

City of Alexandria, Virginia

MEMORANDUM

DATE: MARCH 9, 2011

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER 

SUBJECT: BUDGET MEMO # 12 : CORRECTIONS TO FY 2012 PROPOSED BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE (BFAAC) TABLES

This memorandum provides information on corrections to the Budget and Fiscal Affairs Advisory Committee (BFAAC) Tables located on pages 6-4 and 6-8 in the Expenditure Summaries section of the FY 2012 Proposed Operating Budget.

The attached pages include the corrections to formatting errors found in the FY 2011 Approved and FY 2012 Proposed BFAAC Tables for Operating Agencies. While the budget amounts were correct, some agency titles were incorrectly labeled on the FY 2011 Approved BFAAC Table for Operating Agencies, and some expense categories were incorrectly labeled on the FY 2012 Proposed BFAAC Table for Operating Agencies.

Expenditure Summary

Budget and Fiscal Affairs Advisory Committee FY 2012 Proposed All Funds Expenditures by Category

The following tables were developed by the Budget and Fiscal Affairs Advisory Committee (BFAAC) to summarize total City expenditures (all funds) using more specific categorical detail than is presented in the departmental budget sections. The specific categories of the BFAAC table are as follows:

Salaries – Full-time, part-time, overhire and seasonal employee salaries and overtime

Fringe Benefits – Social security, retirement contributions, group life insurance, health insurance, allowances, unemployment, recruitment, employee assistance, long term disability, dental insurance, and transit benefits

Contractual Services – Professional contract services for advertising, temporary services, health services, maintenance, landscaping, construction, architecture, engineering, and other consulting and contractual services.

Internal Services – City vehicular maintenance and in-house print services

Commodities – Office, janitorial, and other operating supplies

Office Furniture & Equipment – Purchases and lease charges for furniture and equipment

Vehicular Equipment – Purchases and lease charges for vehicles

Operational Equipment – Purchase and lease charges for other operating equipment

Utilities – Payment for electricity, gas, water and fuel oil at City facilities

Travel and Education – Conference registrations and regional and long distance travel

Leases and Rentals – Leased office space and vehicle and equipment rental costs

Subsidies and Contributions – City contributions to non-profit public service providers, community partnerships, and public administration professional associations

Other Charges – Waste-to-Energy Trust Fund expenditures, postal and messenger services, telecommunications, memberships and subscriptions, insurance, workers compensation, group health for retired employees, claims and liability insurance, pension supplements, bus discounts, day care, special events, legal expenses, client assistance payments, computer hardware and software, and other non-personnel expenditures

Contingent Reserves – Funding set aside for unforeseen contingencies

Cash Capital – General Fund transfers to support the CIP

Debt Service – Principal and interest payments on City debt obligations

Enterprise Fund – General Fund subsidy transfer to support DASH bus operations

Expenditure Summary

FY 2011 Approved BFAAC Table – All Departments (All Funds)

Expense Category	Legislative and Executive	Courts and Constitutional Officers	General Government ¹	Non-Departmental ²	Operating Agencies	Education	Total
Salaries	3,231,841	22,413,837	19,754,748	112,837	135,816,249	133,684,360	315,013,872
Fringe Benefits	1,079,765	8,626,135	7,389,132	537,000	49,323,293	53,130,398	120,085,723
Contractual Services	1,113,852	4,183,970	7,455,267	557,160	29,073,291	12,359,201	54,742,741
Internal Services	41,048	256,623	357,020	0	5,513,687	0	6,168,378
Commodities	27,539	441,856	2,516,165	6,500	8,793,902	9,826,640	21,612,602
Office Furniture & Equipment	0	10,000	24,485	0	21,950	774,466	830,901
Vehicular Equipment	0	160,274	2,000	0	4,978,450	0	5,140,724
EDP Equipment	0	0	127,700	0	751,793	0	879,493
Operational Equipment	0	0	0	0	138,269	205,000	343,269
Utilities	0	0	1,541,056	0	3,981,849	0	5,522,905
Travel and Education	37,961	128,163	113,700	-25,433	884,867	0	1,139,258
Leases & Rental	28,449	700,291	1,516,548	59,403	5,547,606	0	7,852,297
Subsidies & Contributions	0	4,060,515	40,503	221,674	33,359,056	12,229	37,693,977
EDP Software Development	0	0	0	0	11,778	0	11,778
Other Charges	81,101	866,483	-1,043,667	9,406,991	10,473,588	11,128,997	30,913,493
Contingent Reserves	0	0	0	1,900,000	0	0	1,900,000
Grant Match	0	99,498	0	0	59,472	0	158,970
Other Special Revenue Funds	0	0	0	0	7,574,954	0	7,574,954
Bond Interest General	0	0	0	16,595,704	0	0	16,595,704
Bond Principal General	0	0	0	21,321,070	0	0	21,321,070
Capital Projects	0	0	0	4,295,000	0	0	4,295,000
Total	5,641,556	41,947,645	39,794,657	54,987,906	296,304,054	221,121,291	659,797,109

¹ -\$1,043,667 in General Government for Other Charges is due to recovered costs for services provided by General Services to other departments.

² The FY 2011 Proposed Operating Budget included \$124,567 in Non-Departmental for Travel and Education. During Add/Delete, Council approved a reduction of \$300,000 for Travel and Education and Fees for Professional services. A reduction of \$150,000 was budgeted in Non-Departmental to be distributed to departments during FY2011 which resulted in -\$25,433 in Travel and Education.

Expenditure Summary

FY 2012 Proposed BFAAC Table – All Departments (All Funds)

Expense Category	Legislative and Executive	Courts and Constitutional Officers	General Government ¹	Non-Departmental ²	Operating Agencies ³	Education	Total
Salaries	3,332,998	22,763,103	19,394,970	1,308,152	141,898,037	145,940,974	334,638,234
Fringe Benefits	1,130,754	9,033,480	7,416,556	-1,013,751	51,977,080	49,358,286	117,902,405
Contractual Services	724,739	4,244,495	7,174,333	976,089	31,377,508	13,511,167	58,008,331
Internal Services	32,096	249,095	351,343	0	5,878,102	0	6,510,636
Commodities	27,539	466,577	2,470,022	169,955	9,086,622	11,833,980	24,054,695
Office Furniture & Equipment	0	12,000	24,485	0	17,700	271,596	325,781
Vehicular Equipment	0	121,299	274,678	0	4,216,911	0	4,612,888
EDP Equipment	0	6,092	0	0	984,693	0	990,785
Operational Equipment	0	0	0	0	0	185,000	185,000
Utilities	0	0	1,634,089	0	4,133,009	0	5,767,098
Travel and Education	37,961	98,163	91,884	190,400	1,107,072	0	1,525,480
Leases & Rental	28,522	635,846	1,485,722	75,738	4,932,993	0	7,158,821
Subsidies & Contributions	0	4,162,543	35,000	230,382	34,335,914	12,288	38,776,127
EDP Software Development	0	0	0	0	7,778	0	7,778
Other Charges	81,101	867,097	-404,018	9,152,217	8,546,498	11,534,958	29,777,853
Contingent Reserves	0	0	0	300,000	0	0	300,000
Grant Match	0	99,498	0	0	57,060	0	156,558
Other Special Revenue Funds	0	0	0	0	6,344,168	0	6,344,168
Bond Interest General	0	0	0	19,340,868	0	0	19,340,868
Bond Principal General	0	0	0	23,989,070	0	0	23,989,070
Capital Projects	0	0	0	4,000,000	0	0	4,000,000
Total	5,395,710	42,759,288	39,949,064	58,719,120	304,901,145	232,648,249	684,372,576

¹ -\$404,018 in General Government for Other Charges is due to recovered costs for services provided by General Services to other departments.

² -\$1,013,751 in Non-Departmental is due to a budgeted savings of -\$1,600,000 from shifting 1% of the contribution rates for retirement to General Schedule Employees and Police and Fire Uniformed employees (see page 13-75 for more information).

Expenditure Summary

FY 2011 Approved BFAAC Table – Operating Agencies (All Funds)

Expense Category	Fire	Police	Health	Community & Human Services	Housing	Planning & Zoning	Economic Development Activities	Historic Alexandria ¹	Mental Health, Mental Ret. & Substance Abuse	Recreation, Park, & Cultural Activities	Library	T & E S	Emergency Communications	Total
Salaries	25,387,989	31,591,070	1,298,910	14,626,666	1,239,182	3,634,084	0	1,760,357	19,738,893	10,825,809	4,240,405	21,343,611	129,273	135,816,249
Fringe Benefits	10,046,367	13,447,529	620,419	5,850,466	470,552	1,314,997	0	550,822	7,080,583	3,414,794	1,417,284	5,064,580	44,900	49,323,293
Contractual Services	1,464,287	1,101,636	4,829,013	1,496,562	100,074	248,211	0	242,597	2,167,302	2,223,335	143,058	15,056,716	500	29,073,291
Internal Services	1,512,640	1,510,860	37,368	116,121	8,402	36,842	0	13,534	143,444	390,898	8,637	1,731,691	3,250	5,513,687
Commodities	1,522,438	798,846	72,258	367,328	10,610	34,475	0	183,912	952,173	1,105,378	54,908	3,689,576	2,000	8,793,902
Office Furniture & Equipment	0	0	0	0	0	0	0	4,500	0	11,250	0	2,000	4,200	21,950
Vehicular Equipment	1,025,257	859,414	34,117	135,794	0	0	0	0	36,217	445,859	50,131	2,391,661	0	4,978,450
EDP Equipment	25,417	685,546	0	0	2,200	0	0	0	3,030	26,450	0	7,500	1,650	751,793
Operational Equipment	138,269	0	0	0	0	0	0	0	0	0	0	0	0	138,269
Utilities	199,640	18,766	130,255	104,435	0	0	0	311,781	379,053	731,671	298,350	1,807,898	0	3,981,849
Travel and Education	293,565	95,255	16,874	180,647	5,371	8,650	0	5,615	191,312	40,779	650	42,649	3,500	884,867
Leases & Rental	81,801	2,517,326	2,620	1,652,220	240,361	45,680	0	16,616	817,057	57,688	0	116,237	0	5,547,606
Subsidies & Contributions	0	0	1,038,600	26,146,606	1,555,044	0	3,568,611	0	562,194	483,501	0	4,500	0	33,359,056
EDP Software Development	0	4,455	0	0	0	0	0	0	0	7,323	0	0	0	11,778
Other Charges	392,609	1,068,702	34,154	5,968,252	28,510	32,205	0	-79,146	220,298	411,788	731,212	1,662,004	3,000	10,473,588
Grant Match	0	0	0	0	0	0	0	0	0	0	0	59,472	0	59,472
Other Special Revenue Funds	0	0	0	0	0	0	0	0	0	0	0	7,574,954	0	7,574,954
Total	42,090,279	53,699,405	8,114,588	56,645,097	3,660,306	5,355,144	3,568,611	3,010,588	32,291,556	20,176,523	6,944,635	60,555,049	192,273	296,304,054

¹ -\$79,146 in Historic Alexandria for Other Charges is due to recovered costs for utilities at Gadsby's Tavern and the Torpedo Factory.

Expenditure Summary

FY 2012 Proposed BFAAC Table – Operating Agencies (All Funds)

Expense Category	Fire	Police	Health	Community & Human Services	Housing	Planning & Zoning	Economic Development Activities	Historic Alexandria ¹	Recreation, Park, & Cultural Activities	Library	T & E S	Emergency Communications	Code Administration	Total
Salaries	23,129,248	29,812,727	1,327,690	36,163,125	1,285,229	3,805,896	0	1,788,691	11,186,058	4,310,515	21,976,998	3,706,859	3,405,001	141,898,037
Fringe Benefits	9,170,881	13,478,864	624,547	13,518,432	500,262	1,342,914	0	555,283	3,497,047	1,485,724	5,154,785	1,359,374	1,288,967	51,977,080
Contractual Services	980,018	1,966,354	4,697,925	3,562,217	149,121	317,054	0	277,652	2,284,266	229,411	16,236,955	108,130	568,405	31,377,508
Internal Services	1,307,344	1,940,666	36,998	252,580	8,652	25,935	0	13,534	400,071	11,437	1,633,927	6,007	240,951	5,878,102
Commodities	1,537,758	814,146	64,811	1,389,329	7,310	39,340	0	183,912	1,155,934	54,908	3,737,593	29,001	72,580	9,086,622
Office Furniture & Equipment	0	0	0	0	0	0	0	4,500	8,000	0	1,000	4,200	0	17,700
Vehicular Equipment	1,290,624	877,519	20,637	85,086	0	0	0	0	412,593	11,642	1,403,438	0	115,372	4,216,911
EDP Equipment	239,704	692,835	0	3,030	0	0	0	0	14,450	0	5,000	4,361	25,313	984,693
Operational Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Utilities	214,490	350,766	94,355	446,847	0	0	0	273,854	792,870	242,316	1,717,511	0	0	4,133,009
Travel and Education	310,601	76,555	19,317	443,946	5,721	7,664	0	5,615	30,279	1,000	44,655	124,320	37,399	1,107,072
Leases & Rental	124,381	1,539,196	2,620	2,737,785	250,176	47,541	0	16,616	65,408	0	101,137	37,000	11,133	4,932,993
Subsidies & Contributions	0	0	1,038,600	26,556,306	1,582,513	0	4,680,219	0	475,001	0	3,275	0	0	34,335,914
EDP Software Development	0	4,455	0	0	0	0	0	0	3,323	0	0	0	0	7,778
Other Charges	291,792	793,202	51,645	5,622,061	28,014	37,235	0	-69,246	407,888	707,592	323,110	304,987	48,218	8,546,498
Contingent Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grant Match	0	0	0	0	0	0	0	0	0	0	57,060	0	0	57,060
Other Special Revenue Funds	0	0	0	0	0	0	0	0	0	0	6,344,168	0	0	6,344,168
Total	38,596,841	52,347,285	7,979,145	90,780,744	3,816,998	5,623,579	4,680,219	3,050,411	20,733,188	7,054,545	58,740,612	5,684,239	5,813,339	304,901,145

¹ -\$69,246 in Historic Alexandria for Other Charges is due to recovered costs for utilities at Gadsby's Tavern and the Torpedo Factory.