

# Fund 40130: Leaf Collection

## Mission

To provide curbside vacuum leaf collection service for customers within designated sanitary leaf districts on three separate occasions during the leaf collection season (October through January). Curbside vacuum leaf collection:

- Clears leaves from streets and reduces the risks of unsafe road conditions that can cause accidents and impede parking.
- Significantly reduces the accumulation of leaves in storm drains lowering the risk of flooding potential and preventing their discharge into surface waters of Fairfax County.
- Aids in keeping communities safe and healthy by eliminating potential vermin harborage.

## Focus

The Solid Waste Management Program (SWMP) provides curbside vacuum leaf collection within Leaf Districts served through Fund 40130, Leaf Collection. Leaf Districts are created through a petition process established by the Code of Virginia, Section 21-118.2. Section 15.2-935 allows local jurisdictions to prohibit the placement of leaves and grass in landfills and other disposal facilities. To that end, leaf and other yard waste recycling was established in 1994 by the Fairfax County Board of Supervisors. The Board approved the amendment to the County's solid waste ordinance, Chapter 109.1, to require residents to separate yard waste from trash and other recyclables for placement at the curb separately to allow for collection and delivery to a yard waste recycling facility.



In the fall months, the SWMP deploys curbside vacuum leaf collection crews and equipment to the leaf districts. The crews vacuum leaves from the curb that have been placed there by residents. Routes for leaf collection follow the established routes used for trash and recycling collection. All leaf collection customers receive an annual brochure each year with general information about how the program works. Customers are notified in advance using visible signs placed in numerous locations in the leaf collection district with dates as to when collection will occur in their neighborhood. Each residence receives three rounds of leaf collection each season to ensure sufficient time passes for leaf accumulation and collection at the curb.

Leaves collected are transported to either of two composting facilities that are not owned or operated by Fairfax County. The facilities include the Prince William County yard waste composting facility owned

by Prince William County and Loudoun Composting, a privately-owned composting facility in Loudoun County.

Revenue is derived from a collection levy (service fee) that is charged to homeowners within the leaf districts. The FY 2022 levy of \$0.012 per \$100 of assessed real estate value is recommended to stay the same as the FY 2021 levy. This rate is anticipated to generate an estimated \$2,279,513 in FY 2022. SWMP will continue to ensure an adequate balance between real estate tax revenues dedicated to leaf collection operations and usage of accumulated operational surpluses to sustain operations.

Performance Measures for Solid Waste are displayed at a program-wide level. Please refer to the Solid Waste Management Program Overview in Volume 2 of the FY 2022 Advertised Budget Plan for those items.

**Pandemic Response and Impact**

For the Solid Waste Management Program, major challenges include employee safety precautions and efforts to maintain social distancing. Standard operating procedures (SOPs) were revised to include enhanced personal protective equipment (PPE) practices. In FY 2022, the SWMP will continue focusing on employee safety procedures including virtual meetings, temperature screening, frequent disinfection of surfaces and vehicles, providing additional cleaning supplies and PPE for employees. To enhance social distancing, the SWMP will also continue staggering shift schedules to maintain social distancing. Additionally, the SWMP Outreach team has limited the in-person activities and tours in an effort to promote public safety. The action plans by the SWMP will be continuously reevaluated and revised based on the evolving situation with the pandemic.

**Organizational Chart**



**Budget and Staff Resources**

Category	FY 2020 Actual	FY 2021 Adopted	FY 2021 Revised	FY 2022 Advertised
<b>FUNDING</b>				
<b>Expenditures:</b>				
Personnel Services	\$395,291	\$532,703	\$532,703	\$395,927
Operating Expenses	1,842,807	1,769,328	1,784,493	1,840,564
Capital Equipment	354,504	70,000	82,986	375,000
<b>Total Expenditures</b>	<b>\$2,592,602</b>	<b>\$2,372,031</b>	<b>\$2,400,182</b>	<b>\$2,611,491</b>

**FY 2022  
Funding  
Adjustments**

*The following funding adjustments from the FY 2021 Adopted Budget Plan are necessary to support the FY 2022 program:*

**Personnel Services** **(\$136,776)**

A decrease of \$136,776 in Personnel Services is due to the decrease in costs for non-merited employees.

**Operating Expenses** **\$71,236**

An increase of \$71,236 in Operating Expenses is due to the increase in costs for equipment rental.

**Capital Equipment** **\$305,000**

Funding of \$375,000 in Capital Equipment reflects an increase of \$305,000 from the FY 2021 Adopted Budget Plan. The increase is due to the FY 2022 replacement of two Tag-along leaf collection machines, one Open Body Truck with Leaf Machine and one Utility Truck F450 with Crane. The replacement equipment has exceeded its useful life and is required to be replaced based on age, mileage, frequency of costly repairs, excessive downtime, and overall condition of the equipment.

**Changes to  
FY 2021  
Adopted  
Budget Plan**

*The following funding adjustments reflect all approved changes in the FY 2021 Revised Budget Plan since passage of the FY 2021 Adopted Budget Plan. Included are all adjustments made as part of the FY 2020 Carryover Review, FY 2021 Mid-Year Review, and all other approved changes through December 31, 2020:*

**Carryover Adjustments** **\$28,151**

As part of the *FY 2020 Carryover Review*, the Board of Supervisors approved funding of \$28,151 including \$15,165 in encumbered funding in Operating Expenses and \$12,986 in Capital Equipment primarily for the purchase of Thermal Scanning Portable Carts.

**FUND STATEMENT**

Category	FY 2020 Actual	FY 2021 Adopted Budget Plan	FY 2021 Revised Budget Plan	FY 2022 Advertised Budget Plan
<b>Beginning Balance</b>	\$5,632,642	\$4,899,753	\$5,161,228	\$4,898,297
<b>Revenue:</b>				
Interest on Investments	\$67,591	\$67,304	\$67,304	\$67,591
Sale of Equipment	4,493	1,000	1,000	20,000
Leaf Collection Levy/Fee	2,103,104	2,122,947	2,122,947	2,279,513
<b>Total Revenue</b>	<b>\$2,175,188</b>	<b>\$2,191,251</b>	<b>\$2,191,251</b>	<b>\$2,367,104</b>
<b>Total Available</b>	<b>\$7,807,830</b>	<b>\$7,091,004</b>	<b>\$7,352,479</b>	<b>\$7,265,401</b>
<b>Expenditures:</b>				
Personnel Services	\$395,291	\$532,703	\$532,703	\$395,927
Operating Expenses	1,842,807	1,769,328	1,784,493	1,840,564
Capital Equipment	354,504	70,000	82,986	375,000
<b>Total Expenditures</b>	<b>\$2,592,602</b>	<b>\$2,372,031</b>	<b>\$2,400,182</b>	<b>\$2,611,491</b>
<b>Transfers Out:</b>				
General Fund (10001) <sup>1</sup>	\$54,000	\$54,000	\$54,000	\$54,000
<b>Total Transfers Out</b>	<b>\$54,000</b>	<b>\$54,000</b>	<b>\$54,000</b>	<b>\$54,000</b>
<b>Total Disbursements</b>	<b>\$2,646,602</b>	<b>\$2,426,031</b>	<b>\$2,454,182</b>	<b>\$2,665,491</b>
<b>Ending Balance</b>	<b>\$5,161,228</b>	<b>\$4,664,973</b>	<b>\$4,898,297</b>	<b>\$4,599,910</b>
Operating Reserve <sup>2</sup>	\$929,021	\$932,995	\$979,660	\$919,982
Capital Equipment Reserve <sup>3</sup>	877,409	932,994	979,659	919,982
Rate Stabilization Reserve <sup>4</sup>	3,354,798	2,798,984	2,938,978	2,759,946
<b>Unreserved Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Leaf Collection Levy/Fee per \$100 of Assessed Value</b>	<b>\$0.012</b>	<b>\$0.012</b>	<b>\$0.012</b>	<b>\$0.012</b>

<sup>1</sup> Beginning in FY 2020, funding in the amount of \$54,000 is transferred to the General Fund to partially offset central support services supported by the General Fund, which benefit Fund 40130. This increase results in a corresponding decrease in the transfer out from Fund 40140. These indirect costs include support services such as Human Resources, Purchasing, Budget and other administrative services.

<sup>2</sup> The Operating Reserve provides a minimum of 15 percent of the operating budget to maintain financial stability for unforeseen expenditures.

<sup>3</sup> The Capital Equipment Reserve is for future capital equipment requirements based on replacement value and age of equipment.

<sup>4</sup> The Rate Stabilization Reserve provides funds to mitigate against any need for an unusually large rate increase in a future year.