields available for use. FY 2004 funding in the amount of \$5,522,813 is included to provide for all project costs associated with the program. The scheduling component of this effort is being coordinated by the Department of Community and Recreation Services, and the maintenance component is being coordinated by the Fairfax County Park Authority.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	0	5,522,813	0
Construction		0	0	0	0	0
Other		0	0	0	0	0
Total	Continuing	\$0	\$0	\$0	\$5,522,813	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$2,222,813	\$0	\$0	\$3,300,000	\$5,522,813

FUND 303 COUNTY CONSTRUCTION

007012	School Aged Child Care (SACC) Contribution
Countywide	Countywide
<p>Description and Justification: This project provides funding for an annual contribution of \$500,000 to offset school operating and overhead costs associated with new SACC Centers. The construction and renovation costs for SACC centers are funded by the FCPS through General Obligation bonds for which the debt service costs are provided by the County General Fund.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	0	0	0
Construction		9,855,399	500,000	500,000	500,000	0
Other		0	0	0	0	0
Total	Continuing	\$9,855,399	\$500,000	\$500,000	\$500,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$500,000	\$0	\$0	\$0	\$500,000

FUND 303 COUNTY CONSTRUCTION

008043	Northern Virginia Community College
Various locations in Northern Virginia	Countywide
<p>Description and Justification: Fairfax County participates with eight other jurisdictions to provide funds for required capital improvements in the Northern Virginia Community College system (NVCC). An amount of \$789,680 is included in FY 2004 for Fairfax County's contribution to the continued construction and maintenance of various capital projects on college campuses. Based on a review of capital requirements across the NVCC system, it was determined that NVCC will need \$6 million over the next ten years to meet current and future capital needs. In order to fund these requirements, NVCC developed a new procedure for determining annual contribution amounts from each jurisdiction. NVCC has assessed \$1.00 per resident of each jurisdiction, based on census data. Beginning in FY 2003, the Board of Supervisors approved a rate of \$0.70 per capita and recommended to phase increased funding of \$0.10 per capita per year until FY 2006 when the County's contribution equals \$1.00 per capita. FY 2004 funding represents \$0.80 per capita using the Weldon Cooper Center population figure of 987,100.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	0	0	0
Construction		0	0	0	0	0
Other		12,146,282	592,707	678,824	789,680	0
Total	Continuing	\$12,146,282	\$592,707	\$678,824	\$789,680	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$789,680	\$789,680

FUND 303 COUNTY CONSTRUCTION

009132	Roof Repairs and Waterproofing
Countywide	Countywide
<p>Description and Justification: This project provides for maintenance and repairs of facility roofs and waterproofing systems in Fairfax County buildings. The maintenance and repairs are required to stop rapid deterioration and damage due to water penetration. FY 2004 funding in the amount of \$180,000 is provided for roof repairs to Penn Daw Fire Station (\$70,000), the Maintenance and Stormwater Management Blair Building (\$30,000), the Fire Training Center CPR and Exercise Buildings (\$30,000), and the United Community Ministries Building (\$50,000). These facilities are currently experiencing leaking during rainfall.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		8,422	0	0	0	0
Construction		5,315,749	591,762	433,065	180,000	0
Other		0	0	0	0	0
Total	Continuing	\$5,324,171	\$591,762	\$433,065	\$180,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$180,000	\$180,000

FUND 303 COUNTY CONSTRUCTION

009133	Carpet Replacement
Countywide	Countywide
<p>Description and Justification: This project provides for carpet replacement at County facilities in which carpet has deteriorated and is in unserviceable condition. The project also includes new carpet installation where existing composition tile flooring requires replacement, and it is cost beneficial to install carpet as a replacement floor finish. FY 2004 funding in the amount of \$100,000 is provided for countywide emergency repairs.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	0	0	0
Construction		3,607,230	469,602	59,168	100,000	0
Other		0	0	0	0	0
Total	Continuing	\$3,607,230	\$469,602	\$59,168	\$100,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$100,000	\$0	\$0	\$0	\$100,000

FUND 303 COUNTY CONSTRUCTION

009136	Parking Lot Resurfacing
Countywide	Countywide
<p>Description and Justification: This project provides for the repair and maintenance of pavements throughout the County. In addition to major resurfacing of parking lots, countywide repair of potholes is also included in this project. FY 2004 funding in the amount of \$100,000 is included for emergency and annual pothole repairs.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	0	0	0
Construction		3,736,921	357,401	353,723	100,000	0
Other		21,956	0	0	0	0
Total	Continuing	\$3,758,877	\$357,401	\$353,723	\$100,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$100,000	\$100,000

FUND 303 COUNTY CONSTRUCTION

009151	HVAC/Electrical Systems
Countywide	Countywide
<p>Description and Justification: This project provides for the evaluation, design, repair, and upgrade of HVAC and electrical systems in various County facilities. FY 2004 funding in the amount of \$350,000 is included for HVAC replacement at the original County Jail facility, currently housed by Sheriff Administrative Staff (\$100,000), Pohick Library (\$150,000), and Fire Training Center (\$450,000) due to urgent, unforeseen problems at these facilities. It should be noted that FY 2003 funding of \$350,000 to replace the HVAC system at the Reston Human Services Center has been deferred in order to offset FY 2004 requirements. It is anticipated that the Reston Human Services Center HVAC system will be replaced in FY 2005.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		945,823	0	162,464	0	0
Construction		7,186,037	1,430,817	1,199,423	350,000	0
Other		195,557	0	0	0	0
Total	Continuing	\$8,327,417	\$1,430,817	\$1,361,887	\$350,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$350,000	\$350,000

FUND 303 COUNTY CONSTRUCTION

009400	Land Acquisition Reserve
Countywide	Countywide
<p>Description and Justification: This project provides monies earmarked for the acquisition of land or open space preservation for future County facilities and capital projects. Funding is specifically for land acquisition and was created to improve the County's competitiveness in today's market.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$3,823,287	\$3,892,250	\$2,117,288	\$1,000,000	\$0
Design and Engineering		28,789	0	0	0	0
Construction		20,987	0	0	0	0
Other		0	0	0	0	0
Total	Continuing	\$3,873,063	\$3,892,250	\$2,117,288	\$1,000,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$1,000,000	\$1,000,000

FUND 303 COUNTY CONSTRUCTION

009406	Countywide ADA Compliance
Countywide	Countywide
<p>Description and Justification: The project provides funding to ensure County compliance with the Americans with Disabilities Act (ADA) of 1990. Title II of the ADA prohibits discrimination on the basis of disability by public entities and requires that each program, service, or activity conducted by a public entity be readily accessible to and usable by individuals with disabilities. FY 2004 funding in the amount of \$300,000 has been included to continue curb ramp modifications identified throughout the County and required for ADA compliance (\$150,000), as well as modifications to the Government Center Forum and Board Auditorium (\$150,000). All existing funding for facility modifications has been committed for specific projects.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		134,876	14,234	43,694	0	0
Construction		1,669,662	315,964	704,705	300,000	0
Other		23,276	490	91	0	0
Total	Continuing	\$1,827,815	\$330,689	\$748,490	\$300,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$300,000	\$300,000

FUND 303 COUNTY CONSTRUCTION

009416	Parks - ADA Compliance
Countywide	Countywide
<p>Description and Justification: This project provides for Park Authority compliance with the Americans with Disabilities Act (ADA) of 1990. Title II of the ADA prohibits discrimination on the basis of disability by public entities and requires that each program, service, or activity conducted by a public entity be readily accessible to and usable by individuals with disabilities. The Park Authority continues to retrofit facilities in priority order. FY 2004 funding in the amount of \$54,000 is included to continue modifications at Lake Fairfax Park.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		251,436	15,231	2,010	0	0
Construction		633,688	148,048	172,496	54,000	0
Other		35,096	0	0	0	0
Total	Continuing	\$920,219	\$163,280	\$174,506	\$54,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$54,000	\$54,000

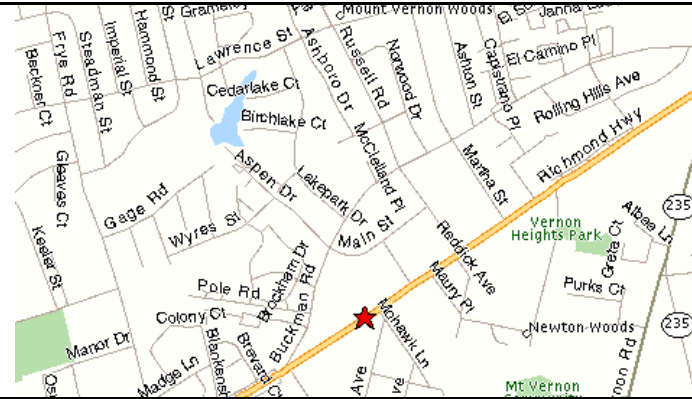
FUND 303 COUNTY CONSTRUCTION

009417	Parks – General Maintenance
Countywide	Countywide
<p>Description and Justification: This project provides for major maintenance and repairs at non-revenue producing Park facilities including electrical and lighting systems, security/fire alarms, sprinklers, and HVAC improvements. In addition, this project funds roof repairs and structural preservation of park historic sites. The facilities maintained include but are not limited to field houses, boathouses, pump houses, maintenance facility sheds, shelters, and office buildings. Priorities are based on an assessment of current repair needs associated with safety and health issues, facility protection, facility renewal, and improved services. FY 2004 funding in the amount of \$505,000 has been included to continue to address ongoing general maintenance needs. Of this amount, \$80,000 is included for critical emergency repairs identified throughout the fiscal year. Additionally, \$425,000 is included for structural stabilization at the following sites: Frying Pan Park stables, Ellanor C. Lawrence Park, Cabell's Mill, Clark House, and Barcroft Mews (\$205,000), as well as oil furnace and hardwood floor replacements at the Frying Pan Park Schoolhouse (\$130,000), and boiler and hardwood floor replacements at Hunter House (\$90,000).</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		66,291	0	0	0	0
Construction		1,746,845	679,382	595,944	505,000	0
Other		6,170	26,892	28,474	0	0
Total	Continuing	\$1,819,307	\$706,274	\$624,418	\$505,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$178,526	\$0	\$0	\$326,474	\$505,000

FUND 303 COUNTY CONSTRUCTION

009425	South County Center	
8350 Richmond Highway		Lee
<p>Description and Justification: This project provides for the second year of a five-year lease-purchase agreement associated with systems furniture for the South County Government Center. The 159,000-square-foot Center will include a senior center, an expanded teen center, an employment center, office space for County staff, community meeting rooms, and an e-government center. FY 2004 funding in the amount of \$1,021,702 is included for office furniture for workstations, file cabinets, conference rooms, waiting areas, and offices.</p>		

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0
Design and Engineering	175,972	23,141	52,145	100,686	0	0
Construction	7,566,612	1,470	774,192	1,682,439	1,021,702	4,086,808
Other	6,128	0	6,128	0	0	0
Total	\$7,748,712	\$24,611	\$832,466	\$1,783,126	\$1,021,702	\$4,086,808

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$21,702	\$0	\$0	\$1,000,000	\$1,021,702

FUND 303 COUNTY CONSTRUCTION

009431	Generator Replacement Program
Countywide	Countywide
<p>Description and Justification: This project provides for the replacement of emergency generators at County facilities. The program provides a funding mechanism to replace generators in the fiscal years in which the generator reaches its useful life of 25 years. FY 2004 funding in the amount of \$80,000 is included to replace generators at Merrifield Fire Station (\$50,000) and Oakton Fire Station (\$30,000).</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	0	0	0
Construction		79,290	86,710	79,827	80,000	0
Other		106,000	0	36,173	0	0
Total	Continuing	\$185,290	\$86,710	\$116,000	\$80,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$80,000	\$80,000

FUND 303 COUNTY CONSTRUCTION

009442	Parks – Grounds Maintenance
Countywide	Countywide
<p>Description and Justification: This project provides for grounds maintenance at non-revenue producing countywide parks. Grounds maintenance includes the upkeep of sidewalks and parking lots, bridges, recreation and irrigation equipment, picnic equipment, tennis courts, and trails. FY 2004 funding in the amount of \$700,000 is included for grounds maintenance needs at designated Park Authority sites throughout the County.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	0	0	0
Construction		0	0	0	700,000	0
Other		1,200,458	876,625	734,828	0	0
Total	Continuing	\$1,200,458	\$876,625	\$734,828	\$700,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$700,000	\$0	\$0	\$0	\$700,000

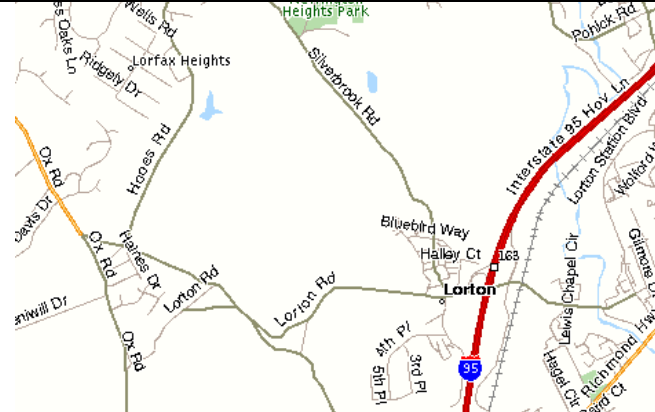
FUND 303 COUNTY CONSTRUCTION

009443	Parks – Facility Maintenance	
Countywide	Countywide	
<p>Description and Justification: This project provides for facility maintenance at non-revenue producing countywide parks. Facility maintenance includes minor routine preventive maintenance of Park Authority structures throughout the County such as the replacement of broken windows and doors, equipment repairs, and scheduled inspections of HVAC, security, and fire alarm systems. FY 2004 funding in the amount of \$470,000 is included for continued maintenance at prioritized Park sites.</p>		

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	0	0	0
Construction		0	0	0	470,000	0
Other		997,127	420,886	641,275	0	0
Total	Continuing	\$997,127	\$420,886	\$641,275	\$470,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$470,000	\$0	\$0	\$0	\$470,000

FUND 303 COUNTY CONSTRUCTION

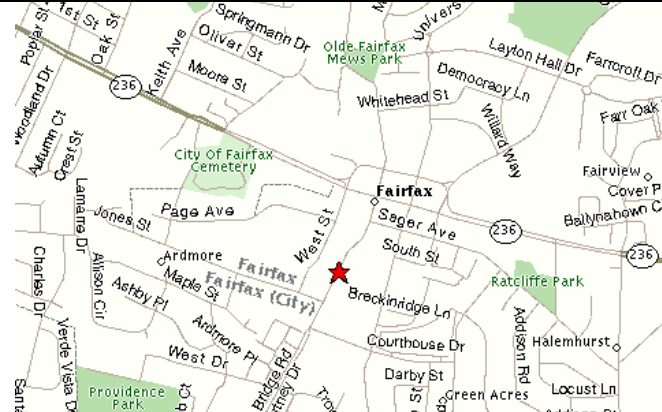
009444	Laurel Hill (Lorton) Development	
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8400 Lorton Road	Mount Vernon
<p>Description and Justification: This project addresses property management and development at the Laurel Hill property. Laurel Hill was transferred to the County by the Federal Government during 2002. The property includes approximately 2,340 acres of land and 1.48 million square feet of building space within 367 buildings, of which 136 have been determined to have historic significance. FY 2004 funding in the amount of \$2,142,622 will continue to address the needs at this site, including master planning, a security/maintenance contract, structural maintenance and utilities at existing buildings, custodial, planning, and engineering positions, maintenance at four interim athletic fields, and demolition of unserviceable buildings. Additionally, funding will provide for master planning and engineering studies related to future building uses and design issues.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition	\$142,571	\$25,000	\$58,786	\$58,786	\$0	\$0
Design and Engineering	833,770	44,063	104,121	435,585	250,000	0
Construction	3,266,281	0	80,958	1,392,701	1,792,622	0
Other	400,000	0	0	300,000	100,000	0
Total	\$4,642,622	\$69,063	\$243,865	\$2,187,072	\$2,142,622	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$2,142,622	\$2,142,622

FUND 303 COUNTY CONSTRUCTION

009449	Massey Building Renovations	
4100 Chain Bridge Road		City of Fairfax
<p>Description and Justification: This project provides funding to continue carpet replacement at the Massey Building. The existing carpet is well beyond its expected service life and is in an advanced state of wear and deterioration. FY 2004 funding in the amount of \$100,000 provides for the replacement of carpet on two floors of the facility.</p>		

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	0	0	0
Construction		43,883	428,621	377,496	100,000	0
Other		0	0	0	0	0
Total	Continuing	\$43,883	\$428,621	\$377,496	\$100,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$100,000	\$0	\$0	\$0	\$100,000

FUND 303 COUNTY CONSTRUCTION

009453	West County Recreation Center
Stonecroft Boulevard	Sully
<p>Description and Justification: This project will provide funds to help offset increased costs for the West County Recreation Center. This 65,824-square-foot facility will include a 25-meter by 25-yard competitive swimming pool, a leisure pool, whirlpool/spa, weight training and fitness areas, multi-purpose rooms, and administrative and support service areas. As part of the FY 1998 Bond Referendum, funding of \$15,000,000 was identified for construction of this facility. The current Total Project Estimate has increased by \$3,527,000. An amount of \$2,527,000 has been identified in Park Authority bonds to partially offset this cost increase. The remaining balance of \$1,000,000 is to be provided by the General Fund. An amount of \$500,000 was approved in FY 2003, and FY 2004 funding of \$500,000 is included to complete the General Fund commitment.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0
Design and Engineering	0	0	0	0	0	0
Construction	1,000,000	0	0	500,000	500,000	0
Other	0	0	0	0	0	0
Total	\$1,000,000	\$0	\$0	\$500,000	\$500,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$500,000	\$0	\$0	\$0	\$500,000

FUND 303 COUNTY CONSTRUCTION

009459	HIPAA COMPLIANCE
Countywide	Countywide
<p>Description and Justification: The Health Insurance Portability and Accountability Act (HIPAA), passed by Congress in 1996, requires countywide compliance with electronic transmission, privacy, disclosure, security and storage regulations with respect to employee and customer health information to protect the privacy of individually identifiable information. Compliance requirements may affect business practices, staffing allocations, facility reconfiguration, awareness training, and technology. FY 2004 funding of \$200,000 is included to begin to address prioritized modifications at County facilities.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	0	200,000	0
Construction		0	0	0	0	0
Other		0	0	0	0	0
Total	Continuing	\$0	\$0	\$0	\$200,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$200,000	\$200,000

FUND 304 PRIMARY AND SECONDARY ROAD BOND CONSTRUCTION

Purpose

This fund supports the land acquisition, design, and construction of County roads. During the 1981 Session of the Virginia General Assembly, legislation was approved which empowered counties with a population in excess of 125,000 to undertake secondary roadway improvements through the use of General Obligation bond revenues or General Fund revenues. Prior to this action, the construction and maintenance of all roadways in Fairfax County had been the responsibility of the Virginia Department of Transportation (VDOT). To date, voters in Fairfax County have approved five referenda totaling \$420 million for road projects: \$30 million on November 3, 1981; \$25 million on November 2, 1982; \$135 million on November 5, 1985; \$150 million on April 12, 1988; and \$80 million on November 3, 1992.

This fund has been supplemented in recent years with General Fund monies to support spot improvement projects and VDOT funds for Spring Hill Road. The spot improvement projects, approved by the Transportation Advisory Commission and the Board of Supervisors, consist of intersection improvements such as turn lanes, sidewalk and trail connections and bus stop improvements. The Board of Supervisors has also approved a series of larger spot improvement projects. Major road bond funded projects for the extension of Wiehle Avenue in the Reston/Herndon area and the Pohick Road Connector to the Fairfax County Parkway have been completed and opened to traffic in the past year.

FY 2004 Initiatives

No funding is included in Fund 304, Primary and Secondary Road Bond Construction in FY 2004.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$24,856,738 due to the carryover of unexpended project balances in the amount of \$27,477,284 and the appropriation of \$166,583 in FY 2002 revenues associated with developer contributions. This increase is partially offset by a reduction of \$2,787,129 in bond appropriations to properly reflect bonds which will be sold in Fund 311, County Bond Construction, for renovations associated with the West Ox and Jermantown DVS garage projects as approved in the FY 2003 Adopted Budget Plan.

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 304 PRIMARY AND SECONDARY ROAD BOND CONSTRUCTION

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 304, Primary and Secondary
Road Bond Construction

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$13,284,523	\$0	\$15,443,075	\$0
Revenue:				
Bond Sale ¹	\$12,480,000	\$0	\$1,500,000	\$0
VDOT Reimbursement ²	17,983	0	7,735,663	0
State Aid	0	500,000	500,000	0
Developer Contributions ³	129,708	0	178,000	0
Miscellaneous	36,875	0	0	0
Total Revenue	\$12,664,566	\$500,000	\$9,913,663	\$0
Transfer In:				
General Fund (001)	\$350,000	\$0	\$0	\$0
Total Transfer In	\$350,000	\$0	\$0	\$0
Total Available	\$26,299,089	\$500,000	\$25,356,738	\$0
Total Expenditures	\$10,512,414	\$500,000	\$25,356,738	\$0
Transfer Out:				
Contributed Roadway Improvement Fund (301) ⁴	\$343,600	\$0	\$0	\$0
Total Transfer Out	\$343,600	\$0	\$0	\$0
Total Disbursements	\$10,856,014	\$500,000	\$25,356,738	\$0
Ending Balance	\$15,443,075	\$0	\$0	\$0

¹ The sale of bonds is presented here for planning purposes only. Actual bonds sales are based on cash needs in accordance with Board policy. On November 3, 1992, voters approved a Transportation Bond Referendum in the amount of \$130 million, of which \$80 million was earmarked for the Fairfax County Parkway. There are no more bonds remaining from the Fall 1992 Bond Referendum. On April 12, 1988, voters approved a bond referendum totaling \$150 million. Including prior sales, there is a balance of \$5.13 million in authorized but unissued bonds from the Spring 1988 Bond Referendum. These remaining bonds will be sold in Fund 311, County Bond Construction, to support expenditures for the Jermantown and West Ox DVS garage renovations. In addition, an amount of \$1.5 million from the November 1990 bond referendum is included in Fund 304 for Project 064211, Monument Drive. The total authorized but unissued amount in this fund is \$1.5 million.

² Represents reimbursement from the Virginia Department of Transportation (VDOT), including \$53,646 for Project 064104, Route 28/29 Interchange, and \$7,700,000 for Project 064233, Spring Hill Road. An amount of \$17,983 was received in FY 2002, and an amount of \$7,735,663 is anticipated to be received in FY 2003.

³ An amount of \$178,000 is anticipated in FY 2003 from developer contributions associated with Project 064195, Old Reston Avenue.

⁴ An amount of \$343,600 was transferred from Fund 304 to Fund 301, Contributed Roadway Improvement Fund, based on the completion of Project 064151, Stringfellow Road.

FUND 304 PRIMARY AND SECONDARY ROAD BOND CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 304 Primary and Secondary Road Bond Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
006451	West Ox Rd/ Us Route 50	\$14,646,780	\$430.43	\$213,605.88	\$0
006474	Shirley Gate Rd	10,410,339	0.00	13,450.17	0
006489	West Ox Road I	12,542,766	0.00	82,069.41	0
006490	Construction Reserve		0.00	7,471,386.22	0
006495	Wiehle Avenue	15,926,855	3,993,537.45	1,803,028.22	0
006497	Rt 236/Beauregard	799,477	1,638.01	1,545.06	0
064100	Braddock Road II	3,199,810	0.00	32,627.00	0
064103	S Van Dorn /I-95 Interchange	11,300,211	3,728.51	393,246.76	0
064104	Rt 28/Rt 29 Interchange	1,857,115	19,907.73	124,624.98	0
064130	Advanced Preliminary Engineering		9,595.38	376,142.30	0
064134	S Van Dorn St Phase III	5,313,873	2,186,974.47	821,734.18	0
064138	Centreville Road	1,050,000	0.00	50,000.00	0
064139	FC PKWY Hooes/Pohick Rolling	41,573,082	293,080.81	0.00	0
064140	FC PKWY Dulles Toll Rd - Sunset Hills	9,220,607	0.00	98,458.71	0
064143	South Van Dorn/Franconia Road	21,160	57.31	8,359.87	0
064145	FC PKWY - I66 to Braddock	14,491,867	0.00	69,708.00	0
064146	FC PKWY - Rt 123 to Hooes Rd/Pohick	28,090,000	4,079.13	641,827.14	0
064147	Pohick Road Connector	3,752,553	1,975,915.78	1,424,084.22	0
064150	FC PKWY - Rt 29 ROW	4,880,000	1,065.59	241,561.20	0
064153	Burke Centre Parkway	875,000	22,325.99	84,130.50	0
064164	Centreville Road/Kinkross Circle	190,000	61.21	7,154.33	0
064169	Dolly Madison/Ballantree	365,000	12,709.38	4,324.51	0
064170	Wiehle/Chestnut Grove	25,000	0.00	24,396.00	0
064174	Old Mt Vernon Rd/Mt Vernon Hwy	148,818	50.03	0.00	0
064182	Clarks Crossing Road	300,000	3,851.74	262,337.77	0
064183	So. Van Dorn Pedestrian Bridge	190,000	114,753.52	37,767.52	0
064185	Rt 1 Sidewalk	240,000	2,306.43	133,224.83	0
064186	Rt 50/Marshall and Summerfield	245,947	(772.73)	0.00	0
064187	Pohick Road	100,077	(9,133.24)	0.00	0
064188	Centreville Road/Barnsfield Road	286,000	(2,876.84)	8,980.54	0
064192	Georgetown Pike/Walker Road	198,000	116,701.67	15,105.34	0
064193	Centreville Road/Fox Mill	165,000	0.00	163,920.80	0
064195	Old Reston Ave	958,000	452,478.47	172,186.28	0
064196	Stonecroft Boulevard	1,353,870	298,035.80	6,473.35	0
064197	Wakefield Chapel/Rt 236	245,000	122,792.42	19,265.56	0
064198	Westmoreland St/Kirby Road	329,968	147,104.86	30,712.23	0
064199	Lawyers Road/Loch Lomond Dr	61,693	979.18	0.00	0
064200	Sunset Hills Bus Bay	73,940	135.11	0.00	0
064201	Rt 7900/Frontier Road	273,817	10,189.24	0.00	0
064203	Mt Vernon Hwy/Old Mt Vernon	57,749	782.24	0.00	0
064204	Fort Hunt/Wake Forest	159,907	28,772.20	0.00	0
064205	Rt 50/Barkley Dr	340,000	254,495.77	21,424.04	0
064206	Hilltop Road Sidewalk	100,000	8,113.20	64,506.18	0
064207	Lee Chapel Road/Pond Point	229,638	425.35	0.00	0
064208	Stringfellow Rd/Chantilly HS	170,000	3,036.51	5,439.16	0

FUND 304 PRIMARY AND SECONDARY ROAD BOND CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 304 Primary and Secondary Road Bond Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
064209	Nutley Street	1,100,000	273.82	30,601.66	0
064210	Revenue Sharing Match	500,000	0.00	498,750.06	0
064211	Monument Drive	2,167,400	1,000.00	0.00	0
064212	TAC Spot Improvements		0.00	449,195.21	0
064222	Braddock Road/Rt 123	180,000	10,090.15	136,534.37	0
064223	Great Falls/Haycock	118,500	1,836.23	72,127.68	0
064224	Reston Pkwy/Lawyers	272,000	10,730.63	223,481.36	0
064225	Braddock Rd/Rt 236	36,685	663.56	0.00	0
064226	Mt Vernon District Bus Stop	131,500	16,889.09	40,051.62	0
064227	Leesburg Pike/Haycock Rd	177,000	6,675.43	150,846.96	0
064228	Rt 29/Bull Run Post Office	193,000	45,331.76	113,189.68	0
064230	FC PKWY - Roberts Road	94,026	78,297.40	0.00	0
064231	Leesburg Pike/Pimmit Dr	425,000	86,659.58	275,957.84	0
064232	Shawnee Road	423,277	83,908.54	337,923.50	0
064233	Spring Hill Road	7,700,000	92,730.13	7,607,269.87	0
064234	Rt. 1/Mt. Vernon Memorial Hwy.	97,000	0.00	97,000.00	0
064235	Route 50/Annandale Road	225,000	0.00	225,000.00	0
064236	Popes Head Rd., West of McDuffie Ln.	170,000	0.00	170,000.00	0
Total		\$200,769,306	\$10,512,414.43	\$25,356,738.07	\$0

FUND 306

NORTHERN VIRGINIA REGIONAL PARK AUTHORITY

Purpose

This fund supports Fairfax County's annual capital contribution to the Northern Virginia Regional Park Authority (NVRPA). On November 3, 1998, the voters approved a \$12.0 million bond referendum. The Board of Supervisors adopted a plan to sustain a County capital contribution to the NVRPA for six years at a rate of \$1.5 million per year for two years and \$2.25 million per year for four years. The primary focus of NVRPA's capital program is to restore, renovate, and modernize existing park facilities, many of which were developed or constructed more than 20 years ago. Additional elements of the capital program include land acquisition, developing interpretive and educational displays, and providing park features to meet the needs of the disabled.

The NVRPA was created in 1959 to provide a system of regional parks in the Northern Virginia area. The NVRPA currently operates 19 regional parks and administers extensive regional historic and conservation properties throughout Northern Virginia. These community resources are supported primarily from the annual contributions of its member jurisdictions: the counties of Fairfax, Loudoun, and Arlington, and the cities of Fairfax, Alexandria, and Falls Church. Each member jurisdiction's contribution is in direct proportion to its share of the region's population. In the past decade, the entire population served by the NVRPA grew to 1.5 million residents and is expected to approach 2.0 million by 2020.

FY 2004 Initiatives

In FY 2004, General Obligation bond funding in the amount of \$2,250,000 is included for Fairfax County's capital contribution to the NVRPA. FY 2004 funding is consistent with the approved FY 2003 - FY 2007 Capital Improvement Plan (With Future Years to 2012). FY 2004 represents the sixth and final year of County contributions associated with the 1998 referendum.

The NVRPA has identified projects that require approximately \$20 million in funding over a six-year period, from FY 1999 through FY 2004. Of those projects, approximately 50 percent of funding is reserved for renovations and 50 percent for new park facilities. Most projects, except for those deemed essential, are currently on hold. In recent years, program funding has been restricted to major renovation projects, such as replacing roofs, roads, parking lots, and refurbishing restrooms, projects to comply with mandates such as ADA requirements, and other essential projects.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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.

- ◆ There have been no revisions to this fund since approval of the FY 2003 Adopted Budget Plan.

FUND 306 NORTHERN VIRGINIA REGIONAL PARK AUTHORITY

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 306, Northern Virginia
Regional Park Authority

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$0	\$0	\$0	\$0
Revenue:				
Sale of Bonds ¹	\$2,250,000	\$2,250,000	\$2,250,000	\$2,250,000
Total Revenue	\$2,250,000	\$2,250,000	\$2,250,000	\$2,250,000
Total Available	\$2,250,000	\$2,250,000	\$2,250,000	\$2,250,000
Total Expenditures	\$2,250,000	\$2,250,000	\$2,250,000	\$2,250,000
Total Disbursements	\$2,250,000	\$2,250,000	\$2,250,000	\$2,250,000
Ending Balance	\$0	\$0	\$0	\$0

¹ On November 3, 1998, the voters approved a bond referendum totaling \$12.0 million to support the Northern Virginia Regional Park Authority (NVRPA) capital construction program. This level of funding will sustain the County's contribution to the NVRPA for six years at a rate of \$1.5 million for two years and \$2.25 million for four years. Including prior sales, there is a balance of \$4.5 million in authorized but unissued bonds from the Fall 1998 Bond Referendum.

FUND 307

SIDEWALK CONSTRUCTION

Purpose

This fund supports the Fairfax County Sidewalk Program, which was established to provide improvements necessary for ensuring safe walking conditions for public school students in the County. This program is implemented in cooperation with the Fairfax County Public Schools and generally contains projects that link residential areas and public schools.

FY 2004 Initiatives

In FY 2004, an amount of \$300,000 is included in Fund 307, Sidewalk Construction. This amount has been included for the Virginia Department of Transportation (VDOT) participation project for sidewalk repair and replacement. This program allows the County to minimize construction costs by permitting VDOT to conduct repair and replacement of multiple sidewalks within one construction contract. The County is then responsible for reimbursing VDOT at the completion of the project. All projects funded in FY 2004 are supported by State Revenues. A list of these projects is included in the Summary of Capital Projects.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$6,721,997 due to the carryover of unexpended project balances in the amount of \$6,734,597, partially offset by a decrease of \$12,600 in anticipated developer contributions no longer required.

A Fund Statement, a Summary of Capital Projects, and a Project Detail Table for the project funded in FY 2004 are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project). The Project Detail Table includes project location, description, source of funding, and completion schedules.

FUND 307 SIDEWALK CONSTRUCTION

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 307, Sidewalk Construction

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$4,721,983	\$0	\$4,732,346	\$0
Revenue:				
State Aid ¹	\$300,000	\$300,000	\$300,000	\$300,000
VDCR Grant ²	0	0	75,000	0
TEA-21 Grant ³	376,182	0	632,588	0
CMAQ Grant ⁴	400,000	0	500,000	0
FHWA Grant ⁵	0	0	423,480	0
VDOT Grant ⁶	0	0	300,000	0
NVPRC Grant ⁷	0	0	15,000	0
Developer Contributions ⁸	0	0	43,583	0
Total Revenue	\$1,076,182	\$300,000	\$2,289,651	\$300,000
Transfers In:				
General Fund (001)	\$0	\$0	\$0	\$0
Total Transfers	\$0	\$0	\$0	\$0
Total Available	\$5,798,165	\$300,000	\$7,021,997	\$300,000
Total Expenditures	\$1,065,819	\$300,000	\$7,021,997	\$300,000
Total Disbursements	\$1,065,819	\$300,000	\$7,021,997	\$300,000
Ending Balance	\$4,732,346	\$0	\$0	\$0

FUND 307

SIDEWALK CONSTRUCTION

¹ Represents HB599 State Aid.

² An amount of \$75,000 is anticipated from a Virginia Department of Conservation and Recreation (VDNR) grant associated with Project W00600 W6070, Gunston Hall Trail.

³ A total amount of \$1,025,000 is anticipated from a Transportation Enhancement Act (TEA-21) grant award. Of this amount, \$117,412 has been received for Project W00600 W6070, Mason Neck Trail and \$275,000 has been received for Project W00500 W5010, Columbia Pike Trail. The remaining amount of \$632,588 is anticipated in FY 2003. This includes \$282,588 for Project W00600 W6070, Mason Neck Trail, \$200,000 for Project W00200 W2120, Walker Road Trail, and \$150,000 for Project W00200 W2020, Georgetown Pike Trail.

⁴ A total amount of \$900,000 is anticipated from a Congestion Management and Air Quality Improvement (CMAQ) grant award. Of this amount, \$400,000 was received in FY 2002 for Project W00500 W5010, Columbia Pike Trail, and \$500,000 is anticipated in FY 2003 for Project W00900 W9030, Route 29/I-66 Underpass.

⁵ An amount of \$423,480 is anticipated from a Federal Highway Administration National Scenic Byway Grant associated with Project W00200 W2020, Georgetown Pike Trail.

⁶ An amount of \$300,000 is anticipated from a Virginia Department of Transportation Enhancement Grant associated with Project W00200 W2020, Georgetown Pike Trail.

⁷ An amount of \$15,000 is anticipated from a Northern Virginia Regional Planning Commission Grant associated with Project W00200 W2020, Georgetown Pike Trail.

⁸ Represents anticipated developer contributions associated with Project W00700 W7040, Providence District Trails (\$20,583), Project W00200 W2180, Old Dominion Drive (\$10,000) and Project W00700 W7040, Providence District Trails (\$13,000).

FUND 307 SIDEWALK CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 307 Sidewalk Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
I00456	Belvedere Elementary Sidewalk	\$268,000	\$0.00	\$119,731.00	\$0
W00100	Braddock District Walkways	660,577	54,710.35	454,245.24	0
W00200	Dranesville District Walkways	1,760,242	55,442.89	1,465,111.22	0
W00300	Hunter Mill District Walkways	679,177	22,365.28	486,858.81	0
W00400	Lee District Walkways	649,577	66,936.53	464,840.54	0
W00500	Mason District Walkways	1,449,746	58,411.72	130,599.47	0
W00600	Mount Vernon District Walkways	1,244,577	87,716.46	837,836.45	0
W00700	Providence District Walkways	683,160	129,391.71	401,416.79	0
W00800	Springfield District Walkways	749,577	59,125.56	315,520.47	0
W00900	Sully District Walkways	1,204,577	28,413.76	972,000.71	0
W01000	At-Large District Walkways	243,983	85,749.66	125,105.85	0
X00404	Sidewalk Contingency		0.00	20,412.91	0
X00407	Sidewalk Replacement/VDOT		367,758.18	425,897.91	300,000
X00408	Cross County Trail	900,000	49,796.92	802,419.13	0
Total		\$10,493,193	\$1,065,819.02	\$7,021,996.50	\$300,000

FUND 307 SIDEWALK CONSTRUCTION

X00407	Sidewalk Replacement / VDOT Participation
Countywide	Countywide
<p>Description and Justification: This project provides funding for the Virginia Department of Transportation (VDOT) Sidewalk participation project. VDOT conducts repair and replacement of County maintained sidewalks and is reimbursed by the County, subject to an agreement approved by the Board of Supervisors. This program allows the County to minimize construction costs by permitting VDOT to conduct repair and replacement of multiple sidewalks within one construction contract. The County is then responsible for reimbursing VDOT at the completion of the project. FY 2004 funding in the amount of \$300,000 is included to continue this program.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		8,669	20,899	0	0	0
Construction		97,675	346,859	425,898	300,000	0
Other		0	0	0	0	0
Total	Continuing	\$106,344	\$367,758	\$425,898	\$300,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$300,000	\$300,000

FUND 308

PUBLIC WORKS CONSTRUCTION

Purpose

This fund supports ongoing improvement projects for storm drainage and stormwater discharge permit requirements, dam repairs, road maintenance, streetlight installations, and the Developer Default Program. Storm drainage projects include corrections to emergency drainage problems, water quality improvements, and environmental monitoring. This fund supports many types of storm water control programs. The largest portion of this fund is provided to support requirements associated with the Municipal Separate Storm Sewer System (MS4) discharge permit which is part of the Clean Water Act of 1987 and requires water quality testing, watershed master planning, improvement programs, and development of the Geographic Information System (GIS)-based storm sewer system inventory. The MS4 discharge permit is considered a five-year renewal of the National Pollutant Discharge Elimination System (NPDES) permit, effective January 24, 2002. Permit activities are also impacted by other State and Federal mandates, including Total Maximum Daily Loads, the Chesapeake 2000 Agreement, and the Virginia Tributary Strategies. The Perennial Streams Mapping program supports stormwater control assessment by developing a base map of all stream channels in Fairfax County. The result will be a reliable map source depicting the stream network that distinguishes between perennial and intermittent streams, which will be included in the County's GIS.

In addition, the Virginia Department of Conservation and Recreation has classified the six dams maintained by the County as potential Class I hazards, which is interpreted as a being "located where failure will cause probable loss of life or serious damage to occupied buildings, industrial or commercial facilities, important public utilities, main highways or roads." The dam repairs project funds improvements necessary to meet State permit requirements, establish a monitoring program to assess dam integrity, implement dam repairs, and repair failed detention pond enhancements which fall beyond the scope of maintenance.

The road maintenance and road upgrading projects provide for the upgrading of County roads for acceptance into the State Secondary System and the ongoing maintenance costs for those roads that are not currently included in the State Secondary System. In addition, the County participates with the Virginia Department of Transportation (VDOT) to benefit from the construction of trails and storm sewer infrastructure associated with roadway improvements by sharing in the cost of the VDOT project. Both parties execute the agreements in advance of construction, and actual billing normally occurs after VDOT construction is complete.

The Citizen Petition Street Light Program provides residential lighting at locations justified and desired by residents. Approved locations are determined in consultation with the Fairfax County Police Department, based on nighttime crime rates and traffic safety. Street light petitions must meet pre-approved criteria and are presented annually to the Board of Supervisors for approval.

The Developer Default Program is necessitated by economic conditions surrounding the construction industry which result in some developers not completing required public facilities including acceptance of roads by the State, walkways, and storm drainage improvements. The costs of providing these improvements may be offset by the receipt of developer default revenues from developer escrow and court judgments and/or compromise settlements. Projects that are constructed with anticipated developer default revenues are dependent on recovery of such revenue. General Fund support of the program is necessary due to the time required between the construction of the improvements and the recovery of the bonds through legal action or when the developer default revenue is not sufficient to fund the entire cost of the project. It should be noted that there is currently no significant unfunded backlog of developer default projects.

FUND 308

PUBLIC WORKS CONSTRUCTION

FY 2004 Initiatives

Funding in the amount of \$2,515,000 is included in Fund 308, Public Works Construction, in FY 2004. All projects funded in FY 2004 are supported by State revenues. It should be noted that funding has been limited to the most critical priority projects which are listed in the Summary of Capital Projects that follows.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$9,191,795 due to the carryover of unexpended project balances in the amount of \$9,116,579 and the appropriation of revenues in the amount of \$75,216. These revenues include: developer contributions of \$54,900 for storm drainage improvements in the vicinity of Kings Glen Subdivision and Magarity Mews, \$20,000 from the Chesapeake Bay Local Assistance Department grant, and \$316 from the sale of plans.

A Fund Statement, a Summary of Capital Projects, and Project Detail Tables for each project funded in FY 2004 are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., contingency or planning project). The Project Detail Tables include project location, description, source of funding, and completion schedules.

FUND 308 PUBLIC WORKS CONSTRUCTION

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 308, Public Works Construction

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$10,191,145	\$0	\$8,354,672	\$0
Revenue:				
Developer Payments-Streetlights ¹	\$0	\$0	\$31,104	\$0
Hunter Mill Streetlight Contributions	0	0	95,000	0
Developer Defaults ²	117,896	300,000	931,049	0
Developer Contributions ³	54,900	0	0	0
Miscellaneous ⁴	316	0	0	0
Federal Aid ⁵	15,988	0	74,012	0
Chesapeake Bay Local Assistance Grant ⁶	14,042	0	5,958	0
State Aid ⁷	1,085,224	2,620,000	2,620,000	2,515,000
Total Revenue	\$1,288,366	\$2,920,000	\$3,757,123	\$2,515,000
Transfer In:				
General Fund (001)	\$850,277	\$0	\$0	\$0
Total Transfer In	\$850,277	\$0	\$0	\$0
Total Available	\$12,329,788	\$2,920,000	\$12,111,795	\$2,515,000
Total Expenditures	\$3,975,116	\$2,920,000	\$12,111,795	\$2,515,000
Total Disbursements	\$3,975,116	\$2,920,000	\$12,111,795	\$2,515,000
Ending Balance	\$8,354,672	\$0	\$0	\$0

¹ Developer Payments for Project Z00002, Developer Streetlight Program.

² Includes developer default revenues.

³ Developer contributions were received for Kings Glen Subdivision and Magarity Mews storm drainage projects.

⁴ Miscellaneous receipts include sale of plans.

⁵ An amount of \$90,000 is anticipated from the Environmental Protection Agency Wetlands Grant Program associated with Project Z00020, Stormwater Control Planning. Revenues of \$15,988 were received in FY 2002 and \$74,012 is anticipated in FY 2003.

⁶ An amount of \$20,000 is anticipated from the Chesapeake Bay Local Assistance Grant Program associated with Project Z00020, Stormwater Control Planning. Revenues of \$14,042 were received in FY 2002 and \$5,958 is anticipated in FY 2003.

⁷ Represents HB599 State Aid.

FUND 308 PUBLIC WORKS CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 308 Public Works Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
A00002	Emergency Watershed Imp		\$192,394.68	\$209,766.84	\$95,000
B00012	Geotechnical Studies		0.00	3,129.68	0
L00034	Kingstowne Monitoring Program		45,146.70	360,438.23	125,000
M00075	Langhorne Acres	252,615	3,442.72	0.00	0
N00095	Dam Improvements And Inspections		4,906.56	16,021.30	0
N00096	Dam Repairs		926,892.54	2,172,803.64	200,000
U00005	Secondary Monumentation		61,779.88	0.00	95,000
U00006	Developer Defaults		669,524.11	1,417,716.34	100,000
U00100	VDOT Participation Projects		231,613.49	968,212.68	0
V00000	Road Viewer Projects		10,873.54	398,767.96	50,000
V00001	Road Maintenance Program		83,451.81	235,522.93	50,000
Z00001	Street Lights		1,103,791.08	865,889.04	0
Z00002	Developer Street Light Program		0.00	43,551.43	0
Z00007	Fund 308 Contingency		0.00	4,102.12	0
Z00013	Graffiti Abatement		835.00	24,550.40	0
Z00015	Hunter Mill District St Light Fund	95,000	0.00	95,000.00	0
Z00016	Minor Street Light Upgrades		12,717.26	6,405.74	0
Z00018	Storm Drainage Projects		364,709.91	2,241,832.52	0
Z00019	Countywide Stream Protection Study		34,520.34	0.00	0
Z00020	Stormwater Control Planning	390,000	163,894.50	131,981.71	0
Z00021	Perennial Stream Mapping	275,000	27,947.40	147,052.60	100,000
Z00022	Municipal Separate Storm Sewer System	4,505,724	36,674.22	2,769,049.84	1,700,000
Total			\$5,518,339	\$3,975,115.74	\$12,111,795.00

FUND 308 PUBLIC WORKS CONSTRUCTION

A00002	Emergency Watershed Improvements
Countywide	Countywide
<p>Description and Justification: These funds are used Countywide for the correction of emergency drainage problems. This project (both engineering studies and construction) will alleviate flooding problems of a recurring or emergency nature, and due to their emergency nature cannot be identified in advance. FY 2004 funding in the amount of \$95,000 is included to alleviate small-scale emergency problems during the fiscal year.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$114,151	\$5,020	\$5,020	\$0	\$0
Design and Engineering		1,367,059	127,795	127,795	0	0
Construction		1,499,613	50,684	35,297	95,000	0
Other		58,879	8,896	41,655	0	0
Total	Continuing	\$3,039,703	\$192,395	\$209,767	\$95,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$95,000	\$95,000

FUND 308 PUBLIC WORKS CONSTRUCTION

L00034	Kingstowne Environmental Monitoring Program	
Kingstowne Development/Huntley Meadows Park		Lee
<p>Description and Justification: These funds are used to support the Kingstowne Environmental Monitoring program, which was established by the Board of Supervisors in June 1985 and is intended to continue until completion of the Kingstowne Development. In FY 2002 the program was expanded to include the water quality monitoring requirements required by the U.S. Army Corps of Engineers for the development of the South Van Dorn Street extension. FY 2004 funding in the amount of \$125,000 is included to continue monitoring efforts.</p>		

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		1,321,423	42,808	360,438	125,000	0
Construction		0	0	0	0	0
Other		980	2,339	0	0	0
Total	Continuing	\$1,322,403	\$45,147	\$360,438	\$125,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$125,000	\$125,000

FUND 308 PUBLIC WORKS CONSTRUCTION

N00096	Dam Repairs
Countywide	Countywide
<p>Description and Justification: This project funds improvements necessary to meet State permit requirements, establish a monitoring program to assess dam integrity, and implement dam repairs. The Virginia Department of Conservation and Recreation has classified the six dams maintained by the County as a Class I hazard potential. Class I dams are noted in the <u>Virginia Dam Safety Regulations</u> as “those located where failure will cause probable loss of life or serious damage to occupied buildings, industrial or commercial facilities, important public utilities, main highways or roads.” In order to obtain the required permit certification for Class I dams, the County must perform inspections of all dams and begin to address safety improvements. This project also funds repair of failed detention pond enhancements, which fall beyond the scope of maintenance. FY 2004 funding in the amount of \$200,000 is included for conducting inspections, monitoring, and repairing dams and emergency spillways.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$13,831	\$9,553	\$114	\$0	\$0
Design and Engineering		265,817	184,360	54,741	0	0
Construction		375,126	726,851	2,117,948	200,000	0
Other		8,745	6,128	0	0	0
Total	Continuing	\$663,518	\$926,893	\$2,172,804	\$200,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$200,000	\$200,000

FUND 308 PUBLIC WORKS CONSTRUCTION

U00005	Secondary Monumentation
Countywide	Countywide
<p>Description and Justification: This project supports the maintenance and establishment of geodetic survey control points for the GIS system. Monumentation is placed on the ground for the use of both the private and public sector for surveying and mapping control. More than 1,400 survey monuments have been established in the County, however it is estimated that more than one third of these no longer exist as a result of construction activities, erosion, and vandalism. FY 2004 funding in the amount of \$95,000 is included to support the maintenance and upgrading of existing GIS control points.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		1,472,885	61,780	(61,500)	95,000	0
Construction		10,789	0	61,500	0	0
Other		1,775	0	0	0	0
Total	Continuing	\$1,485,449	\$61,780	\$0	\$95,000	\$0

Source of Funding				
General Funding	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$95,000	\$95,000

FUND 308 PUBLIC WORKS CONSTRUCTION

U00006	Developer Defaults
Countywide	Countywide
<p>Description and Justification: This project is necessitated by economic conditions surrounding the construction industry that result in some developers not completing required public facilities, including acceptance of roads by the State, walkways, and storm drainage improvements. The receipt of monies from developer escrow and court judgments and/or compromise settlements may offset these costs. FY 2004 funding in the amount of \$100,000 is included for construction of developer default projects which will be identified throughout the fiscal year. There is currently no significant unfunded backlog of developer default projects.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$300,445	\$33,161	\$7,817	\$5,000	\$0
Design and Engineering		3,131,951	106,651	156,542	30,000	0
Construction		11,085,519	489,152	1,223,112	60,000	0
Other		412,178	40,560	30,245	5,000	0
Total	Continuing	\$14,930,093	\$669,524	\$1,417,716	\$100,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$100,000	\$100,000

FUND 308 PUBLIC WORKS CONSTRUCTION

V00000	Road Viewer Program
Countywide	Countywide
<p>Description and Justification: This project provides for the upgrading of roads for acceptance into the State Secondary Road System. Funding provides for survey, engineering, and road construction of projects in the Board of Road Viewers Program. Once improvements are funded and completed, the need for ongoing County maintenance work on the roadway is eliminated. The Board of Road Viewers Program is enabled under the Code of Virginia and has been adopted by the Board of Supervisors. FY 2004 funding in the amount of \$50,000 is included to continue upgrading roads for acceptance into State Secondary Road System.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$170,060	\$0	\$39,397	\$5,000	\$0
Design and Engineering		584,883	10,874	117,379	0	0
Construction		1,496,163	0	168,088	45,000	0
Other		125,983	0	73,903	0	0
Total	Continuing	\$2,377,089	\$10,874	\$398,768	\$50,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$50,000	\$50,000

FUND 308 PUBLIC WORKS CONSTRUCTION

V00001	Road Maintenance Program
Countywide	Countywide
<p>Description and Justification: This project provides funding for maintenance of the roads in Fairfax County not currently included in the Virginia Department of Transportation (VDOT) Secondary Road System. The goal of this program is to ensure the safe operation of motor vehicles through maintenance of these existing County travelways. The State law (Section 33.1-225.3) permits Fairfax County to expend funds on roadway maintenance and minor improvements on roads not within the State Secondary Road System, provided such roads have a right-of-way of 15 feet minimum dedicated to public use. The maximum amount of mileage to be maintained under the State law shall not exceed 30 miles per year. Currently, 54 roads are included in the County program, having a total length of 4.5 miles. Maintenance work includes but is not limited to grading snow and ice control, replacement of substandard materials, patching of existing travelways, minor ditching, and stabilization of shoulders, slopes, and drainage facilities. FY 2004 funding in the amount of \$50,000 is included for continued road maintenance.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$229,478	\$12,182	\$7,110	\$7,000	\$0
Design and Engineering		834,764	41,736	45,957	0	0
Construction		1,734,526	29,534	152,506	43,000	0
Other		94,186	0	29,950	0	0
Total	Continuing	\$2,892,954	\$83,452	\$235,523	\$50,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$50,000	\$50,000

FUND 308 PUBLIC WORKS CONSTRUCTION

Z00021	Perennial Stream Mapping
Countywide	Countywide
<p>Description and Justification: This project provides funding for the Perennial Streams Mapping Program, an effort to develop a base map of all stream channels in Fairfax County. The result will be a reliable map source depicting the stream network that distinguishes between perennial and intermittent streams, which will also be included in the County's Geographic Information System. FY 2004 funding in the amount of \$100,000 is included for the continuation of this project.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0
Design and Engineering	127,272	0	27,272	0	100,000	0
Construction	147,053	0	0	147,053	0	0
Other	676	0	676	0	0	0
Total	\$275,000	\$0	\$27,947	\$147,053	\$100,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$100,000	\$100,000

FUND 308 PUBLIC WORKS CONSTRUCTION

Z00022	Municipal Separate Storm Sewer System
Countywide	Countywide
<p>Description and Justification: This project provides funding for the activities associated with the Virginia Pollutant Discharge Elimination System (VPDES) Municipal Separate Storm Sewer System (MS4) discharge permit, which is required as part of the Clean Water Act amendments of 1987, and mandates implementation of a water quality management program. The MS4 discharge permit is considered a five-year renewal of the National Pollutant Discharge Elimination System (NPDES) permit, effective January 24, 2002. Activities include water quality testing, watershed master planning, improvement programs, and development of the GIS-based storm sewer system inventory. FY 2004 funding in the amount of \$1,700,000 is included to continue this project. Permit activities are also impacted by other State and Federal mandates, including Total Maximum Daily Loads, the Chesapeake 2000 Agreement, and the Virginia Tributary Strategies.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0
Design and Engineering	4,495,724	0	36,674	2,759,050	1,700,000	0
Construction	0	0	0	0	0	0
Other	10,000	0	0	10,000	0	0
Total	\$4,505,724	\$0	\$36,674	\$2,769,050	\$1,700,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$1,700,000	\$1,700,000

FUND 309

METRO OPERATIONS AND CONSTRUCTION

Purpose

Fund 309, Metro Operations and Construction, contains the funds provided by Fairfax County to pay the County's allocated portion of the Washington Metropolitan Area Transit Authority's (WMATA) FY 2004 operating and capital budget. The County subsidizes Metrorail, Metrobus, and MetroAccess (paratransit) service, contributes to construction costs associated with the 103-mile Metrorail system, and contributes to the repair, maintenance, rehabilitation, and replacement of capital equipment and facilities for the Metrobus, Metrorail, and MetroAccess systems.

The WMATA budget presented here is based on initial FY 2004 information obtained from WMATA budget staff, as well as County Department of Transportation (DOT) staff estimates. The WMATA General Manager issued the proposed FY 2004 WMATA budget in December 2002, and the WMATA Board Budget Committee is in the process of reviewing the proposed budget between January and May 2003. After this period of review, the WMATA Board of Directors will adopt the FY 2004 Budget in June 2003. WMATA's General Manager noted a shortfall of \$48 million as part of his budget proposal in December 2002. A combination of cost reductions totaling \$24 million and a fare (revenue) increase of \$24 million was proposed to balance the budget. While the cost reductions have already been identified, the fare changes must have public hearings and be approved by the WMATA Board of Directors. This public hearing process will occur in early 2003, and the anticipated fare increase will begin in July 2003.

The County's portion of the total WMATA budget is determined by using several formulas that include factors such as jurisdiction of residence of passengers, number of stations located in a jurisdiction, the amount of service in a jurisdiction, the jurisdiction's population, and the jurisdiction's population density.

Applied State Aid, Gas Tax Receipts, and State Transportation Bond Revenues are identified in Fund 309, Metro Operations and Construction, even though these funds are not directly received or disbursed by the County. These funds are used by Fairfax County to offset the County's share of WMATA's operating and capital costs. The County contributes a General Fund Transfer to Fund 309 to cover the remaining Operating Expenditures and General Obligation Bond revenues to cover the remaining Capital Construction Expenditures. These categories are summarized below.

Operating Expenditures

The total FY 2004 Fairfax County requirement (subsidy) for WMATA Operating Expenses totals \$53.4 million, of which \$26.9 million will be supported by local funding sources. This funding level supports:

- Existing Metrorail and Metrobus service levels. The funded level includes a 4.5 percent inflation factor applied to the WMATA FY 2003 Carryover Budget and covers increased subsidy requirements associated with the 50 percent phase in of the 2000 census population data into the allocation formulas (the other 50 percent will be applied in FY 2005)
- Annualization of bus services started during FY 2003 by WMATA
- Increased funds for MetroAccess due to increased utilization of these Americans with Disabilities (ADA) paratransit services
- Continuation of the Springfield Circulator Bus Service started in FY 2001
- Other service enhancements

As noted above, this estimate is based on preliminary FY 2004 information obtained from WMATA budget staff, as well as County Department of Transportation (DOT) staff estimates, and is subject to revision until the final WMATA budget is approved in June 2003.

FUND 309

METRO OPERATIONS AND CONSTRUCTION

On the basis of a Northern Virginia Transportation Commission (NVTC) formula, the County receives State Aid and Gas Tax Receipts to support operating requirements. In FY 2004, a total of \$26.5 million in State Aid and \$10.6 million in Gas Tax Receipts will be used to support the various Operating Expenses noted above. In addition, \$1.0 million will be applied from prior year audit adjustment funds at WMATA, \$0.4 million will be funded from interest on funds at NVTC, and \$0.1 million will be transferred from Fund 301, Contributed Roadway Improvement Fund, to support shuttle service in the Franconia/Springfield area. An additional \$16.4 million is funded through a General Fund Transfer. It should be noted that as a result of changes in the funding formula that became effective in FY 2000, receipts from State Aid and Gas Tax were increased. However, when the formula was updated, it was agreed that additional funds resulting from the formula change could not be used to reduce the General Fund Transfer for current Operating Expenses but only for service enhancements. The FY 2004 amount attributable to the formula change is \$1.6 million which will be transferred from Fund 309 to Fund 100, County Transit Systems, for various mass transit enhancements.

Capital Construction Expenditures

An amount of \$19.5 million is required for Capital requirements, of which \$5.1 million is supported by Fairfax County General Obligation Bonds. The remaining total is funded through Virginia Transportation Act (VTA) 2000 funds, Northern Virginia Transportation District (NVTD) Bonds, State Aid, and Gas Tax Receipts. Capital expenditures support the completion of the 103-mile Metrorail system, as well as maintain and/or acquire facilities, equipment, rail cars, and buses.

FY 2004 Capital Expenditures include \$12.3 million for the Infrastructure Renewal Program (IRP), a program which includes the rehabilitation of the railcar fleet, upgrades to Metrorail system components such as fare gates and farecard machines, improvements to Metrobus and Metrorail facilities, and funding for all capital equipment. It is anticipated that this amount will continue to increase in future years. The System Access Program (SAP) requires a budgeted amount of \$3.5 million for FY 2004. An additional \$0.5 million is included to support preliminary engineering requirements associated with the System Expansion Program (SEP) and \$3.2 million is included to fund Adopted Regional System (ARS) debt service requirements.

In previous years, large funding totals in this category primarily supported the Fifth Interim Capital Contribution Agreement (ICCA-V) or "fast track" construction plan of the 103-mile Metrorail system. Approved by the Board of Supervisors in FY 1992, the plan provided a funding mechanism for participating jurisdictions to contribute toward the completion of the regional Metrorail system by FY 2003. Therefore, no payment is required in FY 2004 for this purpose. It should be noted that reconciliation payments may be required in future years.

Metrorail operates three lines in Fairfax County; the Yellow Line which terminates at the Huntington Station in the Southeastern part of the County, the Orange Line which terminates at the Vienna-Fairfax/GMU Station in the central part of the County, and the Blue Line terminating at the Franconia-Springfield station. In FY 2004, it is estimated that Metrorail in Fairfax County will carry 26.2 million passengers.

Key Accomplishments

- ◆ Initiated design and zoning approvals for a 1,000-space parking garage at the West Falls Church Metro station.
- ◆ Began construction of a 1,000-space parking garage addition at the Franconia-Springfield Metro station.

FUND 309

METRO OPERATIONS AND CONSTRUCTION

FY 2004 Initiatives

- ◆ Complete design work, secure zoning approvals, and begin construction of an additional parking garage at the West Falls Church Metrorail station.

Performance Measurement Results

Fairfax County Metrobus trips originating in Fairfax County have increased an average of 5.3 percent over the past three fiscal years and are projected to increase 2.0 percent from FY 2002 to FY 2003 and are projected to increase by an additional 1.0 percent in FY 2004. Fairfax County Metrorail ridership has increased an average of 3.0 percent over the past three fiscal years and is projected to increase 3.0 percent from FY 2002 to FY 2003 and increase another 3.0 percent in FY 2004.

Funding Adjustments

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

- ◆ The FY 2004 subsidy for Operating Expenses totals \$53,415,114, of which \$26,941,963 will be supported by local funding sources. It should be noted that this estimate is based on preliminary FY 2004 information obtained from WMATA budget staff, as well as County Department of Transportation (DOT) staff estimates. This funding level supports existing Metrorail and Metrobus service levels, as well as MetroAccess ridership, the continuation of Springfield Circulator Bus Service, and the provision of funding for service enhancements initiated by WMATA in FY 2003.
- ◆ FY 2004 capital construction expenditures total \$19,513,928, of which \$5,050,320 will be supported by Fairfax County bond funds. Capital expenditures are included to rehabilitate facilities, equipment, and buses and to support the 103-mile Metrorail system. An amount of \$12,300,000 reflects the subsidy requirement for the Infrastructure Renewal Program (IRP), which supports the rehabilitation of the railcar fleet, upgrades to Metrorail system components such as fare gates and farecard machines, improvements to Metrobus and Metrorail facilities, and funding for all capital equipment. This amount is expected to increase in future years. Funding of \$3,500,000 is included for the System Access Program which seeks to address bus and rail access and capacity issues. Funding of \$545,000 is included for the System Expansion Program (SEP), which supports the expansions and extensions of the existing Metrorail system. A small amount of this funding is available regionally on an annual basis for feasibility studies and conceptual design work. Finally, an amount of \$3,168,928 is included to fund Adopted Regional System (ARS) debt service requirements.
- ◆ An amount of \$1,564,612 is transferred to Fund 100, County Transit Systems, as a result of increased State Aid and Gas Tax receipts due to a funding formula change that became effective in FY 2000. These funds will be used for various mass transit enhancements such as expanded bus service and reduced fare initiatives on select transit trips.

The following funding adjustments reflect all approved changes to 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*, FY 2003 disbursements are decreased \$4,497,501 based on anticipated requirements in FY 2003 for transit needs, including capital costs, rail system enhancements, and facility improvements.

FUND 309

METRO OPERATIONS AND CONSTRUCTION

Performance Measures

Objectives

- ◆ To increase the annual number of trips taken on Metrobus routes serving Fairfax County by 1.0 percent, from 9,180,000 in FY 2003 to 9,271,000 in FY 2004. (1)

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Trips originating in Fairfax County	8,122,500	8,550,000	9,000,000 / 9,000,000	9,180,000	9,271,000
Metrobus routes	87	87	87 / 87	87	87
Metrobus platform hours	320,373	335,649	348,063 / 348,063	355,024	383,285
Metrobus platform miles	5,593,797	5,964,412	6,150,828 / 6,150,828	6,273,844	6,773,256
Efficiency:					
Operating costs	\$26,387,656	\$27,543,074	\$29,485,968 / \$29,527,915	\$30,155,125	\$30,904,773
Farebox revenue	\$2,034,306	\$2,665,930	\$3,459,351 / \$3,459,351	\$4,314,600	\$4,357,746
Operating subsidy	\$24,353,350	\$24,877,144	\$26,026,617 / \$27,649,107	\$25,840,525	\$26,547,027
Operating cost/platform mile	\$4.72	\$4.62	\$4.79 / \$4.80	\$4.81	\$4.56
Operating cost/platform hour	\$82.37	\$82.06	\$84.71 / \$84.83	\$84.94	\$80.63
Revenue as a percent of operating cost	7.71%	9.68%	11.73% / 11.72%	14.31%	14.10%
Operating subsidy per Metrobus trip	\$3.00	\$2.91	\$2.89 / \$3.07	\$2.81	\$2.86
Outcome:					
Percent change in Fairfax County trips	5.3%	5.3%	5.3% / 5.3%	2.0%	1.0%

(1) Starting with the FY 2003 Adopted Budget Plan, performance data has been adjusted to reflect figures consistent with jurisdictional data provided by WMATA. As a result, actual data for FY 2000 and FY 2001 may be different from that published in previous budget documents.

FUND 309

METRO OPERATIONS AND CONSTRUCTION

Performance Measures

Objectives

- ◆ To increase the number of Metrorail trips originating in Fairfax County by 3.0 percent from 25,441,000 in FY 2003 to 26,204,000 in FY 2004. (1)

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Fairfax County ridership	24,500,000	24,900,000	27,900,000 / 24,700,000	25,441,000	26,204,000
Efficiency:					
Operating costs	\$55,933,000	\$58,512,000	\$63,085,000 / \$62,669,552	\$66,432,345	\$67,975,378
Farebox revenue	\$38,118,000	\$38,696,000	\$45,121,000 / \$43,826,000	\$46,195,000	\$47,601,000
Operating subsidy	\$17,815,000	\$19,817,000	\$17,964,000 / \$18,843,552	\$20,237,345	\$20,374,378
Revenue as a percent of operating cost	68.15%	66.13%	70.04% / 69.93%	69.54%	70.03%
Operating subsidy per Metrorail passenger	\$0.73	\$0.80	\$0.64 / \$0.76	\$0.80	\$0.78
Outcome:					
Percent change in Fairfax County ridership	5.2%	1.6%	12.0% / (0.8%)	3.0%	3.0%

(1) Starting with the [FY 2003 Adopted Budget Plan](#), performance data has been adjusted to reflect figures consistent with jurisdictional data provided by WMATA. As a result, actual data for FY 2000 and FY 2001 may be different from that published in previous budget documents.

FUND 309 METRO OPERATIONS AND CONSTRUCTION

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 309, Metro Operations
and Construction

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$9,078,340	\$4,452,324	\$16,562,358	\$2,130,340
Revenue:				
Revenue Applied to Operating Expenses				
State Aid Applied to Operating	\$26,719,714	\$29,783,157	\$26,473,151	\$26,473,151
Gas Tax Revenue Applied to Operating	10,240,456	10,550,000	10,550,000	10,550,000
Prior Year Adjustments	0	0	986,958	1,000,000
Interest	1,100,000	1,100,000	1,100,000	400,000
Subtotal - Revenue Applied to Operating	\$38,060,170	\$41,433,157	\$39,110,109	\$38,423,151
Revenue Applied to Capital Construction				
State Aid Applied to Rail Reliability	\$3,355,806	\$844,680	\$844,680	\$799,680
State Aid Applied to ARS Debt Service	3,010,481	3,010,481	3,010,481	3,010,481
VTA 2000 Bonds Applied to Capital Construction	0	0	0	4,950,000
NVTD Bonds Applied to Capital Construction	0	0	0	5,000,000
Gas Tax Rev. Applied to ARS Debt Service	158,447	158,447	158,447	158,447
System Improvement/ Expansion	319,499	500,000	500,000	545,000
System Access Program	212,000	0	0	0
Subtotal - Revenue Applied to Capital Construction	\$7,056,233	\$4,513,608	\$4,513,608	\$14,463,608
County Bond Sales ¹	\$13,895,000	\$12,154,147	\$0	\$2,919,980
Total Revenue	\$59,011,403	\$58,100,912	\$43,623,717	\$55,806,739
Transfers In:				
General Fund (001)	\$11,450,844	\$12,272,714	\$12,272,714	\$16,446,575
Contributed Roadway Improvement Fund (301)	0	110,000	110,000	110,000
Total Transfers In	\$11,450,844	\$12,382,714	\$12,382,714	\$16,556,575
Total Available	\$79,540,587	\$74,935,950	\$72,568,789	\$74,493,654

FUND 309 METRO OPERATIONS AND CONSTRUCTION

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 309, Metro Operations
and Construction

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
Operating Expenditures				
Bus Operating Subsidy	\$26,068,564	\$27,649,107	\$25,840,525	\$26,547,027
Rail Operating Subsidy	18,843,552	19,974,164	20,237,345	20,374,378
ADA Paratransit - Metro	2,552,079	3,750,000	3,497,900	5,428,700
Service Enhancements	0	364,576	364,576	364,576
Springfield Circulator	179,462	642,600	642,600	700,433
Subtotal - Operating Expenditures	\$47,643,657	\$52,380,447	\$50,582,946	\$53,415,114
Capital Construction Expenditures				
Capital Rail Contribution	\$3,668,553	\$1,951,151	\$1,951,151	\$0
Rail System Improvement/Expansion	426,000	500,000	500,000	545,000
Rail Reliability Program	6,423,667	15,500,000	12,000,000	12,300,000
System Access Program	212,000	0	800,000	3,500,000
ARS Debt Service	3,168,928	3,168,928	3,168,928	3,168,928
Subtotal - Capital Construction Expenditures	\$13,899,148	\$21,120,079	\$18,420,079	\$19,513,928
Total Expenditures	\$61,542,805	\$73,500,526	\$69,003,025	\$72,929,042
Transfers Out:				
County Transit Systems (100)	\$1,435,424	\$1,435,424	\$1,435,424	\$1,564,612
Total Transfers Out	\$1,435,424	\$1,435,424	\$1,435,424	\$1,564,612
Total Disbursements	\$62,978,229	\$74,935,950	\$70,438,449	\$74,493,654
Ending Balance	\$16,562,358	\$0	\$2,130,340	\$0
General Fund	525,547	0	0	0
Bond Funds	16,036,811	0	2,130,340	0
Unreserved Balance	\$0	\$0	\$0	\$0

¹ The sale of bonds is presented here for planning purposes only. Actual bond sales are based on cash needs in accordance with Board policy. On November 3, 1992, the voters approved a \$50 million referendum for Metrorail construction expenses. All remaining bonds pertaining to this sale have been issued and allocated to Metro's Infrastructure Renewal Program and Dulles Corridor transit projects as directed by the Board of Supervisors on March 8, 1999. Bond sales projected from FY 2004 onward will be allocated from \$31 million of remaining authorized but unissued 1990 Transportation Improvement Bonds.

FUND 310

STORM DRAINAGE BOND CONSTRUCTION

Purpose

This fund supports storm drainage improvement projects throughout the County. Projects include streambank stabilization of areas where severe bank and channel erosion have occurred, as well as the installation of improved storm drainage systems to correct house, yard, and street flooding issues.

FY 2004 Initiatives

No funding is included for Fund 310, Storm Drainage Bond Construction, in FY 2004.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$3,690,646 due to the carryover of unexpended project balances.

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 310 STORM DRAINAGE BOND CONSTRUCTION

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 310, Storm Drainage
Bond Construction

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$147,699	\$0	\$117,800	\$0
Revenue:				
Miscellaneous	\$92	\$0	\$0	\$0
Sale of Bonds ¹	0	939,363	4,512,209	0
Total Revenue	\$92	\$939,363	\$4,512,209	\$0
Total Available	\$147,791	\$939,363	\$4,630,009	\$0
Total Expenditures	\$29,991	\$939,363	\$4,630,009	\$0
Total Disbursements	\$29,991	\$939,363	\$4,630,009	\$0
Ending Balance	\$117,800	\$0	\$0	\$0

¹ The sale of bonds is presented here for planning purposes. Actual bond sales are based on cash needs in accordance with Board policy. In the Fall of 1988, the voters approved a \$12.0 million Storm Drainage bond referendum. Including prior sales, there is a balance of \$4.66 million in authorized but unissued bonds.

FUND 310 STORM DRAINAGE BOND CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 310 Storm Drainage Bond Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
X00007	Greenway Road	\$99,010	\$0.00	\$10,000.00	\$0
X00040	Countywide Storm Drainage		0.00	137,569.08	0
X00078	Virginia Hills	3,072,064	(15,445.89)	0.00	0
X00084	Indian Springs/Clearfield Phase II	930,000	17,192.47	719,318.65	0
X00087	Long Branch	916,842	30,774.71	632,176.52	0
X00091	Little Hunting Creek	2,277,943	0.00	7,794.69	0
X00093	Hayfield Farms	840,000	956.98	838,165.86	0
X00094	Storm Drainage Structural Projects		0.00	1,511,379.73	0
X00099	Storm Drain Contingency		0.00	278,157.79	0
X00211	Holmes Run Phase II	270,000	(3,487.44)	222,784.21	0
X00299	Stream Valley Erosion Projects		0.00	272,662.16	0
Total		\$8,405,859	\$29,990.83	\$4,630,008.69	\$0

FUND 311

COUNTY BOND CONSTRUCTION

Purpose

This fund supports general County construction projects resulting from the approval of the following bond referenda: November 8, 1988 Human Services Facilities (\$16.8 million), November 7, 1989 Adult Detention Facilities (\$94.33 million), November 7, 1989 Juvenile Detention Facilities (\$12.57 million), and November 6, 1990 Transportation Improvements (\$80.0 million). In addition, this fund receives grant funding from the Federal Transportation Administration associated with Park and Ride Facilities, Wiehle Avenue Commuter Parking, the Herndon/Monroe Transit Center, and several Dulles Corridor Improvement projects.

FY 2004 Initiatives

In FY 2004, an amount of \$1,000,000 is included in Fund 311, County Bond Construction. This amount will provide the remaining funds necessary to complete design associated with the construction of the West Ox Bus Operations Facility (formerly the Vienna Feeder Bus project). FY 2004 funding is consistent with the approved FY 2003 – FY 2007 Capital Improvement Program (With Future Years to 2012). This project is supported by General Obligation bonds and is included in the Summary of Capital Projects.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$22,449,484 due to the carryover of unexpended project balances in the amount of \$23,388,876, partially offset by a decrease of \$939,392 primarily due to project completions.

A Fund Statement, a Summary of Capital Projects, and a Project Detail Table for the project funded in FY 2004 are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project). The Project Detail Table includes project location, description, source of funding, and completion schedule.

FUND 311 COUNTY BOND CONSTRUCTION

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 311, County Bond Construction

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$8,701,737	\$0	\$2,854,025	\$0
Revenue:				
NVTC Funds ¹	\$475,000	\$0	\$0	\$0
Sale of Bonds ²	0	3,710,000	16,287,695	1,000,000
Miscellaneous	1,142	0	0	0
VDOT Funding ³	0	0	3,900,000	0
Federal Transportation Administration ⁴	791,522	0	3,117,764	0
Total Revenue	\$1,267,664	\$3,710,000	\$23,305,459	\$1,000,000
Total Available	\$9,969,401	\$3,710,000	\$26,159,484	\$1,000,000
Total Expenditures	\$7,115,376	\$2,085,000	\$24,534,484	\$1,000,000
Transfer Out:				
County Construction (303)	\$0	\$1,625,000	\$1,625,000	\$0
Total Transfers Out⁵	\$0	\$1,625,000	\$1,625,000	\$0
Total Disbursements	\$7,115,376	\$3,710,000	\$26,159,484	\$1,000,000
Ending Balance	\$2,854,025	\$0	\$0	\$0

¹ Northern Virginia Transportation Commission revenue associated with Project 90A012, Huntington Garage Parking Lot Expansion.

² The sale of bonds is presented here for planning purposes only. Actual bond sales are based on cash needs in accordance with Board policy. Including prior sales, \$52.33 million remains authorized but unissued for transportation improvements, \$1.185 million remains authorized but unissued for Human Service Facilities, \$8.52 million remains authorized but unissued for adult detention facilities, and \$1.05 million remains authorized but unissued for juvenile detention facilities. In addition, bond funding in the amount of \$3.71 million from the 1988 Transportation Bond Referendum will be sold for Fund 311, County Bond Construction, to support renovations and expansions to the West Ox and Newington garage facilities.

³ Represents Virginia Department of Transportation (VDOT) funding in the amount of \$3,900,000 for monies associated with Project 90A011, Dulles Corridor Slip Ramps.

⁴ A total of \$39,158,860 is estimated to be received from the Federal Transportation Administration (FTA). Total funding includes an amount of \$5,205,000 for Wiehle Avenue Commuter Parking, \$25,661,845 for the Herndon/Monroe Transit Center, \$4,225,807 for Park and Ride facilities, and \$4,066,208 for several Dulles Corridor projects. FTA funding is based on reimbursements of approximately 75 percent of expenditures which may fluctuate based on actual project scopes. To date, \$36,041,096 has been received. Total FTA grant funding anticipated in FY 2003 and beyond is \$3,117,764.

⁵ In FY 2003, an amount of \$1,625,000 was transferred from Fund 311, County Bond Construction, to Fund 303, County Construction, to reimburse the General Fund for monies spent on Project 88A014, Newington Maintenance Facility Expansion, and Project 88A015, West Ox Maintenance Facility Expansion.

FUND 311 COUNTY BOND CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 311 County Bond Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
88A002	West Ox Bus Operations Center	\$23,316,000	\$0.00	\$3,635,707.29	\$1,000,000
88A003	Springfield Commuter Parking	1,285,832	14,669.41	71,062.27	0
88A004	Reston Commuter Parking	2,452,727	0.00	20,580.00	0
88A005	Centreville Commuter Parking	2,112,839	0.00	20,580.00	0
88A009	Lorton Commuter Rail	3,397,831	37,369.56	647,460.13	0
88A014	Newington Maint. Fac. Expansion	3,423,000	2,803,082.02	352,015.46	0
88A015	West Ox Maint. Fac. Expansion	5,719,000	145,013.26	5,428,928.10	0
88B002	Dual Diagnosis	1,679,282	0.00	2,520.91	0
89A001	ADC Expansion II	81,174,255	2,463,479.37	2,075,770.08	0
89A002	Work Training Center	392,961	122.82	1,648.56	0
89A003	JDC Expansion	9,390,000	286,911.84	131,728.25	0
89A010	Adult Detention - Contingency		0.00	111,117.51	0
90A005	Adult Home for the Mentally Ill	3,859,475	2,216.40	0.00	0
90A007	Herndon/Monroe Transit Center	32,243,000	302,682.80	2,356,433.11	0
90A008	Wiehle Avenue Park & Ride	7,289,000	0.00	733,529.64	0
90A011	Dulles Corridor Slip Ramps	8,400,000	474,169.96	5,495,469.81	0
90A012	Huntington Garage Pkg. Lot Exp.	855,000	592,507.00	154,999.69	0
90A013	Feasibility-Reston East Pkg. Deck	1,500,000	(6,848.87)	1,383,594.74	0
90A014	Human Services - Contingency		0.00	1,911,338.94	0
Total		\$188,490,202	\$7,115,375.57	\$24,534,484.49	\$1,000,000

FUND 311 COUNTY BOND CONSTRUCTION

88A002	West Ox Bus Operations Center
Vicinity of Lee Highway and West Ox Road	
Sully	
<p>Description and Justification: This project, formerly named the Vienna Feeder Bus project, provides for the construction of an operational and maintenance center for the FAIRFAX CONNECTOR bus fleet which will service Vienna and western areas of Fairfax County. FY 2004 funding in the amount of \$1,000,000 provides the remaining funds necessary to complete design associated with this facility. Funding is consistent with the approved FY 2003 – FY 2007 Capital Improvement Program (With Future Years to 2012).</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition	\$14,768,067	\$7,506,135	\$0	\$3,626,225	\$159,482	\$3,476,225
Design and Engineering	1,115,640	7,017	0	9,482	840,518	258,623
Construction	7,232,293	0	0	0	0	7,232,293
Other	200,000	0	0	0	0	200,000
Total	\$23,316,000	\$7,513,152	\$0	\$3,635,707	\$1,000,000	\$11,167,141

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$1,000,000	\$0	\$0	\$1,000,000

FUND 312

PUBLIC SAFETY CONSTRUCTION

Purpose

This fund supports the construction of fire and police stations, governmental centers with police substations, the Public Safety Academy, the Judicial Center Expansion, and other public safety facilities. On November 5, 2002, the voters approved a \$60 million bond referendum which will support a new Public Safety Operations Center, the construction of a new facility for the Hazardous Materials Response Unit, renovations to the Judicial Center, and renovations and improvements to prioritized fire stations.

FY 2004 Initiatives

Funding in the amount of \$34,970,552 is included in Fund 312, Public Safety Construction. This funding represents the remaining bond funds authorized for the Judicial Center Expansion project approved by the voters in the fall of 1998. The Judicial Center Expansion and Renovation project is expected to cost \$115 million and will be funded through a combination of bond funds from the Fall 1998 Public Safety Bond Referendum (expansion portion), State Department of Corrections reimbursement funds associated with the Adult Detention Center (expansion portion) and bonds authorized by the Fall 2002 Public Safety Bond Referendum (renovation portion). A list of all funded projects is included in the Summary of Capital Projects.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$70,665,095 due to the carryover of unexpended project balances in the amount of \$31,220,875 and an increase of \$39,444,220 due to the appropriation of State reimbursement revenues to fund the Judicial Center Expansion project. This revenue was associated with a reimbursement from the Commonwealth of Virginia Department of Corrections for costs associated with the Adult Detention Center expansion.

A Fund Statement, a Summary of Capital Projects, and a Project Detail Table for the project funded in FY 2004 are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project). The Project Detail Table includes project location, description, source of funding, and completion schedules.

FUND 312 PUBLIC SAFETY CONSTRUCTION

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 312, Public Safety Construction

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$1,641,966	\$0	\$39,020,914	\$0
Revenue:				
Miscellaneous	\$1,994	\$0	\$0	\$0
State Aid ¹	378,000	0	0	0
State Reimbursement ²	39,444,220	0	0	0
Contributions ³	319,147	0	75,041	0
Sale of Bonds ⁴	27,000,000	9,305,338	40,279,592	34,970,552
Total Revenue	\$67,143,361	\$9,305,338	\$40,354,633	\$34,970,552
Total Available	\$68,785,327	\$9,305,338	\$79,375,547	\$34,970,552
Total Expenditures ⁵	\$29,764,413	\$9,305,338	\$79,375,547	\$34,970,552
Total Disbursements	\$29,764,413	\$9,305,338	\$79,375,547	\$34,970,552
Ending Balance	\$39,020,914	\$0	\$0	\$0

¹ State revenues in the amount of \$378,000 are associated with 2000 Virginia General Assembly Action for Project 009088, Traffic Light Signalization.

² Represents reimbursement from the Commonwealth of Virginia for costs associated with Project 89A001, Adult Detention Center Expansion, in Fund 311, County Bond Construction. The total amount of the reimbursement is \$33,257,660, of which \$31,750,564 has been received in FY 2002 and \$1,507,096 is anticipated at a future date. The reimbursement of \$39,444,220 received in FY 2002 reflects an amount of \$31,750,564 plus interest of \$7,693,656. It is anticipated that an additional reimbursement for the remaining principal of \$1,507,096, plus applicable interest, will be received at a future date.

³ Represents revenue received from the Burke Volunteers for their share of the costs associated with construction of the Burke Volunteer Fire Station.

⁴ The sale of bonds is presented here for planning purposes only. Actual bond sales are based on cash needs in accordance with Board policy. On November 7, 1989, the voters approved a \$66.35 million bond referendum for Public Safety Facilities. Including prior bond sales, an amount of \$13.09 million remains in authorized but unissued bonds from the November 7, 1989 Public Safety Referendum. On November 3, 1998, the voters approved a \$99.92 million Public Safety Bond Referendum. An amount of \$62.83 million remains in authorized but unissued bonds from the November 3, 1998 Public Safety Referendum. On November 5, 2002, the voters approved a \$60 million Public Safety Bond Referendum to support the construction of a new Public Safety Operations Center and a new facility for the Hazardous Materials Response Unit, as well as the renovation of the Jennings Judicial Center and renovations to prioritized fire stations.

⁵ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$594,886 has been reflected as an increase to FY 2002 expenditures. The project affected by this adjustment is Project 009205, Parking Structures - Public Safety Complex. This action results in a net decrease of \$594,886 in the FY 2003 Revised Budget Plan. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the FY 2003 Third Quarter Package.

FUND 312 PUBLIC SAFETY CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 312 Public Safety Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
009073	Fire & Rescue Academy	\$3,760,000	\$94,783.71	\$3,449,242.76	\$0
009079	Fairfax Center Fire Station	7,310,000	98,247.23	6,106,935.59	0
009088	Traffic Light Signalization		14,552.28	533,308.72	0
009090	Fire Station Improvements	5,460,000	941,412.08	2,627,217.03	0
009091	North Point Fire Station	4,852,776	77,688.68	98,458.70	0
009092	South Clifton Fire Station	20,017	0.00	20,000.00	0
009094	Wolftrap Fire Station	7,070,000	0.00	41,729.00	0
009102	Public Safety Academy	12,224,059	0.00	111,765.84	0
009203	Public Safety Contingency		0.00	2,634,849.38	0
009204	Burke Volunteer Fire Station	4,500,000	258,955.13	59,532.55	0
009205	Parking - PS Complex	21,529,448	13,044,948.96	5,350,874.94	0
009206	Mt. Vernon Police Station	7,445,850	4,562,703.14	2,114,618.65	0
009207	W. Springfield Police Sta.	10,840,000	5,553,561.49	3,236,007.22	0
009208	Sully District Police Sta.	7,567,205	3,090,185.39	3,932,989.01	0
009209	Judicial Center Expansion and Renovation	115,000,000	1,840,475.06	43,416,046.50	34,970,552
009210	Crosspointe Fire Station	5,880,000	186,900.00	5,641,971.06	0
Total		\$213,459,356	\$29,764,413.15	\$79,375,546.95	\$34,970,552

FUND 312 PUBLIC SAFETY CONSTRUCTION

009209	Judicial Center Expansion Project	
4100 Chain Bridge Road		Providence
<p>Description and Justification: This project provides for the design and construction of an approximately 312,000-square-foot expansion to the Jennings Judicial Center. The expanded judicial center will consolidate court services, reduce overcrowding, allow after-hours access to the public law library and other court clerk functions, and provide additional courtroom space. The Juvenile and Domestic Relations Court, General District Court, and Circuit Court will be located within this facility. The Judicial Center Expansion and Renovation project is expected to cost \$115 million and will be funded through a combination of bond funds from the Fall 1998 Public Safety Bond Referendum (expansion portion), State Department of Corrections reimbursement funds associated with the Adult Detention Center Expansion project (expansion portion) and bonds authorized by the Fall 2002 Public Safety Bond Referendum (renovation portion). FY 2004 funding in the amount of \$34,970,552 represents the remaining bond funds authorized for the Judicial Center expansion, which was approved by the voters in the fall of 1998, and is required to proceed to construction.</p>		

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition	\$1,116	\$104	\$1,012	\$0	\$0	\$0
Design and Engineering	46,395,340	1,172,203	1,807,090	43,416,047	771,000	2,566,000
Construction	68,567,879	0	12,099	0	33,854,552	30,882,227
Other	35,666	15,392	20,274	0	345,000	137,000
Total	\$115,000,000	\$1,187,699	\$1,840,475	\$43,416,047	\$34,970,552	\$33,585,227

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$34,970,552	\$0	\$0	\$34,970,552

Completion Schedule				
Lease Purchase Agreement	Engineer/Architect Contract Award	Design Completion	Construction Contract Award	Construction Completion
N/A	September 1999	August 2003	November 2003	January 2008

FUND 313 TRAIL CONSTRUCTION

Purpose

This fund supports the Fairfax County Trail Program and was developed to serve the recreation and transportation needs of pedestrians, bicyclists, and equestrians in the County. The County is responsible for the maintenance and upgrade of approximately 550 miles of walkways.

FY 2004 Initiatives

In FY 2004, an amount of \$75,000 is included in Fund 313, Trail Construction. This level of funding will provide for critical safety requirements on existing trails. All projects funded in FY 2004 are supported by State Revenues. A list of these projects is included in the Summary of Capital Projects.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$554,695 due to the carryover of unexpended project balances.

A Fund Statement, a Summary of Capital Projects, and a Project Detail Table for the project funded in FY 2004 are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project). The Project Detail Table includes project location, description, and source of funding.

FUND 313 TRAIL CONSTRUCTION

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 313, Trail Construction

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$365,609	\$0	\$383,614	\$0
Revenue:				
State Aid ¹	\$0	\$75,000	\$75,000	\$75,000
VDOT Reimbursements ²	145,213	0	3,782	0
CMAQ Grant ³	192,701	0	167,299	0
Total Revenue	\$337,914	\$75,000	\$246,081	\$75,000
Transfer In:				
General Fund (001)	\$200,000	\$0	\$0	\$0
Total Transfer In	\$200,000	\$0	\$0	\$0
Total Available	\$903,523	\$75,000	\$629,695	\$75,000
Total Expenditures	\$519,909	\$75,000	\$629,695	\$75,000
Total Disbursements	\$519,909	\$75,000	\$629,695	\$75,000
Ending Balance	\$383,614	\$0	\$0	\$0

¹ Represents HB599 State revenues.

² Represents revenue reimbursement from the Virginia Department of Transportation (VDOT) for Project 002136, Great Falls Street.

³ Represents monies provided from a Congestion Mitigation and Air Quality (CMAQ) grant for Project 002136, Great Falls Trail.

FUND 313 TRAIL CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 313 Trail Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
002062	Hillside Road Trail	\$552,927	\$2,743.25	\$209,051.61	\$0
002120	Trail Contingency		0.00	14,309.06	0
002136	Great Falls Street	791,200	407,506.90	187,146.25	0
002200	Upgrade and Emergency Maint. Of Existing Trails		109,659.02	219,187.98	75,000
Total		\$1,344,127	\$519,909.17	\$629,694.90	\$75,000

FUND 313 TRAIL CONSTRUCTION

002200	Upgrade and Emergency Maintenance of Existing Trails
Countywide	Countywide
<p>Description and Justification: This project provides for the upgrading and emergency maintenance of existing trails to public standards, and will address safety and hazardous conditions, deterioration of trail surfaces, and the replacement and repair of guardrails, handrails, and pedestrian bridges. Several older trails do not meet current standards, and projects have been designed to alleviate safety problems, including incorrect grades, steep slopes, or obstructions (i.e., power poles/trees that are located too close to the trail). Although a comprehensive inspection program has not been initiated to identify all deficiencies countywide, the number of substandard trail segments is expected to exceed 100. The County is currently responsible for maintaining approximately 550 miles of walkways. FY 2004 funding in the amount of \$75,000 is included to continue this program.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		15,056	10,537	34,463	25,000	0
Construction		386,745	99,122	179,725	50,000	0
Other		4,353	0	5,000	0	0
Total	Continuing	\$406,154	\$109,659	\$219,188	\$75,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$75,000	\$75,000

FUND 314

NEIGHBORHOOD IMPROVEMENT PROGRAM

Purpose

This fund provides for improvements to public facilities including curb and gutter, sidewalks, street widening, and storm drainage improvements to enhance the conditions and appearance of participating neighborhoods. Neighborhoods are selected for participation in the program on the basis of their need for general community improvements due to problems of road and yard flooding, traffic problems, and their willingness to share in the implementation of a Community Plan. The program focuses on the preservation and improvement of the County's older, yet stable, neighborhoods of predominantly single family homes which are currently threatened by deterioration.

Homeowners receiving improvements from the program reimburse the County for their share of actual construction costs. The County pays all engineering, administration, and overhead costs. Each homeowner's share is based on the length of street footage of their lot, the type of improvements installed, and the average assessed value of housing in the neighborhood. Homeowner's payments, made once construction is completed, can be paid in one lump sum amount, or in semi-annual installments with interest over a ten-year period. For elderly or disabled homeowners, payment may be extended beyond the ten-year payback period. These homeowner payments are used to offset debt service costs associated with the issuance of General Obligation bonds for the Neighborhood Improvement Program.

The Neighborhood Improvement Program is financed with General Obligation bonds approved by the voters in four referenda totaling \$76.33 million. This includes: \$12.33 million in November 1980, \$20.0 million in November 1984, \$20.0 million in November 1986, and \$24.0 million in November 1989.

FY 2004 Initiatives

No funding is included for Fund 314, Neighborhood Improvement Program, in FY 2004.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the FY 2002 Carryover Review, the Board of Supervisors approved an increase of \$2,491,987 due to the carryover of unexpended project balances.

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 314 NEIGHBORHOOD IMPROVEMENT PROGRAM

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 314, Neighborhood Improvement Program

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$230,013	\$168,427	\$191,439	\$108,521
Revenue:				
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Home Owner Contributions ¹	30,094	45,000	45,000	30,000
Sale of Bonds ²	525,000	0	2,464,069	0
Total Revenue	\$555,094	\$45,000	\$2,509,069	\$30,000
Total Available	\$785,107	\$213,427	\$2,700,508	\$138,521
Total Expenditures	\$593,668	\$0	\$2,491,987	\$0
Transfer Out:				
County Debt Service (Fund 200)	\$0	\$100,000	\$100,000	\$0
Total Transfer Out	\$0	\$100,000	\$100,000	\$0
Total Disbursements	\$593,668	\$100,000	\$2,591,987	\$0
Ending Balance	\$191,439	\$113,427	\$108,521	\$138,521

¹ These funds are payments from homeowners for their contribution toward construction costs associated with improvements in their neighborhoods. Bond funds are used to finance these projects. Upon completion of construction, the improvements are assessed and the homeowners make their payments with interest. Funds received (i.e., both principal and interest) will be transferred to Fund 200, County Debt Service, to partially assist in paying the debt service costs associated with Neighborhood Improvement projects.

² The sale of bonds is presented here for planning purposes only. Actual bond sales are based on cash needs in accordance with Board policy. On November 7, 1989, the voters approved \$24.0 million for the Neighborhood Improvement Program. Including prior sales, there is a balance of \$2.47 million in authorized but unissued bonds for the Neighborhood Improvement Program.

FUND 314 NEIGHBORHOOD IMPROVEMENT PROGRAM

FY 2004 Summary of Capital Projects

Fund: 314 Neighborhood Improvement Program

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
C00072	Brookland/Bush Hill Phase II	\$2,255,982	\$695.01	\$88,891.30	\$0
C00091	Mt Vernon Manor	3,535,000	583,022.89	500,945.76	0
C00093	Fairdale	1,892,959	34,082.52	1,570,759.93	0
C00096	Ballou	961,000	(30,597.56)	191,243.57	0
C00097	Holmes Run Valley	50,000	0.00	42,544.30	0
C00098	Mount Vernon Hills	50,000	0.00	42,605.49	0
C00099	Planning Project Fund 314		6,464.83	54,996.89	0
Total		\$8,744,941	\$593,667.69	\$2,491,987.24	\$0

FUND 315

COMMERCIAL REVITALIZATION PROGRAM

Purpose

The Commercial Revitalization Program funds the development and promotion of competitive, attractive, and stabilized commercial centers, better services, and improved facilities for communities. Improvements include underground utilities, sidewalk construction, street lighting, tree planting, and other pedestrian amenities. In the November 1988 bond referendum, Fairfax County voters approved \$22.3 million for public improvements in commercial and redevelopment areas of the County. Of this amount, \$17.1 million will fund utility and street landscaping projects in three County designated revitalization districts: Central Annandale, Central Springfield, and Baileys Crossroads. An amount of \$5.2 million is to be divided among the revitalization projects in the Town of Vienna, the McLean Central Business District, and along a portion of the Route 1 corridor.

FY 2004 Initiatives

No funding is included for Fund 315, Commercial Revitalization Program, in FY 2004.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the FY 2002 Carryover Review, the Board of Supervisors approved an increase of \$13,568,359 due to the carryover of \$13,503,582 in unexpended project balances and an appropriation of \$64,777 for developer contributions received in FY 2002.

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 315 COMMERCIAL REVITALIZATION PROGRAM

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 315, Commercial Revitalization
Program

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$521,038	\$0	(\$759,740)	\$0
Revenue:				
Sale of Bonds ¹	\$0	\$0	\$14,074,243	\$0
VDOT Revenues ²	0	0	385,206	0
Developer Contributions	64,777	0	0	0
Total Revenue	\$64,777	\$0	\$14,459,449	\$0
Total Available	\$585,815	\$0	\$13,699,709	\$0
Total Expenditures ³	\$1,345,555	\$0	\$13,699,709	\$0
Total Disbursements³	\$1,345,555	\$0	\$13,699,709	\$0
Ending Balance⁴	(\$759,740)	\$0	\$0	\$0

¹ The sale of bonds is presented here for planning purposes. Actual bond sales are based on cash needs in accordance with Board policy. In the Fall of 1988, the voters approved a \$22.3 million Commercial Revitalization bond referendum. There is a balance of \$14.21 million in authorized but unissued bonds from this referendum.

² Represents funds from a Transportation Enhancement Act (TEA-21) grant for Project 008912, McLean Streetscape (\$345,206) and Project 008909, Annandale Streetscape (\$40,000) in FY 2003.

³ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$131,350 has been reflected as a decrease to FY 2002 expenditures. The project affected by this adjustment is Project 008911, Baileys Crossroads Streetscape. This action results in a net increase of \$131,350 to the *FY 2003 Revised Budget Plan*. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustment will be included in the FY 2003 Third Quarter Package.

⁴ The negative FY 2002 Actual Ending Balance and the FY 2003 Revised Beginning Balance will be adjusted by authorized but unissued bonds sold in FY 2003.

FUND 315 COMMERCIAL REVITALIZATION PROGRAM

FY 2004 Summary of Capital Projects

Fund: 315 Commercial Revitalization Program

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
008903	Springfield Streetscape Phase I	\$3,169,236	\$41,189.43	\$1,710,384.21	\$0
008909	Annandale Streetscape	6,901,864	511,885.28	4,361,270.55	0
008911	Baileys Crossroads Streetscape	6,078,559	657,141.46	4,797,120.68	0
008912	McLean Streetscape	2,446,000	41,234.36	2,205,011.89	0
008914	Route 1 Streetscape	1,642,160	94,104.79	625,921.34	0
Total		\$20,237,819	\$1,345,555.32	\$13,699,708.67	\$0

FUND 316

PRO RATA SHARE DRAINAGE CONSTRUCTION

Purpose

This fund supports storm drainage capital projects through contributions in accordance with the Pro Rata Share Program approved by the Board of Supervisors on December 16, 1991. The Pro Rata Share Program provides a funding source to correct drainage deficiencies by collecting a proportionate share of the total estimated cost of drainage improvements from the developers of the land. Pro Rata funds are used to finance projects within specific watershed areas. Pro Rata funds on deposit are appropriated to this fund as storm drainage projects are identified and prioritized during scheduled budgetary reviews.

FY 2004 Initiatives

No funding is included for Fund 316, Pro Rata Share Drainage Construction, in FY 2004.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$23,065,083 due to the carryover of unexpended project balances in the amount of \$21,078,487 and the appropriation of pro rata shares in the amount of \$1,986,596 for various previously approved projects.

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 316 PRO RATA SHARE DRAINAGE CONSTRUCTION

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 316, Pro Rata Share
Drainage Construction

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$2,973	\$0	\$3,379	\$0
Revenue:				
VDOT Contributions ¹	\$60,000	\$0	\$0	\$0
Pro Rata Shares	1,426,722	135,000	23,196,704	0
Miscellaneous	406	0	0	0
Total Revenue	\$1,487,128	\$135,000	\$23,196,704	\$0
Total Available	\$1,490,101	\$135,000	\$23,200,083	\$0
Total Expenditures	\$1,486,722	\$135,000	\$23,200,083	\$0
Total Disbursements	\$1,486,722	\$135,000	\$23,200,083	\$0
Ending Balance	\$3,379	\$0	\$0	\$0

¹ Represents revenues received in FY 2002 as a reimbursement from VDOT for Project CA0551, Emma Lee Street.

FUND 316

PRO RATA SHARE DRAINAGE CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 316 Pro Rata Share Drainage Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
AC0009	Regional Pond L-9	\$710,000	\$0.00	\$710,000.00	\$0
AC0158	Rolling Valley Regional Pond	180,000	0.00	93,854.40	0
AC0283	Woodland Road	224,303	174,635.31	0.00	0
AC0286	Pleasant Ridge	176,400	388.68	153,244.23	0
AC0294	Reedy Dr	236,535	827.44	0.00	0
AC0311	Long Branch Phase II	195,800	0.00	160,432.04	0
AC9999	Accotink Creek Watershed Study	2,300,000	0.00	330,000.00	0
BE0205	Fairview Drive	150,000	964.84	51,372.50	0
BN0211	Bullneck Run	491,000	3,437.39	21,991.70	0
BR0621	Bull Run Post Office Rd.	180,000	498.20	159,158.29	0
CA0289	Indian Run Phase IV	550,000	232,812.10	48,722.21	0
CA0451	Vine Street	920,000	1,611.31	733,977.69	0
CA0532	Falls Hill Subdivision	330,000	41,453.17	288,546.83	0
CA0551	Emma Lee Street	548,900	410,200.08	36,152.63	0
CU0018	Regional Pond C-18	1,196,800	221.16	606,804.65	0
CU0020	Regional Pond C-20	362,500	21,825.35	106,156.76	0
CU0023	Regional Pond C-23	1,652,000	0.00	30,000.00	0
CU0024	Regional Pond C-24	950,000	5,754.45	848,590.07	0
CU0028	Regional Pond C-28 Sully District	689,100	264.58	237,129.11	0
CU0035	Regional Pond C-35	1,014,556	1,504.88	963,934.97	0
CU0037	Regional Pond C-37	2,328,000	0.00	35,000.00	0
CU0041	Regional Pond C-41	1,120,000	1,677.36	328,322.64	0
CU0054	Regional Pond C-54	867,500	8,873.48	811,631.09	0
CU0062	Regional Pond C-62	1,100,000	0.00	20,000.00	0
CU1030	Regional Pond C-30	166,896	26,940.99	48,631.63	0
CU9999	Cub Run Watershed Study	3,090,000	0.00	1,715,000.00	0
DC0326	Kingstowne Stream Restoration	348,541	2,124.60	0.00	0
DC0691	Hayfield Farms	468,000	9,151.99	293,079.91	0
DC9999	Dogue Creek Watershed Study	575,000	0.00	516,459.12	0
DE0203	Balmacara	560,000	10,882.48	119,335.56	0
DF0002	Regional Pond D-2	60,000	0.00	59,415.30	0
DF0030	Regional Pond D-30	835,000	0.00	10,846.62	0
DF0106	Wolf Trap Pond Retrofit	2,120,000	31,444.61	256,294.16	0
DF0361	Clarks Landing	200,000	33,664.65	166,335.35	0
DF0691	Gunder Vale	329,000	5,851.89	275,908.49	0
DF0913	Reston 913 Pond Retrofit	336,500	39,923.90	167,445.61	0
DF1014	Little Run Farm Reg. Pond D-14	1,075,000	0.00	651,359.34	0
DF1036	Regional Pond D-36	917,000	0.00	15,000.00	0
DF1037	Yonder Hills Regional Pond D-37	200,000	0.00	83,196.72	0
DF1040	Regional Pond D-40	1,100,000	4,303.63	636,529.65	0
DF1046	Regional Pond-46	1,300,000	105.73	24,894.27	0
DF1047	Regional Pond D-47	825,000	852.72	699,147.28	0
DF1077	Fairfax Center Regional Pond	766,000	35,300.76	18,921.85	0
DF1107	Carrington Regional Pond	760,000	1,784.88	486,561.52	0
DF1151	Regional Pond D-151	850,000	1,472.48	173,527.52	0
DF9999	Pro Rata Share Study - Difficult Run	3,230,000	0.00	1,280,000.00	0

FUND 316

PRO RATA SHARE DRAINAGE CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 316 Pro Rata Share Drainage Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
HC0002	Regional Pond H-02	696,100	1,936.67	635,471.13	0
HC0671	Viking Drive	40,000	93.02	27,236.88	0
HC1009	Regional Pond H-9	780,000	1,959.39	778,040.61	0
HC1018	Regional Pond H-18	218,735	9,891.94	0.00	0
HC1471	West Ox Detention Pond	101,696	0.00	88,240.00	0
HC9999	Horsepen Creek Watershed Study	650,000	0.00	550,000.00	0
LH0232	Huntley Subdivision	165,500	6,161.04	27,703.20	0
LH9999	Little Hunting Creek Watershed Study	150,000	0.00	150,000.00	0
LR0017	Regional Pond R-17	925,000	992.43	196,303.59	0
LR1008	Regional Pond R-8	600,000	4,863.07	285,136.93	0
LR1161	Regional Pond R-161	2,205,000	9,140.19	995,859.81	0
MB0201	Anita Drive	177,200	0.00	103,445.56	0
NI9999	Nichol Run Watershed Study	100,000	0.00	100,000.00	0
PC0005	Regional Pond P-5	550,000	0.00	25,000.00	0
PC0102	Dam Site #2 (Lake Barton)	100,000	3,091.14	46,381.11	0
PC0104	Dam Site #4	475,000	8,080.88	407,491.95	0
PC0281	Poplar Springs Court	280,000	0.00	280,000.00	0
PH9999	Popes Head Creek Watershed Study	975,000	0.00	200,000.00	0
PM0451	Great Falls Street	215,000	0.00	103,477.69	0
PM0652	Tucker Ave	270,971	0.00	240,000.00	0
PM0653	Kirkley Avenue	266,312	140.80	0.00	0
PN0211	Beach Mill Road	205,000	2,648.52	82,385.58	0
PN9999	Pond Branch Watershed Study	110,000	0.00	110,000.00	0
SA0251	Sandy Run	160,000	1,504.27	35,726.54	0
SC0213	Bridle Path Lane	633,500	11,890.89	440,400.63	0
SC0611	Swinks Mill Road	200,000	5,972.85	183,393.12	0
SU0005	Regional Pond S-05	561,000	283,764.08	267,313.70	0
SU0007	Regional Pond S-07	892,000	23,835.26	626,258.38	0
SU9999	Pro Rata Study - Sugarland Run	725,000	0.00	450,000.00	0
WR0241	Wolf Run	64,000	0.00	22,281.38	0
ZZ0000	Reimbursement Contingency		0.00	1,269,623.50	0
Total		\$52,077,345	\$1,486,721.53	\$23,200,083.00	\$0

FUND 370

PARK AUTHORITY BOND CONSTRUCTION

Purpose

This fund provides for the continued design, construction, and renovation of Fairfax County parks. These projects provide improvements to a wide range of recreational facilities such as playgrounds, picnic areas, trails, and recreation center/swimming pool complexes. On November 5, 2002, voters approved a \$20.0 million bond referendum to provide for land acquisition and the development of existing park properties.

FY 2004 Initiatives

Funding in the amount of \$10,000,000 is included in Fund 370, Park Authority Bond Construction, in FY 2004. Funding consists of monies for the acquisition of new parkland. The Park Authority Board has adopted certain criteria for evaluating proposed acquisitions, including contiguity to existing parkland or stream valley areas, existing zoning and development conditions, reasonable development costs, and support within the Fairfax County Comprehensive Plan. The Park Authority works with the private sector to acquire easements and donations of land and funds in an effort to use land acquisition monies more effectively. Land acquisition funding will include costs associated with the repayment of a short-term note issued by the Park Authority for the purchase of 246 acres on Pleasant Valley Road as approved by the Board of Supervisors in May 2001. This project is supported by General Obligation bonds and is included in the Summary of Capital Projects.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$24,812,253 due to the carryover of unexpended project balances.

A Fund Statement, a Summary of Capital Projects, and Project Detail Table for the project funded in FY 2004 are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project). The Project Detail Table includes project location, description, source of funding, and completion schedules.

FUND 370 PARK AUTHORITY BOND CONSTRUCTION

FUND STATEMENT

Fund Type P37, Capital Project Funds

Fund 370, Park Authority
Bond Construction

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$4,617,140	\$0	\$1,337,919	\$0
Revenue:				
Sale of Bonds ¹	\$8,000,000	\$19,890,000	\$43,364,334	\$10,000,000
Total Revenue	\$8,000,000	\$19,890,000	\$43,364,334	\$10,000,000
Total Available	\$12,617,140	\$19,890,000	\$44,702,253	\$10,000,000
Total Expenditures	\$11,279,221	\$19,890,000	\$44,702,253	\$10,000,000
Total Disbursements	\$11,279,221	\$19,890,000	\$44,702,253	\$10,000,000
Ending Balance	\$1,337,919	\$0	\$0	\$0

¹ The sale of bonds is presented here for planning purposes only. Actual bond sales are based on cash needs in accordance with Board policy. On November 3, 1998, voters approved a \$75.0 million Park Authority Bond Referendum. Including prior sales, there is a balance of \$43.4 million in authorized but unissued bonds associated with the 1998 Bond Referendum. On November 5, 2002, voters approved a \$20.0 million Park Authority Bond Referendum to support land acquisition and the development of existing park properties.

FUND 370 PARK AUTHORITY BOND CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 370 Park Authority Bond Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
004534	Park Contingency		\$0.00	\$27,762.75	\$0
004745	Lane's Mill Restoration	50,000	0.00	6,933.00	0
474188	Athletic Field Development	6,124,328	388.60	0.00	0
474198	Athletic Fields	7,400,000	1,045,109.36	5,078,444.29	0
474498	Infrastructure Renovations	4,900,000	761,296.25	3,568,612.89	0
474698	Trails & Stream Crossings	4,200,000	609,981.81	3,336,314.79	0
474888	Lake Accotink	2,945,836	13,193.66	11,130.26	0
475098	Natural & Cultural Facilities	10,000,000	667,427.04	9,200,374.98	0
475588	Community Park Development - 1988	6,544,915	76,085.60	51,819.71	0
475598	Community Park Development - 1998	6,000,000	925,444.20	4,388,931.17	0
475888	Park Building Renovation	10,477,173	283,390.37	203,751.63	0
475898	Building Renovations	5,000,000	1,287,439.35	3,443,985.54	0
475998	Playgrounds, Picnics, Etc.	2,500,000	614,734.20	990,383.33	0
476098	West County Rec Ctr	15,000,000	784,404.33	14,011,734.01	0
476102	Land Acquisition - Fall 2002 Park Bonds	10,000,000	0.00	0.00	10,000,000
476188	Land Ac - 1988 Bonds	28,432,506	5,190.65	0.00	0
476198	Land Ac - 1998 Bonds	20,000,000	4,205,136.03	382,074.16	0
Total		\$139,574,758	\$11,279,221.45	\$44,702,252.51	\$10,000,000

FUND 370 PARK AUTHORITY BOND CONSTRUCTION

476102	Land Acquisition
Countywide	Countywide
<p>Description and Justification: This project provides for the acquisition of additional parkland throughout the County, as well as repayment of a short-term note issued by the Park Authority for the purchase of 246 acres along Pleasant Valley Road. FY 2004 funding in the amount of \$10,000,000 provides for land acquisition and is consistent with the approved FY 2003 – FY 2007 Capital Improvement Program (With Future Years to 2012).</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition	\$10,000,000	\$0	\$0	\$0	\$10,000,000	\$0
Design and Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total	\$10,000,000	\$0	\$0	\$0	\$10,000,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$10,000,000	\$0	\$0	\$10,000,000

FUND 390

PUBLIC SCHOOL CONSTRUCTION

Purpose

Fund 390 provides funding for Fairfax County public school construction and facility renovation, expansion and improvements authorized by voter referendum, as well as funds for capital expenditures. Bond funding remaining from the fall 1999 and fall 2001 bond referenda support capital construction projects in this fund.

In FY 2004, progress will continue on the school bond referendum projects and projects funded by the School Operating Fund. Major projects for FY 2004 include additional portable classrooms, facility modifications, renovation, expansion, and improvement projects.

It should be noted that the following fund statement reflects the FY 2004 Fairfax County Public Schools Superintendent's Proposed Budget. Adjustments to this fund, adopted by Fairfax County School Board on February 13, 2003, will be discussed in the Overview Volume of the FY 2004 Advertised Budget Plan.

FUND 390 PUBLIC SCHOOL CONSTRUCTION

FUND STATEMENT

Fund Type G30, Capital Project Funds

Fund 390, Public School Construction

	FY 2002 Actual ¹	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan ²	FY 2004 Superintendent's Proposed
Beginning Balance	\$45,690,515	\$0	\$191,398	\$0
Revenue:				
Sale of Bonds ³	\$130,000,000	\$136,400,000	\$136,400,000	\$130,000,000
State Construction Grant	2,091,745	2,099,552	932,374	941,775
PTA/PTO Receipts	665,564	150,000	150,000	150,000
Fairfax City	1,078,366	150,000	150,000	150,000
Other Revenue	5,963,109	136,000	136,000	136,000
Subtotal Revenue	\$139,798,784	\$138,935,552	\$137,768,374	\$131,377,775
Authorized But Unissued Bonds	\$0	\$0	\$232,053,199	\$66,250,000
Total Revenue	\$139,798,784	\$138,935,552	\$369,821,573	\$197,627,775
Transfers In:				
Major Maintenance (090)	\$8,500,000	\$9,000,000	\$6,464,072	\$6,600,000
Classroom Equipment (090)	3,456,550	4,871,209	4,871,209	3,422,014
Facility Modifications (090)	1,393,801	669,500	900,944	669,500
Total Transfers In	\$13,350,351	\$14,540,709	\$12,236,225	\$10,691,514
Total Available	\$198,839,650	\$153,476,261	\$382,249,196	\$208,319,289
Expenditures:				
Subtotal Expenditures	\$198,648,252	\$153,476,261	\$150,195,997	\$142,069,289
Contractual Commitments	0	0	232,053,199	66,250,000
Total Expenditures	\$198,648,252	\$153,476,261	\$382,249,196	\$208,319,289
Total Disbursements	\$198,648,252	\$153,476,261	\$382,249,196	\$208,319,289
Ending Balance	\$191,398	\$0	\$0	\$0

¹ FY 2002 Actuals reflect audit adjustments included in the FY 2002 Comprehensive Annual Financial Report (CAFR). The FY 2002 Audit Package detailing all of these changes will be included in the County's FY 2003 Third Quarter Review.

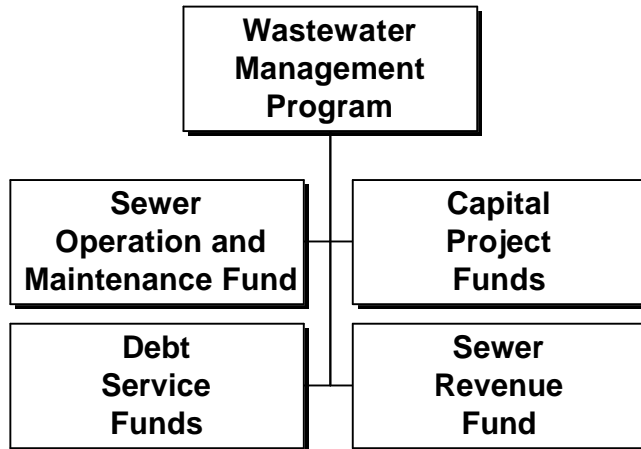
² The FY 2003 Revised Budget Plan reflects adjustments adopted by the Fairfax County School Board on November 21, 2002, during their FY 2003 Midyear Review. The Fairfax County School Board adjustments will be officially reflected in the County's FY 2003 Third Quarter Review, which will be acted on by the Board of Supervisors in April 2003.

³ The actual sale of bonds is based upon a review of cash needs rather than cash and encumbrances as presented here for planning purposes. This is consistent with Board policy to sell bonds on a cash basis. Including prior sales, there is a balance of \$510.43 million in authorized but unissued school bonds.



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WASTEWATER MANAGEMENT PROGRAM FY 2004 OVERVIEW



WASTEWATER MANAGEMENT PROGRAM

FY 2004 OVERVIEW

The Wastewater Management Program (WMP) is operated, maintained and managed within the Department of Public Works and Environmental Services. The program currently includes the County-owned Noman M. Cole, Jr. Pollution Control Plant (54 million gallons per day (MGD) capacity), approximately 3,135 miles of sewer lines, 61 pump stations, 51 metering stations, and covers approximately 234 square-miles of the County's 407-square-mile land area. Capacity entitlement at the other regional facilities totals 93 MGD. The wastewater maintenance and operations will be performed utilizing a total of 349/348.50 SYE positions in FY 2004. The WMP anticipates a total of 344,385 households in Fairfax County will be connected to public sewer in FY 2004.

In addition to providing County residents and businesses with sewer service, Fairfax County provides sewer service to other nearby jurisdictional entities through "Sales of Service" agreements. The County holds Sales of Service agreements with Arlington County, the cities of Falls Church and Fairfax, the towns of Herndon and Vienna, Fort Belvoir, the Covanta Waste-to-Energy facility and the Fairfax County Water Authority. These entities share the capital and operating costs of the WMP on the basis of actual wastewater flow and reserved treatment capacity.

The strategic planning and overall business monitoring is the responsibility of the Wastewater Administration Division. This includes the Wastewater Management Leadership Team, whose responsibilities focus on long range planning, strategic thinking, continuous improvement processing, wastewater capacity, and financial management.

The Wastewater Collection Division (WCD) is responsible for the County's wastewater collection and conveyance system consisting of sewers, force mains, pumping stations and metering stations. The WCD has a proactive sewer system maintenance program that facilitates a safe and effective wastewater collection system. Each year, over 800 miles of sewer lines are inspected and about 400 miles of sewer lines are cleaned to ensure maximum flow carrying capacity and reduce sewer backups and overflows. Over the last four years, WCD has rehabilitated 94.5 miles of sewer lines to protect the environment and citizens of Fairfax County.

The Wastewater Treatment Division (WTD) is responsible for operating and maintaining the County's wastewater treatment facility, the Noman M. Cole, Jr. Pollution Control Plant (NCPCP). The WTD continues to produce a quality effluent to meet regulatory and permit requirements, despite the major construction program occurring throughout the plant site. The NCPCP has improved performance with no significant increase in costs. In addition, the NCPCP has made significant efforts to become a "good neighbor" by constructing an odor control system to improve the air quality around the plant.

The Wastewater Planning and Monitoring Division (WPMD) is responsible for the agency's fiscal planning, engineering planning and wastewater monitoring. The WPMD continues to effectively monitor the long-term planning needs for the Wastewater Management Program in terms of infrastructure upgrades, maintenance and expansions. The WPMD ensures that all financial requirements are fulfilled by developing a rate structure to adequately recover all operating and maintenance costs, Capital Improvement Program and debt service obligations. The WPMD also plans for system capacity, both in the conveyance system and treatment facilities by initiating expansion and improvement projects to keep pace with increased wastewater flows. The WPMD safeguards the environment by ensuring compliance with water quality standards and prevention of toxic discharges into the collection system.

The system supplements the capacity of its own collections and treatment facilities through "Treatment by Contract" agreements with the District of Columbia Water and Sewer Authority, the Alexandria Sanitation Authority, the Upper Occoquan Sewage Authority, and Arlington County. As stated in the individual agreements, the County pays its share of operating, capital, and/or debt costs of each entity's system based on actual wastewater flows and allocated capacity, respectively.

WASTEWATER MANAGEMENT PROGRAM

FY 2004 OVERVIEW

In FY 2004, the County is projected to provide for the treatment of 111.56 million gallons of wastewater per day. Approximately 44 percent of this flow is treated at the NCPCP. The flow is distributed between the NCPCP and the interjurisdictional facilities as detailed in the table below. The table also includes the capacity utilization percentage and the available (unused) capacity for each plant.

Treatment Plant	FY 2004 Projected Daily Average (MGD)	Capacity Utilization (%)	Available Capacity (MGD)
DCWASA Blue Plains	27.19	87%	3.81
Noman M. Cole, Jr.	48.32	72%	18.68
Alexandria Sanitation Authority	22.10	75%	10.30
Arlington County	2.35	78%	0.65
Upper Occoquan Sewage Authority	11.60	46%	15.44
Total	111.56	71.6%	48.88

To ensure that WMP remains competitive and provides a high performance operation including improvements to the technical and managerial capacities that will continue to enhance service quality, customer service and financial planning, WMP closely monitors the information listed below.

	FY 2002	FY 2003	FY 2004
Sewer Service Charge, \$/1,000 gallons	\$2.88	\$2.95	\$3.03
Treatment Plant Costs, \$/MGD	\$1,068	\$1,078	\$1,089
Sewer System Overflows, Number/1,000 Miles of Sewer	18	15	14
Treatment Plant Discharge Violations per year	0	0	0
Odor Complaints per year	64	0	0

The WMP is comprised of seven separate funds under a self-supporting fund structure (Enterprise Fund) consistent with the Sewer Bond Resolution adopted by the Board of Supervisors in July 1985. For more detailed information of the operational aspects of the various programs, refer to the narrative of Fund 401, Sewer Operation and Maintenance, which immediately follows this Overview. The following is a brief description of the seven active funds:

- ◆ **Fund 400 - Sewer Revenue** is used to credit all operating revenues of the system, as well as most of the interest on invested fund balances. Revenues recorded in this fund are transferred to the various funds to finance their expenditure requirements. The remaining fund balances are used to set aside funds for various reserves and future system requirements.
- ◆ **Fund 401 - Sewer Operation and Maintenance** provides funding for the four divisions responsible for the management and operation of the program, supported by a transfer from Fund 400.
- ◆ **Fund 402 - Sewer Construction Improvements** provides funding for the repair, rehabilitation, and improvement requirements of the entire program's infrastructure.
- ◆ **Fund 403 - Sewer Bond Debt Service** is used to record principal, interest and fiscal agent fees for the 1986/1993 and 1996 Sewer Revenue Bonds Series in accordance with the current Sewer Bond Resolution.
- ◆ **Fund 406 - Sewer Bond Debt Reserve** provides debt reserve funds for the 1986/1993 and 1996 Series of Sewer Revenue Bonds in accordance with the current Sewer Bond Resolution.

WASTEWATER MANAGEMENT PROGRAM FY 2004 OVERVIEW

- ◆ **Fund 407 - Sewer Bond Subordinate Obligations** was established in 1992 to record all debt service payments on the Upper Occoquan Sewage Authority (UOSA) 1991 Revenue Bonds and all subsequent UOSA and Alexandria Sanitation Authority revenue bonds. All future issues or refinancing of debt arising from interjurisdictional capacity rights may be treated as subordinate obligations of the System as provided by the General Bond Resolution for Sewer Revenue Bonds.

- ◆ **Fund 408 - Sewer Bond Construction** was established in 1987 for major program construction projects, which are funded from the issuance of sewer revenue bonds and/or program revenues.

FUND 400 SEWER REVENUE

Purpose

All operating revenues of the Wastewater Management Program are credited to this fund. In addition, interest on investments from fund balances, except the interest earned from the balances of Fund 406, Sewer Bond Debt Reserve, and Fund 408, Sewer Bond Construction, is credited to this fund. Major categories of operating revenues include the following: Sales of Service, Availability Charges, and Sewer Service Charges. Sales of Service are those revenues received from other jurisdictions for the County's treatment of their wastewater. Availability Charges are fees charged to new customers for initial access to the system. Sewer Service Charges are revenues received from existing customers and are used to fully recover program operation and maintenance costs, debt service payments, and capital project funding primarily attributable to improving wastewater treatment effluent standards as mandated by State and Federal agencies. The total receipts from all revenue sources are used to finance Operation and Maintenance (Fund 401), Debt Service (Fund 403, Sewer Bond Parity Debt Service and Fund 407, Sewer Bond Subordinate Debt Service), and Construction Projects (Fund 402, Sewer Construction Improvements and Fund 408, Sewer Bond Construction) associated with the Wastewater Management Program. Any balance remains in Fund 400, Sewer Revenue, for future year requirements and required reserves.

The Program's Availability Fee and Sewer Service Charge are based on staff analysis and consultant recommendations, and are included in the Forecasted Financial Statement for July 1, 2002 through June 30, 2007.

Current Availability Fee rates:

In FY 2004, Availability Fees will increase from \$5,247 to \$5,431 for single-family homes based on current projections of capital requirements. The Availability Fee rate for all types of units are adjusted based on continued increases in expenses associated with treatment plant upgrades and interjurisdictional payments that result from population growth, more stringent treatment requirements, and inflation. The following table displays the resulting increase by category.

Category	FY 2003 Availability Fee	FY 2004 Availability Fee
Single Family	\$5,247	\$5,431
Townhouses and Apartments	\$4,198	\$4,345
Hotels/Motels	\$1,312	\$1,358
Nonresidential	\$271/fixture unit	\$281/fixture unit

Current Sewer Service Charge:

The Sewer Service Charge rate will increase from \$2.95 to \$3.03 per 1,000 gallons of water consumption in FY 2004. Based on this rate increase, the additional annual cost to the typical household is anticipated to be \$6.08. Sewer Service Charges are adjusted based on projected capital requirements associated with the renovation and rehabilitation of existing treatment facilities.

Category	FY 2003 Sewer Service Charge	FY 2004 Sewer Service Charge
Per 1,000 gallons water consumed	\$2.95	\$3.03

The FY 2004 Sewer Service Charge and Availability Fee are based on increased costs associated with capital project construction, system operation and maintenance, debt service, and upgrades to effectively reduce nitrogen discharge from wastewater treatment plants in order to meet new, more stringent nitrogen discharge limitations. The program will also utilize sewer fund balances to partially offset these higher costs. These rate increases are consistent with the recommendations of the Department of Public Works and Environmental Services and the analysis included in the Forecasted Financial Statement for July 1, 2002 through June 30, 2007.

FUND 400 SEWER REVENUE

Availability Fees and Sewer Service Charges from FY 2000 through FY 2007:

Fiscal Year	Availability Fee	Sewer Service Charge Per 1,000 gallons water used
2000	\$4,621	\$2.70
2001	\$4,898	\$2.81
2002	\$5,069	\$2.88
2003	\$5,247	\$2.95
2004	\$5,431	\$3.03
2005	\$5,621	\$3.20
2006	\$5,874	\$3.28
2007	\$6,138	\$3.40

The agency will continue to have a nitrification reserve (previously shown in Fund 402, Sewer Construction Improvements) in the amount of \$250,000 in Fund 400, Sewer Revenue, to provide funding for the County share of the design and construction expenses associated with the installation of a Biological Nutrient Removal system at the Arlington Wastewater Treatment Plant. The retention of a nitrification reserve will provide the County with the ability to respond to State Water Control Board mandates for stricter phosphorus and nitrogen effluent permit standards.

Funding Adjustments

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

- ◆ Transfers Out are increased by \$49,633,397 due to the following: an increase of \$11,916,450 in Fund 401, Sewer Operation and Maintenance; a decrease of \$19,000,000 in Fund 402, Sewer Construction Improvements; an increase of \$55,254,896 in Fund 403, Sewer Bond Parity Debt Service; an increase of \$1,462,051 in Fund 407, Sewer Bond Subordinate Debt Service. **For more detailed information, refer to the individual narratives, which immediately follow this narrative.**
- ◆ An increase of \$635,684 in Revenues is primarily due to increased receipts from sewer service charges based on an increase in the number of sewer customers and increased unit costs of sewer services.

The following funding adjustments reflect all approved changes to 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:

- ◆ Transfers Out were increased by \$2,327,937 due to the following: a decrease of \$4,023,185 in Fund 401, Sewer Operation and Maintenance based on lower than projected usage of outside professional consultant services and lower utility costs related to the BNR process at the Noman M. Cole, Jr. Pollution Control Plant; an increase of \$4,822,000 in Fund 402, Sewer Construction Improvements due to the installation of 16,000 linear feet of sewer line for the Portland Place area and River Oaks area to the County's sanitary sewer system; a decrease of \$81,174 in Fund 403, Sewer Bond Parity Debt Service due to lower than anticipated interest and fiscal agent payments; a decrease of \$1,610,296 in Fund 407, Sewer Bond Subordinate Debt Service to support the FY 2003 Debt service payments on the \$50 million loan from the Virginia Resources Authority for the County's share of construction costs for the Alexandria Sanitation Authority treatment plant upgrade.

FUND 400 SEWER REVENUE

FUND STATEMENT

Fund Type G40, Enterprise Funds

Fund 400, Sewer Revenue

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$161,851,820	\$175,621,052	\$173,117,699	\$147,572,179
Revenue:				
Lateral Spur Fees	\$22,800	\$20,000	\$20,000	\$21,000
Sales of Service ¹	8,924,015	7,620,000	7,620,000	7,723,000
Availability Charges	30,684,849	28,334,000	28,334,000	28,810,000
Connection Charges	71,220	60,000	60,000	79,000
Sewer Service Charges	70,462,261	72,336,000	72,336,000	78,928,000
Delinquent Charges	50,984	30,000	30,000	56,000
Miscellaneous Revenue	77,758	70,000	70,000	170,000
Sale Surplus Property	0	30,000	30,000	30,000
State Revolving Loan	50,000,000	0	0	0
Interest on Investments ¹	4,424,760	9,612,000	9,612,000	2,930,684
Total Revenue	\$164,718,647	\$118,112,000	\$118,112,000	\$118,747,684
Total Available	\$326,570,467	\$293,733,052	\$291,229,699	\$266,319,863
Transfers Out:				
Sewer Operation and Maintenance (401)	\$60,773,880	\$63,852,440	\$59,829,255	\$71,745,705
Sewer Construction Improvements (402)	61,762,763	45,712,000	50,534,000	31,534,000
Sewer Bond Parity Debt Service (403)	13,207,577	13,528,282	13,447,108	68,702,004
Sewer Bond Subordinate Debt Service (407)	17,208,519	18,236,861	19,847,157	21,309,208
Sewer Bond Construction (408)	500,029	0	0	0
Total Transfers Out	\$153,452,768	\$141,329,583	\$143,657,520	\$193,290,917
Total Disbursements	\$153,452,768	\$141,329,583	\$143,657,520	\$193,290,917
Ending Balance	\$173,117,699	\$152,403,469	\$147,572,179	\$73,028,946
Management Reserves:				
Operating and Maintenance Reserve ²	\$16,613,966	\$15,963,110	\$15,963,110	\$17,924,994
Nitrification Reserve ³	1,667,000	1,250,000	1,250,000	250,000
Future Debt Reserve ⁴	4,835,000	4,056,000	4,056,000	3,277,000
Total Reserves	\$23,115,966	\$21,269,110	\$21,269,110	\$21,451,994
Unreserved Balance	\$150,001,733	\$131,134,359	\$126,303,069	\$51,576,952

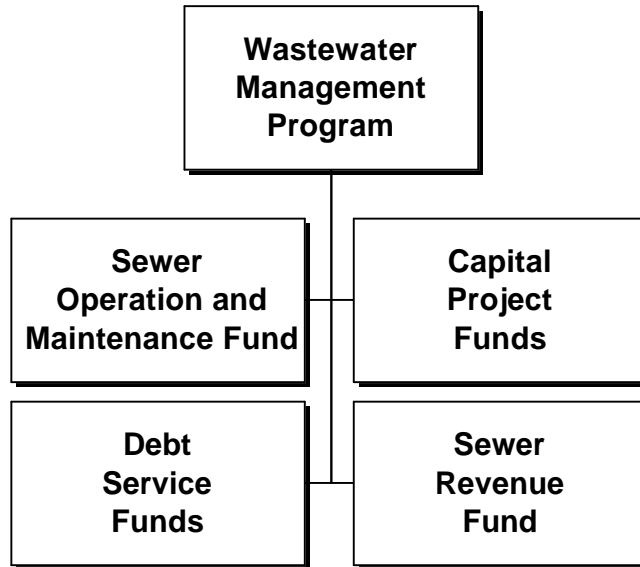
¹ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$1,037,971.75 has been reflected as an increase to FY 2002 revenues to reflect accrued interest and properly record revenues. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the FY 2003 Third Quarter Package.

² The Operating and Maintenance Reserve was established to provide funding to offset expenses associated with sewer systems emergencies occurring within Fund 401, Sewer Operation and Maintenance.

³ The Nitrification Reserve was established to offset expenses occurring in Fund 402, Sewer Construction Improvements, associated with the nitrogen discharge upgrades at the Arlington Wastewater Treatment Plant.

⁴ The Future Debt Reserve was established in anticipation of debt service reserve requirements for future treatment plant issues.

**FUND 401
SEWER OPERATION AND MAINTENANCE**



FUND 401 SEWER OPERATION AND MAINTENANCE

Agency Position Summary

349 Regular Positions / 348.5 Regular Staff Years

Position Detail Information

WASTEWATER ADMINISTRATION

1 Director
1 Position
1.0 Staff Year

WASTEWATER COLLECTION

Collection Program

1 Director
1 Management Analyst III
1 Computer Systems Analyst II
1 Management Analyst II
2 Network/Telecommunications Analysts I
1 Safety Analyst
1 Warehouse Supervisor
1 Warehouse Specialist
5 Admin. Assistants III
4 Admin. Assistants II
1 Laborer II
1 Supply Clerk
20 Positions
20.0 Staff Years

Gravity Sewers

1 Engineer IV
1 Engineer III
1 Maintenance Superintendent
3 Senior Maintenance Supervisors
1 Senior Construction Supervisor
4 Engineering Technicians III
6 Engineering Technicians II
1 Map Drafter
13 Engineering Technicians I
3 Heavy Equipment Operators
16 Labor Crew Chiefs
3 Motor Equipment Operators
4 Truck Drivers
12 Laborers III
19 Utility Workers
88 Positions
88.0 Staff Years

Pumping Stations

1 Engineer IV
1 Supervisor of Facilities Support
1 Industrial Electrician Supervisor
1 Instrumentation Supervisor
1 Pump Station Supervisor
1 Asst. Supervisor Engineering Inspector
1 Maintenance Superintendent
1 Engineer II
1 Industrial Electrician III
3 Instrumentation Technicians III
5 Pump Station Operators III
2 Industrial Electricians II
3 Plant Mechanics III
1 Engineering Technician II
3 Instrumentation Technicians II
1 Welder II
7 Pump Station Operators II
4 Plant Mechanics II
1 Plant Operator II
2 Engineering Aides
1 Maintenance Trade Helper II
42 Positions
42.0 Staff Years

WASTEWATER TREATMENT

Noman M. Cole, Jr., Pollution Control Plant

1 Director
1 Programmer Analyst IV
2 Engineers IV
1 Engineer II
1 Safety Analyst
2 Network/Telecommunications Analysts I
1 Engineering Technician III
1 Warehouse Supervisor
1 Heavy Equipment Supervisor
2 Engineering Technicians II
1 Engineering Drafter
1 Administrative Assistant IV
1 Warehouse Specialist
3 Heavy Equipment Operators
3 Administrative Assistants III
1 Warehouse Worker-Driver
2 Storekeepers
25 Positions
25.0 Staff Years

FUND 401

SEWER OPERATION AND MAINTENANCE

WASTEWATER TREATMENT

Operations

1	Engineer IV
1	Engineer II
1	Plant Operations Superintendent
7	Plant Operations Supervisors
1	Engineering Technician II
21	Plant Operators III
<u>37</u>	Plant Operators II
69	Positions
69.0	Staff Years

Maintenance

1	Engineer III
1	Plant Maintenance Superintendent
1	Industrial Electrician Supervisor
1	Instrumentation Supervisor
1	Plant Maintenance Supervisor
1	Chief Building Maintenance
5	Industrial Electricians III
3	Instrumentation Technicians III
1	Senior Maintenance Supervisor
4	Industrial Electricians II
6	Plant Mechanics III
5	Instrumentation Technicians II
2	Welders II
9	Plant Mechanics II
3	Painters I
1	Industrial Electrician I
1	Maintenance Trade Helper II
1	Construction Supervisor
1	Senior Utility Worker
2	Utility Workers
2	Custodians II
<u>5</u>	Custodians I
57	Positions
57.0	Staff Years

WASTEWATER PLANNING & MONITORING

Financial Management and Planning

1	Director
1	Management Analyst IV
1	Management Analyst III
1	Programmer Analyst III
1	Accountant II
1	Management Analyst II
1	Programmer Analyst I
1	Engineering Technician II
2	Engineering Technicians I
2	Administrative Assistants III 1 PT
<u>3</u>	Administrative Assistants II
15	Positions
14.5	Staff Years

Engineering Analysis and Control

1	Engineer IV
1	Engineer III
1	Geog. Info. Spatial Analyst II
2	Geog. Info. System Technicians
4	Engineers II
2	Engineering Technicians III
<u>1</u>	Engineering Technician II
12	Positions
12.0	Staff Years

Environmental Monitoring

1	Environmental Services Director
2	Asst. Environmental Services Directors
1	Environmental Health Supervisor
3	Environmental Health Specialists II
2	Environmental Technologists III
3	Environmental Technologists II
7	Environmental Technologists I
<u>1</u>	Administrative Assistant II
20	Positions
20.0	Staff Years

PT Denotes Part-Time Positions

FUND 401

SEWER OPERATION AND MAINTENANCE

Agency Mission

To safely collect and treat wastewater in compliance with all regulatory requirements using state-of-the-art technology in the most cost-effective manner in order to improve the environment and enhance the quality of life in Fairfax County.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	352/ 351.5	352/ 351.5	349/ 348.5	349/ 348.5
Expenditures:				
Personnel Services	\$17,768,869	\$21,141,130	\$21,141,130	\$22,145,842
Operating Expenses	42,633,459	42,653,792	43,882,179	49,274,548
Capital Equipment	1,261,369	721,784	850,604	858,059
Subtotal	\$61,663,697	\$64,516,706	\$65,873,913	\$72,278,449
Less:				
Recovered Costs	(\$683,007)	(\$690,666)	(\$690,666)	(\$578,471)
Total Expenditures	\$60,980,690	\$63,826,040	\$65,183,247	\$71,699,978

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Wastewater Administration	\$1,833,974	\$233,587	\$233,587	\$372,150
Wastewater Collection	9,919,203	11,384,688	11,506,504	12,597,802
Wastewater Treatment	14,360,574	18,640,806	19,356,797	19,335,017
Wastewater Planning and Monitoring	34,866,939	33,566,959	34,086,359	39,395,009
Total Expenditures	\$60,980,690	\$63,826,040	\$65,183,247	\$71,699,978

Purpose

To administer and operate the Wastewater Management Program including wastewater collection and conveyance, wastewater treatment, and monitoring program areas. The primary functions are to strategically plan, efficiently operate, and effectively maintain the Wastewater Management Program in the best interest of the County and its customers.

Key Accomplishments

- ◆ Developed a Strategic Plan for the Wastewater Management Program.
- ◆ Rehabilitated 28.5 miles of sanitary sewer using trenchless pipe lining technology at a cost of \$6.4 million. Also rehabilitated seven pumping stations and 17 flow diversion structure at a cost of \$2.95 million.
- ◆ Inspected and cleaned all inverted siphons in the collection system using sonar technology for the first time.
- ◆ Operated the Noman M. Cole, Jr. Pollution Control Plant (NCPCP) in a manner that ensured it remained one of the lowest cost service providers in the region.

FUND 401

SEWER OPERATION AND MAINTENANCE

- ◆ Upgraded the Wastewater Computerized Maintenance Management System (CMMS) from MP2 version 5.0 Professional to MP2 version 6.0 Professional and a 25 license MP2 Web link was deployed.
- ◆ Migrated to Windows 2002 which included the migration of 11 servers, 102 workstations and 10 laptops.
- ◆ Participated in the Lorton Community Action Team which consists of members from the community, Wastewater Management Program, and Solid Waste Management Program to address community concerns.
- ◆ Participated in neighborhood sponsored activities such as Adopt-A-Highway Clean-Up, Pohick Creek Clean-Up, and the Stream Bio-Monitoring Program.
- ◆ Completed the Geographical Information System (GIS) project to overlay the sanitary sewer information on the County's GIS platform.
- ◆ Completed the Gunston Cove Estuary and Stream Monitoring Program.

FY 2004 Initiatives

- ◆ Manage Wastewater Management Program in such a manner as to maintain its Triple A bond rating and maintain its competitive sewer rates.
- ◆ Continue the implementation of the Supervisory Control and Data Acquisition system to monitor and control the pumping stations from a remote location.
- ◆ Continue to link the Wastewater Collection's CMMS to the County's Geographical Information System.
- ◆ Continue the in-house wastewater operations training program to train and assess the competency of each operator per duty station.
- ◆ Continue multiple alliances with community-based organizations to improve customer relations for the agency.
- ◆ Continue training staff on the GIS system and fully interface with all related databases within the agency.
- ◆ Replace the Laboratory Information Management (LIMS) System to improve the efficiency and reliability of test results.

Performance Measurement Results

In FY 2002, there were 334,385 connections to the sanitary sewer system, an increase of 12,152 connections over FY 2001. Approximately 87 percent of Fairfax County households are connected to the sewer system. Based on the latest rate comparison, Fairfax County had the lowest annual sewer service charge and the third lowest availability fee in the Washington Metropolitan region. The program is able to maintain its competitive rates while providing quality service to its customers, protecting the environment, and maintaining sufficient financial resources to fully fund the program's initiatives.

The odor complaints were significantly higher in FY 2002 due to increased construction work at the plant, dry weather, and predominant wind direction which produced a higher than normal level of odorous gases. Steps have been implemented to correct this problem.

FUND 401

SEWER OPERATION AND MAINTENANCE

The number of plans reviewed has decreased due to the slow down in economic development. The future estimates have been adjusted to reflect a slow economic recovery.

The state requirement for pretreatment inspections was reduced from twice a year to once a year. This change in frequency is in line with, and follows, the Federal regulations that require only annual inspections of industrial dischargers.

The inter-jurisdictional treatment costs were significantly higher due to the additional treatment processes and increased processing costs. The wastewater flows were down significantly due to the dry weather conditions. Most of the treatment costs for processing wastewater are fixed; therefore, a significant reduction in flow will not result in a similar decrease in unit costs. The additional treatment processes are the effect of the stricter discharge limits and standards set by the state and federal government. These processes were brought on-line for the first time in FY 2002 in order to meet the stricter wastewater discharge limits. The increased processing cost resulted from increases in utility costs, chemicals and sludge disposal.

Funding Adjustments

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

- ◆ An increase of \$1,004,712 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ An increase of \$5,392,369 in Operating Expenses is primarily due to increased inter-jurisdictional payments to neighboring plants for treatment due to the rising costs of chemicals, electricity, fuel oil and natural gas, as well as an increase in the volume of wastewater flow due to an increase in multi-family dwellings and commercial development in the County.
- ◆ A decrease of \$112,195 in Recovered Costs is primarily due to the elimination of recovered costs from the Solid Waste Collection and Disposal Divisions in the Department of Public Works and Environmental Services (DPWES) to Wastewater Administration for managerial support of solid waste issues due to the reorganization of DPWES.
- ◆ Funding of \$858,059 in Capital Equipment has been included for new and replacement equipment. New equipment totals \$329,000 including 1 easement clearing machine and 1 sewer cleaner to meet back-up and overflow standards as mandated by the Environmental Protection Agency (EPA), 1 chemistry analyzer and 1 cyanide tester to analyze the new Biological Nitrogen Removal process and lower discharge limits at the pollution control plant as required by the State Department of Environmental Quality. Replacement Equipment totals \$529,059 for the replacement of 1 sewer camera and 1 surveyor display which have exceeded their operational life, 2 servers to implement LIMS requirements, 1 sewer cleaner, 1 step van, 3 trucks, and 1 generator as recommended by the Department of Vehicle Services based on age, usage, condition and maintenance costs. In addition, the replacement of 2 printers and 2 servers is based on the agency's replacement schedule in FY 2004.

The following funding adjustments reflect all approved changes to 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*, a net increase of \$1,357,207 includes \$772,207 for encumbered items and \$585,000 for unencumbered items including \$500,000 in Operating Expenses to convert the sanitary sewer map data into digital format and \$85,000 in Capital Equipment to replace a loadluggar vehicle to continue hauling sludge to designated disposal sites.

FUND 401

SEWER OPERATION AND MAINTENANCE

- ◆ The County Executive approved a redirection of positions resulting in a decrease of 2/2.0 SYE positions for Fund 401, Sewer Operation and Maintenance.
- ◆ 1/1.0 SYE position was transferred from Fund 401, Sewer Operation and Maintenance to Fund 110, Refuse Disposal to provide supervisory oversight and support an increase in refuse materials received at the Transfer Station.

Performance Measures

Objectives

- ◆ To control the number of sanitary sewer overflows and backups at a level of no more than 15 per 1,000 miles of sewer pipe annually through a preventative maintenance program of sewer inspection, cleaning, repair, and rehabilitation.
- ◆ To maintain all pumping stations, grinder pump stations, auxiliary equipment, controls, and accessories to ensure 100 percent reliability of force mains and pressure sewer systems; and to prevent pump station failures, overflows or backup conditions.
- ◆ To maintain the cost of service for wastewater treatment at an annual increase no greater than the total average costs of neighboring jurisdictions and to ensure that the plant's odor complaints are equal to or less than previous years' complaints from the surrounding neighborhoods.
- ◆ To ensure that there are no capacity problems in the system.
- ◆ To analyze NCPCP wastewater samples to ensure compliance with VPDES permit limits and obtain a satisfactory laboratory inspection by the State with an EPA rating of 95 percent or better.
- ◆ To monitor 21 industrial discharges for compliance with pretreatment requirements and prevent toxic discharges by monitoring and inspecting facilities at least once a year, issuing discharge permits for significant industrial dischargers in the County, and issuing violation notices to County industries violating pretreatment regulations and requirements to ensure zero incidents of toxic effects on NCPCP operations or sludge quality.
- ◆ To monitor Treatment by Contract (TBC) costs of service to ensure costs are competitive with County cost of service and reflective of the degree of treatment being provided, with a target of less than 115 percent of NCPCP costs.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Miles of sewer line inspected (TV & Visual)	994	1,043	935 / 883	935	965
Pump station alarm responses	415	366	400 / 340	400	400
Million gallons of wastewater treated per day	42.80	42.79	46.30 / 39.10	447.34	48.32
Plans reviewed (1)	545	456	500 / 369	400	400
Samples analyzed	80,446	89,526	90,000 / 87,367	90,000	90,000
Inspections made, pretreatment (2)	48	48	50 / 24	24	24
Inter-jurisdictional flow (MGD) (3)	59.2	59.9	62.0 / 57.1	63.2	64.7

FUND 401

SEWER OPERATION AND MAINTENANCE

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Efficiency:					
Cost per foot for TV inspections only	NA	NA	NA / \$0.78	\$0.83	\$0.89
Pumping cost per million gallons/day	\$154	\$160	\$176 / \$165	\$180	\$184
Cost per million gallons treated	\$994	\$1,061	\$1,075 / \$1,068	\$1,078	\$1,089
Plans reviewed per employee	327	304	300 / 246	266	266
Cost per sample analysis	\$10.25	\$10.37	\$11.66 / \$11.97	\$12.12	\$13.15
Cost per year (pretreatment)	\$302,280	\$351,429	\$358,050 / \$328,243	\$371,294	\$324,002
Average inter-jurisdictional treatment cost per MG (4) (5)	\$1,042	\$1,298	\$1,269 / \$1,495	\$1,417	\$1,461
Service Quality:					
Compliance violations issued	0	0	0 / 0	0	0
Force main and pressure sewer system reliability	100%	100%	100% / 100%	100%	100%
Percent of odor-free days	92%	93%	96% / 82%	96%	96%
Percent of plans reviewed on time	100%	100%	100% / 100%	100%	100%
Sample analysis available on time	100%	100%	100% / 100%	100%	100%
Inspections completed on time (pretreatment)	100%	100%	100% / 100%	100%	100%
Percent of wastewater receiving full treatment	100%	100%	100% / 100%	100%	100%

FUND 401

SEWER OPERATION AND MAINTENANCE

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Outcome:					
Backups/overflows per 1,000 miles	23	14	15 / 18	15	15
Pump station failures resulting in overflow, bypass or backup conditions	3	0	0 / 0	0	0
Odor complaints from surrounding neighbors (6)	30	25	15 / 64	0	0
Annual increase in wastewater treatment costs for NCPCP: Total annual average increase of neighboring jurisdictions	3% : 8%	7% : 25%	1% : (2%) / 1% : 15%	1% : (5%)	1% : 3%
Imminent wastewater capacity problems	0	0	0 / 0	0	0
Percent accuracy within EPA	97%	97%	90% / 97%	95%	95%
Incidents of toxic effects on NCPCP operations/sludge quality	0	0	0 / 0	0	0
Inter-jurisdictional treatment costs as a percentage of NCPCP treatment costs	113%	114%	115% / 140%	115%	115%

(1) The numbers of plans reviewed have decreased due to the slow down in economic development. The future estimates have been adjusted to reflect a slow economic recovery.

(2) The state requirement for inspections was reduced from twice a year to once a year. This change in frequency is in line and follows the Federal regulations that require only annual inspections of industrial dischargers.

(3) MGD = Million gallons per day.

(4) MG = Million gallons.

(5) The inter-jurisdictional treatment costs were significantly higher due to the additional treatment processes, and increased processing costs. The wastewater flows were down significantly due to the dry weather conditions in FY 2002. Most of the treatment costs for processing wastewater are fixed therefore a significant reduction in flow will not result in a similar decrease in unit costs. The additional treatment processes are the effective of the stricter discharge limits and standards set by the state and federal government. These processes were brought on-line for the first time this year in order to meet the stricter wastewater discharge limits. The increase in processing costs resulted from increases in utility costs, chemicals, and sludge disposal.

(6) The odor complaints were significantly higher in FY 2002 due to the increased construction work at the plant, dry weather, and predominate wind direction producing higher than normal level of odorous gases. Steps have been implemented to correct this problem.

FUND 401 SEWER OPERATION AND MAINTENANCE



Wastewater Administration

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	2/ 2	2/ 2	1/ 1	1/ 1
Total Expenditures	\$1,833,974	\$233,587	\$233,587	\$372,150

Goal

To provide for the overall management of the Wastewater Management program and to ensure that the office satisfies the County needs as they relate to the operation and maintenance of facilities supporting Wastewater Management program.



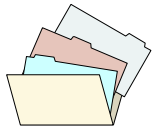
Wastewater Collection

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	152/ 152	152/ 152	150/ 150	150/ 150
Total Expenditures	\$9,919,203	\$11,384,688	\$11,506,504	\$12,597,802

Goal

To operate, maintain, and repair the County's wastewater collection system in a manner that protects Fairfax County citizens and the environment.

FUND 401 SEWER OPERATION AND MAINTENANCE

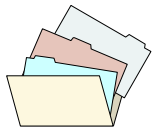


Wastewater Treatment

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	149/ 149	149/ 149	151/ 151	151/ 151
Total Expenditures	\$14,360,574	\$18,640,806	\$19,356,797	\$19,335,017

Goal

To ensure efficient and effective operation and maintenance of the County's wastewater treatment facilities within the laws and standards established by the Congress of the United States in Public Law 92-500 which designates regulatory powers to the U.S. Environmental Protection Agency and the Virginia Department of Environmental Quality.



Wastewater Planning and Monitoring

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	49/ 48.5	49/ 48.5	47/ 46.5	47/ 46.5
Total Expenditures	\$34,866,939	\$33,566,959	\$34,086,359	\$39,395,009

Goal

To manage sewer revenue collection; to monitor and report County sewage flows treated at non-County facilities; to control, plan, and develop the Wastewater Management Program; and to environmentally monitor County treatment facilities, other publicly and privately-owned treatment facilities in the program, and nearby embayments.

FUND 401 SEWER OPERATION AND MAINTENANCE

FUND STATEMENT

Fund Type G40, Enterprise Funds

Fund 401, Sewer Operation and Maintenance

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$5,666,012	\$84,030	\$5,553,095	\$199,103
Revenue:				
Miscellaneous Revenue	\$51,886	\$0	\$0	\$0
Sale Surplus Property	42,007	0	0	0
Total Revenue	\$93,893	\$0	\$0	\$0
Transfer In:				
Sewer Revenue (400)	\$60,773,880	\$63,852,440	\$59,829,255	\$71,745,705
Total Transfer In	\$60,773,880	\$63,852,440	\$59,829,255	\$71,745,705
Total Available	\$66,533,785	\$63,936,470	\$65,382,350	\$71,944,808
Expenditures:				
Personnel Services ¹	\$17,768,869	\$21,141,130	\$21,141,130	\$22,145,842
Operating Expenses	42,633,459	42,653,792	43,882,179	49,274,548
Recovered Costs	(683,007)	(690,666)	(690,666)	(578,471)
Capital Equipment	1,261,369	721,784	850,604	858,059
Total Expenditures¹	\$60,980,690	\$63,826,040	\$65,183,247	\$71,699,978
Total Disbursements¹	\$60,980,690	\$63,826,040	\$65,183,247	\$71,699,978
Ending Balance	\$5,553,095	\$110,430	\$199,103	\$244,830
PC Replacement Reserve ²	\$84,030	\$110,430	\$110,430	\$244,830
Unreserved Balance	\$5,469,065	\$0	\$88,673	\$0

¹ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$88,673 has been reflected as an decrease to FY 2002 expenditures to reflect adjustments for accrued compensated absences. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the FY 2003 Third Quarter Package.

² The PC Replacement Reserve was established for the timely replacement of computer equipment.

FUND 402

SEWER CONSTRUCTION IMPROVEMENTS

Purpose

Fund 402, Sewer Construction Improvements, provides for wastewater management construction projects and is funded by system revenues (e.g., Sewer Service Charges, Availability Fees, and Connection Fees) through a transfer of funds from Fund 400, Sewer Revenue. All projects in Fund 402 are supported by sewer system revenues and are included in the Summary of Capital Projects.

FY 2004 Initiatives

In FY 2004, an amount of \$31,534,000 is included in Fund 402, Sewer Construction Improvements. Funding for the following projects is provided through Fund 400, Sewer Revenue, including \$8,400,000 for the payment to the District of Columbia Water and Sewer Authority (DCWASA) for the County's share of the project costs associated with the upgrade of the DC Blue Plains Wastewater Treatment Plant; \$1,000,000 represents the County's share of nitrogen removal costs for the Arlington Treatment Plant Upgrade; \$500,000 is for Pump Station Renovations; \$9,930,000 is for Alexandria Sanitation Authority (ASA) Plant Improvements based on the County's share of construction costs to upgrade the ASA treatment plant; \$3,000,000 provides for the replacement of the 20-year-old Dogue Creek Force Main based on the aging and deteriorating condition of the force main; \$50,000 is for Integrated Sewer Metering to provide for the continuation of the agency's Sewer Meter Replacement Program; \$8,500,000 is for the Sewer Replacement and Transmission Program to provide for repair, replacement, and renovation of aging sewer lines; and \$154,000 provides for the as-built sewer plans for line segments not previously identified.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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*, the Board of Supervisors approved an increase of \$71,492,795 due to the carryover of unexpended project balances of \$66,670,795 and an increase of \$4,822,000 for the installation of 16,000 linear feet of sewer line for two Extension and Improvement projects.

A Fund Statement, a Summary of Capital Projects and Project Detail Tables for each project funded in FY 2004 are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project). The Project Detail Tables include project location, description, source of funding, and completion schedules.

FUND 402 SEWER CONSTRUCTION IMPROVEMENTS

FUND STATEMENT

Fund Type G40, Enterprise Funds

Fund 402, Sewer Construction Improvements

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$51,467,138	\$0	\$66,670,795	\$0
Revenue:				
Revenue from the Commonwealth	\$0	\$0	\$0	\$0
Total Revenue	\$0	\$0	\$0	\$0
Transfer In:				
Sewer Revenue (400)	\$61,762,763	\$45,712,000	\$50,534,000	\$31,534,000
Total Transfer In	\$61,762,763	\$45,712,000	\$50,534,000	\$31,534,000
Total Available	\$113,229,901	\$45,712,000	\$117,204,795	\$31,534,000
Total Expenditures	\$46,559,106	\$45,712,000	\$117,204,795	\$31,534,000
Total Disbursements	\$46,559,106	\$45,712,000	\$117,204,795	\$31,534,000
Ending Balance	\$66,670,795	\$0	\$0	\$0

FUND 402

SEWER CONSTRUCTION IMPROVEMENTS

FY 2004 Summary of Capital Projects

Fund: 402 Sewer Construction Improvements

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
G00901	DC Treatment Center - Blue Plains	\$61,891,342	\$21,961.88	\$17,388,604.96	\$8,400,000
G00903	Arlington Wastewater Treatment	12,457,392	564,232.00	1,468,870.00	1,000,000
I00351	Pump Station Renovations		1,980,459.75	8,970,902.19	500,000
I00355	Pump And Haul - Wylie/Gunston	2,900,000	23,782.24	262,224.59	0
I00904	ASA Wastewater Treatment Plant	178,466,723	29,158,747.85	24,923,830.03	9,930,000
I00905	Bell Haven Replacement	1,491,742	50,028.40	150,556.82	0
L00117	Dogue Creek Rehab/Replacement		0.00	0.00	3,000,000
N00321	Lower Potomac Exp 54 MGD	105,269,000	2,918,487.61	18,880,289.91	0
T00124	Rocky Run Pump Station	4,335,926	1,100,000.00	2,887,203.78	0
X00445	Integrated Sewer Metering		22,377.44	584,687.88	50,000
X00823	Extension Projects FY1993	3,779,003	32,606.78	1,365,064.20	0
X00824	Extension Projects FY1994	1,258,000	146.74	243,618.59	0
X00825	Extension Projects FY1995	3,049,001	163.77	358,187.57	0
X00826	Extension Project FY1996	14,359,349	1,116,780.90	9,270,991.21	0
X00900	Replacement Transmission		0.00	759,576.00	0
X00905	Replacemt & Transmission		8,798,787.62	10,012,752.72	8,500,000
X00906	Sewer Line Enlargement		161,036.14	6,614,547.73	0
X00908	Sewer Line Replacement - 5 Inch		0.00	136,920.04	0
X00910	Replacement and Renewal		422,531.90	10,944,283.81	0
X00930	Sewer Relocation - VADOT		157,931.66	321,813.34	0
X00935	Rt. 50/66 Sewer Agreement Reserve	1,000,000	0.00	1,000,000.00	0
X00940	Developer Projects County Costs		0.00	148,689.09	154,000
X00942	Accotink PS Rehabilitation	2,838,883	29,043.71	272,921.98	0
X00998	Sewer Contingency Project		0.00	185,686.27	0
X00999	Sewer Revolving Fund		0.00	52,572.00	0
Total		\$393,096,361	\$46,559,106.39	\$117,204,794.71	\$31,534,000

FUND 402 SEWER CONSTRUCTION IMPROVEMENTS

G00901	DC Treatment Blue Plains
Blue Plains Sewer Shed	Countywide
<p>Description and Justification: This project is for the payment to DCWASA for Fairfax County's share of the projected costs associated with the upgrade to the DC Blue Plains Wastewater Treatment Plant. The County pays for approximately 8.4 percent of the total costs for the design and construction of the upgrade for nitrification and sludge handling facilities. Fairfax County's estimated share of the project cost is \$61,891,342 over a six-year period. Funding of \$8,400,000 provides for the County's FY 2004 share based on DCWASA's projected expense summary and construction schedule.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0
Design and Engineering	21,962	0	21,962	0	0	0
Construction	35,387,991	0	0	15,833,638	8,400,000	11,154,353
Interjurisdictional Payment	26,481,389	24,926,422	0	1,554,967	0	0
Total	\$61,891,342	\$24,926,422	\$21,962	\$17,388,605	\$8,400,000	\$11,154,353

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Sewer Revenue	Total Funding
\$0	\$0	\$0	\$8,400,000	\$8,400,000

Completion Schedule				
Land Acquisition Completion	Engineer/Architect Contract Award	Design Completion	Construction Contract Award	Construction Completion
First Quarter FY 2000	Fourth Quarter FY 2000	Fourth Quarter FY 2000	Various	Fourth Quarter FY 2009

FUND 402 SEWER CONSTRUCTION IMPROVEMENTS

G00903	Arlington Wastewater Treatment
Arlington Sewer Shed	Countywide
<p>Description and Justification: This project provides for the expansion and improvement of the Arlington County Wastewater Treatment Plant. The Fairfax County Board of Supervisors has approved a contract with Arlington County for the purchase of permanent sewage treatment capacity allocation of three million gallons per day in the expanded and improved Arlington Wastewater Treatment Plant. Fairfax County purchases this treatment capacity through contributions to the Arlington construction project. Funding in the amount of \$1,000,000 is required to meet the County's obligation in FY 2004.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0
Design and Engineering	0	0	0	0	0	0
Construction	3,566,719	533,617	564,232	1,468,870	1,000,000	0
Interjurisdictional Payment	8,890,673	8,890,673	0	0	0	0
Total	\$12,457,392	\$9,424,290	\$564,232	\$1,468,870	\$1,000,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Sewer Revenue	Total Funding
\$0	\$0	\$0	\$1,000,000	\$1,000,000

Completion Schedule				
Land Acquisition Completion	Engineer/Architect Contract Award	Design Completion	Construction Contract Award	Construction Completion
NA	First Quarter FY 2000	First Quarter FY 2001	First Quarter FY 2001	Fourth Quarter FY 2005

FUND 402 SEWER CONSTRUCTION IMPROVEMENTS

I00351	Pump Station Renovations
Countywide	Countywide
<p>Description and Justification: This project provides for the renovation of the existing pumping stations within the Wastewater Management Program. FY 2004 funding in the amount of \$500,000 provides for the rehabilitation of the 50/66 Main Pump Station. This pump station has a capacity of 2.92 million gallons per day (MGD) and needs rehabilitation based on its age, deteriorating condition, and increased maintenance costs at the station.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$5,556	\$0	\$0	\$0	\$0
Design and Engineering		2,196,920	357,066	942,934	0	0
Construction		4,910,610	1,596,550	7,887,968	500,000	0
Other		181,940	26,844	140,001	0	0
Total	Continuing	\$7,295,026	\$1,980,460	\$8,970,902	\$500,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Sewer Revenue	Total Funding
\$0	\$0	\$0	\$500,000	\$500,000

FUND 402 SEWER CONSTRUCTION IMPROVEMENTS

100904	ASA Wastewater Treatment Plant
ASA Sewer Shed	Various
<p>Description and Justification: This project funds the payment to the Alexandria Sanitation Authority for Fairfax County's share of the construction costs associated with the improvements to the Alexandria Wastewater Treatment Plant. The County pays for approximately 60 percent of the total costs of the upgrade for ammonia removal. Funding of \$9,930,000 provides for the County's FY 2004 share based on the projected expense summary. The project has completed the design phase and construction is scheduled for completion in FY 2005. The agency submitted a second application to the Virginia Resource Authority for an additional \$50 million in FY 2002. This funding was approved in the Fall of 2001 and loan proceeds were received in Summer of 2002 to support the County's payments.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0
Design and Engineering	0	0	0	0	0	0
Construction	122,314,548	56,545,145	29,158,748	24,923,830	9,930,000	1,756,825
Other	56,152,175	56,152,175	0	0	0	0
Total	\$178,466,723	\$112,697,320	\$29,158,748	\$24,923,830	\$9,930,000	\$1,756,825

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Sewer Revenue	Total Funding
\$0	\$0	\$0	\$9,930,000	\$9,930,000

Completion Schedule				
Land Acquisition Completion	Engineer/Architect Contract Award	Design Completion	Construction Contract Award	Construction Completion
N/A	First Quarter FY 2000	First Quarter FY 2000	First Quarter FY 2001	Fourth Quarter FY 2005

FUND 402 SEWER CONSTRUCTION IMPROVEMENTS

L00117	Dogue Creek Rehab./Replacement
Lower Potomac Sewer Shed	Mount Vernon
<p>Description and Justification: This project provides funds for the replacement of the 20-year-old Dogue Creek Force Main. The Dogue Creek Force Main is approximately 4,350 linear feet of 36-inch trunk line. The existing force main was rehabilitated in FY 1988, however, due to the critical nature of this force main, it has been recommended that a new parallel force be constructed and use the existing force main as a backup to the new force main. There is approximately 9 MGD of sewer flow that cannot be diverted from this force main. FY 2004 funding will allow for the initial study, complete design and engineering services during construction. The construction estimate will be developed during the design phase.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		265,183	0	0	0	0
Construction		1,224,125	0	0	3,000,000	2,000,000
Other		18,471	0	0	0	0
Total	Continuing	\$1,507,779	\$0	\$0	\$3,000,000	\$2,000,000

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Sewer Revenue	Total Funding
\$0	\$0	\$0	\$3,000,000	\$3,000,000

FUND 402 SEWER CONSTRUCTION IMPROVEMENTS

X00445	Integrated Sewer Metering
Countywide	Countywide
<p>Description and Justification: This project funds the Wastewater Management's metering program. Flows must be monitored to: 1) determine when the lines are nearing maximum capacity, 2) detect groundwater inflow/infiltration, 3) allow proper billing under interjurisdictional agreements for sewage treatment, and 4) comply with the Virginia Water Control Board regulations requiring metering at all trunk sewer junctions. FY 2004 funding of \$50,000 will provide for the upgrade of existing meters based on the agency's metering replacement schedules.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		41,199	3,030	0	0	0
Construction		63,464	0	92,537	0	0
Other		1,552,721	19,347	492,151	50,000	0
Total	Continuing	\$1,657,384	\$22,377	\$584,688	\$50,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Sewer Revenue	Total Funding
\$0	\$0	\$0	\$50,000	\$50,000

FUND 402 SEWER CONSTRUCTION IMPROVEMENTS

X00905	Replacement and Transmission
Countywide	Countywide
<p>Description and Justification: This is a continuing project established to implement systematic rehabilitation of the County's more than 3,000 miles of sanitary sewer lines. Rehabilitation options include techniques/products such as slip-lining, instituform, and fold and form. This work is performed by outside contractors. This project completed 20.5 miles of sewer lines in FY 2001, 20 miles in FY 2002 and anticipates 20 miles in FY 2003. Funding of \$5,300,000 is included for the recurring repair, replacement and renovation of approximately 20 miles of sewer lines using predominantly "no dig" technologies in FY 2004. In addition, \$3,200,000 is required to provide for the cleaning of 14 sewer siphons, the rehabilitation of 7 sewer siphons/vaults, and the replacement of 3 line segments.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$122,788	\$1,516	\$8,484	\$0	\$0
Design and Engineering		1,581,173	94,670	473,399	0	0
Construction		49,532,692	8,699,159	9,529,312	8,500,000	0
Other		183,880	3,443	1,557	0	0
Total	Continuing	\$51,420,533	\$8,798,788	\$10,012,753	\$8,500,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Sewer Revenue	Total Funding
\$0	\$0	\$0	\$8,500,000	\$8,500,000

FUND 402 SEWER CONSTRUCTION IMPROVEMENTS

X00940	Developer Projects County Cost
Countywide	Countywide
<p>Description and Justification: This project provides for costs incurred by the Wastewater Planning and Monitoring Division in the Department of Public Works and Environmental Services for the maintenance and review of sewer grid sheets. Funding of \$154,000 in FY 2004 will provide for the preparation of as-built sewer plans for sewer segments not previously identified.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$15,547	\$0	\$0	\$0	\$0
Design and Engineering		956,304	0	0	0	0
Construction		167,583	0	148,689	154,000	0
Other		1,024	0	0	0	0
Total	Continuing	\$1,140,458	\$0	\$148,689	\$154,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Sewer Revenue	Total Funding
\$0	\$0	\$0	\$154,000	\$154,000

FUND 403

SEWER BOND PARITY DEBT SERVICE

Purpose

Fund 403, Sewer Bond Parity Debt Service, records debt service obligations incurred from bonds issued in accordance with the 1986 Sewer Bond Resolution. Bonds outstanding supported by this fund include \$61,358,511 of 1993 Series Refunding Bonds and \$7,243,493 of 1996 Series Refunding Bonds.

The bond proceeds are used to fund a portion of the treatment facility's expansion from 54 million gallons per day (MGD) to 67 MGD, as well as the construction of a nitrification process for the removal of ammonia nitrogen as required by the State Water Control Board. This removal of nitrogen will improve the quality of the effluent produced at the Noman M. Cole, Jr. Pollution Control Plant.

FY 2004 Initiatives

An amount of \$68,702,004 is required for this fund in FY 2004. Of this amount, \$61,358,511 will fund the recall of the 1993 Refunding Bonds. The recall of the 1993 Refunding Bonds is expected to produce a net savings to the program of approximately \$4.3 million over the next four years. The annual debt service payment for the 1996 Refunding Bonds totals \$7,243,493. An amount of \$100,000 is also required for fiscal agent fees. All debt service payments are supported by Sewer System Revenues.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the *FY 2002 Carryover Review*, a decrease of \$81,174 in the Transfer In was due to lower than anticipated interest payments and fiscal agent fees.

FUND 403 SEWER BOND PARITY DEBT SERVICE

FUND STATEMENT

Fund Type G40, Enterprise Funds

Fund 403, Sewer Bond Parity Debt Service

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$1,368,429	\$1,123,945	\$1,205,119	\$1,044,848
Transfer In:				
Sewer Revenue (400)	\$13,207,577	\$13,528,282	\$13,447,108	\$68,702,004
Total Transfer In	\$13,207,577	\$13,528,282	\$13,447,108	\$68,702,004
Total Available	\$14,576,006	\$14,652,227	\$14,652,227	\$69,746,852
Expenditures:				
Principal Payment ¹	\$4,140,000	\$4,535,000	\$4,535,000	\$61,371,600
Interest Payments ¹	9,149,028	8,983,282	8,983,282	7,230,404
Fiscal Agent Fees	2,762	10,000	10,000	100,000
Total Expenditures	\$13,291,790	\$13,528,282	\$13,528,282	\$68,702,004
Non Appropriated:				
Amortization Expense ²	\$79,097	\$79,097	\$79,097	\$79,097
Total Disbursements	\$13,370,887	\$13,607,379	\$13,607,379	\$68,781,101
Ending Balance³	\$1,205,119	\$1,044,848	\$1,044,848	\$965,751

¹ The bond principal and interest payments are shown as expenditures. However, for accounting purposes, the Consolidated Annual Financial Report will show these disbursements as "Construction in Progress" to be capitalized.

² In order to capitalize these bond costs, \$79,097 has been designated as an annual non-appropriated amortization expense. The 1993 bonds are amortized at \$45,922 for 23 years, and the 1996 bonds are amortized at \$33,175 for 20 years.

³ In FY 2004, the ending balance of \$965,751 will support the reserves required to cover the remaining amortization of issuance costs including \$551,061 for 1993 bonds and \$414,690 for 1996 bonds.

FUND 406

SEWER BOND DEBT RESERVE

Purpose

Fund 406, Sewer Bond Debt Reserve, fulfills the County's requirement to maintain a Reserve Fund pursuant to the Sewer Revenue Refunding Bonds, Series 1993 and 1996. As outlined in the Bond Resolution, this reserve is required to be the lesser of the maximum principal and interest requirements for any bond year or 125 percent of the average annual principal and interest requirements for the 1993 Bonds and the 1996 Bonds.

FY 2004 Initiatives

No funding is required for Fund 406, Sewer Bond Debt Reserve. The FY 2004 recommended reserve is \$14,571,766, which is the same amount as the FY 2003 Revised Budget Plan reserve.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ There have been no revisions to this fund since approval of the FY 2003 Adopted Budget Plan.

FUND 406 SEWER BOND DEBT RESERVE

FUND STATEMENT

Fund Type G40, Enterprise Funds

Fund 406, Sewer Bond Debt Reserve

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$14,571,766	\$14,571,766	\$14,571,766	\$14,571,766
Revenue:				
Bond Proceeds	\$0	\$0	\$0	\$0
Total Revenue	\$0	\$0	\$0	\$0
Total Available	\$14,571,766	\$14,571,766	\$14,571,766	\$14,571,766
Total Disbursements	\$0	\$0	\$0	\$0
Ending Balance¹	\$14,571,766	\$14,571,766	\$14,571,766	\$14,571,766

¹ This reserve of \$14,571,766 provides one year of principal and interest for the 1993 Bond Series (\$7,057,328) and the 1996 Bond Series (\$7,514,438) as required by the Sewer System's General Bond Resolution.

FUND 407

SEWER BOND SUBORDINATE DEBT SERVICE

Purpose

Fund 407, Sewer Bond Subordinate Debt Service, provides debt service funding for the Upper Occoquan Sewage Authority (UOSA) Bond Series and the Virginia Resources Authority (VRA) loans. The UOSA debt is based on the County's portion of the plant expansion to 54 million gallons per day. The VRA loans consisted of two-low interest loans totaling \$90 million from the State Revolving Fund Program which provides loans below the market rate to local governments within the State for sewer/water projects and is administered by the VRA and the Department of Environmental Quality. These loans will be used to offset the County's share of construction costs for the Alexandria Sanitation Authority treatment plant upgrade for ammonia removal as required by the State Water Control Board. It should be noted that pursuant to the Sewer Bond resolution and respective agreements, these debt obligations are subordinate to the County's Sewer Revenue Bonds and therefore, the payments are shown in this fund.

FY 2004 Initiatives

Funding in the amount of \$21,875,577 is required for this fund in FY 2004. Of this amount, \$2,175,438 will fund the debt service on the 1993 Bond Series, \$10,726,916 will fund the debt service on the 1995A Bond Series, \$2,326,150 will fund the debt service on the 1995B Bond Series, \$2,999,284 will support the FY 2001 VRA loan and \$3,637,789 will support the FY 2002 VRA loan. An amount of \$10,000 is also included for fiscal agent fees. All debt service payments are supported by Sewer System Revenues.

The following table identifies the Bond Series and VRA loan payments required in FY 2004.

	Principal	Interest	Total
UOSA Plant Expansion:			
1993	\$228,123	\$1,947,315	\$2,175,438
1995A	1,693,484	9,033,432	10,726,916
1995B	1,788,338	472,091	2,260,429
1995B - Manassas Park	53,727	11,994	65,721
Subtotal - UOSA	\$3,763,672	\$11,464,832	\$15,228,504
FY 2001 VRA Loan	\$1,459,413	\$1,539,871	\$2,999,284
FY 2002 VRA Loan	1,812,677	1,825,112	3,637,789
Subtotal - VRA	\$3,272,090	\$3,364,983	\$6,637,073
Total	\$ 7,035,762	\$14,829,815	\$21,865,577

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ An increase of \$2,027,228 in expenditures was required for the FY 2003 debt service payments on the \$50 million loan repayment from the VRA for the County's share of construction costs for the ASA treatment plant upgrade. It should be noted that this is the second and final loan from the VRA to partially fund the ASA project. This expenditure increase is offset by an increase of \$1,610,296 in the Transfer In from Fund 400, Sewer Revenue, as well as the use of savings of \$416,932 primarily due to lower than projected debt service payments in FY 2002.

FUND 407 SEWER BOND SUBORDINATE DEBT SERVICE

FUND STATEMENT

Fund Type G40, Enterprise Funds

Fund 407, Sewer Bond Subordinate Debt
Service

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$1,105,695	\$0	\$983,301	\$566,369
Transfer In:				
Sewer Revenue (400)	\$17,208,519	\$18,236,861	\$19,847,157	\$21,309,208
Total Transfer In	\$17,208,519	\$18,236,861	\$19,847,157	\$21,309,208
Total Available	\$18,314,214	\$18,236,861	\$20,830,458	\$21,875,577
Expenditures:				
Principal Payment ^{1,2}	\$3,888,190	\$5,058,446	\$5,939,841	\$7,035,762
Interest Payment ^{1,2}	13,426,263	13,168,415	14,314,248	14,829,815
Fiscal Agent Fees	16,460	10,000	10,000	10,000
Total Expenditures	\$17,330,913	\$18,236,861	\$20,264,089	\$21,875,577
Total Disbursements	\$17,330,913	\$18,236,861	\$20,264,089	\$21,875,577
Ending Balance	\$983,301	\$0	\$566,369	\$0

¹ The bond principal and interest payments are shown here as expenditures. However, for accounting purposes, the Comprehensive Annual Financial Report will show these disbursements as "Construction in Progress" to be capitalized.

² In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$566,368.41 has been reflected as a decrease to FY 2002 expenditures to reflect the correct accruals of interest expense on the VRA loans. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the FY 2003 Third Quarter Package.

FUND 408

SEWER BOND CONSTRUCTION

Purpose

Fund 408, Sewer Bond Construction, was established to provide for major sewer system construction projects that are funded from the sale of sewer revenue bonds and/or sewer system revenues. Projects in this fund include: G00902, District of Columbia Blue Plains Expansion Beyond 309 MGD (million gallons per day), which addresses the Fairfax County share of upgrading the District of Columbia Water and Sewer Authority's (DCWASA) Blue Plains Wastewater Treatment Plant; and N00322, Lower Potomac Construction 54 MGD to 67 MGD, which provides for the expansion of the Noman M. Cole, Jr. Pollution Control Plant to 67 MGD to meet service needs through the year 2015.

FY 2004 Initiatives

No additional funding is included in Fund 408, Sewer Bond Construction, for FY 2004. It is anticipated that the current funding levels will fulfill the County's obligation based on construction schedules and current cash flow statements in FY 2004.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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*, the Board of Supervisors approved an increase of \$44,107,544 due to the carryover of unexpended project balances.

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered continuing projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 408 SEWER BOND CONSTRUCTION

FUND STATEMENT

Fund Type G40, Enterprise Funds

Fund 408, Sewer Bond Construction

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$58,891,536	\$765,597	\$45,732,035	\$1,924,491
Revenue:				
Revenue from the Commonwealth ¹	\$1,250,023	\$0	\$0	\$0
Interest on Investments ²	2,608,871	300,000	300,000	23,998
Total Revenue	\$3,858,894	\$300,000	\$300,000	\$23,998
Transfer In:				
Sewer Revenue (400)	\$500,029	\$0	\$0	\$0
Total Transfer In	\$500,029	\$0	\$0	\$0
Total Available	\$63,250,459	\$1,065,597	\$46,032,035	\$1,948,489
Total Expenditures	\$17,518,424	\$0	\$44,107,544	\$0
Total Disbursements	\$17,518,424	\$0	\$44,107,544	\$0
Ending Balance	\$45,732,035	\$1,065,597	\$1,924,491	\$1,948,489

¹ The reimbursement of nitrification removal charges is received annually from the State Water Quality Improvement Fund based upon actual expenditures, which vary from year to year.

² In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$512,829 has been reflected as an increase to FY 2002 revenues to reflect the proper accrual of interest earnings on investments and cash held with fiscal agent. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the FY 2003 Third Quarter Package.

FUND 408 SEWER BOND CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 408 Sewer Bond Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
G00902	DC Blue Plains Exp 309 MGD	\$39,140,784	\$3,643,783.69	\$5,499,914.59	\$0
N00322	Lower Potomac 67 MGD	134,623,503	13,874,640.13	38,607,629.90	0
Total		\$173,764,287	\$17,518,423.82	\$44,107,544.49	\$0



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INTERNAL SERVICE FUNDS

Overview

Internal Service Funds account for services provided by specific County agencies to other County agencies on a cost reimbursement basis. The services consist of insurance, central acquisition of commonly used supplies and equipment, vehicle fleet maintenance, communications, and data processing. Revenues of these funds consist primarily of charges to County agencies for these services. Specific funds included in this group are:

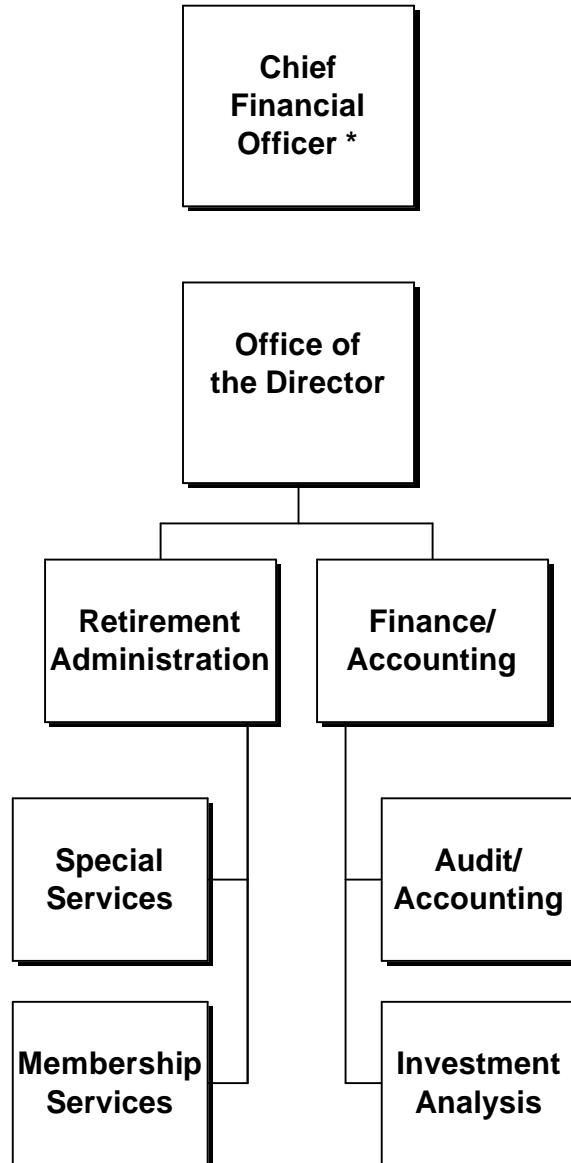
FAIRFAX COUNTY INTERNAL SERVICE FUNDS

- ◆ **Fund 500, Retiree Health Benefits**, provides for subsidy payments of \$100 per month to eligible retirees of the County to help pay for health insurance. Participants who become eligible to receive benefits are paid based on the period of eligibility within the fiscal year, which may or may not comprise a full year of payments.
- ◆ **Fund 501, County Insurance Fund**, is utilized to meet the County's casualty obligations, liability exposures, and worker's compensation requirements.
- ◆ **Fund 502, County Central Stores**, is administered by the Department of Purchasing and Supply Management and is used to finance the central acquisition of supply and equipment items for issue to County agencies.
- ◆ **Fund 503, Department of Vehicle Services**, ensures that the County, School and Park Authority vehicle fleet is responsive to the transportation needs of all customer agencies and is operated in a safe and cost-effective manner.
- ◆ **Fund 504, Document Services Division**, supports the printing, copier, and micrographic services to County and School agencies.
- ◆ **Fund 505, Technology Infrastructure Services**, is managed by the Department of Information Technology and provides Data Center and Network Services to County agencies. Infrastructure costs associated with the operation and maintenance of the mainframe, data communications, PC replacements, and radio networks are billed to user agencies.
- ◆ **Fund 506, Health Benefits Trust Fund**, is the County's self-insurance fund which provides health insurance benefits to Fairfax County employees.

FAIRFAX COUNTY PUBLIC SCHOOLS INTERNAL SERVICE FUNDS

- ◆ **Fund 590, Public School Insurance Fund**, is an insurance fund that provides administration of workers' compensation accounts, centralization of self-insurance accounts for automobile and general liability, and commercial insurance for other liabilities.
- ◆ **Fund 591, Public School Health and Flexible Benefits Fund**, is the Fairfax County Public Schools self-insurance fund which provides health insurance benefits to its employees.
- ◆ **Fund 592, Public School Central Procurement**, facilitates accounting of orders for textbooks, supplies, and equipment for the Fairfax County Public Schools (FCPS).

RETIREMENT ADMINISTRATION AGENCY



* The Chief Financial Officer has a liaison role for strategic direction and oversight of this agency; however, for budget purposes, that position and associated funding are reflected within the Department of Management and Budget.

FUND 500

RETIREE HEALTH BENEFITS FUND

Agency Position Summary

21 Regular Positions / 21.0 Regular Staff Years

Position Detail Information

OFFICE OF THE DIRECTOR

1 Executive Director
1 Administrative Assistant III
1 Administrative Assistant II
1 Administrative Assistant I
4 Positions
4.0 Staff Years

RETIREMENT ADMINISTRATION

1 Retirement Administrator
1 Position
1.0 Staff Year

Special Services

1 Programmer Analyst II
1 Programmer Analyst III
1 Information Officer II
3 Positions
3.0 Staff Years

Membership Services

1 Management Analyst II
3 Retirement Counselors
4 Administrative Assistants II
8 Positions
8.0 Staff Years

FINANCE/ACCOUNTING

1 Investment Manager
1 Position
1.0 Staff Year

Audit/Accounting

1 Accountant II*
1 Administrative Assistant IV
2 Positions
2.0 Staff Years

*1/1.0 SYE Accountant II is financed by Fund 500, Retiree Health Benefits. All remaining 20/20.0 SYE positions are financed jointly by the three retirement trust funds (Fund 600, Fund 601, and Fund 602).

Investment Analysis

1 Senior Investment Manager
1 Investment Analyst
2 Positions
2.0 Staff Years

FUND 500

RETIREE HEALTH BENEFITS FUND

Purpose

Fund 500, Retiree Health Benefits, provides monthly subsidy payments to eligible retirees of the County to help pay for health insurance. The current monthly subsidy is \$100 once a retiree or beneficiary reaches the eligibility age of 55 and for disability retirees at any age.

Beginning in FY 2004, subsidy payments will be adjusted to reflect proposed changes to the subsidy structure which includes a change from a flat per month subsidy to a graduated subsidy based on length of service. During FY 2001, a consultant-led review of retiree benefits was completed. The review included a comparison of benefits provided by Fairfax County to those provided by other jurisdictions and the Federal Government. The results of the study showed that Fairfax County was strongly positioned with respect to retirement system benefits, but with respect to health insurance benefits provided for retirees, Fairfax County was not competitive and placed in the bottom quartile. Many other jurisdictions provide benefits that are based on a percentage of premiums due to substantial increases in health insurance premiums in recent years. However, the Fairfax County benefit is a fixed dollar amount. While the fixed dollar amount has been increased twice in recent years, the increase has not kept pace with the increase in insurance premiums. A consultant was retained during 2002 to review improvements to retiree health insurance benefits while considering cost impacts. The consultant recommended a proposal that improves the health benefit subsidy to retirees based on years of service. During FY 2004, \$600,000 is included to allow the system to improve retiree health benefits based on subsidy levels that vary by length of service, with the highest subsidy amounts for retirees with 25 or more years of service and lower subsidy amounts for those who retire with less than 25 years of service.

During FY 2004, the average number of subsidy recipients, including new retirees, who are eligible to receive the subsidy, is expected to increase by 157, or 8.5 percent, from 1,853 in FY 2003 to 2,010 in FY 2004. Estimates of the average number of subsidy recipients are based on a review of the projected number of retirements and health subsidy eligibility for personnel already retired from the Fairfax County Employees' Retirement, Uniformed, and Police Officers Retirement Systems. Retirees who become eligible to receive the subsidy are paid based on the period of eligibility within the fiscal year, which may or may not comprise a full year of payments.

In FY 2004, the General Fund Transfer will increase by \$860,735, or 38.6 percent, over the *FY 2003 Revised Budget Plan* level of \$2,228,491, to \$3,089,226. In addition, an amount of \$3,564 is appropriated from fund balance to fund FY 2004 requirements.

FY 2004 Initiatives

- ◆ Provide appropriate funding level to support the retiree's health insurance benefit subsidy.
- ◆ Continue to allow for the timely and accurate distribution of retiree health insurance subsidy payments.
- ◆ Employees who retire after July 1, 2003 will receive a subsidy based on their age and years of service. (See the tables below for details)
- ◆ No reductions in subsidy payments for employees who retired prior to July 1, 2003 but do not meet the revised requirements for years of service. Those who retire prior to July 1, 2003 with less than 19 years of service will continue to receive at least the \$100 subsidy. However, those with 15 or more years of service would be eligible for the increased subsidy as of July 1, 2003.

FUND 500 RETIREE HEALTH BENEFITS FUND

Current Retiree Health Benefit Subsidy				
	Uniformed Employees (Public Safety)		General Employees	
	Commencement	Age 55		Age 55
Subsidy (Monthly)	Monthly		Monthly	
Age at Retirement	< 65	> 65	< 65	> 65
5-9	\$100	\$100	\$100	\$100
10-14	\$100	\$100	\$100	\$100
15-19	\$100	\$100	\$100	\$100
20-24	\$100	\$100	\$100	\$100
25 or more	\$105	\$100	\$100	\$100
Duration	Life		Life	

Proposed Retiree Health Benefit Subsidy				
	Uniformed Employees (Public Safety)		General Employees	
	Commencement	Age 55		Age 55
Subsidy (Monthly)	Monthly		Monthly	
Age at Retirement <small>(Note: Subsidy payments for retirees over 65 are adjusted for Medicare)</small>	< 65	> 65	< 65	> 65
5-9	\$25	\$15	\$25	\$15
10-14	\$50	\$25	\$50	\$25
15-19	\$125	\$75	\$125	\$75
20-24	\$150	\$100	\$150	\$100
25 or more	\$175	\$125	\$175	\$125
Duration	Life		Life	

FUND 500 RETIREE HEALTH BENEFITS FUND

Funding Adjustments

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

- ◆ An increase of \$4,354 in Administrative costs primarily associated with salary adjustments necessary to support the County's compensation program.
- ◆ An increase in benefit payments of \$188,500, or 8.5 percent, based on the current and projected rate of participation.
- ◆ An increase in benefit payments of \$600,000 based on the proposed revisions to subsidy payments to include graduated payments for length of service.

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 September 10, 2002:

- ◆ There have been no revisions to this fund since approval of the FY 2003 Adopted Budget Plan.

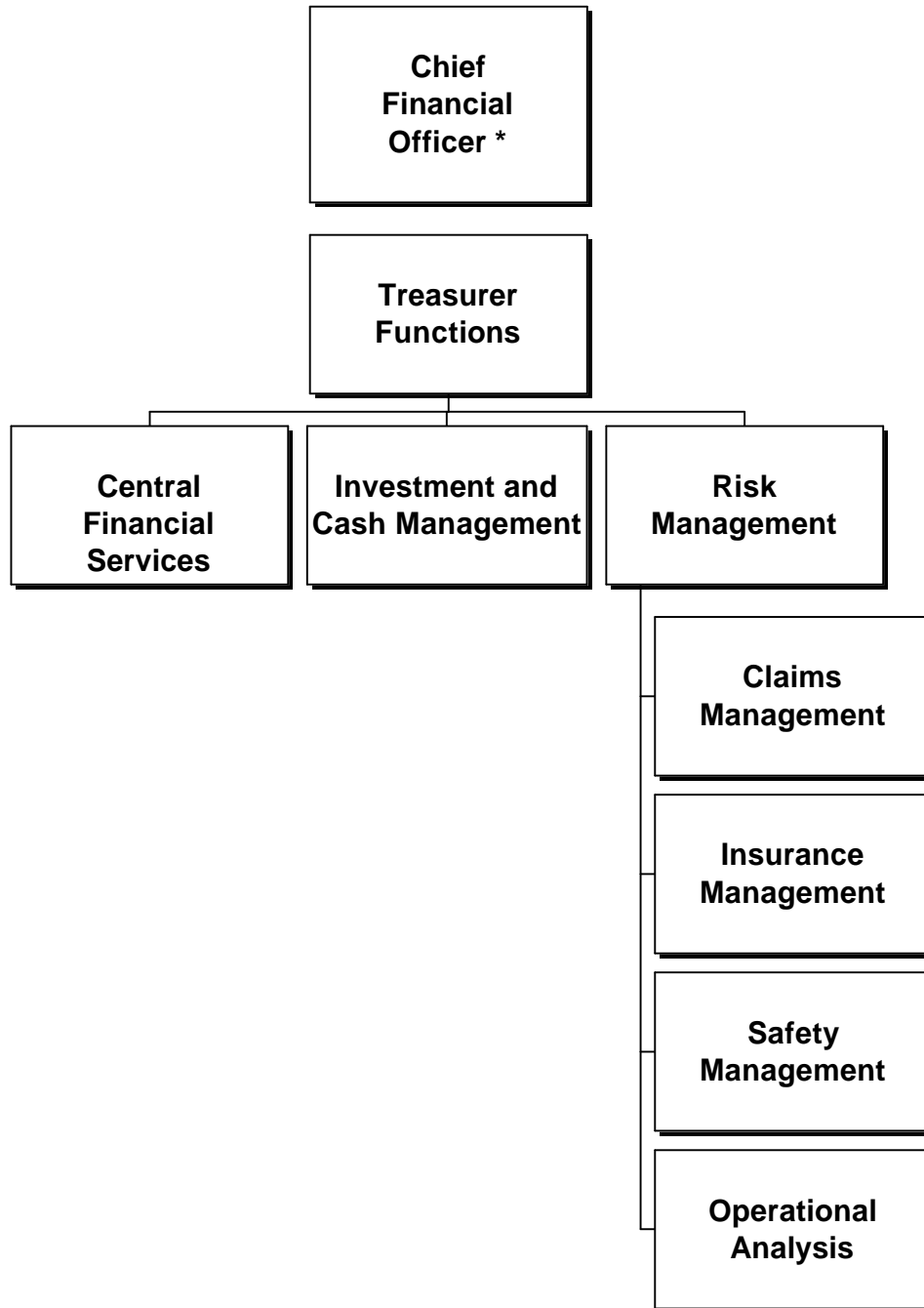
FUND STATEMENT

Fund Type G50, Internal Service Funds

Fund 500, Retiree Health Benefits

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$231,311	\$106,445	\$110,009	\$38,564
Transfer In:				
General Fund (001)	\$1,917,915	\$2,228,491	\$2,228,491	\$3,089,226
Total Transfer In	\$1,917,915	\$2,228,491	\$2,228,491	\$3,089,226
Total Available	\$2,149,226	\$2,334,936	\$2,338,500	\$3,127,790
Expenditures:				
Benefits Paid	\$1,966,800	\$2,224,000	\$2,224,000	\$3,012,500
Administrative	72,417	75,936	75,936	80,290
Total Expenditures	\$2,039,217	\$2,299,936	\$2,299,936	\$3,092,790
Total Disbursements	\$2,039,217	\$2,299,936	\$2,299,936	\$3,092,790
Ending Balance	\$110,009	\$35,000	\$38,564	\$35,000

FUND 501, COUNTY INSURANCE FUND



* The Chief Financial Officer has responsibility for strategic direction and oversight of this agency; however, for budget purposes, that position and associated funding are reflected within the Department of Management and Budget.

FUND 501 COUNTY INSURANCE FUND

Agency Position Summary

Fund 001:	72	Regular Positions	/	72.0	Regular Staff Years
Fund 501:	<u>13</u>	Regular Positions	/	<u>13.0</u>	Regular Staff Years
	85	Total Positions	/	85.0	Total Staff Years

Position Detail Information

TREASURER FUNCTIONS

1	Director
2	Deputy Directors
1	Management Analyst III
1	Administrative Assistant V
1	Administrative Assistant IV
2	Administrative Assistants III
1	Administrative Assistant II
1	Network Analyst III
1	Network Analyst I
<u>1</u>	Administrative Associate
12	Positions
12.0	Staff Years

CENTRAL FINANCIAL SERVICES

5	Chiefs Finance Division
1	Management Analyst IV
1	Management Analyst III
8	Accountants III
13	Accountants II
1	Accountant I
4	Administrative Assistants V
3	Administrative Assistants IV
9	Administrative Assistants III
2	Administrative Assistants II
3	Administrative Associates
2	Business Analysts III
1	Business Analyst II
<u>2</u>	Business Analysts I
55	Positions
55.0	Staff Years

INVESTMENTS AND CASH MANAGEMENT

1	Investment Manager
3	Investment Analysts
<u>1</u>	Administrative Assistant II
5	Positions
5.0	Staff Years

RISK MANAGEMENT

1	<i>Risk Manager</i>
<u>1</u>	<i>Administrative Assistant IV</i>
2	<i>Positions</i>
2.0	<i>Staff Years</i>

Insurance Management

<u>1</u>	<i>Insurance Manager</i>
1	<i>Position</i>
1.0	<i>Staff Year</i>

Claims Management

1	<i>Claims Manager</i>
1	<i>Claims and Rehabilitation Supervisor</i>
1	<i>Rehabilitation Specialist</i>
2	<i>Claims Specialists</i>
<u>1</u>	<i>Administrative Assistant III</i>
6	<i>Positions</i>
6.0	<i>Staff Years</i>

Employee Safety

1	<i>Safety Manager</i>
<u>1</u>	<i>Safety Analyst</i>
2	<i>Positions</i>
2.0	<i>Staff Years</i>

Operational Analysis

1	<i>Risk Analyst</i>
<u>1</u>	<i>Management Analyst II</i>
2	<i>Positions</i>
2.0	<i>Staff Year</i>

Positions shown in italics are funded in Fund 501, County Insurance Fund.

FUND 501 COUNTY INSURANCE FUND

Agency Mission

To monitor risk and loss exposures associated with Workers' Compensation and other liabilities, maintain liability insurance or self-insurance funding reserves, and conduct safety and loss prevention programs for County agencies in order to minimize risk and loss potential.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	13/ 13	13/ 13	13/ 13	13/ 13
Expenditures:				
Personnel Services	\$792,762	\$948,678	\$948,678	\$986,721
Operating Expenses	11,025,064	9,564,108	11,098,108	9,904,948
Capital Equipment	0	0	0	0
Subtotal	\$11,817,826	\$10,512,786	\$12,046,786	\$10,891,669
Less:				
Recovered Costs	(\$1,069,015)	(\$473,348)	(\$473,348)	(\$360,986)
Total Expenditures	\$10,748,811	\$10,039,438	\$11,573,438	\$10,530,683

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Risk Management	\$931,980	\$1,066,381	\$1,066,381	\$1,112,166
Self-Insured Risks	7,391,885	6,439,357	7,730,863	6,642,323
Commercially Insured Risks	2,424,946	2,533,700	2,776,194	2,776,194
Total Expenditures	\$10,748,811	\$10,039,438	\$11,573,438	\$10,530,683

Purpose

Fairfax County has a statutory responsibility to provide Workers' Compensation benefits, including medical treatment and loss of wages due to related disability, to employees who sustain occupational injuries and illnesses. The County Insurance Fund was established to fulfill this obligation. The Fund also provides countywide commercial insurance and self-insurance. The County self-insures automobile and general liability claims. Special commercial coverage is provided for activation insurance on the County helicopters, real property coverage, and Fire and Rescue Department vehicle damage insurance. Administrative expenses of risk management programs are paid through this Fund.

The County Insurance Fund comprises four major programs - Claims Management, Insurance Management, Employee Safety, and Operational Analysis. The Claims Management Program monitors the progress of all County claims by providing the necessary coordination with the claims service companies and various County agencies. It internally administers self-insured claims such as public officials and police professional liabilities, real property, vehicle collision and comprehensive claims. The Insurance Management Program evaluates and determines the most cost-effective manner of providing insurance against County liabilities posed by the various operational risks. The Employee Safety Program evaluates workplace hazards and recommends appropriate controls for abatement to minimize exposure of employees and other personnel, thus contributing to reduced claims. The Operational Analysis Program assesses operational risks and determines methods of treatment and mitigation.

FUND 501

COUNTY INSURANCE FUND

Key Accomplishments

- ◆ Project leader for County's Automated External Defibrillator Pilot Program for the Government Center complex. Project involved a collaborative effort of four agencies: Fire and Rescue Department, Facilities Management Division, Health Department, and Risk Management.
- ◆ Co-leader of committee responsible for development of County's Emergency Management Response program. Developed policies and procedures, agency training, and program documentation.
- ◆ Implemented a workplace ergonomics strategy and process for the County, including the development and coordination of an Office Ergonomics Assessment procedure.
- ◆ Expanded the Health and Wellness Education series for County employees with a new focus on interactive sessions.
- ◆ Created a Safety Committee with representatives from multiple agencies. The committee develops or enhances safety programs such as defensive driving techniques, distraction reduction training, equipment usage, and numerous workplace safety issues.
- ◆ Developed a relational database to consolidate the tracking of County property for insurance purposes, tracking of Automated External Defibrillators, and the cadre of Emergency Action Coordinators.
- ◆ Implemented a telephonic reporting system for workers' compensation claims which significantly reduced the reporting time for employees injured on the job.
- ◆ Expanded the existing Risk Management web site to enhance content and improve customer service.

FY 2004 Initiatives

- ◆ Develop a Drivers Training program with fully qualified instructors to improve the skills of County drivers.
- ◆ Expand the property database to coordinate information flow with the County GIS system.
- ◆ Revise the current Risk Management Manual to provide up-to-date information on County policies and to expand assistance to customers.

Performance Measurement Results

In FY 2002, The Risk Management Division continues to achieve its performance goal of processing 90 percent of all claims within 30 business days of the incident and achieving agency compliance with 75 percent of recommended safety improvements resulting from completed safety inspections.

The average claims processing time in FY 2002 was 14 days, an 18 percent improvement over FY 2001 and exceeding the goal by 1 day of reporting time. The Division anticipates this number will drop even lower now that telephonic reporting is available to all County agencies. The Division processed 93 percent of the claims within the 30 day goal. The Division projects that it will meet its goal of processing 90 percent of all claims within 30 days in FY 2003 and FY 2004.

FUND 501

COUNTY INSURANCE FUND

Funding Adjustments

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

- ◆ An increase of \$38,043 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ A net decrease of \$1,193,160 in Operating Expenses is primarily attributable to a decrease of costs associated with self-insured risks.
- ◆ A net decrease of \$112,362 in Recovered Costs is primarily due to discounts being applied directly to the underlying medical costs, with reports now showing the actual net costs incurred. With reclassification of these discounts, Recovered Costs decrease by \$112,362. A compensating decrease is reflected in Worker's Compensation medical expenses.

The following funding adjustments reflect all approved changes to 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:

- ◆ A net increase of \$1,534,000 including \$541,506 to support increasing Worker's Compensation claims consistent with FY 2002 actual levels, \$750,000 as an estimate for additional requirements for self- insurance losses based on automobile and general liability claims which will be filed during FY 2003, and \$242,494 to provide for up to 10 percent in additional increases over FY 2002 levels for insurance premiums due to the continued volatility of the commercial insurance market. These increases are funded through increased County General Fund payments for Workers Compensation and Other Insurance.

FUND 501

COUNTY INSURANCE FUND

The following tables identify funding for each self-insured and commercially insured line of coverage:

Policy	FY 2003	FY 2004
Workers Compensation Claims Service Fee ¹	\$992,261	\$464,278
Workers' Compensation Administration	20,000	20,000
Workers' Compensation Rehabilitation Claims	130,000	141,931
Workers' Compensation Medical Claims	2,677,000	2,566,409
Workers' Compensation Indemnity Claims	1,725,000	1,976,296
Workers' Compensation Subrogation ²	(375,025)	(140,400)
Workers' Compensation Tax	165,000	165,000
Subtotal Workers' Compensation	\$5,334,236	\$5,193,514
Automobile Liability Claims Service Fee ³	\$851,739	\$104,791
Automobile Liability Administrative Expense	6,000	9,523
Automobile Liability Bodily Injury Claims	165,000	132,893
Automobile Liability Property Damage Claims	375,000	319,716
Automobile Liability Subrogation Claims Service	24,108	24,831
Automobile Liability Subrogation Recovery ⁴	(98,323)	(220,586)
Automobile Physical Damage Claim	640,000	640,000
General Liability Claims Service Fee	96,103	98,986
General Liability Administrative Expense	2,000	2,000
General Liability Bodily Injury Claims	15,000	16,655
General Liability Property Damage Claims	85,000	85,000
Police Professional Liability Claims	50,000	50,000
Public Officials Liability Claims	85,000	85,000
Property Perils Damage	100,000	100,000
Subtotal Other Self-Insurance	\$2,396,627	\$1,448,809
Total Self-Insurance	\$7,730,863	\$6,642,323

¹ The actual budget for FY 2003 claims service fee is \$450,755. Additional funds have been added to this line item in order to offset anticipated expenses in workers' compensation.

² In the past, workers' compensation subrogation has included monies recovered through the medical cost containment program. These savings were retained by the Third Party Administrator (TPA) and given back to the County on a quarterly basis. This practice was discounted and now those savings are realized as they occur.

³ The actual budget for the FY 2003 claims service is \$101,739. Additional funds have been added to this line item in order to offset anticipated expenses in the self-insurance program.

⁴ The Fund has experienced much higher automobile subrogation recoveries over the past few years than the current budget. They are now increasing that line item so it is more in line with past experience.

FUND 501 COUNTY INSURANCE FUND

Commercially-Insured Lines of Coverage

Policy	FY 2003 Estimate	FY 2004 Estimate
Property Perils Premium	\$1,030,000	\$1,100,000
Aviation (Helicopter) Premium	268,000	268,000
Boiler and Machinery	24,000	29,000
Volunteer Casualty Premium	80,000	88,000
Fire and Rescue Vehicle Premium	290,700	290,700
Volunteer Firefighter and Auxiliary Police Accidental Death and Dismemberment Premium	47,000	53,000
Faithful Performance Bonds ⁵	5,000	22,000
Medical Malpractice Liability Premium	38,000	38,000
Excess Catastrophic	802,494	699,193
Commercial Marine Premium	5,000	6,800
Employee Day Care Accidental and Death	2,500	15,875
Miscellaneous Liability Policies ⁶	N/A	68,000
Park and Ride Liability Insurance	5,000	N/A
Inland Marine Premium ⁷	50,000	N/A
Valuable Papers Premium	50,500	N/A
Crime (Monies and Securities) Premium ⁸	15,000	97,626
Public Employees Blanket Bond ⁸	58,000	N/A
General Liability Claims Service Fee	5,000	N/A
Totally Commercially-Insured	\$2,776,194	\$2,776,194

⁵ This increase reflects an increase in the premium for the Faithful Performance Bonds of the County Executive, Director of Finance and Director of Tax Administration. These three individuals are specifically excluded from coverage under the Crime (Monies and Securities) Policy.

⁶ Fund is now combining several of the smaller liability policies into one line item to simplify the budget tracking process. These will include the Park & Ride Liability Insurance (note the next line item), Fastrans Automobile Comprehensive Policy, EDA Business Owner's Policy, DFS Foster Care Drivers and several others.

⁷ The Inland Marine and Valuable Papers premiums are now incorporated into the County's Property Perils Policy.

⁸ The Public Employees Blanket Bond is no longer in effect. This coverage now falls under the Crime (Monies and Securities) Policy.

FUND 501 COUNTY INSURANCE FUND

Performance Measures

Objectives

- ◆ To process 90 percent of all claims within 30 business days from date of incident.
- ◆ To achieve agency compliance with 75 percent of recommended improvements as a result of safety inspections.
- ◆ To assure that no less than 90 percent of the County's insurable assets are inventoried and insured.
- ◆ To achieve agency implementation of 75 percent of risk analysis/assessment recommendations.

Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Claims requiring investigation	1,960	2,288	2,050 / 2,283	2,100	2,200
Inspection reports produced and disseminated	176	203	210 / 230	215	215
Insurable asset submissions to insurance companies	42	44	45 / 47	45	45
Risk assessments conducted	75	77	81 / 135	83	130
Efficiency:					
Cost per claim processed	\$122	\$117	\$123 / \$114	\$123	\$131
Cost per safety inspection report (1)	\$172	\$176	\$175 / \$167	\$175	\$190
Cost per insurable asset submitted to insurance company	\$266	\$265	\$260 / \$237	\$260	\$260
Cost per risk assessment (2)	\$205	\$206	\$208 / \$139	\$208	\$233
Service Quality:					
Average claims processing time (days)	17	17	15 / 14	15	15
Percent of reports disseminated within ten days of inspection	99%	99%	95% / 97%	95%	95%
Percent of assets inventoried and insured within ten days of policy renewal	91%	91%	94% / 96%	94%	94%
Percent of risk assessments conducted within three days of request	75%	75%	75% / 80%	75%	75%

FUND 501 COUNTY INSURANCE FUND

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Outcome:					
Percent of claims processed within 30 days	92%	92%	90% / 93%	90%	90%
Percent improvements implemented as a result of the safety inspection	77%	77%	77% / 80%	75%	75%
Percent insurable asset reports to insurance companies within ten percent of insurable assets reported by agencies during inventory	95%	95%	96% / 94%	90%	90%
Percent of risk analysis recommendations implemented by user agencies	75%	75%	80% / 80%	75%	75%

(1) The actual costs in cost per safety inspection report were reduced during FY 2002 due to a position vacancy. The position is expected to be filled during FY 2003. In addition, a Risk Specialist (added in FY 2002) is included for FY 2004. As a result, the anticipated costs for FY 2004 have increased.

(2) The Fund shows an increase in the cost per risk assessment due to an increase in salaries.

FUND 501 COUNTY INSURANCE FUND

FUND STATEMENT

Fund Type G50, Internal Service Funds

Fund 501, County Insurance Fund

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$30,008,882	\$26,475,823	\$25,050,709	\$24,860,648
Revenue:				
Interest	\$622,986	\$714,398	\$532,390	\$577,688
Workers' Compensation	2,906,890	6,651,074	8,207,413	7,051,858
Other Insurance	2,260,762	1,651,080	2,643,574	2,531,446
Total Revenue	\$5,790,638	\$9,016,552	\$11,383,377	\$10,160,992
Total Available	\$35,799,520	\$35,492,375	\$36,434,086	\$35,021,640
Expenditures:				
Administration	\$931,980	\$1,066,381	\$1,066,381	\$1,112,166
Workers' Compensation	5,334,236	4,792,730	5,334,236	5,193,514
Self Insurance Losses ¹	1,465,360	1,646,627	2,396,627	1,448,809
Commercial Insurance Premium	2,424,946	2,533,700	2,776,194	2,776,194
Subtotal Expenditures	\$10,156,522	\$10,039,438	\$11,573,438	\$10,530,683
Expense for Net Change in Accrued Liability ²	\$592,289	\$0	\$0	\$0
Total Expenditures	\$10,748,811	\$10,039,438	\$11,573,438	\$10,530,683
Total Disbursements	\$10,748,811	\$10,039,438	\$11,573,438	\$10,530,683
Ending Balance	\$25,050,709	\$25,452,937	\$24,860,648	\$24,490,957
Restricted Reserves:				
Accrued Liability	\$19,396,847	\$19,756,538	\$19,756,538	\$19,396,847
PC Replacement Reserve	7,200	7,200	7,200	7,200
Reserve for Catastrophic Occurrences	5,646,662	5,689,199	5,096,910	5,086,910

¹ During FY 2003, the County Insurance Fund is anticipating several large value claims being resolved within the self-insurance losses. The Fund does not anticipate a similar number of losses being resolved in FY 2004. For this reason, there is a significant reduction in the amount of funds being budgeted for those line items.

² FY 2002 actuals have been updated to reflect all FY 2002 audit adjustments. These changes include an expenditure increase of \$592,289 due to the net change in accrued liabilities (value of outstanding claims) based on an annual independent actuarial valuation. This adjustment results in a corresponding adjustment to the total Accrued Liability Ending Balance and Unreserved Balance.

FUND 502

COUNTY CENTRAL STORES

Purpose

Fund 502, County Central Stores, is managed by the Department of Purchasing and Supply Management (DPMS) and is used to finance the central acquisition of supply and equipment items to be sold to County agencies. The centralized procurement of supplies and equipment allows for savings based on bulk purchase of items, rapid issue to requesting agencies, improved customer delivery response, and reduced procurement costs. This fund operates as a quasi-revolving fund, requiring an annual appropriation, although expenditures are recovered through receipts from sales to replenish the fund.

County Central Stores maintains an inventory of approximately 860 stock items commonly used by County agencies. The majority of these items are in support of Fire and Rescue, Park Authority, and Health Department activities. Items are stocked in a quick and efficient manner by using a mainframe computer inventory tracking program which allows "just in time" management techniques, reducing stock requirements, and providing items solely as they are needed.

The Department of Purchasing and Supply Management will continue to administer this fund despite the reduction of warehousing related funds included as part of the County Executive's proposed reductions to the FY 2004 Advertised Budget Plan.

FY 2004 Initiatives

- ◆ Continue to maintain an accurate inventory of stock items commonly used by County agencies.
- ◆ Continue to provide quick and efficient response to customer needs.
- ◆ Promote savings through bulk purchase of items.
- ◆ Reduce procurement costs.
- ◆ Reduce the number of stock requirements.

Funding Adjustments

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

- ◆ A decrease of \$175,127 in Operating Expenses. Of this decrease, an amount of \$148,148, fully offset by a commensurate decrease in projected revenue, is based on a review of agencies' operational needs. The remaining decrease of \$26,979 reflects the one-time carryover of funds for inventory replenishment included in FY 2003.

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since the 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*, an increase of \$26,979 is associated with encumbered carryover for inventory replenishment purchase orders.

FUND 502 COUNTY CENTRAL STORES

FUND STATEMENT

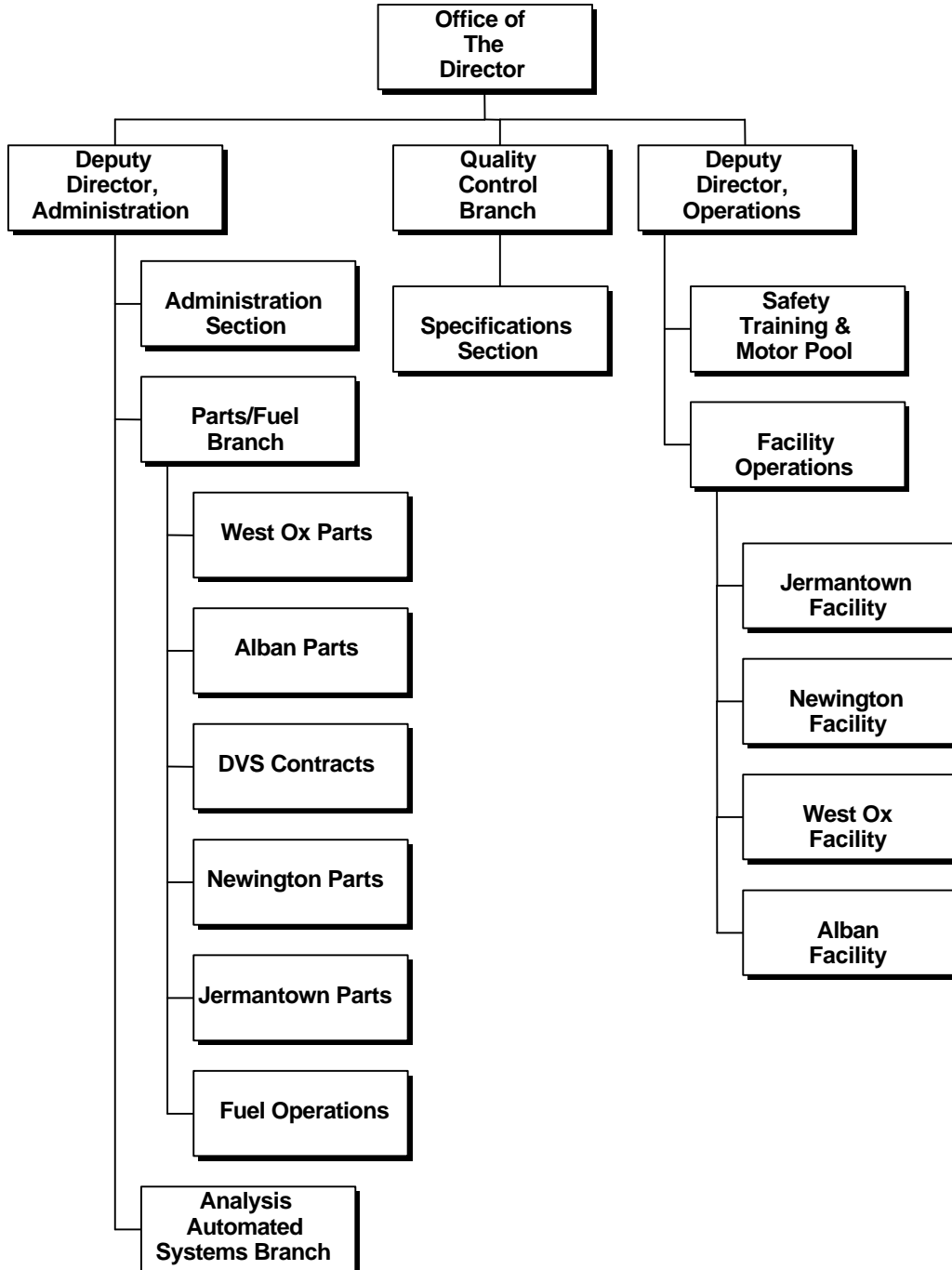
Fund Type G50, Internal Service Funds

Fund 502, County Central Stores

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance¹	\$436,107	\$436,107	\$358,119	\$331,140
Revenue:				
Sales to County Agencies	\$1,143,307	\$1,418,903	\$1,418,903	\$1,270,755
Total Revenue	\$1,143,307	\$1,418,903	\$1,418,903	\$1,270,755
Total Available	\$1,579,414	\$1,855,010	\$1,777,022	\$1,601,895
Expenditures:				
Purchase for Resale	\$1,221,295	\$1,418,903	\$1,445,882	\$1,270,755
Total Expenditures	\$1,221,295	\$1,418,903	\$1,445,882	\$1,270,755
Total Disbursements	\$1,221,295	\$1,418,903	\$1,445,882	\$1,270,755
Ending Balance¹	\$358,119	\$436,107	\$331,140	\$331,140

¹ The Beginning and Ending fund balances are reserved for inventory and represent goods to be sold.

DEPARTMENT OF VEHICLE SERVICES



FUND 503

DEPARTMENT OF VEHICLE SERVICES

Agency Position Summary

256 Regular Positions / 256.0 Regular Staff Years

Position Detail Information

ADMINISTRATION

Office of the Director

1 Director
 1 Administrative Assistant IV
 2 Positions
 2.0 Staff Years

Administration Section

1 Assistant Director
 1 Accountant II
 1 Management Analyst II
 1 Management Analyst I
 1 Administrative Assistant IV
 3 Administrative Assistants III
 1 Administrative Assistants II
 9 Positions
 9.0 Staff Years

Quality Control Branch

1 Motor Equipment Supt.
 2 Sr. Motor Mech. Supr.
 1 Assistant Motor Equip. Supt.
 4 Positions
 4.0 Staff Years

Analysis/Automated

Systems Branch

1 Net/Telecom Analyst III
 1 Net/Telecom Analyst II
 2 Positions
 2.0 Staff Years

Deputy Director Operations

1 Assistant Director
 1 Position
 1.0 Staff Year

Specifications Section

1 Engineer II
 1 Position
 1.0 Staff Year

Safety/Training/Motor Pool

Section

1 Assistant Motor Equip. Supt.
 1 Administrative Assistant III
 1 Administrative Assistant II
 1 Maint. Trade Helper II
 4 Positions
 4.0 Staff Years

Parts/Fuel Branch

1 Management Analyst III
 1 Inventory Management Supr.
 1 Warehouse Specialist
 3 Positions
 3.0 Staff Years

FUEL OPERATIONS

1 Heavy Equip. Operator
 1 Position
 1.0 Staff Year

FACILITY OPERATIONS

JERMANTOWN FACILITY

1 Motor Equipment Supt.
 1 Position
 1.0 Staff Year

Evening Shift

Evening Support Section

1 Maint. Trade Helper II
 1 Position
 1.0 Staff Year

Heavy Equipment Section

1 Sr. Motor Mech. Supr.
 4 Auto Mechanics II
 1 Auto Mechanic I
 6 Positions
 6.0 Staff Years

Medium Equipment Section

3 Auto Mechanics I
 3 Positions
 3.0 Staff Years

Light Equipment Section

1 Sr. Motor Mech. Supr.
 6 Auto Mechanics II
 4 Auto Mechanics I
 11 Positions
 11.0 Staff Years

Evening Parts Section

1 Auto Parts Specialist II
 1 Auto Parts Specialist I
 2 Positions
 2.0 Staff Years

Day Shift

Day Support Section

1 Assistant Motor Equip. Supt.
 2 Auto Mechanics II
 3 Auto Mechanics I
 1 Custodian II
 7 Positions
 7.0 Staff Years

Heavy Equipment Section

1 Sr. Motor Mech. Supr.
 4 Auto Mechanics II
 2 Auto Mechanics I
 7 Positions
 7.0 Staff Years

Medium Equipment Section

4 Auto Mechanics II
 1 Auto Mechanic I
 5 Positions
 5.0 Staff Years

Light Equipment Section

1 Sr. Motor Mech. Supr.
 4 Auto Mechanics II
 2 Auto Mechanics I
 7 Positions
 7.0 Staff Years

Day Parts Section

1 Warehouse Supervisor
 2 Auto Parts Specialists II
 1 Auto Parts Specialist I
 4 Positions
 4.0 Staff Years

NEWINGTON FACILITY

1 Motor Equipment Supt.
 1 Position
 1.0 Staff Year

Evening Shift

Evening Support Section

1 Assistant Motor Equip. Supt.
 1 Auto Mechanic II
 1 Maint. Trade Helper II
 1 Administrative Assistant II
 4 Positions
 4.0 Staff Years

FUND 503

DEPARTMENT OF VEHICLE SERVICES

Heavy Equipment Section

1 Sr. Motor Mech. Supr.
 5 Auto Mechanics II
 1 Auto Mechanic I
 7 Positions
 7.0 Staff Years

Medium Equipment Section

1 Sr. Motor Mech. Supr.
 10 Auto Mechanics II
 5 Auto Mechanics I
 16 Positions
 16.0 Staff Years

Light Equipment Section

1 Sr. Motor Mech. Supr.
 4 Auto Mechanics II
 5 Auto Mechanics I
 10 Positions
 10.0 Staff Years

Evening Parts Section

1 Auto Parts Specialist II
 2 Auto Parts Specialists I
 3 Positions
 3.0 Staff Years

Day Shift

Day Support Section

1 Sr. Motor Mech. Supr.
 1 Assistant Motor Equip. Supt.
 2 Auto Mechanics II
 2 Auto Mechanics I
 1 Auto Body Repairer II
 2 Auto Body Repairers I
 1 Administrative Assistant II
 10 Positions
 10.0 Staff Years

Heavy Equipment Section

1 Sr. Motor Mech. Supr.
 6 Auto Mechanics II
 1 Auto Mechanic I
 8 Positions
 8.0 Staff Years

Medium Equipment Section

1 Sr. Motor Mech. Supr.
 8 Auto Mechanics II
 7 Auto Mechanics I
 16 Positions
 16.0 Staff Years

Light Equipment Section

1 Sr. Motor Mech. Supr.
 7 Auto Mechanics II
 4 Auto Mechanics I
 12 Positions
 12.0 Staff Years

Day Parts Section

1 Warehouse Supervisor
 2 Auto Parts Specialists II
 3 Auto Parts Specialists I
 1 Warehouse Wrkr/Driver
 7 Positions
 7.0 Staff Years

WEST OX FACILITY

1 Motor Equipment Supt.
 1 Position
 1.0 Staff Year

Evening Shift

Evening Support Section

1 Administrative Assistant II
 1 Maint. Trade Helper II
 2 Positions
 2.0 Staff Years

Medium Equipment Section

1 Sr. Motor Mech. Supr.
 9 Auto Mechanics II
 7 Auto Mechanics I
 17 Positions
 17.0 Staff Years

Evening Parts Section

1 Auto Parts Specialist II
 1 Auto Parts Specialist I
 2 Positions
 2.0 Staff Years

Day Shift

Day Support Section

1 Assistant Motor Equip. Supt.
 1 Auto Mechanic II
 2 Auto Body Repairers II
 1 Auto Body Repairer I
 1 Administrative Assistant II
 1 Maint. Trade Helper II
 7 Positions
 7.0 Staff Years

Medium Equipment Section

1 Sr. Motor Mech. Supr.
 10 Auto Mechanics II
 5 Auto Mechanics I
 16 Positions
 16.0 Staff Years

Light Equipment Section

1 Sr. Motor Mech. Supr.
 4 Auto Mechanics II
 3 Auto Mechanics I
 8 Positions
 8.0 Staff Years

Day Parts Section

1 Warehouse Supervisor
 1 Auto Parts Specialist II
 2 Auto Parts Specialists I
 4 Positions
 4.0 Staff Years

ALBAN FACILITY

1 Motor Equipment Supt.
 1 Position
 1.0 Staff Year

Heavy Equipment Section

1 Sr. Motor Mech. Supr.
 2 Auto Mechanics II
 2 Auto Mechanics I
 5 Positions
 5.0 Staff Years

Medium Equipment Section

2 Auto Mechanics II
 1 Auto Mechanic I
 3 Positions
 3.0 Staff Years

Evening Parts Section

1 Auto Parts Specialist I
 1 Position
 1.0 Staff Year

Day Shift

Day Support Section

1 Auto Mechanic II
 1 Maint. Trade Helper II
 1 Administrative Assistant II
 1 Custodian II
 4 Positions
 4.0 Staff Years

Heavy Equipment Section

1 Sr. Motor Mech. Supr.
 3 Auto Mechanics II
 1 Auto Mechanic I
 5 Positions
 5.0 Staff Years

Medium Equipment Section

1 Auto Mechanic II
 2 Auto Mechanics I
 3 Positions
 3.0 Staff Years

Day Parts Section

1 Warehouse Specialist
 1 Auto Parts Specialist I
 2 Positions
 2.0 Staff Years

FUND 503

DEPARTMENT OF VEHICLE SERVICES

Agency Mission

To establish efficient and effective delivery of fleet services by providing customer agencies with safe, reliable, economical, and environmentally-sound transportation and related support services which are responsive to the needs of customer departments, and which conserve the value of the vehicle and equipment investment.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	256/ 256	256/ 256	256/ 256	256/ 256
Expenditures:				
Personnel Services	\$13,488,796	\$14,678,092	\$14,678,092	\$15,592,410
Operating Expenses	16,780,561	21,133,316	21,313,094	21,785,053
Capital Equipment	9,701,589	11,965,359	16,759,672	8,131,935
Total Expenditures	\$39,970,946	\$47,776,767	\$52,750,858	\$45,509,398

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Administration	\$11,339,211	\$13,478,169	\$17,940,639	\$10,223,597
Jermantown	5,535,468	6,733,811	6,733,811	6,739,818
Newington	8,868,379	9,867,564	9,881,964	10,260,581
West Ox	5,664,642	6,145,194	6,317,333	6,618,154
Fueling Operations	6,388,954	9,236,655	9,561,737	9,111,216
Alban	2,174,292	2,315,374	2,315,374	2,556,032
Total Expenditures	\$39,970,946	\$47,776,767	\$52,750,858	\$45,509,398

Purpose

The Department of Vehicle Services (DVS) provides management and maintenance services to the County's vehicle fleet and maintenance support to the Fairfax County Public Schools (FCPS). As of July 1, 2002, DVS maintained 5,444 vehicles, of which 1,468 are school buses. The fleet is anticipated to increase by 181 vehicles from the beginning of FY 2003 to the end of FY 2004. This includes 70 additional Police Department vehicles in FY 2003 and 54 more in FY 2004. It should be noted that DVS does not maintain those vehicles owned by the Fairfax County Water Authority, FASTRAN programs, and Fairfax Connector buses.

The Department has four maintenance facilities. The Jermantown and West Ox facilities are located on the western side of the County, and the Newington and Alban facilities are on the south end of the County. These facilities provide timely, responsive and efficient vehicle repairs/services, including effective towing and road services at competitive prices.

The County's Vehicle Replacement Fund is managed by DVS. The fund's purpose is to set aside funding over a vehicle's life in order to pay for the replacement of that vehicle when it meets replacement criteria. The current replacement criteria include the age, mileage, and condition of the vehicle. This fund is intended primarily for General Fund agencies and as of July 1, 2002 30 agencies participate in the fund, which includes approximately 1,900 vehicles. Additionally, for the Police Department, DVS manages the Helicopter, Boat, and the Police Specialty Vehicle Replacement Funds. DVS also manages an Ambulance and a Large Apparatus Replacement Fund to support the Fire and Rescue Department. A FASTRAN Bus Replacement Fund was established as part of the *FY 1999 Carryover Review*. These funds allow the Police Department, Fire and Rescue Department, and Department of Community and

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DEPARTMENT OF VEHICLE SERVICES

Recreation Services to make flat fixed payments into their respective funds to ensure that funds are available for a regular replacement program.

DVS manages the County's fuel program, including maintenance of the County's 45 fuel sites. These sites are primarily located at police stations, fire stations, schools, DVS maintenance facilities, and Public Works facilities. In addition, DVS has undertaken an aggressive program of replacing old or potentially leaky fuel tanks to ensure compliance with State and Federal regulations. It should be noted that DVS continues its use of alternative fuels and will continue to examine potential alternative sources for the future.

Other services provided by DVS include: emergency roadside repair; oversight and records maintenance, including performing security administration for the County's Vehicle Maintenance System (VMS); operation of the County's motor pool; technical support/review specifications, and purchase requests for County vehicles and related equipment.

Key Accomplishments

- ◆ DVS completed the solicitation process, finalized negotiations and a contract was signed with Maximus for a new fleet maintenance system (M4) which will be implemented in FY 2003. Implementation will include comparing business processes in M4 and current practices with the goal of establishing processes that improve staff productivity; conversion of three years of repair order history, vehicles and equipment information and parts data; acceptance testing and modifications and processes; and complete training for DVS staff and customer users.
- ◆ DVS began a monthly e-mailing of preventative maintenance, inspection and emission schedules to customer agencies. Previously these reports had been printed, hand-sorted and forwarded to user agencies. Not only do the user agencies now receive the information in a more timely manner, this also provides them more flexibility in that they can easily forward it to drivers for action. Additionally, by processing the information internally, DVS is able to easily make modifications that have aided customers (such as notification of past dues, different data sorts, etc.).
- ◆ DVS provided for the use of Ultra-Low-Sulfur diesel (ULSD) fuel at the Connector bus fuel site. ULSD fuel is a significantly cleaner burning fuel than regular diesel fuel. The cost of ULSD diesel exceeded low sulfur diesel (which the County uses at all other sites) by about 11 cents a gallon.
- ◆ DVS purchased three Toyota hybrid fuel sedans in FY 2002 to test utilization feasibility and determine maintenance effort. The Toyota Prius combines a gas engine with an electric motor to create an environmentally conscious, fuel-efficient, hybrid sedan. The manufacturer estimates that it will get 52 miles per gallon (mpg) in the city and 48-mpg on the highway. The batteries, which drive the electric motor, are recharged by braking actions and the gasoline motor. Unlike other forms of alternative fueled vehicles, these hybrids do not require any infrastructure changes (such as CNG fueling sites). Several other vehicle manufacturers already, or intend to, produce similar hybrid vehicles. During FY 2003, DVS will purchase ten or more hybrid vehicles as replacements for other vehicles being retired.
- ◆ DVS and the Fire and Rescue Department (F&RD) have initiated two construction projects to collocate the F&RD apparatus maintenance operation with the DVS chassis maintenance operation. The projects include adding the F&RD reserve equipment storage facilities at the Newington Maintenance Facility and the West Ox complex to provide one-stop service to F&RD vehicles and apparatus which will reduce downtime for fire equipment. The Newington F&RD facility opened in September 2002.
- ◆ DVS continues the Student Intern Program, which was established in FY 2000. As part of this program, DVS works with Fairfax County High Schools offering vocational programs in vehicle and auto body repair. This program gives valuable training to students while allowing DVS to evaluate the students for possible hire at the time of their graduation.

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- ◆ DVS expanded the use of the procurement card to 65 percent of all transactions to include the purchase of almost all non-stock items, supplies and services.

FY 2004 Initiatives

- ◆ During FY 2004, DVS will begin expanding the utilization of the new fleet maintenance system (M4) which in FY 2003 replaced the 10 year-old Vehicle Maintenance System. This system (M4) provides more and/or expanded capabilities that were not available in VMS. Highlights include: methodologies for establishing labor standards; expanding warranty tracking for both vehicles and components as well as for parts, use of bar coding for repair orders and parts, parts cataloging, web-based availability for customer access to vehicle information (such as availability) and ad hoc reporting.

As these new or expanded businesses are “rolled-out”, they will provide better management and reporting tools and provide improved data capturing methodologies (e.g., using bar code scanners) which will increase staff productivity. DVS also anticipates working toward lowering the cost of repair parts per vehicle and increasing warranty recoveries.

- ◆ As the fleet continues to expand, DVS will continue to research methods to increase maintenance capacity, primarily through the use of increased commercial vendor services, as DVS facilities are rapidly reaching their maintenance capacities. Acquisition of new property on which to build a new facility is not likely, and major expansion of the existing facilities is not feasible.
- ◆ DVS has been using the Ultra-Low Sulfur diesel fuel at the Connector Bus site. This new fuel type will cost up to \$0.11 per gallon more than regular diesel fuel. DVS plans to gradually phase in purchases of this new fuel type over the next few years.
- ◆ DVS intends to continue to expand the use of hybrid vehicles in the fleet. This would include not only sedans, but also small pick-ups.
- ◆ DVS will expand the use of the procurement card to include all stock orders as well as non-stock orders. The procurement card process, which now accounts for 65 percent of procurement transactions, will be expanded to 90 percent or more.

Performance Measurement Results

In FY 2002, all four DVS maintenance facilities were able to meet or exceed the target vehicle availability rate. This means that DVS was able to ensure, on a countywide basis, that customer agency vehicles were in a safe operational condition and available for use more than 95 percent of the time. Agency-wide, the number of vehicles and equivalents maintained exceeded the FY 2002 estimates. Additionally, customer satisfaction was highly rated at 93.6 percent. As the fleet expands in the next fiscal year, maintaining these rates will be challenging.

The Replacement Parts Inventory Management measure is aimed at ensuring that the parts warehouses are able to supply the parts needed for vehicle repairs from stock 88.1 percent of the time and to minimize the percentage of vehicles out of service due to a needed part. The percentage of vehicles out of service due to parts was only 0.5 percent. With the fleet's continued expansion, combined with the varied mix of type, make, model and complexity of vehicles, maintaining this rate will be a challenge in future years. There is a strong correlation between a more varied fleet composition and the quantity of different replacement parts needed to meet maintenance requirements. To help meet this challenge, DVS will continue to work with vehicle manufacturers to identify potential replacement parts as vehicles are received. Also, DVS is expanding and with the help of the new vehicle management system (M4) intends to automate the building of internal parts catalogs that correlate parts inventory and types of vehicles, which will help establish more meaningful stocking parameters.

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The Fueling Operations measure examines the cost savings between county contracts and private providers, as well as how satisfied County vehicle drivers are with fueling operations. Given the amount of fuel gallons used by the County, the savings are significant, while customer satisfaction ratings are very high, at 99 percent.

Funding Adjustments

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

- ◆ An increase of \$914,318 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ An increase of \$471,959 in Operating Expenses due primarily to an increase in fuel gallons based on a new contract for Connector bus services.
- ◆ FY 2004 funding for Capital Equipment totals \$8,131,935 and includes \$5,383,526 from the Vehicle Replacement Reserve for replacement of an estimated 225 vehicles which have surpassed current age and mileage replacement criteria, \$1,660,000 for the replacement of three pieces of large apparatus in the Fire and Rescue Department, and \$827,702 for the replacement of thirteen FASTRAN buses. FY 2004 funding also includes \$260,707 for the purchase of replacement and additional mission-essential tools and equipment required for the safe and cost-effective operation of DVS maintenance facilities.

The following funding adjustment reflects all approved changes to 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*, \$4,974,091 was included primarily due to \$4,800,105 in encumbered items. Of this amount, \$1,543,431 was included for the purchase of 103 replacement vehicles, \$1,394,353 for the purchase of six replacement large fire apparatus, \$847,862 for the purchase of seven replacement ambulances, \$535,838 to purchase nine FASTRAN buses, \$361,621 to purchase other Capital Equipment for DVS facilities and fuel operations. These vehicles were not purchased during FY 2002 due primarily to long lead times before delivery and vendor delays. An amount of \$117,000 was included for operating expenses associated with the completion of the Vehicle Maintenance System. The remaining \$173,986 was included as unencumbered carryover for the installation of a new fuel site at Westfield High School, and the replacement of the agency's automated time clock system.

FUND 503 DEPARTMENT OF VEHICLE SERVICES



Administration

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	27/ 27	26/ 26	26/ 26	26/ 26
Total Expenditures	\$11,339,211	\$13,478,169	\$17,940,639	\$10,223,597

Goal

To administer and provide fleet management services (vehicle specifications, motor pool operations, parts operations, automated systems, safety, training, and quality control) and the oversight of vehicle maintenance facilities which maintain County vehicles/equipment, and vehicles assigned to the Fairfax County Park Authority and Fairfax County Public Schools.

Performance Measures

Objectives

- ◆ To maintain the vehicles deadlined for parts at 0.5 percent by maintaining or increasing the percentage of parts issued from inventory toward an eventual target of 90 percent.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Parts issued from inventory	139,840	150,802	150,976 / 147,933	147,933	147,933
Efficiency:					
Percentage of parts issued from inventory	87.6%	88.2%	88.3% / 88.1%	88.1%	88.1%
Service Quality:					
Customer satisfaction rating	91.0%	93.4%	93.4% / 93.6%	93.6%	93.6%
Outcome:					
Vehicles out of commission due to parts	0.7%	0.8%	0.7% / 0.5%	0.5%	0.5%

FUND 503 DEPARTMENT OF VEHICLE SERVICES



Jermantown

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	54/ 54	54/ 54	54/ 54	54/ 54
Total Expenditures	\$5,535,468	\$6,733,811	\$6,733,811	\$6,739,818

Goal

To provide timely, responsive, and efficient vehicle repairs/services, including effective towing and road services, at competitive prices for agencies whose County-owned vehicles are assigned to this DVS facility. Examples of vehicles maintained at this facility include heavy fire apparatus, ambulances, police cruisers, and various trucks and sedans.

Performance Measures

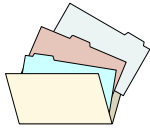
Objectives

- ◆ To maintain a vehicle availability rate of at least 95 percent, to be achieved 100 percent of the operating days.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Vehicles maintained	2,175	2,180	2,191 / 2,229	2,294	2,326
Vehicle equivalents maintained (1)	4,926	4,879	4,890 / 4,941	5,153	5,255
Efficiency:					
Vehicle equivalents maintained per direct labor SYE	135.0	129.9	126.8 / 133.5	135.6	138.3
Service Quality:					
Customer satisfaction rating	91.0%	93.4%	93.4% / 93.6%	93.6%	93.6%
Outcome:					
Vehicle availability rate	98.3%	98.5%	98.5% / 98.5%	98.5%	98.5%
Percentage of days 95 percent target was achieved	100%	100%	100% / 100%	100%	100%

(1) The vehicle equivalents are calculated by comparing the maintenance effort required by each vehicle type against a base vehicle type, thus creating a weighted average of maintenance effort required for all vehicle types at a facility. Vehicle equivalents provide a reasonable ratio of vehicles to mechanics taking into account the relative complexity of maintenance for different types of vehicles.

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Newington

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	93/ 93	94/ 94	94/ 94	94/ 94
Total Expenditures	\$8,868,379	\$9,867,564	\$9,881,964	\$10,260,581

Goal

To provide timely, responsive, and efficient vehicle repairs/services, including effective towing and road services, at competitive prices for agencies whose County-owned vehicles are assigned to this DVS facility. Examples of vehicles maintained at this facility include school buses, heavy fire apparatus, ambulances, police cruisers, police motorcycles, refuse packer trucks, and other various trucks and sedans.

Performance Measures

Objectives

- ◆ To maintain a vehicle availability rate of at least 95 percent, to be achieved 100 percent of the operating days.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Vehicles maintained	1,560	1,653	1,653 / 1,684	1,698	1,736
Vehicle equivalents maintained (1)	6,688	7,103	7,103 / 7,234	7,287	7,450
Efficiency:					
Vehicle equivalents maintained per direct labor SYE	96.1	103.2	101.7 / 104.8	105.6	106.4
Service Quality:					
Customer satisfaction rating	91.4%	93.4%	93.4% / 93.6%	93.6%	93.6%
Outcome:					
Vehicle availability rate	97.0%	96.7%	96.7% / 97.1%	97.1%	97.1%
Percentage of days 95 percent target was achieved	100%	100%	100% / 100%	100%	100%

(1) The vehicle equivalents are calculated by comparing the maintenance effort required by each vehicle type against a base vehicle type, thus creating a weighted average of maintenance effort required for all vehicle types at a facility. Vehicle equivalents provide a reasonable ratio of vehicles to mechanics taking into account the relative complexity of maintenance for different types of vehicles.

FUND 503 DEPARTMENT OF VEHICLE SERVICES



West Ox

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	57/ 57	57/ 57	57/ 57	57/ 57
Total Expenditures	\$5,664,642	\$6,145,194	\$6,317,333	\$6,618,154

Goal

To provide timely, responsive, and efficient vehicle repairs/services, including effective towing and road services, at competitive prices for agencies whose County-owned vehicles are assigned to this DVS facility. Examples of vehicles maintained at this facility include school buses and various one-ton and larger trucks.

Performance Measures

Objectives

- ◆ To maintain a vehicle availability rate of at least 95 percent, to be achieved 100 percent of the operating days.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Vehicles maintained	1,207	1,266	1,270 / 1,273	1,281	1,305
Vehicle equivalents maintained (1)	4,971	5,269	5,280 / 5,262	5,296	5,440
Efficiency:					
Vehicle equivalents maintained per direct labor SYE	123.0	125.6	122.9 / 128.3	129.2	131.1
Service Quality:					
Customer satisfaction rating	91.0%	93.4%	93.4% / 93.6%	93.6%	93.6%
Outcome:					
Vehicle availability rate	97.2%	97.6%	97.6% / 97.6%	97.6%	97.6%
Percentage of days 95 percent target was achieved	100%	100%	100% / 100%	100%	100%

(1) The vehicle equivalents are calculated by comparing the maintenance effort required by each vehicle type against a base vehicle type, thus creating a weighted average of maintenance effort required for all vehicle types at a facility. Vehicle equivalents provide a reasonable ratio of vehicles to mechanics taking into account the relative complexity of maintenance for different types of vehicles.

FUND 503 DEPARTMENT OF VEHICLE SERVICES



Fueling Operations

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	1/ 1	1/ 1	1/ 1	1/ 1
Total Expenditures	\$6,388,954	\$9,236,655	\$9,561,737	\$9,111,216

Goal

To provide County-owned vehicle operators with effective and efficient fueling services in accordance with all Federal, State, and County regulations.

Performance Measures

Objectives

- ◆ To provide in-house fueling services to support fleet operations in order to achieve a cost savings of 5.4 cents per gallon for gasoline and 23.0 cents per gallon for diesel fuel compared to commercial fuel stations.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Gallons of gasoline purchased	2,080,000	2,191,000	2,284,067 / 2,204,626	2,410,200	2,605,362
Gallons of diesel purchased	5,003,000	5,349,085	5,349,085 / 5,509,717	5,531,404	6,433,850
Efficiency:					
Customer agency cost per gallon of gasoline (weighted average) (1)	\$0.96	\$1.17	\$1.20 / \$0.91	\$1.09	\$1.09
Customer agency cost per gallon of diesel (weighted average) (1)	\$0.87	\$1.10	\$1.13 / \$0.89	\$1.04	\$1.04
Service Quality:					
Percentage of satisfied customers	95%	99%	99% / 99%	99%	99%
Outcome:					
Price savings between in-house and commercial stations: gasoline	\$0.042	\$0.086	\$0.086 / \$0.054	\$0.054	\$0.054
Price savings between in-house and commercial stations: diesel	\$0.221	\$0.214	\$0.214 / \$0.256	\$0.230	\$0.230

(1) Includes appropriate mark-up to cover overhead.

FUND 503 DEPARTMENT OF VEHICLE SERVICES



Alban

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	24/ 24	24/ 24	24/ 24	24/ 24
Total Expenditures	\$2,174,292	\$2,315,374	\$2,315,374	\$2,556,032

Goal

To provide timely, responsive, and efficient vehicle repairs/services, including effective towing and road services, at competitive prices for agencies whose County-owned vehicles are assigned to this DVS facility. Examples of vehicles maintained at this facility include school buses and transfer tractors/trailers.

Performance Measures

Objectives

- ◆ To maintain a vehicle availability rate of at least 95 percent, to be achieved 100 percent of the operating days.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Vehicles maintained	242	254	254 / 258	258	258
Vehicle equivalents maintained (1)	1,901	1,956	1,956 / 1,986	1,986	1,986
Efficiency:					
Vehicle equivalents maintained per direct labor SYE	127.3	128.8	128.8 / 126.9	126.9	126.9
Service Quality:					
Customer satisfaction rating	91.0%	93.4%	93.4% / 93.6%	93.6%	93.6%
Outcome:					
Vehicle availability rate	97.8%	98.2%	98.2% / 98.2%	98.2%	98.2%
Percentage of days 95 percent target was achieved	100%	100%	100% / 100%	100%	100%

(1) The vehicle equivalents are calculated by comparing the maintenance effort required by each vehicle type against a base vehicle type, thus creating a weighted average of maintenance effort required for all vehicle types at a facility. Vehicle equivalents provide a reasonable ratio of vehicles to mechanics taking into account the relative complexity of maintenance for different types of vehicles.

FUND 503

DEPARTMENT OF VEHICLE SERVICES

FUND STATEMENT

Fund Type G50, Internal Service Fund

Fund 503, Department of Vehicle Services

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$15,982,162	\$10,444,846	\$18,094,863	\$9,980,412
Vehicle Replacement Reserve	\$6,594,340	\$4,632,607	\$7,217,208	\$5,596,818
Ambulance Replacement Reserve	1,204,683	369,626	1,402,170	804,308
Fire Apparatus Replacement Reserve	3,942,736	2,142,682	3,892,893	371,104
School Bus Replacement Reserve	17,019	17,019	17,019	17,019
FASTRAN Bus Replacement Reserve	796,984	99,104	965,354	365,946
Helicopter Replacement Reserve	429,580	767,080	987,080	1,324,580
Boat Replacement Reserve	25,000	50,000	75,000	100,000
Police Specialty Vehicle Reserve	0	0	299,658	299,658
Fuel Operations Reserve	601,474	435,596	1,132,309	807,227
Other	2,370,346	1,931,132	2,106,172	293,752
Unreserved Beginning Balance	\$0	\$0	\$0	\$0
Revenue:				
Vehicle Replacement Charges ¹	\$9,093,170	\$8,597,950	\$8,597,950	\$9,246,043
Ambulance Replacement Charges ^{2,3}	600,000	250,000	250,000	0
Fire Apparatus Replacement Charges ^{2,3}	2,755,128	1,277,564	1,277,564	1,552,564
FASTRAN Bus Replacement Charges	678,014	845,993	845,993	845,993
Helicopter Replacement Charges	557,500	337,500	337,500	337,500
Boat Replacement Charges ⁴	50,000	25,000	25,000	0
Police Specialty Vehicle Charges	299,658	0	0	99,886
Vehicle Fuel Charges	6,919,789	9,236,655	9,236,655	8,553,989
Other Charges	24,130,388	25,765,745	25,765,745	28,236,841
Total Revenue	\$45,083,647	\$46,336,407	\$46,336,407	\$48,872,816
Total Available	\$61,065,809	\$56,781,253	\$64,431,270	\$58,853,228

FUND 503

DEPARTMENT OF VEHICLE SERVICES

FUND STATEMENT

Fund Type G50, Internal Service Fund

Fund 503, Department of Vehicle Services

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
Vehicle Replacement	\$5,470,302	\$6,974,909	\$8,518,340	\$5,383,526
Ambulance Replacement	402,513	0	847,862	0
Fire Apparatus Replacement	2,804,971	3,405,000	4,799,353	1,660,000
School Bus Replacement	0	0	0	0
FASTRAN Bus Replacement	509,644	909,563	1,445,401	827,702
Helicopter Replacement	0	0	0	0
Boat Replacement	0	0	0	0
Fuel Operations:				
Fuel	5,462,007	8,521,057	8,521,057	8,468,715
Other Fuel Related Expenses	926,947	715,598	1,040,680	642,501
Other:				
Personnel Services	13,442,896	14,630,008	14,630,008	15,541,555
Operating Expenses	10,741,919	12,019,745	12,160,731	12,724,692
Capital Equipment	209,747	600,887	787,426	260,707
Total Expenditures	\$39,970,946	\$47,776,767	\$52,750,858	\$45,509,398
Transfers Out:				
General Fund (001)	\$3,000,000	\$1,700,000	\$1,700,000	\$0
Total Transfers Out	\$3,000,000	\$1,700,000	\$1,700,000	\$0
Total Disbursements	\$42,970,946	\$49,476,767	\$54,450,858	\$45,509,398
Ending Balance				
	\$18,094,863	\$7,304,486	\$9,980,412	\$13,343,830
Vehicle Replacement Reserve ^{1,4}	\$7,217,208	\$4,555,648	\$5,596,818	\$9,559,335
Ambulance Replacement Reserve ^{2,3}	1,402,170	619,626	804,308	804,308
Fire Apparatus Replacement Reserve ^{2,3}	3,892,893	15,246	371,104	263,668
School Bus Replacement Reserve	17,019	17,019	17,019	17,019
FASTRAN Bus Replacement Reserve	965,354	35,534	365,946	384,237
Helicopter Replacement Reserve	987,080	1,104,580	1,324,580	1,662,080
Boat Replacement Reserve ⁴	75,000	75,000	100,000	0
Police Specialty Veh. Reserve	299,658	0	299,658	399,544
Fuel Operations Reserve	1,132,309	435,596	807,227	250,000
Other	2,106,172	446,237	293,752	3,639
Unreserved Ending Balance	\$0	\$0	\$0	\$0

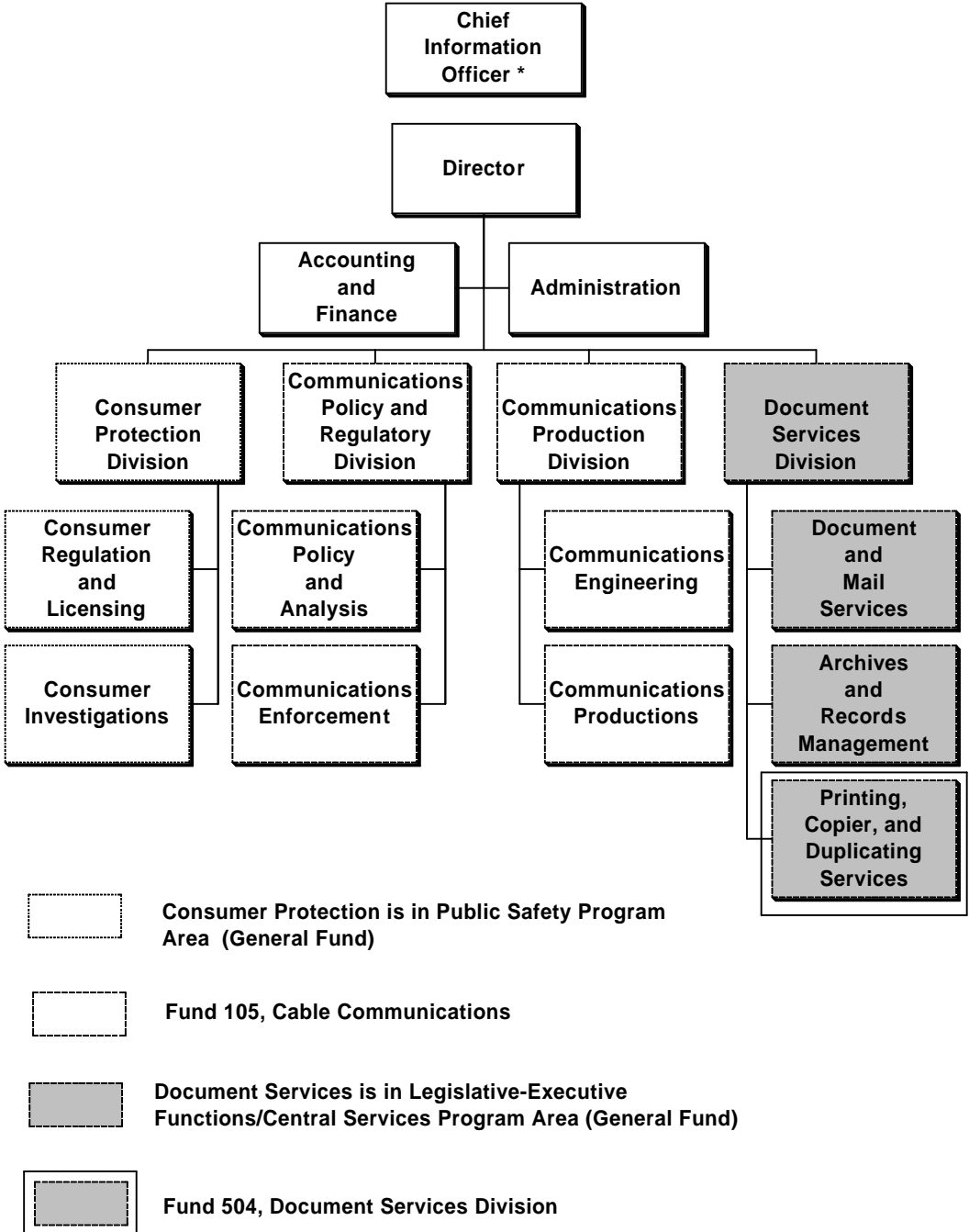
¹ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$3,842 has been reflected as an increased to FY 2002 revenues to reflect the actual amount of proceeds received from the sale of vehicles. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the FY 2003 Third Quarter Package.

² The Board of Supervisors approved a net decrease of \$1,527,564 to the FY 2003 Adopted Budget Plan in revenue received from the Fire and Rescue Department for its specialized replacement reserves. This reduction includes \$1,277,564 for the Fire Apparatus Replacement Reserve and \$250,000 for the Ambulance Replacement Reserve and results in corresponding reductions to the ending balance for each of these reserves.

³ In FY 2004, \$250,000 from the Fire and Rescue Department, originally intended for the Ambulance Replacement Reserve, is being directed to the Fire Apparatus Replacement Reserve, to meet priority replacement requirements.

⁴ As part of the FY 2004 Advertised Budget Plan proposed by the County Executive, the Police Department's boat will be sold, eliminating the need for a Boat Replacement Reserve. The anticipated FY 2003 Ending Balance of \$100,000 will be redirected to the Ending Balance of the Vehicle Replacement Reserve.

DEPARTMENT OF CABLE COMMUNICATIONS AND CONSUMER PROTECTION FUND 504, DOCUMENT SERVICES DIVISION



* The Chief Information Officer has responsibility for strategic direction and oversight of this agency; however, for budget purposes, this position and associated funding are reflected within the Department of Information Technology.

FUND 504 DOCUMENT SERVICES DIVISION

Agency Position Summary

Fund 001 (General Fund)				
Public Safety	15	Regular Positions	15.0	Regular Staff Years
Legislative Executive	<u>29</u>	Regular Positions	<u>29.0</u>	Regular Staff Years
Fund 001 Total	44	Regular Positions	44.0	Regular Staff Years
Fund 105	39	Regular Positions	39.0	Regular Staff Years
Fund 504	<u>20</u>	Regular Positions	<u>20.0</u>	Regular Staff Years
	103	Total Positions	103.0	Total Staff Years

Position Detail Information

ADMINISTRATION

1 *Director*
 1 *Administrative Assistant V*
 1 *Administrative Assistant IV*
 1 Administrative Assistant V
 4 Positions
 4.0 Staff Years

Accounting and Finance

1 Accountant III
 1 Accountant II
 3 Administrative Assistants III
 5 Positions
 5.0 Staff Years

CONSUMER PROTECTION DIVISION

1 Director, Consumer Protection
 1 Administrative Assistant IV
 1 Administrative Assistant II
 3 Positions
 3.0 Staff Years

Consumer Regulation and Licensing

1 Consumer Specialist III
 1 Management Analyst II
 2 Consumer Specialists I
 1 Utilities Analyst
 2 *Administrative Assistants II*
 7 Positions
 7.0 Staff Years

Consumer Investigations

1 Consumer Specialist III
 1 Consumer Specialist II
 5 Consumer Specialists I
 1 *Consumer Specialist I*
 1 *Administrative Assistant II*
 9 Positions
 9.0 Staff Years

COMMUNICATIONS POLICY AND REGULATORY DIVISION

1 *Director, Policy and Reg.*
 1 *Administrative Assistant III*
 2 Positions
 2.0 Staff Years

Communications Policy and Analysis

2 *Management Analysts III*
 2 Positions
 2.0 Staff Years

Communications Regulation and Enforcement

1 *Management Analyst III*
 1 *Engineer III*
 1 *Engineering Technician III*
 1 *Communications Engineer*
 4 *Senior Electrical Inspectors*
 8 Positions
 8.0 Staff Years

COMMUNICATIONS PRODUCTION DIVISION

1 *Director, Comm. Prod.*
 2 *Administrative Assistants II*
 3 Positions
 3.0 Staff Years

Communications Engineering

1 *Engineer III*
 1 *Engineer II*
 1 *Video Engineer*
 3 Positions
 3.0 Staff Years

Communications Productions

5 *Producers/Directors*
 4 *Assistant Producers*
 4 *Media Technicians*
 1 *Instruct./Cable TV Specialist*
 14 Positions
 14.0 Staff Years

DOCUMENT SERVICES DIVISION

Document and Mail Services

1 Director, Document Services
 1 Chief, Mail Services
 1 Administrative Assistant V
 15 Administrative Assistants II
 18 Positions
 18.0 Staff Years

Archives and Records Management

1 County Archivist
 1 Assistant Archivist
 1 Archives Technician
 2 Administrative Assistants II
 5 Positions
 5.0 Staff Years

Printing, Copier and Duplicating Services

1 *Printing Services Manager*
 2 *Customer Service Specialists*
 2 *Printing Shift Supervisors*
 8 *Print Shop Operators II*
 1 *Administrative Assistant III*
 4 *Print Shop Operators I*
 1 *Print Shop Helper*
 1 *Computer Systems Analyst III*
 20 Positions
 20.0 Staff Years

***Positions in bold italics are supported by Fund 105, Cable Communications.**

****Positions in italics are supported by Fund 504, Document Services Division.**

FUND 504

DOCUMENT SERVICES DIVISION

Agency Mission

To provide and coordinate printing, copier and duplicating, micrographic (microfilm and microfiche), mail, publication sales and distribution, and archives and records management services to County agencies as well as printing services to the Fairfax County Public School System.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	20/ 20	20/ 20	20/ 20	20/ 20
Expenditures:				
Personnel Services	\$927,458	\$1,071,661	\$1,071,661	\$1,133,872
Operating Expenses	6,592,635	6,525,707	6,525,707	6,741,606
Capital Equipment	392,948	55,000	97,207	0
Total Expenditures	\$7,913,041	\$7,652,368	\$7,694,575	\$7,875,478

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Printing and Duplicating Services	\$7,827,315	\$7,360,638	\$7,402,845	\$7,785,478
Micrographic Services	85,726	291,730	291,730	90,000
Total Expenditures	\$7,913,041	\$7,652,368	\$7,694,575	\$7,875,478

Purpose

The Document Services Division provides printing, copier and duplicating, and micrographics (microfilm and microfiche) services to County agencies, as well as printing services to the Fairfax County Public Schools. All direct labor and material costs associated with services, as well as an equipment replacement reserve fee, are recovered from customer agencies.

This Division is responsible for managing the County's Copier Program which provides full copier service to all County agencies. In FY 2001, the Division began replacing outdated copy machines with state-of-the-art, digital, multi-function devices (DMFD) through an operating lease. These devices are capable of copying, printing, faxing, and scanning.

The Document Services Division will continue to provide microfilming services to County agencies based on retention schedules developed by the County Archivist in compliance with State mandates. The Archives and Records Management Cost Center in the Department of Cable Communications and Consumer Protection will be responsible for oversight of the program. Microfilming historical documents continues to be beneficial in minimizing space required to store public records in compliance with State regulations.

Key Accomplishments

- ◆ Increased the number of jobs electronically submitted to the County Printing Center, as well as printed via digital technology, by 27 percent in order to decrease the turn-around time of jobs for customers. A total of 25.5 percent of all digital print jobs in FY 2002 were submitted electronically.
- ◆ Upgraded digital equipment in the County Printing Center to increase productivity and reduced operating costs.
- ◆ Increased the speed of printing booklets in-house by 33 percent and reduced the number of print jobs outsourced to reduce the production cost.

FUND 504

DOCUMENT SERVICES DIVISION

FY 2004 Initiatives

- ◆ Continue the networking programs, digital submission of print jobs, and print on-demand technology in the County Printing Center.
- ◆ Explore the use of other software solutions to enable streamlining of current work processes to significantly improve County and Schools asset management.
- ◆ Implement electronic billing to agencies through current production tracking software providing agencies with current job status and real-time reports.

Performance Measurement Results

In FY 2002, the offset printing volume produced by the Printing Shop was 80 million pages, with 95 percent of jobs meeting scheduled deadlines. Digital color pages produced in FY 2002 increased by 312,258 pages or 55.3 percent from FY 2001.

Funding Adjustments

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

- ◆ An increase of \$62,211 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ A net increase of \$215,899 in Operating Expenses is primarily due to the FY 2004 estimate of the payments due under the copier lease contract (digital, multi-function devices), and funding required to support increased functionality and color capability of three leased digital printing machines.
- ◆ An increase in the General Fund transfer of \$1 million to a level of \$2.9 million. This amount supports the fourth year costs of a five-year equipment lease in the County's Copier Program. In FY 2003 partial program support was provided by available one-time, unreserved fund balance, permitting the General Fund transfer to be reduced.

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, a net increase of \$42,207 in encumbered carryover.

FUND 504 DOCUMENT SERVICES DIVISION



Printing and Duplicating Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	20/ 20	20/ 20	20/ 20	20/ 20
Total Expenditures	\$7,827,315	\$7,360,638	\$7,402,845	\$7,785,478

Goal

To provide printing and duplicating services to all County agencies and the Fairfax County Public Schools in order to fulfill their informational and educational objectives with printed material.

Performance Measures

Objectives

- ◆ To improve the percent of printed jobs delivered according to the scheduled delivery date from 95 percent to 97 percent.
- ◆ To provide an efficient cost per copy by managing the Copier Program to achieve a cost increase of no more than 5 percent, while maintaining customer satisfaction at 85 percent.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Total offset, xerographic, and bindery jobs received	8,927	8,163	9,300 / 8,446	8,500	8,500
Pages produced - offset services (in millions)	46.9	47.0	51.4 / 46.0	46.0	46.0
Pages produced - digital print (in millions)	34.4	37.0	39.9 / 35.5	35.5	35.5
Pages produced - digital color (1)	204,824	565,000	720,000 / 877,258	900,000	900,000
Office copies made (in millions)	45.1	65.5	85.0 / 80.0	80.0	81.0
Efficiency:					
Cost per page produced - offset services	\$0.022	\$0.025	\$0.026 / \$0.027	\$0.030	\$0.032
Cost per page produced - digital printing	\$0.025	\$0.025	\$0.023 / \$0.032	\$0.033	\$0.034
Cost per page produced - digital color (2)	\$0.39	\$0.28	\$0.24 / \$0.25	\$0.22	\$0.22
Cost per office copy (3)	\$0.029	\$0.039	\$0.039 / \$0.041	\$0.041	\$0.043
Client charge per office copy	\$0.030	\$0.030	\$0.040 / \$0.030	\$0.030	\$0.045

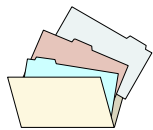
FUND 504 DOCUMENT SERVICES DIVISION

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Service Quality:					
Percent of Print Shop clients rating timeliness and dependability of service as satisfactory	NA	NA	95% / 90%	95%	95%
Percent of office copier clients satisfied with services	NA	NA	85% / 80%	85%	85%
Outcome:					
Percent of Print Shop jobs meeting deadlines	95%	95%	95% / 95%	95%	97%
Percent change in cost per copy	16.00%	34.50%	0.00% / 5.13%	0.00%	4.90%

(1) Significant increase starting in FY 2001 due to the addition of a new in-house machine capable of producing digital color.

(2) Decrease from FY 2000 to FY 2001 due to a revision in the methodology to better reflect direct cost associated with digital copiers.

(3) Increase from FY 2000 to FY 2001 due to the expanded functionality of the new digital copier machines versus the old analog copier machines. The new machines are capable of copying, printing, scanning and faxing.



Micrographic Services

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	0/0	0/0	0/0	0/0
Total Expenditures	\$85,726	\$291,730	\$291,730	\$90,000

Goal

To administer the County's micrographic (microfilm and microfiche) contract services for required County agencies in accordance with State statutes and to ensure that the contractor meets the needs of each user in a timely manner at the lowest possible cost.

FUND 504

DOCUMENT SERVICES DIVISION

Performance Measures

Objectives

- ◆ To ensure compliance with contractual requirements reflecting job cost and 100 percent scheduled completion time frames.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Jobs completed (1)	250	249	200 / 132	132	132
Jobs returned to customers within scheduled time frame (1)	250	249	200 / 132	132	132
Efficiency:					
Cost per job (2)	\$1,344	\$1,037	\$1,459 / \$649	\$650	\$650
Service Quality:					
Accuracy of jobs returned to customers within scheduled timeframe	100%	100%	100% / 100%	100%	100%
Percent of clients satisfied with service	NA	NA	NA / 95%	95%	95%
Outcome:					
Percent job completed within scheduled time frame	100%	100%	100% / 100%	100%	100%

(1) Decrease from FY 2001 to FY 2002 because of a change in operational procedures, whereby agencies may contract out on their own for micrographic services (rather than through the Print Shop, as done previously). Outsourcing by agencies is not reflected.

(2) Decrease from FY 2001 to FY 2002 due to a change in the mix of jobs which remained to be contracted out by the Print Shop. More complicated, and expensive jobs, are now being contracted out directly by the agencies.

FUND 504 DOCUMENT SERVICES DIVISION

FUND STATEMENT

Fund Type G50, Internal Service Funds

Fund 504, Document Services Division

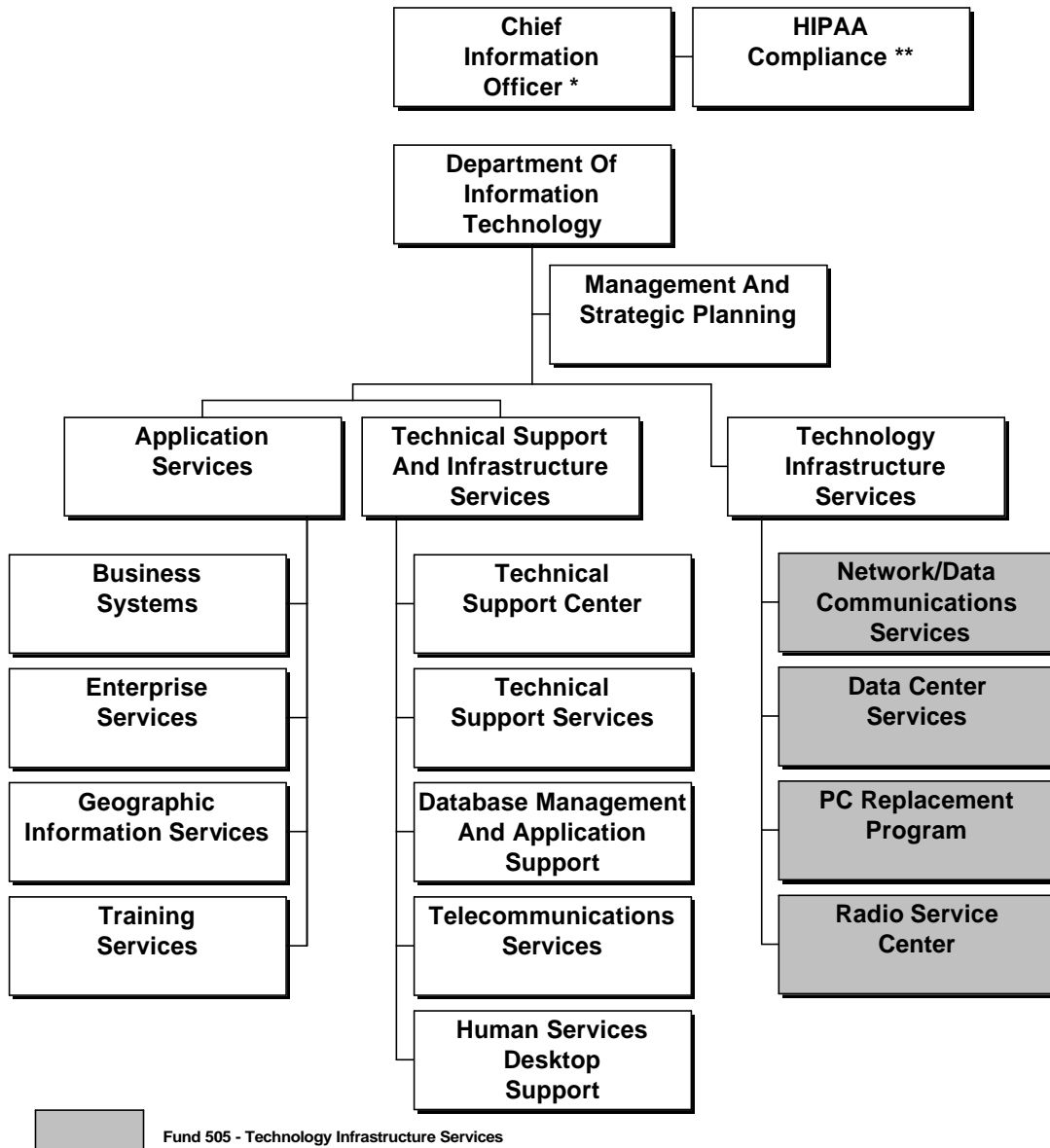
	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$1,774,419	\$1,004,569	\$1,164,544	\$350,503
Revenue:				
County Receipts	\$2,283,765	\$2,598,027	\$2,598,027	\$2,650,048
School Receipts	2,200,050	2,307,733	2,307,733	2,327,748
Equipment Replacement Reserve	64,351	74,774	74,774	145,175
Total Revenue	\$4,548,166	\$4,980,534	\$4,980,534	\$5,122,971
Transfer In:				
General Fund (001) ¹	\$2,755,000	\$1,900,000	\$1,900,000	\$2,900,000
Total Transfer In	\$2,755,000	\$1,900,000	\$1,900,000	\$2,900,000
Total Available	\$9,077,585	\$7,885,103	\$8,045,078	\$8,373,474
Expenditures:				
Personnel Services	\$927,458	\$1,071,661	\$1,071,661	\$1,133,872
Operating Expenses	6,592,635	6,525,707	6,525,707	6,741,606
Capital Equipment	392,948	55,000	97,207	0
Total Expenditures	\$7,913,041	\$7,652,368	\$7,694,575	\$7,875,478
Total Disbursements	\$7,913,041	\$7,652,368	\$7,694,575	\$7,875,478
Ending Balance	\$1,164,544	\$232,735	\$350,503	\$497,996
Replacement Equipment Reserve ²	\$205,136	\$224,935	\$342,703	\$492,596
PC Replacement Reserve ³	5,400	7,800	7,800	5,400
Unreserved Ending Balance	\$954,008	\$0	\$0	\$0

¹ The General Fund Transfer In supports a 5 year equipment lease in the County's Copier Program. In FY 2003, the third year of the lease, partial program support was provided by available unreserved fund balance. In FY 2004 the Copier Program is supported by a General Fund Transfer.

² The Replacement Equipment Reserve provides for the scheduled replacement of equipment for the activities supported by this fund. In FY 2004 the charge to agencies in support of this reserve will be increased from 2.5 percent of billed Print Shop services to 5.0 percent to support the agency's updated multi-year equipment replacement program.

³ The PC Replacement Reserve provides for the timely replacement of computer equipment for the activities in this fund.

DEPARTMENT OF INFORMATION TECHNOLOGY FUND 505, TECHNOLOGY INFRASTRUCTURE SERVICES



* The Chief Information Officer has responsibility for strategic direction and oversight of this agency; and, for budget purposes, that position and associated funding are also reflected within the Department of Information Technology within the General Fund.

** As mandated by federal regulation, Fairfax County has a HIPAA Compliance function, which reports directly to the CIO.

FUND 505

TECHNOLOGY INFRASTRUCTURE SERVICES

Agency Position Summary

Fund 001:	237	Regular Positions (28T),(-8)	/	237.0	Regular Staff Years (28.0T), (-8.0)
Fund 505:	<u>69</u>	Regular Positions (-1)	/	<u>69.0</u>	Regular Staff Years (-1.0)
	306	Total Positions (28T), (-9)		306.0	Total Staff Years (28.0T), (-9.0)

Position Detail Information

MANAGEMENT AND STRATEGIC PLANNING

Management, Administration & Planning

1	Chief Information Officer
1	Director of Information Technology
0	Info. Tech. Program Director II (-1)
1	Info. Tech. Program Director I (-2)
1	Info. Tech. Program Manager I
1	HIPAA Compliance Manager
1	Fiscal Administrator
1	Business Analyst III
1	Accountant II
2	Management Analysts II
1	Management Analyst I
2	Administrative Assistants V
2	Administrative Assistants IV
4	Administrative Assistants III
1	Administrative Assistant II
1	Administrative Assistant I
1	Info. Security Manager
1	Info. Security Analyst III
1	Info. Security Analyst II
<u>1</u>	Info. Security Analyst I (-1)
25	Positions (-4)
25.0	Staff Years (-4.0)

APPLICATION SERVICES

Business Systems

1	Info. Tech. Program Director II
1	Info. Tech. Program Director I (1T)
3	Info. Tech. Program Managers II
1	Management Analyst IV
1	Network/Telecom. Analyst II
18	Programmer Analysts IV (1T)
25	Programmer Analysts III (8T)
<u>18</u>	Programmer Analysts II (3T)
68	Positions (13T)
68.0	Staff Years (13.0T)

APPLICATION SERVICES (CON'T)

Enterprise Services

1	Info. Tech. Program Director II
0	Info. Tech. Program Director I (-1)
3	Info. Tech. Program Managers II
1	Internet/Intranet Architect IV
3	Internet/Intranet Architects III
4	Internet/Intranet Architects II
9	Programmer Analysts IV
12	Programmer Analysts III
11	Programmer Analysts II
<u>1</u>	Programmer Analyst I
45	Positions (-1)
45.0	Staff Years (-1.0)

Geographic Information Services

1	Info. Tech. Program Manager II
1	Network/Telecom. Analyst III
1	Geo. Info. Spatial Analyst IV
2	Geo. Info. Spatial Analysts III
4	Geo. Info. Spatial Analysts II
1	Geo. Info. Spatial Analyst I
1	Engineer III
1	Geo. Info. Sys. Tech. Supervisor
<u>8</u>	Geo. Info. Sys. Technicians
20	Positions
20.0	Staff Years

Training Services

1	Info. Tech. Program Manager I
1	Business Analyst III (-1)
<u>5</u>	Business Analysts II
7	Positions (-1)
7.0	Staff Years (-1.0)

FUND 505

TECHNOLOGY INFRASTRUCTURE SERVICES

TECHNICAL SUPPORT AND INFRASTRUCTURE SERVICES

Technical Support Center

1	Info. Tech. Program Manager I
5	Info. Tech. Technicians III
1	Info. Tech. Educator III
3	Network/Telecom Analysts II
2	Info. Tech. Technicians II
12	Positions
12.0	Staff Years

Technical Support Services

1	Info. Tech. Program Manager II
1	Network/Telecom. Analyst IV
4	Network/Telecom. Analysts III
10	Network/Telecom. Analysts II
5	Info. Tech. Technicians II
21	Positions
21.0	Staff Years

Database Management & Application Support

1	Info. Tech. Program Manager I
3	Database Administrators III
3	Database Administrators II
0	Inventory Management Supervisor (-1)
1	Data Analyst III
1	Data Analyst II
9	Positions (-1)
9.0	Staff Years (-1.0)

Telecommunications Services

1	Info. Tech. Program Manager II
2	Network/Telecom. Analysts IV (-1)
3	Network/Telecom. Analysts III
4	Network/Telecom. Analysts II
2	Info. Tech. Technicians III
3	Info. Tech. Technicians II
15	Positions (-1)
15.0	Staff Years (-1.0)

Human Services Desktop Support

1	Network/Telecom. Analyst IV (1T)
6	Network/Telecom. Analysts III (6T)
3	Network/Telecom. Analysts I (3T)
1	Programmer Analyst I (1T)
1	Internet/Intranet Architect III (1T)
3	Info. Tech. Technicians II (3T)
15	Positons (15T)
15.0	Staff Years (15.0T)

TECHNOLOGY INFRASTRUCTURE SERVICES

Network/Data Communication Services

1	Info. Tech. Program Director I
1	Info. Tech. Program Manager I
2	Network/Telecom Analysts IV
10	Network/Telecom Analysts III
4	Network/Telecom Analysts II
1	Network/Telecom Analyst I
19	Positions
19.0	Staff Years

Data Center Services

1	Info. Tech. Program Director II
2	Info. Tech. Program Managers II
4	Systems Programmers III
5	Systems Programmers II
3	Systems Programmers I (-1)
2	Programmer Analysts III
1	Programmer Analyst II
1	Programmer Analyst I
8	IT Technicians III
9	IT Technicians II
2	IT Technicians I
38	Positions (-1)
38.0	Staff Years (-1.0)

Radio Center Services

1	Network/Telecom Analyst IV
2	Network/Telecom Analysts III
1	Communications Engineer
3	Communications Technicians
1	Electronic Equipment Supervisor
2	Electronic Equipment Technicians II
1	Assistant Buyer
1	Administrative Assistant III
12	Positions
12.0	Staff Years

(-) Denotes abolished position
(T) Denotes transferred position

Positions in italics are supported by Fund 505

FUND 505 TECHNOLOGY INFRASTRUCTURE SERVICES

Agency Mission

To provide the underlying technology required to assist County agencies in providing effective support to the citizens.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	70/ 70	70/ 70	70/ 70	69/ 69
Expenditures:				
Personnel Services	\$5,025,405	\$5,225,099	\$5,225,099	\$5,351,605
Operating Expenses	11,346,693	13,331,139	14,571,616	16,250,069
Capital Equipment	1,179,110	1,220,098	1,525,920	1,079,098
Total Expenditures	\$17,551,208	\$19,776,336	\$21,322,635	\$22,680,772

Purpose

The Department of Information Technology (DIT) coordinates all aspects of information technology for the County and plays an enabling role in advancing the strategic value of technology to transform work processes and provide quality services to customers. Funding for DIT activities is included in the General Fund and in two Funds that DIT manages. Fund 505, Technology Infrastructure Services, includes technology activities performed for County agencies, such as Data Center operations, enterprise data communications network, Radio Center services, and E-911 communications. Fund 104, Information Technology, funds major information technology projects including those with countywide strategic importance, such as infrastructure and application system modernization initiatives.

All Fund 505 costs are recovered from its customers, and expenditures are primarily driven by customers' requests for information technology (i.e., public safety radio system maintenance, enhanced telecommunications services, and, use of the data center infrastructure utility like system processing and data storage requirements, required software maintenance and licenses, etc.).

Technology Infrastructure Services provides intra-governmental services including the operation and maintenance of the County computer center 24 hours a day, seven days per week, maintaining the County data and radio communication networks, and providing integrated communication service to all County agencies and other government customers. In FY 2004, surcharge of less than one percent will be added to Infrastructure Charges to rebuild reserves for the future replacement and upgrade of enterprise servers (mainframe and other platforms) computer equipment.

DIT also manages a PC replacement fund in Fund 505, ensuring funding is available for future PC replacements to remain consistent with the advancements in technology. For each PC replaced, an amount of \$600 has been collected per year over a period of four years, based on the estimated life cycle and future replacement cost. However, in FY 2004, based on an initial review of the PC Replacement program by County staff it is recommended that the annual amount collected per PC be reduced to \$500. This step is the beginning of a larger, comprehensive review of the program, both in terms of funding and operation. Industry experts continue to stress the validity and essential nature of the County's refresh cycle at the desktop.

DIT is responsible for coordinating radio repair and engineering support to County agencies and the Fairfax County Public School system. In FY 2004, DIT will maintain 217 base stations, 8,466 portable radios, and mobile units utilizing both County employees and contracts with outside vendors. Operational maintenance of the radio network is of primary importance to the County public safety agencies, public works agencies, Fairfax County Public Schools, and other County agencies.

FUND 505

TECHNOLOGY INFRASTRUCTURE SERVICES

Key Accomplishments

- ◆ Implemented Virtual Private Network (VPN) technology to enhance secure remote processing. VPN technology allows authorized users to access the enterprise resources regardless of their location via the Internet.
- ◆ Upgraded the cable within the Government Center campus to the industry standard of Category 5E. This upgrade allows users to benefit from the increased data transfer speed capabilities of new hardware and software applications.
- ◆ Provided expanded telephone services and enhanced maintenance of critical communications requirements by replacing telephone systems at 25 sites and installing full telephone systems at 4 new County sites.
- ◆ Performed full engineering planning and design and implemented voice telecommunications services in the new South County building for major moves of Human Services and DPWES staff.
- ◆ Completed Phase II of the Wide Area Network (WAN) upgrade to increase network bandwidth capacity and speed of the enterprise network at 73 field sites and provide redundant data paths to facilitate increase system availability and reliability consistent with data communications requirements of distributed systems.
- ◆ Purchased, configured, and installed over 1,700 PC's under the PC Replacement Program reducing the total number of PC running outdated software and operating systems.
- ◆ Implemented a more robust firewall technology and provided additional perimeter security to the enterprise network.
- ◆ Implemented software and hardware monitoring agents on critical applications servers that provide the capability for data center staff to efficiently monitor and execute jobs on multiple platforms.
- ◆ Implemented the first phase of a Storage Area Network (SAN) solution to consolidate enterprise data storage on one platform to insure critical systems backup and restore capability plus provide dynamic space reallocation as business needs require.

FY 2004 Initiatives

- ◆ Complete the second phase redesign the County's data network to improve redundancy, capacity, security, and flexibility to meet the needs of new applications.
- ◆ Implement a new enterprise wide security architecture that will take advantage of recent technology upgrade and monitoring capability.
- ◆ Conduct a review of the PC Replacement Program to maximize County resources, while ensuring the ability to keep pace with the changing IT environment.
- ◆ Continue the enterprise operation center modernization effort to improve operational effectiveness and optimize a failsafe environment.
- ◆ Implement a full network monitoring and management initiative to accurately reflect the network's health and proactively respond to network issues before impacting County users. Continue to improve redundancy and flexibility to meet the County's Business Continuity Requirements.

FUND 505

TECHNOLOGY INFRASTRUCTURE SERVICES

- ◆ Complete the implementation of the Multi-phase Network Security Perimeter to include a multiple firewall strategy to protect corporate data and to meet Health Insurance Portability and Accountability Act (HIPAA) and other privacy and security concerns.
- ◆ Implement several wireless initiatives to include point-to-point wireless networks as backup circuits for both the Government Center and Massey Campuses.

FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, reductions totaling \$105,368 and 1/1.0 SYE positions are proposed by the County Executive for this agency. These reductions include:

- ◆ Reduction of \$60,536 and 1/1.0 SYE System Programmer I position resulting in delays and disruptions as other staff absorb the function of evaluating, implementing and maintaining software packages to ensure they meet specifications, function properly, and are installed so that disruption to service is minimized.
- ◆ Reduction of \$44,832 in vendor contracts resulting in a reprioritization of activities planned for FY 2004.

Funding Adjustments

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

- ◆ A net increase in Personnel Services of \$126,506, including an increase of \$187,042 associated with salary adjustments necessary to support the County's compensation program, and a decrease of \$60,536 and 1/1.0 SYE associated with the County Executive's proposed reductions.
- ◆ A net increase of \$1,678,453 in Operating Expenses primarily due to an increase of \$1,244,067 in funding for purchasing PCs due to be replaced under program; \$158,484 for server maintenance; \$101,940 for equipment maintenance; \$445,592 for increased telecommunication requirements to support new applications and redundancy in the system; and \$700,000 for the third year of a five year Enterprise Network program, partially offset with a decrease of \$1,240,477 in one-time carryover and \$44,832 in vendor contracts associated with the County Executive's proposed reductions.
- ◆ Capital Equipment funding totals \$1,079,098 including \$404,000 for upgrades to the mainframe funded through the Computer Equipment Replacement Fund (CERF), including additional capacity and upgrades to the operating system software, \$400,000 for replacement servers and \$275,098 for replacement equipment as part of a multi-year Enterprise Network equipment replacement program.

The following funding adjustments reflect all approved changes to 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*, an increase of \$1,546,299 in encumbered carryover, including \$1,240,477 in Operating Expenses and \$305,822 in Capital Equipment.

FUND 505

TECHNOLOGY INFRASTRUCTURE SERVICES

Performance Measures

Objectives

- ◆ To maintain the number of business days to fulfill Telecommunications service requests for non-critical requests at a standard of 4 days.
- ◆ To maintain the number of business days to fulfill Telecommunications service requests for critical requests at a standard of two days.
- ◆ To maintain the number of business days to fulfill Telecommunications service requests for emergencies within the same day.
- ◆ To ensure that 70 percent of LAN/PC workstation calls to Technical Support Services are closed within 72 hours.
- ◆ To improve the resolution rate for the average first-call problem for the Technical Support Center (TSC), DIT Help Desk by one percentage point from 91 percent to 92 percent.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Responses to call for repairs (voice)	5,230	5,335	6,560 / 5,356	6,785	7,124
Moves, adds, or changes (voice and data) (1)	7,463	8,265	8,500 / 8,435	7,650	7,325
Calls resolved	12,454	17,503	18,378 / 21,769	19,500	18,750
Help desk calls (data)	2,345	2,265	1,835 / NA	1,625	NA
Customer requests for service fulfilled by Technical Support Center (TSC)	36,873	38,869	41,000 / 54,259	43,050	42,500
Efficiency:					
Cost per call	\$109	\$120	\$125 / \$125	\$110	\$105
Average number of hours annually spent per staff member to resolve calls	1,407	1,407	1,407 / 1,407	1,407	1,407
Customer requests for service per TSC staff member	4,097	3,886	4,100 / 4,933	4,305	3,864
Service Quality:					
Customer satisfaction with telecommunication services	NA	84.0%	88.0% / 88.0%	95.0%	95.0%
Percent of customers reporting satisfaction with resolution of LAN/PC workstation calls (2)	NA	91%	91% / 91%	75%	80%
Percent satisfaction of County employees with support from Technical Support Center	86%	84%	87% / 88%	90%	90%

FUND 505 TECHNOLOGY INFRASTRUCTURE SERVICES

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Outcome:					
Business days to fulfill service requests from initial call to completion of request for non-critical requests	15	14	10 / 4	4	4
Business days to fulfill service requests from initial call to completion of request for critical calls	7	6	5 / 2	2	2
Business days to fulfill service requests from initial call to completion of request for emergency calls	3	3	2 / 3	1	1
Percent of calls closed within 72 hours	100%	57%	65% / 68%	70%	70%
Percent of first-contact problem resolution	69%	60%	65% / 89%	91%	92%

(1) The implementation of Voice over IP in FY 2003 will reduce moves, adds, or changes in the future, thereby reducing overall calls for assistance.

(2) A decrease in satisfaction is anticipated in FY 2003 because of a scheduled Architecture Refresh program which will result in increased support requirements.

FUND 505 TECHNOLOGY INFRASTRUCTURE SERVICES

FUND STATEMENT

Fund Type G50, Internal Service Funds

Fund 505, Technology Infrastructure Services

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$8,991,875	\$8,326,154	\$11,265,982	\$9,555,671
Revenue:				
Radio Services Charges	\$500,441	\$821,674	\$821,674	\$842,799
PC Replacement Charges	5,519,800	5,152,800	5,152,800	4,592,533
DIT Infrastructure Charges				
County Agencies and Funds	12,436,081	12,211,367	12,211,367	13,574,594
Fairfax County Public Schools	1,140,457	1,206,758	1,206,758	1,562,586
Outside Customers	228,536	219,725	219,725	178,594
Subtotal DIT Infrastructure Charges	<u>\$13,805,074</u>	<u>\$13,637,850</u>	<u>\$13,637,850</u>	<u>\$15,315,774</u>
Total Revenue	\$19,825,315	\$19,612,324	\$19,612,324	\$20,751,106
Total Available	\$28,817,190	\$27,938,478	\$30,878,306	\$30,306,777
Expenditures:				
Personnel Services	\$4,691,545	\$4,759,571	\$4,759,571	\$4,869,923
Operating Expenses	8,030,555	9,523,026	10,333,531	11,016,201
Capital Equipment	371,459	675,098	980,920	675,098
Computer Equipment Replacement Expenditures	3,525,843	4,273,641	4,455,331	5,715,550
Capacity Upgrade to Mainframe Computer	931,806	545,000	793,282	404,000
Total Expenditures ¹	<u>\$17,551,208</u>	<u>\$19,776,336</u>	<u>\$21,322,635</u>	<u>\$22,680,772</u>
Total Disbursements	\$17,551,208	\$19,776,336	\$21,322,635	\$22,680,772
Ending Balance	\$11,265,982	\$8,162,142	\$9,555,671	\$7,626,005
Infrastructure Replacement Reserve (CERF) ²	\$3,011,201	\$299,788	\$603,421	\$196,763
PC Replacement Reserve ³	8,254,781	7,862,354	8,952,250	7,429,242
Unreserved Balance	\$0	\$0	\$0	\$0

¹ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$103,624 has been reflected as an increase to FY 2002 expenditures to reflect accrued compensated absences to the actual amount owed in FY 2002. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the FY 2003 Third Quarter Package.

² A surcharge of less than one percent is applied to Infrastructure Charges to build long-term reserves for scheduled replacement of mainframe computer and network assets. The funds are held in this computer equipment replacement fund (CERF).

³ The balance in the PC Replacement Reserve fluctuates annually based on scheduled PC replacements which are on a four-year replacement cycle.

FUND 506

HEALTH BENEFITS TRUST FUND

Purpose

Fairfax County Government offers its employees and retirees health insurance options providing choices and competitive premium rates. The County health insurance alternatives include a self-insured point-of-service (POS) plan, a self-insured preferred provider plan (PPO) and two fully insured Health Maintenance Organizations (HMOs) for both active employees and retirees. The County's current health insurance program is a result of revisions enacted in FY 1999 and FY 2001.

Fund 506, Health Benefits Trust Fund, is the administrative unit for the self-insured alternatives. For the self-insured plans, the County pays only for claims and third party administrative fees. The cost to fund claims expenses is covered by premiums from active employees, the employer, retirees and retention of interest earnings.

The self-insured plans (POS and PPO) provide in-network and out-of-network options. The POS plan combines the best features of a health maintenance organization (HMO) and a traditional indemnity plan. The second option provides the choice of a preferred provider plan (PPO) combining an in-network benefit and an out-of-network benefit for those employees and retirees who live outside of the managed care network area.

After slow medical cost growth in the early to mid 90's, spending for health care has been steadily increasing in recent years. Nationwide, cost growth is projected to increase an average of 12 to 15 percent per year. The County health care experience has closely mirrored the national trend. The primary factors in the escalating cost growth are increased utilization and the rising costs of prescription drugs.

As a result of the projected increase in medical and prescription claims, the County's self-insured plan will raise premiums by 25 percent effective January 1, 2004 for the final six months of FY 2004. This will allow the fund to remain solvent and maintain an ending balance to offset unanticipated increases in claims costs.

The projected 25 percent increase in premiums results in an average monthly increase of \$19.50 for active employees enrolled as an individual in the POS plan and \$22.25 for active employees enrolled as an individual in the PPO plan. In addition, the average monthly increase for active employees enrolled under the family POS plan is \$96.75 and for active employees enrolled in the PPO family plan the increase is \$111.25. It should be noted that the County continues to contribute 85 percent of the total premium for employees enrolled as an individual and 75 percent of the total premium for employees enrolled under either the two-party or family plan. Retirees over the age of 55 currently receive \$100 per month from the County toward the cost of health insurance. Recommended changes to the retiree health subsidy are included as part of the FY 2004 budget. Details on the proposed retiree health subsidy changes will be included as part of the FY 2004 Adopted Budget Plan narrative for Fund 500, Retiree Health Benefits, in Volume 2 Internal Service Funds.

FUND 506

HEALTH BENEFITS TRUST FUND

FY 2004 Initiatives

- ◆ Continue to monitor national health insurance trends particularly as they relate to the County's self-insured plan. Utilize the data to make the necessary revisions to the plan to keep the fund solvent and effective.
- ◆ In consideration of the projected continued escalation of cost growth, and the need to provide a proactive and comprehensive benefits program, staff will continue to explore alternatives for effectively managing the health insurance variables. Available alternatives include managing choices through cost shifting and exploring increased managed care of prescription drug claims.
- ◆ A 25.0 percent premium increase beginning January 1, 2004. The increase is necessary to maintain a revenue stream that will cover the increasing cost of health claims.
- ◆ Maintain an ending balance as a percent of claims paid of approximately 10 percent to ensure that the fund is adequate to support expenditures. It should be noted that an ending balance of 10 to 15 percent of claims paid is targeted based on industry standards.

Funding Adjustments

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

- ◆ An increase of \$7,173,686 primarily due to a 12.5 percent cost growth assumption and anticipated employee participation in the plan. It should be noted that based on year-to-date cost growth, utilization data and employee enrollment information, an adjustment will be required for the fund at the *FY 2003 Third Quarter Review*

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:

- ◆ There have been no revisions to this fund since the approval of the FY 2003 Adopted Budget Plan.

FUND 506 HEALTH BENEFITS TRUST FUND

FUND STATEMENT

Fund Type G50, Internal Service Funds

Fund 506, Health Benefits Trust Fund

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$5,131,741	\$3,274,423	\$1,672,740	\$4,711,089
Revenue:				
Employer Share of Premiums-County Payroll	\$25,482,936	\$30,526,909	\$33,526,909	\$35,836,005
Employee Share of Premiums-County Payroll	7,494,133	9,453,466	9,453,466	9,936,850
Employer Subsidy from HMOs	238,142	0	0	0
Employee Subsidy from HMOs	68,588	0	0	0
Other Funds Premiums	7,877,637	9,574,280	9,574,280	10,668,365
Interest Income	202,351	350,000	350,000	350,000
Administrative Service Charge	25,808	11,000	11,000	11,000
Total Revenue	\$41,389,595	\$49,915,655	\$52,915,655	\$56,802,220
Total Available	\$46,521,336	\$53,190,078	\$54,588,395	\$61,513,309
Expenditures:				
Benefits Paid	\$40,610,994	\$46,507,199	\$46,507,199	\$53,071,797
Administrative Expenses	2,078,690	2,738,060	2,738,060	2,913,102
Cost Containment	50,787	55,000	55,000	65,985
Incurred but not Reported Claims (IBNR)	2,108,125	577,047	577,047	1,000,108
Total Expenditures	\$44,848,596	\$49,877,306	\$49,877,306	\$57,050,992
Total Disbursements	\$44,848,596	\$49,877,306	\$49,877,306	\$57,050,992
Ending Balance:				
Fund Equity	\$7,973,040	\$9,501,166	\$10,899,483	\$11,650,819
IBNR	6,300,300	6,188,394	6,188,394	7,188,502
Ending Balance	\$1,672,740	\$3,312,772	\$4,711,089	\$4,462,317
Percent of Claims	4.1%	7.1%	10.1%	8.4%

FUND 590

PUBLIC SCHOOL INSURANCE FUND

Purpose

The Public School Insurance Fund provides administration for workers' compensation insurance, self-insurance funds for automobile and general liability, and the purchase of commercial insurance for other liabilities. FY 2004 expenditures are estimated at \$9,493,240.

It should be noted that the following fund statement reflects the FY 2004 Fairfax County Public Schools Superintendent's Proposed Budget. Adjustments to this fund, adopted by the Fairfax County School Board on February 13, 2003, will be discussed in the Overview Volume of the FY 2004 Advertised Budget Plan.

FUND 590 PUBLIC SCHOOL INSURANCE FUND

FUND STATEMENT

Fund Type G50, Internal Service Funds

Fund 590, Public School Insurance Fund

	FY 2002 Actual ¹	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan ²	FY 2004 Superintendent's Proposed ³
Beginning Balance	\$20,931,414	\$15,922,283	\$15,886,475	\$14,382,285
Revenue:				
Workers' Compensation:				
School Operating Fund	\$2,975,116	\$2,975,116	\$2,975,116	\$2,975,116
School Food Services	218,124	218,124	218,124	218,124
Other Insurance	333,896	2,600,000	2,680,000	4,700,000
Total Revenue	\$3,527,136	\$5,793,240	\$5,873,240	\$7,893,240
Total Available	\$24,458,550	\$21,715,523	\$21,759,715	\$22,275,525
Expenditures:				
Administration	\$351,654	\$390,097	\$390,097	\$433,899
Workers' Compensation	2,184,195	3,224,000	3,224,000	2,709,500
Other Insurance	3,810,877	4,503,539	4,632,341	5,121,810
Claims Management	708,402	542,896	542,896	825,000
Other Adjustments	0	(3,270,324)	0	0
Subtotal Expenditures	\$7,055,128	\$5,390,208	\$8,789,334	\$9,090,209
Expenses for Net Change in Accrued Liability ⁴	(\$3,206,313)	\$403,032	\$403,032	\$403,031
Total Expenditures	\$3,848,815	\$5,793,240	\$9,192,366	\$9,493,240
Transfers Out:				
School Operating Fund (090)	\$1,516,947	\$0	\$0	\$0
Total Transfers Out	\$1,516,947	\$0	\$0	\$0
Total Disbursements	\$5,365,762	\$5,793,240	\$9,192,366	\$9,493,240
Ending Balance	\$15,886,475	\$16,325,315	\$12,970,381	\$13,185,316
Restricted Reserves:				
Workers' Comp Accrued Liability	(\$12,379,253)	(\$16,325,315)	(\$12,782,285)	(\$13,185,316)
Unreserved Balance	\$3,507,222	\$0	\$188,096	\$0

¹ FY 2002 Actuals reflect audit adjustments included in the FY 2002 Comprehensive Annual Financial Report (CAFR). The FY 2002 Audit Package detailing all of these changes will be included in the County's FY 2003 Third Quarter Review.

² The FY 2003 Revised Budget Plan reflects adjustments adopted by the Fairfax County School Board on November 21, 2002, during their FY 2002 Midyear Review. The Fairfax County School Board adjustments will be officially reflected in the County's FY 2003 Third Quarter Review, which will be acted on by the Board of Supervisors in April 2003.

³ Reflects an additional \$1.4 million in projected FY 2003 ending balance to be carried over to balance the FY 2004 Advertised Budget Plan.

⁴ Workers' Comp Accrued Liability is not included in the Ending Balance to accurately reflect operating results for the fiscal year. However, there is a net decrease of \$3,206,313 in the accrued liability for incurred but not reported claims. This results in a decrease to the total accrued liability reserve of \$12,379,253 in FY 2002.

FUND 591

PUBLIC SCHOOL HEALTH AND FLEXIBLE BENEFITS

Purpose

The Health and Flexible Benefits Fund is a self-insurance fund that provides the administration for health care and a dental benefit plan for employees and retirees. In addition, the fund provides for the payment of eligible health care and dependent care expenses for employees participating in the flexible spending account program. FY 2004 expenditures are estimated at \$169,801,775.

It should be noted that the following fund statement reflects the FY 2004 Fairfax County Public Schools Superintendent's Proposed Budget. Adjustments to this fund, adopted by the Fairfax County School Board on February 13, 2003, will be discussed in the Overview Volume of the FY 2004 Advertised Budget Plan.

FUND 591

PUBLIC SCHOOL HEALTH AND FLEXIBLE BENEFITS

FUND STATEMENT

Fund Type G50, Internal Service Funds

Fund 591, Public School Health
and Flexible Benefits

	FY 2002 Actual ¹	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan ²	FY 2004 Superintendent's Proposed
Beginning Balance	\$8,279,428	\$4,464,235	\$8,958,466	\$11,085,119
Revenue:				
Employer/Employee Premiums	\$94,483,854	\$123,735,294	\$123,735,294	\$135,749,776
Retiree/Other Health Premiums	15,782,035	14,348,286	14,348,286	17,620,169
Aetna Stop-Loss Refund	939,172	0	0	0
Interest Income	337,477	560,000	560,000	560,000
Flexible Account Withholdings	3,903,593	3,833,233	3,833,233	4,446,550
Total Revenue	\$115,446,131	\$142,476,813	\$142,476,813	\$158,376,495
Transfers In:				
School Operating Fund (090)	\$268,906	\$293,242	\$293,242	\$340,161
Total Transfers In	\$268,906	\$293,242	\$293,242	\$340,161
Total Available	\$123,994,465	\$147,234,290	\$151,728,521	\$169,801,775
Expenditures:				
Health Benefits Paid	\$74,931,037	\$95,182,382	\$95,182,382	\$105,289,256
Premiums Paid	28,893,144	30,535,665	30,535,665	38,305,403
Health Administration Expenses	5,915,569	7,511,775	7,511,775	7,710,081
Flexible Accounts Reimbursements	3,735,886	3,769,883	3,769,883	4,259,968
FSA Administrative Expenses	98,802	116,594	116,594	121,506
IBNR	10,461,561	14,063,112	14,063,112	16,347,578
IBNR Prior Year Credit	(9,000,000)	(10,536,009)	(10,536,009)	(13,823,053)
Premium Stabilization ³	0	6,590,888	11,085,119	11,591,036
Total Expenditures	\$115,035,999	\$147,234,290	\$151,728,521	\$169,801,775
Total Disbursements	\$115,035,999	\$147,234,290	\$151,728,521	\$169,801,775
Ending Balance	\$8,958,466	\$0	\$0	\$0

¹ FY 2002 Actuals reflect audit adjustments included in the FY 2002 Comprehensive Annual Financial Report (CAFR). The FY 2002 Audit Package detailing all of these changes will be included in the County's FY 2003 Third Quarter Review.

² The FY 2003 Revised Budget Plan reflects adjustments adopted by the Fairfax County School Board on November 21, 2002, during their FY 2003 Midyear Review. The Fairfax County School Board adjustments will be officially reflected in the County's FY 2003 Third Quarter Review, which will be acted on by the Board of Supervisors in April 2003.

³ The Premium Stabilization reserve is appropriated for budgeting purposes to offset any fluctuations in health insurance costs during the fiscal year. However, it should be noted that the reserve is assumed to be carried forward as beginning balance for FY 2004.

FUND 592

PUBLIC SCHOOL CENTRAL PROCUREMENT

Purpose

The Public School Central Procurement Fund facilitates accounting of orders for textbooks, supplies, library materials, printing, and equipment for the Fairfax County Public Schools (FCPS). Central purchases processed through this fund will be charged to individual school accounts; therefore, this Internal Service clearing account does not increase the total FCPS budget. FY 2004 expenditures are estimated at \$14,000,000.

It should be noted that the following fund statement reflects the FY 2004 Fairfax County Public Schools Superintendent's Proposed Budget. Adjustments to this fund, adopted by the Fairfax County School Board on February 13, 2003, will be discussed in the Overview Volume of the FY 2004 Advertised Budget Plan.

FUND 592 PUBLIC SCHOOL CENTRAL PROCUREMENT

FUND STATEMENT

Fund Type G50, Internal Service Funds

Fund 592, Public Schools Central
Procurement

	FY 2002 Actual ¹	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan ²	FY 2004 Superintendent's Proposed
Beginning Balance	\$1,591,243	\$1,591,243	\$1,176,028	\$1,176,028
Revenue:				
Sales to Schools/Departments	\$11,220,582	\$14,000,000	\$14,000,000	\$14,000,000
Total Revenue	\$11,220,582	\$14,000,000	\$14,000,000	\$14,000,000
Total Available	\$12,811,825	\$15,591,243	\$15,176,028	\$15,176,028
Expenditures:				
Purchase for Resale	\$11,635,797	\$14,000,000	\$14,000,000	\$14,000,000
Total Expenditures	\$11,635,797	\$14,000,000	\$14,000,000	\$14,000,000
Total Disbursements	\$11,635,797	\$14,000,000	\$14,000,000	\$14,000,000
Ending Balance	\$1,176,028	\$1,591,243	\$1,176,028	\$1,176,028

¹ FY 2002 Actuals reflect audit adjustments included in the FY 2002 Comprehensive Annual Financial Report (CAFR). The FY 2002 Audit Package detailing all of these changes will be included in the County's *FY 2003 Third Quarter Review*.

² The *FY 2003 Revised Budget Plan* reflects adjustments adopted by the Fairfax County School Board on November 21, 2002, during their *FY 2003 Midyear Review*. The Fairfax County School Board adjustments will be officially reflected in the County's *FY 2003 Third Quarter Review*, which will be acted on by the Board of Supervisors in April 2003.



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TRUST FUNDS

Overview

Trust Funds account for assets held by the County in a trustee capacity and include four retirement trust funds and a holding fund for revenue collected for the Route 28 Taxing District.

Retirement Trust Funds

- ◆ Each of the four retirement funds derives income from employer contributions, employee contributions, and returns on investments. Payments are made from these funds to eligible retirees based on established benefit formulas. Three retirement trust funds comprise the Fairfax County Employee Retirement System and are administered by the Fairfax County Retirement Administration Agency. The fourth retirement fund is for educational employees and is administered by Fairfax County Public Schools.
 - **Fund 600 - Uniformed Retirement System**
 - **Fund 601 - Fairfax County Employee** (formerly Supplemental Retirement System)
 - **Fund 602 - Police Officers Retirement System**
 - **Fund 691 - Educational Employees Supplemental Retirement**

Route 28 Taxing District

- ◆ Fairfax County, in partnership with Loudoun County, formed the Route 28 Highway Transportation Improvement District in 1987. The District was formed to provide improvements to State Route 28 to accelerate planned highway improvements. The owners of industrial and commercial property within the District are subject to a maximum additional tax assessment of 20 cents per \$100 of assessed value.
 - **Fund 700 - Route 28 Taxing District**

EMPLOYEE RETIREMENT SYSTEMS OVERVIEW

Fairfax County Employee Retirement Systems include the Uniformed Retirement System (Fund 600), the Fairfax County Employees' Retirement System (Fund 601), and the Police Officers Retirement System (Fund 602). Each of these systems is funded from employees' contributions based on a fixed percentage of pay, County contributions based on a variable percentage of employee pay as determined by actuarial analysis, and return on investments. In order to assure the continued soundness of each fund, an actuarial valuation is conducted annually and, if appropriate, an adjustment is made to the employer's contribution rate.

For the Uniformed Retirement Trust Fund and the Police Officers Retirement Trust Fund, the full amount of the employer's contribution comes from Agency 89, Employee Benefits, in the County's General Fund. For the Fairfax County Employees' Retirement Trust Fund, the employer's contribution comes from two sources: Agency 89, Employee Benefits, for County employees; and Fairfax County Public Schools (FCPS) for school employees.

Based on the annual actuarial valuation, the employer's contribution rate for each of the three funds for FY 2004 is as follows:

Fund	FY 2003 Employer Contribution Rates (%)	FY 2004 Rates (%)	Basis Point Change (%) ¹	Net General Fund Impact
Police Officers	17.30	17.61	0.31	\$257,591
Fairfax County Employees' Retirement	6.00	6.13	0.13	\$320,057
Uniformed	21.65	21.90	0.25	<u>\$265,696</u>
Total				\$843,344

¹ The increase in the FY 2004 employer contribution rates is solely a result of the award of the additional COLA for retirees.

The increase in rates is necessary to fund the additional retiree cost of living increase benefit enhancement of 0.67 percent for the Police Officers System and 1.0 percent for Employees' and Uniformed Systems reviewed by the Board of Supervisors and approved by the Boards of Trustees, effective July 1, 2002. Following the currently effective actuarial funding policy, contribution rates are adjusted only to fund approved benefit enhancements and to recognize funding adjustments required when the funding ratio falls below 90 percent or rises above 120 percent. The actuarial results confirm that all three Systems are currently within the established funding corridor. The funding ratios for the three systems as of June 30, 2002 are:

Fund	June 30, 2001 (%)	June 30, 2002 (%)
Police Officers	99.0	95.8
Fairfax County Employees' Retirement	97.3	90.2
Uniformed	102.3	95.3

Note:

Based on past and year to date investment performance the funding ratios could conceivably fall outside of the corridor for the year ending June 30, 2003. This could have a significant impact on the FY 2005 employer contribution rates and correspondingly, employer contributions from the General Fund, other funds and the schools. No additional information is available at this time. Final information will be included in the FY 2005 budget.

EMPLOYEE RETIREMENT SYSTEMS OVERVIEW

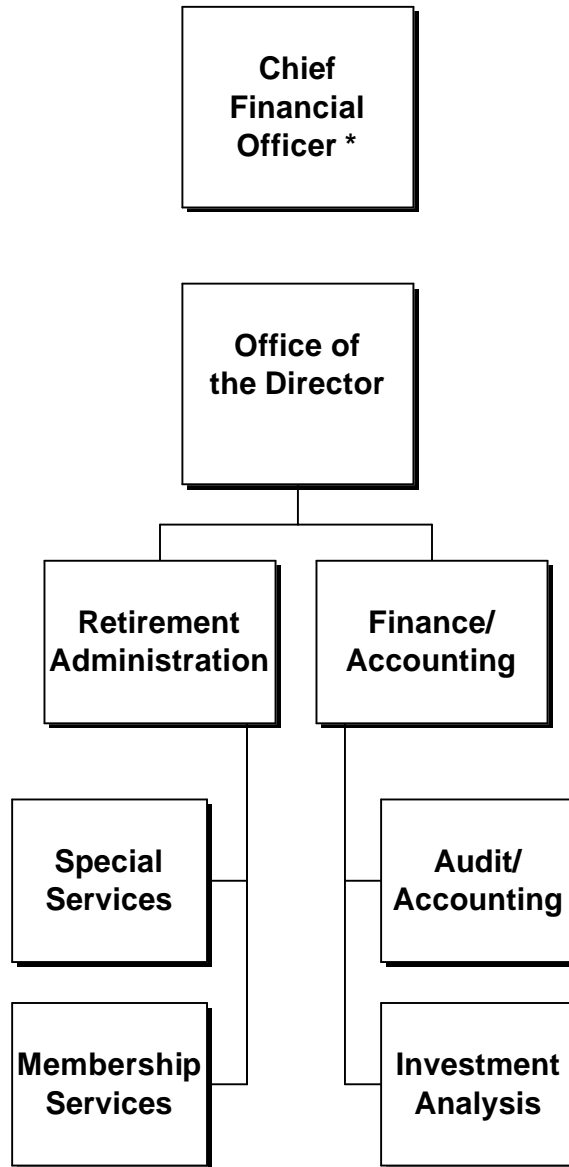
The following table displays relevant information about each retirement system:

EMPLOYEES COVERED					
Uniformed	Fairfax County Employees' Retirement			Police Officers	
Fire and Rescue Personnel; Uniformed Office of Sheriff employees; Game and Animal Wardens; Helicopter Pilots.	County employees not covered under Uniformed or Police Officers System; certain FCPS employees including food service, custodial, bus drivers, part-time and substitute teachers, maintenance staff.			Fairfax County Police Officers.	
CONDITIONS OF COVERAGE					
Uniformed	Fairfax County Employees' Retirement			Police Officers	
At age 55 with 6 years of service or after 25 years of service.	At age 65 with 5 years of service or earlier when age and years of service combined equal 80 or, for reduced "early retirement" benefits, 75. Not before age 50.			At age 55 or after 20 years of police service if hired before 7/1/81; or 25 years of service if hired on or after 7/1/81.	
EMPLOYEE CONTRIBUTION					
	Uniformed		Fairfax County Employees' Retirement		Police Officers
	Plan A	Plan B	Plan A	Plan B	
Up to Wage Base	4.00%	7.08%	4.00%	5.33%	12.00% of Pay
Above Wage Base	5.33%	8.83%	5.33%	5.33%	
Plan C	4.00%				
Plan D	7.08%				
EMPLOYER CONTRIBUTION Rate Structure / FY 2004 Estimate					
Uniformed	Fairfax County Employees' Retirement			Police Officers	
21.90% \$21,905,589	County 6.13% / \$23,505,044 Schools 6.13% / \$8,559,240			17.61% \$13,596,754	

EMPLOYEE RETIREMENT SYSTEMS OVERVIEW

INVESTMENT MANAGERS AS OF JUNE 30, 2002		
Uniformed	Fairfax County Employees' Retirement	Police Officers
<ul style="list-style-type: none"> ▪ Barclays Global Investors ▪ Credit Suisse Asset Management ▪ Cohen & Steers Capital Management ▪ J.L Kaplan Associates, L.L.C. ▪ JP Morgan Investment Management ▪ Pantheon Ventures ▪ Lazard Asset Management ▪ Marathon-London ▪ Mellon Bond Associates ▪ Payden & Rygel Investment Counsel ▪ State Street Global Advisors ▪ Schroder Capital Management International, Inc. ▪ UBS Global Asset Management 	<ul style="list-style-type: none"> ▪ Barclays Global Investors ▪ The Clifton Group ▪ Cohen & Steers Capital Management, Inc. ▪ DSI International ▪ JP Morgan Investment Management, Inc. ▪ Lazard Asset Management ▪ MacKay Shields ▪ Mellon Bond Associates ▪ M.W. Post Advisory Group, L.L.C. ▪ Payden and Rygel Investment Counsel ▪ Schroder Capital Management International, Inc. ▪ Shenkman Capital Management ▪ Trust Company of the West ▪ Robert E. Torray & Co., Inc. ▪ Thompson Hortstman and Bryant ▪ Wanger Asset Management, L.P. 	<ul style="list-style-type: none"> ▪ Capital Guardian Trust Co. ▪ Cohen & Steers Capital Management, Inc. ▪ Credit Suisse Asset Management ▪ Dodge & Cox, Inc. ▪ Robert E. Torray & Co., Inc. ▪ State Street Capital Management ▪ Janus Capital ▪ Oak Associates ▪ Mellon Bond Associates ▪ Pacific Investment Management Co.

RETIREMENT ADMINISTRATION AGENCY



* The Chief Financial Officer has a liaison role for strategic direction and oversight of this agency; however, for budget purposes, that position and associated funding are reflected within the Department of Management and Budget.

RETIREMENT ADMINISTRATION AGENCY

Agency Position Summary

21 Regular Positions / 21.0 Regular Staff Years

Position Detail Information

OFFICE OF THE DIRECTOR

1 Executive Director
1 Admin Asst III
1 Admin Asst II
1 Admin Asst I
4 Positions
4.0 Staff Years

Investment Analysis

1 Investment Analyst
1 Senior Investment Manager
2 Positions
2.0 Staff Years

RETIREMENT ADMINISTRATION

1 Retirement Administrator
1 Position
1.0 Staff Year

¹ 1/1.0 SYE Accountant II is financed by Fund 500, Retiree Health Benefits. The remaining 20/20.0 SYE positions are financed jointly by the three retirement trust funds (Funds 600, 601, and 602).

Special Services

1 Programmer Analyst II
1 Programmer Analyst III
1 Information Officer II
3 Positions
3.0 Staff Years

Membership Services

1 Management Analyst II
3 Retirement Counselors
4 Admin Asst. II
8 Positions
8.0 Staff Years

FINANCE/ACCOUNTING

1 Investment Manager
1 Position
1.0 Staff Year

Audit/Accounting

1 Accountant II¹
1 Admin Asst III
2 Positions
2.0 Staff Years

RETIREMENT ADMINISTRATION AGENCY

Agency Mission

To assure the successful financial and administrative operation of the three Fairfax County employee retirement systems (Fairfax County Employees' Retirement, Uniformed and Police Officers), to accurately process payments of the Retiree Health Benefits Fund, and to provide comprehensive information regarding retirement plan benefits to all active employees and retirees covered by County retirement plans.

Agency Summary ¹				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	21/ 21	21/ 21	21/ 21	21/ 21
Expenditures:				
Personnel Services	\$3,252,245	\$3,693,322	\$3,693,322	\$4,532,778
Operating Expenses	133,108,525	155,466,942	155,471,980	168,603,483
Capital Equipment	0	0	0	0
Total Expenditures	\$136,360,770	\$159,160,264	\$159,165,302	\$173,136,261

¹ The table above includes all of the three County retirement funds (Funds 600, 601, and 602) as well as the Retiree Health Benefits Fund (Fund 500) which are administered by this Agency and to which all costs of agency administration are apportioned. Further details on Fund 500, including the fund statement, may be found under the Internal Service Fund section in this volume.

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
600 Uniformed Employees Retirement Trust Fund	\$23,273,449	\$32,301,833	\$32,301,833	\$34,184,624
601 Fairfax County Employees' Retirement Trust Fund	83,100,647	93,335,300	93,340,338	101,061,628
602 Police Retirement Trust Fund	27,947,457	31,223,195	31,223,195	34,797,219
Subtotal Retirement Trust Funds	\$134,321,553	\$156,860,328	\$156,865,366	\$170,043,471
500 Retiree Health Benefits Fund	\$2,039,217	\$2,299,936	\$2,299,936	\$3,092,790
Total Expenditures	\$136,360,770	\$159,160,264	\$159,165,302	\$173,136,261

Purpose

Under the direction of the Boards of Trustees for the Police Officers, Fairfax County Employees' Retirement, and Uniformed Retirement Systems, the Retirement Administration Agency processes benefit payments to eligible Fairfax County retirees and beneficiaries. The agency also processes payments for the retiree health benefit subsidy from the Retiree Health Benefits Fund and provides counseling and comprehensive information pertaining to benefits to active and retired County employees.

The agency oversees the financial management of the retirement systems, including the management and investment of the retirement trust funds which totaled \$2,907,838,824 as of June 30, 2002. At the end of FY 2002, the retirement trust funds were invested as follows: 39 percent domestic equities, 40 percent fixed income securities, 13 percent international equities, and 8 percent real estate investment trusts (REITs).

RETIREMENT ADMINISTRATION AGENCY

FY 2004 Initiatives

- ◆ Continue to identify and implement opportunities to optimize the use of information and technology, including the County's Infoweb, to enhance service delivery. Specific initiatives currently identified include document scanning for archival and back-up of records and providing members with the ability to obtain benefit estimates on-line.

Performance Measurement Results

For the second year in a row, investment returns for each of the three retirement systems in FY 2002 were below the long-term average rate of 7.5 percent assumed for actuarial purposes. Returns were minus 3.90 percent for the Employees' System, minus 4.75 percent for Police Officers and minus 4.63 percent for Uniformed. These results reflect a significant decline in the stock markets combined with strong returns in both the fixed income markets and real estate investment trusts. While all three systems' returns were negative, the plans continue to perform well relative to their peers. In the universe of public funds used to assess relative performance, returns for the Employees' system were in the 22nd percentile, outperforming 78 percent of other public funds. Returns for the Uniformed System were in the 30th percentile and Police Officers returns were in the 35th percentile. These strong relative results reflect somewhat conservative asset allocations as well as value added by active managers.

Funding Adjustments

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

- ◆ An increase of \$839,456 in Personnel Services including \$50,956 associated with salary adjustments necessary to support the County's compensation program and an increase in retiree health subsidy payments of \$788,500.
- ◆ A net increase of \$13,087,117 in Operating Expenses reflects increased payments of \$14,828,997 to retirees due to a higher number of retirees and higher individual payment levels, and an increase in payments to beneficiaries of \$265,644 offset by a net decrease in the allowance for refunds of \$992,000 based on projected turnover of active members, and a decrease of \$1,015,524 in investment management fees due to a reduction in asset values.
- ◆ A net increase of \$44,386 in Operating Expenses primarily due to increases in computer hardware and software, postage, actuarial services and insurance offset by decreases in banking services costs, computer mainframe charges, and anticipated legal service fees.

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, an amount of \$5,038 was added due to encumbered carryover.

Performance Measures

Objectives

- ◆ To maintain at 100 percent the number of retiree benefit payments processed on time.
- ◆ To achieve at least a 7.5 percent return on investment over rolling three year periods.
- ◆ To achieve realized return on investment commensurate with the S&P 500 Index and the Lehman Brothers Aggregate Bond Index.

RETIREMENT ADMINISTRATION AGENCY

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Members: Fairfax County Employees (1)	16,801	17,127	17,389 / 17,532	17,669	17,827
Members: Uniformed	2,159	2,177	2,235 / 2,286	2,299	2,381
Members: Police Officers	1,698	1,752	1,798 / 1,815	1,847	1,921
Return on investment: Fairfax County Employees	\$106,500,910	(\$4,202,736)	\$144,612,615 / (\$69,320,270)	\$142,908,903	\$135,000,817
Return on investment: Uniformed	\$34,013,896	(\$17,073,855)	\$52,527,977 / (\$30,009,656)	\$51,711,932	\$49,513,911
Return on investment: Police Officers	\$47,509,347	(\$16,641,031)	\$49,612,079 / (\$28,285,518)	\$48,625,737	\$45,720,736
Efficiency:					
Cost per member: Fairfax County Employees	\$45	\$43	\$42 / \$43	\$46	\$45
Cost per member: Uniformed	\$102	\$107	\$105 / \$99	\$114	\$109
Cost per member: Police Officers	\$123	\$136	\$124 / \$114	\$138	\$131
Investment costs as a percent of assets: Fairfax County Employees (2)	0.26%	0.28%	0.27% / 0.34%	0.48%	0.44%
Investment costs as a percent of assets: Uniformed	0.30%	0.27%	0.27% / 0.26%	0.44%	0.50%
Investment costs as a percent of assets: Police Officers	0.47%	0.45%	0.48% / 0.42%	0.47%	0.47%
Service Quality:					
Percent of retiree checks issued within schedule time frame: Fairfax County Employees	100%	100%	100% / 100%	100%	100%
Percent of retiree checks issued within schedule time frame: Uniformed	100%	100%	100% / 100%	100%	100%
Percent of retiree checks issued within schedule time frame: Police Officers	100%	100%	100% / 100%	100%	100%
Return compared to assumed actuarial rate (7.5%): Fairfax County Employees	5.89%	(0.19%)	7.50% / (3.90%)	7.50%	7.50%
Return compared to assumed actuarial rate (7.5%): Uniformed	5.18%	(2.58%)	7.50% / (4.63%)	7.50%	7.50%

RETIREMENT ADMINISTRATION AGENCY

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Return compared to assumed actuarial rate (7.5%): Police Officers	7.77%	(2.72%)	7.50% / (4.75%)	7.50%	7.50%
Large cap domestic equity return compared to S&P 500 Index: S&P 500 Index	7.24%	(14.83%)	NA / (17.97%)	NA	NA
Large cap domestic equity return compared to S&P 500 Index: Fairfax County Employees	3.34%	(14.01%)	NA / (17.65%)	NA	NA
Large cap domestic equity return compared to S&P 500 Index: Uniformed	2.82%	(13.28%)	NA / (17.60%)	NA	NA
Large cap domestic equity return compared to S&P 500 Index: Police Officers	1.64%	(18.20%)	NA / (19.17%)	NA	NA
Fixed income return compared to the Lehman Aggregate Bond Index: Lehman Aggregate Bond Index	4.56%	11.23%	NA / 8.63%	NA	NA
Fixed income return compared to the Lehman Aggregate Bond Index: Fairfax County Employees	4.27%	11.20%	NA / 8.87%	NA	NA
Fixed income return compared to the Lehman Aggregate Bond Index: Uniformed	4.76%	10.07%	NA / 3.91%	NA	NA
Fixed income return compared to the Lehman Aggregate Bond Index: Police Officers	3.94%	12.76%	NA / 6.13%	NA	NA

RETIREMENT ADMINISTRATION AGENCY

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Outcome:					
Percent of retiree payments processed on time: Fairfax County Employees	100%	100%	100% / 100%	100%	100%
Percent of retiree payments processed on time: Uniformed	100%	100%	100% / 100%	100%	100%
Percent of retiree payments processed on time: Police Officers	100%	100%	100% / 100%	100%	100%
Deviation from actuarial rate of return (total plan): Fairfax County Employees	1.6%	7.7%	0.0% / (11.4%)	0.0%	0.0%
Deviation from actuarial rate of return (total plan): Uniformed	(2.3%)	(10.1%)	0.0% / (12.1%)	0.0%	0.0%
Deviation from actuarial rate of return (total plan): Police Officers	(0.3%)	(10.2%)	0.0% / (12.3%)	0.0%	0.0%
Deviation from S&P 500 (large cap equities): Fairfax County Employees	(3.9%)	0.8%	0.0% / 0.3%	0.0%	NA
Deviation from S&P 500 (large cap equities): Uniformed	(4.4%)	1.5%	0.0% / 0.4%	0.0%	NA
Deviation from S&P 500 (large cap equities): Police Officers	(5.6%)	(3.4%)	0.0% / (1.2%)	0.0%	NA
Deviation from Lehman Aggregate (fixed income): Fairfax County Employees	(0.3%)	0.0%	0.0% / 0.2%	0.0%	NA
Deviation from Lehman Aggregate (fixed income): Uniformed	(0.2%)	(1.2%)	0.0% / (4.7%)	0.0%	NA
Deviation from Lehman Aggregate (fixed income): Police Officers	(0.6%)	1.5%	0.0% / (2.5%)	0.0%	NA

(1) This indicator was previously reported separately as number of retirees and number of active members. Beginning in FY 2001, these indicators were combined and are now shown as the total number of members.

(2) This indicator was previously reported as investment costs as a percentage of earnings. However, beginning in FY 2001, the indicator was revised and now reflects the costs as a percentage of assets.

RETIREMENT ADMINISTRATION AGENCY

FUND STATEMENT

Fund Type G60, Pension Trust Funds

Fund 600, Uniformed Retirement

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$644,181,059	\$692,827,700	\$617,625,402	\$662,457,541
Revenue:				
Employer Contributions	\$18,778,608	\$18,016,014	\$18,016,014	\$21,905,589
Employee Contributions	6,861,311	7,279,026	7,279,026	7,690,281
Employee Payback	63,674	127,000	127,000	57,000
Return on Investments ¹	12,801,942	51,711,932	51,711,932	49,513,911
Total Realized Revenue	\$38,505,535	\$77,133,972	\$77,133,972	\$79,166,781
Unrealized Gain (Loss) ²	(\$41,787,743)	\$0	\$0	\$0
Total Revenue	(\$3,282,208)	\$77,133,972	\$77,133,972	\$79,166,781
Total Available	\$640,898,851	\$769,961,672	\$694,759,374	\$741,624,322
Expenditures:				
Administrative Expenses	\$559,856	\$684,869	\$684,869	\$678,665
Investment Services ¹	2,273,908	2,804,965	2,804,965	3,145,959
Payments to Retirees	19,797,427	27,920,347	27,920,347	29,592,463
Beneficiaries	351,292	486,652	486,652	492,537
Refunds	290,966	405,000	405,000	275,000
Total Expenditures	\$23,273,449	\$32,301,833	\$32,301,833	\$34,184,624
Total Disbursements	\$23,273,449	\$32,301,833	\$32,301,833	\$34,184,624
Ending Balance	\$617,625,402	\$737,659,839	\$662,457,541	\$707,439,698
PC Replacement Reserve ³	5,254	6,064	6,064	6,874
Unreserved Balance	\$617,620,148	\$737,653,775	\$662,451,477	\$707,432,824

¹ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment of \$1,023,854.94 has been reflected as an increase in FY 2002 revenue and expenditures. FY 2002 actuals are adjusted to reflect compliance with Governmental Accounting Standards Board (GASB) Statement 28 which requires segregation of income and expenditures associated with securities lending transactions. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the *FY 2003 Third Quarter Package*. It should be noted that prior to GASB 28 the retirement systems reflected net income from securities lending as part of return on investment.

² Unrealized gain/loss will be reflected as an actual revenue at the end of each fiscal year.

³ Computer equipment reserve established for the timely replacement of obsolete computer equipment used for retirement operations.

RETIREMENT ADMINISTRATION AGENCY

FUND STATEMENT

Fund Type G60, Pension Trust Funds

Fund 601, Fairfax County
Employees' Retirement

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$1,811,980,376	\$1,924,730,337	\$1,716,935,570	\$1,821,281,821
Revenue:				
County Employer Contributions	\$22,800,675	\$22,364,457	\$22,364,457	\$23,505,044
County Employee Contributions	17,274,569	17,232,716	17,232,716	18,771,339
School Employer Contributions	8,283,131	8,143,901	8,143,901	8,559,240
School Employee Contributions	6,456,012	6,701,612	6,701,612	7,299,965
Employee Payback	661,791	335,000	335,000	457,000
Return on Investments ¹	17,469,418	142,908,903	142,908,903	135,000,817
Total Realized Revenue	\$72,945,596	\$197,686,589	\$197,686,589	\$193,593,405
Unrealized Gain (Loss) ²	(\$84,889,755)	\$0	\$0	\$0
Total Revenue	(\$11,944,159)	\$197,686,589	\$197,686,589	\$193,593,405
Total Available	\$1,800,036,217	\$2,122,416,926	\$1,914,622,159	\$2,014,875,226
Expenditures:				
Administrative Expenses	\$1,563,941	\$1,872,035	\$1,877,073	\$1,829,378
Investment Services ¹	6,883,000	8,669,284	8,669,284	7,508,764
Payments to Retirees	69,068,381	75,935,749	75,935,749	86,249,114
Beneficiaries	1,810,383	2,103,232	2,103,232	2,060,372
Refunds	3,774,942	4,755,000	4,755,000	3,414,000
Total Expenditures	\$83,100,647	\$93,335,300	\$93,340,338	\$101,061,628
Total Disbursements	\$83,100,647	\$93,335,300	\$93,340,338	\$101,061,628
Ending Balance	\$1,716,935,570	\$2,029,081,626	\$1,821,281,821	\$1,913,813,598
PC Replacement Reserve ³	28,296	35,856	35,856	43,416
Unreserved Balance	\$1,716,907,274	\$2,029,045,770	\$1,821,245,965	\$1,913,770,182

¹ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment of \$1,899,933.43 has been reflected as an increase in FY 2002 revenue and expenditures. FY 2002 actuals are adjusted to reflect compliance with Governmental Accounting Standards Board (GASB) Statement 28 which requires segregation of income and expenditures associated with securities lending transactions. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the *FY 2003 Third Quarter Package*. It should be noted that prior to GASB 28 the retirement systems reflected net income from securities lending as part of return on investment.

² Unrealized gain/loss will be reflected as an actual revenue at the end of each fiscal year.

³ Computer equipment reserve established for the timely replacement of obsolete computer equipment used for retirement operations.

RETIREMENT ADMINISTRATION AGENCY

FUND STATEMENT

Fund Type G60, Pension Trust Funds

Fund 602, Police Retirement

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$605,386,894	\$650,797,742	\$573,316,655	\$615,575,602
Revenue:				
Employer Contributions	\$15,077,920	\$16,007,754	\$16,007,754	\$13,596,754
Employee Contributions	8,292,195	8,815,651	8,815,651	9,265,250
Employee Payback	57,401	33,000	33,000	38,000
Return on Investments ¹	14,595,533	48,625,737	48,625,737	45,720,736
Total Realized Revenue	\$38,023,049	\$73,482,142	\$73,482,142	\$68,620,740
Unrealized Gain (Loss) ²	(\$42,145,831)	\$0	\$0	\$0
Total Revenue	(\$4,122,782)	\$73,482,142	\$73,482,142	\$68,620,740
Total Available	\$601,264,112	\$724,279,884	\$646,798,797	\$684,196,342
Expenditures:				
Administrative Expenses	\$541,583	\$672,790	\$672,790	\$637,677
Investment Services ¹	2,768,935	2,812,981	2,812,981	2,616,983
Payments to Retirees	22,828,112	26,112,971	26,112,971	29,136,487
Beneficiaries	1,209,700	1,192,453	1,192,453	1,495,072
Refunds	599,127	432,000	432,000	911,000
Total Expenditures	\$27,947,457	\$31,223,195	\$31,223,195	\$34,797,219
Total Disbursements	\$27,947,457	\$31,223,195	\$31,223,195	\$34,797,219
Ending Balance	\$573,316,655	\$693,056,689	\$615,575,602	\$649,399,123
PC Replacement Reserve ³	5,254	6,064	6,064	6,874
Unreserved Ending Balance	\$573,311,401	\$693,050,625	\$615,569,538	\$649,392,249

¹ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment of \$735,220.64 has been reflected as an increase in FY 2002 revenue and expenditures. FY 2002 actuals are adjusted to reflect compliance with Governmental Accounting Standards Board (GASB) Statement 28 which requires segregation of income and expenditures associated with securities lending transactions. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the *FY 2003 Third Quarter Package*. It should be noted that prior to GASB 28 the retirement systems reflected net income from securities lending as part of return on investment.

² Unrealized gain/loss will be reflected as an actual revenue at the end of each fiscal year.

³ Computer equipment reserve established for the timely replacement of obsolete computer equipment used for retirement operations.

FUND 691 EDUCATIONAL EMPLOYEES' SUPPLEMENTARY RETIREMENT

Purpose

Retirement benefits for contributing members are budgeted in the Educational Employees' Supplementary Retirement Fund. Funding is provided from employee and employer contributions and return on investment of the fund's assets. FY 2004 expenditures are estimated at \$141,614,896.

It should be noted that the following fund statement reflects the FY 2004 Fairfax County Public Schools Superintendent's Proposed Budget. Adjustments to this fund, adopted by the Fairfax County School Board on February 13, 2003, will be discussed in the Overview Volume of the FY 2004 Advertised Budget Plan.

FUND 691 EDUCATIONAL EMPLOYEES' SUPPLEMENTARY RETIREMENT

FUND STATEMENT

Fund Type G60, Trust and Agency Funds

Fund 691, Educational Employees'
Supplementary Retirement

	FY 2002 Actual ¹	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan ²	FY 2004 Superintendent's Proposed ²
Beginning Balance	\$1,488,764,682	\$1,558,436,729	\$1,369,372,874	\$1,407,516,560
Receipts:				
Contributions	\$49,321,779	\$56,009,450	\$56,009,450	\$67,020,815
Investment Income	(60,706,645)	112,100,000	112,100,000	110,000,000
Total Revenue	(\$11,384,866)	\$168,109,450	\$168,109,450	\$177,020,815
Total Available	\$1,477,379,816	\$1,726,546,179	\$1,537,482,324	\$1,584,537,375
Total Expenditures	\$108,006,942	\$129,944,215	\$129,965,764	\$141,614,896
Total Disbursements	\$108,006,942	\$129,944,215	\$129,965,764	\$141,614,896
Ending Balance	\$1,369,372,874	\$1,596,601,964	\$1,407,516,560	\$1,442,922,479

¹ FY 2002 Actuals reflect audit adjustments included in the FY 2002 Comprehensive Annual Financial Report (CAFR). The FY 2002 Audit Package detailing all of these changes will be included in the County's *FY 2003 Third Quarter Review*.

² The *FY 2003 Revised Budget Plan* reflects adjustments adopted by the Fairfax County School Board on November 21, 2002, during their *FY 2003 Midyear Review*. The Fairfax County School Board adjustments will be officially reflected in the County's *FY 2003 Third Quarter Review*, which will be acted on by the Board of Supervisors in April 2003.

FUND 700

ROUTE 28 TAXING DISTRICT

Purpose

Fairfax County, in partnership with Loudoun County, formed the Route 28 Highway Transportation Improvement District on December 21, 1987. Under Virginia law such a district may be formed only upon the joint petition of owners of at least 51 percent of the land area in each County which is within the boundaries of the proposed district and which has been zoned or is used for commercial or industrial purposes. The District was formed to provide improvements to State Route 28 which connects State Route 7 in eastern Loudoun County to U.S. Route 50 and Interstate 66 in western Fairfax County, running approximately parallel to the County's western border. State Route 28 provides access to Dulles International Airport, along with the Dulles Access Road, which connects the Capital Beltway to Dulles International Airport. This District was formed upon landowner petition to accelerate planned highway improvements proposed by the State which relied primarily on slower pay-as-you-go financing from the Northern Virginia region's share of the State primary road fund allocation.

The District, administered by a Commission appointed by the Board of Supervisors of both Counties, may subject the owners of industrial and commercial property within the District to a maximum additional tax assessment of 20 cents per \$100 of assessed value. These funds, in addition to funds received through the State Primary Road Fund allocation formula, are to be used for the road improvements and debt service on bonds issued by the State. Improvements completed for Phase I of the Route 28 project included widening the existing road from two to six lanes and upgrading three major intersections. Any debt issued by the State to fund road improvements in the District will not become an obligation of Fairfax County. Legislation authorizing the issuance of revenue bonds up to \$160.7 million plus issuance expenses to finance the Phase I improvements to Route 28 was enacted during the 1988 Virginia General Assembly and became effective July 1, 1988. This legislation stipulates that the additional tax assessment in the District and funds allocated to the highway construction district, in which Route 28 lies, would reimburse the State for its debt service payments on its bonds. The Commonwealth issued \$138.5 million in revenue bonds for the District in September 1988.

Fairfax County and Loudoun County have entered into a contract with the District and agreed to levy an additional tax assessment as requested by the District, collect the tax, and pay all tax revenues to the Commonwealth Transportation Board. The contract specifies that the counties shall pay all revenues collected on behalf of the District to a Trustee jointly designated by the CTB and the counties and the District in turn shall notify the County of the required payment and request a rate sufficient to collect that amount, up to a maximum of 20 cents per \$100 of assessed value.

FUND 700

ROUTE 28 TAXING DISTRICT

FY 2004 Initiatives

In FY 2004, an amount of \$5,973,407 has been included for Fairfax County collections based on the assessed real estate value in the Route 28 District and estimated tax collections. FY 2001 was the first year in its history that the District was able to pay the entire debt service requirement without State contributions. In accordance with the terms of the contract, the District must pay the full debt requirement for two years before the tax rate can be reduced.

In August 2002 Fairfax County, Loudoun County, the Commonwealth Transportation Board and the Fairfax County Economic Development Authority entered into new contractual agreements that will provide for construction of a portion of additional improvements on Route 28 (Phase II improvements). Specifically, six separated grade interchanges will be constructed to ease traffic congestion. Funding totaling \$204.9 million is made available from a joint financing plan that provides \$78.5 million from State Commonwealth Transportation Board (CTB) funds allocated from the state six-year primary and secondary road plan, approximately \$36.4 million of remaining CTB Route 28 bond authorization, and \$90 million of bond funds to be issued by the EDA and supported by the two counties. The funded Phase II improvements are expected to cost \$198.3 million to complete. The remaining \$6.6 million surplus is available as contingency or for future improvements. Remaining unfunded Phase II improvements include the completion of 4 other interchanges and widening a portion of the highway to 8 lanes. Funding for these improvements will be addressed at a later date.

All bond issues will be fully supported by District tax revenue. In order to maximize revenues available for new debt service, the CTB refunded its outstanding 1992 bonds in October, 2002. At the same time the CTB issued \$36.4 million of new bonds for construction, representing the balance of bond authorization remaining from the 1987 resolution. The Fairfax County EDA expects to issue the local bonds in 2003 and 2004. In the event that District revenues are not sufficient to make debt service payments, the State bonds are backed by the appropriated state allocations to the Northern Virginia Transportation District up to an amount of \$51,875,000 in cumulative actual payments since 1988. Total contributions since inception through October 1, 2002 were \$36,174,633. The EDA bonds will be supported by a Revenue Stabilization Fund (RSF) equal to maximum annual EDA debt service created from surplus revenue collections. As a further credit enhancement for the proposed EDA bonds, both Fairfax and Loudoun Counties have pledged a joint moral obligation in the event that tax revenues and the RSF are not sufficient to support EDA debt service. The following chart depicts the anticipated financing structure.

FUND 700 ROUTE 28 TAXING DISTRICT

Route 28 Project Financing Plan

Fiscal Year	District Revenues ¹	CTB Annual Debt Service ²	EDA Annual Debt Service ³	Total Annual Debt Service	Excess Revenues	Cumulative Excess Revenues ⁴
2002					\$0	\$3,400,873
2003	\$11,723,000	\$4,656,294		\$4,656,294	7,066,706	10,467,579
2004	12,074,690	7,523,176		7,523,176	4,551,514	15,019,093
2005		7,531,145		7,531,145		
2006		7,258,145		7,258,145		
2007		7,529,845		7,529,845		
2008		7,524,883		7,524,883		
2009		7,530,713		7,530,713		
2010		7,528,150		7,528,150		
2011		7,528,835		7,528,835		
2012		7,529,625		7,529,625		
2013		7,530,300		7,530,300		
2014		7,528,050		7,528,050		
2015		7,531,800		7,531,800		
2016		7,530,550		7,530,550		
2017		7,528,800		7,528,800		
2018		7,525,800		7,525,800		
2019		8,100,000		8,100,000		
2020		8,100,000		8,100,000		
2021		8,105,000		8,105,000		
2022		8,105,000		8,105,000		
2023		8,105,000		8,105,000		
2024		8,105,000		8,105,000		
2025		8,105,000		8,105,000		
2026		8,105,000		8,105,000		
2027		8,105,000		8,105,000		
2028		8,105,000		8,105,000		
2029		8,105,000		8,105,000		
2030		8,105,000		8,105,000		
2031		8,105,000		8,105,000		
2032		8,105,000		8,105,000		
Total	\$23,797,690	\$230,776,111	\$0	\$230,776,111	\$11,618,220	N/A

¹ Tax district revenues for FY 2004 are estimated at \$5,973,407 for Fairfax County. The balance of the estimate attributable to Loudoun County assumes an overall net growth of 3% for combined District revenues. Revenues may also include district buy-out proceeds and interest earnings.

² CTB Revenue Refunding and Revenue Bond Debt Service issue of September 26, 2002.

³ To be determined upon completion of EDA bond issues scheduled for 2003 and 2004 for an approximate aggregate amount of \$90,000,000.

⁴ FY 2002 represents funds on account with CTB after the refunding the 1992 bonds less FY 2003 collections from Fairfax included in the FY 2003 revenue estimates. Surplus revenues in succeeding years will accumulate to the credit of the RSF until an amount equal to maximum annual debt service is achieved. Surplus revenues available after achieving the full RSF funding may be used to fund additional Phase II improvements or reduce the tax rate in accordance with the District Contract.

FUND 700 ROUTE 28 TAXING DISTRICT

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ There have been no revisions to this fund since approval of the FY 2003 Adopted Budget Plan. The contractual changes required to support financing the Phase II improvements did not change the mechanism by which District taxes are assessed, collected and paid to the CTB.

FUND 700 ROUTE 28 TAXING DISTRICT

FUND STATEMENT

Fund Type G70, Agency Funds

Fund 700, Route 28 Taxing District

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$31,187	\$31,187	\$41,215	\$41,215
Revenue:				
Real Estate Taxes-Current ¹	\$6,140,415	\$6,863,962	\$6,863,962	\$5,973,407
Interest on Investments	10,936	0	0	0
Total Revenue	\$6,151,351	\$6,863,962	\$6,863,962	\$5,973,407
Total Available	\$6,182,538	\$6,895,149	\$6,905,177	\$6,014,622
Expenditures:				
Payments to the State	\$6,141,323	\$6,863,962	\$6,863,962	\$5,973,407
Total Expenditures	\$6,141,323	\$6,863,962	\$6,863,962	\$5,973,407
Total Disbursements	\$6,141,323	\$6,863,962	\$6,863,962	\$5,973,407
Ending Balance²	\$41,215	\$31,187	\$41,215	\$41,215

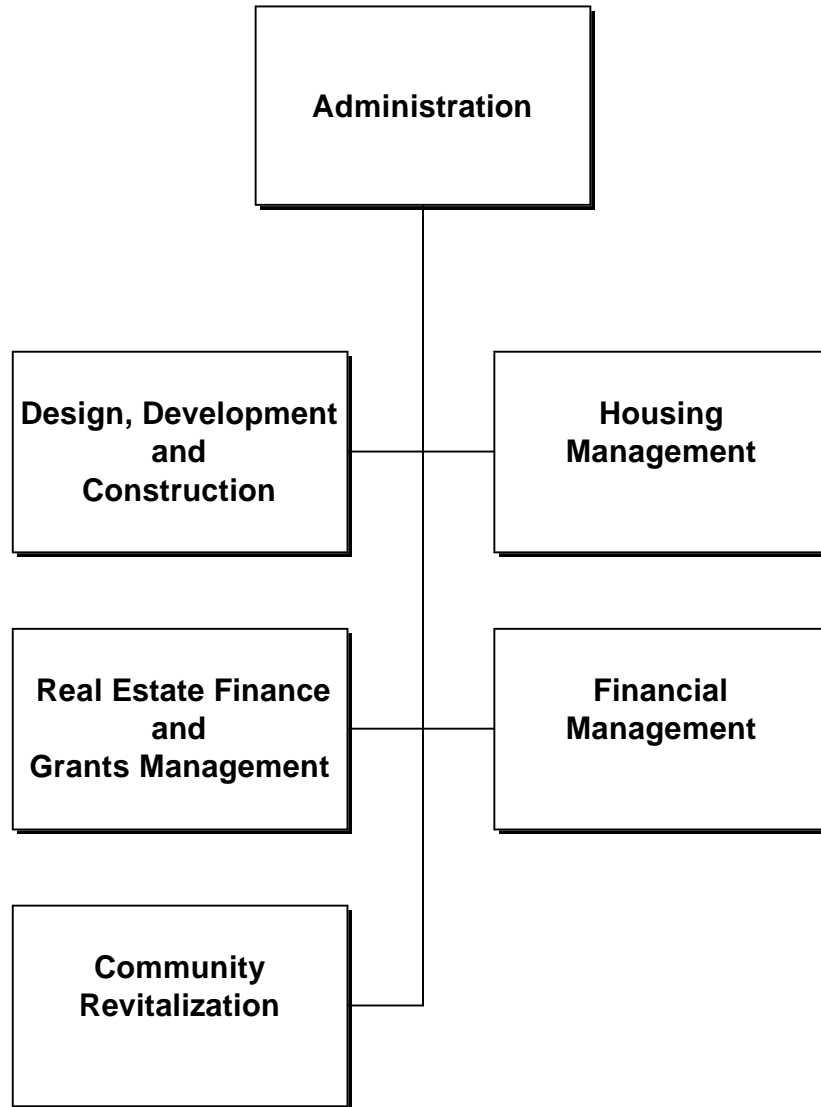
¹ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$41,454 has been reflected as a decrease to FY 2002 revenues to reflect actual collections. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustment will be included in the FY 2003 Third Quarter package.

² Accumulated interest earned on investments.



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DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT



HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

Agency Position Summary

226	Regular Positions (-1)	/	225.5	Regular Staff Years (-1.0)
<u>7</u>	Grant Positions	/	<u>7.0</u>	Grant Staff Years
233	Total Positions (-1)	/	232.5	Total Staff Years (-1.0)

Position Detail Information

ADMINISTRATION

General Fund:

1	Director
2	Deputy Directors
1	H/C Dev. Proj. Adm.
1	Management Analyst III
1	Info. Tech. Prog. Mgr. I
1	Programmer Analyst I
1	Info. Tech. Technician II
2	Administrative Assistants IV
<u>1</u>	Administrative Assistant II
11	Positions
11.0	Staff Years

Public Housing:

1	Network Tele. Analyst II
<u>1</u>	Programmer Analyst I
2	Positions
2.0	Staff Years

FCRHA:

1	Fiscal Administrator
1	Programmer Analyst II
1	Information Officer III
1	Information Officer II
<u>2</u>	Administrative Assistants IV
6	Positions
6.0	Staff Years

Section 8:

1	Network Tele. Analyst III
<u>1</u>	Programmer Analyst II
2	Positions
2.0	Staff Years

CDBG:

<u>1</u>	Management Analyst III
1	Position
1.0	Staff Year

HOUSING MANAGEMENT:

General Fund:

1	H/C Dev. Proj. Adm.
1	Housing Svcs. Spec. V
2	Housing Svcs. Specs. IV
1	Housing Svcs. Spec. III
4	Housing Svcs. Specs. II
1	Housing Svcs. Spec. I
1	Vehicle Maint. Coord.
1	Warehouse Supervisor
1	A/C Equipment Repairer
1	Locksmith II
2	Plumbers II
1	Carpenter I
1	Painter I
2	Hmn. Svcs. Assts.
1	Housing Manager
1	Administrative Assistant III
<u>2</u>	Administrative Assistants II
24	Positions
24.0	Staff Years

Elderly Housing Programs:

1	Housing Svcs. Spec. V
1	Housing Svcs. Spec. IV
2	Housing Svcs. Specs. II
1	Housing Svcs. Spec. I
1	Sr. Mech. Sys. Supvr.
1	Asst. Supvr. Fac. Support
1	Electrician II
3	Facility Attendants II (-1)
1	Gen. Bldg. Maint. Wkr. I
1	Administrative Assistant V
<u>1</u>	Maint. Trade Helper II
14	Positions (-1)
14.0	Staff Years (-1.0)

Public Housing:

1	DHCD Property Mgmt. Supvr.
1	Housing Services Specialist V
1	Housing Services Specialist IV
1	Housing Services Specialist III
7	Housing Services Specialists II
2	Hsg. Svcs. Specs. I 1PT
3	Senior Maintenance Supervisors
3	A/C Equipment Repairers
2	Carpenters II
1	Carpenter I
1	Painter I
2	General Bldg. Maint. Workers I
1	Administrative Assistant V
1	Administrative Assistant IV
3	Administrative Assistants II
1	Storekeeper
<u>1</u>	Warehouse Worker-Driver
32	Positions
31.5	Staff Years

Rental Program:

3	Hsg. Svcs. Specs. II
1	Electrician II
1	Engineering Tech. II
1	Painter II
2	Painters I
1	Plumber I
3	Gen. Bldg. Maint. Wrkrs. I
1	Administrative Assistant IV
<u>1</u>	Administrative Assistant II
14	Positions
14.0	Staff Years

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

HOUSING MGT. (CONT.):

Housing Partnerships:

2	Hsg. Svcs. Specs. III
2	Hsg. Svcs. Specs. II
2	Hsg. Svcs. Specs. I
2	Refr. & A/C Supvrs.
2	Gen. Bldg. Maint. Wrkrs. II
1	Carpenter II
1	Plumber I
2	Administrative Assistants III
14	Positions
14.0	Staff Years

Section 8:

2	Hsg. Svcs. Specs. IV 1G
3	Housing Svcs. Specs. III
19	Hsg. Svcs. Specs. II 2G
1	Human Services Coord. II
4	Human Services Assistants
1	Administrative Assistant V
1	Administrative Assistant IV
2	Administrative Assistants III
2	Administrative Assistants II
35	Positions
35.0	Staff Years

FCRHA:

1	Housing Svcs. Spec. III
1	Housing Svcs. Spec. II
2	Positions
2.0	Staff Years

CDBG:

1	Housing Svcs. Spec. V
1	Housing Svcs. Spec. IV
2	Housing Svcs. Specs. II
4	Positions
4.0	Staff Years

Public Housing/Modernization:

1	H/C Developer IV G
1	H/C Developer III G
1	Management Analyst I G
1	Engineer II G
4	Positions
4.0	Staff Years

DESIGN, DEVELOPMENT AND CONSTRUCTION

General Fund:

1	H/C Dev. Proj. Admin.
1	H/C Developer IV
1	H/C Developer III
1	Administrative Assistant IV
4	Positions
4.0	Staff Years

FCRHA:

2	H/C Developers IV
4	H/C Developers III
3	H/C Developers II
9	Positions
9.0	Staff Years

CDBG:

2	H/C Developers III
2	Positions
2.0	Staff Years

HOME:

1	H/C Developer IV
1	Position
1.0	Staff Year

FINANCIAL MANAGEMENT

General Fund:

1	Financial Manager
1	Fiscal Administrator
1	Management Analyst III
1	Accountant III
2	Accountants II
1	Administrative Assistant V
1	Administrative Assistant III
1	Administrative Assistant II
9	Positions
9.0	Staff Years

FCRHA:

2	Accountants III
1	Accountant II
1	Administrative Assistant IV
1	Administrative Assistant III
5	Positions
5.0	Staff Years

CDBG:

1	Accountant II
1	Administrative Assistant IV
2	Positions
2.0	Staff Years

Public Housing:

1	Chief Acctg. Fiscal Officer
1	Accountant II
4	Administrative Assistants III
1	Administrative Associate
7	Positions
7.0	Staff Years

Section 8:

1	Accountant I
1	Position
1.0	Staff Year

REAL ESTATE FINANCE AND GRANTS MANAGEMENT

General Fund:

1	H/C Developer IV
1	H/C Developer I
2	Positions
2.0	Staff Years

FCRHA:

1	H/C Developer IV
3	H/C Developers II
1	Management Analyst III
1	Administrative Assistant IV
6	Positions
6.0	Staff Years

CDBG:

1	Policy and Information Manager
3	H/C Developers IV
1	H/C Developer III
1	Maintenance Supervisor
1	Painter I
1	Carpenter I
1	Administrative Assistant IV
2	Administrative Assistants III
1	Maint. Trade Helper II
12	Positions
12.0	Staff Years

COMMUNITY REVITALIZATION

General Fund:

2	H/C Dev. Proj. Admins.
5	H/C Developers IV
1	Administrative Assistant IV
8	Positions
8.0	Staff Years

PT Denotes Part-Time Positions
G Denotes Grant Positions
(-) Denotes Abolished Position

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

Introduction

The Housing Overview section describes the programs and projects operated by the Fairfax County Department of Housing and Community Development (DHCD) and the multiple sources of funds that support these activities.

As a County agency, DHCD undertakes many programs on behalf of the Board of Supervisors. However, DHCD also serves as the administrative arm of the Fairfax County Redevelopment and Housing Authority (FCRHA), a separate legal entity that was established in 1966 pursuant to Chapter 1, Title 36 of the Code of Virginia. FCRHA's roles include planning, design, production, rehabilitation and maintenance of housing, primarily for low- and moderate-income households, and assisting in the revitalization of neighborhoods in Fairfax County. Eleven Commissioners are appointed to the FCRHA for four-year terms by the Board of Supervisors.

The sources supporting DHCD's operations include County funds, General Obligation bonds, Federal grants, private capital, and revenue from program operations (e.g. developer fees and rent from tenants of housing owned by the FCRHA and income from repayment of loans). As a result of these multiple, complex funding streams, DHCD has 20 funds. Some funds are appropriated by the Board of Supervisors while others are allocated by the FCRHA. All are included in this budget in order to provide a complete financial overview. These 20 funds encompass all of the operations of DHCD/FCRHA with the exception of several housing developments that are operated by outside management companies under contract with the FCRHA and/or are owned by the FCHRA in partnership with private investors. Separate financial records are maintained for these developments.

Expenditures supporting the DHCD and FCRHA activities are in the amount of \$73,954,206 including \$8,007,754 in General Fund support, \$12,320,778 in other County appropriated funds, and \$53,625,674 in non-County appropriated funds. Total receipts for FY 2004 are anticipated to be \$75,890,622 as shown on the Consolidated Fund Statement. Receipts from Federal/State sources are anticipated to be \$46,547,626, or 61.3 percent, of total funding sources. More detailed descriptions of FY 2004 funding levels may be found in the narratives for each Fund following this Overview.

Because DHCD's programs are supported by multiple sources of funds, the Agency Mission and Purpose, Program Goals, Key Accomplishments, FY 2004 Initiatives, and Performance Measures are consolidated in this Overview rather than appearing with each fund. Performance Measures for FY 2004 have been refined by the agency to better reflect the agency's mission and purpose as discussed below. These Performance Measures do not include statistics on the developments which are privately managed and/or owned by partnerships. This Overview also provides summary information on the organization, staffing, and consolidated budget for DHCD.

Agency Mission

To preserve and increase opportunities for affordable housing in Fairfax County based on need, community priorities, and the policy of the Board of Supervisors and the FCHRA. Driven by a community vision, to lead efforts to revitalize older areas of Fairfax County, to spur private reinvestment, maximize existing infrastructure and public investment, reverse negative perceptions, and create employment opportunities.

Purpose

DHCD connects with the residents of Fairfax County at their roots – home, neighborhood, and community. All DHCD programs, activities and services revolve around this important link and can be grouped in three service areas: Affordable Housing, Neighborhood Preservation and Revitalization, and Capital Formation and Capacity Building.

Affordable Housing service area supports individuals and families in finding homes that are both safe and affordable.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

Neighborhood Preservation and Revitalization service area focuses on preserving and improving neighborhoods. In addition, DHCD links residential and commercial neighbors to revitalize the entire community, and bring new vitality to aging areas.

Capital Formation and Capacity Building service area focuses on development of partnerships with private investors and other public agencies resulting in capital investment and financial support for the DHCD and FCRHA mission.

Highlighted below are the main functions included in each of the service areas. Additional information concerning the goals, accomplishments, and key initiatives in each of these areas can be found after this summary.

Affordable Housing:

First Time Home Buyers Program and Moderate Income Direct Sales Program

This function offers new and resale homes at below market prices. These homes are built by private developers and are located within neighborhoods throughout the County. DHCD markets the homes and, in some cases, provides financing assistance to first time homebuyers. Through FY 2002, 1,199 homes have been sold to first time homebuyers through these programs.

Downpayment and Closing Costs Loans

This activity assists home buyers in making a downpayment on a home and in covering closing costs.

FCRHA Rental Housing

This function provides housing with rents to fit incomes. It includes properties under the Fairfax County Rental Program (FCRP) for those with modest means as well as properties owned by limited partnerships affiliated with the FCRHA. In addition, it encompasses properties under the Fairfax County Public Housing Program and rental subsidies under the Fairfax County Housing Choice Voucher Program for those with very low incomes. These resources provide housing for over 5,600 low- and moderate- income households.

FCRHA Development Activities

DHCD, in conjunction with the FCRHA, facilitates the development of affordable housing by non-profit and for-profit developers through incentives and financing. DHCD and FCRHA also build and own housing for low- and moderate- income families and individuals, and households with special needs. In addition, FCRHA partners with private investors, through limited partnerships, to develop and operate affordable housing.

Elderly Housing

This activity provides 400 affordable living units at elderly housing properties in Fairfax, Herndon, the Springfield area, Lincolnia, and McLean. A new senior housing facility in the Mount Vernon area is also under development with occupancy anticipated in early 2003.

Neighborhood Preservation and Revitalization:

Fairfax County Revitalization Activities

These activities focus on overseeing preparation and implementation of revitalization strategies in seven designated commercial revitalization areas. They involve planning for a community vision and sense of place, design and creative approaches to redevelopment, marketing of local business, and attracting private development and investment.

Home Improvement Loan Program and Home Repair for the Elderly

These activities provide loans to homeowners (and some landlords) to fix up their properties. In addition, there is a crew to assist elderly homeowners in making minor repairs. In FY 2002, over \$562,083 was lent to homeowners for repairs and improvements to their property and 81 qualifying disabled or elderly homeowners received free repairs.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

Neighborhood Improvements

This activity is targeted at preservation and improvement in residential neighborhoods designated under the Community Improvement Program and in designated Conservation and Redevelopment areas. Following a community planning process and adoption of plans, the program also focuses on improvements to street, sidewalk, storm drainage and other infrastructure designed and constructed in conjunction with the Department of Public Works and Environmental Services (DPWES).

Blight Abatement

This activity addresses citizen concerns about specific properties which are abandoned, dilapidated or otherwise unsafe. Efforts are made to encourage property owners to abate identified blight. If these efforts fail, the County may take direct action to repair or demolish the property. Through the end of FY 2002, 167 blighted properties have been abated and 299 are under review.

Human Services

This activity provides resources to the County's non-profit partners through the Consolidated Community Funding Pool (CCFP) for critical human services such as youth programs, housing support services, and services targeted toward the County's immigrant population. A major portion of the funding comes from the Community Development Block Grant (CDBG), administered by DHCD, which also supports CCFP planning and administers contract awards. CCFP provided \$8.1 million in funding for these services in FY 2002.

Capital Formation and Capacity Building:

Funding Opportunities

This activity focuses on identifying and applying for available funding opportunities to leverage and supplement County funds for projects and programs. It includes Federal entitlement grants such as CDBG and HOME Investment Partnership Grant (HOME), other Federal, State and local grants and loans, and private financing.

Partnering

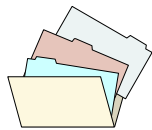
This activity links the FCRHA financing with the private sector (non-profit and for-profit) to generate additional financial resources. Non-profit corporations or limited liability companies formed by the FCRHA partner with private investors to benefit from Federal Low Income Housing Tax Credits to fund FCRHA affordable housing for families and seniors. In addition, FCRHA issues revenue bonds to raise funds from private investors to fund affordable housing and community facilities.

Consolidated Plan/Consolidated Community Funding Advisory Committee (CCFAC)

DHCD provides leadership in developing and implementing the County's annual Consolidated Plan in conjunction with the CCFAC, a citizens' committee. The Consolidated Plan is the required annual application for several entitlement grants to the County from the U.S. Department of Housing and Urban Development (HUD) which provided about \$8.8 million for local housing and community development programs in FY 2002.

These service areas encompass all of the activities of the 20 DHCD funds. The total FY 2004 Advertised Budget Plan of \$74.0 million can be distributed to these service areas and the general costs of running the department. The Affordable Housing Service Area utilizes approximately \$51.7 million of this total while the combined Neighborhood Preservation and Revitalization and Capital Formation and Capacity Building Service Areas total approximately \$14.5 million. The balance of approximately \$7.8 million funds general support of DHCD. It should be noted that many of the functional areas of DHCD cross these service areas so an exact allocation to the service areas is not possible. The *FY 2003 Revised Budget Plan* for DHCD totals \$134.7 million. The decrease of \$60.7 million in FY 2004 is primarily due to the fact that many of the projects in the Neighborhood Preservation and Revitalization and Capital Formation and Capacity Building Service Areas are funded on a multi-year basis. Previously allocated balances have been carried over into FY 2003 to allow for continuation of the projects.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW



Affordable Housing Service Area

Goal

To implement the Board of Supervisors' Affordable Housing Goal that "opportunities should be available to all who live or work in Fairfax County to purchase or rent safe, decent, affordable housing within their means". This goal will be achieved through providing development, technical assistance, and financing services in conjunction with the FCRHA and both for-profit and non-profit community partners; managing and maintaining quality affordable rental housing; administering rental housing subsidies in accordance with Federal regulations and local policies; and providing homeownership opportunities to eligible households.

Key Accomplishments

- ◆ Opened and occupied Phase II of Herndon Harbor House, a moderate income senior living facility containing 60 units.
- ◆ Completed renovations of 302 public housing units in FY 2002.
- ◆ Applied successfully, in partnership with a local non-profit, Psychiatric Rehabilitation Services, for a HUD Resident Opportunity and Supportive Services Grant, which provides innovative residential support services to disabled Fairfax County citizens residing in the Section 8 and Public Housing programs.
- ◆ Initiated two major workflow projects aimed at improving effectiveness and efficiency in the Housing Choice Voucher, Public Housing, and FCRP programs.
- ◆ Implemented a Project-Based Voucher Program, a new initiative that the FCRHA will use to convert 278 tenant based vouchers to site specific vouchers. These vouchers will support FCRHA strategic initiatives such as making transitional housing and housing for disabled citizens more affordable.
- ◆ Reorganized the Senior Housing and Services Branch to include responsibility for oversight of group homes, specialized housing programs. This reorganization gives a greater focus and centralization of services for disabled citizens, including oversight of and administration of the Reasonable Accommodation process.
- ◆ Won recognition both locally and nationally for housing program development and operation including: An Award of Merit from the National Association of Housing and Redevelopment Officials for DHCD Landlord Briefing Program (FY 2000).
- ◆ HUD High Performer recognition for HCD's performance in the Housing Choice Voucher program. This recognition was awarded for HCD's performance in FY 2001 under the Section 8 Management Assessment Program (SEMAP).
- ◆ HUD High Performer recognition for HCD's performance in the Public Housing Program. This recognition was awarded for HCD's performance in FY 2001 under the Public Housing Assessment Program (PHAS).
- ◆ At an Annual Housing Choice Voucher Conference in FY 2002, HCD was recognized as a national model for its efforts in combating fraud and abuse and for its efforts in coordinating anti-crime efforts with the police.
- ◆ Reached 100 percent utilization of Housing Choice Vouchers in FY 2003. This is the first time this has been achieved in the Fairfax County rental market in several years.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

FY 2004 Initiatives

- ◆ Reduce management and maintenance costs of FCHRA-owned housing in specific expense areas without sacrificing service quality, and seek additional or new funding sources to increase service where needed.
- ◆ Plan for the opening and occupancy of Little River Glen II, a senior assisted living facility incorporating Fairfax County Department of Housing, Sunrise Assisted Living and Inova Health.
- ◆ Conclude planning and development activities in the Magnet Housing program, a living/learning environment. Finalize partnership agreements and initiate pre-leasing activities.
- ◆ Rehabilitate and modernize 280 units of Public Housing in FY 2003 and FY 2004.
- ◆ Continue to implement reorganization of Housing Management and Maintenance Services to aim for more efficiency and closer locations to our clients and customers.
- ◆ Initiate and/or participate in initiatives coordinated with other Human Services agencies, non-profits, and private sector agencies geared at improving resident self-sufficiency. One of these initiatives is working with the Fairfax Fatherhood Collaborative to implement a pilot program at one or more of HUD's sites that would focus the resources of the collaborative to increasing the role of absent fathers in the parenting of their children.
- ◆ Update the HUD Annual Plan for Public Housing to include the resident survey follow-up plan and solicit recommendations from the community, the FCRHA, and the Resident Advisory Council on Plan revisions.
- ◆ Continue to improve appropriate assessment rating systems for the FCRP, Elderly Housing and Services, and Homeownership Programs.

Performance Measurement Results

Five Performance Measures are associated with the Affordable Housing Service Area.

Public Housing: In FY 2002, the Public Housing program continued to provide high quality housing to nearly 3,000 Fairfax County residents, and maintained a high utilization of 99 percent. Agency indicators in nearly every area of the Public Housing Assessment System (PHAS) are rated very highly, resulting in an overall PHAS rating of 91 percent in FY 2001. The cost per client increased in FY 2002 compared with FY 2001 due to increased operational costs throughout the program.

Fairfax County Rental Program (FCRP): In FY 2001, DHCD used a new tool developed by the Housing Management Division to assess and track results in this program. Based on this new tool, the Housing Management Division was able to distinguish which sections of the program needed more attention to achieve safe, affordable housing for the residents of Fairfax County. For the first time, participants in the program were surveyed regarding their satisfaction with management and maintenance services, as well as property conditions and safety. More than 80 percent of the responses indicated that residents were satisfied or very satisfied. Occupancy remained at nearly 98 percent. The cost per client is decreased from FY 2001 to FY 2002 as a result of the FY 2002 transfer of Partnership properties and associated repair, maintenance, and other operating costs to Fund 950, FCRHA Partnerships, and the one-time repair and maintenance costs at group home properties.

Section 8: In FY 2002, performance measures are anticipated to meet and exceed the targeted outcome of an 80 percent score in the initial year that the Section 8 program was measured under a Federal assessment called Section 8 Management Assessment Program (SEMAP). Several initiatives were put in place to increase success rates, which led to an average annual lease-up of 91 percent for FY 2002. The goal for FY 2003 is to achieve an average annual lease-up rate of 99 percent. However, the program

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

is market-driven and if vacancy rates continue to hover at less than 2 percent, gains in utilization may be difficult to achieve. The rise in cost per client from FY 2001 to FY 2002 is due to having special allocations for mainstream housing for persons with disabilities. This means that the program served more households composed of single persons. DHCD anticipates serving larger family units in FY 2003 and FY 2004, which reduces the cost per client.

Elderly Housing: In FY 2002, 243 seniors were served by DHCD senior housing sites. Utilizing County dollars, apartment rent revenue, Federal HOME subsidy monies and Virginia Medicaid Auxiliary Grant funds, this program has sustained strong occupancy rates of approximately 98 percent in both FY 2001 and FY 2002. The cost per client increased in FY 2002 as a result of major maintenance repairs at several facilities which were not part of the normal maintenance cycle. The estimated cost for FY 2003 and FY 2004 is expected to decrease compared to FY 2002.

Homeownership: The number of new and resale units varies from year to year due to a variety of factors outside of departmental control. In FY 2002, 111 first time homebuyers achieved homeownership utilizing DHCD programs. This represented a decrease from the FY 2002 estimate of 160, primarily due to a one-time special project, Founders Ridge, that provided 79 units to the first time homeownership program. In FY 2001, service delivery satisfaction was measured for the first time through a survey of clients. It resulted in a very high rating, significantly higher than projected (99 percent versus 75 percent projected). The actual service delivery satisfaction rate for FY 2002 was 99 percent, the same level as FY 2001.

Service Area: Affordable Housing, Function - Public Housing

Performance Measures

Objectives

- ◆ To obtain a Public Housing Assessment System (PHAS) rating of 80 percent or better in the categories of vacant unit turnaround time, capital fund administration, work order completion, security, unit inspections, self-sufficiency, and resident satisfaction.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Clients housed	2,922	2,899	2,899 / 2,897	2,899	2,899
Efficiency:					
Cost per client	\$1,864	\$1,967	\$2,093 / \$2,217	\$2,171	\$2,214
Service Quality:					
Occupancy rate	99%	99%	99% / 99%	99%	99%
Outcome:					
HUD's PHAS rating (1)	91.4%	91.0%	85.0% / NA	92.0%	92.0%

(1) This rating covers the fiscal year and is awarded within six months at the end of the fiscal year. The FY 2002 rating has not been received. A PHAS rating above 90 percent earns the FCRHA a rating of "Outstanding Performer".

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

Service Area: Affordable Housing, Function - Fairfax County Rental Program (FCRP)

Performance Measures

Objectives

- ◆ To obtain a Program Assessment rating of 80 percent or better in the categories of vacant unit turnaround time, work order completion, security, unit inspections, self-sufficiency, and resident satisfaction.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Clients housed (1)	2,187	2,046	2,046 / 2,117	2,117	2,117
Efficiency:					
Cost per client (2)	\$2,119	\$2,641	\$2,871 / \$2,013	\$2,225	\$2,270
Service Quality:					
Occupancy rate	98.0%	97.6%	98.0% / 98.0%	98.0%	98.0%
Outcome:					
FCRP assessment rating	NA	82%	82% / 82%	82%	88%

(1) Subsequent to FY 2001 calculations include operating costs excluding debt service costs and group home supports that are appropriately adjusted.

(2) FY 2002 results are being tabulated.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

Service Area: Affordable Housing, Function – Section 8

Performance Measures

Objectives

- ◆ To obtain a Section 8 Management Assessment rating of 80 percent or better in the categories of timeliness and quality of inspections, rent calculations, lease-ups, contract enforcement as well as in nine other areas specified by HUD.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Clients housed (1)	8,570	8,869	9,319 / 9,229	9,785	10,055
Efficiency:					
Cost per client (2)	\$2,702	\$2,712	\$2,589 / \$3,190	\$3,013	\$2,990
Service Quality:					
Utilization rate (3)	88%	95%	95% / 92%	98%	98%
Outcome:					
SEMAP rating (4)	NA	NA	80% / NA	90%	91%

(1) Clients housed includes Section 8 vouchers and new construction. In FY 2002 an additional 313 new vouchers were provided.

(2) FY 2002 cost increase is due to significant increase in area rents.

(3) FY 2002 utilization rate included 278 new vouchers that were available during the fiscal year.

(4) The Section Eight Management Assessment Program (SEMAP) rating period is for the prior fiscal year and the rating is awarded within six months of the end of the fiscal year. A SEMAP rating over 90 percent earns the FCRHA "Outstanding Performer" status from HUD.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

Service Area: Affordable Housing, Function – Elderly Housing Programs

Performance Measures

Objectives

- ◆ To obtain a Program Assessment rating of 80 percent or better in the categories of vacant unit turnaround time, work order completion, security, unit inspections, tenant services, and resident satisfaction.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Clients housed	250	225	225 / 243	243	243
Efficiency:					
Cost per client (1)	\$12,107	\$12,382	\$13,774 / \$14,422	\$13,750	\$13,503
Service Quality:					
Occupancy rate	97%	98%	98% / 98%	98%	98%
Outcome:					
Elderly program assessment (2)	NA	82%	82% / 82%	82%	88%

(1) Includes staff costs incurred in monitoring other privately managed properties and includes extensive service costs associated with assisted living facilities such as providing round the clock coverage.

(2) A new program assessment tool has been developed, which has a score up to 100 percent and covers the preceding fiscal year.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

Service Area: Affordable Housing, Function - Homeownership

Performance Measures

Objectives

- ◆ To obtain a Program Assessment rating of 95 percent or better on indicators addressing sales rate, foreclosures, and rate of participation.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
First time homebuyers (1)	114	253	160 / 111	120	120
Efficiency:					
Cost per new homeowner (2)	\$521	\$470	\$566 / \$1,162	\$1,148	\$1,148
Service Quality:					
Participant satisfaction survey scores (3)	NA	99%	95% / 99%	95%	95%
Outcome:					
Assessment rating	NA	99%	95% / 99%	95%	95%

(1) FY 2001 "Output" included all Affordable Dwelling Units and a one-time special project, Founders Ridge.

(2) FY 2002 Efficiency measurement includes all relevant salaries, which were not included in prior years.

(3) A new program assessment tool was developed to rate the program effectiveness.



Neighborhood Preservation and Revitalization Service Area

Goal

To preserve and improve the quality of life in older, stable residential and commercial areas of the County, and to provide services targeted to the needs of the County's lower income residents.

Key Accomplishments

- ◆ Facilitated the demolition or rehabilitation of 34 blighted properties throughout the County.
- ◆ Assisted 131 low- and moderate- income, elderly, or disabled homeowners with the rehabilitation and repair of their homes.
- ◆ Completed road, sidewalk and storm drainage improvements in the Ballou and Mount Vernon Manor communities.
- ◆ Implemented the second year of the first multi-year awards process (for FY 2002–FY 2003) through the Consolidated Community Funding Pool (CCFP).
- ◆ Made available \$8.1 million in funding through the CCFP in FY 2002 for 84 programs providing services to meet identified needs, and supporting affordable housing preservation and development by the non-profit community.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

- ◆ Completed the design of streetscape improvements on a portion of Annandale Center Drive, in the Annandale Commercial Revitalization District.
- ◆ Completed economic and engineering feasibility studies for the Springfield Town Center located in the Springfield Commercial Revitalization District.
- ◆ Applied for and received \$90,000 HUD Economic Development Initiatives Grant to study the feasibility of a constructing a Multi-Cultural Community Center in the Annandale Commercial Revitalization District.
- ◆ Economic and engineering feasibility studies have been completed for a Town Center development at Kings Crossing in the Richmond Highway Commercial Revitalization District. A marketing brochure has also been completed for Kings Crossing and a marketing campaign is underway by the Southeast Fairfax Development Corporation to find a private developer to construct the new Town Center.

FY 2004 Initiatives

- ◆ Complete the third cycle of multi-year funding awards through the CCFP for FY 2003–FY 2004, contingent upon approval by the Board of Supervisors.
- ◆ Manage the contract for and implementation of the County's new Nonprofit Organizational Development Initiative that will assess and provide technical assistance for up to 52 nonprofit community-based organizations.
- ◆ Negotiate and manage contracts with nonprofits for performance of funded programs through the CCFP and continue training and technical assistance in building their capacity.
- ◆ Provide assistance to 135 low- and moderate- income, elderly, or disabled homeowners to rehabilitate or repair their homes.
- ◆ Provide for the abatement of 40 blighted properties in the County.

Performance Measurement Results

Two Performance Measures are associated with the Neighborhood Preservation and Blight Program.

Blight Abatement: Prior performance indicators for the new Blight Abatement Program estimated a finite number of blighted properties in the County and thus projected a decline in the number of blighted properties over time. This trend appears to be true based on FY 2002 actuals. The staff assigned to blight abatement has diligently investigated referred properties and due to voluntary action by owners, the number of properties actually categorized as “blighted” have been reduced.

Revitalization: Performance indicators show the cost per area managed increased from an FY 2001 actual cost of \$15,114 to an estimated cost of \$20,972 in FY 2002. As the revitalization staff has increased in FY 2002 and the number of programs remains nearly constant, the cost per area managed is estimated to increase. The performance indicators for cost per managed area are projected to fall again in FY 2003 to \$17,976 since the number of staff will remain constant while the number of programs is expected to rise. Due to the limited number of staff to date, surveys have not been conducted to assess the service quality.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

Service Area: Neighborhood Preservation and Revitalization, Function - Blight Abatement

Performance Measures

Objectives

- ◆ To prevent a net increase in the number of blighted properties throughout the County.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Blighted properties identified (1)	301	335	345 / 299	269	236
Efficiency:					
Cost per property abated	\$2,018	\$2,809	\$3,393 / \$0	\$1,609	\$1,609
Service Quality:					
Percent of abated properties where abatement was accomplished through voluntary actions of owners without direct County action	93%	100%	97% / 100%	97%	97%
Outcome:					
Percent change of blighted properties in the County (2)	0%	12%	3% / (11%)	(10%)	(11%)

(1) In any given year, additional properties are referred to the blight program and added to the blighted property inventory. A portion of the currently identified blighted properties are abated during the year. The number of identified properties has decreased due to increased efforts to inspect all referred properties, which often results in voluntary actions by the homeowners.

(2) FY 2003 and FY 2004 estimates reflect the current decrease in properties being identified as "blighted" since homeowners are opting to voluntarily clean-up their properties before they are categorized as "blighted".

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

Service Area: Neighborhood Preservation and Revitalization, Function - Revitalization

Performance Measures

Objectives

- ◆ To increase community satisfaction with County programs, projects, and services in revitalization areas with a target of 95 percent.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Revitalization programs, projects, geographic areas managed	NA	24	36 / 35	42	34
Efficiency:					
Cost per area managed (1)	NA	\$15,114	\$20,972 / \$20,972	\$17,976	\$20,205
Service Quality:					
Community satisfaction with County programs and projects measured by survey (1-100 scale)	NA	NA	NA / NA	NA	NA
Outcome:					
Percent change in community satisfaction	NA	NA	NA / NA	NA	NA

(1) Cost per area managed has increased in FY 2002 as a result of additional funding support for positions, merit and limited term.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW



Capital Formation and Capacity Building Service Area

Goal

To pursue partnerships with investors, the philanthropic community, and State and Federal government that will result in capital investment and financial support for the DHCD and FCRHA mission. In addition, to enhance the potential for successful development and preservation by helping to increase the number of viable development organizations, and assisting these organizations in increasing their development capacity.

Key Accomplishments

- ◆ Prepared the County's Annual Action Plan for the Consolidated Plan for FY 2002 which was adopted by the Board of Supervisors in April 2002. This plan is the basis for the award of over \$6 million in Community Development Block Grant funds, over \$2.0 million in HOME Investment Partnership Grant funds, over \$200,000 in Emergency Shelter Grants and \$180,000 in HOPWA funds from HUD.
- ◆ Awarded \$8.1 million from the Community Funding Pool to support non-profit organizations that provide critical human services in the County.
- ◆ Continued implementation of the Nonprofit Organizational Development Initiative that will provide technical assistance to strengthen non-profit development organizations.
- ◆ Obtained \$458,980 in Federal EDI Special Project Funds through HUD for neighborhood improvement activities.
- ◆ Successfully applied for tax credits for the 150 units of Independent Senior Living at the Little River Glen III property.
- ◆ Implemented a Development Agreement to provide technical assistance to apply for both Section 202 and 811 financing for the District Home.
- ◆ Implemented a Development Agreement with Reston Association to assist in the redevelopment of the Southgate Community Center.
- ◆ Expanded capital funds available and increased first time homeownership opportunities by entering into a contract of sale for 17 lots at Glenwood Mews.
- ◆ Expanded and formalized technical assistance to non-profits who seek to develop affordable housing.
- ◆ Established a \$1.0 million Preservation Loan Fund.
- ◆ Closed on the award of approximately \$240,000 from the Federal Home Loan Bank Board's Affordable Housing Program.
- ◆ Received \$1,860,911 in HUD Comprehensive Grant funds in FY 2003 for the renovation and improvement of Public Housing units.
- ◆ Financed over \$130,000 in loans to low-income families through the Home Improvement Loan Program in FY 2002.

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FY 2004 Initiatives

- ◆ Facilitate the preparation of the Consolidated Plan One-Year Action Plan for FY 2003 by the Consolidated Community Funding Advisory Committee, and process it through public review and approval by the Board of Supervisors and HUD.
- ◆ Pursue additional funding for affordable housing projects through the Federal Home Loan Bank Board.
- ◆ Begin construction of 150 units of independent senior living at Little River Glen III.
- ◆ Apply for tax credits for the Lewinsville Assisted Care facility.
- ◆ Begin construction on the Lewinsville Assisted Care facility.
- ◆ Finance through Bond Anticipation Notes and Lease Revenue Bonds, the James Lee Community Center.
- ◆ Complete construction of the Southgate Community Center.
- ◆ Finance through Bond Anticipation Notes and Lease Revenue Bonds, the Southgate Community Center.

Performance Measurement Results

DHCD was successful in obtaining \$240,000, non-entitlement funding, during FY 2001 from the Federal Home Loan Bank for the Gum Springs Glen senior affordable housing, achieving a three percent Outcome Performance Indicator. During FY 2001, Federal Economic Development Initiative (EDI) special project funds were requested, however, the grant awards were received after the end of FY 2001. The EDI special projects awards were reflected as part of the FY 2002 Outcome for this service area resulting in non-entitlement funding of eight percent. The total funding for FY 2003 is projected to increase.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

Service Area: Capital Formation and Capacity Building

Performance Measures

Objectives

- ◆ To obtain non-entitlement funding for housing, neighborhood improvement, revitalization, and public service in an amount equal to a minimum of five percent of entitlement funds.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Total funding obtained	\$8,665,500	\$8,460,000	\$9,117,150 / \$8,847,000	\$8,959,650	\$8,657,500
Efficiency:					
Cost per dollar obtained	\$0.039	\$0.039	\$0.043 / \$0.040	\$0.041	\$0.040
Service Quality:					
Percent of public testimony or written comments supportive of funding applications	NA	100%	90% / 100%	90%	90%
Outcome:					
Non-entitlement funding obtained annually for housing, neighborhood improvement, revitalization, and public service as a percent of entitlement funding (1)	5.6%	3.0%	5.0% / 8.0%	5.0%	5.0%

(1) Economic Development Initiative (EDI) funding was received in FY 2002 rather than the projected receipt in FY 2001.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

CONSOLIDATED FUND STATEMENT

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance¹	\$32,296,432	\$11,310,394	\$36,679,869	\$12,777,761
Revenue:				
Federal/State	\$40,806,296	\$39,509,026	\$66,786,275	\$46,547,626
General Fund Contributions ²	8,907,624	8,158,248	8,489,807	8,007,754
Program Income	8,660,631	8,896,906	9,635,777	8,765,765
Sale of Bonds	4,100,000	0	10,403,748	0
Investment Income	878,039	614,527	614,527	541,976
Monitoring/Service Fees	1,605,939	947,868	947,868	1,442,953
Bank Funds	0	120,000	120,000	120,000
Utility Reimbursements	150,932	157,364	157,364	157,364
Repayment of Advances	593,757	506,400	506,400	1,308,941
Proffered Contributions	3,140,564	772,443	772,443	823,413
Miscellaneous/Other	8,690,368	7,661,824	12,373,611	8,174,830
Total Revenue³	\$77,534,150	\$67,344,606	\$110,807,820	\$75,890,622
Total Available	\$109,830,582	\$78,655,000	\$147,487,689	\$88,668,383
Expenditures:				
Personnel Services	\$10,191,067	\$11,794,910	\$11,794,910	\$12,150,465
Operating Expenses	40,360,249	43,359,392	52,921,398	49,456,668
Capital Equipment	9,951	10,000	267,334	0
Grant Projects	7,830,766	8,313,000	22,183,314	8,313,000
Capital Projects	14,806,093	4,109,035	47,542,972	4,034,073
Total Expenditures³	\$73,198,126	\$67,586,337	\$134,709,928	\$73,954,206
Total Disbursements	\$73,198,126	\$67,586,337	\$134,709,928	\$73,954,206
Ending Balance	\$36,632,456	\$11,068,663	\$12,777,761	\$14,714,177

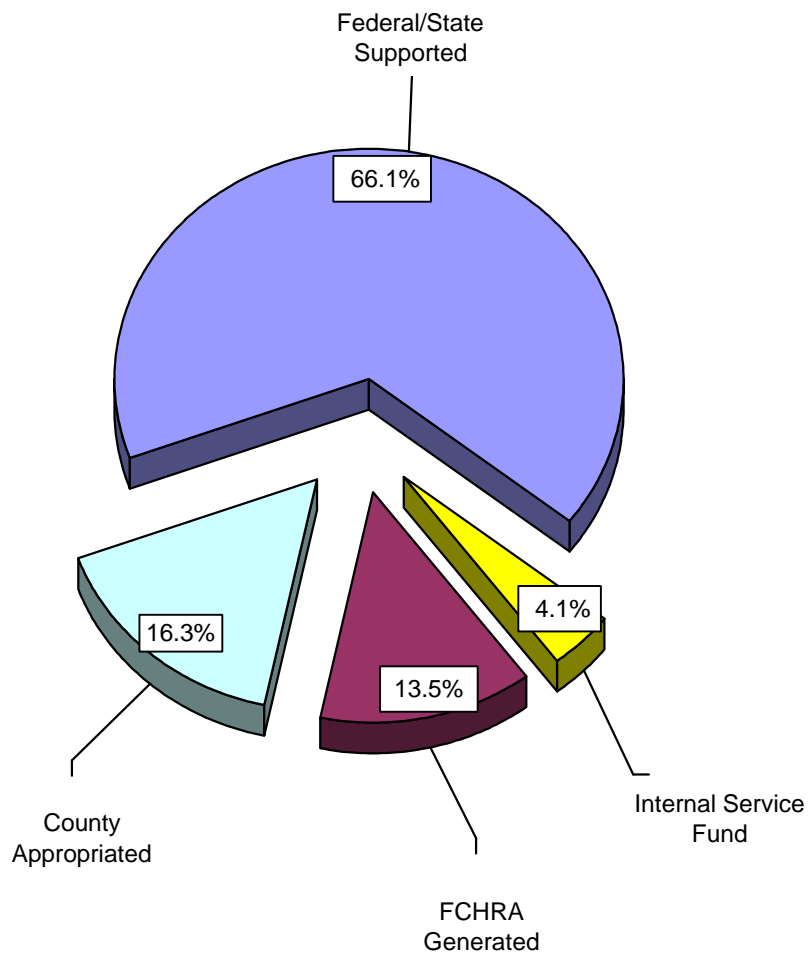
¹ The *FY 2003 Revised Budget Plan* Beginning Balance includes an adjustment of \$47,413 that was transferred from Fund 968, Public Housing Projects Under Development, to Fund 969, Public Housing Projects Under Modernization, at the *FY 2002 Carryover Review* upon the elimination of Fund 968 in accordance with 1998 Federal Housing legislation.

² In FY 2004, the total includes the General Fund Transfers to Fund 141, Elderly Housing Programs, in the amount of \$1,175,599 and Fund 340, Housing Assistance Program, in the amount of \$1,600,000, for a total of \$2,775,599. The remaining \$5,232,155 reflects Agency 38 funding within the General Fund.

³ Fund 949, Internal Service Fund, was included as a separate housing fund beginning in FY 1998. Revenues and expenditures for this fund are included in the Consolidated Fund Statement, but do not increase total funding available to the agency. As such, this funding is netted out of the Budget Summary.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

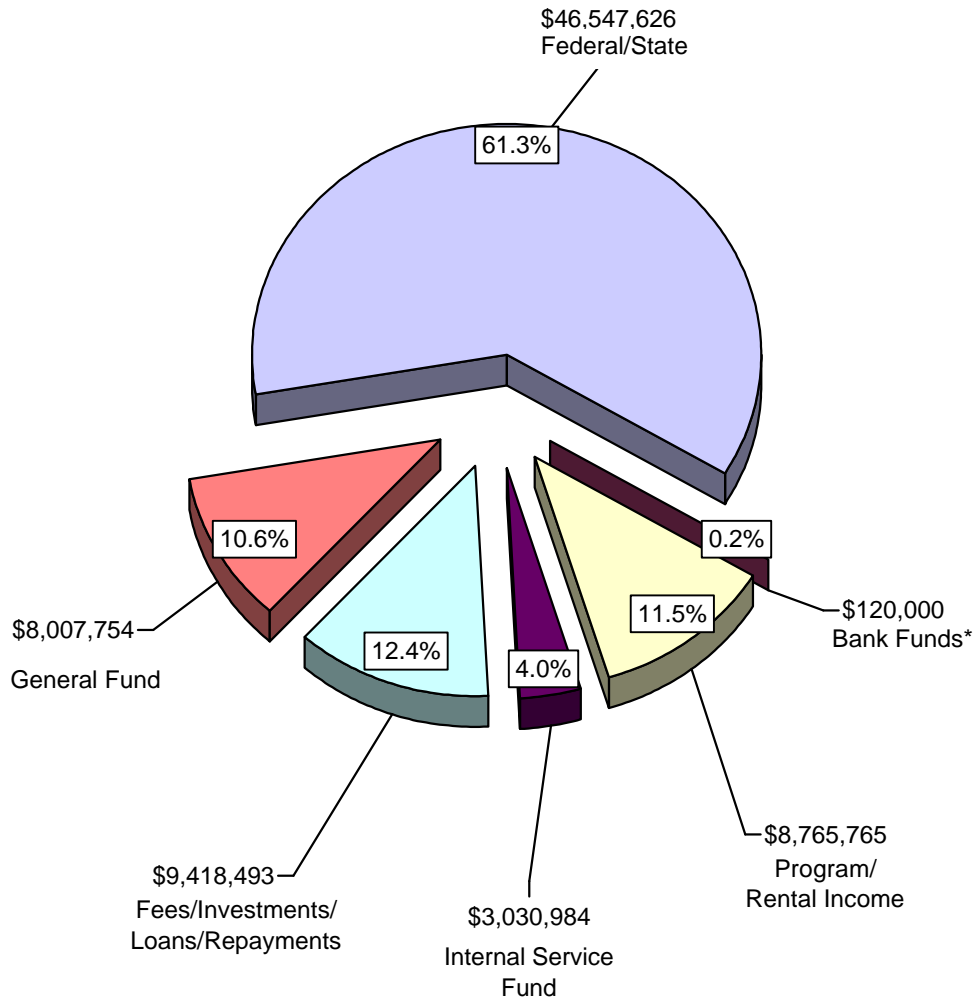
HOUSING PROGRAMS FY 2004 EXPENDITURES



TOTAL EXPENDITURES = \$73,954,206

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

HOUSING PROGRAMS FY 2004 SOURCE OF FUNDS



TOTAL REVENUES = \$75,890,622

*Borrowed funds for loans to homeowners.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

BUDGET SUMMARY

Program Area Summary by Fund				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	227/226.5	227/226.5	227/226.5	226/225.5
Grant	8/8	8/8	7/7	7/7
Total Positions	235/234.5	235/234.5	234/233.5	233/232.5
County Appropriated Funds:				
Operating:				
001 General Fund	\$5,566,963	\$5,320,774	\$5,652,333	\$5,232,155
141 Elderly Housing Programs	3,056,253	3,130,706	3,299,145	3,124,015
143 Homeowners and Business Loan Programs	473,900	1,088,132	5,270,026	1,057,951
Total Operating Expenditures	\$9,097,116	\$9,539,612	\$14,221,504	\$9,414,121
Capital:				
144 Housing Trust Fund	\$1,467,171	\$966,843	\$13,129,618	\$1,001,411
340 Housing Assistance Program	5,715,982	1,600,000	15,205,904	1,600,000
341 Housing General Obligation Bond Construction	0	0	410,881	0
Total Capital Expenditures	\$7,183,153	\$2,566,843	\$28,746,403	\$2,601,411
Total County Appropriated Fund Expenditures	\$16,280,269	\$12,106,455	\$42,967,907	\$12,015,532
Federal/State Support:¹				
965 Housing Grants Fund	\$504,175	\$0	\$710,939	\$0
966 Section 8 Annual Contribution	27,452,212	28,952,019	33,408,023	35,307,330
967 Public Housing, Projects Under Management	4,615,846	5,293,160	5,306,633	5,273,423
969 Public Housing, Projects Under Modernization	1,702,721	0	4,206,492	0
142 Community Development Block Grant ¹	5,941,046	6,235,000	15,253,434	6,235,000
145 HOME Investment Partnership Grant ¹	1,385,545	2,078,000	6,218,941	2,078,000
Total Federal/State Support	\$41,601,545	\$42,558,179	\$65,104,462	\$48,893,753

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

Program Area Summary by Fund				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
FCRHA Generated Funds:				
940 FCRHA General Operating	\$2,408,973	\$2,643,725	\$2,718,198	\$2,706,541
941 Fairfax County Rental Program	2,574,197	3,137,652	3,493,058	3,291,633
945 Non-County Appropriated Rehabilitation Loan	65,638	317,924	291,370	175,307
946 FCRHA Revolving Development	155,971	0	1,006,634	0
947 FCRHA Capital Contributions	29,580	0	37,972	0
948 FCRHA Private Financing	5,734,668	1,542,192	13,545,471	1,432,662
949 Internal Service Fund	2,680,683	2,912,366	3,128,358	3,030,984
950 Housing Partnerships	1,666,602	2,367,844	2,416,498	2,407,794
Subtotal, FCRHA Funds	\$15,316,312	\$12,921,703	\$26,637,559	\$13,044,921
Less:				
949 Internal Service Fund	\$2,680,683	\$2,912,366	\$3,128,358	\$3,030,984
Total, FCRHA Funds	\$12,635,629	\$10,009,337	\$23,509,201	\$10,013,937
Total, All Sources	\$73,198,126	\$67,586,337	\$134,709,928	\$73,954,206
Less:				
949 Internal Service Fund	\$2,680,683	\$2,912,366	\$3,128,358	\$3,030,984
Net Total, All Sources	\$70,517,443	\$64,673,971	\$131,581,570	\$70,923,222

¹ Fund 142, Community Development Block Grant, and Fund 145, HOME Investment Partnership Grant, are Federally supported County Appropriated funds and have been reflected under the Federal/State Support Category. While the Board of Supervisors appropriates funding in these Funds by project, the source of revenue is the Federal government. The FY 2004 projected Federal funding for Fund 142, Community Development Block Grant, is \$6,235,000 and for Fund 145, HOME Investment Partnership Grant, is \$2,078,000.

Housing Fund Structure

In many cases DHCD service areas span multiple elements of the fund structure of the Department which follows. For example, staff in the General Fund and the FCRHA General Revenue and Operating support most of the activities of the Department.

- ◆ County General Fund
 - Fund 001, General Operating

This Fund includes support for positions in Agency 38, DHCD, and provides subsidies for the operation of some rental housing programs. Subsidies include support for expenses such as refuse collection, painting, maintenance positions, and homeowner/condominium fees charged for condominium units owned by the FCRHA.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

- ◆ FCRHA General Revenue and Operating

- Fund 940, FCRHA General Revenue and Operating

This fund includes all FCRHA revenues generated by financing fees earned from issuance of bonds, monitoring and service fees charged to developers, investment income, project reimbursements, consultant fees, and ground rents on land leased to developers. Revenues support operating expenses for the administration of the private activity bonds, and the Home Improvement Loan Program staff.

- ◆ Local Rental Housing Program

- Fund 941, Fairfax County Rental Program (FCRP)

- Fund 950, FCRHA Partnerships

Fund 941 covers the operation of housing developments that are owned or managed by the FCRHA, other than Federally assisted public housing and certain County-supported rental housing. They include operating costs for the FCRP units, the Woodley-Hills Estate Mobile Home Park, and projects regulated by the Virginia Housing Development Authority, including group homes for the disabled and mentally handicapped. These latter units are owned and maintained by FCRHA; however, programs for the residents are administered by the Fairfax-Falls Church Community Services Board.

Fund 950 was established in FY 2002 to budget and account for revenue and expenditures related to some of the housing developments owned by partnerships between FCHRA and private investors. Financial records for these partnerships are maintained separately, outside the County financial systems, in order to meet accounting and reporting requirements. However, DHCD provides staff support to some of these developments and procures goods and services on behalf of these partnerships which are reflected in Fund 950. Previously, these items were included in Fund 941.

- ◆ Federal Section 8 Rental Assistance

- Fund 966, Section 8 Annual Contribution

The Section 8 program is a Federal housing rental assistance program for lower income families to assist them in leasing housing in the private marketplace. A portion of rent payments is provided by HUD and is calculated under various formulas, incorporating family income and the fair market rent for various types of housing in the Washington Metropolitan Area. The FCRHA administers the program, providing rental vouchers to eligible participants and rental subsidies to certain housing developments.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

◆ Public Housing Program

- Fund 967, Public Housing, Projects Under Management
- Fund 969, Public Housing, Projects Under Modernization

These funds represent the Federal Public Housing Program that supports the operation, modernization, or acquisition of rental housing to be owned and operated by local housing authorities such as the FCRHA. The Public Housing Program had been divided into three separate components: projects in operation, capital construction projects for new Public Housing, and modernization of existing Public Housing facilities. Under 1998 Federal housing legislation, funding for development and modernization have been combined into one capital grant fund. Therefore, the remaining balance in Fund 968 for development grants, was consolidated with Fund 969. Under the program qualifications for Public Housing, units are leased to low-income tenants, and tenants pay no more than 30 percent of adjusted income toward dwelling rent or a minimum of \$50 per month.

◆ Special Revenue Funds

- Fund 141, Elderly Housing Programs
- Fund 142, Community Development Block Grant (CDBG)
- Fund 143, Homeowner and Business Loan Programs
- Fund 144, Housing Trust Fund
- Fund 145, HOME Investment Partnership Grant (HOME)
- Fund 945, Non-County Appropriated Rehabilitation Loan Program

These Funds include housing programs which have a special source of revenue, be it rental income, Federal/State support, bank funds, or proffered contributions. Elderly Housing Programs in Fund 141 provide for the operation of FCRHA owned affordable housing for the low- and moderate-income elderly of the County. The CDBG program in Fund 142 is a Federal grant that is used to conserve and upgrade neighborhoods through the provision of public facilities, support for community services and stimulation of development of low- and moderate-income housing. The Homeowner and Business Loan Programs in Fund 143 support homeowner assistance, such as the Moderate Income Direct Sales Program, which aids homeowners in the purchase of homes, as well as a Federal grant aimed at providing loans to small and minority businesses. Fund 144, Housing Trust Fund, utilizes proffered contributions from private developers, County contributions, and investment earnings to encourage the preservation, development, and redevelopment of affordable housing by the FCRHA, non-profit sponsors, and the private sector. The HOME program in Fund 145 is a Federal grant program that supports provision of affordable housing through acquisition, rehabilitation, new construction, and tenant-based rental assistance. Fund 945, Non-County Appropriated Rehabilitation Loan Fund, represents funds raised from private sources for the rehabilitation and upgrading of housing, and works in conjunction with County-appropriated funds in the CDBG and the Homeowner and Business Loan Program Funds.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM OVERVIEW

◆ Capital Projects

- Fund 340, Housing Assistance Program
- Fund 341, Housing General Obligation Bond Construction

These Funds provide County support for both affordable housing and community revitalization capital projects. Fund 340, Housing Assistance Program, had been used primarily for the acquisition or development of units to be managed and operated within the FCRP and for infrastructure costs associated with approved development projects. Beginning in FY 1997, funding was also included in Fund 340 from Section 108 loan proceeds to be used to preserve and improve four conservation areas. The funds also support the Blight Abatement and Revitalization programs. Fund 341, Housing General Obligation Bond Construction, is used to budget and report costs for housing and community development and capital projects that are supported wholly or in part by general obligation bond proceeds.

◆ FCRHA Development Support

- Fund 946, FCRHA Revolving Development
- Fund 947, FCRHA Capital Contributions
- Fund 948, FCRHA Private Financing

Funds 946 and 947 provide development support for site investigation for proposed new projects and provide temporary advances for architectural and engineering plans, studies, or fees for which Federal, State, County, or private funds will reimburse the FCRHA at a later date. Funding to supplement Federal funds for the development of new Public Housing and for minor capital improvement projects for existing FCRP units is also provided. Fund 948, FCRHA Private Financing, is used to budget and report costs for two types of funds: those borrowed by the FCRHA from private lenders and other sources, and funds for FCRHA projects which are generated through the sale of FCRHA bonds.

◆ FCRHA Internal Service Fund

- Fund 949, FCRHA Internal Service Fund

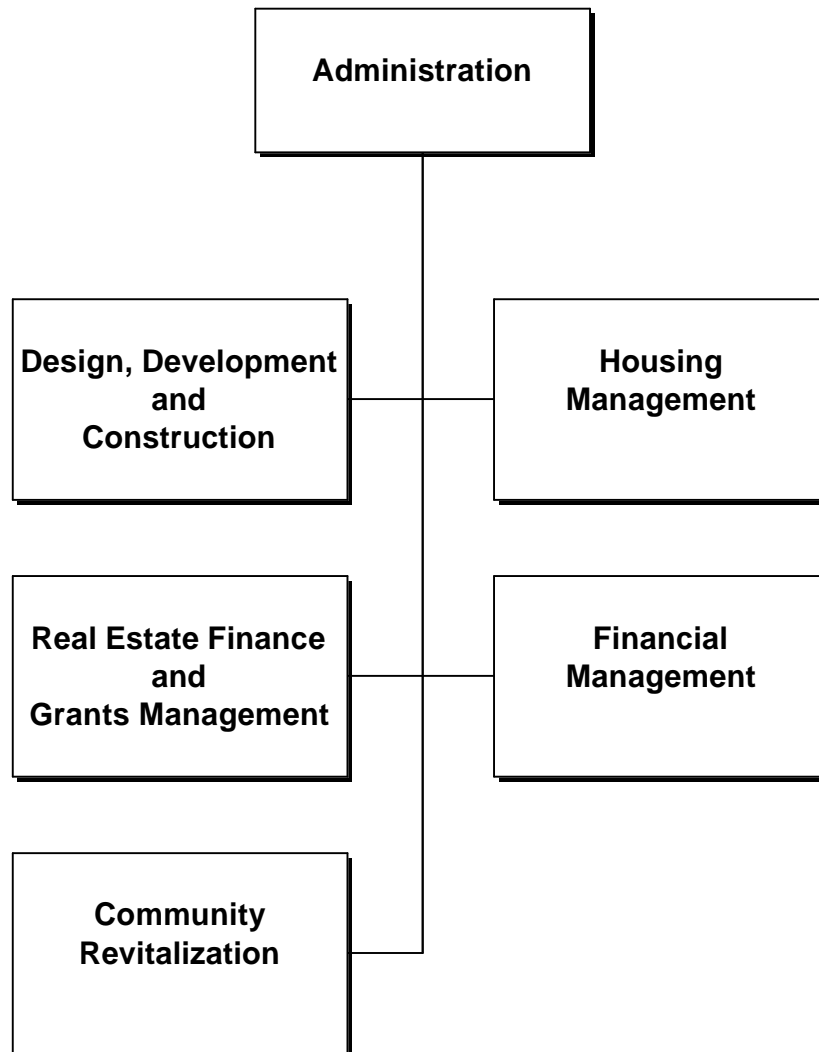
Fund 949, FCRHA Internal Service Fund, was established in FY 1998 to charge for goods and services that are shared among several housing funds. These costs include items such as office supplies, telephones, postage, copying, insurance, and audits which have been budgeted and paid from one of the FCRHA's funds and then allocated to the other funds proportionate to their share of the costs. This fund also includes costs associated with the maintenance and operation of FCRHA housing development, such as service contracts for extermination, custodial work, elevator maintenance, grounds maintenance, etc. The fund allows one contract to be established for goods and services, as opposed to multiple contracts in various funds.

◆ FCRHA Grant Fund

- Fund 965, FCRHA Grant Fund

Fund 965, Housing Grant Fund, was established in FY 2000 to administer grants awarded to the FCRHA. The grants currently in this fund are awarded by the U.S. Department of Housing and Urban Development (HUD), based on competitive applications for funding, and provide for rent subsidies, counseling services, support services, operating expenses, and property improvements.

**DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT
FUND 001, GENERAL OPERATING**



DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

Agency Position Summary

58 Regular Positions / 58.0 Regular Staff Years

Position Detail Information

ADMINISTRATION

1 Director
 2 Deputy Directors
 1 H/C Development Project Administrator
 1 Management Analyst III
 1 Info. Tech. Prog. Mgr. I
 1 Programmer Analyst I
 1 Info. Technology Tech. II
 1 Administrative Assistant IV
 1 Administrative Assistant III
 1 Administrative Assistant II
 11 Positions
 11.0 Staff Years

DESIGN, DEVELOPMENT AND CONSTRUCTION

1 H/C Development Project Administrator
 1 Housing/Community Developer IV
 1 Housing/Community Developer III
 1 Administrative Assistant IV
 4 Positions
 4.0 Staff Years

HOUSING MANAGEMENT

1 H/C Development Project Administrator
 1 Housing Services Specialist V
 2 Housing Services Specialists IV
 1 Housing Services Specialist III
 4 Housing Services Specialists II
 1 Housing Services Specialist I
 1 Warehouse Supervisor
 1 Vehicle Maintenance Coordinator
 1 Air Conditioning Equipment Repairer
 1 Locksmith II
 2 Plumbers II
 1 Carpenter I
 1 Painter I
 2 Human Services Assistants
 1 Housing Manager
 1 Administrative Assistant III
 2 Administrative Assistants II
 24 Positions
 24.0 Staff Years

FINANCIAL MANAGEMENT

1 Financial Manager
 1 Fiscal Administrator
 1 Management Analyst III
 1 Administrative Assistant V
 1 Accountant III
 2 Accountants II
 1 Administrative Assistant III
 1 Administrative Assistant II
 9 Positions
 9.0 Staff Years

REAL ESTATE FINANCE AND GRANTS MANAGEMENT

1 Housing/Community Developer IV
 1 Housing/Community Developer I
 2 Positions
 2.0 Staff Years

COMMUNITY REVITALIZATION

2 H/C Development Project Administrators
 5 Housing/Community Developers IV
 1 Administrative Assistant IV
 8 Positions
 8.0 Staff Years

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

Agency Mission

To provide the residents of the County with safe, decent, and more affordable housing for low- and moderate-income households. In addition, the Department of Housing and Community Development seeks to preserve, upgrade, and enhance existing neighborhoods through conservation and rehabilitation of housing, and through the provision of public facilities and services.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	58/ 58	58/ 58	58/ 58	58/ 58

Expenditures:				
Personnel Services	\$3,408,821	\$3,296,733	\$3,296,733	\$3,381,665
Operating Expenses	2,158,142	2,024,041	2,355,600	1,850,490
Capital Equipment	0	0	0	0
Total Expenditures	\$5,566,963	\$5,320,774	\$5,652,333	\$5,232,155

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Administration	\$1,728,360	\$1,475,176	\$1,631,618	\$1,436,321
Design, Development & Construction	274,082	279,415	279,415	295,789
Housing Management	2,306,608	2,365,339	2,515,718	2,334,336
Financial Management	462,056	527,698	527,698	558,605
Real Estate Finance & Grants Management	382,041	285,403	309,737	292,751
Community Revitalization	413,816	387,743	388,147	314,353
Total Expenditures	\$5,566,963	\$5,320,774	\$5,652,333	\$5,232,155

Purpose

The Fairfax County Department of Housing and Community Development (DHCD) program will continue to provide housing opportunities for low-and moderate-income residents in Fairfax County and to assist in the revitalization and renovation of neighborhoods. The DHCD program includes numerous activities that support Fairfax County Redevelopment and Housing Authority (FCRHA) rental housing, housing for the elderly/group homes, loans for home ownership and home improvement, tenant assistance, community development, community revitalization, and the development and administration of these programs.

County resources within the General Fund provide support for positions in Agency 38, Housing and Community Development (HCD). These positions include staff assigned to coordinate the County's revitalization program, staff that support the development and operation of FCRHA assisted housing, the County's community development program, as well as critical support functions such as financial management, computer network operations, and strategic planning.

The General Fund also supports the Federal public housing and local rental programs by funding some of the administrative and maintenance staff costs associated with these programs, and by supporting refuse collection charges, condominium fees, limited partnership real estate taxes, and building maintenance for these housing projects. Funding is also included in FY 2004 to paint various housing projects owned and managed by the FCRHA as part of an ongoing maintenance program.

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

In FY 2004, the Revitalization Program will continue to be responsible for administering seven revitalization areas, coordinating interjurisdictional development projects with the Town of Herndon and the City of Fairfax, as well as coordinating countywide blight abatement and tax abatement programs. Three new positions were created in this agency in FY 2002 that are funded through Fund 340, Housing Assistance Program. The positions are responsible for marketing and business activities associated with revitalization efforts. The positions will also assist existing revitalization staff in activities focused on the County's seven designated commercial revitalization areas and will be involved in planning for a community vision and sense of place; design creative approaches to redevelopment; marketing of local business; and attracting private development and investment. General Fund support is being provided for revitalization efforts in FY 2004 and is discussed in more detail in Fund 340, Housing Assistance Program.

This narrative only includes funding and related issues for the General Fund portion of the HCD budget. The Department of Housing and Community Development Overview includes Key Accomplishments, FY 2004 initiatives, and Performance Indicators for the entire organization.

FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, reductions totaling \$275,285 are proposed by the County Executive for this agency. These reductions include:

- ◆ Reduction of \$100,000 in Personnel Services taken from the \$200,041 that the agency identified in the Administration Cost Center for salaries that are pro rated 50 percent between the General Fund and three FCRHA funds, 940, FCRHA General Operating and 967, Public Housing Project Under Management. The impact of reducing the General Fund split salary funding support will ultimately affect the fund balances in the other FCRHA funds and reduce the ability of these funds to deal with emergency needs.
- ◆ Reduction of \$175,285 in Operating Expenses is achieved by a \$100,000 decrease in the Housing Management Cost Center for the Operation Match program, a \$50,000 decrease in the Administration Cost Center for audit contractual services, a \$20,000 decrease in the Housing Management Cost Center for Real Estate taxes and a \$5,285 decrease in the Housing Management Cost Center for Custodial Services. The reduction of the Operation Match home-sharing program funding of \$100,000, will eliminate this program and reduce services to individuals who desire to find affordable housing through this home-sharing program. This program, which is operated by Northern Virginia Family Services, has been slow to get started and to date has served fewer individuals than originally envisioned. Housing administered Operation Match from 1982 to 1996 before it was eliminated due to budget cuts in FY 1997. The program was reinstated in FY 2001, at the request of faith-based organizations, with a contract initiated in January 2001. The contract can be terminated by Housing at anytime. The program was originally projected to serve 90 to 100 individuals, however only 27 matches were found in the first year from January 2001 to January 2002 and the goal is to provide 60 matches from February 2002 to January 2003. There are no other County programs that provide this service, however faith-based organizations have informal services to accommodate persons in need of housing. The remaining various decreases totaling \$75,285 will reduce the Department's flexibility to deal with unforeseen future needs to support affordable housing for low- and moderate-income residents of Fairfax County.

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

Funding Adjustments

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

- ◆ An increase of \$184,932 in Personnel Services associated with salary adjustments to support the County's compensation program.
- ◆ A decrease of \$100,000 in Personnel Services as part of the reductions made by the County Executive.
- ◆ A decrease of \$329,825 in Operating Expenses primarily associated with the *FY 2002 Carryover Review* for one-time charges including a U.S. Department of Housing and Urban Development (HUD) compliant tenant information system, professional and consulting contracts primarily for Northern Virginia Family Services, exterior painting contracts, Consolidated Community Funding Advisory Committee (CCFAC) training requirements and intergovernmental expenses for mainframe charges, Department of Vehicle Services (DVS) charges, and PC Replacement charges.
- ◆ A decrease of \$175,285 in Operating Expenses including the elimination of the Operation Match Program, a reduction in Real Estate Tax reimbursements, a reduction in Accounting services contracts, and a reduction in custodial contracts as part of the reductions made by the County Executive.

The following funding adjustments reflect all approved changes to 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*, a carryover of \$331,559 primarily for a U.S. Department of Housing and Urban Development (HUD) compliant tenant information system, professional and consulting contracts primarily for Northern Virginia Family Services, exterior painting contracts, and Consolidated Community Funding Advisory Committee (CCFAC) training requirements.

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT



Administration

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	10/ 10	10/ 10	10/ 10	10/ 10
Total Expenditures	\$1,728,360	\$1,475,176	\$1,631,618	\$1,436,321

NOTE: The Objectives and Performance Indicators reflect that of the entire agency and are presented in the Department of Housing and Community Development Overview.

Goal

To provide administrative and computer systems support to the core business areas of the Fairfax County Redevelopment and Housing Authority and the Department of Housing and Community Development by responding to computer network requests from agency employees and public information requests from citizens, agencies, and other interested individuals and groups.



Design, Development and Construction

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	4/ 4	4/ 4	4/ 4	4/ 4
Total Expenditures	\$274,082	\$279,415	\$279,415	\$295,789

Goal

To provide development and financing services to facilitate the availability of affordable housing for low- and moderate-income residents and the implementation of public improvement projects, and support revitalization efforts in the County.

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

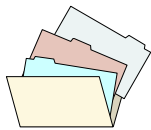


Housing Management

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	24/ 24	24/ 24	24/ 24	24/ 24
Total Expenditures	\$2,306,608	\$2,365,339	\$2,515,718	\$2,334,336

Goal

To manage and maintain affordable housing that is decent, safe, and sanitary for eligible families and to maintain FCRHA housing in accordance with community standards and to provide homeownership opportunities to eligible households.



Financial Management

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	9/ 9	9/ 9	9/ 9	9/ 9
Total Expenditures	\$462,056	\$527,698	\$527,698	\$558,605

Goal

To provide management information for controls and compliance reporting to external oversight entities as required by policies and regulations; to collect revenues, process expenditures, service loans, accurately budget, and report accounting activities on a timely and accurate basis.

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT



Real Estate Finance and Grants Management

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	2/ 2	2/ 2	2/ 2	2/ 2
Total Expenditures	\$382,041	\$285,403	\$309,737	\$292,751

Goal

To plan, implement, and maintain public improvements and support services designed to improve the quality of life for residents in low-and moderate-income communities, and to provide financial services in order to facilitate the development of affordable housing and support ongoing revitalization efforts.



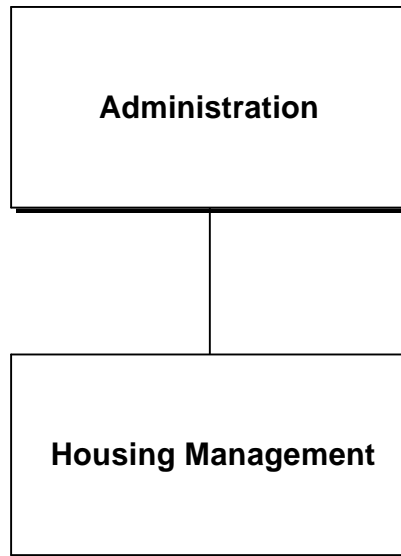
Community Revitalization

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	9/ 9	9/ 9	9/ 9	9/ 9
Total Expenditures	\$413,816	\$387,743	\$388,147	\$314,353

Goal

To improve the physical appearance, function, and economic health of targeted areas through the encouragement of private sector reinvestment, the facilitation of information exchange, and the strengthening of community groups and organizations.

**DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT
FUND 141, ELDERLY HOUSING PROGRAMS**



FUND 141

ELDERLY HOUSING PROGRAMS

Agency Position Summary

14 Regular Positions (-1) / 14.0 Regular Staff Years (-1.0)

Position Detail Information

HOUSING MANAGEMENT

1 Housing Services Specialist V
1 Housing Services Specialist IV
2 Housing Services Specialists II
1 Housing Services Specialist I
1 Senior Mechanical Systems Supervisor
1 Asst. Supv. Facilities Support
1 Electrician II
3 Facility Attendants II (-1)
1 General Building Maintenance Worker I
1 Administrative Assistant V
1 Maintenance Trade Helper II
14 Positions (-1)
14.0 Staff Years (-1.0)

(-) Denotes Abolished Position

FUND 141 ELDERLY HOUSING PROGRAMS

Agency Mission

To manage affordable rental housing acquired by the FCRHA for the benefit of the elderly, and to maintain and reserve the units for long-term rental availability.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	15/ 15	15/ 15	15/ 15	14/ 14
Expenditures:				
Personnel Services	\$785,582	\$895,277	\$895,277	\$905,261
Operating Expenses	2,270,671	2,235,429	2,403,868	2,218,754
Capital Equipment	0	0	0	0
Total Expenditures	\$3,056,253	\$3,130,706	\$3,299,145	\$3,124,015

Purpose

Fund 141, Elderly Housing Programs, accounts for personnel, operating, and equipment costs related to the County's support of the operation of the three locally funded elderly housing developments owned or leased by the Fairfax County Redevelopment and Housing Authority (FCRHA). The three elderly housing developments funded in Fund 141, Elderly Housing Programs, are: Lewinsville Senior Residences in McLean, Little River Glen in the Braddock District, and Lincolnia Center in the Mason District. Funding for three facilities, Gum Springs located in the Mt. Vernon District (opening in FY 2003), Morris Glen in the Lee District and Herndon Harbor House in the Hunter Mill District, are not presented in Fund 141, Elderly Housing Programs. Although they are owned by a limited partnership of which the FCRHA is the managing general partner, the facilities are operated by a private firm. Housing and Community Development staff administers the contract between the FCRHA and the private firm hired to manage the facilities. Together, in FY 2004, these six facilities will provide for 408 congregate housing units, three Adult Day Care Health Centers, and a 52-bed Adult Care Residence. This includes 60 additional residential units and an adult day care center that opened at Herndon Harbor in the Spring of 2001. These developments address the needs of the more independent elderly and those who require a greater level of care.

In FY 2004, the operation of the Elderly Housing Program will be supported in part with rental income, a State auxiliary grant for indigent care in the Adult Care Residence component at the Lincolnia Center, County support, and Federal HOME funds. The County's General Fund transfer supports approximately \$1.18 million, or approximately 39 percent, of this expense. The operating budget provides for approximately the same level of service as provided in FY 2003. The Gum Springs, Morris Glen, and Herndon Harbor facilities are self-supporting and do not require County General Fund support in Fund 141.

Other costs related to the County's housing program at these sites, including the operating costs of senior centers, adult day care centers, and a Congregate Food Program, are reflected in the agency budgets for the Department of Community and Recreation Services, the Health Department, the Aging Grants and Programs Fund, and the County Debt Service Fund.

FY 2004 marks the continuation of five-year repair and replacement plans at the Lincolnia, Little River Glen, and Lewinsville facilities. This includes the repair of major appliances, updates/upgrades to apartment units, and major repairs forecasted as necessary to parking lots, roofs, and mechanical equipment.

FUND 141

ELDERLY HOUSING PROGRAMS

The elderly projects are briefly described below:

- ◆ Lewinsville Senior Residences is a housing facility in McLean comprising 22 efficiency units and a congregate living area serving the residential needs of low-to-moderate income elderly. The Department of Housing and Community Development (DHCD) manages the residential facility, reviews applications to determine eligibility requirements, and provides maintenance services. A Congregate Food program is funded through the Area Agency on Aging. The FCRHA leases a portion of this facility for the elderly housing program from the County. In addition, the facility also houses a senior recreation program serving an average of 55 senior citizens, which is run by the County's Department of Community and Recreation Services, and an Adult Day Health Care program run by the County Health Department serving an average of 35 senior citizens. FY 2004 funding provided in Fund 141 for the operation of the elderly housing component of this facility is \$175,074.
- ◆ Little River Glen, a 120-unit facility which opened in the fall of 1990, is spread over five buildings on an eight-acre site in the Braddock District and serves the residential needs of low-to-moderate income elderly. Four different models of one-bedroom units are available. The space is designed for senior citizens who are capable of living independently but desire to participate in social and recreational opportunities provided on-site. There is a Senior Center with lounges, recreation/activity rooms, and a commercial kitchen. The Department of Community and Recreation Services runs the Senior Center, and the Area Agency on Aging funds the Congregate Food program. FY 2004 funding provided in Fund 141 for the operation of this facility is \$1,395,702.
- ◆ Lincolnia Center is a multi-purpose facility which opened in January 1990 in the Mason District in response to the residential needs of low-income and indigent elderly. It consists of two separate residential areas: a Congregate Residence of 26 units which provides independent living for senior citizens with limited means, and a 52-bed Adult Care Residence for elderly residents who require assistance with the activities of daily living. Funding for a management contract in the amount of \$878,969 for the Lincolnia Adult Care Residence will cover the costs of health care professionals who provide services 24 hours a day for that component of the Lincolnia facility. The Lincolnia Center also houses a Senior Center with recreation/activity rooms, a commercial kitchen, lounges, and an Adult Day Health Care Center. The Department of Community and Recreation Services administers the Senior Center, and the Health Department staffs and operates the Adult Day Health Care Center. A Congregate Food program is administered by DHCD and funded by the Area Agency on Aging for all program participants and residents. FY 2004 funding provided in Fund 141 for the operation of this facility is \$1,553,239.
- ◆ Morris Glen is a 60-unit garden apartment community located in the Lee District in the Manchester Lakes Community. The facility was completed in December 1995 for moderate-income seniors capable of independent living. Morris Glen consists of two two-story buildings and a small community building. Four different models of one-bedroom units are available as well as a large amount of common area in each residential building. This facility is managed and maintained by a private contractor, with DHCD staff serving as contract administrator, and expenditures are completely supported by rental income.
- ◆ Herndon Harbor House is an adult care community developed in three phases. Herndon Harbor House I is a 60-unit community located in the Town of Herndon that opened in October 1998 that includes two 30-unit residential buildings. The facility is managed and maintained by a private contractor with DHCD staff serving as contract administrator. Expenditures are supported by rental income. Herndon Harbor Phase II includes an additional 60 units of congregate housing, for a total of 120 units, and an Adult Day Care Center, both of which were operational during FY 2001. Phase III is a Senior Center currently in the final planning stage with construction scheduled for completion in Winter 2004.

FUND 141

ELDERLY HOUSING PROGRAMS

- ◆ Gum Springs Glen, a 60-unit garden retirement community for independent seniors is currently under construction at 7837 Richmond Highway in the Mount Vernon District. Occupancy is anticipated for the end of 2002. It will consist of two two-story buildings with 30 apartments plus common space in each building. There will be 56 one-bedroom apartments of approximately 425 square feet and 4 two-bedroom apartments with approximately 550 square feet. Expenditures will be supported by rental income. In addition to the residential units, the lower level of Gum Springs Glen will provide space for a Head Start program and training center which will be operated by the Office for Children.

Certain expenses reflected in this fund are not directly related to housing operations. The FCRHA, as landlord of these facilities, has inter-agency agreements, which provide for budgeting by DHCD for common area expenses for utilities, telecommunications, maintenance, custodial services, and contracts. The facilities provide space for general community use as well as for services provided by other County agencies.

Key Accomplishments

- ◆ Opened and fully occupied an additional 60 units of independent housing at Herndon Harbor House as well as an Adult Day Health Care Center operated by the Health Department.
- ◆ Maintained 98 percent occupancy rate at all FCRHA Elderly Housing facilities.

FY 2004 Initiatives

- ◆ Complete construction of the new Herndon Senior Center, located on the campus of Herndon Harbor House, in March 2004. The facility, operated by the Department of Recreation and Community Services, will include several multipurpose rooms, meeting rooms, lounges, game rooms, storage rooms, administrative offices, computer room, library, an arts and crafts room, commercial kitchen, dining room, and a courtyard. The FCRHA will finance the senior center by issuing tax-exempt bonds secured by revenues from a Facility Lease Agreement between the FCRHA and the Board of Supervisors.

FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, reductions totaling \$61,875 and 1/1.0 SYE positions are proposed by the County Executive for this fund. These reductions include:

- ◆ Reduction of \$45,200 and 1/1.0 SYE position resulting in the elimination of the five-evenings (Tuesday – Saturday) per week 6:00 p.m. to 10:00 p.m. community center program at the Lincolnia Senior Center. The elimination of 1/1.0 SYE position and the closing of the center for evening activities including neighborhood groups, choral groups, dancing activities will not only impact the residents of Lincolnia, but the senior population in the surrounding community who participate in the evening activities.
- ◆ Reduction of \$16,675 including funding for minor maintenance repairs such as wallpapering and furniture and fixture replacement for items such as mattresses at the Elderly Housing Program properties managed by the FCRHA. Deferred maintenance will likely require larger capital repair costs sometime in the future.

FUND 141

ELDERLY HOUSING PROGRAMS

Funding Adjustments

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

- ◆ An increase of \$55,184 in Personnel Services associated with salary adjustments necessary to support the County's compensation program and fringe benefit requirements.
- ◆ A decrease of \$45,200 in Personnel Services and 1/1.0 SYE positions as part of the reductions made by the County Executive.
- ◆ A net decrease of \$185,114 in Operating Expenses not required in FY 2004 primarily as a result of one-time carryover of encumbered and unencumbered requirements for contracts, utilities, furniture and appliance replacement, renovation at the Little River Glen facility, and the reduction of maintenance services.

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since the 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, \$168,439 was added including encumbered carryover of \$94,128 primarily for grounds maintenance, elevator, and janitorial contracts; furniture and appliances; and utilities, and unencumbered carryover funding of \$74,311 for the upgrade of kitchen facilities at Little River Glen.

FUND 141 ELDERLY HOUSING PROGRAMS

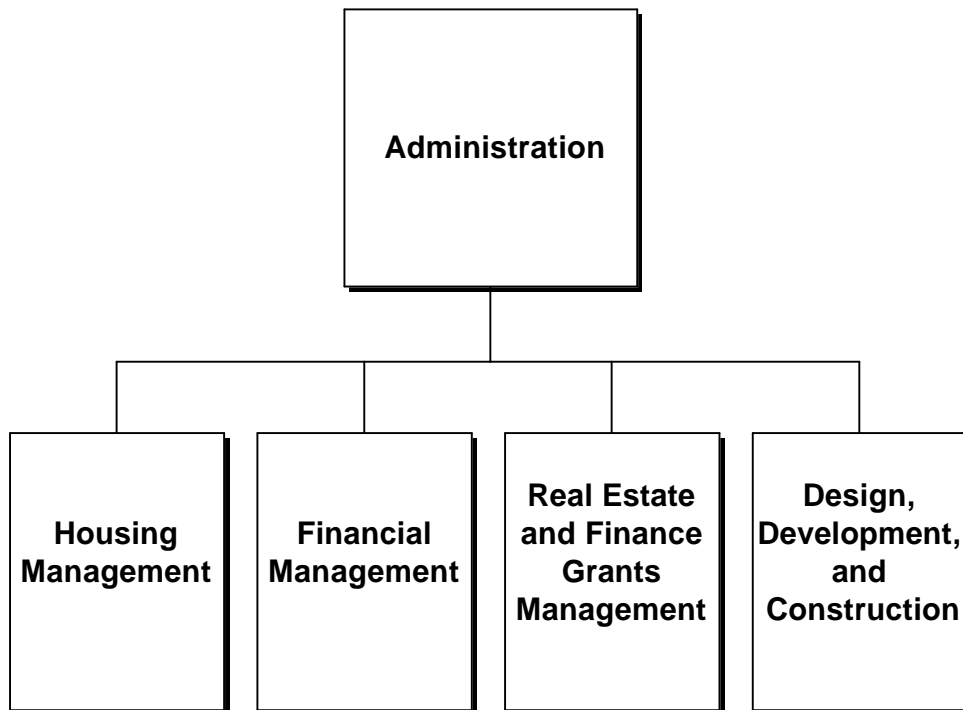
FUND STATEMENT

Fund Type H14, Special Revenue Funds

Fund 141, Elderly Housing Programs

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$717,755	\$301,446	\$598,202	\$284,314
Revenue:				
Rental Income	\$1,734,189	\$1,502,087	\$1,502,087	\$1,546,736
Miscellaneous Revenue	11,850	15,076	15,076	15,076
HOME Rental Assistance	0	230,620	230,620	232,470
Total Revenue	\$1,746,039	\$1,747,783	\$1,747,783	\$1,794,282
Transfer In:				
General Fund (001)	\$1,190,661	\$1,237,474	\$1,237,474	\$1,175,599
Total Transfer In	\$1,190,661	\$1,237,474	\$1,237,474	\$1,175,599
Total Available	\$3,654,455	\$3,286,703	\$3,583,459	\$3,254,195
Expenditures:				
Personnel Services	\$785,582	\$895,277	\$895,277	\$905,261
Operating Expenses	2,270,671	2,235,429	2,403,868	2,218,754
Capital Equipment	0	0	0	0
Total Expenditures	\$3,056,253	\$3,130,706	\$3,299,145	\$3,124,015
Total Disbursements	\$3,056,253	\$3,130,706	\$3,299,145	\$3,124,015
Ending Balance	\$598,202	\$155,997	\$284,314	\$130,180
Replacement Reserve	\$301,446	\$155,997	\$218,307	\$130,180
Unreserved Ending Balance	\$296,756	\$0	\$66,007	\$0

**DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT
FUND 142, COMMUNITY DEVELOPMENT
BLOCK GRANT**



FUND 142

COMMUNITY DEVELOPMENT BLOCK GRANT

Agency Position Summary

21 Regular Positions / 21.0 Regular Staff Years

Position Detail Information

ADMINISTRATION

1 Management Analyst III
1 Position
1.0 Staff Year

HOUSING MANAGEMENT

1 Housing Services Specialist V
1 Housing Services Specialist IV
2 Housing Services Specialists II
4 Positions
4.0 Staff Years

FINANCIAL MANAGEMENT

1 Accountant II
1 Administrative Assistant IV
2 Positions
2.0 Staff Years

REAL ESTATE FINANCE AND GRANTS MANAGEMENT

1 Policy and Information Officer
3 Housing/Community Developers IV
1 Housing/Community Developer III
1 Maintenance Supervisor
1 Painter I
1 Carpenter I
1 Administrative Assistant IV
2 Administrative Assistants III
1 Maintenance Trade Helper II
12 Positions
12.0 Staff Years

DESIGN, DEVELOPMENT AND CONSTRUCTION

2 Housing/Community Developers III
2 Positions
2.0 Staff Years

FUND 142

COMMUNITY DEVELOPMENT BLOCK GRANT

Agency Mission

To conserve and upgrade low- and moderate-income neighborhoods through the provision of public facilities, home improvements, public services, and economic development, and to stimulate the development and preservation of low- and moderate-income housing.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	21/ 21	21/ 21	21/ 21	21/ 21
General Administration	\$513,676	\$613,643	\$702,670	\$658,974
Planning and Urban Design	275,101	401,617	584,067	415,253
Relocation Administration	294,384	282,610	295,006	293,786
Home Repair for the Elderly	232,182	261,820	317,774	283,047
Home Improvement Loan Program	483,057	0	2,288,345	0
Homeownership Assistance Program	58,386	113,140	433,618	110,515
LLV - Communities for Assistance & Improvement	118,000	0	148,000	0
Alternative House	64,101	0	64,946	0
FACETS Family Enrichment	174,652	0	201,981	0
CRS Home for the Homeless	45,591	0	341,837	0
Ethiopian Community Development Council	61,199	0	43,589	0
Reston Interfaith	54,934	0	57,343	0
Western Fairfax On-Call Ministry	58,036	0	85,000	0
Fairfax Housing Counseling	82,500	0	7,500	0
Housing Development Corporation	272,384	0	30,390	0
WHDC Accessible Housing	0	0	350,000	0
Homestretch Housing Acquisition	0	0	106,000	0
PRS Supportive Housing Acquisition	2,527	0	0	0
Herndon Bilingual Rehab Specialist	17,157	0	101,040	0
Good Shepherd Housing	232,375	0	292,125	0
Acessibility Modifications	0	0	105,000	0
Sect. 108 Loan Repayment	1,551,740	1,655,000	1,824,283	1,585,522
Northern Virginia Family Services	0	0	89	0
RPJ Transition Housing	0	0	51,695	0
DCRS Teen Services	0	0	2,498	0
Homestretch	70,770	0	167,589	0
Contingency Fund	0	0	552,295	0
ADU Loan Program	0	0	107,685	0
Reston Interfaith Townhouses	388,646	0	152,665	0

FUND 142 COMMUNITY DEVELOPMENT BLOCK GRANT

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Housing Opportunities Foundation	0	0	11,000	0
Fair Housing Program	48,000	75,000	102,000	75,000
Fairfax City Rehabilitation	3,109	0	329	0
United Community Ministries	217,707	0	205,452	0
Catholics for Housing- Briarcliff	0	0	200,000	0
Special Needs Strategy	0	0	66,069	0
Language Initiative	0	0	88,097	0
Home Ownership Strategy	0	0	198,221	0
Dulles Park Town Home Rehabilitation	7,580	0	0	0
<u>Capital Projects:</u>				
James Lee Road Improvements	21,967	0	518,331	0
Fairhaven Public Improvements	39,386	0	193,879	0
Jefferson Manor Public Improvements	107,314	0	0	0
Gum Springs Public Improvements	334,497	0	455,786	0
Huntington Community Center	12,956	0	73,089	0
Herndon Senior Center	62,153	0	68,256	0
Senior Housing & Fac. Dev.	0	0	400,000	0
Bailey's Road Improvements	32,525	0	51,360	0
Roger's Glen	0	0	550,000	0
Gum Springs Glen	2,454	0	0	0
Affordable Housing	0	0	111,582	0
Magnet Housing	0	0	775,000	0
Revitalization Predevelopment Fund	0	0	80,000	0
Senior/Disabled Housing	0	0	842,260	0
Southgate Community Center	0	0	150,000	0
Revitalization Loan Pool	0	0	100,000	0
Revitalization of Older Communities	0	0	308,333	0
Neighborhood Revitalization	0	0	66,069	0
Child Care Center Grant Program	0	0	50,000	0
Other	0	2,832,170	0	2,812,903
Subtotal CDBG Projects	\$5,941,046	\$6,235,000	\$15,080,143	\$6,235,000
Rental Rehabilitation Program	0	0	173,291	0
Total Expenditures	\$5,941,046	\$6,235,000	\$15,253,434	\$6,235,000

FUND 142

COMMUNITY DEVELOPMENT BLOCK GRANT

Purpose

Fund 142, Community Development Block Grant (CDBG), seeks to stimulate the development and preservation of low- and moderate-income housing and the provision of loans, public facilities, and improvements directed toward conserving and upgrading low- and moderate-income neighborhoods. It also supports the provision of special outreach and assistance services to low- and moderate-income households.

Fairfax County receives an annual Community Development Block Grant through the U.S. Department of Housing and Urban Development (HUD). The use of these funds is subject to eligibility criteria established by Congress for the program and must meet one of three national objectives: (1) benefit to low- and moderate- income population of the County; (2) elimination of slums and blight; and (3) urgent needs. Specific uses of each annual grant are outlined in the Consolidated Plan One-Year Action Plan. The Board of Supervisors has designated the Consolidated Community Funding Advisory Committee, (CCFAC) as the citizen advisory group charged with overseeing the Consolidated Plan process. The Consolidated Plan also incorporates the recommendations of the Fairfax County Redevelopment and Housing Authority (FCRHA) concerning the use of the CDBG funds. The CCFAC forwards the Plan to the Board of Supervisors for a public hearing and adoption. The Plan is then forwarded to HUD for approval and final grant award.

Historically, CDBG funds have been used for:

- development and preservation of affordable housing;
- neighborhood improvements in communities designated as Conservation or Redevelopment Areas by the Board of Supervisors;
- programs providing needed services to the low- and moderate- income population;
- financial and technical assistance to homeowners for housing rehabilitation and repair;
- payments on loans used for affordable housing development; and
- costs to administer this grant and related programs.

FY 2004 Initiatives

- ◆ Funding in the amount of \$6,235,000 is estimated for FY 2004. The following identifies the projected funding initiatives:
 - A portion of the County's CDBG entitlement will be combined with County General Funds and the Community Services Block Grant into a Consolidated Community Funding Pool, providing funds through a competitive process to non-profit organizations for human services and affordable housing development and preservation. In FY 2003, \$1,863,121 was available for the first year of this program and it is anticipated that an amount of comparable value will be available in FY 2004 for the second year of the new two-year program. This funding will be provided from the balance of \$2,812,903 noted in the chart above. The remaining balance of \$949,782 will be available for projects that will be considered by the Board of Supervisors during their deliberations on the FY 2004 Advertised Budget Plan.
 - An amount of \$75,000 is provided for the Fair Housing Program strategy implementation including conducting and reporting on fair housing tests, filing fair housing complaints when necessary, training rental agents and housing counselors in the County's rental market, establishing and staffing the Fair Housing Task Force, and continuing to study and report on the County's fair housing needs.

FUND 142

COMMUNITY DEVELOPMENT BLOCK GRANT

- In addition, \$283,047 in Community Development Block Grant funds will be used to support staff and operating costs for the Home Repair for the Elderly Program. This program provides minor home repairs to low-income elderly or disabled residents to enable these individuals to live in safe and sanitary housing.
- Funding of \$1,585,522 will be available for payments on Section 108 Loans. These loans, approved by the Board of Supervisors and HUD, are designated for affordable housing preservation and development, the reconstruction of Washington Plaza, and road and storm drainage improvements in five conservation areas; Bailey's, Fairhaven, Gum Springs, James Lee, and Jefferson Manor. The FY 2004 funding represents a decrease of \$69,478 from the FY 2003 Adopted Budget Plan. Unexpended Section 108 Loan balances from prior years were available at the FY 2002 Carryover Review to be brought forward to FY 2003. It is not anticipated that there will be unexpended Section 108 Loan balances available to be carried forward from FY 2003 to FY 2004.
- Also included within Fund 142, Community Development Block Grant, is support for staff and operating costs to provide Federally mandated relocation and advisory services to individuals affected by Federally funded County and FCRHA programs. In addition, funding is provided for staff support and operating costs for overall program management and planning for Community Development Block Grant and Section 108 Loan programs. This includes preparation of the annual HUD Consolidated Plan and other program reports, administration and monitoring of non-profit contracts, evaluation of program performance, and planning of the development of affordable housing in the County. In FY 2004, funding for these services will total \$1,368,013.
- The Homeownership Assistance Program provides funding in the amount of \$110,515 to support two positions in the Relocation Services Branch that provide support to the First Time Homebuyer and the Moderate Income Direct Sales Programs. The main duties of these positions include application data entry, waiting list maintenance, application processing, conducting lotteries, conducting annual occupancy certifications, and counseling applicants.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the FY 2002 Carryover Review, the Board of Supervisors approved an increase of \$9,018,434 due to the carryover of \$8,454,757 in unexpended project balances and the allocation of \$563,677 in program income.

A Fund Statement and Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 142 COMMUNITY DEVELOPMENT BLOCK GRANT

FUND STATEMENT

Fund Type H14, Special Revenue Funds

Fund 142, Community Development Block Grant

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$492,784	\$36	\$700,686	\$36
Revenue:				
Community Development Block Grant (CDBG)	\$5,585,271	\$6,235,000	\$14,324,451	\$6,235,000
CDBG Program Income	563,677	0	0	0
HUD Rental Rehabilitation	0	0	228,333	0
Total Revenue	\$6,148,948	\$6,235,000	\$14,552,784	\$6,235,000
Total Available	\$6,641,732	\$6,235,036	\$15,253,470	\$6,235,036
Expenditures:				
CDBG Projects	\$5,941,046	\$6,235,000	\$15,080,143	\$6,235,000
Rental Rehabilitation ¹	0	0	173,291	0
Total Expenditures	\$5,941,046	\$6,235,000	\$15,253,434	\$6,235,000
Total Disbursements	\$5,941,046	\$6,235,000	\$15,253,434	\$6,235,000
Ending Balance	\$700,686	\$36	\$36	\$36

¹ The Cranston-Gonzalez National Affordable Housing Act of 1990 terminated the HUD Rental Rehabilitation Program as of October 1, 1991. Funds available from prior year grants may continue to be utilized.

FUND 142 COMMUNITY DEVELOPMENT BLOCK GRANT

FY 2004 Summary of Capital Projects

Fund: 142 Community Development Block Grant

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
003800	Adjusting Factors	\$0	\$0	\$0	\$2,812,903
003813	Home Improvement Loan Program	0	483,056.74	2,288,344.70	0
003817	Bailey's Community Center	655,886	0	0	0
003821	Housing Development Corporation		272,384.12	30,389.59	0
003823	Huntington Community Center	111,685	12,955.85	73,089.20	0
003829	Mott Community Center	627,907	0.00	0.00	0
003846	Bailey's Road Improvements	2,742,664	32,524.70	51,360.34	0
003848	Fairhaven Public Improvements	3,724,159	39,386.12	193,878.70	0
003864	Home Repair for the Elderly		232,181.86	317,773.64	283,047
003874	United Community Ministries		217,706.95	205,451.95	0
003899	Contingency Fund		0.00	552,294.92	0
003905	Gum Springs Public Improvements	2,778,388	334,497.32	455,785.99	0
003907	James Lee Community Center	64,495	0.00	0.00	0
003910	James Lee Road Improvement	3,001,720	21,966.81	518,330.66	0
003915	Planning and Urban Design		275,100.59	584,066.87	415,253
003916	General Administration		513,675.80	702,670.38	658,974
003952	Northern Virginia Family Services		0.00	89.51	0
003954	Fairfax City Rehabilitation		3,109.00	329.20	0
013807	HUD Rental Rehab Admin.		0.00	173,291.19	0
013868	Good Shepherd Housing		232,375.00	292,125.12	0
013872	Housing Program Relocation		294,384.31	295,005.77	293,786
013886	RPJ Transitional Housing		0.00	51,695.16	0
013887	Section 108 Loan Payments		1,551,740.00	1,824,283.19	1,585,522
013903	ADU Loan Program		0.00	107,685.00	0
013918	Jefferson Manor Public Imp.	866,294	107,313.76	(0.00)	0
013919	HomeStretch		70,770.00	167,589.00	0
013933	Reston Interfaith Townhouses		388,646.00	152,664.94	0
013978	Dulles Park Town Home Rehab		7,580.45	0.00	0
013980	Facets		174,651.96	201,981.30	0
013992	Christian Relief Services		45,591.21	341,836.57	0
013994	Housing Opportunities Foundation		0.00	11,000.00	0
014003	Affordable Housing Fund		0.00	111,581.81	0
014005	DCRS Teen Services		0.00	2,497.68	0
014026	Reston Interfaith		54,934.46	57,343.50	0
014027	Fairfax Housing Counseling		82,500.00	7,500.00	0
014028	Ethopian Development Council		61,199.45	43,588.97	0
014034	Fair Housing Program		48,000.00	102,000.00	75,000
014039	LLVCAI		117,999.66	148,000.00	0
014049	Rogers Glen	550,000	0.00	550,000.00	0
014050	Herndon Senior Center	150,000	62,153.12	68,255.55	0
014053	Western Fairfax Christian Ministries		58,036.00	85,000.00	0
014055	Alternative House		64,101.25	64,945.75	0
014056	Gum Springs Glen	250,000	2,453.65	0.00	0
014107	Wesley/Coppermine		0.00	350,000.00	0

FUND 142 COMMUNITY DEVELOPMENT BLOCK GRANT

FY 2004 Summary of Capital Projects

Fund: 142 Community Development Block Grant

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
014108	Home Stretch Housing Units		0.00	106,000.00	0
014109	Supportive Housing Units		2,527.00	0.00	0
014110	Bilingual Rehabilitation Specialist		17,157.41	101,040.00	0
014112	Accessibility Modifications		0.00	105,000.00	0
014113	Home Ownership Assistance		58,385.59	433,618.41	110,515
014114	Senior Housing & Fac. Devel.		0.00	400,000.00	0
014127	Magnet Housing		0.00	775,000.00	0
014128	Revitalization Predevelopment		0.00	80,000.00	0
014129	Senior/Disabled Housing Development		0.00	842,260.00	0
014130	Southgate Community Center		0.00	150,000.00	0
014131	Revitalization Loan Pool		0.00	100,000.00	0
014132	Child Care Center Grant Program		0.00	50,000.00	0
014150	Catholics F/HSG Acq. Of Briarcliff TNHS	200,000	0.00	200,000.00	0
014151	Home Ownership Strategy	198,221	0.00	198,221.00	0
014152	Revitalization	308,333	0.00	308,333.00	0
014153	Neighborhood Revitalization	66,069	0.00	66,069.00	0
014154	Special Needs Strategy	66,069	0.00	66,069.00	0
014155	Language Initiative	88,097	0.00	88,097.00	0
Total		\$16,449,987	\$5,941,046.14	\$15,253,433.56	\$6,235,000

FUND 143

HOMEOWNER AND BUSINESS LOAN PROGRAMS

Agency Mission

The overall goal of the Homeowner and Business Loan program is to enhance the quality of life and economic base of the County by providing support for homeownership, for repair and upgrading of existing housing, and for assistance to small and minority businesses. One focus provides a means and opportunity for low- and moderate-income households to become homeowners in the County through the MIDS program. The second focus provides affordable loans for housing improvement and rehabilitation to qualifying low-income homeowners or homeowners living in areas targeted for improvement, resulting in the elimination of health and safety code violations, enhancing the quality and appearance of existing housing, and retaining existing affordable housing. The third focus provides business assistance and counseling services as well as direct loans to qualified minority businesses.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
Operating Expenses	\$473,900	\$1,088,132	\$5,270,026	\$1,057,951
Total Expenditures	\$473,900	\$1,088,132	\$5,270,026	\$1,057,951

Purpose

Fund 143, Homeowner and Business Loan Programs, is comprised of three programs designed to meet the agency goal as detailed below:

- ◆ The Home Improvement Loan Program (HILP) provides loans to low- and moderate-income individuals to repair, modernize, or expand the living space for their families to help alleviate overcrowded conditions. Funds are also loaned to homeowners who are cited for health and housing code violations, and for replacement housing, if necessary. Grants are provided for low-income elderly or disabled residents through the Elderly Home Repair Program to make needed repairs and provide for handicapped accessibility, to prevent displacement, and to allow these individuals to live in safe and sanitary housing. County appropriated funds within the Homeowner and Business Loan Programs are used in conjunction with bank funds budgeted in Fund 945, Non-Appropriated Rehabilitation Loans, and Federal funding in Fund 142, Community Development Block Grant, to increase the assistance available to County residents.
- ◆ The Moderate Income Direct Sales (MIDS) program is designed to provide affordable homeownership opportunities for low- to moderate-income families who otherwise could not afford to purchase a home. Established in 1978, this program funds second trust loans up to \$15,000. These loans are repaid when the home is resold. The second trust allows the sales price to be affordable to families who would not normally qualify for home ownership. As initially established, MIDS units acquired or constructed by the Fairfax County Redevelopment and Housing Authority (FCRHA) were sold to moderate income families, and the purchase was made possible by the provision of the second trust loans. The resale price of the unit is limited, and the FCRHA has the right of first refusal when the home is resold.
- ◆ The Small and Minority Business Loan program was initiated in FY 1996. Fund 143, Homeowner and Business Loan Programs, was expanded to include the receipt of Federal funds for operation of the Small and Minority Business Loan program. The program provides loans to qualified small and minority businesses. Program funds are administered by the Community Business Partnership (formerly the South Fairfax Regional Business Partnership, Inc.) through an agreement with the Department of Housing and Community Development. Loan repayments from the business loans will be received as revenue in Fund 143, Homeowner and Business Loan Programs, and will be used to pay debt service on the Section 108 Loan 7.

FUND 143

HOMEOWNER AND BUSINESS LOAN PROGRAMS

- ◆ Program income from the HILP and MIDS programs will provide direct loans as well as administrative support for the five positions that administer the programs, consistent with the business plan approved by the FCRHA and the Board of Supervisors.

FY 2004 Initiatives

- ◆ Provide loans to low- and moderate-income individuals to repair, modernize, or expand the living space for their families to help alleviate overcrowded conditions.

An amount of \$488,682 is included to support the Home Improvement Loan Program (HILP) in FY 2004. Expenditures are fully supported by program income that is anticipated to be received from loans made in prior years. The FY 2004 recommended funding level will provide \$22,000 to support the elderly home repair program, \$350,011 to provide for new rehabilitation loans, and \$116,671 to provide administrative support (staff costs are budgeted in Fund 940, FCRHA General Operating). The FY 2004 funding level represents an increase of \$33,531 over the FY 2003 Adopted Budget Plan based on anticipated revenue for FY 2004.

- ◆ Present affordable homeownership opportunities for low- and moderate-income families who otherwise could not afford to purchase a home.

An amount of \$497,269 is included in FY 2004 for the Moderate Income Direct Sales Program (MIDS). This funding will allow for retention of housing units in the program as turnover occurs during the year. No new MIDS units are funded in FY 2004. Of the total MIDS funding, an amount of \$106,326 will be used to support the administrative costs associated with the program (budgeted in Fund 940, FCRHA Operating). The FY 2004 funding level represents a decrease of \$15,712 from the FY 2003 Adopted Budget Plan based on projected repayment receipts.

- ◆ Make available loans to qualified small and minority businesses.

An amount of \$72,000 is included in the Business Loan Program. This represents the FY 2004 debt service payment projected on the original \$1.0 million Federal Section 108 Loan 7. The expenditure is fully supported by the repayment of business loans.

Funding Adjustments

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since the 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*, the Board of Supervisors approved an increase of \$4,181,894 due to the carryover of unexpended program balances in FY 2002.

FUND 143 HOMEOWNER AND BUSINESS LOAN PROGRAMS

FUND STATEMENT

Fund Type H14, Special Revenue Funds

Fund 143, Homeowner and
Business Loan Programs

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$2,385,922	\$82,145	\$2,744,653	\$82,145
Revenue:				
Program Income (MIDS)	\$262,477	\$512,981	\$807,294	\$497,269
County Rehabilitation Loan Repayments	483,882	455,151	403,843	488,682
Business Loan Program	86,272	120,000	1,396,381	72,000
Total Revenue	\$832,631	\$1,088,132	\$2,607,518	\$1,057,951
Total Available	\$3,218,553	\$1,170,277	\$5,352,171	\$1,140,096
Expenditures:				
Rehabilitation Loans and Grants	\$231,193	\$455,151	\$1,948,069	\$488,682
Water Extension and Improvement Projects	0	0	52,867	0
Moderate Income Direct Sales Program (MIDS)	135,435	512,981	1,955,990	497,269
Business Loan Program	107,272	120,000	1,313,100	72,000
Total Expenditures	\$473,900	\$1,088,132	\$5,270,026	\$1,057,951
Total Disbursements	\$473,900	\$1,088,132	\$5,270,026	\$1,057,951
Ending Balance	\$2,744,653	\$82,145	\$82,145	\$82,145

FUND 144

HOUSING TRUST FUND

Purpose

Fund 144, Housing Trust Fund, was created in FY 1990 to reflect the expenditures and revenues of funds earmarked to encourage and support the preservation, development, and redevelopment of affordable housing by the Fairfax County Redevelopment and Housing Authority (FCRHA), non-profit sponsors, and private developers. The fund is intended to promote endeavors that will furnish housing to low- and moderate-income individuals in Fairfax County by providing low cost debt and equity capital in the form of loans, grants, and equity contributions. Only capitalized costs are eligible for funding from the Housing Trust Fund.

Under the criteria approved by the FCRHA and the Board of Supervisors for the Housing Trust Fund, highest priority is assigned to projects which enhance existing County and FCRHA programs, produce or preserve housing which will be maintained for lower income occupants over the long term, promote affordable housing, and leverage private funds.

In FY 1996, the Board of Supervisors authorized the FCRHA to implement a pre-development fund as a component of the Housing Trust Fund. The Board also approved use of Housing Trust funds for the expansion of the Moderate Income Direct Sales Program (MIDS) to assist moderate-income Fairfax County government employees in the purchase of their first home.

On behalf of the County, the FCRHA administers the Housing Trust Fund, and periodically accepts and reviews applications from non-profit corporations and private developers for contributions from this source. The FCRHA forwards its recommendations of projects to be funded to the Board of Supervisors based on this review. The FCRHA itself may submit proposals meeting the Housing Trust Fund criteria to the Board of Supervisors at any time for the Board's approval.

FY 2004 Initiatives

In FY 2004, an amount of \$823,413 is anticipated in proffered contributions and \$177,998 in investment income, based on historical experience. Funds totaling \$1,001,411 are included in the Undesignated Project for future designation by the FCRHA and the Board of Supervisors to specific projects.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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:

- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$12,162,775 including unexpended project balances of \$9,779,405, an adjustment of \$142,806 to appropriate additional income received in FY 2002, and an adjustment in the amount of \$2,240,564 to appropriate additional proffer income received in FY 2002.

A Fund Statement, a Summary of Capital Projects and Project Detail Table for the capital project funded in FY 2004 are provided on the following pages. The Summary of Capital Projects includes projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project). The Project Detail Table includes project location, description, source of funding, and completion schedules.

FUND 144 HOUSING TRUST FUND

FUND STATEMENT

Fund Type H14, Special Revenue Funds

Fund 144, Housing Trust Fund

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$9,975,636	\$229,060	\$12,391,835	\$229,060
Revenue:				
Proffered Contributions	\$3,140,564	\$772,443	\$772,443	\$823,413
Investment Income	309,979	194,400	194,400	177,998
Miscellaneous Revenue	132,827	0	0	0
Total Revenue	\$3,583,370	\$966,843	\$966,843	\$1,001,411
Transfer In:				
General Fund (001)	\$300,000	\$0	\$0	\$0
Total Transfers In	\$300,000	\$0	\$0	\$0
Total Available	\$13,859,006	\$1,195,903	\$13,358,678	\$1,230,471
Expenditures:				
Capital Projects	\$1,467,171	\$966,843	\$13,129,618	\$1,001,411
Total Expenditures	\$1,467,171	\$966,843	\$13,129,618	\$1,001,411
Total Disbursements	\$1,467,171	\$966,843	\$13,129,618	\$1,001,411
Ending Balance	\$12,391,835	\$229,060	\$229,060	\$229,060
Reserved Fund Balance ¹	229,060	229,060	229,060	229,060
Unreserved Ending Balance	\$12,162,775	\$0	\$0	\$0

¹ The Reserved Fund Balance reflects revenue receivable to the Housing Trust Fund for interest owed by Reston Interfaith on an equity lien held by the FCRHA.

FUND 144 HOUSING TRUST FUND

FY 2004 Summary of Capital Projects

Fund: 144 Housing Trust Fund

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
003892	Briarcliff Phase I	\$500,000	\$500,000.00	\$0.00	\$0
003969	Lewinsville Elderly Facility	159,947	0.00	0.00	0
013808	Herndon Harbor House Phase I	2,060,617	218.95	11,191.20	0
013854	Founders Ridge/Kingstowne NV	600,000	44,430.09	2,125.66	0
013889	Chain Bridge Gateway/Moriarty Place	1,595,999	300.00	15.00	0
013901	Tavenner Lane	503,331	0.00	0.00	0
013906	Undesignated Housing Trust Fund Projects		0.00	1,075,593.32	1,001,411
013914	Cedar Ridge		16,302.08	33,697.92	0
013935	Mt. Vernon Mental Group Home	123,847	0.00	0.00	0
013939	Wesley Housing Development Corporation	225,700	0.00	5,362.00	0
013948	Little River Glen Phase II	676,694	18,063.72	550,901.35	0
013951	Patrick Street Transitional Group Home	22,000	0.00	0.00	0
014011	Fairfax County Employees' Housing Asst. Prgm.		0.00	115,000.00	0
014013	Development Fund		6,692.40	175,396.27	0
014040	Herndon Harbour Phase II	577,075	1,297.00	51,394.75	0
014042	Tier Two Predevelopment		0.00	200,000.00	0
014044	HTF MIDS Evaluation		0.00	15,000.00	0
014046	Little River Glen III	554,129	753.76	553,375.24	0
014049	Rogers Glen	1,937,664	0.00	1,923,746.98	0
014051	Mixed Greens	881,789	0.00	0.00	0
014056	Gum Springs Glen	2,440,758	579,112.69	1,301,718.80	0
014085	HTF Effordable Forum		0.00	7,500.00	0
014098	HTF Magnet Housing		0.00	1,031,600.00	0
014107	Wesley/Coppermine		0.00	844,000.00	0
014116	Partnership Programs		0.00	906,000.00	0
014126	Sect. 8 Hsng. Choice VCHR Incentives		0.00	50,000.00	0
014134	Habitat at Stevenson Street	636,000	300,000.00	336,000.00	0
014136	Housing Preservation Strategy		0.00	1,000,000.00	0
014138	Lewinsville Presbyterian Church at Chesterbrook		0.00	50,000.00	0
014140	Lewinsville Expansion		0.00	250,000.00	0
014142	HTF RSRV/Emergencies & Opportunities		0.00	500,000.00	0
014143	HTF Land Acquisition	1,000,000	0.00	1,000,000.00	0
014144	Transitional Emergency Shelter		0.00	1,000,000.00	0
014148	Westbriar Plaza Condominiums	140,000	0.00	140,000.00	0
VA1951	Tavenner Lane Apartments	271,934	0.00	0.00	0
Total		\$14,907,484	\$1,467,170.69	\$13,129,618.49	\$1,001,411

FUND 144 HOUSING TRUST FUND

013906	Undesignated Project
Countywide	Countywide
<p>Description and Justification: FY 2004 funding in the amount of \$1,001,411 is included as a planning factor for the Undesignated Project, based on anticipated proffer and interest income in FY 2004 in the Housing Trust Fund. Funding will be retained in the Undesignated Project until designated to specific projects by the FCRHA and the Board of Supervisors.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$1,075,593	\$1,001,411	\$0
Design and Engineering		0	0	0	0	0
Construction		0	0	0	0	0
Other		0	0	0	0	0
Total	Continuing	\$0	\$0	\$1,075,593	\$1,001,411	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$1,001,411	\$1,001,411

**DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT
FUND 145, HOME INVESTMENT PARTNERSHIP GRANT**

**Design, Development
and Construction**

Agency Position Summary
1 Regular Position / 1.0 Regular Staff Year

Position Detail Information

DESIGN, DEVELOPMENT AND CONSTRUCTION

1 Housing Community Developer IV
1 Position
1.0 Staff Year

FUND 145

HOME INVESTMENT PARTNERSHIP GRANT

Agency Mission

The goal of the HOME Program is to provide affordable housing through acquisition, rehabilitation, new construction, and tenant-based rental assistance.

Agency Summary				
Category ¹	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	1/ 1	1/ 1	1/ 1	1/ 1
Expenditures:				
New Construction ²	956,704	\$1,333,370	\$4,247,106	\$1,302,795
Tenant Based Rental Assistance	277,132	225,130	258,796	255,705
Community Housing Development Project				
Specific Loans	0	311,700	1,211,954	311,700
Administration	151,709	207,800	501,085	207,800
Total Expenditures	\$1,385,545	\$2,078,000	\$6,218,941	\$2,078,000

¹ Categories as required by the U.S. Department of Housing and Urban Development (HUD) for reporting purposes.

² Funding will be moved to specific projects when approved by the Board of Supervisors. Projects may include rehabilitation and acquisition, as well as construction.

Purpose

In FY 2004, funding of \$2,078,000 represents an estimate for Program Year 12. The actual FY 2004 grant will be determined by final congressional appropriation for the program. FY 2004 funding will provide for the Tenant Based Rental Assistance program and various other new and ongoing projects. Details for specific projects in Program Year 12 (FY 2004) will be approved by the Board of Supervisors (BOS) and submitted to HUD as part of the Consolidated Plan Action Plan: Use of Funds for FY 2004 during April of 2003. After HUD and BOS approval, necessary project adjustments will be made to this fund.

The HOME Investment Partnership Program (HOME) was established as part of the Cranston-Gonzalez National Affordable Housing Act of 1990. HOME funds are allocated on an annual basis to eligible participating jurisdictions based on a formula allocation system. The HOME Program requires a 25 percent local match from the participating jurisdiction. The local match can come from any Housing and Community Development project, regardless of funding source, that is HOME eligible. Any expenditure beginning in October 1992 in qualifying projects can be considered as part of the required matching funds. In FY 2004, the County will have adequate matching funds from all eligible projects to satisfy the requirement. Therefore, no additional local funds will need to be allocated to meet this requirement.

FY 2004 Initiatives

- ◆ Develop affordable housing through acquisition, construction, reconstruction, or moderate rehabilitation. FY 2004 HOME funding projections include a planning factor in the amount of \$1,302,795 for affordable housing projects to be approved by the Fairfax County Redevelopment and Housing Authority (FCRHA) and the Board of Supervisors.
- ◆ Provide affordable rental housing through tenant-based rental assistance. FY 2004 HOME funding projections include a planning factor in the amount of \$255,705 for Tenant-Based Rental Assistance.

FUND 145

HOME INVESTMENT PARTNERSHIP GRANT

- ◆ Support Community Housing Development Organizations (CHDOs) and Fairfax County Redevelopment and Housing Authority (FCRHA) organizational capacity. FY 2004 HOME funding projections include a 15 percent set-aside of \$311,700, mandated under HOME regulations from the County's total HOME allocation for eligible CHDOs, and a 10 percent set-aside of \$207,800 for administrative expenses as permitted under HOME regulations.

Funding Adjustments

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since the 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*, the Board of Supervisors approved an increase of \$4,140,941 due to the carryover of unexpended project balances of \$4,042,224, and the allocation of \$98,717 for program income.

A Fund Statement, a Summary of Capital Projects, and Project Detail Table for the capital project funded in FY 2004 are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project). The Project Detail Table includes project location, description, source of funding, and completion schedules.

FUND 145 HOME INVESTMENT PARTNERSHIP GRANT

FUND STATEMENT

Fund Type H14, Special Revenue Funds

Fund 145, HOME Investment Partnership Grant

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$109,273	\$0	(\$47,652)	\$0
Revenue:				
HOME Grant Funds	\$1,129,903	\$2,078,000	\$5,822,035	\$2,078,000
HOME Program Income	98,717	0	444,558	0
Total Revenue	\$1,228,620	\$2,078,000	\$6,266,593	\$2,078,000
Total Available	\$1,337,893	\$2,078,000	\$6,218,941	\$2,078,000
Expenditures:				
HOME Projects	\$1,385,545	\$2,078,000	\$6,218,941	\$2,078,000
Total Expenditures ¹	\$1,385,545	\$2,078,000	\$6,218,941	\$2,078,000
Total Disbursements	\$1,385,545	\$2,078,000	\$6,218,941	\$2,078,000
Ending Balance	(\$47,652)	\$0	\$0	\$0

¹ FY 2004 HOME funding projections include a 15 percent set-aside of \$311,700, mandated under HOME regulations, from the County's total HOME allocation for eligible Community Housing Development Organizations (CHDOs), a 10 percent set-aside of \$207,800 for administrative expenses as permitted under HOME regulations (including \$25,000 for the Fair Housing Program), a planning factor of \$255,705 for Tenant-Based Rental Assistance, and an amount of \$1,302,795 for affordable housing projects to be approved by the Fairfax County Redevelopment and Housing Authority (FCRHA) and the Board of Supervisors.

FUND 145

HOME INVESTMENT PARTNERSHIP GRANT

FY 2004 Summary of Capital Projects

Fund: 145 HOME Investment Partnerships Grant

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
013808	Herndon Harbor House Phase I	\$553,853	\$0.00	\$0.00	\$0
013854	Founders Ridge/Kingstowne NV	42,321	4,606.21	10,393.79	0
013883	Old Mill Road	59,500	0.00	0.00	0
013901	Tavener Lane	739,336	0.00	4,736.50	0
013912	Stevenson Street	570,000	0.00	0.00	0
013933	Reston Interfaith Townhouses		0.00	278,538.00	0
013954	CHDO Undesignated		0.00	409,813.00	311,700
013969	Castellani Meadows	1,039,961	0.00	0.00	0
013971	Tenant-Based Rental Assistance		232,459.00	237,567.00	255,705
013974	HOME Development Costs		0.00	3,368,090.69	1,302,795
013975	HOME Administration		151,708.87	476,085.16	207,800
014034	Fair Housing Program		0.00	25,000.00	0
014040	Herndon Harbour Phase II	2,793,572	191,799.99	283,166.93	0
014052	Senior Rental Assistance		44,673.20	21,228.92	0
014056	Gum Springs Glen	2,654,242	760,297.73	380,718.27	0
014106	Village At Gum Springs Acquisition	228,038	0.00	228,038.00	0
014129	Senior/Disabled Housing Development		0.00	79,565.00	0
014134	Habitat at Stevenson Street	216,000	0.00	216,000.00	0
014144	Transitional Emergency Shelter		0.00	200,000.00	0
Total		\$8,896,823	\$1,385,545.00	\$6,218,941.26	\$2,078,000

FUND 145

HOME INVESTMENT PARTNERSHIP GRANT

013974	HOME Development Costs
Countywide	Countywide
<p>Description and Justification: FY 2004 funding in the amount of \$1,302,795 will be allocated to specific projects as recommended by the Board of Supervisors. Allocation to specific projects is anticipated in the Spring of 2003.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	3,115,554	1,302,795	0
Construction		0	0	0	0	0
Other		0	0	252,537	0	0
Total	Continuing	\$0	\$0	\$3,368,091	\$1,302,795	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$1,302,795	\$1,302,795

FUND 340

HOUSING ASSISTANCE PROGRAM

Purpose

The Housing Assistance Program has been a source of funds for the development of low- and moderate-income housing and support of public improvement projects in low- and moderate-income neighborhoods. In recent fiscal years the primary use of the Fund is to support the Commercial Revitalization Program including staff resources, marketing, consultant services, and capital projects. The Fund also supports the Blight Abatement Program. In addition, proceeds from the U.S. Department of Housing and Urban Development (HUD) Section 108 Loan provide for public improvement projects in five of the County's Conservation Areas.

FY 2004 Initiatives

In FY 2004, \$1,600,000, the same level of funding as the FY 2003 Adopted Budget Plan, is provided for Commercial Revitalization activities including \$935,000 to address current program needs for staffing and other efforts associated with countywide revitalization projects and \$665,000 for projects to be approved by the Board of Supervisors in the context of the Capital Improvement Program (CIP) or other planning discussions of priorities. Potential projects identified for FY 2004 include: Annandale Revitalization Area – continuation of the façade improvement program for design guidelines and property improvements and funding to match Economic Development Initiatives (EDI) support for a feasibility study for the proposed Annandale Multi-Cultural Center; Springfield Revitalization Area – a feasibility study for the development of a cultural arts center, artist housing, studio space, and performance and gallery space, Alexandria Revitalization Area – continue the Richmond Highway Façade Improvement Program; Bailey's Crossroads Revitalization Area – a feasibility analysis to establish a Seven Corners International Market; and Revitalization Field Services – facilitate services on behalf of the local business community, such as promotional and/or special events associated with business-oriented functions such as networking, training, and information sessions.

Funding Adjustments

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since the 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*, the Board of Supervisors approved an increase of \$13,605,904 primarily due to the carryover of unexpended project balances, \$8,469,833, the appropriation of bond proceeds from the 1988 Bond Referendum for Commercial and Development Areas, \$4,500,000, the appropriation of reimbursements from Project 014103, Richmond Highway, Project 003905, Gum Springs Improvements, and Project 013918, Jefferson Manor Public Improvements, for expenses previously incurred, and additional expenditure requirements, \$636,071.

A Fund Statement, a Summary of Capital Projects, and Project Detail Tables for the capital projects funded in FY 2004 are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project). The Project Detail Tables include project location, description, and source of funding and completion schedules.

FUND 340 HOUSING ASSISTANCE PROGRAM

FUND STATEMENT

Fund Type H34, Capital Project Funds

Fund 340, Housing Assistance Program

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$3,048,847	\$4,512	\$1,190,554	\$6,130
Revenue:				
Miscellaneous Revenues	\$637,689	\$0	\$0	\$0
Bond Proceeds ¹	0	0	4,500,000	0
Grant Proceeds	0	0	921,480	0
Section 108 Proceeds	1,370,000	0	7,000,000	0
Total Revenue	\$2,007,689	\$0	\$12,421,480	\$0
Transfer In:				
General Fund (001)	\$1,850,000	\$1,600,000	\$1,600,000	\$1,600,000
Total Transfer In	\$1,850,000	\$1,600,000	\$1,600,000	\$1,600,000
Total Available	\$6,906,536	\$1,604,512	\$15,212,034	\$1,606,130
Expenditures:				
Capital Projects ¹	\$5,715,982	\$1,600,000	\$15,205,904	\$1,600,000
Total Expenditures	\$5,715,982	\$1,600,000	\$15,205,904	\$1,600,000
Total Disbursements	\$5,715,982	\$1,600,000	\$15,205,904	\$1,600,000
Ending Balance	\$1,190,554	\$4,512	\$6,130	\$6,130

¹ It should be noted that in the Fall of 1988 a Commercial and Development Bond Referendum was approved, of which \$9.7 million was designated for the redevelopment of the Woodley-Nightingale mobile home park. An amount of \$6.37 million remains authorized but unissued for this project. An amount of \$4,500,000 was appropriated at the *FY 2002 Carryover Review* including \$2,500,000 for Project 014100, Commerce Street Development, and \$2,000,000 for Project 014156, Merrifield Town Center. The balance of \$1,870,000 will remain authorized but unissued.

FUND 340 HOUSING ASSISTANCE PROGRAM

FY 2004 Summary of Capital Projects

Fund: 340 Housing Assistance Program

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
003817	Bailey's Community Center	\$123,705	\$55,519.22	\$58,222.78	\$0
003844	Emergency Housing	578,449	0.00	128,584.80	0
003846	Bailey's Road Improvements	1,395,410	0.00	1,107,859.34	0
003848	Fairhaven Public Improvements	1,464,692	149.84	1,097,453.16	0
003875	Island Walk Cooperative	50,000	6,500.00	43,500.00	0
003884	Chatham Towne	62,350	0.00	62,350.00	0
003905	Gum Springs Public Improvements	2,610,882	762,483.35	1,062,663.99	0
003907	James Lee Community Center	665,509	429,249.30	151,964.86	0
003910	James Lee Road Improvement	352,092	0.00	94,033.96	0
003923	Undesignated Projects		0.00	0.00	665,000
003978	Lincolnia Elementary School	7,777,651	0.00	34,584.00	0
013808	Herndon Harbor House Phase I	25,180	0.00	0.00	0
013817	McLean Hills	22,666	0.00	22,666.00	0
013846	Murraygate Village	1,038,750	0.00	0.00	0
013905	Creighton Square/Lockheed Blvd	53,365	0.00	0.00	0
013912	Stevenson Street	64,863	0.00	0.00	0
013918	Jefferson Manor Public Imp.	4,885,037	3,210,304.38	1,393,331.35	0
013944	Gum Springs Community Center	9,785	0.00	0.00	0
013948	Little River Glen Phase II	9,384	0.00	0.00	0
013963	Section 108 Loan Issuance Costs		0.00	93,000.00	0
013966	Telegraph Road Property	36,908	0.00	0.00	0
013969	Castellani Meadows	9,875	0.00	0.00	0
014010	Commercial Revitalization		225,233.40	548,196.91	190,000
014020	Stonegate Village Phase II	14,750	0.00	1,371.41	0
014045	McLean Revitalization	100,000	0.00	50,000.00	0
014047	Lake Anne Reston	50,000	0.00	0.00	0
014048	Revitalization Spot Blight Abatement		16,044.25	415,016.69	0
014050	Herndon Senior Center	55,876	2,599.42	53,276.58	0
014100	Commerce Street Redevelopment	3,333,000	57,592.30	3,275,407.70	0
014101	Kings Crossing Redevelopment	575,000	10,280.00	563,843.10	0
014102	Gallows Road Streetscape	200,000	0.00	200,000.00	0
014103	Richmond Hwy Facade Imp	295,000	21,106.96	271,576.46	0
014104	Revitalization Program Costs		660,000.00	745,000.00	745,000
014115	Sacramento Community Center	712,000	0.00	711,118.36	0
014116	Partnership Programs		0.00	100,000.00	0
014117	Richmond Highway Corridor	100,000	295.00	99,705.00	0
014122	Allen Street	75,000	0.00	75,000.00	0
014125	David R. Pinn Community Center	100,000	0.00	100,000.00	0
014133	Springfield Bio-Info Incubator		250,000.00	0.00	0
014141	Mason District Park - EDI	89,802	8,624.69	81,177.31	0
014156	Merrifield Town Center Urban Park	2,000,000	0.00	2,000,000.00	0
014157	Annandale Façade Imp. Prgrm.	100,000	0.00	100,000.00	0
014158	Annandale Marketing	40,000	0.00	40,000.00	0
014159	Baileys 7 Corners Streetscape Imp.	150,000	0.00	150,000.00	0
014160	Baileys SE Quad. Townctr. Comm. Vision	75,000	0.00	75,000.00	0
014161	Revitalization Field Services	200,000	0.00	200,000.00	0
Total		\$29,501,982	\$5,715,982.11	\$15,205,903.76	\$1,600,000

FUND 340 HOUSING ASSISTANCE PROGRAM

003923	Undesignated Projects
Countywide	Countywide
<p>Description and Justification: This project provides FY 2004 funding of \$665,000 for Commercial Revitalization projects to be approved by the Board of Supervisors in the context of the Capital Improvement Program (CIP) and/or other planning discussions of priorities.</p> <p>Potential projects identified for FY 2004 include: 1) Annandale Revitalization Area – continuation of the façade improvement program for design guidelines and property improvements and funding to match Economic Development Initiatives (EDI) support for a feasibility study of the proposed Annandale Multi-Cultural Center; 2) Springfield Revitalization Area – a feasibility study for the development of a cultural arts center, artist housing, studio space, and performance and gallery space; 3) Alexandria Revitalization Area – continue the Richmond Highway Façade Improvement Program; 4) Bailey’s Crossroads Revitalization Area – a feasibility analysis to establish a Seven Corners International Market; and 5) Revitalization Field Services – facilitate services on behalf of the local business community, such as promotional and/or special events associated with business-oriented functions such as networking, training, and information sessions.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	0	0	0
Construction		0	0	0	0	0
Other		0	0	0	665,000	0
Total	\$0	\$0	\$0	\$0	\$665,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$665,000	\$0	\$0	\$0	\$665,000

FUND 340 HOUSING ASSISTANCE PROGRAM

014010	Commercial Revitalization Studies Program
Countywide	Countywide
<p>Description and Justification: This project provides FY 2004 funding of \$190,000 for the continuation of activities initiated in FY 2001, including contracted and/or part-time staffing that provides support as the Department of Housing and Community Development transitions from a primary emphasis on development projects to revitalization activities, marketing materials for countywide revitalization activities, consultant services, and training. In the <u>FY 2003 Adopted Budget Plan</u>, \$247,000 was provided for these activities as the agency continued the development of a strategic plan to implement the transitional activities.</p> <p>Funding prior to FY 2001 provided for commercial revitalization and blight abatement efforts to address program needs in conformance with area Comprehensive Plans for seven Revitalization areas: Bailey's Crossroads/ Seven Corners, Annandale, Richmond Highway, Lake Anne, Merrifield, Springfield, and McLean.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$3,404	\$158,673	\$0	\$0
Design and Engineering		644,748	50,818	0	0	0
Construction		795	0	0	0	0
Other		53,026	171,011	389,524	190,000	0
Total	Continuing	\$698,570	\$225,233	\$548,197	\$190,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$190,000	\$0	\$0	\$0	\$190,000

FUND 340 HOUSING ASSISTANCE PROGRAM

014104	Revitalization Program Costs
Countywide	Countywide
<p>Description and Justification: In FY 2004, funding in the amount of \$745,000 is provided for staff and administrative costs associated with the continuation of previously approved revitalization projects, and 3/3.0 SYE Merit Regular positions responsible for marketing and business activities associated with revitalization activities. The projects include Commerce Street Redevelopment, a public/private effort to revitalize the Commerce Street area between Old Keene Mill Road and I-95 in Central Springfield; Kings Crossing Development, a public/private project to redevelop the Penn Daw area between the intersection of North Kings Highway and Richmond Highway; Springfield Town Center, a public/private redevelopment project in Central Springfield including an Arts Center, parking, a marketplace, and housing; Annandale Town Center, a public/private development of residential properties; Bailey's Entrepreneurship Center, a location in Bailey's Crossroads area where multi-ethnic merchants from the area can display their goods and merchandise; Merrifield Streetscape, improvements to Gallows Road between Dunn Loring Metro and Route 29; and Mount Vernon Market Place, a location in the Mount Vernon area where merchants from the area can display their goods and merchandise.</p> <p>Staff costs in Fund 940, FCRHA General Operating, will also be reimbursed from this project and will be realized in Fund 940 as revenue. These positions have been responsible for housing development efforts producing financing fee income. However, the Department of Housing and Community Development is transitioning from a sole emphasis on housing development to broaden the scope of activity to include revitalization and redevelopment activities.</p> <p>The 3/3.0 SYE Merit Regular positions are included on the Organization chart in the Agency 38, Housing and Community Development General Fund, and are reimbursed from Fund 340 for revitalization related activities. These positions participate in public/private business partnerships, area marketing, real estate marketing, organizational development, graphics, and grant activities.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$0	\$0	\$0	\$0	\$0
Design and Engineering		0	0	0	0	0
Construction		0	0	0	0	0
Other		425,000	660,000	745,000	745,000	0
Total	Continuing	\$425,000	\$660,000	\$745,000	\$745,000	\$0

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$745,000	\$0	\$0	\$0	\$745,000

FUND 341 HOUSING GENERAL OBLIGATION BOND CONSTRUCTION

Purpose

Fund 341, Housing General Obligation Bond Construction, was established in FY 1990 to budget and report costs for capital projects which are supported wholly or in part by general obligation bond proceeds. In the fall of 1989, voters approved a \$6 million bond referendum for the four neighborhoods designated by the Board of Supervisors as Conservation Areas: Gum Springs; Fairhaven; Bailey's; and James Lee. Funds remaining from that allocation will be used in conjunction with a Federal Section 108 loan in Fund 340, Housing Assistance Programs, and available Fund 142, Community Development Block Grant, funds to complete or continue the road, storm drainage, and sidewalk improvements planned for these communities.

FY 2004 Initiatives

No funding is required for Fund 341, Housing General Obligation Bond Construction, in FY 2004.

Funding Adjustments

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since the 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*, the Board of Supervisors approved an increase of \$410,881 due to the carryover of unexpended project balances.

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 341 HOUSING GENERAL OBLIGATION BOND CONSTRUCTION

FUND STATEMENT

Fund Type H34, Capital Project Funds

Fund 341, Housing General
Obligation Bond Construction

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$86,211	\$0	\$86,211	\$0
Revenue:				
Sale of Bonds ¹	\$0	\$0	\$324,670	\$0
Total Revenue	\$0	\$0	\$324,670	\$0
Total Available	\$86,211	\$0	\$410,881	\$0
Expenditures:				
Capital Projects	\$0	\$0	\$410,881	\$0
Total Expenditures	\$0	\$0	\$410,881	\$0
Total Disbursements	\$0	\$0	\$410,881	\$0
Ending Balance	\$86,211	\$0	\$0	\$0

¹ The sale of bonds is presented here for planning purposes only. Actual bond sales are based on cash need in accordance with Board policy. The actual amount approved by the Board of Supervisors for continued work in three conservation areas in order to maintain and improve public facilities and housing stock in these older neighborhoods in the Spring 1999 was \$0.5 million. Including prior sales, there is a balance of \$0.35 million in authorized but unissued bonds for the Community Development Program.

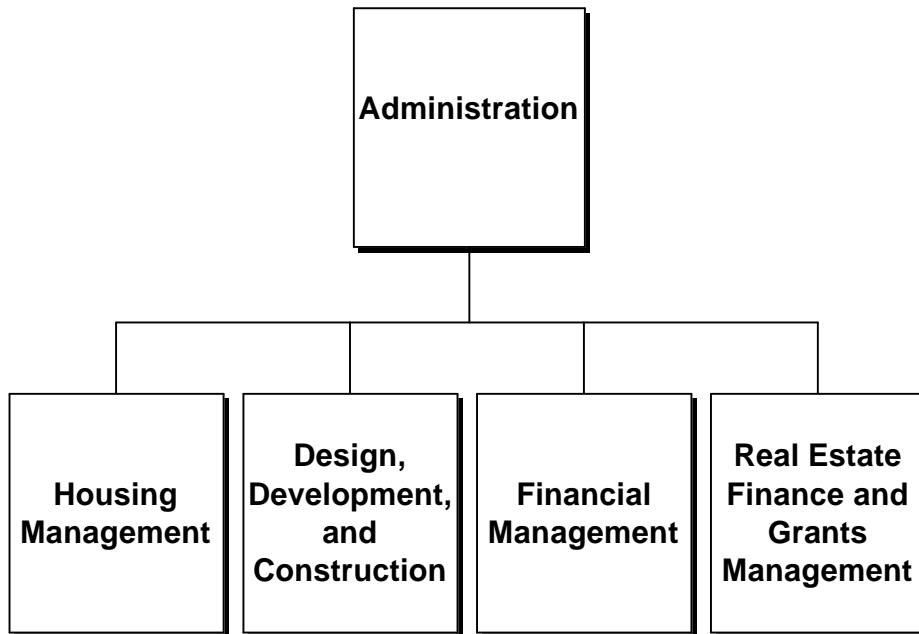
FUND 341 HOUSING GENERAL OBLIGATION BOND CONSTRUCTION

FY 2004 Summary of Capital Projects

Fund: 341 Housing General Obligation Bond Construction

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
003846	Bailey's Road Improvements	\$1,393,764	\$0.00	\$58,325.90	\$0
003848	Fairhaven Public Improvements	1,452,036	0.00	31,896.43	0
003905	Gum Springs Public Improvements	1,986,330	0.00	0.00	0
003910	James Lee Road Improvement	1,158,644	0.00	320,659.06	0
Total		\$5,990,774	\$0.00	\$410,881.39	\$0

**DEPARTMENT OF HOUSING AND
COMMUNITY DEVELOPMENT
FUND 940, FCRHA GENERAL OPERATING**



FUND 940
FAIRFAX COUNTY REDEVELOPMENT AND HOUSING
AUTHORITY GENERAL OPERATING

Agency Position Summary

28 Regular Positions / 28.0 Regular Staff Years

Position Detail Information

ADMINISTRATION

1 Fiscal Administrator
1 Programmer Analyst II
1 Information Officer III
1 Information Officer II
2 Administrative Assistants IV
6 Positions
6.0 Staff Years

DESIGN, DEVELOPMENT AND CONSTRUCTION

2 Housing/Community Developers IV
4 Housing/Community Developers III
3 Housing/Community Developers II
9 Positions
9.0 Staff Years

HOUSING MANAGEMENT

1 Housing Services Specialist III
1 Housing Services Specialist II
2 Positions
2.0 Staff Years

FINANCIAL MANAGEMENT

2 Accountants III
1 Accountant II
1 Administrative Assistant IV
1 Administrative Assistant III
5 Positions
5.0 Staff Years

REAL ESTATE FINANCE AND GRANTS MANAGEMENT

1 Housing/Community Developer IV
3 Housing/Community Developers II
1 Management Analyst III
1 Administrative Assistant IV
6 Positions
6.0 Staff Years

FUND 940
FAIRFAX COUNTY REDEVELOPMENT AND HOUSING
AUTHORITY GENERAL OPERATING

Agency Mission

To preserve and increase opportunities for affordable housing in Fairfax County based on need, community priorities, and the policy of the Board of Supervisors and the Fairfax County Redevelopment and Housing Authority (FCHRA). Driven by community vision, to lead efforts to revitalize older areas of Fairfax County, to spur private reinvestment, maximize existing infrastructure and public investment, reverse negative perceptions, and create employment opportunities.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	28/ 28	28/ 28	28/ 28	28/ 28
Expenditures:				
Personnel Services	\$1,334,798	\$1,784,608	\$1,784,608	\$1,864,057
Operating Expenses	1,074,175	849,117	923,590	842,484
Capital Equipment	0	10,000	10,000	0
Total Expenditures	\$2,408,973	\$2,643,725	\$2,718,198	\$2,706,541

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Administration	\$1,324,491	\$1,236,767	\$1,311,240	\$1,237,524
Design, Development & Construction	382,235	682,438	682,438	712,442
Housing Management	101,903	115,325	115,325	120,418
Financial Management	167,671	194,701	194,701	203,438
Real Estate Finance & Grants Management	432,673	414,494	414,494	432,719
Total Expenditures	\$2,408,973	\$2,643,725	\$2,718,198	\$2,706,541

Purpose

This fund includes all FCRHA revenues generated by financing fees earned from the issuance of bonds, monitoring and service fees charged to developers, management fees, investment income, project reimbursements, consultant fees, and ground rents on land leased to developers. Revenue supports operating expenses for the administration of the private activity bonds, Home Improvement Loan Program (HILP) staff, and other administrative costs, which crosscut many or all of the housing programs.

Staff costs in the FCRHA Home Improvement Loan Program are supported by revenues from that program. Staff costs associated with FCRHA real estate development and financing activities are supported by the financing and development fees generated by these activities. The Department of Housing and Community Development (DHCD) has been expanding the scope of activities associated with revitalization and redevelopment activities. These activities are funded from Fund 340, Housing Assistance Program, which will cover anticipated expenditures and lost revenue associated with staff and administrative costs.

FUND 940

FAIRFAX COUNTY REDEVELOPMENT AND HOUSING AUTHORITY GENERAL OPERATING

The FCRHA will continue to make available tax-exempt financing and earn related financing fees. The financing will be used for the Agency's own development as well as for the construction or preservation of qualified multi-family housing owned by other developers. However, because many types of projects must compete for an allocation of tax-exempt bond authority from the limited pool of such authority available in the State, the number of FCRHA tax-exempt bond issues in any year is limited and will vary significantly from year to year. Under this financing mechanism, a percentage of the units in a housing development must meet lower income occupancy requirements. Since 1986, there have been two alternate standards for meeting these requirements. Either 20 percent of the units must be occupied by households with incomes at 50 percent or less of the Washington D.C./Baltimore Metropolitan Statistical Area (MSA) median income (adjusted for household size), or 40 percent of the units must be occupied by households with 60 percent or less of the MSA median income.

The FCRHA will also utilize its financing powers to support revitalization activities in the designated Revitalization Districts in the County. In addition to work on new developments and revitalization, the FCRHA will continue to monitor existing tax-exempt financed multi-family housing projects to assure continuing developer compliance with program guidelines.

FY 2004 Initiatives

- ◆ Continue to make available tax-exempt financing for its own development as well as private developers for the development or preservation of multi-family housing which qualifies for this source of funding.
- ◆ Support revitalization activities in the designated Revitalization Districts in the County.
- ◆ Monitor existing tax-exempt financed multi-family housing projects to assure continuing developer compliance with program guidelines.

Funding Adjustments

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

- ◆ An increase of \$79,449 in Personnel Services associated with salary adjustments to support the County's compensation program.
- ◆ A decrease of \$81,106 in Operating Expenses primarily as a result of one-time carryover of expenditures not required in FY 2003 for the upgrade of current software, partnership fees, and computer equipment, and an FY 2003 reduction in debt service payments for the University Drive facility as required by the amortization table.

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:

- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of \$74,473 primarily for the upgrade of current software, partnership fees, and computer equipment.

FUND 940
FAIRFAX COUNTY REDEVELOPMENT AND HOUSING
AUTHORITY GENERAL OPERATING

FUND STATEMENT

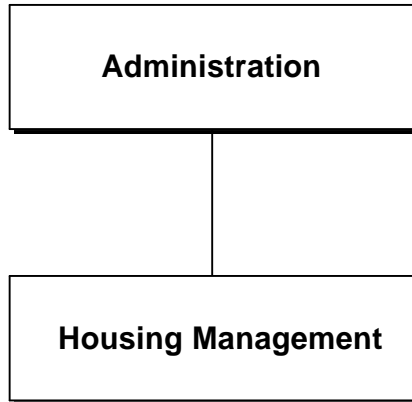
Fund Type H94, FCRHA General Revenue

Fund 940, FCRHA General Operating

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$6,473,057	\$6,120,263	\$6,852,959	\$6,252,962
Revenue:				
Investment Income	\$185,354	\$201,681	\$201,681	\$201,559
Financing Fees	105,158	0	0	0
Monitoring/Developing Fees	1,605,939	947,868	947,868	1,442,953
Rental Income	59,646	60,681	60,681	61,737
Home Improvement Loan Program Income	298,197	311,081	311,081	307,611
Other Income	534,581	596,890	596,890	963,449
Total Revenue	\$2,788,875	\$2,118,201	\$2,118,201	\$2,977,309
Total Available	\$9,261,932	\$8,238,464	\$8,971,160	\$9,230,271
Expenditures:				
Personnel Services	\$1,334,798	\$1,784,608	\$1,784,608	\$1,864,057
Operating Expenses	1,074,175	849,117	923,590	842,484
Capital Equipment	0	10,000	10,000	0
Total Expenditures	\$2,408,973	\$2,643,725	\$2,718,198	\$2,706,541
Total Disbursements	\$2,408,973	\$2,643,725	\$2,718,198	\$2,706,541
Ending Balance	\$6,852,959	\$5,594,739	\$6,252,962	\$6,523,730
Debt Service Reserve on				
One University Plaza ¹	\$67,868	\$67,868	\$67,868	\$278,106
Cash with Fiscal Agent	3,105,532	3,445,009	3,445,009	3,445,009
Unreserved Ending Balance	\$3,679,559	\$2,081,862	\$2,740,085	\$2,800,615

¹ FY 2004 increase due to a balloon payment in February 2004 per the amortization schedule for the One University Plaza facility.

**DEPARTMENT OF HOUSING AND
COMMUNITY DEVELOPMENT
FUND 941, FAIRFAX COUNTY RENTAL PROGRAM**



<i>Agency Position Summary</i>	
14	Regular Positions / 14.0 Regular Staff Years

Position Detail Information

HOUSING MANAGEMENT

3	Housing Services Specialists II
1	Electrician II
1	Engineering Technician II
1	Painter II
2	Painters I
1	Plumber I
3	General Building Maintenance Workers I
1	Administrative Assistant IV
1	Administrative Assistant II
14	Positions
14.0	Staff Years

FUND 941

FAIRFAX COUNTY RENTAL PROGRAM

Agency Mission

To manage affordable rental housing acquired by the Fairfax County Redevelopment and Housing Authority (FCRHA) and to maintain and preserve the units for long term rental availability.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	14/ 14	14/ 14	14/ 14	14/ 14
Expenditures:				
Personnel Services	\$818,755	\$1,017,325	\$1,017,325	\$1,073,768
Operating Expenses	1,745,491	2,120,327	2,218,399	2,217,865
Capital Equipment	9,951	0	257,334	0
Total Expenditures	\$2,574,197	\$3,137,652	\$3,493,058	\$3,291,633

Purpose

The Fairfax County Rental Program (FCRP) is a local rental-housing program developed and managed by the Department of Housing and Community Development (HCD) for the Fairfax County Redevelopment and Housing Authority (FCRHA). The FCRP is designed to provide affordable rental housing in the County for low- and moderate-income families. In addition, the seven Group Home properties provide housing for persons with disabilities in conjunction with the Fairfax-Falls Church Community Services Board (CSB) and the Virginia Housing and Development Authority (VHDA).

In FY 2004, 483 units and a 115-space mobile home park will be supported under the Fairfax County Rental Program for low- to moderate-income residents and 68 beds will be maintained in Group Homes. The FCRP includes projects developed by the FCRHA and other privately developed or rehabilitated housing units acquired by the FCRHA. The privately developed and rehabilitated sites are located throughout Fairfax County, primarily in converted condominium projects.

The operation of this program is primarily supported by tenant rents and County General Fund support in the amount of \$312,476 for condominium fees. In addition, debt service contributions are received from Fund 141, Elderly Housing, to provide support for the debt service costs of Little River Glen, a FCRHA elderly housing development. Accounting procedures require that the debt service for this project be paid out of Fund 941, Fairfax County Rental Program, although the operating costs are reflected in Fund 141, Elderly Housing. Fund 941 is also used to account for debt service payments on three facilities owned by the FCRHA and leased to Fairfax County: the United Communities Ministries (UCM) offices, the replacement Mondloch I emergency shelter (Creighton Square project), and the Gum Springs Head Start offices.

In addition, HCD staff administers the contract between the FCRHA and private firms hired to manage two "stand alone" properties, Hopkins Glen and Cedar Ridge. In FY 2003, it is anticipated that ownership of one of these projects, Cedar Ridge, a 198-unit development in the Hunter Mill District, will be transferred to Reston Interfaith, subsequent to FCRHA and the U.S. Department of Housing and Urban Development (HUD) approval.

FUND 941

FAIRFAX COUNTY RENTAL PROGRAM

FY 2004 Initiatives

In FY 2004 Fund 941, Fairfax County Rental Program (FCRP), total funding in the amount of \$3,291,633 includes \$2,834,800 for the FCRP Operating Program and \$456,833 for Group Homes. FY 2004 revenue is estimated to be \$3,293,523, or 100.1 percent, of the estimated total expenditures. The FY 2004 cost for Fund 941, Fairfax County Rental Program including Group Homes is \$2,471,618 after adjusting for debt service payments of \$820,015. It should be noted that an additional amount of \$312,476 in General Fund support is included in Agency 38, Department of Housing and Community Development, for homeowners' fees for FCRP units.

The following charts summarize the total number of units in the Rental Program and Group Homes in FY 2004 and the projected operating costs associated with the units:

<u>Project Name</u>	<u>Units</u>	<u>FY 2004 Cost</u>	<u>District</u>
Chatham Town	10	\$86,612	Braddock
Little River Square	45	277,235	Braddock
McLean Hills	25	208,285	Providence
Springfield Green	14	115,793	Lee
Colchester Towne	24	178,605	Lee
Penderbrook	48	502,928	Providence
Island Creek	8	49,287	Lee
Working Singles Housing Program	20	39,183	Providence
FCRHA Operating	NA	189,538	Various
Woodley Homes Mobile Home Park	115	367,319	Mt. Vernon
Cedar Ridge ¹	198	0	Hunter Mill
Hopkins Glen ¹	91	0	Providence
United Community Ministries (Debt Service)	NA	37,970	Lee
Creighton Square (Debt Service)	NA	65,000	Providence
Gum Springs – Head Start (Debt Service)	NA	208,727	Mt. Vernon
Little River Glen (Debt Service)	<u>NA</u>	<u>508,318</u>	Braddock
Subtotal FCRP Operating	598	\$2,834,800	

¹ The units at Cedar Ridge and Hopkins Glen are part of the FCRP Program. Both properties are managed and maintained by a private contractor. All funding for these units will be reported by the property management firm and reported to the agency on a regular basis.

FUND 941

FAIRFAX COUNTY RENTAL PROGRAM

The Group Homes program is summarized in the following table including the number of beds and the level of FY 2004 funding:

<u>Project Name</u>	<u>Beds/Units</u>	<u>FY 2004 Cost</u>
Minerva Fisher Group Home ¹	12	\$100,023
Rolling Road Group Home ²	5	39,884
West Ox Group Home ³	19	107,138
First Stop Group Home ²	8	70,496
Mount Vernon Group Home ²	8	42,741
Leland Group Home ⁴	8	54,971
Patrick Street Group Home ²	<u>8</u>	<u>41,580</u>
Subtotal Group Homes	<u>68</u>	<u>\$456,833</u>
Total Beds/Fund Expenditures	666	\$3,291,633
Less: Debt Service	NA	<u>(\$820,015)</u>
Total Program Operations	666	\$2,471,618

¹ Includes all Operating Expenses including utilities.

² Includes emergency Operating Expenses and insurance liabilities.

³ Includes emergency Operating Expenses, ground maintenance, and insurance liabilities.

⁴ Includes debt service payments.

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 \$56,443 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ There are no Capital Equipment requirements for FY 2004, a reduction of \$257,334 due to one-time expenditures carried over from FY 2002 and the allocation for the HVAC replacement at Penderbrook Apartments.

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:

- ◆ In September 2002, subsequent to the *FY 2002 Carryover Review*, an allocation provided \$117,285 for Project 013863, Penderbrook Apartments, for the replacement of the HVAC system. The Virginia Housing and Development Authority will reimburse the FCRHA for the expenses incurred.
- ◆ As part of the *FY 2002 Carryover Review*, the Board of Supervisors approved a total funding increase of \$238,121 including encumbered carryover of \$104,621 and unencumbered carryover of \$133,500 for the replacement of the HVAC system at Penderbrook Apartments. The HVAC replacement will be reimbursed from the Virginia Housing and Development Authority.

FUND 941 FAIRFAX COUNTY RENTAL PROGRAM

FUND STATEMENT

Fund Type H94, Local Rental Housing Program

Fund 941, Fairfax County
Rental Program

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$981,518	\$1,796,927	\$1,222,917	\$1,097,572
Revenue:				
Dwelling Rents	\$1,846,902	\$2,086,195	\$2,086,195	\$2,200,743
Investment Income	76,728	79,046	79,046	77,007
Other Income ¹	290,706	440,827	691,612	507,455
Debt Service Contribution	601,260	510,860	510,860	508,318
Total Revenue	\$2,815,596	\$3,116,928	\$3,367,713	\$3,293,523
Total Available	\$3,797,114	\$4,913,855	\$4,590,630	\$4,391,095
Expenditures:				
Personnel Services	\$818,755	\$1,017,325	\$1,017,325	\$1,073,768
Operating Expenses	1,745,491	2,120,327	2,218,399	2,217,865
Capital Equipment ¹	9,951	0	257,334	0
Total Expenditures	\$2,574,197	\$3,137,652	\$3,493,058	\$3,291,633
Total Disbursements	\$2,574,197	\$3,137,652	\$3,493,058	\$3,291,633
Ending Balance	\$1,222,917	\$1,776,203	\$1,097,572	\$1,099,462
Replacement Reserve	\$639,230	\$1,192,516	\$513,885	\$515,775
Cash with Fiscal Agent	583,687	583,687	583,687	583,687
Unreserved Ending Balance	\$0	\$0	\$0	\$0

¹ Subsequent to the *FY 2002 Carryover Review*, an allocation provided \$117,285 for Project 013863, Penderbrook Apartments, for the replacement of the HVAC system. The Virginia Housing and Development Authority will reimburse the FCRHA for the expenses incurred.

FUND 945

FCRHA NON-COUNTY APPROPRIATED REHABILITATION LOAN PROGRAM

Agency Mission

To enhance the quality and economic life of existing housing in the County through the provision of affordable loans for housing improvement and rehabilitation to qualifying low-income homeowners or homeowners living in areas targeted for improvement.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Expenditures:				
Operating Expenses	\$65,638	\$317,924	\$291,370	\$175,307
Total Expenditures	\$65,638	\$317,924	\$291,370	\$175,307

Purpose

Fund 945, FCRHA Non-County Appropriated Rehabilitation Loan Program, provides the Fairfax County Redevelopment and Housing Authority (FCRHA) portion of funding for the Home Improvement Loan Program (HILP). The Home Improvement Loan Program provides financial and technical assistance to low- and moderate-income homeowners for rehabilitation of their property. The program is designed to preserve the affordable housing stock in the County and to upgrade neighborhoods through individual home improvements. Resources in Fund 945 include bank loans, homeowners' contributions to the cost of rehabilitation, and payments on outstanding home improvement loans made through this fund. Additional funding for the Home Improvement Loan Program is provided in Fund 142, Community Development Block Grant, and Fund 143, Homeowner and Business Loan Programs.

FY 2004 Initiatives

An amount of \$175,307 is budgeted within Fund 945 for the Home Improvement Loan Program in FY 2004 including \$120,000 in below-market loans to be provided to homeowners from banks; \$20,000 in contributions made by homeowners toward the cost of improvements; and \$35,307 in loan payments on prior-year mortgage and other loan commitments. All available funds will be combined with resources from Fund 142 and Fund 143 in various financial packages to increase the level of activity for the rehabilitation loan program.

Funding Adjustments

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since the 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*, a decrease of \$26,554 in Operating Expenses was necessary due to the FY 2002 repayment in full of the Island Walk notes payable, \$50,408, offset by carryover of unexpended balances for the Fairfax City Rehabilitation Loan to be paid in FY 2003, \$23,854. Revenues decreased \$50,408 due to the full receipt of notes payable in FY 2002.

FUND 945

FCRHA NON-COUNTY APPROPRIATED REHABILITATION LOAN PROGRAM

FUND STATEMENT

Fund Type H94, Rehabilitation Loan Funds

Fund 945, Non-County Appropriated
Rehabilitation Loan Fund

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$224,987	\$254,491	\$202,861	\$188,436
Revenue:				
Bank Funds	\$0	\$120,000	\$120,000	\$120,000
Other (Pooled Interest, etc.)	0	9,429	9,429	8,203
Homeowners Loan Payments ¹	13,226	37,516	37,516	25,307
Homeowners Contributions	3,205	100,000	100,000	20,000
Island Walk Loan	27,081	50,408	0	0
Fairfax City Rehab. Loans	0	10,000	10,000	10,000
Total Revenue	\$43,512	\$327,353	\$276,945	\$183,510
Total Available	\$268,499	\$581,844	\$479,806	\$371,946
Expenditures:				
New Loans	\$0	\$120,000	\$120,000	\$120,000
FCRHA Loan Payments to Banks ¹	12,608	37,516	37,516	25,307
Homeowners Contributions	3,279	100,000	100,000	20,000
Island Walk Loan	33,792	50,408	0	0
Fairfax City Rehab. Loans	15,959	10,000	33,854	10,000
Total Expenditures	\$65,638	\$317,924	\$291,370	\$175,307
Total Disbursements	\$65,638	\$317,924	\$291,370	\$175,307
Ending Balance	\$202,861	\$263,920	\$188,436	\$196,639

¹ This category of receipts and expenditures is recorded in FAMIS, the County's financial system, via journal entries from mortgage servicing reports. Cash transactions are handled by the respective commercial banks servicing each homeowner loan and are not processed by the County.

FUND 946

FCRHA REVOLVING DEVELOPMENT

Purpose

Fund 946, Fairfax County Redevelopment and Housing Authority (FCRHA) Revolving Development Fund (non-appropriated) provides initial funds in the form of advances for projects for which Federal, State, or private financing is later available. Initial project costs, such as development support for new site investigations for proposed projects, architectural and engineering plans, studies and fees, are advanced from this fund and are later included in permanent financing plans for repayment to this fund. This funding mechanism ensures that sufficient funding is available to provide adequate plans and proposals for individual projects prior to obtaining construction and permanent project financing.

FY 2004 Initiatives

No funding for advances is required for Fund 946, FCRHA Revolving Development Fund in FY 2004. As projects are identified and approved by the FCRHA that require Revolving Development funds, adjustments will be made through allocations during the year. Repayment of five previously advanced loans totaling \$1,308,941 is anticipated in FY 2004.

Funding Adjustments

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since the 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*, the Board of Supervisors approved the carryover of \$1,006,634 in unexpended project balances.

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 946 FCRHA REVOLVING DEVELOPMENT

FUND STATEMENT

Fund Type H94, FCRHA Development Support

Fund 946, FCRHA Revolving
Development

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance¹	\$788,886	\$424,300	\$1,249,418	\$779,029
Revenue:				
Investment Income	\$22,746	\$29,845	\$29,845	\$16,984
Repayment of Advances	593,757	506,400	506,400	1,308,941
Total Revenue	\$616,503	\$536,245	\$536,245	\$1,325,925
Total Available	\$1,405,389	\$960,545	\$1,785,663	\$2,104,954
Expenditures:				
Advances	\$155,971	\$0	\$1,006,634	\$0
Total Expenditures	\$155,971	\$0	\$1,006,634	\$0
Total Disbursements	\$155,971	\$0	\$1,006,634	\$0
Ending Balance	\$1,249,418	\$960,545	\$779,029	\$2,104,954

¹ This balance represents funds for which no advances have been approved or paid. In addition to this balance, there are funds due to the FCRHA which have not yet been received. These outstanding repayments are estimated to total \$2,918,291 at the conclusion of FY 2002, \$3,418,525 at the conclusion of FY 2003, and \$2,109,584 at the conclusion of FY 2004.

FUND 946

FCRHA REVOLVING DEVELOPMENT

FY 2004 Summary of Capital Projects

Fund: 946 FCRHA Revolving Development

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
003817	Bailey's Community Center	\$218,691	\$0.00	\$3,784.35	\$0
003844	Emergency Housing	124,999	0.00	0.00	0
003907	James Lee Community Center	700,000	34,956.30	33,311.95	0
013854	Founders Ridge/Kingstowne NV	376,281	13,067.20	61,343.61	0
013883	Old Mill Road	65,728	0.00	0.00	0
013889	Chain Bridge Gateway/Moriarty Place	765,894	0.00	0.00	0
013901	Tavenner Lane	91,873	0.00	0.00	0
013905	Creighton Square/Lockheed Blvd	641,673	0.00	434,821.39	0
013908	West Ox Group Home	861,464	0.00	0.00	0
013914	Cedar Ridge		0.00	14,069.00	0
013938	Fairfield House	1,303,211	0.00	0.00	0
013944	Gum Springs Community Center	308,384	0.00	8,743.44	0
013948	Little River Glen Phase II	156,424	26,996.86	37,698.86	0
013951	Patrick Street Transitional Group Home	20,337	0.00	0.00	0
013966	Telegraph Road Property	149,330	6,364.08	58,003.32	0
013969	Castellani Meadows	250,404	448.39	72,065.17	0
013983	Memorial Street	75,910	0.00	0.00	0
013985	Willow Spring Elementary School	92,122	0.00	8,792.25	0
013990	Washington Plaza	129,894	0.00	0.00	0
014002	Spring Street Site Working Singles	18,838	0.00	0.00	0
014023	Island Creek	10,602	0.00	0.00	0
014031	South Meadows Condominium	221,172	0.00	0.00	0
014050	Herndon Senior Center	668,852	7,645.77	9,972.59	0
014051	Mixed Greens	695,000	13,910.43	29,751.64	0
014056	Gum Springs Glen	405,136	49,868.85	130,473.15	0
014060	Elden Terrace Apts	25,000	0.00	12,808.43	0
014061	Leland Road	55,000	0.00	0.00	0
014062	Windsor Mews / Price Club	9,972	0.00	5,570.99	0
014063	Herndon Fortnightly	145,538	2,713.50	55,423.84	0
014064	The Enterprise School	30,000	0.00	30,000.00	0
VA1942	Old Mill Site	368,421	0.00	0.00	0
VA1945	Ragan Oaks	255,749	0.00	0.00	0
VA1951	Tavenner Lane Apartments	263,918	0.00	0.00	0
VA1956	Scattered ADU'S	736,052	0.00	0.00	0
Total		\$10,241,868	\$155,971.38	\$1,006,633.98	\$0

FUND 947

FCRHA CAPITAL CONTRIBUTIONS

Purpose

Fund 947, Fairfax County Redevelopment and Housing Authority (FCRHA) Capital Contributions Fund, was established to provide equity, project improvements, and write-down of development costs to make a project or program financially feasible. In the past, this fund has provided supplemental resources for Federal Housing or FCRHA sponsored construction projects.

Additional Housing and Community Development capital construction and rehabilitation projects are supported in Fund 946, FCRHA Revolving Development; Fund 948, FCRHA Private Financing; Fund 144, Housing Trust Fund; Fund 969, Public Housing Projects Under Modernization; Fund 340, Housing Assistance Program; and Fund 341, Housing General Obligation Bond Construction.

FY 2004 Initiatives

No additional funding is anticipated for Fund 947, FCRHA Capital Contributions, in FY 2004.

Funding Adjustments

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since the 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*, the Board of Supervisors approved an increase of \$37,972, including \$22,819 for the carryover of unexpended project balances, and \$15,153 for the allocation of program income.

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 947 FCRHA CAPITAL CONTRIBUTIONS

FUND STATEMENT

Fund Type H94, FCRHA Development Support

Fund 947, FCRHA Capital
Contributions

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$52,399	\$0	\$37,972	\$0
Revenue:				
Miscellaneous Revenue	\$14,053	\$0	\$0	\$0
Interest on Investments	1,100	0	0	0
Total Revenue	\$15,153	\$0	\$0	\$0
Total Available	\$67,552	\$0	\$37,972	\$0
Expenditures:				
Authorized Project Contributions	\$29,580	\$0	\$37,972	\$0
Total Expenditures	\$29,580	\$0	\$37,972	\$0
Total Disbursements	\$29,580	\$0	\$37,972	\$0
Ending Balance	\$37,972	\$0	\$0	\$0

FUND 947

FCRHA CAPITAL CONTRIBUTIONS

FY 2004 Summary of Capital Projects

Fund: 947 FCRHA Capital Contributions

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
013883	Old Mill Road	\$426,435	\$0.00	\$0.00	\$0
014013	Development Fund		29,580.00	37,972.49	0
VA1931	Briarcliff Phase II	17,376	0.00	0.00	0
Total		\$443,811	\$29,580.00	\$37,972.49	\$0

FUND 948

FCRHA PRIVATE FINANCING

Purpose

Fund 948, FCRHA Private Financing, was established to budget and report costs for capital projects which are supported in full or in part by funds borrowed by the Fairfax County Redevelopment and Housing Authority (FCRHA) through the FCRHA sale of notes or bonds, or through equity financing received through the sale of Federal low-income housing tax credits. Housing development and improvement projects may be financed with funds borrowed from private lenders, the Virginia Housing Development Authority, or the Federal government. At times, the County invests in short-term notes of the FCRHA to provide an interim source of financing until permanent financing from one of these sources can be secured. Fund 948, FCHRA Private Financing, permits accounting for the receipt of funds from the lender and disbursements made by the FCRHA so that the total cost of a project can be maintained in the County financial system and can be reflected on the FCRHA balance sheet.

FY 2004 Initiatives

An amount of \$1,432,662 is included in FY 2004 for payment of debt service for five Section 108 Loans paid by this fund. Funds to make most of these debt service payments are budgeted in Fund 142, Community Development Block Grant (CDBG), and are received as revenue in Fund 948. They are expended from Fund 948 to accommodate accounting requirements. However, Loan 5 is paid directly from Fund 948 with no U.S. Department of Housing and Urban Development (HUD) subsidy. In addition, two Section 108 Loans from HUD to the County are paid from County appropriated funds. Loan 7 is expended in Fund 143, Homeowners and Business Loans, to accommodate accounting requirements. Loan 8 is paid directly from Fund 142. In FY 2004, as new projects and additional plans that require private financing are developed and approved by the FCRHA and the Board of Supervisors, necessary adjustments will be made to this fund to track revenue and disbursements.

Funding Adjustments

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since the 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:

- ◆ Subsequent to the *FY 2002 Carryover Review* an allocation provided \$3,700,000 for Project 003907, James Lee Community Center, for construction financing. A comparable amount of revenues will be received from Bond Anticipation Notes (BANs) sold to the Fairfax County Integrated Sewer Fund. BAN financing for this project was approved by the Board of Supervisors on November 18, 2002.
- ◆ Subsequent to the *FY 2002 Carryover Review* an allocation provided \$500,000 for Project 014056, Gum Springs Glen, to fund the repayment of Bond Anticipation Notes sold to the Fairfax County Integrated Sewer Fund. A comparable amount of revenues will be received from permanent financing for the project. BAN financing for this project was approved by the Board of Supervisors on May 22, 2000.
- ◆ At the *FY 2002 Carryover Review*, the Board of Supervisors approved an increase of expenditures by \$7,803,279 due to the carryover of unexpended project balances.

A Fund Statement, a Summary of Capital Projects, and a Project Detail Table for the project funded in FY 2004 are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project). The Project Detail Table includes project location, description, source of funding, and completion schedules.

FUND 948 FCRHA PRIVATE FINANCING

FUND STATEMENT

Fund Type H94, FCRHA Development Support Fund 948, FCRHA Private Financing

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$4,529,996	\$2,070,438	\$6,151,636	\$2,239,965
Revenue:				
Section 108 Debt Service ¹	\$1,538,642	\$1,461,460	\$1,461,460	\$1,376,804
Investment Income	218,462	0	0	0
Bond Proceeds ²	4,100,000	0	5,579,078	0
Miscellaneous Income	1,499,204	80,732	2,593,262	28,400
Total Revenue	\$7,356,308	\$1,542,192	\$9,633,800	\$1,405,204
Total Available	\$11,886,304	\$3,612,630	\$15,785,436	\$3,645,169
Expenditures:				
Capital Projects ²	\$5,734,668	\$1,542,192	\$13,545,471	\$1,432,662
Total Expenditures	\$5,734,668	\$1,542,192	\$13,545,471	\$1,432,662
Total Disbursements	\$5,734,668	\$1,542,192	\$13,545,471	\$1,432,662
Ending Balance	\$6,151,636	\$2,070,438	\$2,239,965	\$2,212,507

¹ Represents repayment for Section 108 Loans 2-6 as a contribution from Fund 142, Community Development Block Grant (CDBG).

² Subsequent to the *FY 2002 Carryover Review* two allocations provided \$4,200,000 including \$3,700,000 for Project 003907, James Lee Community Center, for construction financing and \$500,000 for Project 014056, Gum Springs Glen, to repay Bond Anticipation Notes (BANs) from the Fairfax County Integrated Sewer Fund. Revenues in the amount of \$4,200,000 will be received from BAN proceeds and Gum Springs Glen permanent financing.

FUND 948

FCRHA PRIVATE FINANCING

FY 2004 Summary of Capital Projects

Fund: 948 FCRHA Private Financing

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
003817	Bailey's Community Center	\$4,500,000	\$0.00	\$31,218.69	\$0
003829	Mott Community Center	2,032,181	4,339.50	6,953.32	0
003907	James Lee Community Center	3,700,000	0.00	3,700,000.00	0
003923	Undesignated Projects		0.00	1,959,527.85	0
003928	Springfield Green	118,143	0.00	2,564.00	0
003969	Lewinsville Elderly Facility	157,025	0.00	19,918.25	0
013808	Herndon Harbor House Phase I	3,402,000	0.00	1,609.36	0
013810	Colchester Town	521,308	65,397.50	0.00	0
013846	Murraygate Village	9,025,733	0.00	151,264.52	0
013854	Founders Ridge/Kingstowne NV	2,853,719	320,349.10	485,300.66	0
013883	Old Mill Road	2,460,630	24,237.17	21,819.08	0
013887	Section 108 Loan Payments		1,533,146.89	1,491,559.67	1,432,662
013889	Chain Bridge Gateway/Moriarty Place	757,531	17,015.10	52,433.67	0
013901	Tavener Lane	462,411	0.00	0.00	0
013905	Creighton Square/Lockheed Blvd	1,040,000	0.00	117,214.34	0
013912	Stevenson Street	1,055,490	0.00	223,427.31	0
013944	Gum Springs Community Center	3,500,000	329.95	228.65	0
013948	Little River Glen Phase II	1,740,576	0.00	0.00	0
013952	Special Tenant Equity Program (STEP)	265,299	0.00	0.00	0
013966	Telegraph Road Property	610,000	0.00	18,652.30	0
013969	Castellani Meadows	2,580,000	0.00	0.00	0
013990	Washington Plaza	980,050	0.00	49,357.49	0
014040	Herndon Harbour Phase II	5,637,000	1,564,911.49	107,048.50	0
014051	Mixed Greens	226,015	0.00	0.00	0
014056	Gum Springs Glen	4,510,000	1,590,416.48	1,568,970.23	0
014061	Leland Road	650,000	53,140.28	46,089.58	0
014063	Herndon Fortnightly	3,914,000	(67,955.51)	2,527,194.50	0
014099	Herndon Adult Day Care Center	1,000,000	1,942.00	135,237.00	0
014123	Gum Springs Headstart	2,530,000	609,058.83	732,866.66	0
VA1942	Old Mill Site	733,676	18,339.54	95,014.88	0
Total		\$60,962,787	\$5,734,668.32	\$13,545,470.51	\$1,432,662

FUND 948 FCRHA PRIVATE FINANCING

013887	Section 108 Loan Repayment
Countywide	Countywide
<p>Description and Justification: FY 2004 funding in the amount of \$1,432,662 is provided for loan repayments used to fund a variety of capital projects as approved by HUD. The amount recommended is based on the repayment schedule for the five outstanding loans paid through Fund 948, FCRHA Private Financing.</p>	

	Total Project Estimate	Prior Expenditures	FY 2002 Expenditures	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Future Years
Land Acquisition		\$37,215	\$0	\$576,882	\$0	\$0
Design and Engineering		0	0	0	0	0
Construction		0	0	0	0	0
Other ¹		17,894,965	1,533,147	914,678	1,432,662	0
Total	Continuing	\$17,932,180	\$1,533,147	\$1,491,560	\$1,432,662	\$0

¹ Represents debt service for repayment of Section 108 Loans between the FCRHA and HUD.

Source of Funding				
General Fund	General Obligation Bonds	Transfers from Other Funds	Other	Total Funding
\$0	\$0	\$0	\$1,432,662	\$1,432,662

FUND 949

FCRHA INTERNAL SERVICE FUND

Purpose

Fund 949, Fairfax County Redevelopment and Housing Authority (FCRHA) Internal Service Fund, was established in FY 1998 to charge for goods and services that are shared among several housing funds. These costs include items such as office supplies, telephones, postage, copying, insurance, and audits, which have been budgeted in and expensed from one of the FCRHA's funds, and then allocated out to other funds proportionate to their share of the costs. It also includes costs associated with the maintenance and operation of FCRHA housing developments such as service contracts for extermination, custodial work, elevator maintenance, grounds maintenance, etc. The fund allows one contract to be established for each vendor, as opposed to multiple contracts in various funds.

FY 2004 Initiatives

The FY 2004 funding level for Fund 949 is \$3,030,984 for both expenditures and revenues. The net expenditures for the Department of Housing and Community Development (HCD) will not increase as a result of this fund. Reimbursed charges incurred on behalf of other HCD funds will be recorded as revenue.

Funding Adjustments

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

- ◆ A decrease of \$215,992 in Operating Expenses as a result of one-time carryover expenditures primarily for professional maintenance contracts, repairs and maintenance, utilities, building materials, and supplies.
- ◆ An increase of \$118,618 to reflect this fund's share of costs associated with the Public Service Radio System Replacement project. This project, IT0050 Public Service Communications Replacements in Fund 104, Information Technology supports the 7 year lease purchase of system infrastructure and the replacement of mobile and portable radios. Revenues were increased by the same amount to provide for reimbursements due from other FCRHA funds

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since the 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* the Board of Supervisors approved \$215,992 in encumbered carryover for professional maintenance contracts, repairs and maintenance, utilities, building materials, and supplies. In addition, revenues were increased by \$476,936 to provide for reimbursements due from other FCRHA funds for prior years' services.

FUND 949 FCRHA INTERNAL SERVICE FUND

FUND STATEMENT

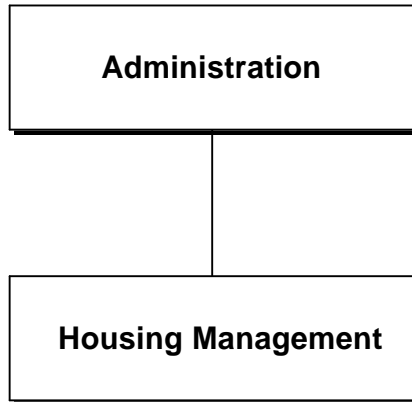
Fund Type H94, Internal Service

Fund 949, FCRHA Internal Service Fund

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$15,581	\$66,402	(\$179,987)	\$80,957
Revenue:				
Reimbursement from Other Funds	\$2,485,115	\$2,912,366	\$3,389,302	\$3,030,984
Total Revenue	\$2,485,115	\$2,912,366	\$3,389,302	\$3,030,984
Total Available	\$2,500,696	\$2,978,768	\$3,209,315	\$3,111,941
Expenditures:				
Operating Expenditures	\$2,680,683	\$2,912,366	\$3,128,358	\$3,030,984
Total Expenditures	\$2,680,683	\$2,912,366	\$3,128,358	\$3,030,984
Total Disbursements	\$2,680,683	\$2,912,366	\$3,128,358	\$3,030,984
Ending Balance¹	(\$179,987)	\$66,402	\$80,957	\$80,957

¹ The Ending Balance is reserved for inventory and represents goods to be sold.

**DEPARTMENT OF HOUSING AND
COMMUNITY DEVELOPMENT
FUND 950, HOUSING PARTNERSHIPS**



<i>Agency Position Summary</i>			
14	Regular Positions	/	14.0 Regular Staff Years

Position Detail Information

HOUSING MANAGEMENT

2	Housing Service Specialists III
2	Housing Service Specialists II
2	Housing Service Specialists I
2	Refrigeration & A/C Supervisors
2	General Building Maintenance Workers II
1	Carpenter II
1	Plumber I
2	Administrative Assistants III
14	Positions
14.0	Staff Years

FUND 950 HOUSING PARTNERSHIPS

Agency Mission

To provide affordable rental housing through partnerships between the Fairfax County Redevelopment and Housing Authority (FCRHA) and private investors.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	14/ 14	14/ 14	14/ 14	14/ 14
Expenditures				
Personnel Services	\$679,215	\$808,748	\$808,748	\$847,928
Operating Expenses	987,387	1,559,096	1,607,750	1,559,866
Capital Equipment	0	0	0	0
Total Expenditures	\$1,666,602	\$2,367,844	\$2,416,498	\$2,407,794

Purpose

Fund 950, Housing Partnerships, was created in FY 2002 to allow the Fairfax County Redevelopment and Housing Authority (FCRHA) to efficiently track partnership properties. The Housing Partnership Fund supports a portion of the operating expenses for local rental-housing programs that are owned by limited partnerships of which the FCRHA is the managing general partner. Some costs of the operation of these five properties are tracked through the County's mainframe Financial and Accounting Management Information System (FAMIS); however, an FCRHA software system is required to maintain partnership accounts and meet partnership calendar year reporting schedules. The operation of these developments is primarily supported by tenant rents with a County contribution for real estate taxes at Castellani Meadows, West Glade, and the Public Housing portion of Tavenner Lane. The revenue collected from rents and property excess income is also monitored by the FCRHA software system and utilized by the partnerships to reimburse the FCRHA for expenses incurred to support salaries, maintenance, and other operating expenses as identified in Fund 950.

Other partnership properties are managed by private management companies and are not reported in FAMIS. The financial records for these properties are maintained on the FCRHA software system.

FY 2004 Initiatives

The FY 2004 Fund 950 budget of \$2,407,794 includes \$903,300 to support major maintenance repairs and landscaping upgrades at the two oldest and largest of the partnership properties, Murraygate Village and Stonegate Village. A Comprehensive Needs Assessment Study performed in 1997 recommended a multi-year maintenance and replacement program that would improve properties to neighborhood and community standards. The balance of the funding requirements for Murraygate Village, Stonegate Village, and the remaining three properties, Castellani Meadows, Tavenner Lane, and West Glade, are associated with routine operating expenses such as staff expenses, custodial services, supplies, and insurance.

FUND 950 HOUSING PARTNERSHIPS

The following chart summarizes the total number of units in the Partnership Program in FY 2004 and the projected operating costs associated with the units:

<u>Project Name</u>	<u>Units</u>	<u>FY 2004 Cost</u>	<u>District</u>
Castellani Meadows	24	\$94,790	Providence
West Glade ¹	24	83,923	Providence, Hunter Mill, and Sully
Tavenner Lane ²	12	50,832	Lee
Murraygate Village	197	724,361	Lee
Stonegate Village	<u>234</u>	<u>1,453,888</u>	Hunter Mill
Total Partnership Program	491	\$2,407,794	

¹ Fifty units at West Glade are part of the Federally assisted Public Housing program and are reflected in the list of developments in Fund 967. However, operating expenses for all 74 units are included in Fund 950 since they are all owned by a limited partnership.

² Twelve units at Tavenner are part of the Federally assisted Public Housing program and are reflected in the list of developments in Fund 967. However, operating expenses for all 24 units are included in Fund 950 since they are all owned by a limited partnership.

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 \$39,180 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ A net decrease of \$47,884 in Operating Expenses primarily due to the one-time FY 2002 carryover of expenditures to repair the roof at Stonegate Village Apartments offset primarily by an increase in repairs and maintenance at Stonegate Village Apartments.

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, the Board of Supervisors approved \$48,654 in encumbered carryover to repair the roof at the Stonegate Village Apartments. In addition, revenues are increased \$296,871 for reimbursement of expenses incurred in FY 2002 at the Partnership properties, Murraygate Village, Stonegate Village, Castellani Meadows, Mixed Greens, and Tavenner Lane.

FUND 950 HOUSING PARTNERSHIPS

FUND STATEMENT

Fund Type H94, Local Rental Housing Program

Fund 950, Housing Partnerships

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance¹	\$144,493	\$0	(\$103,724)	\$144,493
Revenue:				
FCRHA Reimbursements	\$1,418,385	\$2,367,844	\$2,664,715	\$2,407,794
Total Revenue	\$1,418,385	\$2,367,844	\$2,664,715	\$2,407,794
Total Available	\$1,562,878	\$2,367,844	\$2,560,991	\$2,552,287
Expenditures:				
Personnel Services	\$679,215	\$808,748	\$808,748	\$847,928
Operating Expenses	987,387	1,559,096	1,607,750	1,559,866
Capital Equipment	0	0	0	0
Total Expenditures	\$1,666,602	\$2,367,844	\$2,416,498	\$2,407,794
Total Disbursements	\$1,666,602	\$2,367,844	\$2,416,498	\$2,407,794
Ending Balance	(\$103,724)	\$0	\$144,493	\$144,493
Replacement Reserve	0	0	144,493	144,493
Cash with Fiscal Agent	0	0	0	0
Unreserved Ending Balance	(\$103,724)	\$0	\$0	\$0

¹ The *FY 2003 Revised Budget Plan* negative Beginning Balance will be recovered from FY 2003 Partnership reimbursements.

FUND 965 HOUSING GRANTS

Agency Mission

To provide the residents of the County with safe, decent, and more affordable housing for low- and moderate- income households.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Grant	2/ 2	2/ 2	0/ 0	0/ 0
Expenditures:				
Personnel Services	\$123,942	\$0	\$106,947	\$0
Operating Expenses	380,189	0	582,036	0
Capital Projects	44	0	21,956	0
Total Expenditures	\$504,175	\$0	\$710,939	\$0

Purpose

Fund 965, Housing Grants, was established during the Board of Supervisors' deliberations on the FY 2000 Adopted Budget Plan to separately track grants which are awarded to the Fairfax County Redevelopment and Housing Authority (FCRHA). In FY 2004, this Fund provides accounting for two Grants: the Housing Opportunities for Persons With AIDS (HOPWA) Grant and the Resident Opportunity and Self Sufficiency (ROSS) Grant received by the FCRHA from the U.S. Department of Housing and Urban Development (HUD). The HOPWA Grant is an annual award that provides rental subsidy assistance for approximately 34 to 35 low-to-moderate-income persons with HIV/AIDS. The ROSS grant supports provision of services by a private non-profit agency to elderly and disabled Public Housing and Section 8 participants. HUD terminated the Transitional Housing and Public Housing Drug Elimination Grants in 2002.

FY 2004 Initiatives

No additional funding is appropriated for Fund 965, FCRHA Housing Grant Fund, in FY 2004. As notices of award are received and approved by the FCRHA during the course of FY 2004, the budget will be adjusted.

Funding Adjustments

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

- ◆ Subsequent to the *FY 2002 Carryover Review* expenditures and revenues were increased \$171,000 for the renewal of the Housing Opportunities for Persons With AIDS (HOPWA) Grant received from the U.S. Department of Housing and Urban Development.
- ◆ At the *FY 2002 Carryover Review* expenditures in Fund 965, Housing Grants Fund, increased to \$539,939 due to the carryover of unexpended FY 2002 grant balances in the amount of \$588,923 offset by adjustments of \$48,984 required by HUD, including the Transitional Housing Grant close-out, \$4,537, and the Public Housing Drug Elimination Grant balance adjustment, \$44,447.

FUND 965 HOUSING GRANTS

FUND STATEMENT

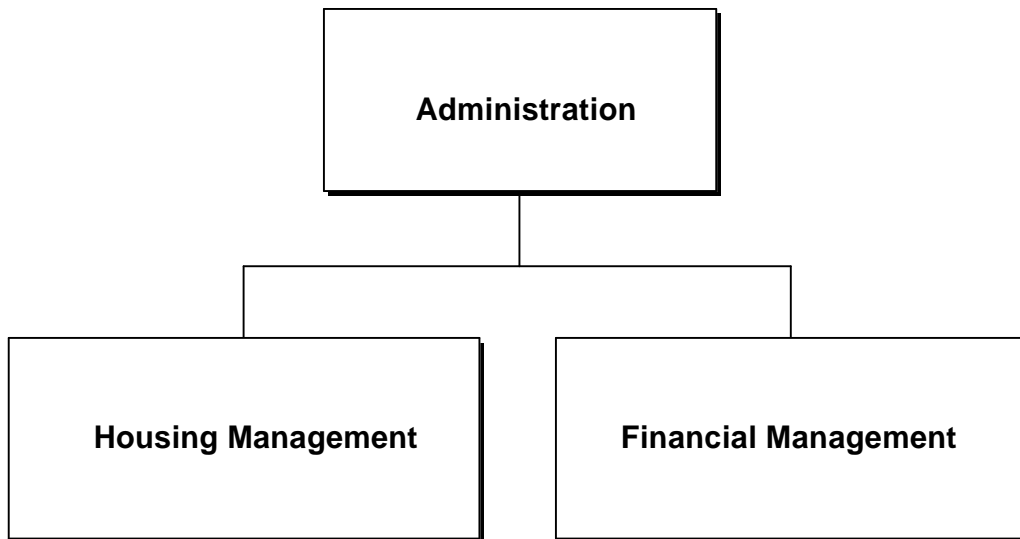
Fund Type H94, FCRHA Development Support

Fund 965, Housing Grants

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	(\$2,035)	\$0	\$42,411	\$37,417
Revenue:				
Transitional Housing	\$36,619	\$0	\$0	\$0
ROSS Grant ¹	46,450	0	323,972	0
Housing Opportunities for Persons With AIDS ¹	225,583	0	303,636	0
Public Housing Drug Elimination Grant	239,969	0	78,337	0
Total Revenue	\$548,621	\$0	\$705,945	\$0
Total Available	\$546,586	\$0	\$748,356	\$37,417
Expenditures:				
Transitional Housing	\$36,619	\$0	\$0	\$0
ROSS Grant	46,451	0	323,972	0
Housing Opportunities for Persons with AIDS ¹	225,583	0	305,666	0
Public Housing Drug Elimination Grant	195,522	0	81,301	0
Total Expenditures	\$504,175	\$0	\$710,939	\$0
Total Disbursements	\$504,175	\$0	\$710,939	\$0
Ending Balance	\$42,411	\$0	\$37,417	\$37,417

¹ Subsequent to the *FY 2002 Carryover Review* expenditures and revenues were increased \$171,000 for the renewal of the Housing Opportunities for Persons With AIDS (HOPWA) Grant received from the U.S. Department of Housing and Urban Development.

**DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT
FUND 966, SECTION 8 ANNUAL CONTRIBUTION**



FUND 966

SECTION 8 ANNUAL CONTRIBUTION

Agency Position Summary

35	Regular Positions	/	35.0	Regular Staff Years
<u>3</u>	Grant Positions	/	<u>3.0</u>	Grant Staff Years
38	Total Positions	/	38.0	Total Staff Years

Position Detail Information

ADMINISTRATION

1 Network/Telecom Analyst III
1 Programmer Analyst II
 2 Positions
 2.0 Staff Years

FINANCIAL MANAGEMENT

1 Accountant I
 1 Position
 1.0 Staff Year

HOUSING MANAGEMENT

2 Housing Services Specialists IV 1G
 3 Housing Services Specialists III
 19 Housing Services Specialists II 2G
 1 Human Services Coordinator II
 4 Human Services Assistants
 1 Administrative Assistant V
 1 Administrative Assistant IV
 2 Administrative Assistants III
2 Administrative Assistants II
 35 Positions
 35.0 Staff Years

G Denotes Grant Positions

FUND 966

SECTION 8 ANNUAL CONTRIBUTION

Agency Mission

To ensure that participants in the Federal Housing Choice Voucher (HCV) Program are provided with decent, safe, and affordable private market housing.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	35/ 35	35/ 35	35/ 35	35/ 35
Grant	3/ 3	3/ 3	3/ 3	3/ 3

Expenditures:				
Personnel Services	\$1,679,437	\$2,117,544	\$2,117,544	\$2,166,043
Operating Expenses	25,772,775	26,834,475	31,290,479	33,141,287
Capital Equipment	0	0	0	0
Total Expenditures	\$27,452,212	\$28,952,019	\$33,408,023	\$35,307,330

Purpose

The FY 2004 funding of \$35,307,330 consists of housing assistance payments of \$32,713,234 and administrative expenses of \$2,594,096 to support 3,455 HCV project units as part of the Federal Housing Assistance Program for lower income families. As of October 2001, the U.S. Department of Housing and Urban Development (HUD) has authorized 3,095 housing choice vouchers to subsidize Fairfax County residents. Additional HCV programs administered by the Fairfax County Redevelopment and Housing Authority (FCRHA) include 360 new construction units.

Under Fund 966, Annual Contribution rental subsidies are provided by HUD to cover the difference between a market-established rent and the rent which is determined to be affordable at a given family's income level. In some cases, the HCV subsidies are associated with a particular housing development and in other cases they are transferable with the tenant. Private developers, local housing authorities, and State housing finance agencies all participate in different aspects of this program which include existing housing certificates and vouchers, and new construction projects. In 1999, certificates and vouchers were merged into one program called the "Housing Choice Voucher Program", which was completed March 1, 2001. Another program change in FY 2000 resulted in absorbing portability tenants into the FCRHA Voucher or Certificate Program. In FY 2002, one development with an expiring project contract converted to vouchers. In FY 2003 it is anticipated that the Portability Program will be reinstated after 100 percent utilization of the HCV Program is realized.

The HCV program is a Federal Housing Assistance Program for lower income families seeking housing in the private market place. HUD provides funds to pay a portion of the family's rent. In most cases, this subsidy is the difference between 30 percent of the eligible family's income and a HUD-approved Fair Market Rent (FMR) for a housing unit, although FMRs are different for the voucher choice program and the project based components of the program. The rent subsidy payments are made pursuant to a Housing Assistance Payments (HAP) Contract with the owner of the housing. Housing authorities administer the contract for these subsidy funds on behalf of HUD, which involves making the monthly subsidy payments, verifying that those benefiting from the subsidy are eligible, and monitoring compliance with Federal regulations. This is done pursuant to an Annual Contribution Contract between the housing authority and HUD. Prior to FY 1997, fees established by HUD covered expenses associated with administering the HAP contracts; however, in October 2001, Congress approved a change in the fee schedule that increased the amounts that could be recovered by public housing authorities.

FUND 966

SECTION 8 ANNUAL CONTRIBUTION

The current income limits for most components¹ of the HCV Program as established by HUD, effective as of June 2002, are shown below:

Household Size	Very, Very Low Income	Very Low Income	Lower Income
1	\$18,250	\$30,450	\$38,100
2	\$20,900	\$34,800	\$43,500
3	\$23,500	\$39,150	\$48,950
4	\$26,100	\$43,500	\$54,400
5	\$28,200	\$47,000	\$58,750
6	\$30,300	\$50,450	\$63,100
7	\$32,350	\$53,950	\$67,450
8+	\$34,450	\$57,400	\$71,800

¹ The Bridle Creek (new construction project) has a lower set of limits because it is located in a different geographical location – southeastern Virginia.

FY 2004 SUMMARY OF PROJECTS	
PROJECTS	NUMBER OF UNITS
Consolidated Vouchers ¹	3,095
Bridle Creek (New Construction) ²	131
Strawbridge Square (New Construction)	128
Island Walk (New Construction)	101
Subtotal Contract P-2509	3,455
Total Fund 966	3,455

¹ Actual number of vouchers issued may be lower than HUD-approved count due to local market conditions.

² The Bridle Creek project is located in Virginia Beach, VA, and is administered by FCRHA.

Fund 966 covers the following components in FY 2004:

- ◆ New Construction - 360 units.

Under the New Construction component of the HCV Program, 360 units have been made available for recipients of Section 8 housing assistance payments. FCRHA administers these payments, and the projects are privately owned.

- ◆ Existing Vouchers - 3,095 issued through the FCRHA.

FUND 966

SECTION 8 ANNUAL CONTRIBUTION

Under these components of the HCV Program, Local or State housing authorities contract with HUD for HCV subsidy funds and issue vouchers to eligible households who may lease any appropriately sized, standard quality rental unit from a participating landlord.

The housing authority maintains a waiting list of those seeking a Section 8 voucher or certificate, verifies applicant income eligibility before issuing a certificate or voucher, inspects the unit the family selects to ensure compliance with HCV Housing Quality Standards, computes the portion of the rent the family must pay or the maximum subsidy, contracts with the landlord to pay the subsidy, recertifies eligibility annually, and maintains required financial records and reports. The owner of the housing (landlord), not the housing authority, selects those families to whom the landlord will rent, and renews or terminates the family's lease in accordance with the terms of the lease.

The FY 2004 Advertised Budget Plan is based on the maximum funding available in FY 2003 under the Annual Contributions (ACC) contract with HUD for the Choice Voucher Program at the time of budget preparation. Funds available will permit 100 percent usage of the available vouchers.

FY 2004 Initiatives

- ◆ Cover the difference between a market-established rent and the rent which is determined to be affordable at a given family's income level.
- ◆ Monitor the housing unit that the family selects to ensure compliance with Federal regulations.
- ◆ Verify that those benefiting from the subsidy are eligible to receive it.

Funding Adjustments

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

- ◆ An increase of \$48,499 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ A net increase of \$1,850,808 in Operating Expenses primarily based on budget adjustment projections approved by the U.S. Department of Housing and Urban Development (HUD) for the FY 2003 Housing Assistance Payments and the projected reinstatement of the Portability Program that allows tenants to utilize vouchers from other jurisdictions for units in Fairfax County.

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:

- ◆ Subsequent to the FY 2002 Carryover Review, an allocation in the amount of \$339,477 provided funding to repay Fund 940, FCRHA General Operating, for an FY 2002 payment to alleviate the Fund 966 deficit.
- ◆ As part of the FY 2002 Carryover Review, expenditures were increased \$4,116,527 and revenues were increased \$4,354,216 based on revised HUD budgets.

FUND 966

SECTION 8 ANNUAL CONTRIBUTION

FUND STATEMENT

Fund Type H96, Federal Section 8 Rental Assistance

Fund 966, Section 8 Annual
Contribution

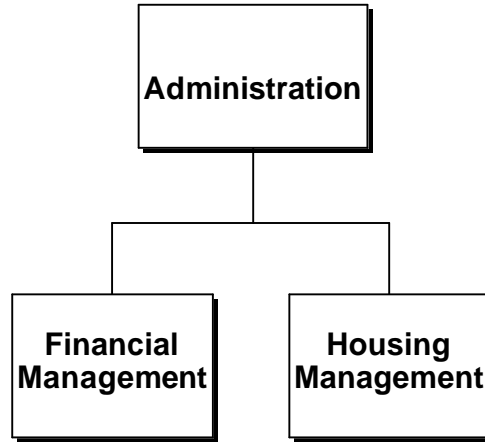
	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	(\$435,546)	(\$190,344)	\$392,000	\$224,728
Revenue:				
Annual Contributions ¹	\$28,030,266	\$28,861,895	\$33,216,111	\$33,403,734
Investment Income	5,219	0	0	1,774
Portability Program ²	0	0	0	2,172,288
Miscellaneous Revenue	244,273	24,640	24,640	24,640
Total Revenue	\$28,279,758	\$28,886,535	\$33,240,751	\$35,602,436
Total Available	\$27,844,212	\$28,696,191	\$33,632,751	\$35,827,164
Expenditures:				
Housing Assistance Payments ^{1,2}	\$25,368,234	\$26,406,422	\$30,512,512	\$32,713,234
Ongoing Administrative Expenses ³	2,083,978	2,545,597	2,895,511	2,594,096
Total Expenditures	\$27,452,212	\$28,952,019	\$33,408,023	\$35,307,330
Total Disbursements	\$27,452,212	\$28,952,019	\$33,408,023	\$35,307,330
Ending Balance	\$392,000	(\$255,828)	\$224,728	\$519,834

¹ FY 2004 Annual Contributions Budget and Housing Assistance Payments (HAP) are based on approved FY 2003 Certificate and Voucher Budgets and submitted New Construction budgets.

² The portability program is anticipated to be implemented after a 100 percent utilization of the Housing Choice Voucher Program resulting in an increase in FY 2004 revenue and expenditures.

³ Subsequent to the *FY 2002 Carryover Review* an allocation in the amount of \$339,477 provided funding to repay Fund 940, FCRHA General Operating, for an FY 2002 payment to alleviate the Fund 966 deficit.

**DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT
FUND 967, PUBLIC HOUSING PROGRAM PROJECTS
UNDER MANAGEMENT**



FUND 967 PUBLIC HOUSING PROGRAM PROJECTS UNDER MANAGEMENT

Agency Position Summary

41 Regular Positions / 40.5 Regular Staff Years

Position Detail Information

ADMINISTRATION

1 Network/Telecom Analyst II
1 Programmer Analyst I
 2 Positions
 2.0 Staff Years

FINANCIAL MANAGEMENT

1 Chief Accounting Fiscal Officer
 1 Accountant II
 4 Administrative Assistants III
1 Administrative Associate
 7 Positions
 7.0 Staff Years

HOUSING MANAGEMENT

1 DHCD Property Management Supervisor
 1 Housing Services Specialist V
 1 Housing Services Specialist IV
 1 Housing Services Specialist III
 7 Housing Services Specialists II
 2 Housing Services Specialists I 1 PT
 3 Senior Maintenance Supervisors
 3 Air Conditioning Equipment Repairers
 2 Carpenters II
 1 Carpenter I
 2 General Building Maintenance Workers I
 1 Painter I
 1 Administrative Assistant V
 1 Administrative Assistant IV
 3 Administrative Assistants II
 1 Storekeeper
1 Warehouse Worker-Driver
 32 Positions
 31.5 Staff Years

PT Denotes Part-Time Positions

FUND 967 PUBLIC HOUSING PROGRAM PROJECTS UNDER MANAGEMENT

Agency Mission

To ensure that all tenants of Fairfax County Redevelopment and Housing Authority's (FCRHA) owned and operated public housing units are provided with decent, safe, and adequate housing; maintenance and management; social services referrals; and housing counseling.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	41/ 40.5	41/ 40.5	41/ 40.5	41/ 40.5
Expenditures				
Personnel Services	\$1,484,459	\$1,874,675	\$1,874,675	\$1,911,743
Operating Expenses	3,131,387	3,418,485	3,431,958	3,361,680
Capital Equipment	0	0	0	0
Total Expenditures	\$4,615,846	\$5,293,160	\$5,306,633	\$5,273,423

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Administration	\$1,296,898	\$1,539,436	\$1,543,374	\$1,592,074
Tenant Services	19,973	24,865	26,208	49,415
Utilities	1,320,005	1,469,973	1,469,973	1,469,973
Ordinary Maintenance/Operation	1,405,188	1,405,212	1,413,404	1,439,059
General Expenses	323,518	512,216	512,216	462,800
Non-Routine Expenditures	14,871	21,027	21,027	21,027
Other Expenses	235,393	320,431	320,431	239,075
Total Expenditures	\$4,615,846	\$5,293,160	\$5,306,633	\$5,273,423

Purpose

The Federal Public Housing Program is a housing program administered by the U.S. Department of Housing and Urban Development (HUD) to provide funds for rental housing serving low income households that is owned and operated by local housing authorities such as the Fairfax County Redevelopment and Housing Authority (FCRHA). Previously, there were three components of this program, with separate funding for development/acquisition of housing, operation, and capital improvements. Fund 967 is for management and maintenance of public housing properties and includes an annual Federal operating subsidy. Fund 968, Public Housing Under Development, provided capital funds for the construction or acquisition of Public Housing units, however, this funding has been eliminated. Fund 969, Public Housing Under Modernization, provides funds for capital improvements and repairs of existing Public Housing through an annual Capital Fund grant (formerly the Comprehensive Grant).

FUND 967 PUBLIC HOUSING PROGRAM PROJECTS UNDER MANAGEMENT

FY 2004 Initiatives

- ◆ In FY 2004, total funding of \$5,273,423 is included for the support of Personnel, Operating Expenses, and Capital Equipment for the Projects Under Management component of the Public Housing Program.
- ◆ In FY 2004, dwelling rents total \$3,873,892 and support 76.9 percent of the operating costs, excluding debt service, \$239,075, which is totally funded by HUD. Other sources of revenue include payments for utilities in excess of standards established by the FCRHA, \$157,364, maintenance charges, late fees, and laundry income, \$118,032, and Investment Income, \$58,451. There are a total of 41/40.5 SYE regular positions funded by the Public Housing Program. Under the current HUD Performance Funding System, the FCRHA is eligible for operating subsidies to support the administration of the program. In FY 2004, the amount anticipated for HUD operating subsidies is projected at \$1,042,725. Other maintenance and administrative positions providing support for this program are funded in the General Fund.
- ◆ In addition to public housing support provided in this Fund, FY 2004 funds totaling \$625,640 are provided in the General Fund, Agency 38, Department of Housing and Community Development in support of refuse collection costs, painting expenses, and townhouse/condominium fees.

The Public Housing projects, as reflected in the following chart, are located throughout the County.

Project Name	HUD Number	Number of Units	Supervisory District
Audubon Apartments	VA 19-01	46	Lee
Rosedale Manor	VA 19-03	97	Mason
Newington Station	VA 19-04	36	Springfield
The Park	VA 19-06	24	Lee
Shadowood	VA 19-11	16	Hunter Mill
Atrium Apartments	VA 19-13	37	Lee
Villages of Falls Church ¹	VA 19-25	37	Mason
Heritage Woods I	VA 19-26	19	Braddock
Robinson Square	VA 19-27	46	Braddock
Heritage Woods South	VA 19-28	12	Braddock
Sheffield Village	VA 19-29	8	Mt. Vernon
Greenwood	VA 19-30	138	Mason
Briarcliff II	VA 19-31	20	Providence
West Ford II	VA 19-32	22	Mt. Vernon
West Ford I	VA 19-33	24	Mt. Vernon
West Ford III	VA 19-34	59	Mt. Vernon

FUND 967 PUBLIC HOUSING PROGRAM PROJECTS UNDER MANAGEMENT

Project Name	HUD Number	Number of Units	Supervisory District
Barros Circle	VA 19-35	44	Sully
Belle View	VA 19-36	40	Mt. Vernon
Kingsley Park	VA 19-38	108	Providence
Scattered Sites	VA 19-39	25	Various
Reston Town Center	VA 19-40	30	Hunter Mill
Old Mill	VA 19-42	48	Lee
Ragan Oaks	VA 19-45	51	Sully
Tavenner Lane ²	VA 19-51	12	Lee
Waters Edge	VA 19-52	9	Sully
West Glade ²	VA 19-55	50	Hunter Mill
Scattered ADU Sites	VA 19-56	7	Various
Total Units³		1,065	

¹ This HUD project includes one unit at Heritage Woods South in Braddock District.

² Property is owned by a limited partnership of which the FCRHA is the managing general partner. Therefore, rental revenue and other expenses for this property are not reported in Fund 967.

³ There are projected to be 1,065 units of Public Housing; however, only 1,051 are income producing. There are two units off-line, one of which is used as an office and the other as a community room. Per HUD guidelines, the community room is not reported to HUD when requesting Operating Subsidy. The FY 2004 vacancy rate is projected to be approximately one percent for public housing properties.

Admissions and Occupancy policies for this program are governed by the Quality Housing and Work Responsibility Act of 1998 (which amended the United States Housing Act of 1937) and are consistent with the objectives of Title VI of the Civil Rights Act of 1964. Eligibility for admission and occupancy to Low Income Housing requires the applicants to fulfill the following general criteria: (1) qualify as a family, (2) have annual income which does not exceed the income limits for admission to a designated development, and (3) qualify under the Local Preference of working at least 30 hours per week in Fairfax County, being 62 years of age or older, or receiving disability payments based upon that person's ability to work.

FUND 967 PUBLIC HOUSING PROGRAM PROJECTS UNDER MANAGEMENT

The current income limits for the program as established by HUD as of January 31, 2002 are as follows:

INCOME LIMITS		
Number of Persons	Very Low	Low
1	\$30,450	\$38,100
2	\$34,800	\$43,500
3	\$39,150	\$48,950
4	\$43,500	\$54,400
5	\$47,000	\$58,750
6	\$50,450	\$63,100
7	\$53,950	\$67,450
8	\$57,400	\$71,800

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 \$37,068 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ A net decrease in Operating Expenses of \$70,278 primarily due to a change in accounting treatment reducing debt service payments for Project VA1905, Green Apartments, \$81,355, and one-time encumbered carryover expenditures, \$13,473, offset by an increase in Tenant Services for resident activities and training, \$24,550. The Project VA1905 principal and interest payments for Federal Financing Bank Bonds will be accounted for in Fund 940, FCRHA General Operating.

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since the 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, the Board of Supervisors approved \$13,473 due to encumbered carryover for consulting contracts, custodial contracts, building supplies, and grounds maintenance.

FUND 967 PUBLIC HOUSING PROGRAM PROJECTS UNDER MANAGEMENT

FUND STATEMENT

Fund Type H96, Public Housing

Fund 967, Projects Under Management

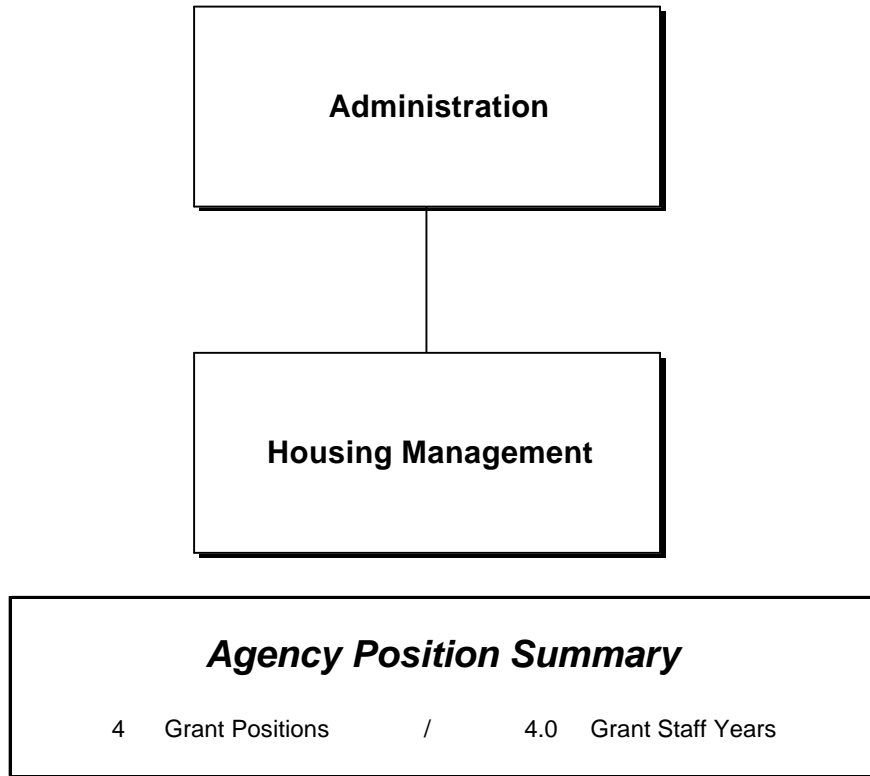
	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance¹	\$573,053	\$150,718	\$1,039,045	\$1,130,517
Revenue:				
Dwelling Rental Income	\$3,780,395	\$4,055,745	\$4,055,745	\$3,873,892
Excess Utilities	150,932	157,364	157,364	157,364
Interest on Investments	58,451	100,126	100,126	58,451
Other Operating Receipts	118,032	77,030	77,030	118,032
HUD Annual Contribution	239,206	320,431	320,431	239,075
HUD Subsidy ²	687,409	552,240	687,409	1,042,725
Total Revenue	\$5,034,425	\$5,262,936	\$5,398,105	\$5,489,539
Total Available	\$5,607,478	\$5,413,654	\$6,437,150	\$6,620,056
Expenditures: ³				
Administration	\$1,296,898	\$1,539,436	\$1,543,374	\$1,592,074
Tenant Services	19,973	24,865	26,208	49,415
Utilities	1,320,005	1,469,973	1,469,973	1,469,973
Ordinary Maintenance and Operation	1,405,188	1,405,212	1,413,404	1,439,059
General Expenses	323,518	512,216	512,216	462,800
Non Routine Expenditures	14,871	21,027	21,027	21,027
Other Expenses	235,393	320,431	320,431	239,075
Total Expenditures	\$4,615,846	\$5,293,160	\$5,306,633	\$5,273,423
Total Disbursements	\$4,615,846	\$5,293,160	\$5,306,633	\$5,273,423
Ending Balance	\$991,632	\$120,494	\$1,130,517	\$1,346,633

¹ The FY 2003 Beginning Balance includes \$47,413 in Investment Income transferred from Fund 968, Public Housing Projects Under Development. Beginning in FY 2003, all Capital project funding for development and modernization will be combined into Fund 969, Public Housing Projects Under Modernization. Fund 968, Public Housing Projects Under Development, is abolished in FY 2003.

² Category represents a HUD operating subsidy based on revenue and expenditure criteria developed by HUD utilizing their performance funding system criteria.

³ Expenditure categories reflecting HUD required cost groupings.

**DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT
FUND 969, PUBLIC HOUSING -
PROJECTS UNDER MODERNIZATION**



Position Detail Information

HOUSING MANAGEMENT

- 1 Housing Community Developer IV, G
- 1 Housing Community Developer III, G
- 1 Engineer II, G
- 1 Management Analyst I, G
- 4 Positions
- 4.0 Staff Years

G Denotes Grant Positions

FUND 969

PUBLIC HOUSING PROGRAM

PROJECTS UNDER MODERNIZATION

Purpose

Fund 969, Public Housing Projects Under Modernization, receives an annual Federal grant, determined by formula, to be used for major physical and management improvements to public housing properties owned by the Fairfax County Redevelopment Authority (FCRHA). This grant program fund which was called the Comprehensive Grant Program (CGP) or the modernization program is now referred to as the Capital Fund Program (CFP). It is one of the two components of the Public Housing Program. The other fund supporting this program is Fund 967, Public Housing Under Management, which supports the daily maintenance and management of public housing properties.

Local public housing authorities submit a five-year comprehensive capital and management improvement plan to the U.S. Department of Housing and Urban Development (HUD) as part of the housing authority's Five Year Plan. The plan is updated each year as part of the Annual Plan. HUD reviews the plan and releases the annual capital grant amount that supports administrative and planning expenses as well as improvements to one or more projects. Housing authorities may revise the annual plan/budget to substitute projects as long as they are part of the Five Year Plan.

Four grant positions are supported in this fund for the administration of the program to include monitoring of all construction in process for projects that have been approved by HUD.

The FCRHA submitted an improvement plan in June 2002 for Program Year 30 funding and received HUD approval for \$1,860,911. The Program Year 30 funding will provide for staff administration, management improvements, and capital improvements for seven projects: VA0503, Capital Improvement Fund Year 30; VA 1913, Atrium; VA1927, Robinson Square; VA 1930, Greenwood, VA 1935, Barros Circle; VA 1938, Kingsley Park, and VA 1940, Reston Town Center.

No funding is included for Fund 969, Public Housing Projects Under Modernization, in FY 2004 at this time. Funding will be allocated at the time of award from HUD.

FY 2004 Initiatives

No additional funding is required for Fund 969, Public Housing Under Modernization, in FY 2004.

Funding Adjustments

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since the 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:

- ◆ In September 2002, an allocation of \$1,860,911, based on an award from the U.S. Department of Housing and Urban Development (HUD), provided Program Year 30 funding for staff administration, management improvements, and capital improvements for seven projects: VA0503, Capital Improvement Fund Year 30, \$588,761; VA 1913, Atrium, \$280,000; VA1927, Robinson Square, \$146,300; VA 1930, Greenwood, \$130,000, VA 1935, Barros Circle, \$118,000; VA 1938, Kingsley Park, \$265,000, and VA 1940, Reston Town Center, \$332,850.
- ◆ As part of the *FY 2002 Carryover Review*, the Board of Supervisors approved the carryover of unexpended project balances, \$2,345,581.

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 969 PUBLIC HOUSING PROGRAM PROJECTS UNDER MODERNIZATION

FUND STATEMENT

Fund Type H96, Public Housing Program

Fund 969, Projects Under Modernization

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$2,133,615	\$0	\$2,107,872	\$0
Revenue:				
HUD Authorizations	\$0	\$0	\$1,860,911	\$0
HUD Reimbursements	1,676,978	0	237,709	0
Total Revenue	\$1,676,978	\$0	\$2,098,620	\$0
Total Available	\$3,810,593	\$0	\$4,206,492	\$0
Expenditures:				
Capital/Related Improvements ¹	\$1,702,721	\$0	\$4,206,492	\$0
Total Expenditures	\$1,702,721	\$0	\$4,206,492	\$0
Total Disbursements	\$1,702,721	\$0	\$4,206,492	\$0
Ending Balance	\$2,107,872	\$0	\$0	\$0

¹ Subsequent to the *FY 2002 Carryover Review*, an allocation of \$1,860,911, based on an award from the U.S. Department of Housing and Urban Development (HUD), provided Program Year 30 funding for staff administration, management improvements, and capital improvements for seven projects: VA0503, Capital Improvement Fund Year 30, \$588,761; VA 1913, Atrium, \$280,000; VA1927, Robinson Square, \$146,300; VA 1930, Greenwood, \$130,000, VA 1935, Barros Circle, \$118,000; VA 1938, Kingsley Park, \$265,000, and VA 1940, Reston Town Center, \$332,850.

FUND 969 PUBLIC HOUSING PROGRAM PROJECTS UNDER MODERNIZATION

FY 2004 Summary of Capital Projects

Fund: 969 Public Housing, Projects Under Modernization

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget ¹	FY 2004 Advertised Budget Plan
003800	Adjusting Factors		\$0.00	(\$2,165.34)	\$0
VA0501	Comp Grant - Year Nine	426,008	205,821.58	16,511.71	0
VA0502	Comp Grant - Year Ten	757,577	154,468.49	603,108.51	0
VA0503	Comp Grant - Year Eleven	588,761	0.00	588,761.00	0
VA0701	Comp Grant - Year One	290,851	0.00	0.00	0
VA0702	Comp Grant - Year Two	346,829	0.00	0.00	0
VA0703	Comp Grant - Year Three	374,978	0.00	0.00	0
VA0704	Comp Grant - Year Four	386,386	0.00	0.00	0
VA0705	Comp Grant - Year Five	288,906	0.00	0.00	0
VA0706	Comp Grant - Year Six	276,087	0.00	0.00	0
VA0707	Comp Grant - Year Seven	267,251	2,570.00	0.00	0
VA0708	Comp Grant - Year Eight	391,601	18,372.44	0.00	0
VA1900	One University	66,942	19,939.21	47,002.79	0
VA1901	Audubon Apartments	479,870	0.00	285,258.00	0
VA1905	Green Apartments	2,191,296	0.00	5,044.73	0
VA1906	Park	562,931	0.00	0.00	0
VA1913	Atrium	1,025,175	0.00	280,000.00	0
VA1925	Villages at Falls Church	261,985	4,616.50	257,368.50	0
VA1927	Robinson Square	914,519	0.00	147,048.00	0
VA1929	Sheffield Village Square	74,915	0.00	0.00	0
VA1930	Greenwood Apartments	2,514,598	1,095,487.88	151,882.90	0
VA1931	Briarcliff Phase II	465,692	161,420.24	304,271.76	0
VA1932	Westford Phase II	580,165	0.00	0.00	0
VA1933	Westford Phase I	779,894	0.00	0.00	0
VA1934	Westford Phase III	1,236,295	20,103.00	0.00	0
VA1935	Barros Circle	706,728	0.00	277,528.24	0
VA1936	Belle View Condominiums	353,418	0.00	114,000.00	0
VA1938	Kingsley Park	1,750,055	19,921.88	798,021.12	0
VA1940	Reston Towne Center	332,850	0.00	332,850.00	0
Total		\$18,692,562	\$1,702,721.22	\$4,206,491.92	\$0

¹ The FY 2003 Revised Budget Plan reflects a negative balance in Project 003800, Adjusting Factors. This amount will be corrected as part of the FY 2002 audit adjustments.

**FY 2004 ADVERTISED REVENUE & RECEIPTS BY FUND
SUMMARY OF NON-APPROPRIATED FUNDS**

Fund Type/ Fund	FY 2002 Actual ¹	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan ²	FY 2004 Advertised Budget Plan	Increase (Decrease) Over Revised	% Increase (Decrease) Over Revised
HUMAN SERVICES						
G10 Special Revenue Funds						
117 Alcohol Safety Action Program	\$1,352,990	\$1,426,397	\$1,426,397	\$1,790,754	\$364,357	25.54%
NORTHERN VIRGINIA REGIONAL IDENTIFICATION SYSTEM (NOVARIS)						
G70 Agency Funds						
703 Northern Virginia Regional Identification System	\$271,826	\$479,712	\$479,712	\$507,139	\$27,427	5.72%
HOUSING AND COMMUNITY DEVELOPMENT						
H94 Other Housing Funds						
940 FCRHA General Operating	\$2,788,875	\$2,118,201	\$2,118,201	\$2,977,309	\$859,108	40.56%
941 Fairfax County Rental Program	2,815,596	3,116,928	3,367,713	3,293,523	(74,190)	-2.20%
945 Non-County Appropriated Rehabilitation Loan	43,512	327,353	276,945	183,510	(93,435)	-33.74%
946 FCRHA Revolving Development	616,503	536,245	536,245	1,325,925	789,680	147.26%
947 FCRHA Capital Contributions	15,153	0	0	0	0	-
948 FCRHA Private Financing	7,356,308	1,542,192	9,633,800	1,405,204	(8,228,596)	-85.41%
949 Internal Service Fund	2,485,115	2,912,366	3,389,302	3,030,984	(358,318)	-10.57%
950 Housing Partnerships	1,418,385	2,367,844	2,664,715	2,407,794	(256,921)	-9.64%
965 Housing Grants Fund	548,621	0	705,945	0	(705,945)	-100.00%
Total Other Housing Funds	\$18,088,068	\$12,921,129	\$22,692,866	\$14,624,249	(\$8,068,617)	-35.56%
H96 Annual Contribution Contract						
966 Section 8 Annual Contribution	\$28,279,758	\$28,886,535	\$33,240,751	\$35,602,436	\$2,361,685	7.10%
967 Public Housing, Projects Under Management	5,034,425	5,262,936	5,398,105	5,489,539	91,434	1.69%
969 Public Housing, Projects Under Modernization	1,676,978	0	2,098,620	0	(2,098,620)	-100.00%
Total Annual Contribution Contract	\$34,991,161	\$34,149,471	\$40,737,476	\$41,091,975	\$354,499	0.87%
TOTAL HOUSING & COMMUNITY DEVELOPMENT	\$53,079,229	\$47,070,600	\$63,430,342	\$55,716,224	(\$7,714,118)	-12.16%

**FY 2004 ADVERTISED REVENUE & RECEIPTS BY FUND
SUMMARY OF NON-APPROPRIATED FUNDS**

Fund Type/ Fund	FY 2002 Actual ¹	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan ²	FY 2004 Advertised Budget Plan	Increase (Decrease) Over Revised	% Increase (Decrease) Over Revised
FAIRFAX COUNTY PARK AUTHORITY						
P17 Special Revenue - Park Authority						
170 Park Revenue Fund	\$39,521,735	\$27,546,529	\$27,546,529	\$29,007,734	\$1,461,205	5.30%
P37 Capital Projects - Park Authority						
371 Park Capital Improvement Fund	\$1,448,605	\$0	\$0	\$0	\$0	-
TOTAL FAIRFAX COUNTY PARK AUTHORITY	\$40,970,340	\$27,546,529	\$27,546,529	\$29,007,734	\$1,461,205	5.30%
TOTAL NON-APPROPRIATED FUNDS	\$95,674,385	\$76,523,238	\$92,882,980	\$87,021,851	(\$5,861,129)	-6.31%
Appropriated from (Added to) Surplus	(\$2,606,327)	(\$745,825)	\$14,165,102	(\$2,563,019)	(\$16,728,121)	-118.09%
NET AVAILABLE	\$93,068,058	\$75,777,413	\$107,048,082	\$84,458,832	(\$22,589,250)	-21.10%

EXPLANATORY NOTE:

The "Total Available" indicates the revenue in each fiscal year that is to be used to support expenditures. This amount is the total revenue adjusted by the amount of funding that is either appropriated from fund balance or added to fund balance. In some instances, adjustments to fund balance that are not currently reflected in the "Changes in Fund Balance" table also affect the "Total Available." Explanations for these adjustments are provided below. The "Total Available," plus (minus) the effect of these changes matches the expenditure totals by fiscal year on the "Expenditure by Fund/Summary of Non-Appropriated Funds."

¹ Not reflected are the following adjustments to balance which were carried forward from FY 2001 to FY 2002:

Fund 968, Public Housing, Projects Under Development assumption of abolishment of the fund during FY 2003 as part of the consolidation of all capital project funding for development and modernization in Fund 969, Projects Under Modernization and transfer of (\$47,413) in fund balance to Fund 967, Public Housing, Projects Under Management.

² Not reflected are the following adjustments to balance which were carried forward from FY 2002 to FY 2003:

Fund 967, Public Housing, Projects Under Management, the FY 2003 beginning balance includes assumption of transfer of \$47,413 from Fund 968, Public Housing, Projects Under Development which was abolished at the end of FY 2002. FY 2003 marks the consolidation of all capital project funding for development and modernization in Fund 969, Public Housing, Projects Under Modernization.

**FY 2004 ADVERTISED EXPENDITURES BY FUND
SUMMARY OF NON-APPROPRIATED FUNDS**

Fund Type/ Fund	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Increase (Decrease) Over Revised	% Increase (Decrease) Over Revised
HUMAN SERVICES						
G10 Special Revenue Funds						
117 Alcohol Safety Action Program	\$1,398,393	\$1,424,980	\$1,424,980	\$1,651,016	\$226,036	15.86%
NORTHERN VIRGINIA REGIONAL IDENTIFICATION SYSTEM (NOVARIS)						
G70 Agency Funds						
703 Northern Virginia Regional Identification System	\$443,699	\$512,563	\$512,563	\$523,591	\$11,028	2.15%
HOUSING AND COMMUNITY DEVELOPMENT						
H94 Other Housing Funds						
940 FCRHA General Operating	\$2,408,973	\$2,643,725	\$2,718,198	\$2,706,541	(\$11,657)	-0.43%
941 Fairfax County Rental Program	2,574,197	3,137,652	3,493,058	3,291,633	(201,425)	-5.77%
945 Non-County Appropriated Rehabilitation Loan	65,638	317,924	291,370	175,307	(116,063)	-39.83%
946 FCRHA Revolving Development	155,971	0	1,006,634	0	(1,006,634)	-100.00%
947 FCRHA Capital Contributions	29,580	0	37,972	0	(37,972)	-100.00%
948 FCRHA Private Financing	5,734,668	1,542,192	13,545,471	1,432,662	(12,112,809)	-89.42%
949 Internal Service Fund	2,680,683	2,912,366	3,128,358	3,030,984	(97,374)	-3.11%
950 Housing Partnerships	1,666,602	2,367,844	2,416,498	2,407,794	(8,704)	-0.36%
965 Housing Grants Fund	504,175	0	710,939	0	(710,939)	-100.00%
Total Other Housing Funds	\$15,820,487	\$12,921,703	\$27,348,498	\$13,044,921	(\$14,303,577)	-52.30%
H96 Annual Contribution Contract						
966 Section 8 Annual Contribution	\$27,452,212	\$28,952,019	\$33,408,023	\$35,307,330	\$1,899,307	5.69%
967 Public Housing, Projects Under Management	4,615,846	5,293,160	5,306,633	5,273,423	(33,210)	-0.63%
969 Public Housing, Projects Under Modernization	1,702,721	0	4,206,492	0	(4,206,492)	-100.00%
Total Annual Contribution Contract	\$33,770,779	\$34,245,179	\$42,921,148	\$40,580,753	(\$2,340,395)	-5.45%
TOTAL HOUSING AND COMMUNITY DEVELOPMENT	\$49,591,266	\$47,166,882	\$70,269,646	\$53,625,674	(\$16,643,972)	-23.69%

**FY 2004 ADVERTISED EXPENDITURES BY FUND
SUMMARY OF NON-APPROPRIATED FUNDS**

Fund Type/ Fund	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Increase (Decrease) Over Revised	% Increase (Decrease) Over Revised
FAIRFAX COUNTY PARK AUTHORITY						
P17 Special Revenue - Park Authority						
170 Park Revenue Fund	\$38,028,561	\$26,672,988	\$26,672,988	\$28,658,551	\$1,985,563	7.44%
P37 Capital Projects - Park Authority						
371 Park Capital Improvement Fund	\$3,558,726	\$0	\$8,215,318	\$0	(\$8,215,318)	-100.00%
TOTAL FAIRFAX COUNTY PARK AUTHORITY	\$41,587,287	\$26,672,988	\$34,888,306	\$28,658,551	(\$6,229,755)	-17.86%
TOTAL NON-APPROPRIATED FUNDS	\$93,020,645	\$75,777,413	\$107,095,495	\$84,458,832	(\$22,636,663)	-21.14%

**FY 2004 ADVERTISED CHANGES IN FUND BALANCE
SUMMARY OF NON-APPROPRIATED FUNDS**

Fund Type/ Fund	Balance 6/30/01	Balance 6/30/02	Balance 6/30/03	Balance 6/30/04	From/(Added to) Surplus
HUMAN SERVICES					
G10 Special Revenue Funds					
117 Alcohol Safety Action Program	\$48,208	\$2,805	\$4,222	\$143,960	(\$139,738)
NORTHERN VIRGINIA REGIONAL IDENTIFICATION SYSTEM (NOVARIS)					
G70 Agency Funds					
703 Northern Virginia Regional Identification System	\$231,176	\$59,303	\$26,452	\$10,000	\$16,452
HOUSING AND COMMUNITY DEVELOPMENT					
H94 Other Housing Funds					
940 FCRHA General Operating	\$6,473,057	\$6,852,959	\$6,252,962	\$6,523,730	(\$270,768)
941 Fairfax County Rental Program	981,518	1,222,917	1,097,572	1,099,462	(1,890)
945 Non-County Appropriated Rehabilitation Loan	224,987	202,861	188,436	196,639	(8,203)
946 FCRHA Revolving Development	788,886	1,249,418	779,029	2,104,954	(1,325,925)
947 FCRHA Capital Contributions	52,399	37,972	0	0	0
948 FCRHA Private Financing	4,529,996	6,151,636	2,239,965	2,212,507	27,458
949 Internal Service Fund	15,581	(179,987)	80,957	80,957	0
950 Housing Partnerships	144,493	(103,724)	144,493	144,493	0
965 Housing Grants Fund	(2,035)	42,411	37,417	37,417	0
Total Other Housing Funds	\$13,208,882	\$15,476,463	\$10,820,831	\$12,400,159	(\$1,579,328)
H96 Annual Contribution Contract					
966 Section 8 Annual Contribution	(\$435,546)	\$392,000	\$224,728	\$519,834	(\$295,106)
967 Public Housing, Projects Under Management ¹	573,053	991,632	1,130,517	1,346,633	(216,116)
968 Public Housing, Projects Under Development ¹	47,413	0	0	0	0
969 Public Housing, Projects Under Modernization	2,133,615	2,107,872	0	0	0
Total Annual Contribution Contract	\$2,318,535	\$3,491,504	\$1,355,245	\$1,866,467	(\$511,222)
TOTAL HOUSING AND COMMUNITY DEVELOPMENT	\$15,527,417	\$18,967,967	\$12,176,076	\$14,266,626	(\$2,090,550)

**FY 2004 ADVERTISED CHANGES IN FUND BALANCE
SUMMARY OF NON-APPROPRIATED FUNDS**

Fund Type/ Fund	Balance 6/30/01	Balance 6/30/02	Balance 6/30/03	Balance 6/30/04	From/(Added to) Surplus
FAIRFAX COUNTY PARK AUTHORITY					
P17 Special Revenue - Park Authority					
170 Park Revenue Fund	\$3,710,007	\$3,823,606	\$3,774,427	\$4,123,610	(\$349,183)
P37 Capital Projects - Park Authority					
371 Park Capital Improvement Fund	\$11,654,541	\$10,923,995	\$3,631,397	\$3,631,397	\$0
TOTAL FAIRFAX COUNTY PARK AUTHORITY	\$15,364,548	\$14,747,601	\$7,405,824	\$7,755,007	(\$349,183)
TOTAL NON-APPROPRIATED FUNDS	\$31,171,349	\$33,777,676	\$19,612,574	\$22,175,593	(\$2,563,019)

¹ Fund 968, Public Housing Projects Under Development, was abolished in FY 2003. The FY 2002 ending balance of \$47,413 is included in Fund 967, Public Housing, Projects Under Management as an increase in the FY 2003 Beginning Balance available in Fund 967.

**FY 2004 ADVERTISED SUMMARY OF EXPENDITURES FOR PROGRAMS WITH
APPROPRIATED AND NON-APPROPRIATED FUNDS**

Fund Type/ Fund	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Increase (Decrease) Over Revised	% Increase (Decrease) Over Revised
HOUSING & COMMUNITY DEVELOPMENT						
APPROPRIATED FUNDS						
G00 General Fund						
Department of Housing and Community Development	\$5,566,963	\$5,320,774	\$5,652,333	\$5,232,155	(\$420,178)	-7.43%
H14 Special Revenue - Housing						
141 Elderly Housing Programs	\$3,056,253	\$3,130,706	\$3,299,145	\$3,124,015	(\$175,130)	-5.31%
142 Community Development Block Grant	5,941,046	6,235,000	15,253,434	6,235,000	(9,018,434)	-59.12%
143 Homeowners and Business Loan Programs	473,900	1,088,132	5,270,026	1,057,951	(4,212,075)	-79.93%
144 Housing Trust Fund	1,467,171	966,843	13,129,618	1,001,411	(12,128,207)	-92.37%
145 HOME Investment Partnerships Grant	1,385,545	2,078,000	6,218,941	2,078,000	(4,140,941)	-66.59%
Total Special Revenue Funds	\$12,323,915	\$13,498,681	\$43,171,164	\$13,496,377	(\$29,674,787)	-68.74%
H34 Capital Projects - Housing						
340 Housing Assistance Program	\$5,715,982	\$1,600,000	\$15,205,904	\$1,600,000	(\$13,605,904)	-89.48%
341 Housing General Obligation Bond Construction	0	0	410,881	0	(410,881)	-100.00%
Total Capital Project Funds	\$5,715,982	\$1,600,000	\$15,616,785	\$1,600,000	(\$14,016,785)	-89.75%
Total Appropriated Housing Authority	\$23,606,860	\$20,419,455	\$64,440,282	\$20,328,532	(\$44,111,750)	-68.45%
NON-APPROPRIATED FUNDS						
H94 Other Housing Funds						
940 FCRHA General Operating	\$2,408,973	\$2,643,725	\$2,718,198	\$2,706,541	(\$11,657)	-0.43%
941 Fairfax County Rental Program	2,574,197	3,137,652	3,493,058	3,291,633	(201,425)	-5.77%
945 Non-County Appropriated Rehabilitation Loan	65,638	317,924	291,370	175,307	(116,063)	-39.83%
946 FCRHA Revolving Development	155,971	0	1,006,634	0	(1,006,634)	-100.00%
947 FCRHA Capital Contributions	29,580	0	37,972	0	(37,972)	-100.00%
948 FCRHA Private Financing	5,734,668	1,542,192	13,545,471	1,432,662	(12,112,809)	-89.42%
949 Internal Service Fund	2,680,683	2,912,366	3,128,358	3,030,984	(97,374)	-3.11%
950 Housing Partnerships	1,666,602	2,367,844	2,416,498	2,407,794	(8,704)	-0.36%
965 Housing Grants Fund	504,175	0	710,939	0	(710,939)	-100.00%
Total Other Housing Funds	\$15,820,487	\$12,921,703	\$27,348,498	\$13,044,921	(\$14,303,577)	-52.30%

**FY 2004 ADVERTISED SUMMARY OF EXPENDITURES FOR PROGRAMS WITH
APPROPRIATED AND NON-APPROPRIATED FUNDS**

Fund Type/ Fund	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	Increase (Decrease) Over Revised	% Increase (Decrease) Over Revised
H96 Annual Contribution Contract						
966 Section 8 Annual Contribution	\$27,452,212	\$28,952,019	\$33,408,023	\$35,307,330	\$1,899,307	5.69%
967 Public Housing, Projects Under Management	4,615,846	5,293,160	5,306,633	5,273,423	(33,210)	-0.63%
969 Public Housing, Projects Under Modernization	1,702,721	0	4,206,492	0	(4,206,492)	-100.00%
Total Annual Contribution Contract	\$33,770,779	\$34,245,179	\$42,921,148	\$40,580,753	(\$2,340,395)	-5.45%
Total Non-Appropriated Housing Authority	\$49,591,266	\$47,166,882	\$70,269,646	\$53,625,674	(\$16,643,972)	-23.69%
TOTAL HOUSING & COMMUNITY DEVELOPMENT	\$73,198,126	\$67,586,337	\$134,709,928	\$73,954,206	(\$60,755,722)	-45.10%
PARKS, RECREATION, & CULTURAL						
APPROPRIATED FUNDS						
G00 General Fund						
Fairfax County Park Authority	\$23,880,365	\$24,266,258	\$24,272,572	\$22,656,097	(\$1,616,475)	-6.66%
G30 Capital Project Funds						
370 Park Authority Bond Construction	\$11,279,221	\$19,890,000	\$44,702,253	\$10,000,000	(\$34,702,253)	-77.63%
Total Appropriated Park Authority	\$35,159,586	\$44,156,258	\$68,974,825	\$32,656,097	(\$36,318,728)	-52.66%
NON-APPROPRIATED FUNDS						
P17 Special Revenue - Park Authority						
170 Park Revenue Fund	\$38,028,561	\$26,672,988	\$26,672,988	\$28,658,551	\$1,985,563	7.44%
P37 Capital Projects - Park Authority						
371 Park Capital Improvement Fund	\$3,558,726	\$0	\$8,215,318	\$0	(\$8,215,318)	-100.00%
Total Non-Appropriated Park Authority	\$41,587,287	\$26,672,988	\$34,888,306	\$28,658,551	(\$6,229,755)	-17.86%
TOTAL PARKS, RECREATION & CULTURAL	\$76,746,873	\$70,829,246	\$103,863,131	\$61,314,648	(\$42,548,483)	-40.97%
TOTAL EXPENDITURES	\$149,944,999	\$138,415,583	\$238,573,059	\$135,268,854	(\$103,304,205)	-43.30%

FAIRFAX COUNTY PARK AUTHORITY TRUST FUNDS

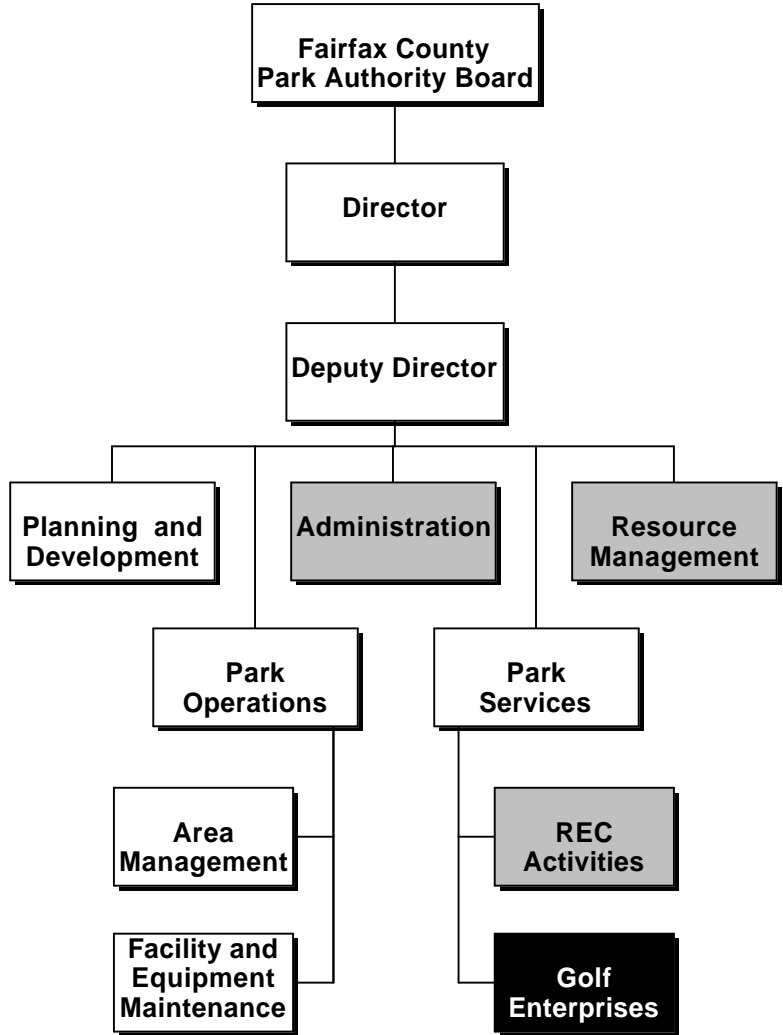
Overview

The Fairfax County Park Authority operates two separate and distinct Trust Funds. All funds received by the Park Authority Board under these Trust Funds are held and applied solely to expenditures determined by the Park Authority Board as authorized under the Commonwealth's Park Authorities Act. These funds provide support for the Park Authority which maintains and operates 371 parks, and over 21,000 acres of park land, including recreation centers, historic sites, nature centers, and golf courses.

The Park Authority, in its memorandum of agreement with the Fairfax County Board of Supervisors, adopted budgeting and reporting procedures for its Trust Funds which are used by the General County Government. These two Trust Funds are being published in accordance with this agreement.

- ◆ **Fund 170 - Park Revenue Fund**
- ◆ **Fund 371 - Park Capital Improvement Fund**

FUND 170 PARK REVENUE FUND



Denotes Cost Centers that are included in both the General Fund and Fund 170, Park Revenue Fund.



Denotes Cost Center that is only in Fund 170, Park Revenue Fund.

FUND 170 PARK REVENUE FUND

Agency Position Summary

Fund 001:	393	Regular Positions (3)	/	389.00	Regular Staff Years (1.5)
Fund 001:	<u>1</u>	State Co-Op Position		<u>1.00</u>	State Co-op Staff Year
Total Fund 001:	394	Positions (3)	/	390.00	Staff Years (1.5)
Fund 170:	<u>216</u>	<i>Trust Fund Supported (16)</i>	/	<u>215.75</u>	<i>Trust Fund Staff Years (16.0)</i>
	610	Total Positions (19)	/	605.75	Total Staff Years (17.5)

Position Detail Information

GENERAL FUND

<u>PLANNING AND DEVELOPMENT</u>			<u>OFFICE OF ADMINISTRATION</u>
1 Park Division Director	2	Tree Trimmers I	1 Director
3 Planners IV	7	Labor Crew Chiefs	1 Deputy Director
2 Planners III	29	Laborers III (2)	2 Park Division Directors
1 Planner II	27	Laborers II (3)	1 Fiscal Administrator
1 Sr. Right-Of-Way Agent	16	Laborers I	1 Budget Analyst I
1 Rt.-of-Way Agt./Prop. Analyst	2	Senior Utility Workers	2 Management Analysts III
1 Engineering Technician III	4	Utility Workers	2 Management Analysts I
2 Engineers IV	1	Management Analyst II	1 Accountant III
2 Engineers III	1	Management Analyst I	3 Accountants II
9 Engineers II	150	Positions (6)	2 Accountants I
1 Senior Survey Analyst/Coordinator	150.0	Staff Years (6.0)	1 Safety Analyst
0 Survey Instrument Tech. (-1)			1 Administrative Assistant V
1 Survey Party Chief Analyst			5 Administrative Assistants IV
1 Geog Info Spatial Analyst I			10 Admin. Assistants III (-1.0 SYE)
1 Management Analyst III			1 Administrative Assistant I
1 Administrative Assistant V			1 Materials Requirement Specialist
1 Administrative Assistant III			1 Resource Development/ Training Manager
1 Administrative Assistant I			1 Buyer II
1 Landscape Architect III			3 Buyers I
2 Landscape Architects II			3 Assistant Buyers (-0.5 SYE)
33 Positions (-1)			1 Internet/Intranet Arch. II
33.0 Staff Years (-1.0)			1 Info. Tech. Program Mgr. I
			1 Network/Tele. Analyst II
			1 Network/Tele. Analyst I
			1 Information Officer III
			48 Positions
			46.5 Staff Years (-1.5)
<u>PARK OPERATIONS AREA MANAGEMENT</u>		<u>PARK OPERATIONS FACILITY AND EQUIPMENT MAINTENANCE</u>	
1 Park Division Director	1	Supvr. Facility Support	
2 Park Mgmt. Specialists I (1)	1	Assistant Supervisor	
9 Park Specialists III	1	Facility Support	
1 Park Specialist II	1	Sr. Mech. Sys. Supvr.	
16 Park Specialists I	2	Sr. Motor Mech. Supvrs.	
1 Administrative Assistant III	2	Auto Mechanics II	
1 Administrative Assistant II	1	Auto Mechanic I	
4 Heavy Equip. Operators	4	Carpenters II	
16 Motor Equip. Operators	4	Carpenters I	
3 Truck Drivers	2	Electricians II	
1 Horticulture Technician	2	Electricians I	
1 Turfgrass Specialist	1	Painter II	
3 Pest Controllers I	2	Painters I	
2 Tree Trimmers II	2	Plumbers II	
	1	Plumber I	
	1	Welder II	
	1	Laborer II	
	1	Restoration Specialist	
	1	Equipment Repairer	
	3	Maint. Trade Helpers II	
	4	Maint. Trade Helpers I	
	1	Maintenance Worker	
	1	Property Auditor	
	1	Administrative Assistant II	
	1	Supply Clerk	
	1	Garage Service Worker	
	42	Positions	
	42.0	Staff Years	

FUND 170 PARK REVENUE FUND

<u>RESOURCE MANAGEMENT</u>	<u>FUND 170, PARK REVENUE FUND</u>	<u>PARK SERVICES GOLF ENTERPRISES</u>
1 Park Division Director		2 Park Specialists IV
1 Utility Worker		3 Park Specialists III
3 Historians III		7 Park Specialists I
6 Historians II		5 Asst. Park Specialists
7 Historians I (3 PT)		1 Park Management Spec. II
1 Assistant Historian		2 Facility Attendants II
1 Heritage Resource Specialist IV		5 Facility Attendants I
2 Heritage Resource Specialists III		3 Laborers III
1 Heritage Resource Specialist II		7 Laborers II
1 Heritage Res. Specialist I (-1)		5 Laborers I
4 Park Specialists I		6 Sr. Utility Workers
3 Park Management Specialists I		6 Utility Workers
2 Horticultural Technicians		1 Labor Crew Chief
8 Naturalists III		2 Golf Course Supts. III
5 Naturalists II		1 Golf Course Supt. II
14 Naturalists I (2 PT)		3 Golf Course Supts. I
1 Equipment Repairer		2 Motor Equip. Operators
0 Planner III (-1)		1 Automotive Mech. I
1 Asst. Park Specialist		1 Irrigation Specialist
1 Extension Agent S/C		63 Positions
3 Facility Attendants II		63.0 Staff Years
2 Night Guards		
1 Laborer III		
1 Laborer II		
1 Volunteer Svces Coordinator I		S/C Denotes State Co-Op Position
5 Groundskeeper Specialists		PT Denotes Part-Time Positions
3 Naturalists/Historians		() Denotes Position Change
1 Administrative Asst. IV		
6 Administrative Assts. II		
2 Custodians II		
88 Positions (-2)		
85.5 Staff Years (-2.0)		
	<u>PARK SERVICES REC ACTIVITIES</u>	
	2 Park Management Specialists I	
	6 Park Specialists IV (1)	
	4 Park Specialists III	
	4 Park Specialists II	
	9 Park Specialists I (1)	
	26 Asst. Park Specialists (4)	
	1 Recreation Division Supervisor I	
	1 Recreation Specialist IV	
	4 Recreation Specialists II	
	6 Recreation Specialists I (1)	
	20 Recreation Assistants (3)	
	1 Management Analyst III	
	2 Management Analysts II	
	1 Information Officer II	
	9 Facility Attendants II (2)	
	8 Facility Attendants I (1)	
	11 Administrative Assistants III (1)	
	1 Naturalist I (1)	
	8 Preventative Maintenance Specialists (1)	
	2 Custodians II	
	3 Custodians I	
	1 Electronic Equipment Tech. II	
	1 Painter II	
	1 Assistant Producer	
	1 Business Analyst II	
	1 Graphic Artist III	
	1 Publication Assistant	
	1 Photographic Specialist	
	136 Positions (16)	
	136.0 Staff Years (16.0)	
<u>REC ACTIVITIES</u>		
1 Park Division Director		
1 Park Mgmt. Specialist II		
1 Park Mgmt. Specialist I		
1 Park Specialist IV		
2 Park Specialists III		
4 Park Specialists I		
3 Asst. Park Specialists		
4 Recreation Specialists IV		
3 Facility Attendants II		
1 Facility Attendant I		
3 Night Guards		
1 Labor Crew Chief		
1 Laborer III		
3 Laborers II		
1 Laborer I		
1 Administrative Assistant IV		
1 Administrative Assistant III		
1 Utility Worker		
33 Positions		
33.0 Staff Years		

FUND 170 PARK REVENUE FUND

Agency Mission

To set aside public spaces for, and assist citizens in, the protection and enhancement of environmental values, diversity of natural habitats, and cultural heritage; to guarantee that these resources will be available to both present and future generations; to create and sustain quality facilities and services that offer citizens opportunities for recreation, improvement of their physical and mental well-being, and enhancement of their quality of life.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	198/ 197.75	200/ 199.75	200/ 199.75	216/ 215.75
Expenditures: ¹				
Personnel Services	\$15,293,529	\$16,426,207	\$16,426,207	\$17,869,128
Operating Expenses	8,681,476	9,012,224	9,012,224	9,455,626
Recovered Costs	(388,220)	(400,882)	(400,882)	(423,049)
Capital Equipment	237,846	559,000	559,000	689,400
Bond Costs	14,203,930	1,076,439	1,076,439	1,067,446
Total Expenditures	\$38,028,561	\$26,672,988	\$26,672,988	\$28,658,551

Summary by Cost Center				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Administration	\$15,130,817	\$2,269,412	\$2,269,412	\$2,276,771
Golf Enterprises	6,243,804	6,400,524	6,400,524	6,812,800
REC Activities	15,729,063	16,966,286	16,966,286	18,494,258
Resource Management	924,877	1,036,766	1,036,766	1,074,722
Total Expenditures¹	\$38,028,561	\$26,672,988	\$26,672,988	\$28,658,551

¹ FY 2002 actuals reflect an allocation of bond proceeds related to the refunding of the Park Facilities Revenue Bonds, Series 1995. On September 15, 2001, the Park Authority issued \$13,015,000 in Revenue Refunding Bonds in order to refinance Park Revenue Bonds at a lower interest rate.

Purpose

The Park Authority Park Revenue Fund is primarily supported from fees and charges generated at Park Authority facilities. The Park Authority's State enabling legislation indicates that revenues must be spent exclusively for park purposes. Based on the Board of Supervisors' direction to establish fees and charges for special purpose facilities, the Park Authority Board has approved a fee structure which allows its operations to be funded by users rather than from tax dollars. The Park Revenue Fund is responsible for the operation of the agency's revenue-supported facilities, which include golf courses, recreation centers, lake parks, nature centers, and historic sites.

FUND 170 PARK REVENUE FUND

There are 32 revenue-generating facilities under the management of the Park Authority:

Recreational Parks	Recreation Centers	Golf Courses	Resource Management Sites
Lake Accotink	Providence	Twin Lakes	Sully Plantation
Lake Fairfax	Lee District	Burke	Colvin Run Mill
Burke Lake	Audrey Moore	Jefferson	Cabell's Mill
	Mount Vernon	Greendale	Dranesville Tavern
	Oak Marr	Pinecrest	Stoneybrooke
	South Run	Oak Marr	Wakefield Chapel
	Spring Hill		Great Falls Grange
	George Washington		Clark House
			Riverbend
			Green Spring Gardens Park
			Frying Pan Park
			Huntley Meadows
			Hidden Pond
			Ellanor C. Lawrence
			Hidden Oaks

Key Accomplishments

- ◆ Developed the *Fairfax County Park Authority 2002 – 2006 Strategic Plan*.
- ◆ Initiated efforts to overhaul Performance Measures as presented in the agency's annual budget submission toward a goal of presenting broader, more meaningful outcomes.
- ◆ Expanded open hire processes to hire and process employees for Camps and RecPAC programs.
- ◆ Began implementation of Achieve Global Leadership training program to develop future managers.
- ◆ Developed a change management initiative for senior staff intended to guide the agency towards strategic plan execution following a High Performance Organization model.
- ◆ Developed and implemented diversity initiatives (programmatic and workforce).
- ◆ Implemented a new automated reconciliation process for procurement cards used throughout the Park Authority for operating materials and services.
- ◆ Improved the procurement solicitation packaging process which improved the turnaround time and expanded the feature/price options utilized when purchasing Capital Equipment for Grounds Maintenance Equipment.
- ◆ Initiated implementation of the Automated Clearing House transaction authorization for direct transfer of rent payments from Park property tenants to the Park Authority's bank account.

FUND 170

PARK REVENUE FUND

- ◆ Established direct inquiry access to an online banking system which enhances reconciliation efficiency and reduces staff time required to perform the task.
- ◆ Expanded regional cooperative efforts for golf management and programming to include Northern Virginia Regional Park Authority, Prince William Park Authority, and the Town of Herndon.
- ◆ Expanded youth golf initiatives to include programs for at-risk youth, beginner girl golfers, high school girls' golf, and a regional youth golf skill competition.
- ◆ Completed renovations at two RECenters with minimal adverse financial impact. Minimized service impacts by relocating many programs.
- ◆ Retained over 70 percent of customers in an industry averaging 40 percent, attributable to newly established Fitlinxx and Fitness Directors.
- ◆ Implemented Internet class registration and commenced a program to enhance Park Authority information and services available on line.
- ◆ Implemented automated pass sales and check-in for RECenters, Golf, and Watermine pass holders.
- ◆ Implemented teen concerts at Providence RECenter.
- ◆ Completed extensive improvements at golf courses, including a new irrigation pump station at Twin Lakes, a new irrigation system at Burke Lake, driving range expansion at Oak Marr, renovation of hole #17 at Greendale, and stream and pond dredging and stabilization at Pinecrest.
- ◆ Completed a two-year application process for re-accreditation of Sully Historic Site and Colvin Run Mill Historic Site by the American Association of Museums, and first-time accreditation of Green Spring Gardens Park.
- ◆ Received over 156,444 hours of volunteer service at a value of \$2,776,881.

FY 2004 Initiatives

- ◆ Develop and document a comprehensive business continuity plan based on requirements outlined in the Information Protection Manual, in order to provide customers with service in the event of a significant disruption to automated systems.
- ◆ Continue Leadership for Results training.
- ◆ Develop the strategic plan initiative to align rewards and recognition with strategic plan priorities.
- ◆ Develop and establish a pilot mentoring program.
- ◆ Implement the leadership competency model in training, career growth planning, and hiring efforts.
- ◆ Continue implementation of diversity initiatives that contribute to a more diverse workforce and expand program offerings to diverse communities.
- ◆ Conduct a change management workshop to establish a baseline for focusing on adapting to, and excelling in, a future environment characterized by limited resources, changing demographics, and sophisticated customer expectations.

FUND 170

PARK REVENUE FUND

- ◆ Develop E-commerce opportunities.
- ◆ Develop a life cycle replacement program for golf, recreation centers, and lake park Capital Equipment.
- ◆ Plan for the opening of the West County RECenter and development of the privately owned and operated West County Field House.
- ◆ Expand community outreach initiatives to provide more services in the community rather than at park sites, in order to serve ethnic communities better.

Performance Measurement Results

In an effort to provide broader linkage to the budget and to the agency's strategic plan, the Park Authority has updated performance measure (PM) objectives, as well as performance indicators. As with the inception of the PM process five years ago, the product and presentation of this effort will be iterative. Internal and external customer satisfaction surveys have been conducted periodically but, beginning in FY 2003, these surveys will be conducted annually. The external survey tool will measure how important various park services are in the lives of Fairfax County households and how successfully the Park Authority is in meeting its customer needs and expectations.

The new objective for the Administration Cost Center presents a broad range of services provided to the agency. Within the division's workplan are more detailed measures and objectives that reflect the scope of work and outcome targets for each administrative branch. The objective of the division is to provide efficient and effective administrative support services while maintaining at least an 80 percent satisfaction rating and completing 85 percent of the annual work plan.

The objectives for Golf Enterprises focus on maintaining the number of golf rounds played while maintaining the course condition rating at 7.2 on a scale of 1 to 9 in the maintenance of tees, fairways, and greens.

The new objectives for REC Activities and Resource Management cost centers are to achieve at least 75 percent of surveyed households indicating that recreation services and natural, cultural, and horticultural services provided by the Park Authority enhance their quality of life.

Funding Adjustments

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

- ◆ An increase of \$451,353 in Personnel Services primarily associated with salary adjustments necessary to support the County's compensation program.
- ◆ An increase of \$93,140 in Personnel Services including \$22,226 in Fringe Benefits to support 1/1.0 SYE Facility Attendant II position to supervise the amusement area, including the new miniature golf course and ice cream parlor, at Burke Lake Park and 1/1.0 SYE Recreation Assistant position to operate and supervise the new skate park at Audrey Moore RECenter. The miniature golf facility is scheduled to open in June 2003, and the skate park is scheduled to open in October 2003.

FUND 170

PARK REVENUE FUND

- ◆ An increase of \$226,411 in Personnel Services including \$39,611 in Fringe Benefits to support the phased hiring of 14/14.0 SYE staff to operate and manage the new West County RECenter, scheduled to open in July 2004. This 65,824-square-foot facility will include a 25-meter by 25-yard competitive swimming pool, a leisure pool, whirlpool/spa, weight training and fitness areas, multi-purpose rooms, and administrative and support service areas. Partial funding for these positions is required in FY 2004 to ensure that the facility will be fully operational upon its opening. Staff hired in FY 2004 will hire and train additional staff, complete operating and capital planning requirements, and perform community outreach initiatives.
- ◆ An increase of \$436,262 in Exempt Limited Term salaries primarily associated with seasonal staff required to support the operation and maintenance of new facilities, including the skate park at Audrey Moore RECenter and the miniature golf course at Burke Lake Park.
- ◆ A net increase of \$235,755 in Personnel Services primarily associated with increases in shift differential (\$8,952), extra pay for overtime (\$63,803), and fringe benefits (\$207,739), partially offset by an increase of \$44,739 in position turnover.
- ◆ An increase of \$443,402 in Operating Expenses primarily due to contractual increases, printing costs, computer software, and operating supplies, as well as operating costs associated with the opening of the Wakefield Skate Park, the miniature golf course at Burke Lake Park, and the West County RECenter.
- ◆ An increase of \$22,167 in Recovered Costs based on projected salary and operating expense requirements.
- ◆ Funding in the amount of \$689,400 is included for Capital Equipment. Of this amount, \$208,900 is included for 11 vehicles (three new and eight replacement vehicles, one of which will be used at the West County RECenter to transport supplies and grounds staff and two of which will be used at the Oak Marr Golf Complex to transport staff, equipment, and supplies). In addition, \$62,000 is included for one ice resurfacing machine, \$80,000 is included for aquatic entertainment equipment, \$175,000 is included for fitness room equipment, \$13,000 is included for a soft-serve ice cream machine, \$6,500 is included for a chemical storage unit, and \$144,000 is for grounds maintenance equipment including mowers, bunker rakes, a trailer, and a bucket attachment.
- ◆ Funding in the amount of \$1,067,446 is included for debt service, including \$543,451 for principal, \$521,995 for interest, and \$2,000 for fiscal agent fees.

Revenue adjustments required to support the FY 2004 program include:

- ◆ Revenues are projected to increase by \$1,461,205 over the *FY 2003 Revised Budget Plan*. This increase is due to an increase of \$972,228 associated with fees collected at Recreation Centers and Lake Parks, \$446,336 for special events, facility rentals, and season passes, and \$42,641 in other miscellaneous revenues.

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:

- ◆ FY 2003 expenditures remain unchanged from the FY 2003 Adopted Budget Plan.
- ◆ As part of the *FY 2002 Carryover Review*, an amount of \$922,720 was transferred to Fund 371, Park Capital Improvement Fund, to support capital projects.

FUND 170 PARK REVENUE FUND



Administration

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	8/ 8	8/ 8	8/ 8	8/ 8
Total Expenditures¹	\$15,130,817	\$2,269,412	\$2,269,412	\$2,276,771

¹ The FY 2002 Revised Budget Plan reflects an allocation of bond proceeds related to the refunding of the Park Facilities Revenue Bonds, Series 1995. On September 15, 2001, the Park Authority issued \$13,015,000 in Revenue Refunding Bonds in order to refinance Park Revenue Bonds at a lower interest rate.

Goal

To implement Park Authority Board policies and provide high quality administrative and business support to all levels of the Park Authority in order to assist Division management in achieving Park Authority mission-related objectives.

Performance Measures

Objectives

- ◆ To manage expenditures, revenues, and personnel and to provide safety and information technology services for the Park Authority, with at least an 80 percent customer satisfaction rating, while achieving at least 85 percent of the approved administration division's work plan objectives.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Annual budget expenditures administered	\$15,168,637	\$16,484,861	NA / \$18,783,282	\$21,081,663	\$22,075,419
Employees served	1,445	1,754	NA / 2,178	2,205	2,258
PC's, servers, and printers	490	518	NA / 538	538	545
Efficiency:					
Expenditure per Purchasing/Finance SYE	\$632,027	\$686,869	NA / \$782,637	\$878,403	\$919,809
Agency employees served per Human Resources SYE	181	219	NA / 272	245	251
IT Components per IT SYE	70.00	74.00	NA / 76.86	89.67	90.83
Service Quality:					
Customer satisfaction	NA	NA	NA / NA	80%	80%
Outcome:					
Percent of annual work plan objectives achieved	NA	NA	NA / NA	85%	85%

FUND 170 PARK REVENUE FUND



Golf Enterprises

Cost Center Summary				
Category	FY 2002	FY 2003	FY 2003	FY 2004
	Actual	Adopted Budget Plan	Revised Budget Plan	Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	63/ 63	63/ 63	63/ 63	63/ 63
Total Expenditures	\$6,243,804	\$6,400,524	\$6,400,524	\$6,812,800

Goal

To operate and maintain quality golf facilities, programs, and services for the use and enjoyment of Fairfax County citizens and visitors; plan for future golf needs countywide; and provide opportunities and programs that enhance the growth of the sport as a life-long leisure activity.

Performance Measures

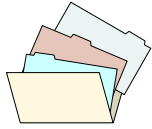
Objectives

- ◆ To maintain an overall golfer satisfaction rating of at least 80 percent.
- ◆ To maintain cost recovery at a minimum of 140 percent while maintaining the course condition rating of 7.2.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Rounds played	373,726	350,290	380,000 / 377,367	390,000	386,505
Gross revenue	\$8,190,254	\$8,310,971	NA / \$9,009,693	\$9,596,000	\$9,510,000
Efficiency:					
Operational cost/rounds played	\$8.81	\$9.82	\$9.21 / \$8.88	\$9.21	\$9.30
Revenue per round	\$21.93	\$23.45	NA / \$23.98	\$24.60	\$24.38
Service Quality:					
Percent satisfied	76%	NA	NA / NA	80%	80%
Course condition rating (1)	6.96	NA	7.20 / NA	7.20	7.20
Outcome:					
Percent change in rounds played	5.2%	(5.1%)	7.2% / 6.0%	3.8%	(0.9%)
Cost recovery percentage	143.47%	134.17%	NA / 144.30%	150.00%	140.00%

(1) Course condition rating is derived from a golf user survey, conducted every two years. The rating is based on an average score in three areas of course maintenance: tees, fairways, and greens. Golfers rate quality on a scale of 1 to 9, with 1 being lower than desired service level and 9 being higher than desired service level.

FUND 170 PARK REVENUE FUND



REC Activities

Cost Center Summary				
Category	FY 2002	FY 2003	FY 2003	FY 2004
	Actual	Adopted Budget Plan	Revised Budget Plan	Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	118/ 118	120/ 120	120/ 120	136/ 136
Total Expenditures	\$15,729,063	\$16,966,286	\$16,966,286	\$18,494,258

Goal

To provide financially self-sufficient recreational facilities and services that meet the expectations of the citizens of Fairfax County in order to enhance their quality of life by providing opportunities to develop lifetime leisure pursuits.

Performance Measures

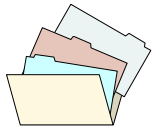
Objectives

- ◆ To increase the rate of service contacts per household by 3.72 percent, from 5.11 to 5.30, and a customer satisfaction rating of 80 percent in order to provide opportunities for Fairfax County citizens to increase their awareness of, appreciation of, and participation in, the recreational, fitness, health, and leisure activities available in Fairfax County while educating citizens on the linkage between these resources and a healthy community and personal life.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Service contacts	1,778,351	1,761,922	1,814,780 / 1,966,460	1,887,371	1,989,276
Efficiency:					
Service contacts per household	5.04	4.92	NA / 5.41	5.11	5.30
Service Quality:					
Percent satisfied (1)	NA	NA	NA / NA	80%	80%
Outcome:					
Percent of households indicating parks/recreation services enhance their quality of life	NA	NA	NA / NA	75%	75%

(1) Service Quality data is collected via household surveys.

FUND 170 PARK REVENUE FUND



Resource Management

Cost Center Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	9/ 8.75	9/ 8.75	9/ 8.75	9/ 8.75
Total Expenditures	\$924,877	\$1,036,766	\$1,036,766	\$1,074,722

Goal

To maintain and expand the availability of division services, programs, publications, and facilities for citizens of Fairfax County and visitors of our parks in order to provide opportunities for education and appreciation of their natural and cultural heritage.

Performance Measures

Objectives

- ◆ To increase visitor contacts by 3.5 percent, from 179,595 to 185,926, while maintaining a customer satisfaction rating of 85 percent in order to increase citizen awareness and appreciation of Fairfax County's natural, cultural, horticultural resources, and heritage as well as their importance in maintaining the county's quality of life

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Visitor contacts (1)	138,092	161,883	NA / 159,485	179,595	185,926
Efficiency:					
Visitors contacts per household	0.39	0.45	NA / 0.43	0.48	0.49
Service Quality:					
Percent of visitors satisfied with programs and services (2)	NA	NA	NA / NA	85%	85%
Outcome:					
Percent of households indicating that FCPA natural, cultural, and horticultural resources facilities and services enhance their quality of life	NA	NA	NA / NA	75%	75%

(1) Number of Visitor Contacts represents actual counts of those visitors participating in resource management division (RMD) programs, events, or other services. Does not include other visitors who use RMD parks and facilities in unstructured activities.

(2) A satisfaction survey will be developed in FY 2003 in order to determine Service Quality.

FUND 170 PARK REVENUE FUND

FUND STATEMENT

Fund Type P17, Non-Appropriated Funds

Fund 170, Park Revenue Fund

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance¹	\$3,710,007	\$3,330,348	\$3,823,606	\$3,774,427
Revenue:				
Bond Proceeds ²	\$13,015,000	\$0	\$0	\$0
Interest on Bond Proceeds ³	21,704	74,000	74,000	21,000
Park Fees	26,234,350	27,242,529	27,242,529	28,736,734
Interest	51,376	90,000	90,000	90,000
Donations	199,305	140,000	140,000	160,000
Total Revenue	\$39,521,735	\$27,546,529	\$27,546,529	\$29,007,734
Total Available	\$43,231,742	\$30,876,877	\$31,370,135	\$32,782,161
Expenditures:				
Personnel Services ⁴	\$15,293,529	\$16,426,207	\$16,426,207	\$17,869,128
Operating Expenses	8,681,476	9,012,224	9,012,224	9,455,626
Recovered Costs	(388,220)	(400,882)	(400,882)	(423,049)
Capital Equipment	237,846	559,000	559,000	689,400
Debt Service:				
Fiscal Agent Fee	8,919	2,000	2,000	2,000
Accrued Bond Interest Payable	1,180,011	1,074,439	1,074,439	1,065,446
Refunding Bond Costs ²	13,015,000	0	0	0
Total Expenditures	\$38,028,561	\$26,672,988	\$26,672,988	\$28,658,551
Transfers Out:				
Park Capital Improvement Fund (371) ⁵	\$1,379,575	\$0	\$922,720	\$0
Total Transfers Out	\$1,379,575	\$0	\$922,720	\$0
Total Disbursements	\$39,408,136	\$26,672,988	\$27,595,708	\$28,658,551
Ending Balance	\$3,823,606	\$4,203,889	\$3,774,427	\$4,123,610
Debt Service Reserve	\$1,166,019	1,166,019	1,166,019	1,078,000
Managed Reserve ⁶	1,200,000	1,200,000	1,300,000	1,376,000
Supplemental Debt Reserve ⁷	358,600	250,000	250,000	0
Set Aside Reserve ⁸	1,012,788	1,587,870	972,209	1,669,610
Unreserved Ending Balance	\$86,199	\$0	\$86,199	\$0

FUND 170

PARK REVENUE FUND

¹ In order to account for Governmental Accounting Standards Board changes in the treatment of the year-end accrual of compensated absences, a restatement of the FY 2002 beginning balance for Fund 170, Park Revenue Fund, is reflected. This adjustment results in an increase in the FY 2002 beginning balance in the amount of \$86,397 and a one-time savings for the fund. The beginning balance audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the adjustments will be included in the FY 2003 Third Quarter Package.

² On September 15, 2001, the Park Authority issued \$13,015,000 in Revenue Refunding Bonds in order to refinance Park Revenue Bonds at a lower interest rate.

³ On February 15, 1995, the Park Authority sold \$13,870,000 of revenue bonds for Golf Course Development. Interest is currently earned on the unspent construction funds, the debt service reserve, and the supplemental debt reserve.

⁴ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$198.47 has been reflected as an increase to FY 2002 expenditures. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the FY 2003 Third Quarter Package.

⁵ In FY 2002, a total of \$1,379,575 was transferred to Fund 371, Park Capital Improvement Fund. This amount includes \$132,671 for park rental property maintenance, \$200,000 for site information systems (ParkNet), \$463,684 to General Improvements Project, and \$583,220 for the Facilities and Services project. In FY 2003, \$922,720 is transferred to Fund 371, including \$147,537 for park rental building maintenance, \$205,455 to General Improvements Project, and \$569,728 for the Facilities and Services Reserve.

⁶ The Managed Reserve represents set aside cash flow and emergency reserves for operations as a contingency for unanticipated operating expenses or a disruption in the revenue stream.

⁷ The Supplemental Debt Reserve is required as part of the 1995 revenue bonds for golf course construction. This reserve earns interest and is held by the Bond Trustee. Due to the refunding of the Park Revenue Bonds on September 15, 2001, the interest earned will be returned to the Park Authority.

⁸ A portion of the Set Aside Reserve will be transferred to Fund 371, Park Capital Improvement Fund, to fund renovations and repairs at various park facilities as approved by the Park Authority Board.

FUND 371

PARK CAPITAL IMPROVEMENT FUND

Purpose

This fund was established under the provisions of the Park Authority Act to provide for capital improvements to the agency's revenue facilities and parks, as well as various park sites where grants, proffers, and donations have been received for specific park improvements. Funding is also derived through transfers from Fund 170, Park Revenue Fund, lease payments, and revenue bonds for golf course development.

FY 2004 Initiatives

No funding is included for Fund 371, Park Capital Improvement Fund, in FY 2004.

Funding Adjustments

The following funding adjustments reflect all approved changes to 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*, the Board of Supervisors approved an increase of \$8,215,318 based on the carryover of unexpended project balances in the amount of \$6,490,427 and the appropriation of an additional \$1,724,891 for various projects. Adjustments reflect \$1,083,519 due to the receipt of easements, proffers, donations, and contributions, a transfer of \$922,720 from Fund 170, Park Revenue Fund, and interest earnings of \$357,086, partially offset by the application of \$638,434 to the Facilities and Services Reserve in this Fund.

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 371 PARK CAPITAL IMPROVEMENT FUND

FUND STATEMENT

Fund Type P37, Non-Appropriated Funds Fund 371, Park Capital Improvement Fund

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$11,654,541	\$2,992,963	\$10,923,995	\$3,631,397
Revenue:				
Interest	\$357,086	\$0	\$0	\$0
Other Revenue	1,091,519	0	0	0
Total Revenue	\$1,448,605	\$0	\$0	\$0
Transfers In:				
Park Revenue Fund (170) ¹	\$1,379,575	\$0	\$922,720	\$0
Total Transfers In	\$1,379,575	\$0	\$922,720	\$0
Total Available	\$14,482,721	\$2,992,963	\$11,846,715	\$3,631,397
Total Expenditures ²	\$3,558,726	\$0	\$8,215,318	\$0
Total Disbursements	\$3,558,726	\$0	\$8,215,318	\$0
Ending Balance	\$10,923,995	\$2,992,963	\$3,631,397	\$3,631,397
Lawrence Trust Reserve ³	\$1,424,525	\$1,424,525	\$1,424,525	\$1,424,525
Repair and Replacement Reserve ⁴	700,000	700,000	700,000	700,000
Facilities and Services Reserve ⁵	868,438	868,438	1,506,872	1,506,872
Unreserved Ending Balance	\$7,931,032	\$0	\$0	\$0

¹ In FY 2002, an amount of \$1,379,575 was transferred from Fund 170, Park Revenue Fund, to Fund 371, Park Capital Improvement Fund, for the following projects: \$200,000 for the ParkNet project, \$132,671 for park rental building maintenance, \$463,684 for general park improvements, and \$583,220 for the Facilities and Services Reserve. In FY 2003, an amount of \$922,720 will be transferred from Fund 170 for the following projects: \$147,537 for park rental building maintenance, \$205,455 for general park improvements, and \$569,728 for the Facilities and Services Reserve.

² In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$198.47 has been reflected as a decrease in FY 2002 expenditures. The project affected by this adjustment is Project 004763, Grants. This action results in a net increase of \$198.47 in the *FY 2003 Revised Budget Plan*. The audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR). Details of the FY 2002 audit adjustments will be included in the FY 2003 Third Quarter Package.

³ This Reserve separately accounts for the Ellanor C. Lawrence monies received for maintenance and renovation to this site. In accordance with the FCPA Board, the principal amount of \$1,275,000 received from the donation will remain intact, and any interest earned will be used according to the terms of the Trust.

⁴ The Golf Revenue Bond Indenture requires that a security reserve and capital repair reserve be maintained in the Capital Improvement Plan for repairs to park facilities.

⁵ In FY 2001, the Park Authority created a Reserve for the maintenance and renovation of revenue-generating facilities.

FUND 371

PARK CAPITAL IMPROVEMENT FUND

FY 2004 Summary of Capital Projects

Fund: 371 Park Capital Improvement Fund

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan
004146	Fox Mill Park	\$11,945	\$0.00	\$11,945.00	\$0
004263	Mount Royal Park	31,500	31,500.00	0.00	0
004349	South Run Park	143,888	14,811.60	52,046.40	0
004353	Huntley Meadows Park	52,755	0.00	696.94	0
004380	Beulah Road Park	7,670	0.00	7,670.00	0
004398	Litter Grant	10,920	0.00	1,696.00	0
004493	Robert E Lee Rec Ctr		14,565.28	71,571.27	0
004503	Cub Run S. V. Park	73,966	0.00	71,066.00	0
004522	Frying Pan Park	18,000	0.00	8,000.00	0
004525	Lake Fairfax Park		7,336.00	26,346.00	0
004534	Park Contingency		0.00	978,880.40	0
004538	Park Easement Admin.	1,457,519	44,760.00	487,263.20	0
004558	Park Collections	44,317	1,825.55	7,331.28	0
004564	History Special Events	8,000	0.00	2,994.65	0
004567	Stratton Woods	490,552	0.00	396,064.00	0
004584	Nottoway Park	57,969	0.00	3,040.00	0
004592	Sully Plantation		2,844.10	167,606.34	0
004595	Mason District Park		11,044.53	161,201.21	0
004626	Stuart Ridge/Sugarland Run Park	24,886	0.00	14,896.00	0
004638	Lake Braddock Sch Park	12,000	0.00	12,000.00	0
004698	Ellanor C Lawrence Park		4,370.00	0.00	0
004741	PTA Playground	150,000	0.00	44,623.52	0
004748	Gen. Park Improvements		2,412,890.53	2,173,915.51	0
004749	Site Information Mgmt	2,442,000	37,227.91	485,262.05	0
004750	Park Proffers	2,372,817	511,028.65	1,059,758.89	0
004751	Park Rental Bldg Maint.	1,072,081	62,952.02	500,599.34	0
004752	Government Ctr Gardens	20,000	0.00	2,346.00	0
004755	Union Mills Civil War Site	24,500	0.00	3,291.00	0
004758	Archaeology Proffers	110,732	21,418.26	74,968.92	0
004759	Stewardship Publications	29,344	0.00	25,007.08	0
004760	Stewardship Exhibits	13,325	201.03	12,619.93	0
004761	Lawrence Trust	246,169	33,247.27	177,481.73	0
004762	Golf Improvements	2,662,740	1,348.96	29,373.38	0
004763	Grants	542,309	168,779.38	306,254.29	0
004764	Mt. Air	46,701	19,011.48	27,359.52	0
004768	Ash Grove	14,439	0.00	2,173.55	0
004769	Blake Ln. Dog Park Grant	142,786	21,103.05	112,843.95	0
004771	Historic Huntley	99,497	15,872.27	83,605.83	0
004772	Memorial Park Imp.	1,943	1,888.00	55.00	0
004774	Gabrielson Gardens	2,000	0.00	2,000.00	0
004775	Open Space Preservation Contributions	239,427	0.00	239,427.00	0
004776	Sully Athletic Fields	150,000	83,767.72	0.00	0
004777	Historic Structures	5,000	5,000.00	0.00	0
004778	Land Acquisition Support	124,469	14,657.53	109,811.47	0
004780	Lake Fairfax Train Replacement	10,500	0.00	10,500.00	0
004781	Needs Assessment - Rec Facilities	165,000	15,275.00	149,725.00	0
004782	CLEMYJONTRI	100,000	0.00	100,000.00	0
Total		\$13,233,666	\$3,558,726.12	\$8,215,317.65	\$0

ALCOHOL SAFETY ACTION PROGRAM

Alcohol Safety
Action Program

Agency Position Summary

14 Regular Positions / 14.0 Regular Staff Years

Position Detail Information

1 Probation Supervisor II
1 Probation Supervisor I
1 Probation Counselor III
5 Probation Counselors II
1 Accountant I
2 Administrative Assistants IV
3 Administrative Assistants II
14 Positions
14.0 Staff Years

FUND 117

ALCOHOL SAFETY ACTION PROGRAM

Agency Mission

To reduce the incidence of driving under the influence of alcohol (DUI) in Fairfax County through completion of a rehabilitative alcohol/drug education program, case management, public education, and referral to alcohol/drug treatment programs when necessary.

Agency Summary				
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	15/ 15	15/ 15	14/ 14	14/ 14
Expenditures:				
Personnel Services	\$1,228,555	\$1,228,516	\$1,228,516	\$1,430,737
Operating Expenses	169,838	196,464	196,464	220,279
Capital Equipment	0	0	0	0
Total Expenditures	\$1,398,393	\$1,424,980	\$1,424,980	\$1,651,016

Purpose

The Fairfax County Alcohol Safety Action Program (ASAP) serves a probationary function for the Circuit and General District Courts under the supervision of the ASAP Policy Board. The core program provides intake, classification, rehabilitative alcohol/drug education, referral to treatment, and case management to individuals charged with, or convicted of, driving under the influence of alcohol (DUI). In addition, ASAP provides alcohol/drug education programs for habitual offenders, a drug education program for first-time drug possession offenders, and programs for adolescent substance abusers. Programs are available in English, Spanish, and Korean.

The County is the fiscal agent for the Fairfax ASAP which is administered through the Department of Administration for Human Services. ASAP is designed to be a self-supporting agency, funded entirely by client fees with the County providing indirect support through office space, utilities, and maintenance. The State imposes a fee ceiling on per client costs. The fee has recently increased from \$350 per client to \$400 per client. The agreement between the ASAP Policy Board and the Board of Supervisors provides that ASAP will endeavor to develop a reserve fund balance sufficient to avoid deficit status during periods where referrals, and therefore client fee revenues to ASAP, decline. Should surplus client fees above and beyond the balance required for a sufficient reserve fund become available in any fiscal year, the ASAP Policy Board will reimburse the County for these indirect costs, or may request permission from the Board of Supervisors to expend such funds on the ASAP program. The recent increase in fee per client is expected to generate some fund balance in FY 2004 and future years.

Key Accomplishments

- ◆ The Alcohol Safety Action Program (ASAP) has served an average of 4,046 clients over the past three years, an amount that has steadily increased over the past decade. At the same time, ASAP has downsized its staffing level while maintaining the integrity and quality of its numerous programs.
- ◆ In addition to its core court-mandated programs, ASAP has instituted additional user-funded programs to meet community needs. These programs include driver improvement programs in both English and Spanish, as well as a pilot program for educating reckless/aggressive drivers.
- ◆ Another innovative program for substance-abusing teenagers was begun in FY 2000, in conjunction with the Juvenile and Domestic Relations Court. In this program, adolescents charged with underage possession of alcohol and drugs are required to spend time in the Trauma/Intensive Care unit at Fairfax Inova Hospital observing the victims of substance abuse who are brought to the hospital for treatment.

FUND 117

ALCOHOL SAFETY ACTION PROGRAM

FY 2004 Initiatives

ASAP will intensify efforts to supplement its existing revenue base through all available means. FY 2004 actions will include:

- ◆ Seeking additional funding sources through grants.
- ◆ Actively marketing its Spanish Driver Improvement Program.
- ◆ Implementing procedures to improve the program collection rate, such as revoking the vehicle operator's license of any DUI client who has not successfully completed the ASAP program and has not paid the required fee.
- ◆ Implementing a pilot program of the National Center for State Courts and the Fairfax General District Court for reckless/aggressive drivers. Additional revenues will be generated under this program.

Performance Measurement Results

Service Quality, a measurement of client satisfaction with ASAP education classes, has remained at the 97 percent level since FY 2000, and is projected to remain at this high level. The percentage of individuals completing the program two years prior who have not recidivated has remained between 92 and 94 percent and is expected to remain at that level in FY 2004.

Funding Adjustments

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

- ◆ An increase of \$202,221 in Personnel Services associated with salary adjustments necessary to support the County's compensation program and an increase in the budget for limited term hours based on actual number of class hours supported by limited term employees.
- ◆ A net increase of \$23,815 in Operating Expenses primarily to support existing clerical expenses for case management record keeping and filing.

The following funding adjustments reflect all approved changes to 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 the number of ASAP positions was reduced by 1/1.0 SYE to redirect a position to Fund 106, Fairfax-Falls Church Community Services Board (CSB), which it had been supporting. This position, a Probation Counselor II, is now reflected in the CSB.

FUND 117

ALCOHOL SAFETY ACTION PROGRAM

Performance Measures

Objectives

- ◆ To provide a comprehensive alcohol/drug education program to individuals charged with driving under the influence of alcohol (DUI) that results in 92 percent of clients who have successfully completed the probationary period two years prior and have not recidivated.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Individuals served in ASAP education program (1)	3,193	3,384	3,462 / 3,795	3,909	4,026
Efficiency:					
Cost per individual served (2)	\$310	\$322	\$344 / \$306	\$329	\$341
Service Quality:					
Percent of individuals satisfied	97%	97%	97% / 97%	97%	97%
Outcome:					
Percent of individuals completing the program two years prior who have not recidivated based on Department of Motor Vehicles (DMV) records	93%	94%	94% / 92%	92%	92%

(1) Does not include clients referred by the Court systems who are not required to pay the full state-mandated fee.

(2) This indicator declined in FY 2002 due to a large surge in clients. The FY 2003 and FY 2004 estimates have assumed additional teacher hours plus increases to support the County's compensation program, supported by State approved fee increases effective July 1, 2002.

FUND 117 ALCOHOL SAFETY ACTION PROGRAM

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 117, Alcohol Safety Action Program

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan
Beginning Balance	\$48,208	\$0	\$2,805	\$4,222
Revenue:				
Client Fees	\$1,268,428	\$1,331,720	\$1,331,720	\$1,707,105
ASAP Client Intake	8,233	5,125	5,125	6,137
ASAP Client Out	(12,392)	(9,803)	(9,803)	(10,155)
ASAP Restaff	2,075	3,330	3,330	3,550
Other Fees	86,646	96,025	96,025	84,117
Total Revenue	\$1,352,990	\$1,426,397	\$1,426,397	\$1,790,754
Total Available	\$1,401,198	\$1,426,397	\$1,429,202	\$1,794,976
Expenditures:				
Personnel Services	\$1,228,555	\$1,228,516	\$1,228,516	\$1,430,737
Operating Expenses	169,838	196,464	196,464	220,279
Capital Equipment	0	0	0	0
Total Expenditures	\$1,398,393	\$1,424,980	\$1,424,980	\$1,651,016
Total Disbursements	\$1,398,393	\$1,424,980	\$1,424,980	\$1,651,016
Ending Balance	\$2,805	\$1,417	\$4,222	\$143,960



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