

**Manassas,  
Virginia**



# **Public Works Department Annual Report FY 2012**

## Table of Contents

<b>Public Works Mission Statement .....</b>	<b>2</b>
<b>Public Works Expenditures FY 2012.....</b>	<b>3</b>
<b>FY 2012 Accomplishments .....</b>	<b>4</b>
<b>FY 2011 Budget Cut Service Level Impacts .....</b>	<b>5</b>
<b>Departmental Initiatives &amp; Challenges.....</b>	<b>6</b>
<b>Vehicle Maintenance Garage Fund (605).....</b>	<b>7</b>
<b>Refuse Collection Fund (590) .....</b>	<b>8</b>
<b>Building Maintenance Fund (603).....</b>	<b>9</b>
<b>Public Works Staffing.....</b>	<b>10</b>
<b>U-3 Maintenance Expenditures.....</b>	<b>11</b>
<b>Service Efforts &amp; Measures .....</b>	<b>12</b>
<b>Benchmarking Data Conclusions.....</b>	<b>15</b>
<b>Public Works FY 2013 Capital Projects .....</b>	<b>16</b>
<b>Appendixes.....</b>	<b>18</b>
<b>General Fund &amp; Public Works Expenditures.....</b>	<b>19</b>
<b>Fund 590 Revenue &amp; Expenditures.....</b>	<b>20</b>
<b>Fund 605 Revenue &amp; Expenditures.....</b>	<b>21</b>
<b>Fund 603 Revenue &amp; Expenditures.....</b>	<b>22</b>

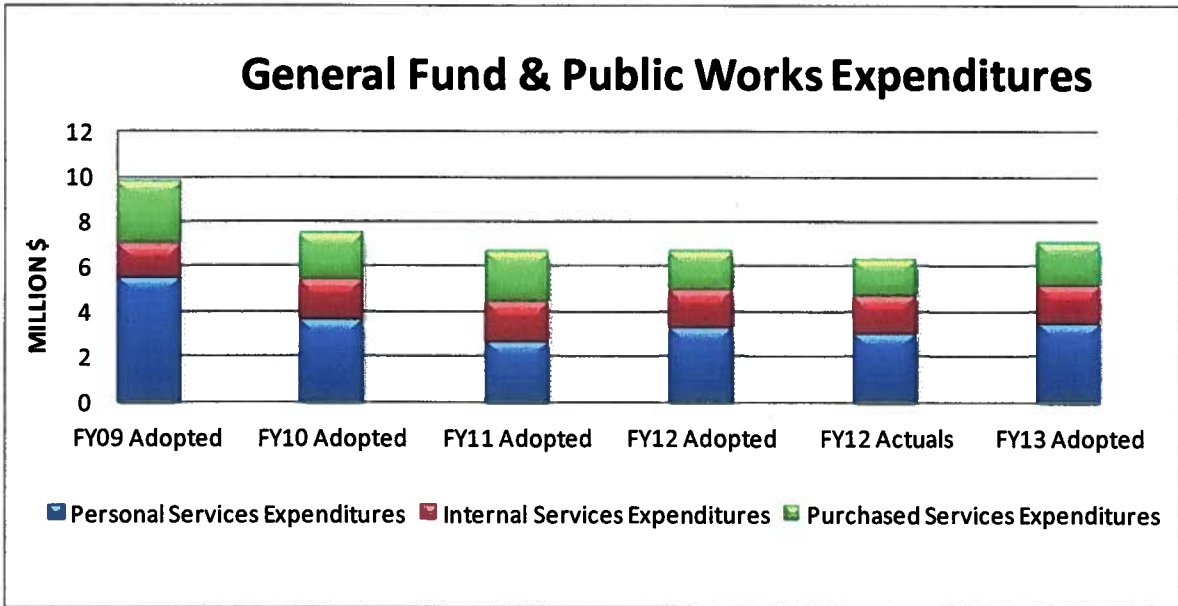
## **Public Works Mission Statement**

To provide quality and responsive maintenance and collection services to residents and businesses within established budgets.

To provide well planned and constructed capital projects that both serve the public and enhance public and private infrastructure.

To provide leadership in environmental sustainability by promoting conservation measures, reducing energy use and complying with environmental regulations.

## Public Works Expenditures FY 2012



FY12 Budget Adopted \$6,747,040  
 FY12 Actual \$6,782,492

The General Fund portion of the FY12 Public Works budget was under the amended budget by \$253,702 (4%). The FY13 adopted budget was increased by 1% in comparison to the FY12 budget. This increase was primarily an increase in the Street Department's paving program of \$130,000.00 and a decrease in City benefits associated with reduced health care costs.

## **FY 2012 Accomplishments**

- Completion of Wellington Road Improvement Project from Rt. 28 to Godwin Drive. Project funded with Federal, State and local monies. Project was on time and on budget.
- Completion of parking deck conversion of underutilized parking spaces on 4<sup>th</sup> and 5<sup>th</sup> levels to a paid parking system. Revenues currently averaging \$1,200 per month.
- Cockrell Road Improvement Project currently under construction.
- Sidewalk Infill Projects completed along Liberia Avenue including 3<sup>rd</sup> lane construction between Commerce Bank and Davis Ford Crossing.
- Completed paving and milling of Lot B (Water Tank Lot) and Lot C (Depot Lot).
- VDOT administered overpass project nearing completion at Wellington Road Intersection. Funded by Federal, State, and local monies.
- Storm water utility feasibility study underway. Possible revenue source in addressing new storm water mandates and future capital projects. City Council work session to be scheduled for discussion and consideration.
- Stormwater Management MS-4 permitting requirements were analyzed and City submitted proposal to comply with new nutrient requirements to State VA DCR.
- Various park improvements completed, ie. tennis courts all recoated in City.
- Building infrastructure for over 200,000 sf of space maintained.
- Curbside recycle rate currently at 30%. Overall recycle rate (residential and commercial) currently over 40%.

## FY 2011 Budget Cut Service Level Impacts

<b>Service Level Impacts</b>		
<b>Item</b>	<b>Impact</b>	<b>Cost</b>
<b>&lt; 3.5 FTE staff reductions</b>	<ul style="list-style-type: none"> <li>– reduction park maintenance</li> <li>– reduction office staff support</li> <li>– reduction in engineering to align with reductions in CIP</li> <li>– reduction in asphalt patching* and storm sewer maintenance</li> </ul>	<b>\$ 190,800</b>
<b>&lt; decrease concrete replacement program 75%</b>		<b>\$ 150,000</b>

\*these cuts were carried over into the FY12 base budget. Paving reductions in FY11 were restored in the FY12 budget.

## **Departmental Initiatives & Challenges**

### **Challenges**

- cuts in operating budget
- decreasing revenues
- state transportation funding for Urban construction programs eliminated effective July 1, 2009
- new storm water regulations (Chesapeake Bay TMDL regulations)
- rising prices for materials and supplies

### **Environmental Initiatives**

- 10% green fleet goal (hybrid/alternate fuel vehicles)
- tree canopy program
- single stream recycling
- household hazardous waste program (ongoing)
- fleet management system
- LED traffic signals (complete)
- LED street lights (pilot underway)

### **Infrastructure Maintained**

- 2,950 streetlights (maintained by Utilities – General Fund expense)
- 253.5 lane miles streets
- 11 city parks
- 8 schools (fields)
- 2 city cemeteries
- 166,500 sf planting beds
- 441 pieces equipment (346 licensed vehicles including school vehicles, trailers, etc)
- 61 traffic signals
- 17 city buildings
- 470,000 lf storm sewer
- 22 storm water management ponds

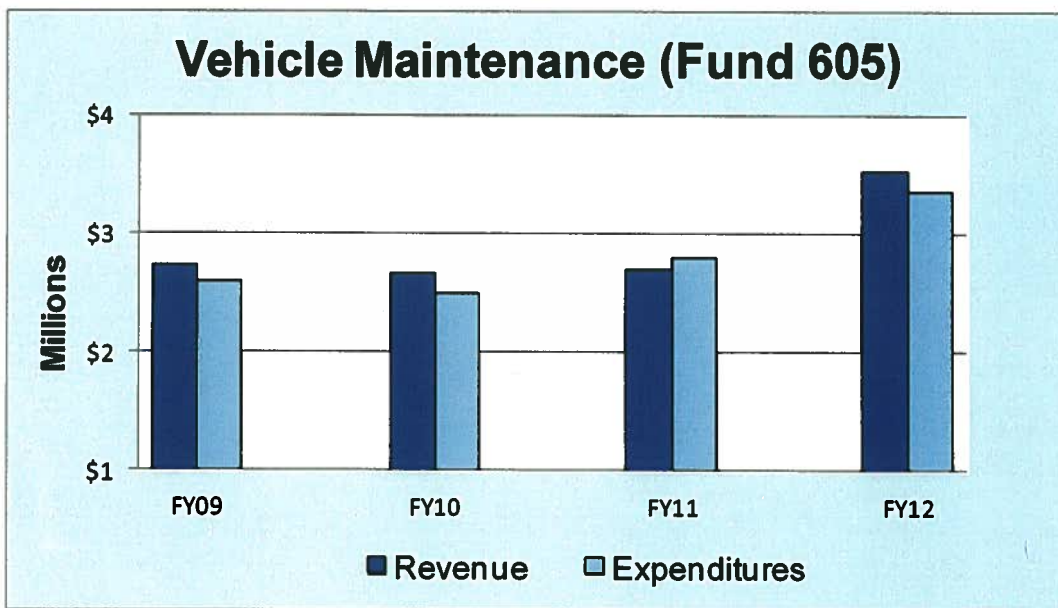
### **Essential City Services**

- contract trash collection from 10,000 customers
- snow removal, street sweeping, leaf collecting citywide
- roadways and storm sewer maintenance
- facilities management and maintenance
- parks, cemeteries and ball field maintenance
- traffic controls and markings for all city maintained roadways

## Vehicle Maintenance Garage Fund (605)

### Revenues & Expenditures

Revenues came in at \$3,346,216 vs the adopted budget of \$3,166,030. Expenditures were \$3,361,120 vs an amended budget of \$3,530,895. The decreases in maintenance intervals and costs for fuel & parts were the reason for revenue being under estimates. Expenditures came in as projected. (The actual expenditures include \$595,000 depreciation expense as a non-cash expenditure.)



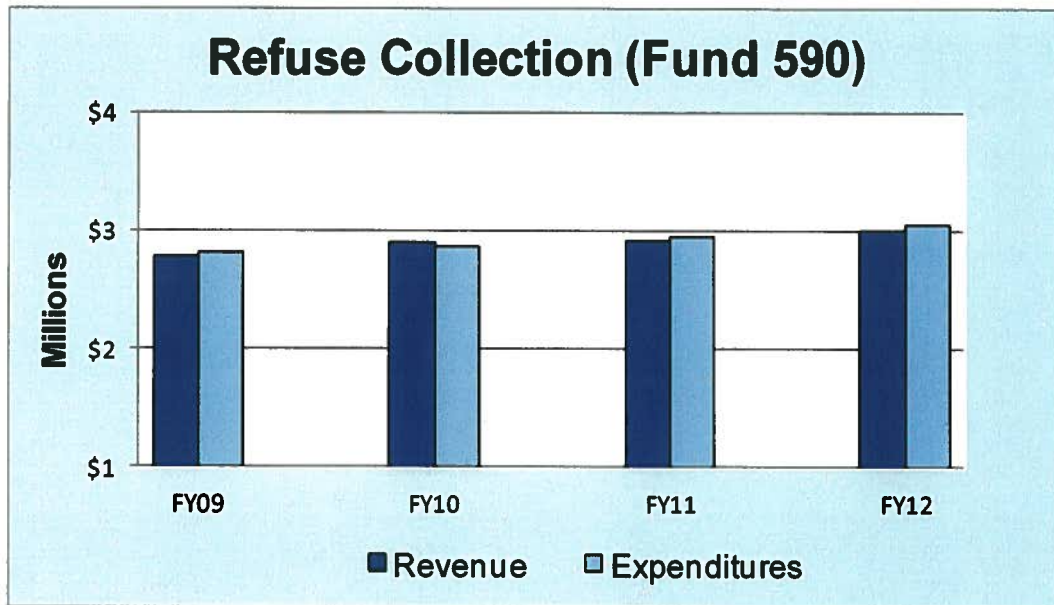
Working capital for the account has decreased due to increased vehicle purchases over the last year. Working capital is at \$585,340 with a goal for the fund being \$300,000 / \$400,000. In FY12 the \$200,000 operating subsidy to general fund was eliminated and the police vehicle cruiser replacement program was reinstated and other equipment replacements were programmed where necessary.



## Refuse Collection Fund (590)

### Revenues & Expenditures

Revenues came in for the fund at \$3,009,480. Expenditures in the fund were \$3,051,640 which was 3.3% under the adopted budget. Expenditures increased 3.7% in the area of contracted services to accommodate contract collection cost increases.



### Public Works Refuse Collection User Fee Rates

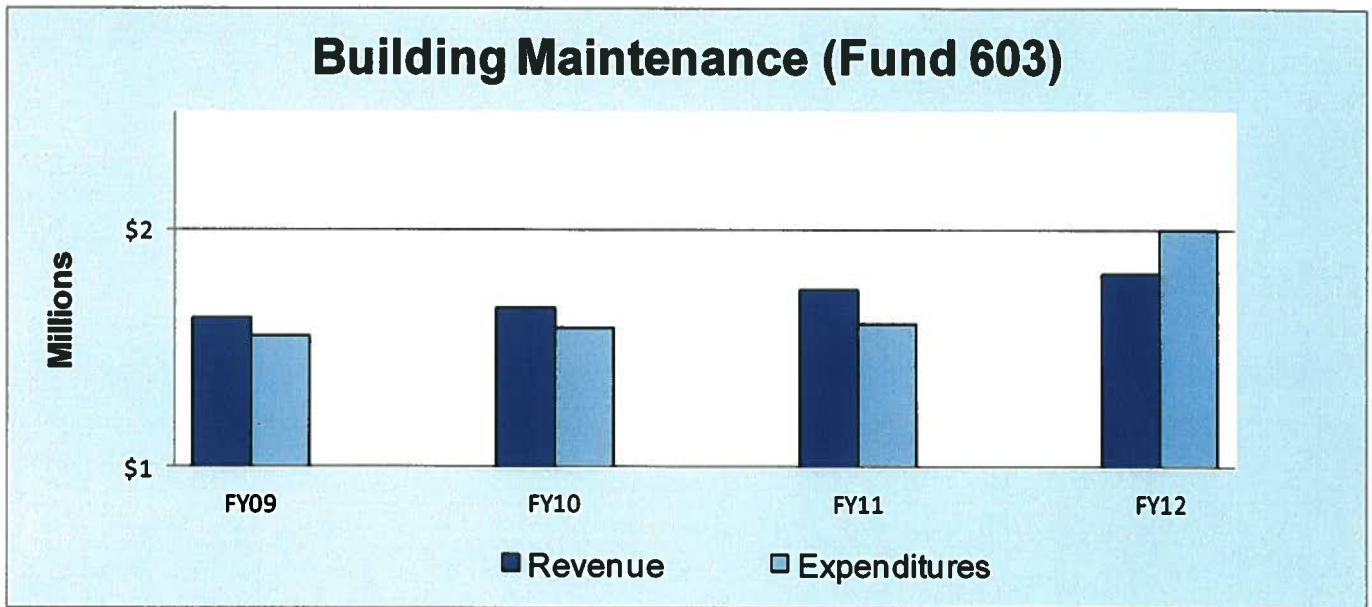
	FY 10	FY 11	FY 12	FY 13
<b>Single Family Dwelling</b>	\$ 22.79	\$ 22.79	\$ 23.64	\$ 24.76
<b>Townhome</b>	\$ 23.82	\$ 23.82	\$ 24.80	\$ 25.93

- User rates were increased to accommodate the contract collection cost increased in the City's contract.
- 40% recycle rate for FY12. Increased business and residential recycling has increased the rate to this level.
- Courtesy truck rental remained at \$75.00 for FY12
- Waste transfer station revenue decreased in FY12 to \$129,815 from \$143,190 in FY11
- Policy goal is to maintain 2 months operating reserve, current fund balance is \$209,095 which is slightly under this goal.
- Fund has included sweeper and leaf disposal costs in FY13

## Building Maintenance Fund (603)

### Revenues & Expenditures

In FY12 the Building Maintenance Fund expenditures were \$1,498,862 and the Revenue was \$1,313,110. The fund is operating in its fourth year and is intended to allocate costs to actual facilities to accurately reflect the cost to maintain and operate the city's building infrastructure. The current fund balance is \$ 458,000.00 (FY11).



Staff has a five year strategic plan to implement needed facility improvements to maintain necessary building infrastructure which has been programmed in the CIP.

## Public Works Staffing

A citywide re-organization occurred in December 2008 which resulted in a reduction in the workforce from 69 FTEs to 61 FTEs. Additional personnel were transferred to different departments: Inspections to Community Development and Mapping to Information Technology. The overall reorganization resulted in a net reduction from 83 FTEs in FY 2009 to 61 FTEs in FY 2010. Additional budget cuts in FY2011 resulted in a workforce reduction of 3.5 FTEs for a total of 57.5 FTEs. In FY12, a building and grounds maintenance position was reinstated for a current total of 58.5 FTEs.

### PUBLIC WORKS STAFFING

	FY 09 1st half	FY 09 2nd half	FY 10	FY 11	FY 12	FY 13
<b>Public Works Administration</b>	5	5	2	3	3	3
<b>Engineering</b>	5	5	4	3.5	3.5	3.5
<b>Buildings &amp; Grounds Maintenance</b>	19	19	17	16	17	17
<b>Street Department</b>	27	27	25	22	22	22
<b>Traffic Controls</b>	4	4	4	4	4	4
<b>Refuse/Recycling</b>	1	1	1	1	1	1
<b>Mapping Department*</b>	3	0	0	0	0	0
<b>Inspections Department*</b>	11	0	0	0	0	0
<b>Vehicle Maintenance</b>	8	8	8	8	8	8
<b>Total</b>	83	69	61	57.5	58.5	58.5

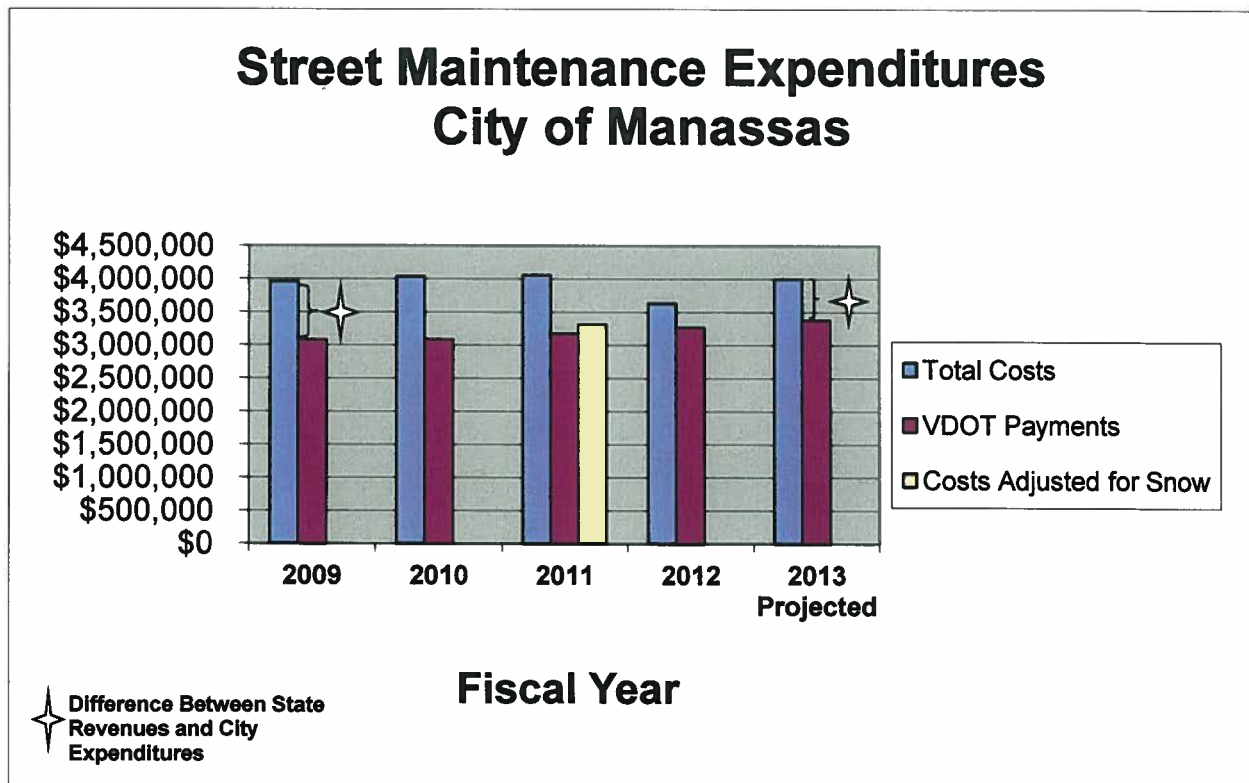
\*Transferred to Community Development/IT Department as part of Citywide re-organization.

Since FY 08 staff reduction    30.7%  
 Since FY 09 staff reduction    16.7%

## U-3 Maintenance Expenditures

	2009	2010	2011	2012	2013 Projected
<b>Maintenance Expenditures</b>	\$3,956,190	\$4,036,025	\$4,060,500	\$3,632,000*	\$4,000,000
<b>VDOT Maintenance Revenue</b>	\$3,080,621	\$3,083,100	\$3,173,690	\$3,268,900	\$3,380,000
<b>Difference</b>	\$875,569	\$952,925	\$883,810	\$363,100	\$620,000
<b>City Road Subsidy</b>	22%	24%	21%	10%	15.5%

\*Pre-Audit



## Service Efforts & Measures

### Engineering Department

Measure	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual
<b>Output</b> % of major CIP projects designed / # of minor CIP projects designed	2 / 10	2 / 8	1 / 6	2 / 6
<b>Output</b> # of site plans and subdivision plans reviewed	30	20	29	40
<b>Outcome (Effectiveness)</b> % of site plans reviewed within 2.5 weeks	95.00%	80.00%	90.00%	90.00%
<b>Output</b> # of technical support work orders completed	50	40	30	50

### Grounds Maintenance

Measure	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual
<b>Output</b> # of graffiti incidents on public property	70	70	55	50
<b>Output</b> # acres mowed	361	361	365	365
<b>Input (workload)</b> # of hours of park maintenance	3,366	2,900	3600*	3,100
<b>Output</b> # of lane acres mowed	746	746	746	746

\*one time funding for sesquicentennial created 800 additional hours of park maintenance

### Building Maintenance

Measure	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual
<b>Output</b> # of work orders completed	255	260	300	320
<b>Input (workload)</b> Square footage maintained / # of buildings	188,828 / 16	188,828 / 16	199,828 / 17	199,828 / 17
<b>Efficiency</b> Maintenance cost per square foot	\$3.05	\$3.94	\$4.15	\$4.15
<b>Input (workload)</b> # of buildings maintained	16	16	17	17

## Grounds - Beautification

Measure	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual*	FY 2012 Actual
<b>Output</b> # of square feet of flower/shrub beds planted and maintained	90,000	90,000	90,000	133,000*
<b>Output</b> # of trees in inventory	6,398	6,398	6,398	6,415
<b>Outcome (Effectiveness)</b> % of tree saucers mulched per year	30	30	50*	50*
<b>Output</b> planting beds/tree saucers sprayed (MH)	30	30	90	150

\*one time funding for sesquicentennial created 20% additional tree saucers mulched

## Street Department

Measure	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual
<b>Output</b> # of lane miles maintained	253.50	253.00	253.00	253.50
<b>Output</b> average pavements condition rating roadways	76	66	64	70
<b>Outcome (Effectiveness)</b> # of square feet of sidewalks and driveways replaced	19,500	9,600	3,250	3,160
<b>Output</b> \$ amount of snow removal funds spent	\$200,000	\$1,000,000	\$300,000	\$120,000

\*budget impacts

## Traffic Controls

Measure	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual
<b>Output</b> # of traffic signals maintained	55	55	59	61
<b>Output</b> # of replacement signs installed	200	250	200	200
<b>Output</b> # of feet of thermo striping completed	65,000	35,000	40,000	50,000
<b>Output</b> # of street lights	2,915	2,930	2,950	2,979

## Refuse & Recycling

Measure	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual
<b>Efficiency</b> Cost per ton (refuse)	\$125.00	\$135.00	\$135.00	\$149.00
<b>Efficiency</b> cost per ton (recycling)	\$181.50	\$181.00	\$181.00	\$165.00
<b>Efficiency</b> cost per ton (yardwaste)	\$195.00	\$188.00	\$188.00	\$173.00
<b>Efficiency</b> single-family user fee	\$22.79	\$22.79	\$23.64	\$24.76

## Vehicle Maintenance

Measure	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual
<b>Input (workload)</b> labor rate (per hour)	\$55.00	\$55.00	\$55.00	\$55.00
<b>Output</b> # of maintenance orders processed	3,100	3,100	3,000	3,100
<b>Outcome (Effectiveness)</b> # of pieces of equipment per mechanic	71	73	73	73
<b>Output</b> % of vehicles replaced / average age of fleet	0% / 8 yrs	2% / 8 yrs	2% / 8 yrs	5% / 8 yrs

# Benchmarking Data Conclusions

## Engineering

- Workload for site plans is lower than historic numbers. Used to be over 50 per year.

## Buildings & Grounds

- Cost per square foot for building maintenance has remained flat from FY 11 to FY 12.

## Streets

- Street paving cycle – Decrease in paving cycle once every 15.6 years in 2004 to once every 25.3 years in 2012. Street condition rating dropped from 78 to 70 from 2004 to 2012.
- Sidewalk Replacement has been reduced by 85% from 2004 to 2012.
- Snow Removal actual expenditures vary significantly year to year. From a low of \$96,000 to a high of \$1.2 million. Average over last 8 years \$378,000. Budget is \$250,000.

## Traffic Controls

- Significant success in bringing down energy costs from use of LED lights. 38% savings.
- Number of feet of roadway striping (paint and thermo) has reduced by 40% since 2004 due to decreased maintenance budgets.
- Energy cost FY 2004 -\$614/signal; FY2012 -\$382/signal

## Solid Waste

- Number of trash and recycling misses has stayed close to the 60/month over the last several years.
- Recycling rate for City has increased from 32% in 2004 to 40% in 2012 (including commercial tonnage). Attributed in large part to residential recycling bins, single stream, and increased education.

## Vehicle Maintenance

- Percent of fleet replaced has been down to 1-2% over last several years. In FY12 replacements increased back to 5%.
- Targeted ways to increase mpg/vehicle:
  - Vehicle tracking software
  - More fuel efficient vehicles purchases
  - Use of hybrids, electric vehicles in fleet
  - More strict policy on vehicle idle times
- Fuel costs have been highly variable over last 5 years.



## Public Works FY 2013 Capital Projects

### **Cockrell Road Improvements T-13 \$466,000**

Install curb, gutter, sidewalk, storm sewer & street widening of approximately 1,000 LF of existing narrow section. Project is (50%) funded through VDOT Revenue Sharing Funds.



### **Mosby St./Peabody St. Intersection Improvements T-50 \$206,000**

Improvements to existing intersection and widen 200 LF of Mosby Street. Drainage improvements will also be provided. Project is 50% funded with VDOT revenue sharing funds.



### **Sidewalk Infill Initiative T-58 \$253,000**

Project will install new sidewalk along Godwin Drive between Hastings Drive and Norfolk Southern Railroad. Project is 50% funded with VDOT revenue sharing funds.



**Maple Street Improvements T-57 \$450,000**

Project will widen pavement, install curb & gutter, sidewalks, and storm sewer between Portner Avenue and Centreville Road. Project will be completed in conjunction with water & sewer project W-50. Project is partially funded with VDOT revenue sharing funds.



**Portner Ave./Battle St./Main St. Storm Sewer Improvements D-23 \$950,000**

Install/replace existing storm sewer system to serve Portner Ave., Battle St., and Main St. to improve storm sewer conveyance through this area.



**Center St. Drainage Improvements D-24 \$40,000**

Replace existing storm sewer under Center St at lower entrance to City Hall parking lot. The project will install new pipe to an existing structure in the City Hall lot.



# Appendix A

## City of Manassas Public Works & General Fund Department Expenditure Overview

Expenditure Category	FY 09 Adopted	FY 09 Amended	FY 09 Actual
Personal Services	\$ 3,912,520	\$ 3,364,816	\$ 3,122,650
Benefits	\$ 1,645,780	\$ 1,383,347	\$ 1,273,428
Purchased Services	\$ 1,938,160	\$ 1,929,017	\$ 1,733,148
Internal Services	\$ 1,528,560	\$ 1,560,222	\$ 1,553,959
Other charges	\$ 297,510	\$ 280,786	\$ 303,693
Supplies	\$ 490,940	\$ 488,847	\$ 532,857
Capital	\$ 28,600	\$ 31,600	\$ 30,190
Debt Service	\$ -	\$ -	\$ (53,079)
<b>Expenditure Category Total:</b>	<b>\$ 9,842,070</b>	<b>\$ 9,038,635</b>	<b>\$ 8,496,846</b>

Expenditure Category	FY 10 Adopted	FY 10 Amended	FY 10 Actual
Personal Services	\$ 2,521,580	\$ 2,608,184	\$ 2,388,410
Benefits	\$ 1,186,940	\$ 1,186,940	\$ 1,078,182
Purchased Services	\$ 1,284,980	\$ 1,729,484	\$ 1,655,043
Internal Services	\$ 1,758,520	\$ 1,818,520	\$ 1,773,536
Other charges	\$ 272,570	\$ 272,570	\$ 285,770
Supplies	\$ 468,210	\$ 557,259	\$ 540,981
Capital	\$ 9,600	\$ 33,675	\$ -
Debt Service	\$ -	\$ -	\$ -
<b>Expenditure Category Total:</b>	<b>\$ 7,502,400</b>	<b>\$ 8,206,632</b>	<b>\$ 7,721,922</b>

Expenditure Category	FY 11 Adopted	FY 11 Amended	FY 11 Actuals
Personal Services	\$ 2,345,720	\$ 2,345,720	\$ 2,105,217
Benefits	\$ 1,069,190	\$ 1,069,190	\$ 975,602
Purchased Services	\$ 931,930	\$ 1,003,988	\$ 904,940
Internal Services	\$ 1,601,110	\$ 1,672,938	\$ 1,646,252
Other charges	\$ 254,380	\$ 253,380	\$ 248,673
Supplies	\$ 480,900	\$ 485,366	\$ 474,971
Capital	\$ -	\$ 9,289	\$ 5,228
Debt Service & Other	\$ -	\$ -	\$ (46)
<b>Expenditure Category Total:</b>	<b>\$ 6,683,230</b>	<b>\$ 6,839,871</b>	<b>\$ 6,360,837</b>

Expenditure Category	FY 12 Adopted	FY 12 Amended	FY 12 Actuals
Personal Services	\$ 2,338,530	\$ 2,029,516	\$ 2,143,521
Benefits	\$ 977,440	\$ 961,364	\$ 881,337
Purchased Services	\$ 1,043,730	\$ 1,648,357	\$ 1,508,678
Internal Services	\$ 1,653,060	\$ 1,653,060	\$ 1,643,287
Other charges	\$ 254,380	\$ 254,380	\$ 251,786
Supplies	\$ 479,900	\$ 489,517	\$ 418,560
Capital	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ (64,678)
<b>Expenditure Category Total:</b>	<b>\$ 6,747,040</b>	<b>\$ 7,036,194</b>	<b>\$ 6,782,492</b>

# Appendix B

## City of Manassas Refuse Collection Fund 590 Expenditure Overview

Expenditure Category	FY 09 Adopted	FY 09 Amended	FY 09 Actual
Personal Services	\$ 109,230	\$ 109,230	\$ 98,372
Benefits	\$ 43,530	\$ 42,945	\$ 39,224
Purchased Services	\$ 2,562,320	\$ 2,566,470	\$ 2,502,682
Internal Services	\$ 176,300	\$ 176,300	\$ 175,409
Other charges	\$ 1,600	\$ 2,275	\$ -
Supplies	\$ -	\$ 20,581	\$ -
Capital	\$ 3,240	\$ 3,825	\$ -
Debt Service	\$ 300	\$ 300	\$ -
<b>Expenditure Category Total:</b>	<b>\$ 2,896,520</b>	<b>\$ 2,921,926</b>	<b>\$ 2,815,687</b>

Expenditure Category	FY 10 Adopted	FY 10 Amended	FY 10 Actual
Personal Services	\$ 109,230	\$ 109,230	\$ 142,422
Benefits	\$ 45,290	\$ 45,290	\$ 51,932
Purchased Services	\$ 2,502,550	\$ 2,502,550	\$ 2,492,974
Internal Services	\$ 179,780	\$ 179,780	\$ 181,409
Other charges & Supplies	\$ 1,600	\$ 1,600	\$ -
Supplies and Capital	\$ -	\$ -	\$ -
Other Uses of Funds	\$ -	\$ -	\$ -
Debt Service	\$ 300	\$ 300	\$ -
<b>Expenditure Category Total:</b>	<b>\$ 2,838,750</b>	<b>\$ 2,838,750</b>	<b>\$ 2,868,737</b>

Expenditure Category	FY 11 Adopted	FY 11 Amended	FY 11 Actual
Personal Services	\$ 110,470	\$ 110,470	\$ 111,630
Benefits	\$ 48,760	\$ 48,760	\$ 41,990
Purchased Services	\$ 2,635,540	\$ 2,642,161	\$ 2,595,130
Internal Services	\$ 197,960	\$ 197,960	\$ 197,551
Other charges	\$ 1,750	\$ 1,750	\$ 1,684
Supplies	\$ -	\$ -	\$ -
Capital	\$ -	\$ -	\$ -
Debt Service	\$ 300	\$ 300	\$ 177
<b>Expenditure Category Total:</b>	<b>\$ 2,994,780</b>	<b>\$ 3,001,401</b>	<b>\$ 2,948,162</b>

Expenditure Category	FY 12 Adopted	FY 12 Amended	FY 12 Actual
Personal Services	\$ 144,670	\$ 144,670	\$ 121,536
Benefits	\$ 78,830	\$ 78,830	\$ 43,281
Purchased Services	\$ 2,739,550	\$ 2,739,550	\$ 2,692,176
Internal Services	\$ 192,200	\$ 192,200	\$ 191,953
Other charges	\$ 1,750	\$ 1,750	\$ 1,684
Supplies	\$ -	\$ 5,392	\$ 780
Other uses of funds	\$ -	\$ -	\$ -
Debt Service	\$ 300	\$ -	\$ 234
<b>Expenditure Category Total:</b>	<b>\$ 3,157,300</b>	<b>\$ 3,162,392</b>	<b>\$ 3,051,644</b>

# Appendix C

## City of Manassas Vehicle Maintenance Fund 605 Expenditure Overview

Expenditure Category	FY 09 Adopted	FY 09 Amended	FY 09 Actual
Personal Services	\$ 540,630	\$ 540,630	\$ 496,730
Benefits	\$ 206,490	\$ 204,735	\$ 175,630
Purchased Services	\$ 116,000	\$ 116,000	\$ 188,445
Internal Services	\$ 324,840	\$ 324,840	\$ 324,021
Other charges	\$ 119,590	\$ 118,590	\$ 111,972
Supplies	\$ 1,106,100	\$ 1,106,100	\$ 1,295,945
Capital	\$ 576,600	\$ 819,002	\$ -
Other Uses of Funds	\$ 8,060	\$ 10,815	\$ -
<b>Expenditure Category Total:</b>	<b>\$ 2,998,310</b>	<b>\$ 3,240,712</b>	<b>\$ 2,592,743</b>

Expenditure Category	FY 10 Adopted	FY 10 Amended	FY 10 Actual
Personal Services	\$ 521,650	\$ 521,650	\$ 523,510
Benefits	\$ 192,230	\$ 192,230	\$ 194,329
Purchased Services	\$ 124,000	\$ 124,000	\$ 344,501
Internal Services	\$ 340,340	\$ 340,340	\$ 337,069
Other charges	\$ 121,800	\$ 135,720	\$ 134,304
Supplies	\$ 1,117,120	\$ 1,117,120	\$ 959,210
Capital	\$ 142,800	\$ 163,211	\$ -
Other Uses of Funds	\$ 200,000	\$ 200,000	\$ -
<b>Expenditure Category Total:</b>	<b>\$ 2,759,940</b>	<b>\$ 2,794,271</b>	<b>\$ 2,492,923</b>

Expenditure Category	FY 11 Adopted	FY 11 Amended	FY 11 Actuals
Personal Services	\$ 527,290	\$ 527,290	\$ 501,567
Benefits	\$ 192,590	\$ 192,590	\$ 191,458
Purchased Services	\$ 124,000	\$ 124,000	\$ 147,639
Internal Services	\$ 331,910	\$ 331,910	\$ 333,672
Other charges	\$ 135,800	\$ 135,855	\$ 129,535
Supplies	\$ 1,025,620	\$ 1,025,565	\$ 1,052,633
Capital	\$ 254,750	\$ 292,750	\$ 248,770
Other Uses of Funds	\$ 200,000	\$ 200,000	\$ 200,000
<b>Expenditure Category Total:</b>	<b>\$ 2,791,960</b>	<b>\$ 2,829,960</b>	<b>\$ 2,805,274</b>

Expenditure Category	FY 12 Adopted	FY 12 Amended	FY 12 Actual
Personal Services	\$ 531,040	\$ 531,040	\$ 494,373
Benefits	\$ 181,630	\$ 181,630	\$ 174,332
Purchased Services	\$ 124,000	\$ 159,320	\$ 172,556
Internal Services	\$ 288,140	\$ 288,140	\$ 291,162
Other charges	\$ 135,800	\$ 135,800	\$ 152,102
Supplies	\$ 1,025,620	\$ 1,141,487	\$ 1,169,858
Capital	\$ 879,800	\$ 1,093,480	\$ 906,736
Other Uses of Funds	\$ -	\$ -	\$ -
<b>Expenditure Category Total:</b>	<b>\$ 3,166,030</b>	<b>\$ 3,530,897</b>	<b>\$ 3,361,119</b>

## Appendix D

### City of Manassas Building Maintenance Fund 603 Expenditure Overview

Expenditure Category	FY 09 Adopted	FY 09 Amended	FY 09 Actual
Personal Services	\$ 169,000	\$ 288,550	\$ 234,909
Benefits	\$ 51,180	\$ 49,555	\$ 100,312
Purchased Services	\$ 247,960	\$ 312,429	\$ 284,461
Internal Services	\$ 22,370	\$ 22,370	\$ 26,915
Other charges	\$ 259,730	\$ 259,730	\$ 348,263
Supplies	\$ 161,720	\$ 213,345	\$ 54,450
<b>Expenditure Category Total:</b>	<b>\$ 911,960</b>	<b>\$ 1,145,979</b>	<b>\$ 1,049,310</b>

Expenditure Category	FY 10 Adopted	FY 10 Amended	FY 10 Actual
Personal Services	\$ 250,420	\$ 250,420	\$ 259,418
Benefits	\$ 112,480	\$ 112,480	\$ 113,745
Purchased Services	\$ 250,110	\$ 274,110	\$ 186,845
Internal Services	\$ 84,460	\$ 84,460	\$ 75,872
Other charges	\$ 340,320	\$ 340,320	\$ 380,745
Supplies	\$ 86,500	\$ 86,500	\$ 74,331
Capital		\$ 75,000	
<b>Expenditure Category Total:</b>	<b>\$ 1,124,290</b>	<b>\$ 1,223,290</b>	<b>\$ 1,090,956</b>

Expenditure Category	FY 11 Adopted	FY 11 Amended	FY 11 Actual
Personal Services	\$ 278,430	\$ 278,430	\$ 275,573
Benefits	\$ 129,230	\$ 129,230	\$ 124,489
Purchased Services	\$ 316,110	\$ 316,110	\$ 248,673
Internal Services	\$ 80,240	\$ 80,240	\$ 100,080
Other charges	\$ 370,320	\$ 370,320	\$ 292,443
Supplies	\$ 45,960	\$ 45,960	\$ 61,703
Capital	\$ -	\$ -	\$ -
<b>Expenditure Category Total:</b>	<b>\$ 1,220,290</b>	<b>\$ 1,220,290</b>	<b>\$ 1,102,961</b>

Expenditure Category	FY 12 Adopted	FY 12 Amended	FY 12 Actual
Personal Services	\$ 290,620	\$ 290,620	\$ 292,722
Benefits	\$ 123,550	\$ 123,550	\$ 125,134
Purchased Services	\$ 292,110	\$ 288,320	\$ 273,736
Internal Services	\$ 144,470	\$ 151,820	\$ 150,012
Other charges	\$ 370,320	\$ 370,320	\$ 314,607
Supplies	\$ 45,960	\$ 45,960	\$ 92,650
Other uses of funds	\$ -	\$ 250,000	\$ 250,000
<b>Expenditure Category Total:</b>	<b>\$ 1,267,030</b>	<b>\$ 1,520,590</b>	<b>\$ 1,498,861</b>