



Response to Questions on the 2016 LOBs

Request By: Supervisor Storck

Relevant LOB(s): N/A

Question: Explain the reimbursement process for federal and state funding in the human services system.

Response:

Much of the reimbursement process for federal and state funding in the human services system requires determining potential eligible expenses, conducting analyses, and preparing requests for reimbursement, and in some cases, organizing data from the County's financial system, FOCUS, to comply with federal and state reporting requirements and information systems. These reimbursement processes are complex and time-sensitive.

Each grantor or funding source often requires different data with varying deadlines and reporting nuances that necessitate staff to be specifically trained and cross-trained on the various regulations and data systems. Additionally, staff must often times pull data from County systems and manually organize it to meet each grantor's unique reporting and program requirements.

Further complicating these processes is updated federal Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards issued by the Federal Office of Management and Budget, which require changes to many local processes and requirements.

Generally, reimbursements for eligible expenses are received via electronic check or by wire transfer, often in aggregate form, which must then be broken down by staff to discrete categories of expenses. Reimbursements are received monthly, quarterly, twice-yearly, or annually. Some reimbursements are dependent on submission of reports by County staff while others are based on availability of federal and/or state funding that varies each fiscal year.

For all programs, proper segregation of duties must be maintained for the billing, recording, collection, and reconciliation processes. Written documentation of these processes must be current and readily available for auditing purposes.

In addition, programs that receive federal and state funding are audited frequently by County auditors (for the single audit) and by federal and state grantors. Staff must maintain accurate and well-organized backup documentation and be prepared to respond to questions related to the use of the funds and the processes followed to expend funds that may be determined eligible for reimbursement.



The Department of Administration for Human Services (DAHS) performs key roles in the reimbursement process for federal and state funding in the human services system. Some examples of reimbursement processes in the human services system include:

- **United States Department of Agriculture (USDA):** Monthly reports are submitted to the state; reimbursement is received on a quarterly basis via electronic payment or by wire payment.
- **State Ward Per-Diem:** Reimbursement is received from the state on a case-by-case basis, when a youth is held in custody for the state and if state funding is available. Program staff enter client information into the state juvenile justice for all detained youth. Reimbursement is received via electronic payment or by wire on a periodic basis.
- **State-Shared Juvenile Residential Block Grant:** Funds are received via electronic payment or by wire bi-annually, depending on availability of state funding. No “drawdown” submission is required.
- **State Salary Reimbursement:** Juvenile and Domestic Relations District Court (JDRDC) payroll information is sent bi-annually via email to the state while creating the required accounts receivable documents in FOCUS. Generally, a reimbursement check is received from the state within the month of submission if funding is available in the state’s annual budget.
- **Grants:** Quarterly reports are entered into the required state systems, concurrent with establishing accounts receivable documents in FOCUS. For most grants, reimbursement for eligible expenses is received electronically or by wire transfer within a few weeks.
- **Comprehensive Services Act (CSA):** Currently, data and reports are prepared which are required by the State Office of Children’s Services specifically for obtaining reimbursement for certain expenses. DAHS prepares expenditure-level details and works closely with the Department of Finance to verify the information. It should be noted that the state will be implementing a new process in the next year for localities seeking reimbursement that will require significant changes in the process.
- **Social Services Programs Administered by the Department of Family Services (DFS):** For many of the County’s social services programs, DAHS prepares monthly reimbursement requests using the state’s LASER system. Reimbursement for eligible expenses is received based on availability of funding at the state level.
- **Office to Prevent and End Homelessness (OPEH) Programs:** For OPEH, quarterly reports are prepared and sent to the federal Department of Housing and Urban Development (HUD) via the federal government’s eLOCCS system.
- **Area Agency on Aging grants:** These program grants, and several other grants, require monthly reports to be compiled using Excel spreadsheets which are then mailed to the appropriate grantors for reimbursement.



Response to Questions on the 2016 LOBs

Request By: Supervisor Cook

Relevant LOB(s): N/A

Question: What is the wastewater system's actual average asset life versus industry average life?

Response:

Reinvestment in the existing infrastructure is a priority for the Wastewater Program. Funding for reinvestment is included in the financial models and projected on a ten year horizon. Long range projections are generated utilizing industry standards, the value of the assets, the criticality of the assets, and the estimated life of the assets, which varies with asset type. The County maintains an asset management system that includes an inventory, a maintenance history, a criticality rating, and a condition assessment when the information exists. Much of the Wastewater system was built prior to computer automation and the asset management system has evolved and continues to evolve as new technologies become available. New technologies both determine and predict asset condition as well as manage and utilize a large volume of information. Staff has provided below examples of two major elements in the system and their average lifespan and reinvestment planning.

Pump Stations:

The industry average life of a pump station is estimated to be 30 years. Wastewater staff builds the program's financial plan based on an average 30-year life, but not all pump stations and not all components will last the full 30 years. Some assets will last considerably longer than the projected life and frequently staff is required to replace a component such as a generator, but not the actual pumps or structural components such as the roof. On average, staff is rehabilitating pump stations every 25-27 years. The rehabilitations are done in advance of the pump station failure to prevent raw sewage spillage. The oldest station is 63 years old and has been rehabilitated twice, most recently in 2014. More than one third of the program's pump stations lasted more than the average life of 25-27 years, ranging from 27 to 50 years, before requiring rehabilitation.

Collection System Pipes:

The industry average life expectancy of collection system pipes is estimated to be 60 years, but if staff can relined the pipes before they fail, the lifespan of the pipe is extended by another 30-60 years. This practice is much less expensive and is less disruptive than if a total failure occurred. Wastewater staff utilizes maintenance history and television inspection to determine pipe conditions. This information is used in conjunction with the criticality of the pipe to determine which segments to relined each year.



Staff will provide a briefing on the asset management programs and reinvestment strategies for wastewater facilities at an upcoming Environmental Committee meeting. This will allow for additional explanation regarding current practices and the ability for staff to answer additional Board of Supervisors' questions.



Response to Questions on the 2016 LOBs

Request By: Supervisor Gross

Relevant LOB(s): N/A

Question: Provide an update on items included in past and upcoming Park bond referenda.

Response:

Attached are several documents that provide an update on park bonds. The first is a spreadsheet that details the bond categories since 1959¹. In addition, there are detailed project lists from the 2008 and 2012 bond referenda¹.

Examples of 2008 Park bond projects:

- Multiple conversions of natural turf to synthetic turf fields and installation of athletic field lighting
- Land acquisitions
- Burke Lake Golf Course club house replacement
- Dam repairs at Pinecrest and Twin Lakes golf courses
- Huntley Meadows boardwalk and wetlands restoration

Examples of 2012 Park bond projects:

- RECenter expansions and renovations: Spring Hill and Oak Marr
- Lake Fairfax Water Mine expansion
- Multiple athletic field synthetic turf conversions
- Countywide replacement of playground equipment
- Countywide trail projects

Lastly, the 2016 Park bond percentages are not yet approved by the Park Authority Board. However, the preliminary 2016 bond project list as of February 10, 2016, is attached.

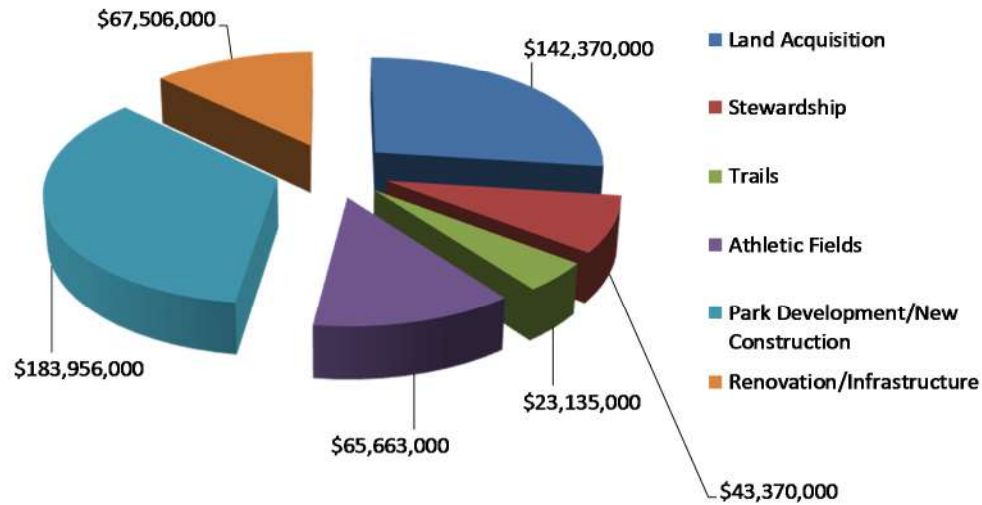
¹ The amounts included in the spreadsheet that details the bond categories since 1959 represent the advertised amounts before the referenda. The amounts included in the detailed project lists from the 2008 and 2012 bond referenda represent the actual project costs. Therefore, there might be slight differences between the amounts.



Park Authority General Obligation Bond Categories, 1959 - 2012 Referenda (12 years)

Bond Categories	1959	1966	1971	1977	1982	1988	1998	2002	2004	2006	2008	2012	Total
Land Acquisition	\$4,000,000	\$10,000,000	\$13,330,000	\$12,900,000	\$0	\$25,000,000	\$20,000,000	\$15,000,000	\$12,760,000	\$10,000,000	\$14,380,000	\$5,000,000	\$142,370,000
Stewardship	\$0	\$0	\$870,000	\$0	\$5,025,000	\$4,080,000	\$10,000,000	\$0	\$3,830,000	\$0	\$11,650,000	\$7,915,000	\$43,370,000
Trails	\$0	\$0	\$0	\$0	\$1,390,000	\$3,650,000	\$4,200,000	\$0	\$4,895,000	\$5,000,000	\$1,480,000	\$2,520,000	\$23,135,000
Athletic Fields	\$0	\$0	\$0	\$0		\$22,100,000	\$7,400,000	\$0	\$8,593,000	\$10,000,000	\$6,230,000	\$11,340,000	\$65,663,000
Park Development/New Construction	\$0	\$5,000,000	\$13,800,000	\$26,100,000	\$43,585,000	\$14,170,000	\$23,500,000	\$5,000,000	\$13,876,000	\$0	\$11,520,000	\$27,405,000	\$183,956,000
Renovation/Infrastructure	\$0	\$0	\$0	\$0	\$0	\$8,000,000	\$9,900,000	\$0	\$21,046,000	\$0	\$19,740,000	\$8,820,000	\$67,506,000
Total	\$4,000,000	\$15,000,000	\$28,000,000	\$39,000,000	\$50,000,000	\$77,000,000	\$75,000,000	\$20,000,000	\$65,000,000	\$25,000,000	\$65,000,000	\$63,000,000	

**Park Authority General Obligation Bond Categories
1959 - 2012 Referenda (12 years)**





Park Authority Bond Referendum 2008

Park Name	Project Title	Description Of Work	District	Total Actual Project Costs
Countywide	Land Acquisition Program	Funding to acquire parkland as guided by Park Authority Board approved land acquisition work plan	Countywide	\$14,385,400
Wakefield	Wakefield Skate Park Expansion	Develop Phase II of planned skate park improvements to include rhythm course/mini ramps and vert ramp	Braddock	\$388,000
Countywide	Mastenbrook Grant	Fund Mastenbrook Matching Grant Program - Matching funds for community initiated park improvements	Countywide	\$485,000
Countywide	Trails	Various new trail developments, upgrades, connections and improvements	Countywide	\$970,000
Great Falls Nike	Infrastructure for Athletic Fields	Stormwater Management facility, trails, transitional landscaping screen and streetlights to complete open site plan	Dranesville	\$824,500
Spring Hill	Spring Hill RECenter Gymnasium Match	FCCA contribution to 10,000 square feet gymnasium addition to existing RECenter	Dranesville	\$727,500
Turner	Small Rolltop Observatory	Design and construct a small rolltop observatory building	Dranesville	\$727,500
Lake Fairfax	Skatepark	Design and Construct Skatepark	Hunter Mill	\$727,500
Lake Fairfax	Lake Fairfax Park Core Area Picnic Shelters	Construction of rentable picnic shelters and amenities in the core area	Hunter Mill	\$727,500
Hooes Road	Infrastructure for Athletic Fields	Complete site plan, parking lot, entrance road, Stormwater management, landscaping, trails	Lee	\$1,164,000
Lee District	Family Recreation Area Infrastructure	Phase 1: Infrastructure to support family recreation area including Tree house entrance features	Lee	\$436,500
Pine Ridge	Conversion to Synthetic Turf- Fields	Convert 1 natural turf rectangle field to synthetic turf	Mason	\$903,070
Pine Ridge	Athletic Field Lighting for 3 Rectangular and 3 Diamond Fields	Install Athletic Field Lighting for 3 Rectangular and 3 Diamond Fields and Related Work	Mason	\$1,264,104
Laurel Hill	Sportsplex	Advance continuation of planning, design or development	Mount Vernon	\$1,940,000
Oak Marr	Convert to Synthetic Turf - Field #1	Convert natural turf rectangular field to synthetic turf	Providence	\$844,870
Oak Marr	Athletic Field Lighting - Field #1	Install athletic field lighting on rectangle field #1	Providence	\$225,768



Park Name	Project Title	Description Of Work	District	Total Actual Project Costs
Oak Marr	Convert to Synthetic Turf - Field #2	Convert natural turf rectangular field to synthetic turf	Providence	\$844,870
Oak Marr	Athletic Field Lighting - Field #2	Install athletic field lighting on rectangle field #2	Providence	\$225,768
Burke Lake and Golf Course	Golf Course Club House Replacement	Phase 1 funding for comprehensive design and construction of clubhouse facility to include a design of a new 5,500 square feet clubhouse (to replace existing 3,600 square feet building) with expanded food services, meeting room, pro shop, cart storage, offices and restrooms. Phase I would also include the design of a double tiered driving range structure and additional parking to allow for increased capacity. Future bond funding will be needed to construct the driving range in phase II	Springfield	\$2,910,000
Greenbriar (Also in Sully District service area)	Conversion to Synthetic Turf - Field #5	Convert natural turf rectangular field to oversized synthetic turf	Springfield	\$1,115,500
Arrowhead	Infrastructure for Athletic Fields	Complete site plan with road frontage improvements, streetlights, utilities, trails and landscaping	Sully	\$688,700
Riverbend	Clarks Branch Bridge	Design and construct substantial bridge over Clarks Branch on Potomac Heritage National Trail	Dranesville	\$512,451
Frying Pan	Equestrian Facility Improvements	Stable Replacement Phase II	Hunter Mill	\$485,000
Kings Park	Park Improvements	Park improvements to implement master plan revision elements	Braddock	\$97,000
Ossian Hall	Ossian Hall Park Improvements	Renovate and expand the parking lot and trail system, relocate the multi-use courts and playground, construct a community plaza area and low impact development stormwater management facilities	Braddock	\$2,813,000
Countywide	Rental Properties Building Improvements	Various capital repairs to rental properties	Countywide	\$630,500
Spring Hill	New RECenter Entrance and Parking Lot Expansion	Reconfigure/realign entrance (Lewinsville side) and repave existing road/parking lot	Dranesville	\$1,935,150
Spring Hill	RECenter Mechanical System Renovation	Replace Dectron unit	Dranesville	\$2,580,200



Park Name	Project Title	Description Of Work	District	Total Actual Project Costs
Lee District	RECenter Mechanical System Renovation	Replace Building and Pool Mechanical systems	Lee	\$3,225,250
McNaughton Field	Athletic Field Improvements	Phase 1 Improvements to fields and amenities	Mount Vernon	\$145,500
Mount Vernon District	Feasibility and Conceptual Planning for RECenter Renewal	Phase 1: Engineering, market feasibility and architectural assessment of RECenter to determine if facility should be renovated or re-built. Study to include at minimum conceptual plans for facility redevelopment	Mount Vernon	\$970,000
Mount Vernon District	Design and Permitting for RECenter Renewal	Phase 2: Advance concept plan to full design plans for future construction	Mount Vernon	\$727,500
Jefferson District	Golf Course Irrigation System Replacement	Replace in-ground automated irrigation system for golf course	Providence	\$645,050
Oak Marr	Natatorium Renovation	Various building and pool repairs	Providence	\$2,580,200
Providence Recreation Center	RECenter Mechanical System Renovation	Replace Building Mechanical Systems	Providence	\$1,935,150
Burke Lake and Golf Course	Train Track Replacement	Replace the existing railroad track	Springfield	\$1,455,000
Colvin Run Mill	Conceptual Design for Visitor Center	Partial funding for Conceptual Design of Visitors Center/Re-use of Existing Barn Structure	Dranesville	\$97,000
Countywide	Huntley Meadows Boardwalk Renovation	Wetlands Boardwalk Replacement	Countywide	\$645,050
Countywide	Huntley Meadows Park Wetlands Restoration	Wetlands Restoration Phase II	Countywide	\$2,580,200
Countywide	Natural and Cultural Resource Protection Projects	To support park capital projects by developing inventories, assessments and management plans to protect natural and cultural resources on parklands. Natural resource projects will include identifying significant natural resources; determining resource health and management needs; and conducting, monitoring and implementing resource management plans. Cultural resource projects will include Phase I, II and III archaeological projects, Cultural Landscape Reports, Historic Structure Reports and preparation of National Register nominations. Sites where activities will occur include Laurel Hill and additional bond related capital projects	Countywide	\$970,000



Park Name	Project Title	Description Of Work	District	Total Actual Project Costs
Historic Huntley	Historic Huntley Site and Facility Improvements	Complete Phase II of the project (including the completion of walkways, parking and other improvements) so the site will be publicly accessible	Lee	\$1,886,650
Pinecrest Golf Course	Dam Repairs	Reconstruct Upper and Lower Dam Embankments and Outlet Structures	Mason	\$2,551,100
Twin Lakes Golf Course	Reconstruct the North Dam Embankment and Outlet Structures	Replacement of the North dam to meet current dam standards	Springfield	\$1,746,000
Sully Woodlands	Sully Woodlands Stewardship	Develop and implement cultural and natural resource stewardship projects for the Ellick Woodlands Natural Area and surrounding Sully Woodlands properties. This will include resource inventories, assessments, management plans and restoration projects	Sully	\$970,000
Sully Woodlands	Conceptual Design for Stewardship Education Center	Concept Plan Development	Sully	\$291,000
Total				\$65,000,000

Park Authority Bond Referendum 2012

Park Name	Project Title	Description Of Work	District	Total Actual Project Costs
Monticello	Phase I Development	Develop Phase I of park per master plan	Braddock	\$1,500,000
Cross County Trail In Braddock District	Braddock Cross County Trail	Pave portion of trail in Wakefield	Braddock	\$400,000
Lake Accotink	Park Improvements	Renovation and upgrades to park to include infrastructure and other amenities	Braddock	\$1,000,000
Countywide	Land Acquisition	Land acquisitions as approved by the Park Authority Board in Land Acquisition Work Plan	Countywide	\$5,000,000
Countywide	Playground Equipment - Upgrade Countywide	Replacement of unsafe, outdated playground equipment per safety standards	Countywide	\$1,000,000
Countywide	Energy Management Improvements	Upgrading of lighting, control systems, mechanical systems, and installation of small renewable energy equipment for RECenter and golf course buildings to improve energy efficiency and customer experience	Countywide	\$1,000,000



Park Name	Project Title	Description Of Work	District	Total Actual Project Costs
Countywide	Mastenbrook Grant Program	Mastenbrook Matching Grant	Countywide	\$300,000
Countywide	Countywide Trails	Priority trail projects per Trail Strategy Plan	Countywide	\$2,200,000
Countywide	Signage & Branding	Develop a branding approach to identifying Fairfax County Park Authority facilities and services. Update existing signage	Countywide	\$400,000
Countywide	Cultural Resource Funding	Funding will be used to conduct historic structures reports for historic structures to assess their condition and to propose treatment for stabilization. This funding will support cultural landscape reports and archaeological investigations conducted as part of master plans and capital improvement projects to identify, evaluate and mitigate adverse effects to cultural resources	Countywide	\$1,000,000
Countywide	Natural Capital Renovation/ Natural Resource Management	Stewardship funding will be used to support master planning and to renovate and enhance natural resources on parkland in advance of capital improvements. This may include assessments, management plans, treatments plans and implementation of restoration measures to include forest enhancements, meadow management, invasive plant control, boundary marking and other management measures that enhance natural resource functions	Countywide	\$1,000,000
Area 1 Management	Area 1 Maintenance Facility	Design of maintenance facility renovation	Dranesville	\$200,000
Langley Fork	Athletic Field Upgrades	Upgrade existing recreational fields	Dranesville	\$500,000
Spring Hill	RECenter Expansion and Gym Addition	Provide a 15,000 square feet expansion to the existing center to provide 7,500 square feet of fitness space and 7,500 square feet of multi-purpose space, locker room and restroom expansion. Renovate approximately 5,000 square feet of existing floor space (lobby, existing fitness room and related spaces) to integrate use and flow of the addition. Add a gym to the expanded RECenter	Dranesville	\$9,900,500
Colvin Run Mill	Colvin Run Mill	Restoration of the Miller's House to its period of significance	Dranesville	\$665,000
Lake Fairfax	Lake Fairfax - Water Mine Expansion	Expand the Water Mine facility to increase capacity at the north end of the water park	Hunter Mill	\$5,155,000



Park Name	Project Title	Description Of Work	District	Total Actual Project Costs
Hunter Mill District	Synthetic Turf Conversion and Lighting Installation	Participate in a partnership to convert athletic field to synthetic turf, and install lighting at South Lakes High School	Hunter Mill	\$1,088,000
Huntley Mansion	Historic Huntley Phase II	Renovate Tenant House	Lee	\$300,000
Lee District	Lee District Family Recreation Area Phase 3	Prepare site and install new carousel	Lee	\$1,000,000
Greendale Golf	Golf Improvements	Improvements to existing golf course per National Golf Foundation study recommendations - including event pavilion at Greendale	Lee	\$642,000
Pinecrest, Greendale and Jefferson	Grouped Golf Renovations	Replace cart paths and irrigation systems	Mason, Lee, Providence	\$1,500,000
Pine Ridge	Synthetic Turf Conversion	Convert athletic field to synthetic turf	Mason	\$810,000
John C. & Margaret K. White Gardens	Park Improvements Phase 1	Build internal trail network and shelter	Mason	\$500,000
Laurel Hill	Laurel Hill Park Development	Phased Development of Laurel Hill Park	Mason	\$3,300,000
McNaughton Fields	Athletic Field Upgrades	Renovate diamond fields and infrastructure	Mount Vernon	\$4,000,000
Grist Mill	Synthetic Turf Conversion and Parking Lot Design	Participate in partnership to convert existing oversized rectangle field to synthetic turf and redesign parking lot to expand capacity	Mount Vernon	\$950,000
Oak Marr Golf	Golf Improvements	Improvements to existing golf courses per National Golf Foundation study recommendations - driving range improvements at Oak Marr	Providence	\$322,000
Hartland Road Park	Phase 1 Park Improvements	Develop Phase 1 park features per master plan	Providence	\$285,000
Oak Marr	RECenter Fitness Expansion	Provide a 10,000 square feet expansion to the existing center for additional fitness space and a 5,000 square feet renovation to reconfigured upstairs space to improve traffic flow and control at check-in; re-program and reconfigure existing spaces/corridors to access	Providence	\$4,700,000
Patriot	Phased Development of Park	Advance phased development of infrastructure, athletic fields, and other site improvements as per master plan	Springfield	\$1,000,000



Park Name	Project Title	Description Of Work	District	Total Actual Project Costs
Twin Lakes Golf Course	Twin Lakes Golf Course - Oaks Room and Additional Practice Putting Green	Expand Oak Room at Twin Lakes Golf Course by 2,000 square feet. Additional space is needed to allow site to meet current and future demand for full size golf outings and rentals not possible at this time in undersized room. Currently, the occupancy limit is 78 persons; a 150 person occupancy is required for full tournaments. Putting green needed to compliment large outings on a 36-hole complex	Springfield	\$1,000,000
Burke Lake and Golf Course	Driving Range Improvements	Develop and construct improved golf practice areas	Springfield	\$2,450,000
Rolling Valley West	Synthetic Turf Conversion	Convert athletic field to synthetic turf	Springfield	\$810,000
Hidden Pond Nature Center	Shelter and Parking	Construct shelter, expand parking lot and add parking lot lights	Springfield	\$1,000,000
Historic Centreville	Phase I Signage (Identification, Directional, Orientation, Interpretive)	Comprehensive sign and wayfinding package for the parks in Historic Centreville	Sully	\$150,000
Sully Woodlands	Phase I Signage (Identification, Directional, Orientation, Interpretive)	Comprehensive sign and wayfinding package for the parks in Sully Woodlands	Sully	\$250,000
Sully Woodlands	Environmental Education Center	Per the Sully Woodlands Regional Master Plan, design and construct facility to complement the natural area and utilize green building techniques	Sully	\$3,250,000
Arrowhead	Synthetic Turf Conversion	Convert athletic fields to synthetic turf	Sully	\$1,647,500
Ellanor C. Lawrence	Synthetic Turf Conversion	Convert athletic field to synthetic turf	Sully	\$825,000
Total				\$63,000,000



Park Authority Bond Referendum 2016 - DRAFT

Park Name	Category	District	Project Title	General Project Description	Estimated Project Cost (To be refined with scoping)
Countywide	Land Acquisition	Countywide	New Land Acquisition Projects	Land Acquisition for future parks and park additions	\$7,000,000
Audubon Estates	New Park Development	Lee	New Athletic Field	Construct rectangle field on leased property in area of high unmet need	\$2,500,000
Boyd A. and Charlotte M. Hogge	New Park Development	Mason	Build New Park	Engineer, permit and develop new local park - pavilion, sport court, playground, outdoor fitness, community gardens, parking, entrance and trails	\$2,000,000
Clemjontri Park	New Park Development	Countywide	Phase II-Park Development	Add parking lot entry road, service road, 55 parking spaces, overflow parking, trails, gazebo, sanitary sewer, buffer landscaping, Stormwater management and abandon septic system	\$2,000,000
Langley Fork	New Park Development	Dranesville	Redevelop Park	Upgrade and add athletic fields, dog park, parking and infrastructure	\$2,700,000
Lee District	New Park Development	Lee	Family Recreation Area Picnic Shelters	Add rentable picnic shelters to the Family Recreation Area	\$520,000
Patriot North/ Lincoln Lewis	New Park Development	Springfield	Build Baseball Complex	Upgrade existing diamond fields, add parking, additional diamond fields and amenities per Master Plan	\$10,000,000
The Turner Farm	New Park Development	Dranesville	Equestrian Parking	Add parking and new entrance from Springvale Road	\$100,000
Alabama Drive	Park Renovations and Upgrades	Dranesville	Park Renovations	Replace Athletic Field Irrigation System, Athletic Field Lighting, etc.	\$500,000
Annandale	Park Renovations and Upgrades	Mason	Park and Nature Center Renovations	Renovate and Upgrade Hidden Oaks Nature Center built in 1969; Picnic shelter replacements; playground equipment replacement, parking and security lights and court lighting	\$1,500,000
Backlick	Park Renovations and Upgrades	Mason	Park Renovations	Picnic Shelters, Playground Equipment Upgrade, Outdoor Court Lighting, Parking Lots and Roadways	\$200,000
Braddock	Park Renovations and Upgrades	Springfield	Park Renovations	Replace Field Irrigation System, Improve Security Lighting and Controls	\$500,000
Burke Lake	Park Renovations and Upgrades	Springfield	Park Renovations	General Park Improvements - Marina, parking lots	\$1,500,000



Park Name	Category	District	Project Title	General Project Description	Estimated Project Cost (To be refined with scoping)
Countywide	Park Renovations and Upgrades	Countywide	Group Roof Replacement	Replace roofs that are failing and have failed	\$940,000
Countywide	Park Renovations and Upgrades	Countywide	Lifecycle Renovations	Funding for critical RECenter system wide lifecycle replacements	\$2,000,000
Countywide	Park Renovations and Upgrades	Providence, Springfield	Irrigation Systems Renovations	Renovate golf course irrigation systems - Twin Lakes and Oak Marr	\$800,000
Countywide	Park Renovations and Upgrades	Countywide	General Fund Energy Management Upgrades	Upgrading lighting, control systems, mechanical systems, and installation of renewable energy equipment for general fund buildings/facilities	\$348,000
Countywide	Park Renovations and Upgrades	Countywide	Poor Condition Beyond Lifecycle: Countywide athletic field irrigation system replacement	Countywide athletic field irrigation system replacements to include the following parks: Beulah, Byron, Sandburg, Fred Crabtree, Greenbriar, Lewinsville, Pine Ridge, Poplar Tree, South Run	\$1,400,000
Countywide	Park Renovations and Upgrades	Countywide	Poor Condition Beyond Lifecycle: Athletic Field Lighting - Upgrade Countywide	Upgrade/install Athletic Field energy efficient lighting and control systems to include the following parks: Greenbriar, Mason District, Ossian Hall	\$1,400,000
Countywide	Park Renovations and Upgrades	Countywide	Security Lighting and Controls Upgrades	Upgrade poor Condition beyond lifecycle outdoor lights at parking lots, roadways and trails with energy efficient lights such as LED along with lighting controls for more efficient operations. 21 Parks	\$700,000
Countywide	Park Renovations and Upgrades	Countywide	Poor Condition Beyond Lifecycle: Upgrade Outdoor Court Lighting	Upgrading of tennis, basketball, volleyball and other outdoor court lighting to more energy efficient lighting technology and to improve playing conditions. 14 parks	\$1,000,000
Countywide	Park Renovations and Upgrades	Countywide	Replace/Upgrade Poor Condition Beyond Lifecycle Playground Equipment	Replacement of playground equipment (replace unsafe, outdated per safety standards). Approximately 20 parks	\$1,600,000
Countywide	Park Renovations and Upgrades	Countywide	Area 1 Management (Pimmit Run SV)	Replace outdated and unsafe Area Maintenance Facility	\$3,000,000
Countywide	Park Renovations and Upgrades	Countywide	Picnic Shelter Replacements	Replace poor condition shelters system wide	\$400,000



Park Name	Category	District	Project Title	General Project Description	Estimated Project Cost (To be refined with scoping)
Countywide	Park Renovations and Upgrades	(Braddock, Springfield, Sully, Lee)	Trail Development Strategy Plan (TDSP) Priority Projects	Trail system Investments for safety, sustainability and connectivity in accordance with the Trail Development Strategy Plan priorities. Projects may include Cross County Trail Improvements - (Repaving and stream crossings); Lake Accotink Dam Crossing; Accotink, Long Branch and Pohick Stream Valley Trail connections; West County Trail System; Chessie's Trail at Lee District	\$4,600,000
Greenbriar	Park Renovations and Upgrades	Springfield	Rectangle Field Conversion	Convert fields 1 and 6 to synthetic turf with lighting	TBD
Jefferson District	Park Renovations and Upgrades	Providence	Park Improvements	Resurface and repair parking lots and roadways; security lighting; add event pavilion; cart path and trails repaving/repairs and roof replacement	\$1,000,000
Herndon Middle School site	Park Renovations and Upgrades	Dranesville	Park & Field Upgrades	Advance design for park and field upgrades	\$100,000
Lake Accotink	Park Renovations and Upgrades	Braddock	Park Renovations	General Park Improvements	\$1,500,000
Mount Vernon District	Park Renovations and Upgrades	Mount Vernon	MVRC Replacement	Replace RECenter per Feasibility Study	\$20,000,000
Nottoway	Park Renovations and Upgrades	Providence	Park Renovations and Synthetic Turf Field and Lighting	Reorient Field #4 to provide oversized rectangular playing field and convert to synthetic turf. Install new lighting. Upgrade irrigation and field lighting; replace picnic shelters; upgrade outdoor lights and court lighting	\$3,000,000
Oak Marr	Park Renovations and Upgrades	Providence	Oak Marr Driving Range - Phase II	Upgrades to include drainage, irrigation, lighting, grading and turf renovation. Establish required target areas	TBD
Riverbend	Park Renovations and Upgrades	Dranesville	Maintenance Facility	Add Maintenance Shop to replace substandard maintenance area in Visitor's Center	\$750,000
Roundtree	Park Renovations and Upgrades	Mason	Roundtree Park Improvements	Replace picnic shelter, resurface roadways and replace 630 linear feet of trail and replace two wooden bridges with fiberglass bridges	\$1,300,000
Wakefield (AMRC)	Park Renovations and Upgrades	Braddock	RECenter Renovations	Advance design for Audrey Moore RECenter major renovations	\$2,000,000



Park Name	Category	District	Project Title	General Project Description	Estimated Project Cost (To be refined with scoping)
Baron Cameron	Park Renovations and Upgrades	Hunter Mill	Park Engineering and Design	Design park redevelopment with sports complex and other park amenities as shown on revised master plan	\$750,000
Countywide	Park Renovations and Upgrades	Countywide	Mastenbrook Grant Program	Provide funding for the Mastenbrook Matching Grant Program for community-supported park projects	\$400,000
Colvin Run Mill	Natural and Cultural Resource Stewardship	Dranesville	Colvin Run Mill	Phase II: Restoration of the Miller's House to its period of significance. Completion of programmatic building renovations for staff and public use (office space, program/museum space)	\$272,000
Colvin Run Mill	Natural and Cultural Resource Stewardship	Dranesville	Millrace Restoration	Repair damaged and leaking historic millrace in accordance with historic design standards to prevent structural damage to Colvin Run Mill	TBD
Countywide	Natural and Cultural Resource Stewardship	Countywide	Museum and Archaeology Collections	Advance site selection options analysis and refine program for museum and archaeology collections facility, offices, education, storage and laboratory facility	\$2,320,000
Countywide	Natural and Cultural Resource Stewardship	Countywide	Curator Program Investments	Funding for historic structures reports and associated infrastructure needs for properties to be included in the program (e.g. sewer, septic, driveways, etc.)	\$1,800,000
Countywide	Natural and Cultural Resource Stewardship	Countywide	Archaeology associated with Capital Projects	Archaeology associated with capital projects	\$1,000,000
Countywide	Natural and Cultural Resource Stewardship	(Dranesville, Sully, Lee, Mason, Springfield, Hunter Mill)	Natural Capital Investment-Restoration (Scalable)	Invest in natural capital through ecological restorations. (Riverbend/Scotts Run, ECL, Huntley, Annandale Park, Hidden Pond, and Frying Pan) Activities may include treatment plans and implementation of restoration measures to include forest enhancements, meadow installation, invasive plant control, boundary marking and other management measures that enhance or restore natural resource functions	\$2,000,000
Sully Historic	Natural and Cultural Resource Stewardship	Sully	Sully Historic Site Facilities Renovations	Implement findings and recommendations from the Historic Structures Report/Treatment Plan	\$300,000
Laurel Hill	New Park Development	Mt. Vernon	Laurel Hill	Opportunities in the Laurel Hill area, including an event center at the Workhouse Arts Center	\$7,000,000
Total					\$94,700,000



Response to Questions on the 2016 LOBs

Request By: Supervisor Herrity

Relevant LOB(s): LOB #236

Question: Provide additional information on steps the Fire and Rescue Department is taking to reduce injuries, sick days, workers compensation claims, and overtime.

Response:

The Fire and Rescue Department (FRD) has several Wellness/Fitness Programs in place to help reduce firefighter injuries. These programs are targeted at reducing the number of worker's compensation claims, reducing lost time due to injuries which results in increased overtime costs to maintain minimum staffing, and reducing costs for medical treatments of injured personnel. By reducing the overall rate of injury and preventable disease, FRD may reduce associated financial costs.

During calendar year 2014, there were 516 total injuries reported. In comparison, during calendar year 2015, there were 446 total injuries reported. This represents nearly a 14 percent reduction in total injuries. Below is a breakdown of work days lost and associated costs resulting from injuries (all data calendar year):

Workers Compensation Related Metrics	2014	2015	Percent Change
Total number of workers' compensation claims	274	268	-2.2%
Total number of lost days to workers' compensation claims	3,706	3,940	6.3%
Medical costs associated with workers' compensation claims ¹	\$2,753,293	\$1,840,040	-33.2%
Overtime paid to cover workers' compensation claims ¹	\$1,298,162	\$1,581,797	21.8%

¹ Annual Cost data is impacted significantly by the methodology used to categorize recurring injuries. If an injury occurs that can be tracked back to an original injury, the medical costs associated with the secondary injury are applied to the year the original injury occurred; however, the overtime figures are reflective of the year in which the overtime is paid out.

The following pages summarize the efforts in place to help reduce firefighter injuries.

The primary goal of the FRD's Wellness/Fitness Program is to promote the long term health, wellness and quality of life of members. This program aims to reduce sprain and strain injuries as well as conditions such as cardio vascular disease, diabetes and cancer. The Wellness/Fitness Program (Well-Fit) incorporates strategies in fitness, nutrition and functional movement to provide firefighters the tools needed for a healthy life, successful career and active retirement.



Wellness Injury Reporting Form

When a firefighter submits an injury packet, they are provided a 'Well-Fit Injury Reporting Form'. This anonymous form is returned to the Well-Fit Center to assist in creating workout programs based on the types of injuries occurring.

Medwatch

In conjunction with the Public Safety Occupational Health Center (PSOHC), FRD has developed Medwatch. Medwatch, which is currently in the implementation phase, is a targeted, voluntary program to identify FRD employees at risk of dying during employment or within five years of retirement. This population is estimated to be approximately 1 percent of FRD's uniformed staff.

Employees advised to participate in the Medwatch program are generally senior employees, and are mostly considered high risk due to lifestyle factors such as diabetes, obesity, and hypertension. Cardiovascular disease is the most common cause of work-related death among firefighters. The Medwatch program utilizes PSOHC medical providers and other specialists on staff, including a nutritionist, behavioral coordinator, strength and training specialist, and physical therapist to assist employees with reducing life threatening risk factors.

Nutritional Primer Binder

The Well-Fit Nutritional Primer is a binder designed to provide resources to FRD personnel with information on various topics related to health and nutrition. The primer is organized in sections:

1. Buying Guides = Brand Name Ratings – These one page guides save personnel time and money while helping them to make better decisions at the grocery store.
2. Recipes – the binder can be used to save recipes that are health promoting, that have nutrition facts and cost information.
3. Meal and Snack Planning – the binder provides templates that can be used at both work and home.
4. Shopping Lists – can also be used at work or home.
5. Nutrition Action News Letters – Ten times a year an issue of Nutrition Action is delivered to all work locations. This newsletter is the most highly subscribed to health and nutrition letter in the world and is published by the Center for Science in the Public Interest (CSPI). CSPI has no industry ties and provides evidenced-based health promotion information.
6. Other Resources – Articles and other literature such as "How Diet Causes High Blood Pressure... and How to Reverse it"; and "What to do and Why" are examples of two handouts informing personnel about evidence-based nutrition and lifestyle changes that promote good health.



Wellness Guidebook

The guidebook is designed to be a resource for department personnel as it relates to fitness, medical information, nutrition, injuries, behavioral health and cancer. Subject matter experts were asked to provide easy to read material to promote long term health and wellness of FRD personnel. Topics in the guidebook include:

1. Fitness – General Physical Preparedness, Movement Preparation, and Training Principles
2. Medical – Cardiovascular Disease, Cardio-Metabolic Syndrome and Sleep Disorders
3. Nutrition – 9 Steps to Healthy Eating, Diet and High Blood Pressure, and Maintaining Weight Loss
4. Injuries – Movement skills for injury prevention, knees/back/shoulder anatomy overview, Self-Treat a “Hurt”
5. Behavioral Health – Stress and how to cope, suicide awareness and prevention, and substance abuse
6. Cancer – Preventable causes of cancer, exposure reporting, and cancer presumption

Functional Movement Workshop

In FY 2012 and FY 2013 Well-Fit received one-time funding to implement the Functional Movement Screen (FMS) test which is designed to identify dysfunctional movements and to develop corrective exercise instruction. This program significantly decreased the number of sprain and strain injuries in FRD. As a result, the Fire Chief identified on-going funding and the department established a Functional Movement Workshop (FMW). The FMW serves to: identify faulty movement patterns, reveal musculoskeletal mobility restrictions, expose issues with performance resiliency, and provide a platform for peer-mediated coaching and corrective interventions.

The purpose of the workshop is to identify postures, positions, and movement patterns that are detrimental to the musculoskeletal health of the firefighter while performing the tactical requirements of the job. The design of the workshop is meant to serve as an awareness tool for the operational firefighter and an opportunity for Peer Fitness Trainers (PFT's) to engage and coach members on corrective movement patterns. The FMW consists of three tactical movements to highlight the musculoskeletal systems which have historically been the most costly and frequently injured: the back, knee, and shoulder. The workshop design incorporates the deadlift, in-line lunge, and the overhead press to place common biomechanical demands on the participants. Each firefighter works individually with a PFT and receives an assessment, feedback, and instruction on the proper execution of each movement while also relating the movement back to the tactical performance of the job. In February 2016 the FMW was implemented for the 140th Recruit School class. Feedback immediately after the workshop indicated that 100 percent of the participants felt they were more aware of their respective movement pattern tendencies associated with essential firefighting tasks.

The objectives of the inaugural FMW were:

- ◆ Provide a platform for FRD PFT's to interact with firefighters in a tactical performance setting,



- ◆ Expose FRD personnel to three keystone movement patterns which address the principle biomechanical requirements of the predominant musculoskeletal systems involved in injury,
- ◆ Increase the awareness of FRD personnel to their individual movement tendencies and identify dysfunction,
- ◆ Establish a means by which Tactical Strength and Conditioning staff can identify movement dysfunction and observe the effects of load and fatigue on the identified key movement patterns to prevent potential injuries,
- ◆ Determine the suitability and efficacy of the evaluation design; to include the selected movements, the loads, the level of fatigue, the coaching worksheet, and the format of the workshop,
- ◆ Emphasize the need for “coaching” and minimize the atmosphere of “grading,”
- ◆ Entice firefighters to interact, observe, and participate in the coaching process with peers, and
- ◆ Establish a timeline which can be used to facilitate maximal exposure and future scheduling.

Return to Work Section

This section works closely with the Operations Bureau by accurately tracking personnel while on injury leave and light duty and projecting vacancies in an effort to reduce the need for unexpected staffing shortages. This section utilizes a return to work plan which outlines the injured workers timeline for reentry to full duty after being cleared by the treating physician.

The charts below illustrate general expected injury healing times associated with various injuries:



Table 1. GENERAL EXPECTED HEALING TIMES

Soft Tissue Injuries	
Soft tissue injuries	3 months
Knee ligament injuries	3 months
Herniated disc - conservative treatment	3-6 months
Fractures	
Complex facial fractures	4-6 months
Upper limb	3-6 months
Hand fractures	3-6 months
Simple, vertebral, body compression - all levels	3-6 months
Spinal fractures/dislocations	12 months
Pelvis - no reduction	3-6 months
Pelvis - with reduction	12 months
Femur and hip fractures	6-12 months
Tibial fractures	6-9 months
Other lower limb and foot fractures	3-6 months

Complex and/or complicated fractures	6 months
Fracture dislocations of major joints (including wrist and ankle)	6 months
Infections	
Osteomyelitis	4-8 months
Injuries to the Nervous System	
Peripheral nerve injuries	3-12 months
Minor head injuries	3 months
Brain injuries with persisting neurological deficit	1 year
Spinal cord and cauda equina injuries	1 year



Table 2. POST-SURGICAL HEALING TIMES

Shoulder	
Arthroscopic Acromioplasty	4 months
Most other shoulder operations	3-6 months
Knee	
Arthroscopy	3-6 weeks
Arthrotomy	3 months
Ligament repair	3-6 months
Ankle	
Ligament repair	3-6 months
Spine	
Discectomy	3-6 months
Spinal fusion	6-12 months
Spinal stenosis decompression	3-12 months
Nervous System	
Major nerve repair	6-12 months
Minor nerve repair	4-5 months
Carpal tunnel or other nerve release	3 months

Tendon	
Flexor tendon repair or tendon transfer	3-6 months
Extensor tendon repair	3 months
Tendon release	3 months
Amputations	
Amputations - upper	3-6 months
Amputations - lower	3-12 months
Reconstruction	
Digital re-implantation	6-9 months



Response to Questions on the 2016 LOBs

Request By: Supervisor Herrity

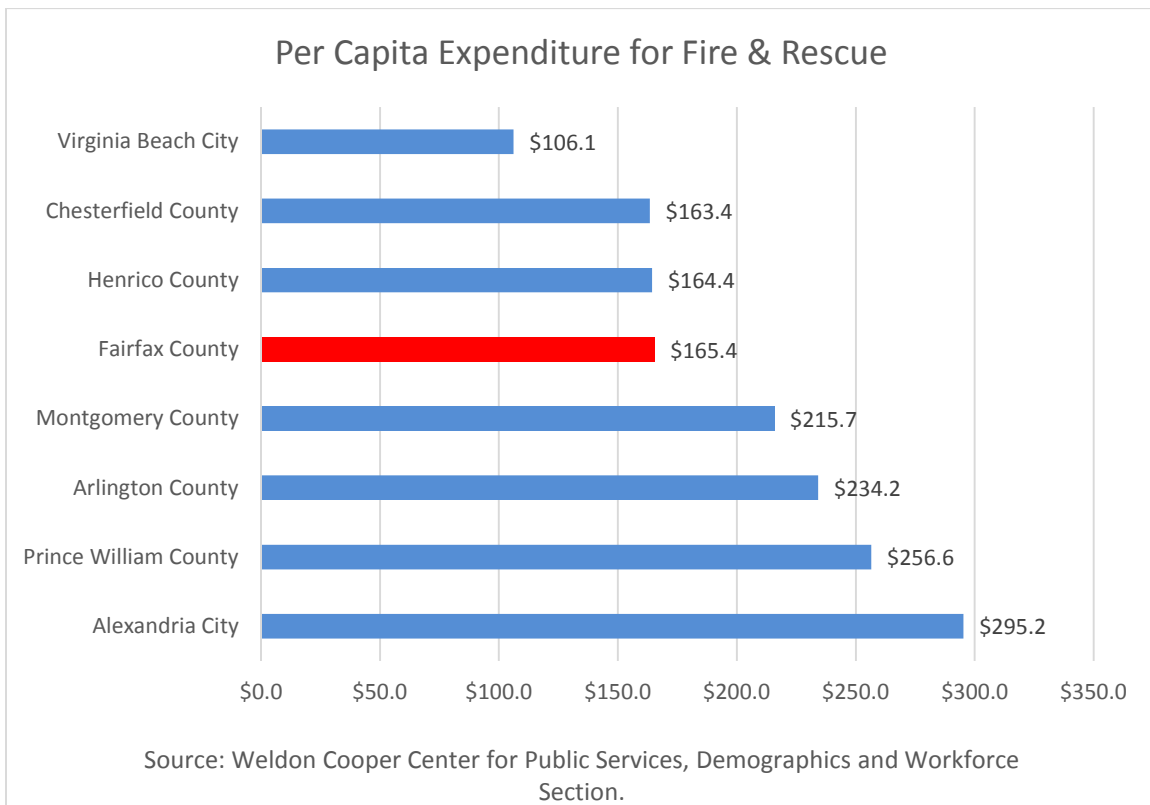
Relevant LOB(s): LOBs #223, #232, #233, #240

Question: Provide benchmark metrics showing per capita expenditures, response times, and manager-to-firefighter ratios.

Response:

Per Capita Expenditures

Per Capita expenditures reflected below represent FY 2016 Adopted Budget levels as reported in the various jurisdictions' budget divided by population as reported by the Weldon Cooper Center for Public Services, Demographics and Workforce Section. It is important to note that administrative differences exist impacting localities budget totals and published data does not clearly disclose every category of funding included. Therefore it may be assumed the chart is not a perfect comparison as some budgets may include fringe benefits or capital replacement, and some organizations are primarily career while others may be primarily volunteer. However, the primary functions are generally the same making comparisons relevant. Based on this comparison, Fairfax County Fire and Rescue Department (FRD) ranks the fourth lowest when compared to the other jurisdictions.





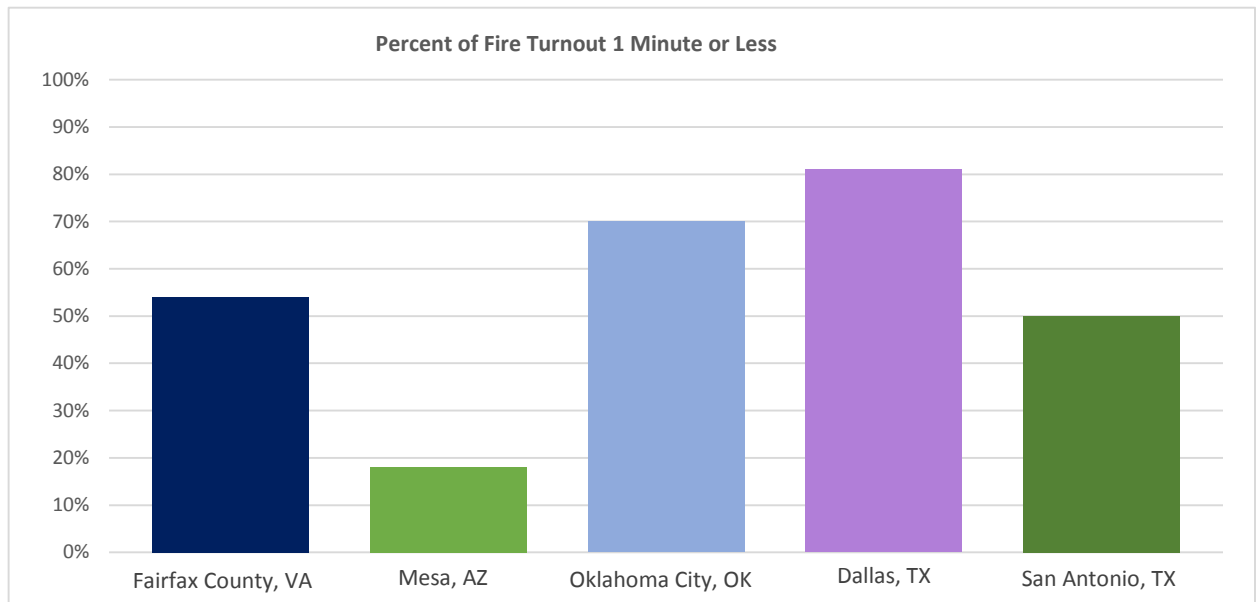
Response Times

FRD uses National Fire Protection Association (NFPA) metrics as benchmark standards in conjunction with other internal metrics to evaluate system performance. Benchmark response time metrics include: Automated External Defibrillator (AED) response rate within 5 minutes, Advanced Life Support (ALS) Transport unit on scene within 9 minutes, first engine company on scene of a structure fire within 5 minutes and 20 seconds, and deployment of a full effective firefighting force on the scene of a structure fire within 9 minutes and 20 seconds. The goal of these standards is to achieve the response times with 90 percent reliability ensuring response time standards are consistently met.

Even though FRD performs response analysis according to national and international standards, the department also engages within the International City/Council Management Association (ICMA) by reporting requested fire department statistics. Participation in ICMA reporting enables FRD to compare response time metrics with comparably sized jurisdictions. Illustrated in the graphs below are ICMA metrics from the latest submission (FY 2014) relevant to fire department performance. Please note, although ICMA provides definitions on what information should be included and excluded, there may be variability in how individual subscribing agencies calculate each metric. ICMA elements are similar to NFPA; however, some metrics include/exclude certain incident types therefore ICMA data may diverge from that reported in the County's performance measures and throughout the budget process.

Fire Turnout Less than one minute

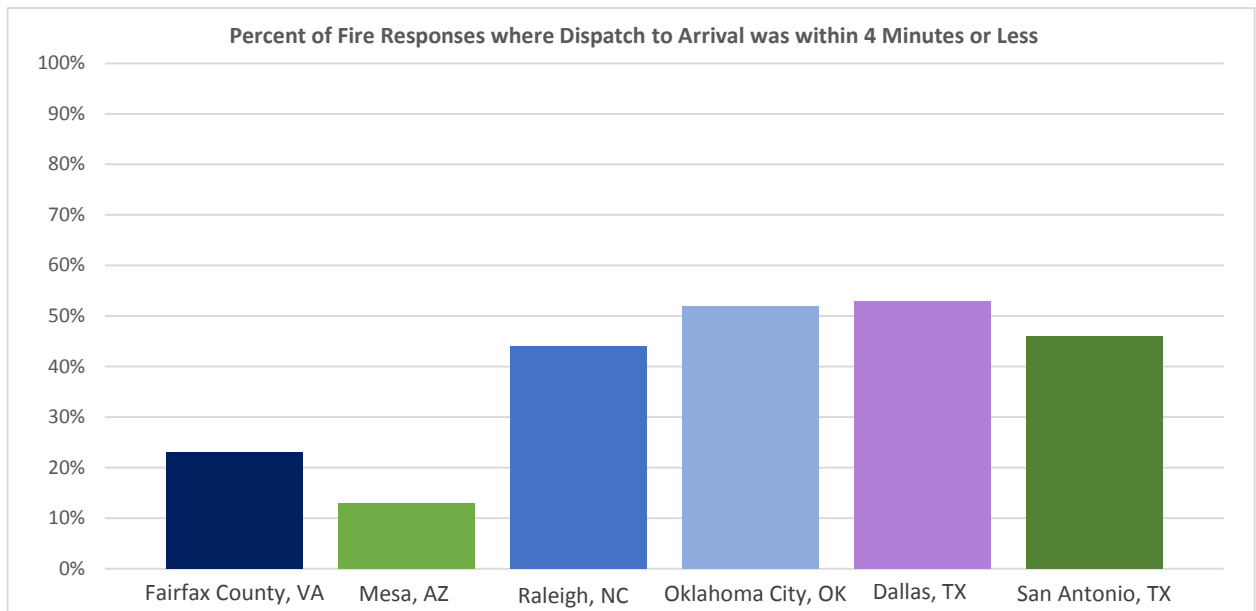
The graph below illustrates the percent of time turnout (dispatch to enroute) was less than one minute for fire incidents. Comparatively FRD performs moderately well with room to improve. The improvements and investments FRD makes in technology such as Automated Voice Dispatch/WestNet station alerting, are aimed at improving turnout times.





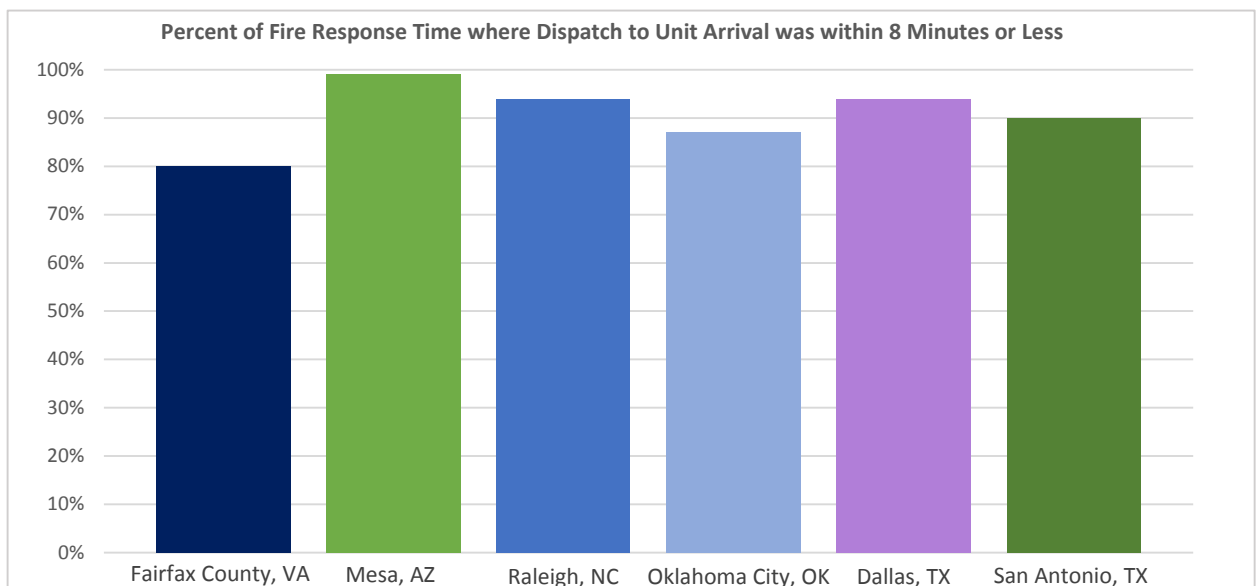
Fire Dispatch to Arrival within four minutes

The graph below illustrates the percent of fire incident responses where dispatch to arrival on scene was within four minutes. Compared to the NFPA standard none of the agencies reporting to ICMA achieved a travel time of four minutes 90 percent of the time. However, other agencies highlighted were able to achieve a travel time within four minutes 40 to 50 percent of the time. The DC-MD-VA area continues to be plagued with bad traffic congestion which requires FRD to look for innovative ways to improve travel times. Initiatives, such as traffic preemption, are aimed at improving both firefighter and citizen safety as well as improving response times.



Fire Dispatch to Arrival within eight minutes

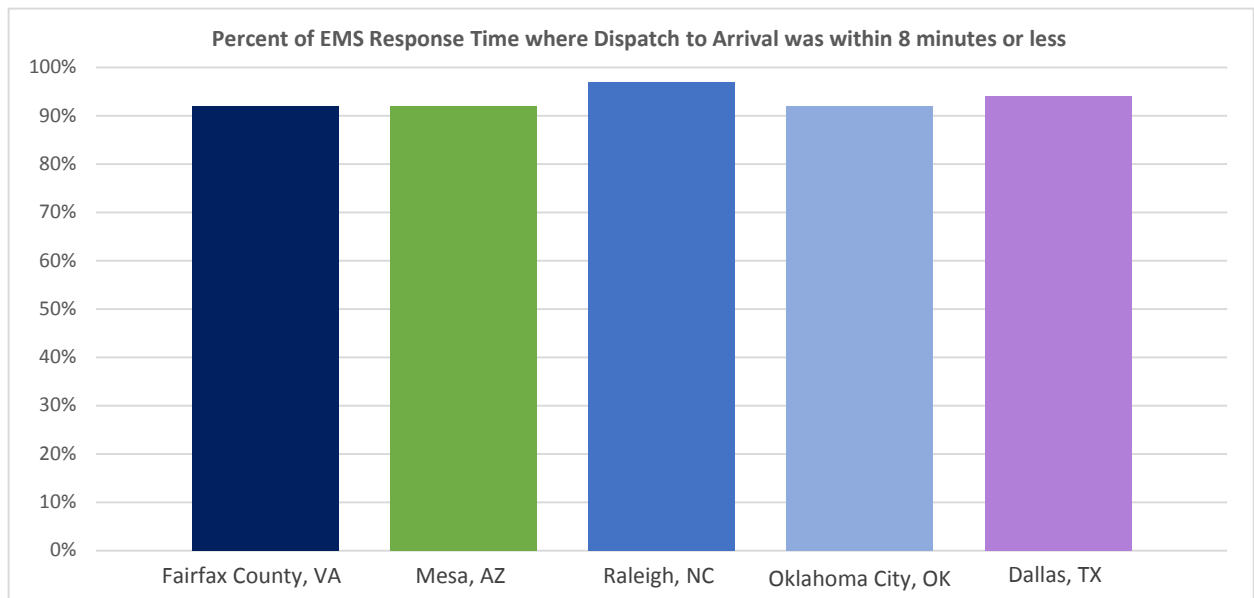
The graph below illustrates the percent of fire incident responses where dispatch to arrival on scene was within eight minutes. The graph illustrates that 80 percent of the time the first unit, from dispatch to enroute, arrives within eight minutes in Fairfax County.





EMS Dispatch to Arrival within eight minutes

This metric was a new ICMA request for FY 2014 and the graph below illustrates how FRD compares to other jurisdictions. Most jurisdictions are able to get the first unit on the scene of an EMS incident within 8 minutes. The benchmark standard FRD strives to meet is the NFPA standard to have the first arriving unit with an AED on the scene in under 5 minutes and the first transport unit on scene in under 9 minutes because of the research that has linked both early defibrillation and rapid transport to positive patient outcomes.



Manager-to-Firefighter Ratios

FRD strives to achieve optimal span of control standards for field operations. The International Fire Service Training Association (IFSTA), an organization comprised of technical experts dedicated to developing and upgrading firefighting techniques and safety through training, is the curriculum prescribed to by Fairfax County for training firefighters. IFSTA states that any officer can effectively supervise or manage only a certain number of individuals or groups ranging from 3 to 7, with 5 being optimum.

Field Operations personnel presently operate with a manager to firefighter ratio of 1:6.58. Managers are defined as employees at the rank of Captain I or higher. Based on the IFSTA standard, FRD is within an acceptable span of control range, albeit at the higher end. Research by staff has revealed that no existing documentation is presently available with which to measure FRD against other departments; however, FRD has reached out to fire service professional organizations in an attempt to assess whether there is a mechanism for gathering data on this metric. Should FRD gain additional metrics, follow-up information will be provided.



Response to Questions on the 2016 LOBs

Request By: Supervisor Herrity

Relevant LOB(s): N/A

Question: What is the amount paid to other wastewater utilities?

Response:

The Wastewater Management Program treats generated wastewater primarily through six regional wastewater collection and treatment plants. One of the six regional plants is the County owned and operated Noman M. Cole, Jr. Pollution Control Plant (NCPCP), which is currently permitted to treat 67 million gallons per day (mgd) of flow. Other regional facilities where the County has purchased treatment capacity include the District of Columbia Water's Blue Plains Treatment Plant with 31 mgd capacity; Alexandria Renew Enterprises Treatment Plant with 32.4 mgd capacity; Upper Occoquan Service Authority's Treatment Plant with 22.6 mgd capacity; Arlington County's Treatment Plant with 3 mgd capacity; and Loudoun Water's Broad Run Plant with 1 mgd capacity. Fairfax County utilizes all of these facilities to accommodate a total capacity of 157 mgd.

The regional treatment approach takes advantage of economies of scale in wastewater treatment and ensures the economical and efficient operation and management of the program. The Wastewater Management Program pays for a portion of the operating and capital expenditures of the wastewater collection and treatment plants.

The following tables provide specific information on Fairfax County's payment of both operating and capital expenditures for each wastewater utility. It should be noted that there was no operational payment to Loudoun Water in FY 2015 based on meter issues and both parties agreed that Fairfax could forgo payment that year.

In addition, there was no capital payment to Alexandria Renew Enterprises in FY 2007, as Fairfax County's expenses were supported by grant funding. Fairfax County's payment for major plant upgrades at the Upper Occoquan Service Authority (UOSA) plant is provided by participating in the UOSA bond sales. Therefore, the UOSA expenditures listed below represent specific pump station and sewer line improvements in FY 2008, FY 2011, FY 2012 and FY 2013, which were not supported by bonds. In addition, the \$20.9 million payment to Loudoun Water in FY 2011 is associated with the purchase of 1.0 million gallons per day of capacity at the Loudoun Water plant. Finally, capital payments can vary from year to year, based on the pace of the capital programs in each jurisdiction. Estimating wastewater capital project expenditures is difficult due to the complexities of industrial type projects at treatment plants. Project schedules shift and each jurisdiction is in various design or construction phases of multiple projects. Since FY 2012, Alexandria Renew Enterprises and DC Water and Sewer Authority have been focused on intensive construction in order to complete projects that support the Enhanced Nitrogen Removal permit



requirements. From FY 2007 to FY 2013, Arlington County Water was in the construction phase of its Enhanced Nitrogen Removal permit requirements.

Operating Expenses

Fiscal Year	Alexandria Renew Enterprises	Arlington County Water	DC Water and Sewer Authority (Blue Plains)	Upper Occoquan Service Authority	Loudoun Water	Total
FY 2006	\$13,595,553	\$1,391,823	\$9,051,453	\$11,015,818	\$564	\$35,055,211
FY 2007	\$13,336,025	\$1,634,568	\$9,279,874	\$12,233,492	\$456	\$36,484,415
FY 2008	\$14,125,041	\$1,502,058	\$11,868,018	\$12,634,484	\$462	\$40,130,063
FY 2009	\$14,170,985	\$1,595,998	\$12,516,382	\$13,171,944	\$476	\$41,455,785
FY 2010	\$13,840,642	\$1,607,662	\$12,279,110	\$12,944,970	645	\$40,673,029
FY 2011	\$13,221,642	\$1,700,523	\$13,492,628	\$13,187,574	\$645	\$41,603,012
FY 2012	\$12,836,900	\$2,224,503	\$13,257,118	\$12,045,467	\$640	\$40,364,628
FY 2013	\$12,786,521	\$2,174,228	\$13,214,346	\$12,635,433	\$640	\$40,811,168
FY 2014	\$13,133,545	\$2,225,036	\$11,815,951	\$12,276,384	\$640	\$39,451,556
FY 2015	\$13,380,703	\$2,711,644	\$15,016,549	\$12,687,555	\$0	\$43,796,451
Total	\$134,427,557	\$18,768,043	\$121,791,429	\$124,833,121	\$5,168	\$399,825,318

Capital Expenses

Fiscal Year	Alexandria Renew Enterprises	Arlington County Water	DC Water and Sewer Authority (Blue Plains)	Upper Occoquan Service Authority	Loudoun Water	Total
FY 2006	\$4,734,196	\$154,026	\$5,954,948	\$0	\$0	\$10,843,170
FY 2007	\$0	\$5,349,504	\$6,248,603	\$0	\$0	\$11,598,107
FY 2008	\$865,109	\$5,193,279	\$7,900,506	\$3,153,767	\$0	\$17,112,661
FY 2009	\$15,438,711	\$9,570,140	\$8,783,339	\$0	\$0	\$33,792,190
FY 2010	\$11,865,568	\$7,056,697	\$12,851,793	\$0	\$0	\$31,774,058
FY 2011	\$467,620	\$3,215,721	\$9,356,083	\$248,395	\$20,942,294	\$34,230,113
FY 2012	\$7,951,553	\$2,250,636	\$24,399,400	\$3,973,530	\$0	\$38,575,119
FY 2013	\$9,757,751	\$3,107,056	\$27,684,878	\$4,887,136	\$0	\$45,436,821
FY 2014	\$32,916,466	\$1,022,149	\$31,359,095	\$0	\$0	\$65,297,710
FY 2015	\$23,490,943	\$34,227	\$26,229,554	\$0	\$0	\$49,754,724
Total	\$107,487,917	\$36,953,435	\$160,768,199	\$12,262,828	\$20,942,294	\$338,414,673



Response to Questions on the 2016 LOBs

Request By: Supervisor Smith

Relevant LOB(s): N/A

Question: Provide a list of properties leased by the County.

Response:

A list of all County leases with their annual costs is presented on the next page. Please note that not all of the leases are supported by the General Fund.



**FACILITIES MANAGEMENT DEPARTMENT
LEASE AGREEMENTS**

	Agency / Program / Tenant	Address	FY 2014 Actual Expenses	FY 2015 Actual Expenses	FY 2016 Expenses through 3/31/2016
1	Health Department Community Health Care Network (moved to Merrifield Center)	6196 Arlington Blvd	\$338,541	\$333,948	\$198,992
2	Police Department	14700 Avion Parkway	\$0	\$399,783	\$530,936
3	Dunn Loring Police Station	2674 Avenir Place	\$0	\$1,741	\$4,198
4	Temporary Space Police Department	14900 Bogle Dr	\$95,133	\$62,518	\$0
5	Mount Vernon-Lee Enterprises	3855 Centreville Dr	\$530,957	\$512,807	\$437,997
6	Department of Health (Women, Infants and Children Center)	14260 L Centreville	\$54,692	\$54,409	\$46,418
7	Northern Virginia Dental Clinic - Department of Administration for Human Services (moved to Merrifield Center)	5827 Columbia Pike	\$59,948	\$61,746	\$52,735
8	Neighborhood and Community Services (Family Resource Center)	3304 Culmore St	\$7,375	\$7,200	\$7,400
9	Community Services Board (moved to Merrifield Center)	10370 Democracy Ln	\$41,699	\$31,793	\$0
10	Community Services Board (moved to Merrifield Center)	10390 Democracy Ln	\$81,847	\$141,820	\$0
11	Community Services Board (moved to Merrifield Center)	10388A Democracy Ln	\$189,157	\$61,344	\$0
12	Legislative Office (Richmond)	1207 E. Main St	\$59,097	\$61,461	\$52,949
13	Neighborhood and Community Services (Hemdon Neighborhood Resource Center)	1086 Elden St	\$197,835	\$218,179	\$207,369
14	Fire and Rescue (Wellfit Center)	14725 Flint Lee Rd	\$203,585	\$210,262	\$178,752
15	Neighborhood and Community Services (Lorton Senior Center)	7722 Gunston Plaza	\$109,984	\$116,823	\$103,506
16	Temporary Hemdon Fire Station	Lot 74 & 75	\$38,121	\$38,162	\$35,656
17	Community Services Board (moved to Merrifield Center)	3900 Jermantown Rd	\$509,322	\$440,822	\$0
18	Fire and Rescue - Fire Marshal	7921 Jones Branch	\$43,243	\$44,168	\$44,317
19	Neighborhood and Community Services (Kingstowne Active Adult Center)	6488 Landsdowne	\$159,993	\$171,057	\$139,672
20	Kingstowne Library	6500 Landsdowne	\$107,399	\$130,025	\$90,664
21	Temporary Woodrow Wilson Library (moved back into renovated library)	6066 Leesburg Pike	\$80,465	\$76,199	\$0
22	Department of Transportation	4050 Legato Rd	\$1,572,195	\$1,510,426	\$1,559,756
23	Community Services Board, Departments of Health, Family Services and Administration for Human Services	7611 Little River Turnpike	\$2,608,557	\$2,972,454	\$2,533,269
24	Office for Children Training Center - School Age Care Center	10201 Main St	\$298,745	\$310,192	\$264,115
25	Retirement Agency	10680 Main St	\$176,870	\$183,336	\$157,194
26	Department of Health	10777 Main St	\$1,693,837	\$1,846,024	\$1,583,075
27	Good Shepard Housing and Family Services and Northern Virginia Legal Services - Neighborhood and Community Services	4010 Maury Pl	\$74,491	\$76,353	\$65,138
28	Community Services Board (Reston Drop-In Center)	1820 Michael Faraday	\$106,085	\$107,828	\$93,077
29	Temporary Dranesville District BOS Office (moved back into McLean Govt Center)	6647-6649 Old Dominion Dr	\$197,413	\$200,568	\$34,013
30	Department of Health (Women, Infants and Children Center)	8136 Old Keene Mill #100	\$327,774	\$343,062	\$290,524
31	Department of Family Services (Springfield Mental Health)	8136 Old Keene Mill 306/308	\$41,199	\$44,385	\$36,508
32	Department of Health (Woman, Infants and Children Center)	8136 Old Keene Mill #A-208	\$23,368	\$23,865	\$19,906
33	Juvenile and Domestic Relations Court	2812 Old Lee Highway	\$282,870	\$274,523	\$218,456
34	Opportunities Alternatives and Resources/Fairfax Area Christian Emergency and Transitional Services/Alcohol Safety Action Program	10640 Page Ave	\$569,639	\$592,518	\$518,960
35	Community Services Board and Department of Administration for Human Services	14150 Park East Cr	\$624,331	\$480,334	\$507,805
36	Community Services Board (Falls Church Youth Services - moved to Merrifield Ctr)	107 Park Place	\$200,744	\$138,720	\$0
37	Fairfax County Redevelopment and Housing Authority	3700 Pender Dr	\$592,931	\$544,039	\$241,368
38	Food for Others - Department of Administration for Human Services	2938 Prosperity Ave	\$207,335	\$201,837	\$177,385
39	Neighborhood and Community Services (Route 1 Community Center)	8792 Sacramento Dr	\$142,326	\$143,109	\$125,028
40	Office to Prevent and End Homelessness	8796 Sacramento Dr D&E	\$76,232	\$59,110	\$0
41	Office to Prevent and End Homelessness (Fairfax Area Christian Emergency and Transitional Services)	8794 Sacramento Dr O&P	\$0	\$24,577	\$68,061
42	Community Services Board (Psychiatric Rehabilitation Services, Inc.)	8794 Sacramento Dr	\$309,603	\$316,477	\$272,757
43	Neighborhood and Community Services (Comerstones, Inc.)	11150 Sunset Hill Dr	\$439,724	\$461,616	\$412,431
44	Community Services Board (Springfield office - mental health services)	8348 Traford Lane	\$273,066	\$268,893	\$228,017
45	Circuit Court (record storage)	4500 University Dr	\$71,295	\$73,434	\$75,637
46	Reston Community Center at Lake Anne	1609 Washington Plaza	\$258,544	\$262,945	\$226,155
47	Community Services Board, Departments of Health, Family Services and Administration for Human Services	11484 Washington Plaza	\$1,240,877	\$1,262,279	\$1,098,391
48	Police Department	14703 Willard Rd	\$123,644	\$0	\$0
49	Alzheimer's Family Day Center / Insight Memory Care Funding	3953 Pender Drive, Suite 100	\$80,483	\$82,897	\$71,153
50	James Mott Community Assistance Program (JMCAP)	11215-D Lee Highway	\$59,916	\$63,337	\$54,502
51	Temporary Tysons-Pimmit Library	7700 Leesburg Pike, Suite 134	\$0	\$0	\$14,863
52	Police / Fire and Rescue (vehicle storage)	8601 Morrisette Dr	\$0	\$0	\$52,600
53	Office to Prevent and End Homelessness (Shelter House, Inc)	3080 Patrick Henry Dr	\$27,360	\$28,550	\$24,200
54	Department of Administration for Human Services (Hispanos Unidos)	6400 Seven Corner Plaza	\$1,305	\$1,305	\$1,305
Total			\$15,611,152	\$16,075,258	\$13,157,209



Response to Questions on the 2016 LOBs

Request By: Supervisor Storck

Relevant LOB(s): N/A

Question: Explain the 11 percent reduction in Information Access and Technology investment since FY 2008.

Response:

General Fund support for the agencies/funds classified in the Information Access and Technology category (included as part of the General Government Context LOBs presentation on March 8) has decreased 11.2 percent since FY 2008.

Agency/Fund Name	FY 2008 Adopted	FY 2017 Advertised	Increase/ (Decrease)	Inc %/ (Dec %)
<u>General Fund (Direct Expenditures)</u>				
Cable and Consumer Services	\$2,506,109	\$808,305	(\$1,697,804)	(67.7%)
Public Affairs	\$1,501,734	\$1,271,906	(\$229,828)	(15.3%)
Human Rights and Equity Programs	\$1,332,472	\$1,527,648	\$195,176	14.6%
Information Technology	\$28,188,478	\$32,622,609	\$4,434,131	15.7%
<u>Other Funds (General Fund Transfers)</u>				
10040 Information Technology Fund	\$12,360,015	\$4,770,240	(\$7,589,775)	(61.4%)
60020 Document Services	\$2,900,000	\$3,941,831	\$1,041,831	35.9%
60030 Technology Infrastructure	\$1,814,103	\$0	(\$1,814,103)	(100.0%)
	\$50,602,911	\$44,942,539	(\$5,660,372)	(11.2%)

The largest reduction in terms of funding occurred in General Fund support for projects in Fund 10040, Information Technology (IT) Fund. The General Fund transfer for the IT Fund in the FY 2008 Adopted Budget Plan was \$12.36 million. Along with interest revenue, this level of funding supported \$13.76 million for IT projects. In the FY 2017 Advertised Budget Plan, the General Fund transfer is \$4.77 million. With a small amount of interest revenue and a \$2.00 million transfer from Fund 40030 Cable Communications, a total of \$6.81 million in IT projects are supported for FY 2017.

A significant reduction has also been seen in Cable and Consumer Services, in large part because of the realignment of the Mail Services function to Fund 60020, Document Services, included in the FY 2017 Advertised Budget Plan and as discussed during the LOBs presentation on March 29. This adjustment also contributed to the increase in General Fund support for the Document Services Fund over this timeframe.

Additionally, it should be noted that General Fund support for the Technology Infrastructure Fund was eliminated in FY 2009 as a result of available balances in Fund 40030, Cable Communications.



Response to Questions on the 2016 LOBs

Request By: Supervisor Foust

Relevant LOB(s): N/A

Question: Explain the basis of the position count included in the Positions per 1,000 Residents metric.

Response:

Since FY 1992, the Department of Management and Budget has been tracking authorized positions per 1,000 residents on an annual basis and including this information in published budget volumes. In the FY 2017 Advertised Budget Plan, this ratio is 10.99 positions per 1,000 residents.

The position count included in the metric includes all authorized merit positions funded by resources appropriated by the Board of Supervisors. Thus, the count excludes state positions and positions funded in non-appropriated funds. Additionally, the count does not include grant positions, temporary positions used for recruits in public safety agencies, or non-merit positions. The authorized position count as included in the FY 2017 Advertised Budget Plan is 12,402 positions.



Response to Questions on the 2016 LOBs

Request By: Supervisor Smyth

Relevant LOB(s): LOB #97

Question: Explain the change in the most recent Access Services data.

Response:

The Fairfax County Public Library (FCPL) operates eight regional libraries and 14 community libraries conveniently located to serve all the residents of Fairfax County and Fairfax City. FCPL also has Access Services, located at the Fairfax County Government Center, which provides unique services for residents with visual and physical disabilities. Starting in 2015, the Fairfax County Public Library revised the way statistics are gathered for the Talking Books program and books delivered to senior residences. As these reflect significant portions of the circulation totals for Access Services, this change in data gathering resulted in annual numbers that are significantly different than previous years.

As shown at the FCPL Lines of Business presentation, the circulation totals for Access Services from FY 2013 to FY 2015 are as follows:

- FY 2013 = 107,327
- FY 2014 = 102,826
- FY 2015 = 23,219

The Talking Books program is administered by the Library of Congress as part of its National Services for the Blind and Physically Handicapped. The Talking Books program is a service for individuals who are unable to read or use standard print due to permanent or temporary blindness, visual impairment, or physical limitations. When a FCPL customer would like to borrow materials from this program, FCPL staff directly contacts staff at the Library of Congress. Materials are then provided directly to FCPL customers, not allowing for a capture of these as traditional FCPL check in/check out transactions. In past years, FCPL was estimating the amount of activity in this program and reporting it as circulation for Access Services. After significant review of the process in FY 2015, FCPL decided this isn't technically a circulation statistic but rather an indicator of customer service. FCPL believes the FY 2015 number to be a more accurate representation of the actual circulation of FCPL materials. Going forward, a footnote will be added to the chart to reflect this change. The exact numbers are not readily available, but it is believed that without the Talking Books program, the Access Services circulation totals are consistent. In addition, FCPL has also revised the methodology for counting the circulation of books delivered to senior residences. Each senior residence delivery is now being counted as one circulation, not an estimate of the number of people that might read the book while it is at the senior residence.



Response to Questions on the 2016 LOBs

Request By: Supervisor Herrity

Relevant LOB(s): N/A

Question: How does Facility Management's cost per square foot maintained compare to the Building Owners and Management Association benchmark for the Washington DC/VA Market when fringe benefits are normalized?

Response:

The Facilities Management Department's (FMD) cost per square foot maintained compares more favorably against the Building Owners and Management Association (BOMA) benchmark when fringe benefits are normalized. Historically, FMD has included fringe benefit costs in its calculation of this indicator. In researching the BOMA methodology, it has been determined that fringe benefit costs are not included in the unit cost. The following chart reflects the revised Fairfax County costs per square foot maintained. The FY 2015 Actuals and FY 2016 Estimates for the BOMA Benchmark indicator are not yet available.

Cost Per Square Foot Maintained

Indicator	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Estimate
County (original)	\$2.29	\$2.40	\$2.47	\$1.95	\$2.02
County (normalized) ¹	\$1.92	\$1.95	\$2.00	\$1.56	\$1.59
BOMA Benchmark ²	\$1.44~\$2.52	\$1.61~\$2.97	\$1.88~\$3.13	Not Available	Not Available

¹ Fringe benefit costs not included.

²BOMA - Building Owners and Managers Association (Washington DC/VA Market). Fringe benefit costs not included.



Response to Questions on the 2016 LOBs

Request By: Supervisors Foust, Gross, McKay and Storck **Relevant LOB(s):** N/A

Question: Describe the state related fees that support the Sheriff's Office including any relevant state caps, reimbursement rates/associated program costs, and current charges in the County.

Response:

Please refer to the chart on the following page for a detailed review of fees related to the Office of the Sheriff. Reimbursement from the Commonwealth is also included on the chart. Based on the most recent Fairfax County Jail Cost report audited by the state, the Commonwealth of Virginia covered approximately 16 percent of total FY 2014 jail expenditures.



Revenue Source	Description	Notes	FY 2017 Advertised Revenue Estimate
Court Security Fees	A \$10 fee charged to everyone found guilty, designed to partially defray the cost of court security. It pays about 24% of the jail security costs.	The fee is capped by the state as established in State Code 53.1-120D. A bill is currently before the General Assembly to raise the fee to \$20.00 and increase the guilty fees share of court security costs to 48%. If approved, the revenue gain would be about \$2.0 million.	\$1,695,833
Jail Fees	The following estimated amounts are collected by Courts: (1) Jail fee of \$25 charged by courts to all found guilty and sent to jail to defray booking costs (\$52,000), (2) Weekender Program fees (\$12,000), and (3) DNA blood test fee \$6,000.	(1) Jail fees are capped by the State as established in State Code (15.2-1613.1); (2) Weekender Program fees are established by State Code (53.1-131.1); (3) DNA blood test fee caps the County share at \$15 by State Code (19.2-310.2). The County share covers any County costs.	\$70,115
Sheriff Civil Process Fee	Fees for serving summons, subpoenas or other papers.	The Civil Process Fee that can be recovered by the County was capped by the State based on the revenue collected in FY 1994, or \$66,271. All revenues collected beyond that amount are returned to the State. In FY 2015, the County remitted \$734,750 to the State.	\$66,271
Inmate Payment: Room and Board	The State caps inmate housing fees at no more than \$3 per day. The State raised the maximum fee in FY 2011 from \$1 to \$3. The County adopted charges of \$2 per day in FY 2011.	Fees are established by State Code 53.1-131.3. However, inmates also buy their personal needs through the Commissary and Commissary commissions pay for inmate programs. Any inmates that have no funds for the Commissary must have personal supplies supplied by the Sheriff funds (indigent packages). When the rates went to \$2, the number of inmates requiring indigent packages went up dramatically, which required a dramatic increase in the Sheriff funded indigent packages and a decrease in Commissary revenues. Meanwhile, when the rates doubled in FY 2011, revenues only went up 64% but costs of personal supplies went up significantly as well and revenues paying for inmate programs was reduced. The net gain was well below what was estimated. A raise to \$3 would likely encourage an even more drastic increase in indigent accounts likely resulting in a net loss to the County.	\$537,046
U.S. Immigration and Customs Enforcement (ICE) Reimbursement / Marshal's Room and Board Fees	Revenue is based on reimbursable rates from the Federal Government. It establishes a daily fee that is paid based on the inmate days that they use.	The rate was renegotiated in FY 2012 and increased 53% based on a standard to recover 75% of fixed and variable costs of jail per inmate day. Future revenue is tentative as ICE considers alternative programs for handling ICE inmates.	\$141,541
Comp Board Salaries/Retirement Reimbursement	State support for Constitutional Officers and their staff. The state establishes a budget, then by formula, the Comp Board allocates to jurisdictions.	State formula does not include reimbursement for all positions that the Sheriff is entitled to.	\$14,724,530



Revenue Source	Description	Notes	FY 2017 Advertised Revenue Estimate
State Reimbursement: Inmate Room and Board	State reimbursement to jails housing inmates that are guilty of violating state laws. State sets the rate then allocates it to jurisdictions based on actual qualifying inmate days.	Rates are set in State Code 53.1-76-79. There are 2 rates: one for Fairfax jail inmates and one for State inmates held by Fairfax. In FY 2011, the daily rate for Fairfax inmates dropped from \$8 per day to \$4 per day. The daily rate for State Inmates held by the County was raised from \$6 per day to \$12 per day. The gross revenue loss that year was about \$700,000.	\$2,234,740
Federal Reimbursement: State Criminal Alien Assistance Program (SCAAP)	Federal reimbursement for incarceration of undocumented criminal aliens. Amount is based on Federal allocation divided among competing requests and allocated based on formula driven jail statistics.	Future funding is tentative as it is removed from the federal budget currently under discussion.	\$400,000
Additional Related Fee Reflected in the General District Court			
Courthouse Maintenance Fee	A \$2 fee for every civil case filing, criminal, and traffic conviction in the Fairfax County General District Court, and the Vienna Town and Herndon Town Courts.	The maximum fee is set by the state per State Code 16.1-69.48:1 and 17.1-281.	\$393,411



Response to Questions on the 2016 LOBs

Request By: Supervisor McKay

Relevant LOB(s): LOBs #58, #323, #324, #327

Question: Describe how the Department of Housing and Community Development (HCD) and Office of Capital Facilities work together on development projects.

Response:

HCD projects typically consist of the renovation and construction of new residential affordable housing. These projects involve planning, community engagement, design, and construction, as well as residential impact coordination during construction and other activities such as financial management of various funding sources (e.g., federal and bond funds, innovative financing such as through the Low Income Housing Tax Credit (LIHTC) program, Public-Private Partnership projects under the County's Public-Private Education and Infrastructure Act of 2002 (PPEA) process). HCD is responsible for overall project management which includes the scope, cost, and schedule of projects due to possessing the specialized knowledge of housing requirements, senior housing and licensing issues, federal funding, relocation compliance, community partners' requirements and capacity, and obligations imposed by the funding sources typically used in affordable housing development such as the LIHTC program. As a result, some projects awarded under the PPEA have no Department of Public Works and Environmental Services, Office of Capital Facilities (DPWES-CAP) component (e.g., Residences at Government Center, Residences at North Hill). In those cases, HCD negotiates and develops the full project with the developer.

However, due to many factors, HCD works and partners with DPWES-CAP for the management of certain housing construction contracts, although HCD staff still retains ultimate responsibility for project completion. A Memorandum of Understanding between DPWES and HCD for Construction and Design Administration Services was established in June 2011 for the DPWES-CAP Building Design and Construction Division (BD CD) to provide project management and construction administration services on selected HCD projects. CAP-BD CD is composed of three branches (Building Design, Building Construction, and Public Private Partnerships) whose mission is to provide Fairfax County with quality, cost-effective building and infrastructure in a safe, timely and environmentally-sound manner. The services provided by CAP-BD CD include: 1) project management for the pre-planning, planning and design; 2) construction management, including quality control inspections; and 3) coordination and negotiation for major Public Private Partnerships (PPP) and joint infrastructure developments, as well as associated major real estate transactions. CAP-BD CD is responsible for overall management of the vast majority of approved Capital Improvement Program (CIP) building projects with an ongoing total program value approaching \$1 billion. CAP-BD CD provides full service planning, design and construction management for new or upgraded facilities to support the service delivery of virtually every department in the County including Homeless Shelters, Family Shelters, Community Centers,



Senior Centers, Residential Treatment Centers, Police Stations, Fire Stations, Libraries, Vehicle Maintenance Facilities, Parking Garages, Administrative Office Buildings, Maintenance Operations Facilities, Human Services treatment and service delivery facilities, Fairfax-Falls Church Community Services Board facilities, and other community development initiatives as part of PPPs. Capital project funding sources include General Obligation Bonds, Economic Development Authority Bonds, Agency Enterprise funds (Wastewater, Sewer, etc.), General Funds, and other sources such as Commercial & Industrial District revenue and dedicated Stormwater funds.

CAP-BDCD and HCD have partnered together on a number of projects, most recently with the construction management of Mondloch Place, Lincolnia Senior Center, and the Katherine K. Hanley Family Shelter (Kate's Place) projects, and currently with the PPEA for the Lewinsville Intergenerational Center project. Prior to the recent projects, CAP-BDCD resolved complex construction claims and disputes on the Olley Glen project, and then provided full construction management services. As part of CAP-BDCD's partnership to provide construction management for selected HCD projects, CAP-BDCD provides final quality control of the HCD design documents, establishes the construction schedule, verifies the project budget and construction funding availability, and manages the construction procurement phase.

On an ongoing basis, HCD and DPWES-CAP collaborate on project and construction management services, as well as share engineering expertise, best practices, innovative approaches, and lessons learned.



Response to Questions on the 2016 LOBs

Request By: Supervisor Foust

Relevant LOB(s): LOB #100

Question: Describe the asset and acreage components of the local Real Estate Tax Relief Program.

Response:

The current income and asset limits of Fairfax County's Real Estate Tax Relief Program are shown in the table below. For each relative (other than the spouse) residing in the dwelling, the first \$6,500 of income is excluded. Disabled applicants may exclude the first \$7,500 of income. Fairfax County exempts up to one acre of land upon which the dwelling is located.

FY 2016			
Real Estate Tax Relief for the Elderly and Disabled			
	Income Limit	Asset Limit	Percent Relief
Elderly and Disabled	Up to \$52,000	\$340,000	100%
	Over \$52,000 to \$62,000		50%
	Over \$62,000 to \$72,000		25%
100% Disabled Veterans or Surviving Spouse	No Limit	No Limit	100%

The Commonwealth of Virginia no longer imposes maximum income or net asset limits for real property tax relief. The limits are now strictly local option. The information below includes staff's best estimate of the effects of modifying asset or income limits.

Staff does not have solid information about the income and assets of residents who have never applied for the tax relief program. The last time staff attempted to analyze asset limits was in 2011, based on survey data collected by the Department of Tax Administration (DTA). At that time, it was estimated that raising the net asset limit from \$340,000 to \$420,000 would result in an additional revenue loss of \$4 million. Increasing the net asset limit to \$540,000 was estimated to result in an additional loss of more than \$10 million. It was estimated that the new limits would increase the tax relief rolls by between 1,100 to 3,300 additional applicants. Staff has no reason to believe that this order of magnitude has materially changed since the last survey.

Similarly, staff has no data from which to calculate the impact of a tax relief income change, other than extrapolating from the American Community Survey (ACS) data compiled by the Department of Neighborhood and Community Services. Based on 2014 profile data, compiled as



of September 2015, staff estimates there are more than 3,800 households that might qualify for tax relief based on incomes between \$72,000 and \$100,000. Assuming equal distribution of households across all income levels (which is highly speculative), it is estimated that each \$1,000 increase in the current income limit would relieve an additional \$153,000 (or about 136 applicants per additional income rung) – assuming that only 25 percent relief was granted. The current upper income tier of the program, or \$62,001 to \$72,000, provides 25 percent relief. In sum, if the allowable income limit was increased from \$72,000 to a maximum of \$100,000, it is estimated that the cumulative loss would be about \$4.3 million at 25 percent relief. However, this remains a very soft estimate based on an extrapolation from ACS survey data and assumes an equal distribution. Many variables could cause the fiscal impact to be significantly different.

For perspective, the current tax relief program serves approximately 8,000 households and relieves \$28 million in annual General Fund revenue. This compares to 62,597 owner occupied houses that are believed to be owned by residents who are age 65 years and older.

401 (K) retirement funds and pensions

Retirement vehicles such as 401(k) funds are in fact treated as assets for purposes of tax relief. Unlike a pension, a 401(k) is owned by and is accessible to the applicant. The owner has a measure of control over these funds. Any penalties and taxes that might apply to cashing out a 401(k) would be netted against the asset as a liability. The net asset would be reportable on the Tax Relief application.

Regular distributions from a 401(k) would be treated as income, consistent with a Virginia Attorney General's Opinion. The remainder after the annual distributions would be part of the applicant's assets.

Upon retirement under a pension plan, a vested employee will get a defined payment. These payments are also treated as income for Tax Relief purposes, the same as 401(k) distributions. However, once a person starts receiving pension payments, there is no way to suddenly 'cash out' the remaining annuity. The pensioner has no access to these funds except through the initial selected payment distribution plan. In addition, upon one's death, a 401(k) would be treated as an asset as part of the person's estate. While a pensioner may elect to take lower payments throughout their lifetime so that a spouse may have partial access to pension after death, pensions do not automatically pass to beneficiaries of an estate.

The fact that both pensions and 401(k)'s are retirement funds is immaterial to the determination of assets. The determination is based more on the access to and availability of funds.



Acreage

State law allows tax relief to be granted on up to 10 acres for qualified owners. The County's existing program limits tax relief to one acre. In tax year 2015, 85 applicants had excess acreage over the current one acre maximum and still qualified for tax relief. In other words, even with the value of the excess acreage the applicant's net worth was still below the \$340,000 maximum limit. The average parcel size for these 85 applicants was 2.197 acres and the average value of the excess acreage was \$34,306. This in part reflects DTA's practice to assume that the home site (i.e., the first acre upon which the house sits) contains the greatest majority of value; and, the value of the home site is not included in the applicant's calculation of net assets.

Tax year 2015 also had another 8 applicants with excess acreage who were denied tax relief. The average parcel size was 2.203 acres and the average value of the excess acreage was \$50,750. In other words, these applicants had on average at least \$289,251 (or more) in other assets in addition to the excess acreage. What staff does not know is how many potential applicants never applied for tax relief because they already knew they did not meet the allowable program limits.

Based on the table below, tax year 2015 had \$1.466 billion in General Fund tax levy from 247,495 owner occupied residential parcels that were one acre or less. The County's tax relief program relieves approximately \$28 million in General Fund tax levy out of this same population, or only about 2 percent of the potential tax levy. It is assumed the remaining 98 percent would not qualify and did not apply because of the age, disability, income and net asset limits.

Assuming this 2 percent relationship holds constant at all acreage sizes, the table below suggests the number of additional tax relief applicants and the amount of additional tax levy that might be relieved if the program were expanded to provide relief on more than one acre. For example, this table suggests that, all things being equal, increasing the limit up to 2 acres could result in the relief of \$1.56 million in additional tax levy. Unfortunately, there is no way in advance to validate the accuracy of the 2 percent assumed participation rate, and to that extent it must be cautioned that the fiscal impact is a soft estimate.

Parcel Size	Number of Parcels	General Fund Levy	Parcels at 2 %	Levy at 2%
<=1 acre	247,195	\$1,466,168,703		
>1 acre and <=2 acres	6,419	\$ 77,938,516	128	\$1,558,770
>2 acres and <= 3 acres	1,872	\$ 24,330,619	37	\$486,612
>3 acres and <= 4 acres	390	\$ 5,255,704	8	\$105,114
>4 acres and <= 5 acres	1,041	\$ 12,763,513	21	\$255,270
>5 acres and <=10 acres	2,589	\$ 31,516,824	52	\$630,336
Total	259,806	\$1,617,973,879	246	\$3,036,104



2016 Tax Relief Survey (as of February 2016)¹

Locality	Net Asset Limit	Income Limits	Comment
Fairfax County	\$340,000	Up to \$52,000=100% relief \$52,001 to \$62,000=50%	Excludes dwelling and up to 1 acre of land.
City of Alexandria	\$430,000	Up to \$40,000=100% relief \$40,001 to \$55,000=50% \$55,001 to \$72,000=25%	The assets of the household may not exceed \$430,000 (excluding the house and two acres of adjoining property). Also have a tax deferral program. To qualify a household's gross combined income may not have exceeded \$72,000 in the prior year.
Arlington County	\$340,000	Up to \$55,953=100% relief \$55,954 to \$68,387=50% \$68,388 to \$99,472=25%	Other income limits based on household size to determine percentage of relief. If income is within limits and assets are from \$340,000 to \$540,000 may qualify for deferral.
City of Fairfax	\$340,000	Up to \$42,000=100% relief \$42,001 to \$52,000=50%	Also have a "Tax Freeze", "Tax Deferral" and "Tax Freeze/Deferral" Program.
City of Falls Church	\$540,000	Up to \$22,950=up to \$4,000 off taxes owed \$22,951 to \$38,250=up to \$3,000 \$38,251 to 47,600=up to \$1,000	Other income limits based on household size to determine percentage of relief. Maximum amount of exemption is \$4,000 per year. If income is \$47,601 to \$75,000 and assets under \$540,000 then can get tax deferral.
Loudoun County	\$440,000	Up to \$72,000	If the real property is owned by two or more individuals, not all of whom are 65 or totally and permanently disabled, the net worth of the owners cannot be more than \$578,382 including the fair market value of the dwelling and land. Excludes dwelling and up to 3 acres of land. No deferral program for elderly/disabled.
City of Manassas	\$340,000	Up to \$54,400=100% relief \$54,401 to \$62,560=25% \$62,561 to \$70,720=15% \$70,721 to \$78,880=10%	Excludes dwelling and up to 1 acre of land. Have a tax deferral program. If applicant qualifies for tax relief program they can get deferral.
City of Manassas Park	\$150,000	Up to \$50,000=100% relief \$50,001 to \$60,000=Partial	No acre limit. No tax deferral program.
Prince William County	\$340,000	Up to \$56,200=100% relief \$56,201 to \$64,630=75% \$64,631 to \$73,060=50% \$73,061 to \$81,490=25%	Applicants who meet the net worth criteria and whose total income does not exceed \$81,490, may qualify for exemption of the solid waste fee. Excludes dwelling and up to 1 acre of land. No tax deferral program.
Stafford County	\$300,000 \$200,000 \$400,000	Up to \$35,000=100% relief \$35,001 to \$40,000=50% Up to \$30,000=50%	Net worth calculation excludes dwelling value and up to 20 acres; but tax relief is only for dwelling and one acre of land. Additional acreage does not qualify for tax relief. If applicants passes away or sells the property, taxes have to be paid back for that year. No tax deferral program.

¹ Data gathered from websites and phone interviews



Request By: Supervisor Herrity

Relevant LOB(s): LOB #202

Question: What are the wait times for assistance with financial crimes?

Response:

Fairfax County residents can report a financial crime by email, phone or using the Financial Crimes Online Reporting System (FICOR). The average wait time for staff to respond to a crime reported via email or FICOR is approximately four to eight business days depending on staffing and the volume of cases being reported. Phone calls are generally returned within two business days. Following the initial response, it takes approximately four to eight business days for civilian investigators to collect data and for a determination to be made on the appropriate next step. Finally, it takes approximately two days for the complainant to be updated on the status of their case. As a result, the average wait time from making a complaint to receiving formal notification on the status of the case is approximately 8 to 18 business days.

It should be noted that in 2015, a total of approximately 5,000 complaints required review. Of this total, just under 1,000 were assigned to a detective, just over 2,100 required a written report but were not assigned to a detective for further investigation, and no formal action was taken on the remaining 1,900. The process of determining whether a formal action is necessary is based on several factors such as the location of the crime and how credit card information was stolen (online versus a physical establishment). If the Police Department determines that the case will not be prosecuted and/or that an investigation cannot be performed successfully, no formal action is taken and these cases are generally not counted in reported totals as they are not entered into the Department's records management system, I/Leads. The Police Department will be looking to address this situation as it procures a replacement records management system in the near future.

Based on the significant number of cases being reported, and the resulting wait times, the Police Department has requested additional staffing as part of the *FY 2016 – FY 2020 Public Safety Staffing Plan (PSSP)* in the Financial Crimes Division. Currently, this Division is comprised of one Second Lieutenant, 12 detectives and three civilian investigators. One sergeant, one additional detective, and one additional civilian investigator were requested as part of the PSSP. The department believes that this enhanced level of staffing would allow the average wait time to be marginally reduced, as the additional staff would largely be offsetting the increasing number of cases.