



Alternative Budget Scenarios

FY 2022 PROPOSED ALTERNATIVE OPTIONS

On November 10, 2020, City Council adopted Resolution 2965 setting guidance for the FY 2022 General Fund operating budget and Capital Improvement Program for FY 2022 through FY 2031. As part of that guidance, Council directed that staff prepare, in addition to a balanced proposed operating budget, two alternative scenarios based on higher and lower revenue amounts.

At the time, staff was forecasting a potential \$41 million budget shortfall due to revenue declines and economic uncertainty resulting from the COVID-19 pandemic. Staff expected that a real estate tax rate increase and significant service reductions may be required to balance the FY 2022 budget. As a result, City Council guidance granted staff the flexibility to consider a real estate tax rate increase in the proposed budget but also directed that staff present two alternative tax rate scenarios including one in which tax rates are maintained at the current level and one which identifies the amount of tax rate increases required to fund a budget with no service reductions.

In preparing the budget in December and January, the following conditions benefited General Fund budget development:

- City departments identified \$11.8 million (including not funding 38 positions) in expenditure reductions without service or program reductions;
- The real estate tax base increased 2.51% more than expected;
- Employee health insurance and retirement contribution costs remained stable or declined;
- Alexandria City Public Schools (ACPS) experienced an enrollment decrease without the reduction in state aid that would normally accompany such a decrease;
- The Federal government appropriated additional transit relief that benefited the DASH bus system; and
- The Washington Metropolitan Area Transit Authority (WMATA) presented a proposed budget that would require no increase in local government contributions.

As a result of these and other factors, staff was able to propose a budget that reflects a two-cent real estate tax rate reduction and no significant service reductions. In keeping with Council guidance to present alternative tax rate and budget scenarios, two alternative budget scenarios are presented on the following pages. The first budget scenario identifies the amount of tax rate reduction required to keep the average residential real estate tax bill at the same amount as in FY 2021 and the expenditure reductions required to do so. The second budget scenario identifies the additional amount of revenue that would be available if there was no tax rate reduction and how those additional revenues could be applied.



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ALTERNATIVE SCENARIO 1: \$741.7 million Budget = NO INCREASE IN THE AVERAGE RESIDENTIAL REAL ESTATE TAX BILL

Maintaining the average residential real estate tax bill at the FY 2021 amount would require an additional tax rate reduction of four cents below the proposed budget rate of \$1.11 and six cents below the current rate of \$1.13 and would require reducing proposed budget expenditures by \$25.9 million, including \$8.6 million from FY 2021 June tax collections.

If required to reduce the budget by \$25.9 million, staff would consider the following options:

- Eliminate City employee merit pay (-\$2.9 million). The FY 2022 proposed budget includes restoring merit pay increases for City employees after removing them from the budget in FY 2021. They would be eliminated for the second year in a row in this scenario.
- Reduce the ACPS operating transfer (-\$1.5 million). Thirty-one percent (31%) of City General Fund revenues go to fund the ACPS operating transfer. The FY 2022 proposed City budget includes a \$5 million, or 2.1%, increase in the ACPS transfer relative to a 1.9% increase in the City General Fund budget. It funds 100% of the amount proposed by the Superintendent. This budget scenario includes a \$1.5 million reduction in the ACPS operating transfer.
- Eliminate new operating budget investments (-\$2.0 million). The proposed budget includes \$2.0 million in new investments in social equity, environmental resiliency, and technology. These additions would be eliminated in this budget scenario.
- Cash capital reduction (-\$12.6 million). Cash capital funding for the CIP was reduced by \$24 million in FY 2020 and \$22 million in FY 2021 due to the COVID-19 pandemic. The proposed budget increases cash capital by \$6.5 million to \$33.8 million as compared to \$49.2 million planned for the FY 2022 prior to the pandemic. Cash capital would be reduced by \$12.6 million in this budget scenario.
- City service reductions (-\$6.9 million). The proposed budget reflects \$11.8 million in General Fund expenditure savings with no significant reductions in City services and no employee layoffs. This budget scenario would require another \$6.9 million in expenditure reductions on the following pages which would require reducing services and eliminating filled positions.



Alternative Budget Scenarios

FY 2022 PROPOSED ALTERNATIVE OPTIONS

| Department | Reduction Title | Amount |
|--|---|-------------|
| Commonwealth's Attorney | Eliminate funding for misdemeanor prosecution | (111,319) |
| Community & Human Services | The Campagna Center - After School Program | (260,000) |
| Community & Human Services | Alexandria Fund for Human Services | (626,939) |
| Economic Development - AEDP | Out-of-Market Business Attraction Advertising | (20,000) |
| Economic Development - Small Business Development Center | Small Business Assistance / Client Consulting | (31,500) |
| Economic Development - Visit Alexandria | Boat Parade of Lights | (40,000) |
| Emergency & Customer Communications | Temporarily Freeze the Hiring of 5 positions for FY22 | (506,669) |
| Fire | 4 Person Unit Reduction | (1,400,000) |
| General Services | Renewable Energy Credits | (95,424) |
| General Services | Energy Management Analyst | (98,864) |
| Human Resources | Citywide Employee Development Programs | (151,565) |
| Information Technology Services | Computer Programmer Analyst IV | (132,208) |
| Information Technology Services | I-Net Maintenance Reduction | (200,000) |
| Information Technology Services | Principal GIS Analyst | (132,208) |
| Libraries | Eliminate Security Guards Throughout FY22 | (72,633) |

Alternative Budget Scenarios



FY 2022 PROPOSED ALTERNATIVE OPTIONS

| Department | Reduction Title | Amount |
|---|--|-----------|
| Non-Departmental | Contingent reserve | (500,000) |
| Police | Additional overhire reduction | (500,000) |
| Recreation, Parks & Cultural Activities | Arts Grant Reduction | (100,045) |
| Recreation, Parks & Cultural Activities | Temporary Reduction of Natural Turf Maintenance Over Seeding | (30,970) |
| Recreation, Parks & Cultural Activities | Eliminate Driftwood Cleanup | (50,000) |
| Recreation, Parks & Cultural Activities | Eliminate Seasonal Plantings – Waterfront District & City Marina | (51,074) |
| Recreation, Parks & Cultural Activities | Temporary Reduction - Shutdown the Nature Center | (124,924) |
| Recreation, Parks & Cultural Activities | Temporary Reduction of City-Wide Park Mowing | (49,779) |
| Recreation, Parks & Cultural Activities | Temporary Reduction in Right-of-Way Maintenance Levels | (113,898) |
| Recreation, Parks & Cultural Activities | Temporary Reduction in Urban Forest Maintenance Levels | (309,080) |
| Sheriff | Volunteer program coordinator | (85,839) |
| Sheriff | Temporarily freeze 4 partially funded overhires | (135,290) |
| Sheriff | Inmate Programs and re-entry coordinator | (101,833) |
| Transit - DASH / Trolley | 10% Major Service Reduction | (837,500) |
| Transportation & Environmental Services | Traffic Signal Repair Tech | (51,329) |
| Voter Registration & Elections | Reduction in Absentee Voting Hours at Royal Street | (6,215) |

Alternative Budget Scenarios



FY 2022 PROPOSED ALTERNATIVE OPTIONS

ALTERNATIVE SCENARIO #2: \$780.6 million Budget = NO DECREASE IN THE REAL ESTATE TAX RATE

Maintaining real estate taxes at the current rate of \$1.13 would produce \$13.0 million in additional revenue above what is included in the FY 2022 proposed budget, including \$4.3 million in FY 2021 from June tax collection.

In this scenario, staff would recommend the following additional expenditures.

- One-percent (1%) City employee one-time bonus (\$+1.7 million). City employees have continued to work throughout the COVID-19 pandemic to keep necessary City services available, fight the spread of the virus, and help the community recover with pay frozen in FY 2021. The FY 2022 proposed budget includes the restoration of merit pay increases. This budget scenario also includes a one-time pay bonus in recognition of their efforts. This pay bonus would be paid as a lump sum early in the fiscal year. ACPS has budgeted a 1% bonus utilizing new state funds.
- DASH bus expansion (+\$1.7 million). The Alexandria Transit Company adopted the Alexandria Transit Vision (ATV) Plan for 2030 in December 2019 which calls for a City-wide high-frequency network of bus service. The DASH FY 2022 budget request included \$3.4 million in expanded service. This budget scenario includes funding for half of that increase.
- Affordable housing (+\$2.0 million). The City's FY 2022-2031 proposed CIP includes \$68 million over ten years for affordable housing and \$7.2 million in FY 2022. This includes funding from a 1% meals tax dedication and the City's \$1 million annual commitment associated with Amazon HQ2. This budget scenario would further the City's commitment to affordable housing by adding another \$2 million and assist in enabling more projects to go forward.
- Cash capital increase (+\$7.6 million). Cash capital funding for the CIP was reduced by \$24 million in FY 2020 and \$22 million in FY 2021 due to the COVID-19 pandemic. The proposed budget increases cash capital by \$6.5 million to \$33.8 million as compared to \$49.2 million planned for FY 2022 prior to the pandemic. Cash capital would be further increased by \$7.2 million in this budget scenario to \$41.0 million, and general obligation borrowing reduced by \$7.2 million which will reduce future year debt service costs.



Federal COVID-19 Relief

PROPOSED FEDERAL STIMULUS FUNDING ALLOCATION

In FY 2020 and 2021, the City received \$27.8 million in CARES Act federal assistance for the COVID-19 pandemic. The use of funds was limited to previously unbudgeted expenditures related to addressing the pandemic before the end of calendar year 2020. The City spent the entire allocation on the City government cost of responding to the pandemic and aid to the community. The expenditures were incurred in the following categories.

| | |
|--|----------------|
| • City government COVID-19 response | \$8.9 M |
| • Food security for the community | \$4.1 M |
| • Rental assistance and eviction prevention for the community | \$6.5 M |
| • Small business grants and winterization assistance | \$5.5 M |
| • Contributions to non-profit organizations | \$2.0 M |
| • Child care services through the Alexandria City Public Schools | <u>\$0.8 M</u> |
| TOTAL | \$27.8 M |

In December the City appropriated an additional \$1.0 M in post-CARES Act food security and rental assistance/eviction prevention funding as bridge funding until federal funds becomes available. The City government continues to incur costs associated with COVID-19 response and vaccination efforts.

The City expects to receive additional assistance from the federal government in the first half of calendar year 2021 and has included \$34 million in non-General Fund federal assistance in the proposed budget as a high-end estimate of the potential amount with \$26 million projected as the low-end estimate.

If received, the proposed budget envisions appropriating the federal funding for the following uses and amounts depending on the approved federal stimulus allocation to the City.

Federal COVID-19 Relief



ANTICIPATED FEDERAL RELIEF FUNDING

PROPOSED PROGRAM CATEGORIES

(Funding dependent on Congressional action and allocation formulae)

Allocation of Federal Stimulus Funds

If \$34 million

If \$26 million

- | | | |
|---|--|--|
| <ol style="list-style-type: none"> 1. Food insecurity: Food distribution through ALIVE! and its community network partners; large scale distributions, pop up distributions, pantry support, wrap around distributions, home deliveries for older adults and quarantined families, targeted programs for at-risk zip code areas and grocery gift card program. 2. Eviction prevention/rental assistance: prevention of evictions and support of housing stability, homelessness prevention; program coordinates with tenants and landlords; coordinates with State rental assistance program. 3. Economic security: child care access; connecting families in need of child care with providers with capacity; assisting child care providers with addressing facility needs/opportunities; employment/workforce strategies including work-based learning, digital equity and language opportunity; transportation assistance. 4. Community recovery: assist non-profits in meeting needs of clients (emergency and ongoing); ensuring continuity of operations, adjusting service models to meet COVID-19 caused needs; improving access to health and wellness programs in community spaces for City’s most vulnerable populations to increase preventative health systems. 5. Economic recovery: targeted direct financial support for businesses; coordination with existing and new federal assistance programs; incentives for filling vacant/to-be-vacant retail and restaurant space; opportunities to incent increased BIPOC owned or targeted businesses to locate or expand; assisting businesses with expanding on-line capabilities; focus on long-term and strategic. 6. Supporting the City response to the pandemic: Supporting the City and AHD efforts to address the pandemic and vaccinations; providing support for quarantine facilities, purchase of PPE and other COVID-19 related services such as COVID-19 testing sites; supporting the City government during the pandemic; communicating to the business and residential community about COVID, prevention of disease spread, and provision of vaccinations. | <p>\$5 M</p> <p>\$6 M</p> <p>\$5 M</p> <p>\$6 M</p> <p>\$8 M</p> <p><u>\$4 M</u></p> | <p>\$4 M</p> <p>\$5 M</p> <p>\$4 M</p> <p>\$4 M</p> <p>\$6 M</p> <p><u>\$3 M</u></p> |
|---|--|--|

TOTAL \$34 M

\$26 M



City Service Adjustments

The following is a list of the major policy and service changes (additions and reductions) included within this budget, listed by department.

| Adjustments | FTE | Amount |
|---|------|------------|
| <p>18th General District Court</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials. The FY 2022 budget includes a restoration of vacancy savings and merit increases for each department.</p> | 0.00 | \$43,752 |
| <p>Circuit Court Judges</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | (\$28,872) |
| <p>Circuit Court Judges</p> <p>The FY 2022 budget includes a temporary reduction to professional services, equipment maintenance, performance awards, library and outside printing costs. This reduction will impact the Court’s ability to adjudicate civil and criminal cases efficiently.</p> | 0.00 | (\$13,867) |
| <p>Circuit Court Judges</p> <p>All General Fund travel, conferences, mileage, education and training dollars were reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the temporary travel restrictions and the delay or cancellation of many in-person training opportunities. In total this generated 0.7 million of General Fund savings.</p> | 0.00 | (\$5,332) |
| <p>Circuit Court Judges</p> <p>Jury System Incorporated (JSI)- The FY 2022 budget includes funding to acquire a browser-based system to support online access to the court’s jury services and improve the jury selection process. Acquisition costs will be funded in the Capital Improvement Program for the first year. In FY 2023, the annual maintenance fees will be transferred to the department’s General Fund.</p> | 0.00 | \$0 |
| <p>City Attorney</p> <p>Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | (\$5,623) |
| <p>City Attorney</p> <p>The FY 2022 budget includes funding to add a full-time Law Clerk to provide an increased level of service in employment litigations in part to bring in-house some employment cases that have been provided to date by outside counsel.</p> | 1.00 | \$84,482 |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|--|------|------------|
| <p>City Attorney</p> <p>The FY 2022 budget includes funding to add a half-time Assistant City Attorney to provide an increased level of service for legal counsel to assist in employment matters in part to bring in-house some employment cases that have been provided to date by outside counsel.</p> | 0.50 | \$50,784 |
| <p>City Attorney</p> <p>All General Fund travel, conferences, mileage, education and training dollars were reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the temporary travel restrictions and the delay or cancellation of many in-person training opportunities. In total this generated 0.7 million of General Fund savings.</p> | 0.00 | (\$18,250) |
| <p>City Clerk and Clerk of Council</p> <p>Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | \$51 |
| <p>City Clerk and Clerk of Council</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$1,051) |
| <p>City Clerk and Clerk of Council</p> <p>The proposed budget reduces funds for advertising fees for submitting legal notices to local newspapers, which historically have been used to supplement advertising fees in the City Council's budget.</p> | 0.00 | (\$4,000) |
| <p>City Council</p> <p>Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | (\$13,486) |
| <p>City Council</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total, this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$9,794) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|------|------------|
| <p>City Manager’s Office</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries and benefits, contracts, and materials, and includes a \$100,000 contingency funds for assistance with public-private partnerships and economic development analysis.</p> | 0.00 | \$169,309 |
| <p>City Manager’s Office</p> <p>As a FY 2021 mid-year adjustment, the City Manager’s Office added a 1.00 FTE rotational position of the Race and Social Equity Fellow to support implementation of the City’ of Alexandria’s ongoing diversity, equity and inclusion initiatives.</p> | 1.00 | \$124,641 |
| <p>City Manager’s Office</p> <p>The Assistant City Manager for Public Private Partnerships position, which is responsible for reviewing, analyzing, negotiating and implementing P3 opportunities with the private sector and other governmental entities, is partially (50%) re-allocated to a CIP account.</p> | 0.00 | (\$87,758) |
| <p>City Manager’s Office</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$26,060) |
| <p>Clerk of the Circuit Court</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | (\$47,146) |
| <p>Clerk of the Circuit Court</p> <p>This proposed budget item includes contingency funding for identified initiatives pending City Manager approval of an expenditure plan.</p> | 0.00 | \$137,500 |
| <p>Clerk of the Circuit Court</p> <p>All General Fund travel, conferences, mileage, education and training dollars were reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the temporary travel restrictions and the delay or cancellation of many in-person training opportunities. In total this generated 0.7 million of General Fund savings.</p> | 0.00 | (\$498) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



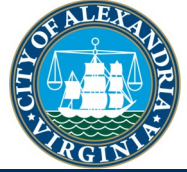
| Adjustments | FTE | Amount |
|--|------|------------|
| <p>Code Administration</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials to include the reclassification of a part time permit technician to a full time employee.</p> | 0.38 | \$88,538 |
| <p>Code Administration</p> <p>Permit Processing System — The FY 2022 budget assumes a \$100,000 interfund transfer to match the funding plan included in the Capital Improvement Program (CIP) to support Alexandria Permit and Land Use Management Portal (APEX).</p> | 0.00 | \$100,000 |
| <p>Code Administration</p> <p>Rodent Abatement— The FY 2022 budget reduces Code Administration’s General Fund to zero. This reduction produces a cost savings of \$24,000 to be absorbed within the Other Special Revenue Fund.</p> | 0.00 | (\$24,000) |
| <p>Commonwealth’s Attorney</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | \$35,941 |
| <p>Commonwealth’s Attorney</p> <p>All General Fund travel, conferences, mileage, education and training dollars were reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the temporary travel restrictions and the delay or cancellation of many in-person training opportunities. In total this generated 0.7 million of General Fund savings.</p> | 0.00 | (\$5,488) |
| <p>Commonwealth’s Attorney</p> <p>Rehabilitative Program — This Special Assistant to the Commonwealth’s Attorney Office was moved to the Capital Improvement Program (CIP) under the Alexandria Justice Information System (AJIS) program. The AJIS program provides multiple City agencies and the law enforcement community with access to civil, criminal court and inmate management data, mug shots, documents, and reports. AJIS interfaces with other systems to furnish data to other local, regional, and national law enforcement agencies. This position is responsible for improving the efficiency of the Office of Commonwealth Attorney’s rehabilitative programs by taking responsibility of short and long-range planning, development and evaluation of rehabilitative programs, applying for and administering grants, and data extraction and analysis.</p> | 0.00 | (\$84,739) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|------|-------------|
| <p>Communications and Public Information</p> <p>Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes a decrease in the vacancy savings factor (\$106,194), addition of two positions (\$187,635) funded in large part with reduced contractual service funding. Current services adjustment also include increases and/or decreases in salaries & benefits due to staff turnover, benefit elections and merit increases as well as changes in contractual, supplies and materials, and other non-personnel costs.</p> | 2.00 | \$127,815 |
| <p>Communications and Public Information</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$1,400) |
| <p>Communications and Public Information</p> <p>The proposed FY 2022 budget includes a reduction of personnel costs due to a temporary hiring freeze of the currently vacant position of Strategic Communications Planner that would be responsible for assisting in the planning and coordination of City-wide internal and external communications.</p> | 0.00 | (\$101,227) |
| <p>Court Services Unit</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | \$44,284 |
| <p>Court Services Unit</p> <p>All General Fund travel, conferences, mileage and education and training dollars were reduced by 50% in the FY 22 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$150) |
| <p>Department of Community and Human Services</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and include increased personnel expenditures due to position reclassifications, a decrease in the vacancy savings factor, and increases and/or decreases in the cost of contracts and materials.</p> | 0.00 | 3,561,598 |
| <p>Department of Community and Human Services</p> <p>Training/Travel - DCHS' budget for staff training, conferences, and associated travel costs is reduced by \$128,542. This reduction was spread across multiple DCHS programs so that the impact would not be concentrated on employees in one particular area. This reduction was submitted based on the estimated impacts of COVID-19 on the availability of these training and travel opportunities.</p> | 0.00 | (128,542) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|--|------|-------------|
| <p>Department of Community and Human Services</p> <p>All Tavern Square office space cost estimates are adjusted in the FY 2022 proposed budget to reflect a lease extension agreement. In total this generated \$0.6 million of General Fund savings.</p> | 0.00 | (\$50,580) |
| <p>Department of Community and Human Services</p> <p>Administration Fees for Computer Services - DCHS' budget for computer services replacement costs is reduced by \$51,000 based on historical underspending. This item represents an efficiency savings.</p> | 0.00 | (\$51,000) |
| <p>Department of Community and Human Services</p> <p>Finance Fiscal Analyst - DCHS is holding a full-time Fiscal Analyst temporarily vacant in FY 2022 for a General Fund savings of \$91,023. This position provides financial support for DCHS' Administration Leadership and Management programs. DCHS has distributed this position's responsibilities among existing staff and will continue this approach through FY 2022.</p> | 0.00 | (\$91,023) |
| <p>Department of Community and Human Services</p> <p>Office of the Director - DCHS is holding a full-time Deputy Director position temporarily vacant in FY 2022 for a General Fund savings of \$177,102. This position is meant to focus on service delivery, program quality, community partnerships, legislation, the Alexandria Fund for Human Services, and any other new or emerging initiatives. Delaying the filling of this position will not have an immediate impact on the community or delivery of services.</p> | 0.00 | (\$177,102) |
| <p>Department of Community and Human Services</p> <p>Reimbursement - DCHS is increasing the Medicaid Reimbursement revenue budget by \$560,000 for Medicaid case management and psychiatric services. DCHS has increased Medicaid revenue recovery significantly over the past two years and this trend is expected to continue. This increase is partially due to a larger proportion of Medicaid eligible clients that are receiving services from DCHS as well as operating changes that has increased DCHS' revenue recovery. This revenue will impact DCHS's special revenue funds, reducing General Fund costs by \$560,000 with no impact on expenditures.</p> | 0.00 | (\$560,000) |
| <p>Department of Community and Human Services</p> <p>Child Advocacy Center - DCHS' professional development budget for staff in the Child Advocacy Center is reduced by \$6,055 based on historical underspending. This item represents an efficiency savings.</p> | 0.00 | (\$6,055) |
| <p>Department of Community and Human Services</p> <p>Children and Families Administration - DCHS' professional services budget for staff in the Center for Children and Families Administration is reduced by \$5,000 based on historical underspending. This item represents an efficiency savings.</p> | 0.00 | (\$5,000) |
| <p>Department of Community and Human Services</p> <p>Reduce City Match—DCHS is reducing the City of Alexandria's needed financial match for services provided by the Children's Services Act (CSA) by \$150,000. DCHS is projecting a surplus for FY 2022 based on service and placement patterns over the past year and this reduction is within the range of the projected surplus amount. While these projections are typically accurate, any high expense placement(s) could reduce the surplus projection and/or result in additional budget needs.</p> | 0.00 | (\$150,000) |
| <p>Department of Community and Human Services</p> <p>Youth Development Initiative - DCHS' professional services budget for community-wide youth development initiatives is reduced by \$5,000 based on historical underspending.</p> | 0.00 | (\$5,000) |

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City Service Adjustments



| Adjustments | FTE | Amount |
|--|------|-------------|
| <p>Department of Community and Human Services 2525 Mount Vernon Maintenance and Operations - DCHS is reducing the allocation for custodial services at 2525 Mount Vernon by \$40,000 based on historical spending patterns.</p> | 0.00 | (\$40,000) |
| <p>Department of Community and Human Services Alexandria Community Shelter - The Alexandria Community Shelter's budget is receiving a one-time reduction of \$120,000 for FY 2022. This adjustment would reduce the funds available for building maintenance and the replacement of appliances and furniture for the shelter but not change the existing agreement with Volunteers of America or the availability of services at the shelter.</p> | 0.00 | (\$120,000) |
| <p>Department of Community and Human Services Controlled Data Information System - DCHS' budget for the Homeless Continuum of Care database system is reduced by \$10,000 based on historical spending patterns. The HMIS system allows for the collection of standardized data on individuals and families receiving homeless prevention and intervention services across the community.</p> | 0.00 | (\$10,000) |
| <p>Department of Community and Human Services Housing and Janitorial Supplies - DCHS' budget for housekeeping for the Community Shelter Kitchen is reduced by \$15,000 based on historical spending patterns.</p> | 0.00 | (\$15,000) |
| <p>Department of Community and Human Services Winter Shelter and OCS Office Supplies - DCHS is reducing the office supply budget for the Office of Community Services by \$5,000 and the client shelter by \$10,000 based on historical underspending for a total reduction of \$15,000.</p> | 0.00 | (\$15,000) |
| <p>Department of Community and Human Services Stormwater Utility Fee Relief - DCHS is receiving \$125,000 in funding to support the Stormwater Utility Relief program. This program is meant to support homeowners whose utility fee presents a special financial hardship. Annually, these funds will be transferred from DCHS to the Department of Finance. Finance will be responsible for administering the program and paying the stormwater utility fees of needy homeowners that qualify for relief.</p> | 0.00 | \$125,000 |
| <p>Department of Community and Human Services Birmingham Green (BG) - The City's contribution to Birmingham Green will see a one-time reduction of \$200,000 for FY 2022. Birmingham Green is a publicly supported nursing home and assisted living facility located in Prince William County. DCHS anticipates a one-time savings of approximately \$200,000 for its user fees to Birmingham Green due of the availability of Medicaid Supplemental revenue. This reduction is not expected to change the availability of services for Alexandria residents.</p> | 0.00 | (\$200,000) |
| <p>Department of Community and Human Services Residential Services for Individuals with Developmental Disabilities - DCHS' budget for residential service contract funds is reduced by \$50,000. These contract funds are used to purchase of private residential care services for individuals with developmental disabilities. DCHS submitted this reduction based on historical spending patterns.</p> | 0.00 | (\$50,000) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|--------|-------------|
| <p>Department of Community and Human Services</p> <p>Mental Health Psychosocial Rehabilitation - Two DCHS Human Services Specialist I positions will be held temporarily vacant for six months in FY 2022 for a General Fund savings of \$81,047. These positions provide services to individuals with serious mental illness at the West End Wellness Center; however, the Center is currently operating at reduced capacity due to COVID-19 risks. This reduction is not anticipated to impact the total numbers served until the West End Wellness Center returns to pre-pandemic operations.</p> | 0.00 | (\$81,047) |
| <p>Department of Community and Human Services</p> <p>MH/SA Residential - Two vacant DCHS Service Associate positions will be eliminated in the FY 2022 budget. These positions provide supportive services to individuals with behavioral health needs living in their own homes. DCHS has shifted service delivery for these individuals to a case management model, which no longer requires Service Associates positions. This reduction will result in a General Fund savings of \$155,705.</p> | (2.00) | (\$155,705) |
| <p>Department of Community and Human Services</p> <p>Medication Assisted Treatment - A part-time (0.10 FTE) Registered Nurse position in the City's Opioid Treatment Program will be eliminated for a General Fund savings of \$7,259. This vacant position provides a limited number of weekly hours of coverage that can be absorbed by existing staff.</p> | (0.10) | (\$7,259) |
| <p>Department of Community and Human Services</p> <p>Short Term Substance Abuse Residential Treatment - Four positions in DCHS' short term residential substance abuse program will be held vacant in FY 2022 for a General Fund savings of \$370,231. DCHS is proposing this reduction because the program has been paused since the onset of the COVID-19 public health crisis due to the inability to maintain social distancing. DCHS is currently exploring the potential budgetary, clinical and operational impact of changing this program to a contract model of service delivery, which is being considered for implementation in FY 2022.</p> | 0.00 | (\$370,231) |
| <p>Department of Community and Human Services</p> <p>ACORP Therapist Supervisor - DCHS is receiving \$184,435 to fund the Alexandria Crisis Intervention Co-Responding Program (ACORP). This pilot program is intended to examine the effects of a DCHS-Police co-responding crisis response approach with persons experiencing a behavioral health crisis. Program funding will be used to staff 1.0 Therapist Supervisor within DCHS, who will serve as the Project Manager for the program. Additional dollars are also allocated for contract program evaluation, staff training, IT equipment, and client needs (i.e., clothing, food). The Police Department will provide an existing position for this program.</p> | 1.0 | \$184,435 |
| <p>Department of Community and Human Services</p> <p>Early Childhood Local Funding Request — This budget funds \$505,500 in local funding from the City of Alexandria for early childhood education services. These funds will be used to provide priority services over 200 children ages 3-to-5 who qualify at "at-risk" and/or who are eligible for Head Start and VPI early childhood programs. To support Smart Beginning's early childhood framework, the City will continue FY 2020's \$200,000 investment in early childhood education and increase this allocation by \$303,500 in order to support expanded summer learning and extended hours during the schools year for Alexandria's VPI, Head Start, and At Risk students.</p> | 0.00 | \$505,500 |

[Continued on next page]

City Service Adjustments



| Adjustments | FTE | Amount |
|--|------|------------|
| <p>Economic Development</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | \$225,950 |
| <p>Economic Development</p> <p>Business Executive Stakeholder Focus Groups – AEDP temporarily suspends focus groups designed, hosted, and analyzed by consultants to gather insight into economic challenges and opportunities facing Alexandria and AEDP’s effectiveness and direction.</p> | 0.00 | (\$8,000) |
| <p>Economic Development</p> <p>Annual Website Upgrades – The AEDP website will not be upgraded during FY 2022. While the website remains informative, it will have more limited ability to engage businesses and stay current.</p> | 0.00 | (\$20,000) |
| <p>Economic Development</p> <p>Marketing Photography – AEDP will not update their annual professional photography during FY 2022.</p> | 0.00 | (\$5,000) |
| <p>Economic Development</p> <p>Program Services Coordinator – SBDC maintains their Program Services Coordinator, a position originally funded through CARES which provides support to existing and startup small businesses including outreach, counseling and content development. This position is partially supported by one-time donations received in FY 2021.</p> | 0.00 | \$48,000 |
| <p>Economic Development</p> <p>Membership Fees – Having reduced membership fees by 50% in response to the pandemic, Visit Alexandria restores the full fee for businesses wishing to benefit from access to Visit Alexandria’s marketing and promotion opportunities.</p> | 0.00 | (\$35,000) |
| <p>Economic Development</p> <p>Destination Advertising Carryover Savings – In response to an anticipated reduction in tourism in the spring and summer of FY 2021, Visit Alexandria temporarily reduces destination advertising spending in order to utilize the savings in the fall of FY 2022.</p> | 0.00 | (\$55,000) |
| <p>Economic Development</p> <p>International Meetings Marketing – Visit Alexandria temporarily reduces meetings advertising by 25 percent and international marketing by 78 percent in order to prioritize sales.</p> | 0.00 | (\$63,000) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|--|------|-------------|
| <p>Emergency and Customer Communications</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | \$522,563 |
| <p>Emergency and Customer Communications</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$85,000) |
| <p>Emergency and Customer Communications</p> <p>Non-Personnel Expenditures Reduction—This reduction will come from printing and binding, motor pool, internal printing, membership; subscriptions; and books, and professional services.</p> | 0.00 | (\$9,375) |
| <p>Emergency and Customer Communications</p> <p>Reclassification—Reclassifying 4 Public Safety Communications Officer positions to newly created Customer Service Agent positions generates savings by having the new positions reduce the number of non-emergency calls being sent to 9-1-1 operations by answering them during peak hours.</p> | 0.00 | (\$48,419) |
| <p>Emergency and Customer Communications</p> <p>Overtime Reduction—This reduction to overtime by 26% is achieved by having the newly reclassified positions answer more non-emergency calls.</p> | 0.00 | (\$100,000) |
| <p>Finance Department</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year, and includes increases and/or decreases in salaries & benefits, contracts, and materials. This also includes the restoration of merit increases taken in FY 2021 to balance the budget due to the COVID-19 pandemic.</p> | 0.00 | \$870,878 |
| <p>Finance Department</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$48,325) |
| <p>Finance Department</p> <p>Temporary Staff—Temporary staff dollars are reduced in the FY 2022 proposed budget. Temporary staff are used seasonally and support customer service surges during the Personal Property tax and Real Estate assessment seasons. Existing City Staff will take over the duties performed by these positions with a potential impact on service.</p> | 0.00 | (\$104,000) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|--|------|-------------|
| <p>Finance Department</p> <p>Account Clerk III—A vacant position is temporarily frozen through FY 2022 with no service impact on other City departments. Existing City Staff will temporarily take over these added duties normally performed by this position.</p> | 0.00 | (\$70,581) |
| <p>Finance Department</p> <p>Multiple Positions—A vacant Revenue Analyst III, Account Clerk III, and Account Clerk IV are temporarily frozen through FY 2022. These positions all support external facing functions, such as the customer service counter and the permit center, which are currently experiencing reduced foot traffic due to the COVID-19 pandemic. Existing City Staff will temporarily take over these added duties normally performed by these positions.</p> | 0.00 | (\$235,872) |
| <p>Finance Department</p> <p>Account Clerk III—A vacant position is temporarily frozen through FY 2022 as it supports in-person traffic at City Hall which is currently reduced due to the COVID-19 pandemic. Existing City Staff will temporarily take over these added duties normally performed by this position.</p> | 0.00 | (\$70,517) |
| <p>Fire Department</p> <p>Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 1.00 | (\$309,759) |
| <p>Fire Department</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$103,627) |
| <p>Fire Department</p> <p>This budget includes a \$42,548 increase in debt service for equipment replacements purchased in FY 2020 and FY 2021. This represents a \$327,907 reduction in debt service planned in the FY 2021 fleet plan due to the deferral of 5 engines and 3 special services vehicles and advancement of 4 medic unit replacements. One medic unit is now scheduled for replacement in each year of the fleet plan from FY 2022 to FY 2025.</p> | 0.00 | \$42,548 |
| <p>General Services</p> <p>Current services adjustment— Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes a decreased vacancy savings factor (\$242,069), increases in utility cost allocations (\$56,174), annual merit increases, equipment replacement charges, and increases and/or decreases in contracts and materials.</p> | 0.00 | \$407,681 |
| <p>General Services</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$16,675) |

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City Service Adjustments



| Adjustments | FTE | Amount |
|--|------|-------------|
| <p>General Services</p> <p>All Tavern Square office space cost estimates are adjusted in the FY 2022 proposed budget to reflect a lease extension agreement. In total this generated \$0.6 million of General Fund savings.</p> | 0.00 | (\$64,777) |
| <p>General Services</p> <p>An Administrative Division Chief position will remain vacant for all of FY 2022. This position is responsible for all Administrative Division functions for the Department including fiscal management, budget development, procurement, and City-wide real estate administration.</p> | 0.00 | (\$138,126) |
| <p>General Services</p> <p>Non-personnel budgets in multiple accounts associated with building operations are reduced by a total of \$145,000. This reduction is not expected to affect DGS's workplan, but may hinder the department's ability to perform ad-hoc requests and respond to emergencies.</p> | 0.00 | (\$145,000) |
| <p>General Services</p> <p>The proposed budget eliminates funding for a part-time seasonal Sound Technician position that provides support at all in-person City Council meetings. DGS will collaborate with ITS to determine alternative solutions for technical sound support at City Council meetings.</p> | 0.00 | (\$13,065) |
| <p>General Services</p> <p>The proposed FY 2022 budget reduces the hours worked by contracted armed security guards at City Hall from 220 hours per week to 170 hours per week at a cost saving of \$60,606.</p> | 0.00 | (\$60,606) |
| <p>General Services</p> <p>This temporary reduction affects budgets in multiple non-personnel accounts associated with Project Management and Leadership by a total of \$200,000. This reduction is not expected to affect DGS's workplan for FY 2022, but may hinder the Department's ability to perform ad-hoc projects, third-party studies and analyses, and respond to emergency building repairs.</p> | 0.00 | (\$200,000) |
| <p>General Services</p> <p>In FY 2022, the Sheriff's Office will be assuming the maintenance associated with the newly installed security system at the Courthouse and Public Safety Center. This will save DGS \$30,000 by transferring the maintenance responsibilities to the Sheriff's Office.</p> | 0.00 | (\$30,000) |
| <p>General Services</p> <p>This efficiency savings proposal is a result of the department having been able to negotiate a reduction of the cost of the full-service project management agreement for the building management system.</p> | 0.00 | (\$35,500) |
| <p>General Services</p> <p>The proposed budget temporarily reduces the special events budget by \$10,000 due to the reduction in special events and in-person City Council meetings during the Covid-19 public health emergency.</p> | 0.00 | (\$10,000) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|--|------|-------------|
| <p>General Services</p> <p>The non-personnel budget in the Support Services is reduced by \$10,000. These funds cover support and customer service to City departments for requests such as document disposal, surplus management, furniture relocation, and event and meeting setups.</p> | 0.00 | (\$10,000) |
| <p>General Services</p> <p>Employee parking in the Tavern Square garage has been temporarily eliminated due to a significant reduction in the number of City employees parking in this facility during the COVID-19 pandemic. The proposed budget continues this reduction into FY 2022.</p> | 0.00 | (\$36,000) |
| <p>Health Department</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials. A mid-year FTE reconciliation increased a Public Health Nurse position by 0.5 FTE.</p> | 0.50 | \$426,939 |
| <p>Health Department</p> <p>\$1.0 million of Federal CARES funding allocated to AHD was removed from the FY 2022 General Fund budget. When future Federal stimulus and relief funds are made available then they will likely be allocated to areas of COVID-19 related need across the City.</p> | 0.00 | (\$1.00M) |
| <p>Health Department</p> <p>Revenue Adjustment—The State's Family Planning Grant will reimburse 89 percent of the salary and benefits of the City Health Department's Nurse Aide. This change in position reimbursement will reduce the Health Department's General Fund costs by \$29,513 with no impact on the provision of family planning services to the community.</p> | 0.00 | (\$29,513) |
| <p>Health Department</p> <p>Revenue Adjustment—The Alexandria Health Department's (AHD) requested match from the City for FY 2022 was minimal at 0.2% increase compared to previous averages of 3.3%. The difference between anticipated and actual amounts is due to the State's response to decreased revenues and funding associated with the COVID-19 pandemic. AHD identified this as a one-time savings of \$160,103. This is temporary savings as the City Match will likely increase in future fiscal years as revenues and funding levels stabilize.</p> | 0.00 | (\$160,103) |
| <p>Health Department</p> <p>All General Fund travel, conferences, mileage and education and training dollars were reduced by 50% in the FY 2022 proposed budget due COVID-19 and the delay or cancellation of many in person training opportunities. In total, this adjustment generated \$0.7 million of General Fund savings.</p> | 0.00 | (6,661) |
| <p>Office of Historic Alexandria</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | \$132,368 |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|------|-------------|
| <p>Office of Historic Alexandria</p> <p>Office of Historic Alexandria— The FY 2022 budget increases a 0.75 part time Archaeologist position to 1.00 full time employee to meet the growing workload associated with the preservation and historic interpretation. The position is currently funded by a certified Local Government Grant until FY 2024 and has no General Fund impact.</p> | 0.25 | \$0 |
| <p>Office of Historic Alexandria</p> <p>Office of Historic Alexandria— The FY 2022 budget increases 7 part time Museum Aide II positions from 0.375 to 0.6 FTE. This allocation will true up the budget with existing staffing costs and schedules. These positions are responsible for visitor services and front line operations as well as the development of an educational program for a variety of audiences.</p> | 1.58 | \$135,263 |
| <p>Office of Historic Alexandria</p> <p>Office of Historic Alexandria— The FY 2022 budget delays the hiring of a vacant Museum Director position for the Lyceum. The Lyceum Director is responsible for supervising all aspects of the museum's collection, including authentication, and educational programs. The Director is also responsible for overseeing administrative tasks and seeking fundraising opportunities for the museum.</p> | 0.00 | (\$117,014) |
| <p>Office of Historic Alexandria</p> <p>Office of Historic Alexandria— The FY 2022 budget eliminates funding for the preservation of historic ships. The impact of this reduction is minimal since the funding is not necessary for FY 2022. OHA will revisit the appropriate funding needed in the FY 2023 budget process.</p> | 0.00 | (\$30,000) |
| <p>Office of Historic Alexandria</p> <p>Office of Historic Alexandria— The FY 2022 budget eliminates funding for Waterfront Programming. This program provides historically themed public events for a variety of ages to draw residents and visitors to the King Street Waterfront Park. The impact of this reduction is minimal since large groups gatherings are discouraged due to the COVID-19 pandemic. This reduction does not impact General Fund revenues.</p> | 0.00 | (\$15,000) |
| <p>Office of Historic Alexandria</p> <p>Office of Historic Alexandria— The FY 2022 budget temporarily eliminates funding for a OHA's Wayfinding Signage system. This system is used to expand interpretation in publicly accessible areas and help promote walking, biking and transit use to residents and visitors throughout the City.</p> | 0.00 | (\$10,000) |
| <p>Office of Historic Alexandria</p> <p>All General Fund travel, conferences, mileage, education and training dollars were reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the temporary travel restrictions and the delay or cancellation of many in-person training opportunities. In total this generated 0.7 million of General Fund savings.</p> | 0.00 | (\$6,300) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|------|---------------|
| <p>Office of Housing</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials as well as estimates for meals tax. The majority of the decrease can be attributed to a \$2 million decrease in the HTF carryover earmarked for Wesley Housing’s Waypoint Project.</p> | 0.00 | (\$2,380,523) |
| <p>Office of Housing</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$15,087) |
| <p>Office of Housing</p> <p>All Tavern Square office space cost estimates are adjusted in the FY 2022 proposed budget to reflect a lease extension agreement. In total this generated \$0.6 million of General Fund savings.</p> | 0.00 | (\$49,062) |
| <p>Office of Housing</p> <p>Portions of the Director’s and Deputy Director’s salaries are temporarily to be paid for with dedicated real estate tax revenue for housing. This reduces the transfer from the General Fund to the Affordable Housing Fund, limiting capacity for affordable housing by approximately two units.</p> | 0.00 | (\$175,723) |
| <p>Human Resources</p> <p>Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | \$96,094 |
| <p>Human Resources</p> <p>The FY 2022 proposed budget includes a decreased vacancy savings factor as a result of discontinuing a City-wide selective hiring freeze and returning the vacancy savings factors across all departments to</p> | 0.00 | \$85,837 |
| <p>Human Resources</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget compared to FY 2020 or an additional 25% compared to FY 2021 budgets due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings. This reduction does not include funds for City-wide employee education and training programs.</p> | 0.00 | (\$17,605) |
| <p>Human Resources</p> <p>The proposed FY 2022 budget restores the FY 2021 Budget 2.0-related 25% reduction for the City employee education and training programs, which includes a number of continuous improvement opportunities such as professional development, tuition assistance, City-wide classes, special education cohort programs, and online learning and onboarding training.</p> | 0.00 | \$86,606 |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|------|------------|
| <p>Human Resources</p> <p>City employees are eligible for transit benefits for commute to and from work as well as pre-tax monthly payroll deductions for transit benefits. Previously, the Department of Transportation and Environmental Services (T&ES) had administered this program in close collaboration with Human Resources. To improve administrative efficiency of the program and its coordination with other employee benefits, the transit benefit program and associated funding was transferred from T&ES to Human Resources as a mid-year service adjustment.</p> | 0.00 | \$210,000 |
| <p>Human Resources</p> <p>The department’s FY 2022 photocopying funds are reduced to reflect expected limited employee outreach mail and in-person service deliveries during modified business operations due to COVID-19.</p> | 0.00 | (\$7,037) |
| <p>Human Resources</p> <p>City-wide benefits consulting services are temporarily reduced for FY 2022. Benefits consultants partner with the Department of Human Resources to develop healthcare cost optimization strategies and market-competitive plans for talent recruitment and retention; and to provide plan monitoring and performance reporting within City and against comparable organizations.</p> | 0.00 | (\$51,650) |
| <p>Human Resources</p> <p>City-wide professional health services are temporarily reduced for FY 2022. These services include, but are not limited to, pre-employment drug testing and physical examinations, fitness-for-duty examinations, and functional capacity examinations.</p> | 0.00 | (\$26,000) |
| <p>Office of Human Rights</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | (\$7,262) |
| <p>Office of Human Rights</p> <p>Legal Aid Justice Center Program— The LAJC program provides individual consultation and potential relief options to the underserved immigrant residents within the City. The LAJC program is committed to helping City residents navigate the complex immigration system and provide additional follow-up services. This funding is reallocated from the Non-Departmental General Fund.</p> | 0.00 | \$100,000 |
| <p>Office of Human Rights</p> <p>All Tavern Square office space cost estimates are adjusted in the FY 2022 proposed budget to reflect a lease extension agreement. In total this generated 0.6 million of General Fund savings.</p> | 0.00 | (\$34,813) |
| <p>Office of Human Rights</p> <p>All General Fund travel, conferences, mileage, education and training dollars were reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the temporary travel restrictions and the delay or cancellation of many in-person training opportunities. In total this generated 0.7 million of General Fund savings.</p> | 0.00 | (\$2,291) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|------|-------------|
| <p>Information Technology Services</p> <p>Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials. Other non-personnel expenditures increased over FY 2021 approved budget due to FY 2022 cost increases for Citywide software programs such as the annual enterprise licensing fee, device management platform, video communications platform, and the City's cloud service support costs. Additionally, a shared payment agreement was reinstated with various public safety departments to split the cost for software that supports their virtual servers.</p> | 0.00 | \$1,441,713 |
| <p>Information Technology Services</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$54,450) |
| <p>Information Technology Services</p> <p>All Tavern Square office space cost estimates are adjusted in the FY 2022 proposed budget to reflect savings resulting from a lease extension agreement. In total this generated \$0.6 million of General Fund savings.</p> | 0.00 | (\$213,282) |
| <p>Information Technology Services</p> <p>Various ITS operating costs are reduced across several internal programs and include services such as printing, office supplies, building costs, and fuel costs.</p> | 0.00 | (\$13,393) |
| <p>Information Technology Services</p> <p>Content management system phase-out—This proposal reflects an efficiency achieved by accelerating the phase-out of the old website platform, thereby eliminating associated maintenance costs. There is no service impact associated with this reduction.</p> | 0.00 | (\$12,354) |
| <p>Information Technology Services</p> <p>Miscellaneous Telecommunications Hardware—This proposal reduces by 80% the amount of replacement telecommunications hardware that is used to repair office phones and associated telephony and VOIP equipment. Ongoing needs can be funded by individual departments.</p> | 0.00 | (\$4,000) |
| <p>Information Technology Services</p> <p>Adobe Licenses Reduction—This proposal reduces the quantity of Adobe licenses that will be available to departments Citywide.</p> | 0.00 | (\$2,500) |
| <p>Information Technology Services</p> <p>Small Equipment Purchases Reduction—This proposal reduces Citywide funding for small equipment and software purchases, to include computer accessories, help desk software, and shared conference room equipment.</p> | 0.00 | (\$10,000) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|------|-------------|
| <p>Information Technology Services</p> <p>Multiple Positions, Hiring Freeze—A vacant Computer Programmer IV (1.00 FTE) and a vacant Principal GIS Analyst (1.00 FTE) are temporarily frozen through part of FY 2022. Existing City Staff will take over the critical work functions performed by this position.</p> | 0.00 | (\$102,003) |
| <p>Information Technology Services</p> <p>Printer Maintenance Reduction—This proposal reflects an efficiency savings achieved by reducing funding for network printer repairs and replacement parts.</p> | 0.00 | (\$5,000) |
| <p>Information Technology Services</p> <p>A Virtual Collaboration Engineer position (1.00 FTE) is added to produce and manage a video communications platform used for virtual public and in-person meetings as well as internal meetings Citywide. In addition, this position will enhance and support remote work.</p> | 1.00 | \$150,000 |
| <p>Information Technology Services</p> <p>End-User Web Reports Reduction—This proposal eliminates licensing for a end-user report product that has since been phased-out. There is no service impact associated with this reduction.</p> | 0.00 | (\$4,000) |
| <p>Information Technology Services</p> <p>LinkedIn Learning Reduction—This proposal eliminates the LinkedIn learning module.</p> | 0.00 | (\$6,000) |
| <p>Information Technology Services</p> <p>Ongoing COVID-19 Costs—This proposal reflects the transfer of requested funding for ongoing COVID-19 costs into the non-departmental budget. These ongoing costs fund important components of the City's pandemic response and include increases in various software licenses that allows for virtual public meetings and internal meetings Citywide. Funding for these costs will be available dependent on the release of future stimulus and relief funds at the Federal level.</p> | 0.00 | (\$408,380) |
| <p>Information Technology Services</p> <p>Computer Aided Dispatch Agreement—This proposal reflects savings achieved by a partial cost transfer to the program department. A cost-sharing agreement is reinstated with various public safety departments for hardware that is use for computer aided dispatch for 911 services.</p> | 0.00 | (\$27,847) |
| <p>Information Technology Services</p> <p>Research Group License Reduction—This proposal reduces the number of licenses that are used to access an information technology research platform for best practice data. There is no service impact associated with this reduction.</p> | 0.00 | (\$15,750) |
| [Continued on next page] | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|------|------------|
| Information Technology Services Enterprise Support Agreement Reduction –ITS was able to negotiate a reduction on this line item by utilizing service credits. There is no anticipated service impact for this reduction this year. | 0.00 | (\$65,000) |
| Information Technology Services Technology Program Manager Hiring Freeze—This proposal reflects an efficiency savings achieved by temporarily freezing a vacant Technology Program Manager position (1.00 FTE). There is no service impact associated with this reduction. Existing City Staff will take over the duties performed by this position. | 0.00 | (\$83,452) |
| Information Technology Services Internet Circuit Speed Increase—This proposal reflects a permanent increase to the speed of two primary internet circuits that improve the remote work experience. | 0.00 | \$60,000 |
| Information Technology Services Assistant Director—An Assistant Director has been added to support the realignment of the Network Management Division to increase efficiency and effectiveness in managing both the wired and wireless environment. This position will be funded through the Capital Improvement Program LAN/WAN Infrastructure project with no impact to the operating budget. | 1.00 | \$0 |
| Information Technology Services Network Monitoring—This proposal reflects an increase for software that will allow City staff to monitor network security Citywide, investigate connectivity issues, and perform critical routine maintenance. | 0.00 | \$13,000 |
| Office of Internal Audit Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes a decrease in the vacancy savings factor (\$136,298), net decreases in salaries & benefits mainly due to employee turnover (\$14,768), and increases/decreases in contracts and materials. | 0.00 | \$129,781 |
| Office of Internal Audit All Tavern Square office space cost estimates are adjusted in the FY 2022 proposed budget to reflect a lease extension agreement. In total this generated \$0.6 million of General Fund savings. | 0.00 | (\$6,619) |
| Office of Internal Audit All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings. | 0.00 | \$(3,589) |
| [Continued on next page] | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|--------|---------------|
| <p>Office of Internal Audit</p> <p>The cost reduction reflects the net savings from reclassifying the currently vacant Internal Auditor III as an Internal Auditor I, keeping the position vacant for the first ten months of FY 2022, and continuing the use of a contracted temporary auditor to maintain the audit workplan.</p> | 0.00 | (\$30,717) |
| <p>Juvenile & Domestic Relations District Court</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | (\$4,977) |
| <p>Juvenile & Domestic Relations District Court</p> <p>All General Fund travel, conferences, mileage, education and training dollars were reduced by 50% in the amended FY 2022 proposed budget version 2.0 due to COVID-19. Cancelled and delayed travel restrictions resulted in the cancellation of many in person training opportunities. This generated a total of 0.7 million of General Fund savings.</p> | 0.00 | (\$3,925) |
| <p>Library</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials. A mid-year FTE adjustment changed the personnel status of part-time positions to temporary positions with no change in service.</p> | (1.10) | \$236,352 |
| <p>Library</p> <p>Law Libraries Reduction—The Library is waiving the Law Library's General Fund contribution for FY 2022 for a total savings of \$28,694. There will be no service impact associated with this reduction because the Library will use funding provided by the Alexandria Bar Association and user fees to fund the Law Libraries material costs for FY 2022.</p> | 0.00 | (\$28,694) |
| <p>Library</p> <p>Holding Positions Vacant—The Library is holding a number of positions temporarily vacant for part of FY 2022 for a total General Fund reduction of \$184,691. The tasks normally performed by these positions will be distributed to existing staff.</p> | 0.00 | (\$184,691) |
| <p>Non-Departmental Contingent Reserves</p> <p>Remove \$4,259,278 of one-time funding for FY 2021 contingency items. Expenditures budgeted here in FY 2021 related to Deportation Due Process Program, Voter Registrar Redistricting Notice, and Northern Virginia Juvenile Detention Center (NVJDC) subsidy increase have been moved to their respective department budgets. Additionally, the COVID-19 Response Contingency budgeted in the General Fund for FY 2021 has been removed.</p> | 0.00 | (\$4,259,278) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|------|-----------|
| <p>Non-Departmental Contingent Reserves</p> <p>This funding represents the deletion of 50% of the appropriation to the Inova Alexandria Hospital for uncompensated care. The funding has been placed in contingent reserves until staff receive and complete an assessment of the impact of the expansion of Medicaid eligibility, and agree on the appropriate impact on the City’s appropriation to Inova going forward. The FY 2022 budget maintains this funding in Non-Department contingent reserves. These funds will be proposed for release once INOVA Alexandria provides service level and financial information related to the impact of Medicaid expansion to the City and City Council approves its release.</p> | 0.00 | \$490,575 |
| <p>Non-Departmental Contingent Reserves</p> <p>The funding for the Night/Weekend Zoning Inspector has been moved to Contingent Reserves, until a comprehensive review and report on night/weekend staffing, policies, and coordination between the Police, Planning, Code Administration, T&ES, Health and other impacted departments has been presented to Council. This item was also included as a Contingent Reserve item in FY 2021.</p> | 0.00 | \$83,595 |
| <p>Non-Departmental Contingent Reserves</p> <p>This provides funding to support the proposed Community Policing Review Board. As the final scope and composition of this board is determined, staff will provide a recommendation to City Council on how to release and allocate these funds from contingency.</p> | 0.00 | \$600,000 |
| <p>Non-Departmental Contingent Reserves</p> <p>The General Assembly passed legislation, effective May 1, 2021, which provides local jurisdictions with the ability to recognize labor unions or other employee associations or groups as a collective bargaining agent, if permitted by the jurisdiction via local ordinance or resolution. For the Proposed FY 2022 budget, funding is placed in contingent reserves in anticipation of City engagement with employee associations and/or labor unions.</p> | 0.00 | \$850,000 |
| <p>Non-Departmental Contingent Reserves</p> <p>The Proposed FY 2022 budget includes moving staffing and functions related to Alexandria Criminal Justice Services unit, which provides pretrial and probation services for local offenders, from the Alexandria Sheriff’s Department budget to Other Public Safety, where the office will report directly to the Deputy City Manager over Safe, Secure, and Just Community focus area. Additional funding in the amount of \$160,000 is placed in contingency in the event that it is determined that additional resources are needed to support the City’s pretrial and probation programs. Once this new office’s needs are better understood, staff will provide a recommendation for the allocation and release of these funds from contingency.</p> | 0.00 | \$160,000 |
| <p>Non-Departmental Contingent Reserves</p> <p>NVCC has approached the City and Alexandria City Public School (ACPS) with a proposal to repurpose NVCC’s regional capital subsidy and move these funds from the CIP to the operating budget to create early college education opportunities for ACPS high school students. ACPS is currently considering this proposal and estimating the City funding required to support this new initiative. The previous NVCC capital contribution has been removed from the CIP and \$400,000 is budgeted in contingent reserves. ACPS is currently working on a proposal.</p> | 0.00 | \$400,000 |

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City Service Adjustments



| Adjustments | FTE | Amount |
|--|------|--------------|
| <p>Non-Departmental Contingent Reserves</p> <p>This provides funding for outreach efforts in response to state legislation passed by the General Assembly that would authorize implementation of a plastic bag tax as a local option. The current timeline for the implementation of the plastic bag tax has not determined, which will impact the timing of the City’s outreach efforts. Staff will revisit this issue with Council, once the state’s timeline for implementing plastic bag tax regulations is more certain.</p> | 0.00 | \$30,000 |
| <p>Non-Departmental Contingent Reserves</p> <p>Undesignated contingency funds.</p> | 0.00 | \$500,000 |
| <p>Non-Departmental Contingent Reserves</p> <p>This provides funding for programs to assist Alexandria residents and businesses with recovery from the economic impacts of the COVID-19 pandemic. It is anticipated that the City could receive up to \$34 million from the federal legislation currently under development, and this funding would be used to provide support in these areas of need:</p> <ul style="list-style-type: none"> • Food Security • Eviction Prevention/Rental Assistance • Resident Economic Security • Business Economic Recovery • Community Recovery • Administrative, support, and health and vaccination costs associated to City government’s response to the COVID-19 public health emergency <p>At the time of budget preparation, final Congressional action has not been taken. Staff will need to propose a detailed allocation of grant funds, once the total amount, regulations, parameters, and spenddown requirements are known.</p> | 0.00 | \$34,000,000 |
| <p>Office of Management and Budget</p> <p>Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes the increased personnel expenditures due to position reclassifications, a decrease in the vacancy savings factor, and health plan selections.</p> | 0.00 | \$134,876 |
| <p>Office of Management and Budget</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$5,000) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|--|------|------------|
| <p>Office of Management and Budget</p> <p>The proposed FY 2022 budget reduces seasonal and temporary services, which represents a 20% reduction across these line items.</p> | 0.00 | (\$12,277) |
| <p>Office of Management and Budget</p> <p>At the September 22, 2020, Legislative Meeting, Alexandria City Council requested staff give some consideration to a grant writer/seeker position in the FY 2022 budget. This proposed budget includes funds for contracted grant assistance service, with the initial cost estimate based on a grant management software used by neighboring jurisdictions consistent with grant management practices of some other local governments. The estimated cost includes the software licensing, one-time deployment and integration costs with the City's financial system, training for City staff, and annual support and maintenance fees.</p> | 0.00 | \$75,000 |
| <p>Office of Performance Analytics</p> <p>Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes a mid-year adjustment for the Behavioral Health Data Analyst with additional personnel funding of \$119,502 and associated non-personnel funding of \$12,620. Current services adjustments also include funding for the biennial resident survey and other increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | \$63,234 |
| <p>Office of Performance Analytics</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$1,650) |
| <p>Office of Performance Analytics</p> <p>The proposed FY 2022 budget includes an efficiency savings reduction in non-personnel expenditures by a total of \$10,181 including a reduction in office supplies (\$459), discontinuation of professional memberships (\$750), discontinuation of budgeted funds for office materials (\$772), right-sizing of a copier lease contract (\$1,200), and removing one-time costs budgeted in FY 2021 (\$7,000). This reduction is based on a close review of past spending and aligns the proposed FY 2022 budget with historical expenditure trends.</p> | 0.00 | (\$10,181) |
| <p>Office of Performance Analytics</p> <p>The funding allocated for the biennial resident survey in FY 2022 is reduced by changing the resident survey cycle from every two years to every three years. Shifting the survey to every three years would be a data collection approach that is comparable to the practices adopted by some of other local jurisdictions.</p> | 0.00 | (\$40,000) |
| <p>Office of Performance Analytics</p> <p>OPA's proposed FY 2022 operating budget includes discontinuation of funding for the ICMA Performance Management Award application (\$200) and a reduction in cell phone service funds (\$550).</p> | 0.00 | (\$750) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|------|-------------|
| <p>Office of Organizational Excellence</p> <p>Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | \$39,293 |
| <p>Office of Organizational Excellence</p> <p>OOE will request the cost of the employee engagement survey contract to be broken down by component services as part of the RFP process and will consider implementation of only certain components of the survey in FY 2022.</p> | 0.00 | (\$15,243) |
| <p>Other Health Services</p> <p>Current services adjustment—Reflects the change in the cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials. The recommended Neighborhood Health funding is \$751,612.</p> | 0.00 | \$21,892 |
| <p>Other Public Safety & Justice Services</p> <p>The Adult Probation & Parole budget increases due to state salary and merit adjustments resulting in an increase in the City’s pay supplement.</p> | 0.00 | \$67,058 |
| <p>Other Public Safety & Justice Services</p> <p>The NVCJA budget decreases due to decreases in operating cost obligations of the City of Alexandria to NVCJA.</p> | 0.00 | (\$4,642) |
| <p>Other Public Safety & Justice Services</p> <p>The NVJDC budget decreases due to decreases in operating cost obligations of the City of Alexandria to NVJDC.</p> | 0.00 | (\$143,204) |
| <p>Other Public Safety & Justice Services</p> <p>Lease Savings—All Tavern Square office space cost estimates are adjusted in the FY 2022 proposed budget to reflect a lease extension agreement. In total this generated \$0.6 million of General Fund savings.</p> | 0.00 | (\$82,610) |
| <p>Other Public Safety & Justice Services</p> <p>The Public Defender budget decreases due to a vacancy. The City’s pay supplement is calculated by taking the difference between an equivalent City employee’s salary and the state level salary.</p> | 0.00 | (\$11,443) |
| <p>Other Public Safety & Justice Services</p> <p>The Sheltercare budget decreases primarily due to benefits, professional fees, and maintenance adjustments.</p> | 0.00 | (\$44) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|------|-------------|
| <p>Other Public Safety & Justice Services</p> <p>This grant funded program is moving from the Sheriff’s Office to the City of Alexandria. Its expenditures have not changed significantly from moving, but its costs have increased the budget for Other Public Safety.</p> | 6.00 | \$671,478 |
| <p>Other Public Safety & Justice Services</p> <p>Office of the Magistrate—All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. No other significant changes in expenditures from FY 2021 levels are occurring.</p> | 0.00 | (\$202) |
| <p>Planning & Zoning</p> <p>Current services adjustment — Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials. Included in current services is the funding of three previously unfunded overhires (\$258,613) which had been added in FY 2021 and FY 2022.</p> | 0.00 | \$593,437 |
| <p>Planning & Zoning</p> <p>Deferral of Vacancy Recruitments – The department will hold vacant an Urban Planner II position to recognize vacancy savings beyond the standard Citywide calculation.</p> | 0.00 | (\$100,000) |
| <p>Planning & Zoning</p> <p>50% Travel/Training—All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$17,820) |
| <p>Planning & Zoning</p> <p>Development Studies Savings—This savings temporarily reduces funding for development studies which provide technical support for small area plan development.</p> | 0.00 | (\$55,000) |
| <p>Planning & Zoning</p> <p>Board Broadband Support—Given the increased use of telecommunications, this funding supports broadband for devices used by the Board of Zoning Appeals.</p> | 0.00 | \$4,500 |
| <p>Police Department</p> <p>Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | \$823,152 |
| <p>Police Department</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$105,543) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|--------|-------------|
| <p>Police Department</p> <p>Eliminate Hack Enforcement Unit—This reduction enabled by a proposed re-engineering of taxicab regulations eliminates the Hack Enforcement Unit by eliminating 3 positions and moving the employees to fill current department vacant positions outside of the Unit because of deregulation.</p> | (3.00) | (\$303,117) |
| <p>Police Department</p> <p>Temporary Hiring Freeze—This reduction temporarily defers the hiring of 5 vacant positions. These positions are a Senior Executive Assistant, Background Investigator, PEO II, Facilities Supervisor, and Accounting Clerk III.</p> | 0.00 | (\$490,000) |
| <p>Police Department</p> <p>Temporary Reduction in Overtime Budget—This efficiency reduces the department’s overtime budget by 20% for FY 2022.</p> | 0.00 | (\$300,521) |
| <p>Police Department</p> <p>Reduction in FY 2022 Fleet Replacement—This efficiency defers the replacement of 20 vehicles.</p> | 0.00 | (\$990,000) |
| <p>Police Department</p> <p>Software Subscription Replacement Plan—This supplemental is a service expansion that creates a replacement plan for Cellebrite Premium Forensic Software. It is a full-service subscription suite used to access locked mobile devices and utilizes both hardware and software.</p> | 0.00 | \$101,085 |
| <p>Police Department</p> <p>Non-Personnel Expenditures Reduction—This reduction will come from a 25% reduction in City Shop Fuel, travel and training, replacement of furniture and equipment, software licenses, telecommunications, and professional services.</p> | 0.00 | (\$352,300) |
| <p>Police Department</p> <p>Temporary Partial Suspension of the Overhire Program— This reduction temporarily suspends the hiring of five Police Officer Is and one Parking Enforcement Officer I.</p> | 0.00 | (\$500,000) |
| <p>Project Implementation</p> <p>Current services adjustment— Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials</p> | 0.00 | \$719 |
| <p>Project Implementation</p> <p>Project Manager Position— A new Project Manager position is being added to manage projected increased capital project workloads. The position is budgeted in the CIP and funding for the position is included in the General Fund Cash Capital transfer budgeted in Non-Departmental. There is not an additional operating impact to this new position.</p> | 1.00 | \$0 |
| [Continued on next page] | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|--------|-------------|
| <p>Project Implementation</p> <p>Project Manager Positions— Two new Stormwater Project Manager positions are being added to the department, to manage the City’s increased volume of stormwater flood mitigation projects. The positions are budgeted as part of the Stormwater Utility fund transfer to the CIP.</p> | 2.00 | \$283,800 |
| <p>Recreation & Cultural Activities</p> <p>Current services adjustment- Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials. The mid-year adjustment of existing RPCA positions resulted 0.14 FTE decrease.</p> | (0.14) | \$1,381,347 |
| <p>Recreation & Cultural Activities</p> <p>Waterfront Parks Maintenance Upgrade—The proposed budget includes funding to upgrade the level of maintenance provided at the City’s waterfront parks. This supplemental will expand Level 1+ cleaning service (i.e., park cleaning, trail leveling, furniture set-up, increased trash collection) for the</p> | 0.00 | \$61,060 |
| <p>Recreation & Cultural Activities</p> <p>Chinquapin Summer Closure—A temporary closure of Chinquapin from June 26th to September 6th will result in a net general fund cost reduction of \$49,675. Chinquapin is scheduled to receive a skylight replacement during the summer and this adjustment will align the CIP project with the summer closure dates to minimize community impact while also reducing operating costs. RPCA selected this option because residents heavily use the City’s outdoor pools during the summer months. Fitness pass holders at Chinquapin would be redirected to Old Town, Charles Houston, and Patrick Henry.</p> | 0.00 | (\$49,675) |
| <p>Recreation & Cultural Activities</p> <p>City Marina Dockmaster—The proposed budget delays the hiring of the City Marina Dockmaster position until January 2022. The Dockmaster is responsible for managing the day-to-day operations of the City Marina and dock areas. The Dockmaster position was vacated in September 2020 and delaying the hiring of a replacement for six months will result in \$56,732 in general fund savings.</p> | 0.00 | (\$56,732) |
| <p>Recreation & Cultural Activities</p> <p>Deputy Director—The proposed budget delays the hiring of a vacant Deputy Director in Park Operations until January 2022 for a general fund savings of \$100,621. The current hiring freeze has not allowed for recruitment of this position and delaying the filling of this position will not have an immediate impact on the community or delivery of services. RPCA proposed this option because the duties of this position have been temporarily distributed among current staff.</p> | 0.00 | (\$100,621) |
| <p>Recreation & Cultural Activities</p> <p>Deputy Director—The proposed budget delays the hiring of a vacant Deputy Director in Recreation Services until January 2022 for a general fund savings of \$100,621. The current hiring freeze has not allowed for recruitment of this position and delaying the filling of this position will not have an immediate impact on the community or delivery of services. RPCA proposed this option because the duties of this position have been temporarily distributed among current staff.</p> | 0.00 | (\$100,621) |

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City Service Adjustments



| Adjustments | FTE | Amount |
|--|------|------------|
| <p>Recreation & Cultural Activities</p> <p>Gmax Testing of Athletic Fields and Playgrounds—RPCA performs Gmax testing at forty-four playgrounds, fifty-six athletic fields and five playable open space locations throughout the City. Gmax testing measures the shock performance of a sports surface and is currently provided by a third-party contractor. This reduction will move the service in-house, rather than contracting, for a General Fund savings of \$39,285.</p> | 0.00 | (\$39,285) |
| <p>Recreation & Cultural Activities</p> <p>Training, Conference, and Related Travel—RPCA’s Leadership and Management Division is reducing its training, travel, and conferences budgets by 50% for a general fund savings of \$27,000. RPCA will continue to encourage local and virtual training opportunities to limit travel-related costs. This reduction will impact leadership, employee development, and any industry-advancing techniques and programs delivered by the department to the public.</p> | 0.00 | (\$27,000) |
| <p>Recreation & Cultural Activities</p> <p>Leadership and Management Supply Reduction—RPCA is proposing a temporary reduction in the food, supplies and materials budget for Leadership and Management for a general fund reduction of \$22,000. This reduction impacts supplies and materials for in-house trainings and town halls.</p> | 0.00 | (\$22,000) |
| <p>Recreation & Cultural Activities</p> <p>All General Fund travel, conferences, mileage and education and training dollars were reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total, this adjustment generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$18,564) |
| <p>Office of Voter Registration & Elections</p> <p>Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year, including the administration of the Gubernatorial election, and includes increases and/or decreases in salaries & benefits, contracts, and materials.</p> | 0.00 | (\$64,880) |
| <p>Office of Voter Registration & Elections</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$5,470) |
| <p>Office of Voter Registration & Elections</p> <p>All Tavern Square office space cost estimates are adjusted in the FY 2022 proposed budget to reflect a lease extension agreement. In total this generated \$0.6 million of General Fund savings.</p> | 0.00 | (\$63,502) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|------|-------------|
| <p>Sheriff's Office</p> <p>Current services adjustment—For FY 2022, the current services adjustment decreases due to fringe benefit decreases throughout the Sheriff's Department caused by changes to benefit rate calculations, notably a decrease in SD VRS Hazard Duty due to how the City of Alexandria is assessed a single rate. Overall, the Sheriff's Department has experienced an 11.44% decrease in all benefits from FY 2021.</p> | 0.00 | (1,341,733) |
| <p>Sheriff's Office</p> <p>All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$26,467) |
| <p>Sheriff's Office</p> <p>Food Service Contract—The Sheriff's Office is reducing the Food Service Contract and supplementing with canteen and telephone funds.</p> | 0.00 | (\$25,000) |
| <p>Sheriff's Office</p> <p>Medical Contract—The Sheriff's Office is reducing the Medical Contract and supplementing with canteen and telephone funds.</p> | 0.00 | (\$25,000) |
| <p>Sheriff's Office</p> <p>Non-personnel Expenditure Reduction—This reduction realizes savings across the department in areas such as but not limited to office and operating supplies, maintenance deferral, travel/training, and community events.</p> | 0.00 | (\$73,532) |
| <p>Sheriff's Office</p> <p>Workers Compensation Reduction —This reduction realizes savings by reducing Workers Compensation due to underspending in previous fiscal years.</p> | 0.00 | (\$150,000) |
| <p>Sheriff's Office</p> <p>Temporary Hiring Freeze —This reduction realizes savings by temporarily suspending the filling of 6.40 vacant positions.</p> | 0.00 | (\$535,531) |
| <p>Sheriff's Office</p> <p>Security Manager Position—The Sheriff's Office is adding a Security Manager position to manage the new security system at the detention center and courthouse. This position is an overhire being converted to a permanent position.</p> | 1.00 | \$181,618 |
| <p>Sheriff's Office</p> <p>Fuel Cost Reduction—The Sheriff's Office is reducing fuel costs by reducing non-mandated service trips.</p> | 0.00 | (\$10,000) |
| <p>Sheriff's Office</p> <p>Vehicle Depreciation Reduction—The Sheriff's Office is temporarily deferring vehicle depreciation in FY22 and extending the depreciation schedule by one year.</p> | 0.00 | (\$176,000) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|--------|-------------|
| <p>Sheriff's Office Vehicle Replacement Deferral—The Sheriff's Office is temporarily deferring vehicle replacement in FY22 and extending the vehicle replacement schedule for one year.</p> | 0.00 | (\$64,736) |
| <p>Sheriff's Office Pretrial & Probation—The Pretrial & Probation Office has been created as a standalone unit and is no longer part of the Sheriff's Office.</p> | (6.00) | (\$671,478) |
| <p>Transportation & Environmental Services Current services adjustment—Current services adjustments reflect the change in cost of continuing the current level of service into the next fiscal year and includes increases and/or decreases in salaries & benefits, contracts, and materials. This includes an approximately \$2 million increase in vehicle replacement charges, \$1 million in regular salary and benefit increases, and a \$1 million increase in the NVTVA 30% transfer to capital projects.</p> | 0.00 | \$4,460,388 |
| <p>Transportation & Environmental Services All General Fund travel, conferences, mileage and education and training dollars are reduced by 50% in the FY 2022 proposed budget due to COVID-19 and the delay or cancellation of many in person training opportunities. In total this generated \$0.7 million of General Fund savings.</p> | 0.00 | (\$62,687) |
| <p>Transportation & Environmental Services Personnel Reallocation—Portions of three positions are permanently reallocated to the Code Permit Center, resulting in \$143,742 of General Fund savings.</p> | 0.00 | \$0 |
| <p>Transportation & Environmental Services Regional Water Plan—This increase represents one-third of the cost of continuing to partner with the Northern Virginia Regional Commission (NVRC) to update the Regional Water Supply Plan, which must be updated every ten years per state law. The other two-thirds of the total cost will be covered in FY 2023 and FY 2024. The plan serves to ensure all citizens have safe and adequate drinking water.</p> | 0.00 | \$14,000 |
| <p>Transportation & Environmental Services Tire Replacement Protocol—The Fleet Division will repair rather than replace punctured tires, provided the tires maintain a minimum tread. This shift aligns the City's tire replacement protocol with the Code of Virginia, resulting in \$21,700 savings without impacting tire performance or safety.</p> | 0.00 | (\$21,700) |
| <p>Transportation & Environmental Services All Tavern Square office space cost estimates are adjusted in the FY 2022 proposed budget to reflect a lease extension agreement. In total this generated \$0.6 million of General Fund savings.</p> | 0.00 | (\$27,329) |
| <p>Transportation & Environmental Services Parking Garage Maintenance – A new parking garage management contract results in savings based on a variety of management efficiencies.</p> | 0.00 | (\$101,172) |
| <p>[Continued on next page]</p> | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|---|------|--------------|
| Transportation & Environmental Services Position Reclassification - A Principal Planner is permanently reclassified to an Urban Planner III, aligning the position with the division's workload and allowing for a dedicated staff member for the Transportation Commission. | 0.00 | (\$19,909) |
| Transportation & Environmental Services Street Sweeping Vehicle Depreciation – Because street sweeping keeps leaves and trash out of the sanitary sewer system, street sweeping equipment replacement costs are reallocated from the General Fund to the Sanitary Sewer Fund, yielding \$364,000 of savings in the General Fund. | 0.00 | \$0 |
| Transportation & Environmental Services Yard Waste Collection – Due to increased costs associated with contracting out yard waste collection, the department is bringing the service in house. To provide this service, the department requires two rear loader trucks (\$500,000), 6.00 FTEs for (\$412,590), and related costs included fuel and maintenance (\$149,066). | 6.00 | \$1,061,656 |
| Transportation & Environmental Services Personnel – 4.50 FTEs are added to the Sanitary Sewer Fund, including two civil engineers and five inspector, operator, laborer and capital projects manager positions being shared with the Stormwater Utility Fund, will support the accelerated and expanded efforts at flood mitigation. | 4.50 | \$483,631 |
| Transportation & Environmental Services Capital Projects—The Sanitary Infrastructure Fund includes increased contributions to the CIP to support the Sanitary Sewer Asset Renewal Program as well as Combined Sewer Assessment and Rehabilitation. | 0.00 | \$6,345,710 |
| Transportation & Environmental Services Capital Projects—The Stormwater Utility Fund includes significantly increase contributions to the CIP to support storm sewer capacity and spot improvement projects. | 0.00 | \$11,105,361 |
| Transportation & Environmental Services Personnel – 7.50 FTEs and one overhire are added to the Stormwater Utility Fund. These positions, including five civil engineers and a program analyst, as well as five other positions being shared with the Sanitary Sewer Fund, will be focused on storm sewer capacity projects and spot improvements. | 7.50 | \$969,764 |
| Transportation & Environmental Services Stormwater Fee – The Stormwater Utility Rate is planned to increase from \$140 to \$210 on February 20 in FY 2021 and then to \$280 in FY 2022 to support expanded storm sewer capacity projects and to improve system maintenance. | 0.00 | \$0 |
| [Continued on next page] | | |

City Service Adjustments



| Adjustments | FTE | Amount |
|--|------|---------------|
| Transportation & Environmental Services Street Light Electric Utility Expenses – The City has continued the transition of existing streetlights to LED technology, resulting in greater efficiency and lower maintenance costs. | 0.00 | (\$100,000) |
| Transportation & Environmental Services Credit Card Processing Fees – With decreased tourism and traffic due to COVID-19, parking meter revenues are reduced by approximately 25%. As a result, credit card processing fees also decrease, resulting in roughly \$85,000 in savings. | 0.00 | (\$85,000) |
| Transportation & Environmental Services Position Reclassification—A Principal Planner is permanently reclassified to an Urban Planner II to better align the division’s workload, resulting in savings. | 0.00 | (\$43,023) |
| Transportation & Environmental Services Traffic Studies/Multi-Modal Survey – The department is delaying the next Traffic Studies/Multi-Modal Survey for a temporary savings of \$50,000. This survey, typically completed every two years, will yield more reliable data to show general transit trends and usage if delayed until FY 2023 due to the impact of COVID-19 on transit. | 0.00 | (\$50,000) |
| Transit Services Reduced Revenues—DASH anticipates 50% ridership from pre-COVID levels, resulting in a \$1,992,000 decrease in passenger revenue, offset by the introduction of exterior bus advertising and a small increase in revenue from the AT2X Mark Center Express. | 0.00 | \$1,786,994 |
| Transit Services Current Service Adjustment—This includes regular DASH merit and step increases and non-personnel cost increases needed to implement a cost-neutral version of the Alexandria Transit Vision Plan. | 0.00 | \$1,105,283 |
| Transit Services Use of Federal Relief Funds—DASH will utilize federal funding from CARES and CRRSAA received in FY 2021 to support FY 2022 services, eliminating the need for an increase to the General Fund contribution to DASH. | 0.00 | (\$2,892,277) |
| Transit Services Current Service Adjustment— This is a current service adjustment to the King Street Trolley mainly due to maintenance cost increases. | 0.00 | \$41,487 |
| Transit Services Two-month Reduction—In response to decreased use due to the pandemic, the King Street Trolley will not run during July and August, resulting in two months of savings for the Trolley subsidy. | 0.00 | (\$179,000) |