

City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 25, 2014

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

THROUGH: RASHAD M. YOUNG, CITY MANAGER 

FROM: NELSIE L. SMITH, DIRECTOR, OFFICE OF MANAGEMENT AND BUDGET 

SUBJECT: BUDGET MEMO #35: STRAWMAN FOR FINAL ADD/DELETE WORK SESSION

Attached to this memo, is an updated 'strawman' for Council's consideration at the Final Add/Delete Work Session on Monday, April 28, 2014. This spreadsheet only incorporates the two 'strawman' options presented to date and the 5-year cost impacts for each recommendation. We will no longer present individual Councilmember columns as we work to reach consensus from the options outlined.

In addition, below outlines the next steps in the process to adoption of the FY 2015 Budget.

1. On Monday, April 28, 2014 at 6:30 pm, City Council will make its final decisions on the FY 2015 budget at the Final Add/Delete Work Session.
2. On Tuesday, April 29, 2014 by 7 pm, staff will provide to the public a resolution and applicable motions to be adopted on May 1 based on the decisions made at the Final Add/Delete Work Session.
3. On Thursday, May 1, 2014 at 7 pm, Council will approve the FY 2015 Operating and Capital Budgets.

FY 2015 PRELIMINARY ADD/DELETE WORKSHEET

1	Description	Budget Memo #	Monday 4/21 Strawman FY 2015	Friday 4/25 Strawman FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
2	Real Estate Tax Rate Increase (in Cents)(Max = 0.5)		0.5	0.4	0.4	0.4	0.4	0.4
3	Real Estate Tax Rate (per \$100 of assessed value)		1.043	1.042	1.042	1.042	1.042	1.042
4	Surplus/(Shortfall)		500,791	(605)	(1,973,297)	(669,013)	(664,404)	(659,418)

5

6 REVENUES

7

8 Real Estate Tax

9	Value of 1 Cent on the Tax Rate		3,568,425	3,568,425	3,690,082	3,807,998	3,930,173	4,056,852
10	Tax rate increase/(decrease) Maximum Allowable Increase = 0.5 cents		0.5	0.4	0.4	0.4	0.4	0.4
11	FY 2015 revenue increase/(decrease)		1,784,213	1,427,370	1,476,033	1,523,199	1,572,069	1,622,741
12	Senior Real Estate Tax Relief <i>A negative number on this line reflects a reduction in the amount of revenue resulting from an increase in the amount of tax relief. A larger negative number represents more tax relief.</i>	9, 18 & 34	(799,845)	(1,150,000)	(1,150,000)	(1,150,000)	(1,150,000)	(1,150,000)
13	Total Real Estate Tax Change		984,368	277,370	326,033	373,199	422,069	472,741

14

15 Other Taxes

16	Utility Tax - Commercial Electricity Increase the consumer utility tax rate on commercial electricity consumers by 10%	21	0	0	0	0	0	0
17	Utility Tax - Commercial Water Increase the consumer utility tax rate on commercial water consumers from 15% to 20%	21	300,000	300,000	302,100	304,215	306,344	308,489
18	Utility Tax - Residential Water Increase the consumer utility tax rate on residential water consumers from 15% to 20% at an average cost of \$10 per household per year.	21	600,000	600,000	604,200	608,429	612,688	616,977
19	Cigarette Tax Increase the tax on tobacco products by 15 cents from the current rate of \$1.00 per pack.	21	210,000	210,000	207,900	205,821	203,763	201,725

FY 2015 PRELIMINARY ADD/DELETE WORKSHEET

1	Description	Budget Memo #	Monday 4/21 Strawman FY 2015	Friday 4/25 Strawman FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
20	Motor Vehicle License Plate Tax Non-Compliance Penalty Establish a \$250 penalty for failure to report and pay taxes on out-of-state vehicles.	TBD	0	20,000	20,000	20,000	20,000	20,000
21	Total Other Tax Changes		1,110,000	1,130,000	1,134,200	1,138,465	1,142,795	1,147,191
22								
23	Other Revenues							
24a	Parking Garage Fees Increase in fees in all City-owned parking garages from \$2.50 to \$2.55 per hour and from \$10.00 to \$10.20 for the daily maximum rate to offset credit card fees.	6	0	0	0	0	0	0
24b	Parking Garage Fees Increase after hours (weeknights and weekends) fees in all City-owned parking garages from \$4 to \$5.	6	50,000	50,000	50,000	50,000	50,000	50,000
25	Parking Meter Hours Extend parking meter hours from 9 pm in the Proposed Budget to 10 pm in Old Town and Eisenhower East.	18	0	0	0	0	0	0
26	Residential Refuse Collection Fee Increase the residential refuse collection fee by \$9 to continue the food composting pilot program (\$23,000) and fund public space refuse and recycling collections (\$157,000).	6	180,000	180,000	180,000	180,000	180,000	180,000
27	Red Light Camera Net revenue generated by the addition of one red light camera	10	100,000	100,000	100,000	100,000	100,000	100,000
28	Recreation, Parks & Cultural Activities Fees Continued, and acceleration of, RPCA Cost Recovery Policy	25	0	160,000	160,000	160,000	160,000	160,000

FY 2015 PRELIMINARY ADD/DELETE WORKSHEET

1	Description	Budget Memo #	Monday 4/21 Strawman FY 2015	Friday 4/25 Strawman FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
29	Northern Virginia Juvenile Detention Center Reimbursement of a portion of the City's FY 2015 contribution upon updating the City/Center agreement to allow for the Center to recognize prior year surpluses in the current fiscal year.	8	100,000	100,000	0	0	0	0
30	Total Other Revenues		430,000	590,000	490,000	490,000	490,000	490,000
31								
32	Total Revenue Adjustments		2,524,368	1,997,370	1,950,233	2,001,664	2,054,864	2,109,932
33	Less 10% Fund Balance Set Aside		<u>(252,437)</u>	<u>(199,737)</u>	<u>(195,023)</u>	<u>(200,166)</u>	<u>(205,486)</u>	<u>(210,993)</u>
34	Net Revenue Increase/(Decrease)		2,271,931	1,797,633	1,755,210	1,801,498	1,849,378	1,898,939
35								

FY 2015 PRELIMINARY ADD/DELETE WORKSHEET

1	Description	Budget Memo #	Monday 4/21 Strawman FY 2015	Friday 4/25 Strawman FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
36	<u>EXPENDITURES</u>							
37								
38	Technical Expenditure Adjustments							
39	<u>Office Rental</u> Office space lease costs inadvertently omitted from the Proposed Budget.	26	118,820	118,820	122,385	126,056	129,838	133,733
40	<u>Personnel Savings</u> Savings realized through the reorganization of positions in Communications & Public Information.	26	(56,710)	(56,710)	(58,411)	(60,164)	(61,969)	(63,828)
41	<u>Warwick Pool</u> The addition of funding committed by City Council in the April 8, 2014 legislative meeting to keep the pool open in the summer of 2014.	26	75,457	75,457	0	0	0	0
42	Total Technical Expenditure Adjustments		137,567	137,567	63,974	65,892	67,869	69,905
43								

FY 2015 PRELIMINARY ADD/DELETE WORKSHEET

1	Description	Budget Memo #	Monday 4/21 Strawman FY 2015	Friday 4/25 Strawman FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
44 Expenditure Increases/Adds:								
45 Accountable & Effectively Managed Government								
46	<u>Information Technology Professional Services (ITS/IT Project Management)</u> Add professional services funding as an offset for removal of the IT Project Manager position included as a new position in the Proposed Budget. A corresponding reduction can be found in the Expenditure Decreases section (Item #97)	14	40,000	0	0	0	0	0
47	<u>Retiree Life Insurance (Non-Departmental/Insurance)</u> Restore a portion or all of the City's payment of life insurance premiums for retired former City employees.	3, 16 & 34	264,598	202,000	208,383	214,968	221,761	228,769
48								
49 Healthy & Thriving Residents								
50	<u>Alexandria City Public Schools</u> Increase the Schools operating transfer above the \$190.6 million in the Proposed Budget.		1,000,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
51	<u>Alexandria Neighborhood Health Services Inc (ANHSI)</u> Restore a portion of the \$30,000 reduction (5.5%) included in the Proposed Budget.	1	0	0	0	0	0	0
52	<u>Dental Services</u> Restore funding for the Northern Virginia Regional Dental Clinic	1	25,000	25,000	25,000	25,000	25,000	25,000
53	<u>Concerned Citizens Network of Alexandria (CCNA)(DCHS/Leadership & General Management)</u> Restore all or some of the \$20,000 direct contribution eliminated in the Proposed Budget in favor of providing access to funding through the Alexandria Fund for Human Services.	1	0	0	0	0	0	0

FY 2015 PRELIMINARY ADD/DELETE WORKSHEET

1	Description	Budget Memo #	Monday 4/21 Strawman FY 2015	Friday 4/25 Strawman FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
54	<u>Fund for Human Services (DCHS/Alexandria Fund for Human Services)</u> Restore some or all of the \$111,829 reduction (5.5%) included in the Proposed Budget.	1	50,000	50,000	50,000	50,000	50,000	50,000
55	<u>Adult Protective Services Private Attorney Guardianship Fund</u>		36,000	36,000	36,000	36,000	36,000	36,000
56	<u>INOVA Alexandria Hospital</u> Restore some or all of the 5.5% reduction included in the Proposed Budget	1	0	0	0	0	0	0
57	<u>JobLink Position (DCHS/JobLink Employment Services)</u>	1	0	0	0	0	0	0
58	<u>Library Materials (Library/Library Resources)</u> Restore library materials funding to the FY 2014 level	1	0	0	0	0	0	0
59	<u>Recreation Positions (RPCA/Recreation Services)</u> Restore 26 0.3 FTE recreation leader positions in RPCA. This restoration will eliminate the need for need for 8 new 0.5 FTE recreation leader positions.	1 & 13	0	0	0	0	0	0
60	<u>Senior Taxi (DCHS/Aging & Adult Services) - Non-TIP Funded</u> Restore the Senior Taxi program eliminated in the Proposed Budget	1 & 22	164,000	164,000	164,000	164,000	164,000	164,000
61	<u>Senior Taxi (DCHS/Aging & Adult Services) - TIP Funded</u> Restore a portion of the Senior Taxi program eliminated in the Proposed Budget using TIP savings from the elimination of one part-time Wayfinding position in Planning & Zoning.	1 & 22	0	0	0	0	0	0
62	<u>Sheltercare</u> Provide funding for Sheltercare merit pay increases (\$26,126) and facilities maintenance (\$5,000) requested but not funded in the Proposed Budget.	1	0	0	0	0	0	0

FY 2015 PRELIMINARY ADD/DELETE WORKSHEET

1	Description	Budget Memo #	Monday 4/21 Strawman FY 2015	Friday 4/25 Strawman FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
63	Smoking Cessation at ARHA Provide funding in FY 2015 to supplement unspent funds to be carried over from FY 2014.			15,000	0	0	0	0
64								
65	Livable, Green & Prospering City							
66	Alexandria Business Expansion Program		0	0	0	0	0	0
67	Continuation of Food Waste Composting Pilot Program Addition of funding to continue the Food Waste Composting program at Farmers' Markets (corresponds to \$1.00 increase to Solid Waste Fee - Item #6)	6	23,000	23,000	23,460	23,929	24,408	24,896
68	Public Space Recycling Addition of funding to complete planned expansion of recycling collection facilities in parks and public spaces (corresponds to \$8.00 increase to Solid Waste Fee - Item #6)	6	157,000	157,000	TBD	TBD	TBD	TBD
69	Marketing Fund Restore \$50,000 of a proposed \$85,000 reduction to Marketing Fund	1	0	0	0	0	0	0
70	Street Light Assessments Provide funding for staff to perform 2 City-wide Street Light Assessments	6	0	0	0	0	0	0
71	Street Light Assessments Provide funding in Contingent Reserves for staff to perform 3 City-wide Street Light Assessments pending staff development and Council approval of an implementation plan.	6	0	0	0	0	0	0
72	Waterfront Maintenance Restore partial reduction of contract maintenance, mowing, and planting activities at waterfront parks.	1	0	0	0	0	0	0

73

FY 2015 PRELIMINARY ADD/DELETE WORKSHEET

1	Description	Budget Memo #	Monday 4/21 Strawman FY 2015	Friday 4/25 Strawman FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
74	Safe, Secure & Just Community							
75	<u>Pay supplement - General District Court</u> Phase in a 15% City-funded pay supplement to State employee salaries of the General District Court over two years. The original request not funded in the Proposed Budget was to place the employees on the City pay scale at a cost of \$200,589.	4		44,258	88,515	91,170	93,906	96,723
76	<u>Pay supplement - Juvenile & Domestic Relations Court</u> Phase in a 15% City-funded pay supplement to State employee salaries of the Juvenile and Domestic Relations Court over two years. The original request not funded in the Proposed Budget was to place the employees on the City pay scale at a cost of \$127,472.	4		22,813	45,626	46,995	48,405	49,857
77	<u>Domestic Violence Position (Police/Investigate Crime)</u> Add funding in DCHS for the Domestic Violence Family Services Specialist eliminated from the Police Department in the Proposed Budget.	15	99,538	99,538	102,524	105,600	108,768	112,031
78	<u>Fire Engine 204/Medic 210 (Fire/Fire Emergency Services & Emergency Medical Services)</u> Retain the fire engine at Station 204 and move the part-time peak hour medic unit to Station 210 as a full-time Station unit as proposed in the budget. Neither action requires additional funding in FY 2015. Adding a 9th engine at Station 210 would cost \$2.2 million.	12	Y	Y	2,200,000	927,000	954,810	983,454
79	<u>Fire Marshal Position (Fire/Fire Inspections)</u> Restore up to 3 positions eliminated in the Proposed Budget (\$119,575 per position).	1		119,575	123,162	126,857	130,663	134,583

FY 2015 PRELIMINARY ADD/DELETE WORKSHEET

1	Description	Budget Memo #	Monday 4/21 Strawman FY 2015	Friday 4/25 Strawman FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
80	<u>Inmate Work Crew (Sheriff's Office/Detention Center Support Services)</u> Restore one Sheriff's Deputy position to supervise a second inmate work detail.	20	68,092	68,092	70,135	72,239	74,406	76,638
81	<u>Law Library</u> Restore a portion of the City funding completely eliminated in the Proposed Budget (\$121,287).	1	60,643	60,643	60,643	60,643	60,643	60,643
82a	<u>Northern Virginia Juvenile Detention Center</u> Temporarily restore funding reduced in the Proposed Budget until the City/Center agreement is updated to enable the Center to utilize prior year funding and return the City's contribution.	8	100,000	100,000	0	0	0	0
82b	<u>Northern Virginia Juvenile Detention Center</u> Restore funding reduced in the Proposed Budget.	8	0	0	0	0	0	0
83								
84	Total Expenditure Increases		2,087,871	2,386,919	4,397,448	3,144,401	3,192,769	3,242,593
85								
86	Expenditure Decreases (Deletes):							
87	Accountable & Effectively Managed Government							
88	<u>City Hall Security Services</u> Eliminate proposed second contract security guard	20	0	0	0	0	0	0
89	<u>CMO Civic Engagement "What's Next"</u> Reduced proposed funding for consultants, training design and materials, and training of participants	14	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)
90	<u>Communications Civic Engagement Seed Money</u> Eliminate the full allotment of funding for Action Alexandria	2	0	0	0	0	0	0
91	<u>Human Resources Training and Conferences</u> Reduce a portion of the increase in the HR training and conference attendance budget	10	0	0	0	0	0	0

FY 2015 PRELIMINARY ADD/DELETE WORKSHEET

1	Description	Budget Memo #	Monday 4/21 Strawman FY 2015	Friday 4/25 Strawman FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
92	<u>Human Resources Conference Attendance</u> Reduce a portion of the increase in the HR training and conference attendance budget	10	0	0	0	0	0	0
93	<u>Reduce IT Program Enhancements</u> Overall reduction to Proposed ITS Budget of \$150,000 (Specific reductions TBD by the City Manager)	14	0	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
94	<u>ITS Enterprise Business Systems Support Reduction</u> A portion of the \$332,800 proposed service increase will be reduced	1	0	0	0	0	0	0
95	<u>ITS Mobile Device Support</u> Eliminate the proposed \$80,000 in funding for mobile device security resources	1	0	0	0	0	0	0
96	<u>ITS Help Desk Software Support</u> Eliminate the proposed \$83,200 in funding for Microsoft product support for the ITS Help Desk	1	0	0	0	0	0	0
97	<u>ITS Project Manager</u> Eliminate funding for 1.0 FTE - IT Project Manager position	14	(143,652)	0	0	0	0	0
98	<u>OPA Performance Analyst</u> Eliminate proposed OPA Performance Analyst position	1	0	0	0	0	0	0

FY 2015 PRELIMINARY ADD/DELETE WORKSHEET

1	Description	Budget Memo #	Monday 4/21 Strawman FY 2015	Friday 4/25 Strawman FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
99	<u>OPA Software and Data Analysis</u> Eliminate proposed increase for performance management software to help gather, report, and manage City data.	1	0	0	0	0	0	0
100	<u>Professional Development Fund</u> Eliminate increase to Professional Development Training Fund (keep at FY 2014 level of \$260,000)	1 & 10	0	0	0	0	0	0
101								
102	Livable, Green & Prospering City							
103	<u>Funding for Bike Map Printing</u> Eliminate funding for distribution of print materials related to bike mapping in T&ES	1	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
104	<u>T&ES Public Information/Civic Engagement Position</u> Eliminate funding for 1.0 FTE - Communications position within T&ES	6	(74,421)	(74,421)	(76,654)	(78,953)	(81,322)	(83,761)
105	<u>OHA Deputy Director Reclassification</u> Eliminate reclassification of an existing position to deputy director	6	0	0	0	0	0	0
106	<u>OHA Director of Development Hiring</u> Eliminate the addition of development director position	6	0	(65,602)	(67,570)	(69,597)	(71,685)	(73,836)
107	<u>OHA Seasonal Staff</u> Eliminate new seasonal staff for archaeology museum	1	0	0	0	0	0	0
108	<u>Marketing Fund</u> Eliminate the Marketing Fund Activity	1	0	0	0	0	0	0
109	<u>Code Permitting System</u> Eliminate or delay funding to replace current permitting system (transfer one-time Code fee fund balance to the General Fund)	1	0	0	0	0	0	0
110	<u>Planning & Zoning Training Funding</u> Eliminate the proposed increase to training budget	1	0	0	0	0	0	0

FY 2015 PRELIMINARY ADD/DELETE WORKSHEET

1	Description	Budget Memo #	Monday 4/21 Strawman FY 2015	Friday 4/25 Strawman FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
111	<u>Planning & Zoning Conference and Travel Funding</u> Eliminate the proposed increase to conference and travel budget	1	0	0	0	0	0	0
112	<u>Planning & Zoning Administrative Support Position Conversion</u> Eliminate the conversion of a administrative support position from part-time to full time. Part-time position to remain	6	0	0	0	0	0	0
113	<u>Planning & Zoning Consultant Services Funding</u> Reduce consultant services funding to FY 2014 level	1	0	0	0	0	0	0
114	<u>Planning & Zoning Development Review Position Conversion</u> Eliminate the conversion of a development review position from seasonal to full time	6	(82,225)	(82,225)	(84,692)	(87,233)	(89,849)	(92,545)
115	<u>Project Implementation Urban Planner</u> Eliminate funding for a 0.5 FTE - Urban Planner for Small Area Plan Implementation purposes in Department of Project Implementation	1	0	0	0	0	0	0
116	<u>General Fund Support for Stormwater Maintenance personnel</u> Eliminate a portion of General Fund funding for stormwater infrastructure maintenance staff	6 & 18	0	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
117	<u>Employee Transit Benefits</u> Maintain Employee Transit Benefit at \$70/month instead of increasing to \$130/month, or implement only a \$30 increase to \$100/month.	1	(74,000)	(74,000)	(74,000)	(74,000)	(74,000)	(74,000)
118	<u>Planning & Zoning Wayfinding Implementation Position</u> Eliminate funding for a 0.5 FTE wayfinding implementation position in the TIP to fund the Senior Taxi program in the TIP.	1	0	0	0	0	0	0
119								

FY 2015 PRELIMINARY ADD/DELETE WORKSHEET

1	Description	Budget Memo #	Monday 4/21 Strawman FY 2015	Friday 4/25 Strawman FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
120	Healthy & Thriving Residents							
121	<u>INOVA Indigent Care</u> Reduce portion of funding for INOVA Indigent Care to FY 2011 level (\$700,000)		0	0	0	0	0	0
122	<u>INOVA Alexandria Hospital Appropriation</u> Reduce portion of appropriation to INOVA Alexandria Hospital and adopt MOU for remaining appropriation	6	0	0	0	0	0	0
123	<u>RPCA Cultural Activities Professional Services</u> Eliminate portion of professional services funding for collaboration with artists and art organizations. Professional services to fill gap created by elimination of seasonal staff budget	1	0	0	0	0	0	0
124	<u>RPCA Small Event City Support</u> Eliminate portion of subsidies provided to organizations for assistance with special events fees	2	0	0	0	0	0	0
125	<u>Senior Rent Relief</u> Eliminate all or a portion of the increase to the Senior Rent Relief budget	9	0	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
126	<u>Vacant Wellness Worker</u> Eliminate one currently vacant full-time wellness worker	2	0	0	0	0	0	0
127								
128	Safe, Secure & Just Community							
129	<u>Fire Recruiter Position</u> Eliminate the part-time Fire recruiter position added in the Proposed Budget.	2	0	0	0	0	0	0
130	<u>Vacant Senior Therapist (Mental Health)</u> Eliminate one full-time vacant Senior Mental Health Therapist in Mental Health Outpatient Services. (DCHS)	2	0	0	0	0	0	0
131								
132	Total Expenditure Decreases		(454,298)	(726,248)	(732,915)	(739,783)	(746,856)	(754,142)

FY 2015 PRELIMINARY ADD/DELETE WORKSHEET

1	Description	Budget Memo #	Monday 4/21 Strawman FY 2015	Friday 4/25 Strawman FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
133								
134	Net Expenditure Adjustments		1,771,140	1,798,238	3,728,507	2,470,510	2,513,782	2,558,356
135								
136	Revenue & Expenditure Surplus/(Shortfall)		500,791	(605)	(1,973,297)	(669,013)	(664,404)	(659,418)