

Adopted Fiscal Year

2012-2013

Fiscal Plan

&

Capital Improvement

Program Fiscal Year

2013-2017



The Official Seal

The Key represents the Town as a community of opportunity for all people who live and work here.

The Stalk of Wheat represents the Town's lineage as a farming community.

The Chevron represents a portion of the coat-of-arms from the Purcell family for whom the Town is named.

The Purcellville Library represents a community of continual learning.

Town of Purcellville

– Town Manager Adopted –

Fiscal Plan FY 2012 – 2013

&

Capital Improvement Program FY 2013-2017

Town Council

Honorable Mayor Robert W. Lazaro, Jr.

Honorable Vice-Mayor Joan Lehr

Honorable Council member Thomas A. Priscilla, Jr.

Honorable Council member Gregory W. Wagner

Honorable Council member James O. Wiley

Honorable Council member J. Keith Melton, Jr.

Honorable Council member John A. Nave

Town Administration

Robert W. Lohr, Jr., Town Manager

Patrick Childs, Assistant Town Manager

Hooper McCann, Executive Assistant

Jennifer Helbert, Town Clerk

Elizabeth Krens, Director of Finance

Darryl C. Smith, Sr., Chief of Police

Samer Beidas, Director of Public Works

Patrick Sullivan, Director of Community Development

Steve Coakley, Budget/Procurement Specialist



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

Town of Purcellville

Virginia

For the Fiscal Year Beginning

July 1, 2011

Linda C. Davison Jeffrey R. Egan

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to the Town of Purcellville for its Annual Budget for the fiscal year beginning July 1, 2011.

In order to receive this award, a government unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirement, and we are submitting it to GFOA to determine its eligibility for another award.



Leaders at the Core of Better Communities

This
CERTIFICATE OF DISTINCTION
is presented to

Purcellville, VA

for exceeding the standards established by the ICMA Center for Performance Measurement™
in the application of performance data to local government management, including training,
verification, public reporting, planning and decision making, networking and accountability.

Presented at the 97th ICMA Annual Conference
Milwaukee, Wisconsin
19 September 2011

ROBERT J. O'NEILL JR.
ICMA EXECUTIVE DIRECTOR

DAVID M. CHILDS
ICMA PRESIDENT

MICHAEL LAWSON
DIRECTOR

ICMA CENTER FOR PERFORMANCE MEASUREMENT

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Town Manager's Budget Message

The budget message details the priorities and issues for the fiscal year. It identifies the most significant choices and modifications to the budget and articulates the rationale for these budget decisions. It also lists FY 2013 budget highlights.

Mayor
Robert W. Lazaro, Jr.

Council
Gregory W. Wagner
Thomas A. Priscilla, Jr.
James O. Wiley
Joan Lehr
J. Keith Melton, Jr.
John A. Nave



Town Manager
Robert W. Lohr, Jr.
Assistant Town Manager
J. Patrick Childs

221 S. Nursery Avenue
Purcellville, VA 20132
(540) 338-7421
Fax: (540) 338-6205

July 10, 2012

The Honorable Mayor and Members of the Council:

I am pleased to present the Adopted Town Budget for Fiscal Year 2013 and the Approved Capital Improvements Program (CIP) for Fiscal Years 2013 – 2017. This document summarizes the results of the seven month process followed by the Town Staff and Town Council in developing the Operating and Capital Fiscal Plans for the Town.

Major highlights of this adopted budget include:

- Fiscal priorities consistent with Town Council guidelines and priorities adopted throughout the year and the Town's 2025 Comprehensive Plan.
- Continued recognition of the significant economic conditions that have impacted both our revenue and expenditure estimates.
- Real Estate Tax Rate set at \$.225/\$100 assessed value which is an overall decrease over last year's assessed value.
- An increase in the Meals Tax from 4% to 5%.
- Prudent and methodical execution of the approved Capital Improvement Program (CIP).
- A reorganization of staff, which included the creation of four part-time positions, within the budgeted funding, as the result of a vacancy of 1 FTE in the Admin. Department. In addition, this year's budget shows the Town Council's priority of expanding the role of our previously contracted Town Attorney position into a new full-time position.
- Delay in several of the major Capital Projects specifically vehicle purchases until the audit for FY 11/12 is completed.
- A refocusing of how we operate, lease and charge for the Purcellville Train Station.

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March 27, 2012

The Honorable Mayor and Members of the Council:

Please find enclosed the Town Manager's Proposed FY 12/13 Budget. Based on the existing economic challenges and opportunities, the staff has worked together over the last five months to develop a strategic proposal to meet the needs of our ever changing and dynamic community.

FY12/13 BUDGET PROCESS IMPROVEMENTS

After completing the third year of submission of the Town budget for review and winning a national Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award, the Town has continued to look for ways to improve the budget so that it is more responsive to Town Council and citizens. This award is the highest form of recognition in the area of government budgeting, and its attainment represents a significant accomplishment by a small government and our Management Team. In a continuing desire to seek improvements and develop a better fiscal system, the Finance Department added the following new enhancements and improvements to the budget process for this year:

- Continued to incorporate GFOA recommendations for budget display improvements.
- Moved purchasing and procurement of vehicles from CIP to the operating budget.
- Modified operating budget displays to more clearly indicate the pay and benefit amounts for each individual department.
- Integrated the personnel compensation and benefit estimates early in the overall budget formulation process.
- Instituted a monthly CIP project review process that permits a more comprehensive development of the CIP component of the budget document. This includes better identification of funding options/alternatives and tracking across different fiscal years.

- Expanded the Parks and Recreation Departmental budget to show operational costs related to events with expanded reporting on the increased number of special events that we do annually.

STEPS TOWARD BUDGET DEVELOPMENT

The Town began this process in mid-November when the Department Heads began formulating the Operating and CIP Budgets. With the complexities of operations and the need to constantly monitor fiscal processes, the budget development process is a year-round task for the Finance Department. In December, the Department Heads met with Finance staff and the Town Manager's office to answer questions that were critical to the development of this budget. These meetings provided an opportunity to share information and allow the staff to better understand the direction and priorities from the Town Council and the Town Manager's Office. Updates and feedback from staff were provided to better understand the complexities of each departmental request. In January and February, the Town Manager's Office and Finance Department began extensive expenditure reviews which resulted in line item evaluations and further discussions with Department Heads. During this period, staff spent a significant amount of time reviewing potential cuts to the CIP and the Operational Budgets that could be applied across the board. In March, the final push occurred with the balancing of each fund and final meetings between the Town Manager and Department Heads to explain the final components of the Town Manager's budget and seek additional input from each department.

POLICY DIRECTION FROM TOWN COUNCIL

During the budget process, the Town maintained constant contact with Town Council members through individual and committee meetings. As a result, the Town Council formulated a series of priority requests related to last summer's Strategic Planning Session. Even though the Town received excellent feedback both individually and collectively from Council, the Town did not receive formal budget direction or guidelines from any of the Town Council's committees this year. Staff addressed as many of the submitted requests as possible as the process moved forward. The Town staff based their budget development process this year on the following items:

- Continue to meet the CIP Program with priorities given to transportation and pedestrian projects, specifically the Southern Collector Road (SCR).
- Minimize the issuance of any new debt.
- Continue to strive to deliver a level of high-quality services to the Town's residents and businesses on a daily basis.
- Upgrade specialized staffing for Town Council, citizen and program support (PIO, Special Events, Full-Time Town Attorney).
- Continue the development of water resources within the budget parameters and supply level needed.

ACCOMPLISHMENTS LEADING INTO FY11/12 BUDGET

Many accomplishments lay the groundwork for this budget. They are not limited to but include the following:

- Third straight year of GFOA Budget Award
- Third straight year for GFOA CAFR Award
- General Fund surplus of \$6,000 for FY 10/11 which follows a string of strong surpluses over the last nine years in the General Fund
- Increased the Undesignated Fund Balance from \$2,137,481 in FY05/06 to \$4,368,340 in FY09/10
- Compliance with all fiscal guidelines and policies in recently audited FY10/11
- Seventh year in a row where the Town did not have to draw on any Reserves or “Rainy Day Funds” in order to operate the General Fund
- International City/County Management Association (ICMA) Certificate of Distinction for exceeding the standards by the ICMA Center for Performance Management in the application of performance data to local government management.

As a result of the cost-cutting and fiscal constraint plans implemented in September 2009, the Town has been able to weather this severe fiscal and economic crisis with minimal impacts to citizens and businesses.

COMMUNITY SUCCESSES AND POSSIBILITIES

Given the severe financial and economic challenges that have impacted our region, country and the world over the last four years, we have been able to survive and in many cases prosper during this period that has had such a negative impact on so many governments. After completing an overview of all of the challenges that we have faced, we have been truly blessed. While many things such as the timing of a private development may be on its own time frame, many of the decisions made by the Town’s founding fathers and current Town Council laid a positive path that allowed us to weather these turbulent and trying times. These decisions include making Purcellville a western hub of business, setting aside business and commercial property for future development, working hard to balance budgets, and setting aside reserves to address difficult periods that may develop. With the leadership of Town Council and citizen committees, commissions and boards, Purcellville has been a leader in small local government in cutting edge items of community facilitation, community/youth outreach and best practices. Purcellville has been given so many wonderful opportunities and clearly we have capitalized on these issues on a daily and annual basis. For the purposes of review, these positive observations are based on the following:

- In the recently released 2010 Census, the Town’s population was listed as 7,727 residents. The Town now estimates that the population is closer to 7,800. This resulted from a population that has tripled in the last 15 years. While many communities struggle to maintain population, the Town Purcellville developed as a charming community with a variety of housing. This coupled with the attractive development and a safe environment made Purcellville a popular destination over the last decade. While we are close to the ultimate build-out of residential units within the current corporate limits, the Town avoided the trap of being overwhelmed which happened to many fast-growing communities. Instead, the Town embraced the new growth and residents by creating new volunteer opportunities through committees, commissions and boards and challenged citizens to become volunteers and to be involved in the positive fabric of the

community. This included volunteers at public safety facilities, youth sport coaches, Boy Scout and Girl Scout leaders and involvement in youth faith based programs. Rather than creating a challenge or problem, every new family and new house built was viewed as an opportunity to find ways to improve the community.

- Much of the Town's success is due to current and previous Town Council member's commitment and attention to business within the community. While Purcellville has always been the Western Business Hub of Loudoun County, adequate property was set aside for future business ventures decades ago when no one would have imagined the growth and development that would hit Western Loudoun as a whole. This attention to the business community has allowed the Town to maintain and, in some cases, see growth in non-traditional revenue sources which helped the Town survive the most severe economic downturn that this community has experienced since the Great Depression. This increased economic development and focus has allowed the Town to diversify from a traditional bedroom community, which is common in both Loudoun and Prince William Counties, to a community that has a strong economic base. The Town has continued to move toward its goal of a 70/30 residential/commercial split in real estate assessments. Some wonderful new projects have come on board along with the revitalization of many key older projects in the downtown area. Significant new construction and revitalization to existing projects are underway which will bring a considerable revenue stream and a higher level of services and goods to residents. Since the last budget process, the Town has seen a significant revitalization and restoration of new business opportunities along the Main Street corridor which includes the Loudoun Valley Shopping Center now known as the Shoppes at Main and Maple. Many of the older residential units have been converted into medical and business offices along East Main Street. These changes bring a much welcome and attractive facelift to this area and an attractive opportunity for new or start-up businesses to expand into this market. In addition, the Town saw the beginning construction of the largest single business project to break ground in over three decades. This project known as Purcellville Gateway is constructed on the old Cole Farm and has received praise for the design and architectural features that are being incorporated into this project over the last three months. It is expected that most of this project will open in early summer with immediate and long term fiscal benefits to the entire region.
- While most of the public focus has been on the new development issues and redevelopment of the eastern portion of Main Street, an exciting development occurring is the revitalization and development in the downtown business area. While the prevailing theme in many communities is the development of new shopping centers while their downtown district slowly fades, the Town through the catalyst of engaged owners, public funds, upgrading infrastructure and private investments in this downtown area has created one of the more vibrant downtown communities in this region. It would be impossible for me to deliver this budget message without recognizing the enormous efforts that have been undertaken by the property and business owners in this downtown area. They have worked so hard to make this area an important destination location for citizens and visitors. Thanks to all this hard work, the downtown business area provides strong economic benefits while also preserving the building and historical character that makes Purcellville what it is today. A quick walk through the downtown business area will help you understand how Purcellville developed over the last hundred years and what was important to the community.
- Many would look at the yellow school buses as a problem or traffic impediment but the eight schools that are located in Town and on the perimeter have proven to be opportunities. These schools provide a world-class education opportunity for our residents, which is one of the leading attractions for most residents or businesses looking to locate within a geographic region, they also provide indirect economic engines to businesses. The schools provide cultural, athletic and meeting room space seven days a week, 365 days per year. As a result, we not only

get the benefits from thousands of students and faculty members that attend these facilities on a daily basis but all of the evening and weekend events that occur. Parents who are shuttling students and family members back and forth to these programs take advantage of these eating and shopping opportunities. The business community has become adept in focusing on these daily trips and capitalizing on providing food, services and resources to this transient population.

- Over the last several decades, although the Town has changed so much with increased population and new development, the community has been successful in preserving key parts of history that so many communities let go. Using the positive revenue generated by the growth, the Town was able to help invest in the downtown through public improvements which include streetscapes, landscaping, public parking and the preservation of the Train Station. In addition, the Town was able to acquire Fireman's Field and preserve one of the true cultural and recreational gems in Western Loudoun. This acquisition allowed for the perpetual protection of this rare community treasure through the restoration of the Bush Tabernacle and implementation of a landscaping and parking plan which will allow for the maximum use of this wonderful facility. In addition, the Town partnered with stakeholders to upgrade all of the facilities at Fireman's Field while still preserving the community's oldest lot of mature oak trees. Last fall, the Town moved into a historically renovated new Town Hall located on Nursery Avenue across from Fireman's Field in the former Purcellville Baptist Church. This project continued that theme with the renovation of the turn of the century church into a state-of-the-art government facility which will serve the Town for many years.
- The high level of services and attention to detail provided by Town government operations has made Purcellville a leading community of best practices. This was validated in the Town's First Annual Citizen Survey completed in December of 2010 and expanded on with the First Annual Business Survey which was completed during the first part of 2011. Whether it is a unique special event, parade, snow removal, emergency response, waste collection, Police Department or delivery of a high quality and safe utility system, the Town of Purcellville is known for attention to detail and the great service provided. In order to complete this, one of the most important assets for future opportunities in this community is the staff. While total staffing has been reduced over the last several years to address fiscal challenges and issues, full and part-time staff work non-stop 365 days per year to ensure that the community remains a safe and attractive location. These dedicated men and women staff the Police Department, general government and utility operations. Not an hour in the day goes by when staff is not on call ready to respond at a moment's notice. While many Town employees may not be able to live in Purcellville, they all have enormous respect and pride for the community and the job that they do as part of this team. This has been shown repeatedly during emergency situations. The commitment of these staff members will ensure that Purcellville will always be an attractive and safe community.

CHALLENGES

While there are so many positive things to be excited about in the Town of Purcellville, the community is not without its challenges. What was originally thought to be an economic and housing correction in the market has transformed into a full-blown international recession on all levels. For the first time since the Great Depression, local, state and the federal governments have seen prolonged impacts that have hampered, and in some cases, prohibited recovery. Challenges are as follows:

- Unfunded mandates continue to be a significant problem with the blame being shared equally between the federal and state governments. These issues include utility mandates, environmental programs such as stormwater treatment, Chesapeake Bay initiatives, line of duty insurance benefits and other directives that are coming at a crippling pace which forces localities to incur significant operational costs and debt service to fund many of these projects. Just when these items seem to have slowed down, potential mandates in the Retirement System, street and road maintenance and other operational programs are introduced to continue to force communities into costly programs with no end in sight.
- Coupled with the unfunded mandates, local governments in Virginia are seeing the state slowly maneuver traditional local government revenue sources into their coffers. This began several years ago with the elimination of the ABC proceeds and the removal or capping of the car tax. In recent years, the State has attempted to reduce or restrict BPOL initiatives, redirect communication taxes to the state coffers, and attempts to revisit almost every funding source that local governments have either traditionally collected or relied upon in order to meet service or mandate requirements.
- One of the tougher challenges is the needed stabilization of residential and commercial assessments. For the last five years, the Town has seen what began as an initial significant decline in residential assessments only to see a slow stagnation in residential housing values. Under the most recent assessment, many people saw their residential assessments decline again in a period when most people thought they would start seeing a stabilization and increase. On average, most of the communities east of Purcellville saw an increase in their single-family residential assessments that varied between two to four percent. Purcellville continued to see an overall decrease with the exception of new construction. In the area of commercial assessments, the changes have fluxuated back and forth from increases one year to overall decreases the following year. There has not been any substantial recovery at this point. If it was not for the new residential and commercial construction occurring in our community during the last five years, the Town would have seen a substantial decline in overall income from real estate taxes. This is critical because this category makes up almost 25% of reoccurring revenue so without steady annual growth in this category, the impacts to income and other revenue sources are significant.
- Another challenge includes the ultimate build-out of existing corporate limits. With the exception of redevelopment and a few small projects that are left on the drawing board, the Town of Purcellville is close to seeing the build-out of existing corporate limits. While this will potentially leave us an attractive community in the size range of 8,000 to 9,000 residents with a good 70/30 mix between residential vs. commercial assessments, it does limit the ability to bring additional economic development and potential residential development into the community with the ease that has occurred in the past. This means that the Town could potentially see a significant decline in availability fees, proffers and other things that are attributed to new development.
- Since the Town proactively addressed permit renewals, Chesapeake Bay initiatives and other environmental mandated upgrades at the utility facilities, the Town is finding itself in the same position of other smaller, proactive communities that completed these capital improvements at the requested early timeline in advance of some of the new development. Coupled with the fact that the sale of availabilities have tailed off significantly with the economic downturn over the last five years, the Town is in the position in the utility funds of not selling the available capacity as quickly as forecasted and budget would have dictated. Compounding this problem is increased conservation and changes in water consumption habits which may have impacted what some residential and commercial users need on a daily average also overall revenue

received from user fees and the available capacity that the Town commits to future build-out. With this said, a recommendation from the Town Manager's Office to have an outside engineering firm, not currently working with the Town on any utility projects, to complete an outside engineering report to provide the staff and Town Council with the following items:

- 1) Summary/analysis of existing water consumption trends for both residential and commercial users.
- 2) Impact of these trends on current build-out capacity.
- 3) Anticipated build-out capacity needed for the existing corporate limits.
- 4) Available capacity, if any, above potential build-out that can be used for additional economic development.
- 5) Interim opportunities to generate income on future capacity needs that will not be drawn on for years (discussions with neighboring jurisdictions or transitional commitments).

It is important to know what changes, if any, have occurred in capacity needs and whether the Town could potentially look at ways of selling or generating alternative revenues in the interim until this capacity is needed. This will significantly help in reducing the impact to user fees and allow some capital recovery in the near future.

- One of the challenges that the Town will need to monitor closely over the next 10 years will be the debt service of the current and future capital projects. While the Town has used this debt service to fund many community initiatives which includes capital projects for transportation, service and equipment delivery at new facilities (Town Hall and Maintenance Building) and preservation of key facilities in the Town such as Fireman's Field, the Train Station and other core projects, the expense for these projects has taken its toll on the Operational Budget. In the General Fund, the debt service increased in the last five years from \$239,538 to \$1,210,890 in FY11. These projects have an enormous positive impact and support of the community, and it is critical that from a structural standpoint revenue is set aside to fund these projects once debt service and operational costs kick in. At this point, debt service is one of the largest expenses and it is one of the few items that the Town has limited ability to modify or reduce once it is incurred. Minimizing or eliminating any new debt service over the next five years will be critical to the Town's ability to balance the budget without additional rate increases. In addition, any new debt should have rate increases attached to make sure all costs are covered.
- The final challenge will be ensuring adequate staffing in all departments to cover impacts that are currently being generated and impacts that will occur as a result of changes to the community. Over the last four years, the Town has reduced 9.5 FTE positions. At the time, this equates to over a 13% reduction in staffing. For the most part, departments have worked hard and struggled to address this reduction. As a result, most departments reprioritized operations and worked hard to continue to meet expected service delivery and new project loads expected by the Town Council and the community. In many cases, expected workloads and projects increased during this period putting more strain on most departments. For example, calls for service in the Police Department expanded with the opening of a second high school, new

shopping centers and additional businesses. Requests for services continue to climb with resources that have been frozen for almost five years. Almost all departments have experienced similar impacts. For example, the Maintenance Department maintains more roadways, projects, special events and acres/facilities on an annual basis. The challenge with this ever-changing economy will be the ability of the Town to match adequate staffing levels to these expanding commitments and projects using in-house resources, contracted resources and shared resources with other jurisdictions.

CLOSING SUMMARY

In closing, I am proud to submit to you a budget that includes overall reductions in the General Fund and Sewer Fund from last year with minimal increases in the Water Fund. Included in this budget are minimal tax and fee increases in the General Fund and reasonable expected user fee increases in the Water and Sewer Fund based on capital improvement mandates from the State and Federal government. The Town is proposing a potential equalized tax rate of .23 per \$100 for real estate. Most people will see their residential real estate tax bill remain flat or slightly lower. Businesses will see a small increase after experiencing a decrease for the last two years in a row. In the area of Meals Tax, the majority of the revenue that the Town collects is a result of day-time work population, students and residents that live outside of the community who patronize the restaurants. Meals Tax, even though it can be controversial by name, is one of the most fair and equitable taxes. This is based on the following:

- It is an optional tax only incurred by customers who chose to eat out or buy prepared foods.
- The majority of the customers who eat out do not alter their frequency or their desire to eat as a result of an increase in this tax.
- It allows the Town to collect revenue from non-residents who use many Town facilities, participate in local events and create the need for many of the Town's capital projects that deal with traffic, Fireman's Field and other similar uses.
- Unlike many other taxes and fees, it does not take profit or revenue away from businesses. No money comes out of the pocket of the business since it is collected directly from the customer and passed on to the Town without impacting profit, prices or other taxes such as BPOL, real estate and personal property taxes. In addition, the Town provides a rebate for businesses completing collection and submission of Meals Tax to the Town on a timely basis.
- It requires minimal government and staff time to implement since the tax collection process is already in place.

In the area of Utility Revenues, the Town is proposing a 15% increase in sewer rates and an 8% increase in water rates to further cover the debt service required to complete the system upgrades to meet permit requirements, Chesapeake Bay Initiatives and provide high-quality drinking water and wastewater treatment.

On a final note, I would like to take this opportunity to thank the Town Council, Committees, Commissions and Boards that worked directly with staff to develop the extensive summaries and guidelines used to complete the final budget. As I mentioned earlier in the transmittal letter, the job of

developing this budget, which far exceeds the quality and level of detail that most smaller communities submit on an annual basis, falls directly on the Finance Department with support from Administration. The Finance Team led by Liz Krens, Connie LeMarr, Steve Coakley and Paula Hicks work year-round to make sure that this document is timely and pertinent to deliberations and community review. Without their constant guidance and teamwork, this would be just another fiscal document for consideration and not the GFOA award winning budget that is presented for consideration. Each of these staff members spent hundreds of hours to complete this detailed document. In addition to the Finance Department, enormous support from my office was provided by Patrick Childs, Hooper McCann and Jennifer Helbert in order to complete the background research and reports needed to tie the final budget together.

Robert W. Lohr, Jr.

Robert W. Lohr, Jr.
Town Manager

Town of Purcellville, Virginia

FY 12/13 Budget Highlights

(Accompanies Town Manager Letter dated March 27, 2012)

GENERAL FUND

- General Fund Budget reduced by \$1,656,934 over the adopted FY12 Budget
- Real Estate Tax Rate remains \$.23/\$100 Assessed Value
- Meals Tax Rate Increased from 4% to 5%
- BPOL Tax Revenues forecasted to be strong in light of new development and expanding business base
- Sales Tax Revenues remain strong despite current economic conditions
- With the exception of Meals Tax, no other fee or tax increase is proposed in the General Fund
- Transfer of \$505,465 proposed from the Rainy Day Fund
- 1% Pay Increase proposed (the State is currently contemplating requiring communities to increase pay for staff to offset the percentage transferred to the employee for VRS Retirement)
- -15% Reduction in Expenditures from FY11/12 Current Budget
- 21.4% Increase in Virginia Retirement System (VRS) rate for FY13
- No Increase in The Local Choice Health Insurance Program for FY13 (health insurance remains at 85/15 % split)
- Budget reflects elimination of Special Events Coordinator Position formally held by Cheryl Herman (funding for position transferred into 4 PT Positions which include 2 Front Receptionists, Special Events Coordinator and PIO Consultant)
- No new staff positions included in this budget
- General Fund Debt increase by \$44,733
- Fund Balance remains strong
- Charge Back to Utility Funds remain at FY12 levels
- Capital Improvement Program includes
 - 6 projects in the amount of \$2,167,675 for FY13

SPECIAL PARKS & RECREATION FUND

- Expanded to show role and tracking for special projects
- Department currently staffed with 2 PT positions (1.25 FTE)
- Transfer of \$40,379 from General Fund

WATER FUND

- Water Fund Budget increased by \$49,834
- Current Vacant Water Operator Position Frozen for FY13
- Water User Fee Proposed Increase by 8% (continued analysis by Town Council, staff and consultant to review fee structure and future options)
- 1% Pay Increase proposed (the State is currently contemplating requiring communities to increase pay for staff to offset the percentage transferred to the employee for VRS Retirement)
- No proposed increases to availabilities
- Increase in debt service in the amount of \$89,525
- Transfer of \$823,007 from Undesignated Reserves
- Capital Improvements Program has been trimmed to include the following:
 - 7 projects in the amount of \$1,402,920 for FY13
- Continued focus on expanding our Water Resources at the newly acquired Aberdeen and Woodgrove property adjacent to our Water Treatment Plant to address needed resources
- No new positions proposed

WASTEWATER FUND

- Wastewater Fund Budget decreased by \$71,981 over the adopted FY12 Budget
- Increase Wastewater User Fees by 15% (further analysis by Town Council, staff and consultant to review fee structure and future options)
- 1% Pay Increase proposed (the State is currently contemplating requiring communities to increase pay for staff to offset the percentage transferred to the employee for VRS Retirement)
- No Increase in Base Entry Level Availabilities
- Minor Increase in debt service in FY12 by \$84
- Transfer of \$1,723,637 from Undesignated Reserves
- Capital Improvement Programs will be restricted to the following:
 - 1 project in the amount of \$ 5,000 for FY13

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Introduction

This section presents an overview of the Town of Purcellville. The following pages contain:

- History of Purcellville
- Organization Chart
- Location Map
- Fast Facts

Town History

Settled in 1764, Purcellville is one of seven independent towns in Loudoun County. Purcellville lies in the western portion of the County along the principal east-west transportation corridor, Route 7, an early path of the historic Great Wagon Road which took settlers from Philadelphia to the Carolinas. Rich in agricultural heritage, Purcellville is considered part of the Washington Metropolitan Area.

Although the first land grant in the area was issued by Lord Fairfax in 1740¹, it was not until 1764 that Purcellville's first known settler, James Dillon from Bucks County, Pennsylvania, arrived. As might be expected, it would take a road to make a town; the early ox cart track which wound westward from Leesburg, known later as the "Great Road", served this purpose. The Great Road, now known as Route 7, became an authorized turnpike in 1785² and extended the turnpike system westward from Alexandria to Snickers' Gap, and beyond to Berryville and Winchester. With the construction of this turnpike in 1832, travel through Purcellville began to increase – the first stagecoach arrived in 1841.



Purcellville W&OD Train Depot in Use in 1951

A railroad link was built to Leesburg prior to the Civil War, and travel to points further west was continued by stagecoach through Purcellville. When the railroad was extended to Purcellville in 1874, the Town took Leesburg's place as the beginning of the stage route until the Washington and Ohio Railroad (later reorganized as the Washington and Old Dominion Railroad) was extended to Round Hill in 1875.

The Town's dependence upon transportation links to the more populous eastern Northern Virginia has remained strong. Over the years, improvements have been made to various segments of Route 7, and a

¹ Eugene M. Scheel, *The Story of Purcellville*, reprinted by the Town of Purcellville in commemoration of its 75th anniversary 1908-1983, (1983).

² Nathaniel Mason Pawlett, *Historic Roads of Virginia*, Virginia Highway Research Council, (1977).

bypass highway now connects western Loudoun County to the larger metropolitan area.

The first recorded business, an ordinary (a combined store and inn), was established by Abraham Vickers in 1799. This was followed by a second ordinary, established by Stacey Taylor in 1804, and later by "Purcell's Store" and Post Office, established by Valentine Vernon Purcell (from whom the Town's name is derived). A blacksmith's shop, established around 1848, was also among the Town's earliest businesses. The Town's first public school was built in 1883. On July 9, 1852, the village officially adopted the name Purcellville, and on March 14, 1908, the Town was incorporated by an act of the Virginia General Assembly.



Early Temperance March in Downtown

Although there were several marches and chases through Purcellville during the Civil War, the Town sustained no major damage. However, a series of disastrous fires, the first in 1900 and two more in 1914, virtually wiped out the business district, depriving the Town of much of its earliest architectural heritage. Much of the downtown was rebuilt, and now the early 20th Century downtown is designated as a historic district on the Virginia Landmarks Register and the National Register of Historic Places.



Women workers in Purcellville Orchard

Purcellville's moderate growth during this rebuilding period was not indicative of its future growth. Furthermore, Purcellville's traditional dependence upon agriculture as its primary source of income has diminished as more and more residents are employed outside of the community. The challenge is to accept this change without the Town losing its historic identity and those everyday, small-town amenities that have developed over its long history.

Purcellville Timeline

Timeline

- 1700's Purcellville area is first settled by James Dillon in mid 1700's
- 1790's Village became known as Purcell's Store
- 1822 On January 28, Valentine Purcell is appointed postmaster of Purcell's Store
- 1841 First known stagecoach comes through Purcell's Store. It leaves Washington, D.C. at 4 a.m. and arrived in Winchester at 6 p.m.
- 1852 Purcell's Store is renamed Purcellville on July 9.
- 1861 On May 29, Purcellville residents casts eighty-two votes for secession and thirty-one against.
- 1874 The Washington & Ohio Railroad comes to town on March 14. A sixty-by-twenty-foot railroad depot was completed in April.
- 1886 Phone service comes to Purcellville.
- 1904 First automobile seen in Purcellville.

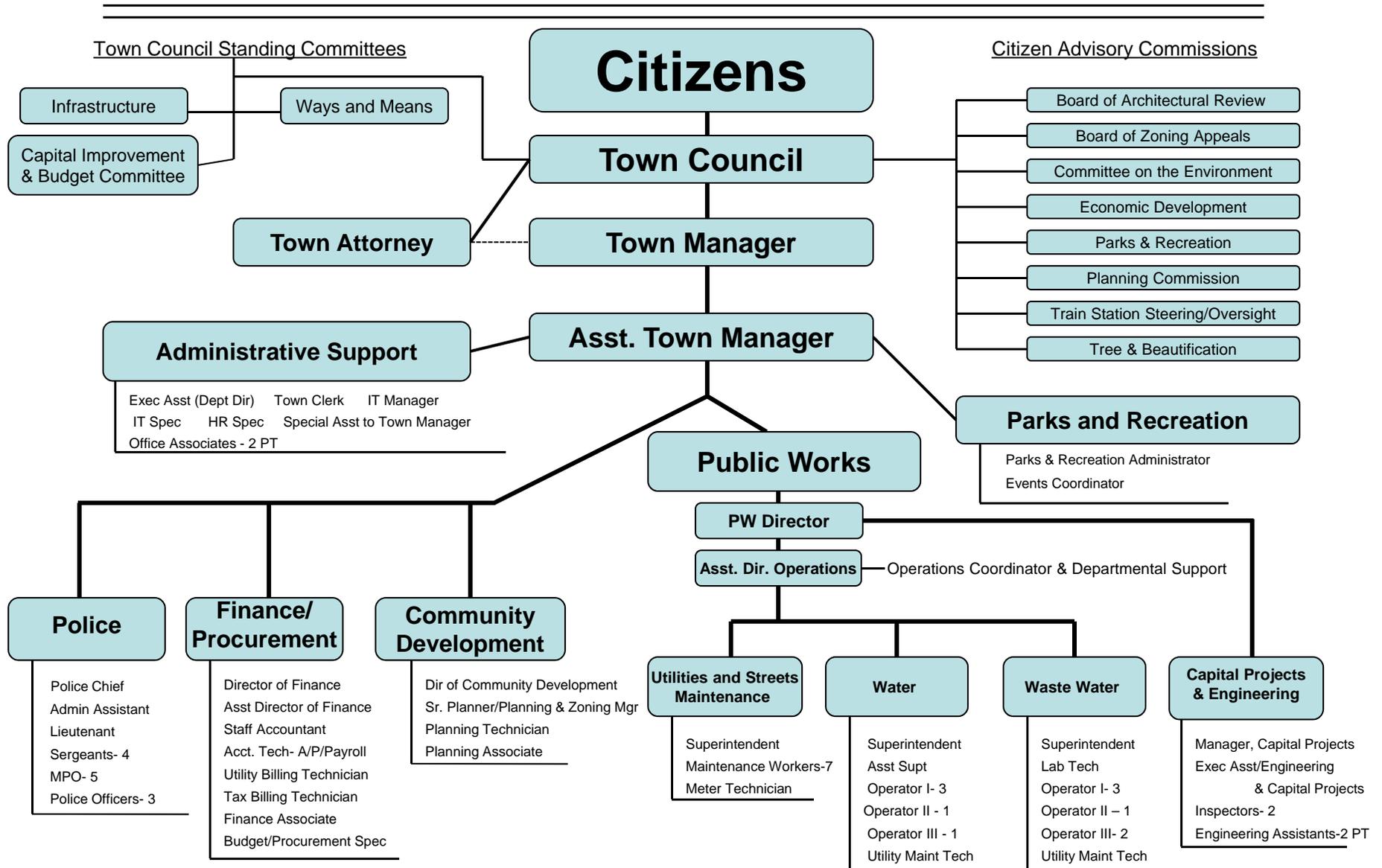
The Tabernacle at the Bush meeting grounds is built for \$2,500.
- 1908 Purcellville incorporates on March 14.

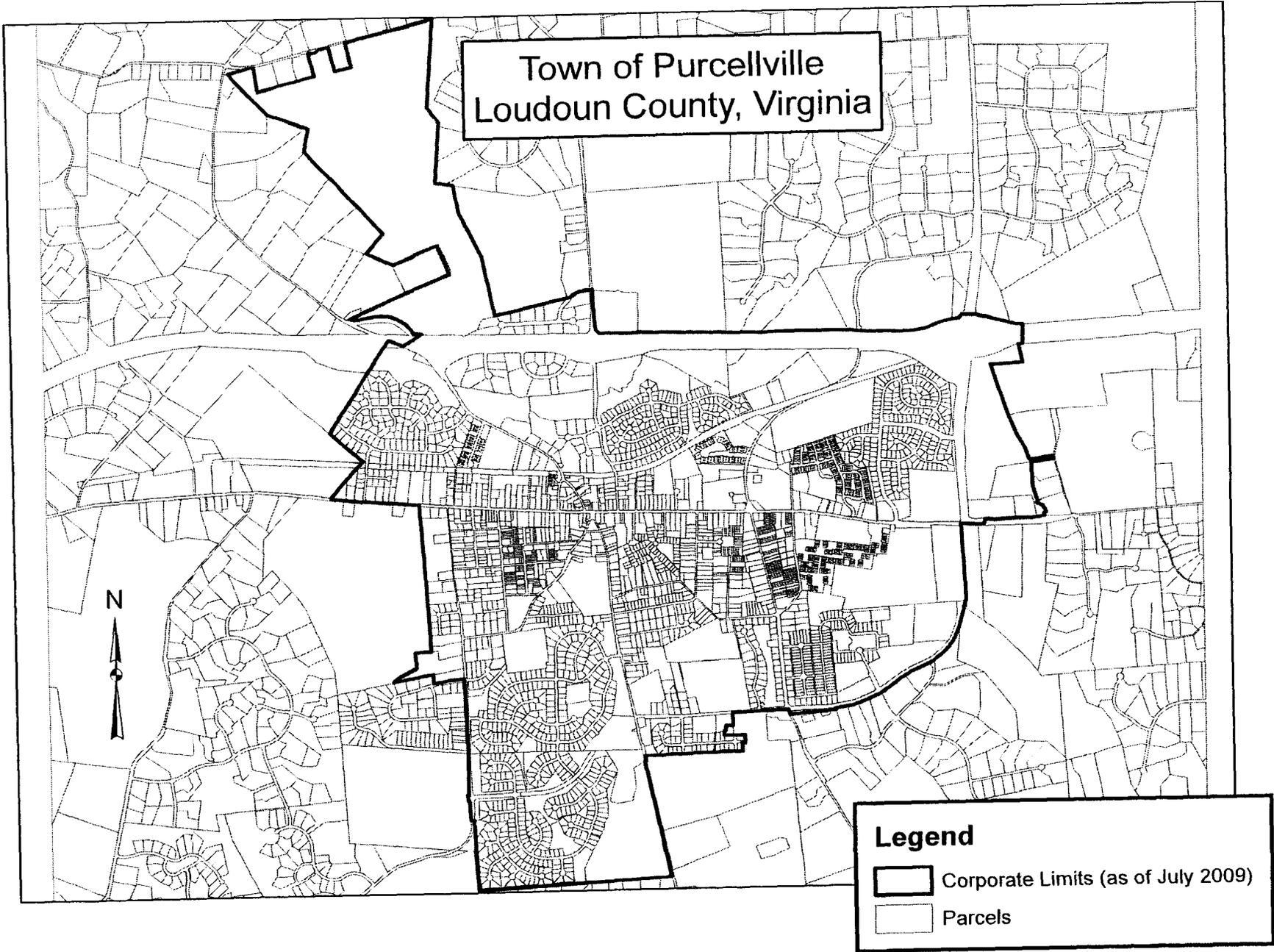
First town taxes: Fifty cents for every male twenty-one and over, and eleven cents on every one hundred dollars of assessed valuation.

- 1910 Town Council establishes first speed limit at 8 m.p.h.
- The Loudoun County Emancipation Association builds their headquarters on the Emancipation Grounds.
- 1912 Electricity comes to Purcellville provided by a diesel powered plant. The plant also manufactures six tons of ice daily.
- 1914 On November 22, fire destroys most of the downtown businesses. A second fire occurs a week later.
- 1915 The Town Council enacts a building code in the business district requiring buildings to be erected of brick, stone, or concrete.
- 1920 Carrie Emerick is the first woman in Loudoun County to pay her poll tax, making her eligible to vote.
- 1921 The first catholic church, St. Francis de Sales, is built.
- 1923 The town organizes its first fire company on March 15.
- 1924 Installation of the first fifty-eight street lights.
- 1925 The Bethany Methodist church is built.
- 1927 The main street of Purcellville is paved.
- 1928 The Town Council votes to install municipal water.

- 1933 Prohibition is repealed in a county wide vote. Purcellville residents vote seventy-four to seventy-two to repeal.
- 1938 Purcellville Library is dedicated on Labor Day.
- 1947 The eight-room George Washington Carver School is built.
- 1949 The firemen provide lights at their baseball field.
- 1951 Passenger service on the W&OD is discontinued.
- 1967 Integration occurs at Emerick Elementary.
- 1993 Purcellville's Library addition is completed in July.
- 2008 Purcellville celebrates its 100th anniversary.
- 2009 Purcellville places 1,271-acre J.T. Hirst Reservoir Property under conservation easement.
- 2010 Bush Tabernacle restoration completed and reopened to the public.
- 2011 Historic Baptist Church at 221 Nursery Avenue converted to new Town Hall. Town Staff moved into the new facility in November of 2011.

Town of Purcellville Organization Chart: Effective June 12, 2012





Town of Purcellville, Virginia

Fast Facts

Demographics (as of December 31, 2011):

Population: 7,727*

Housing Units: 2491**

Square Miles: 3.15***

Acreage of Existing Corporate Limits: 2040.51***

Date the Town was settled: 1764

Date of Incorporation: 1908

Number of Commercial Businesses: 845

Number of Town Staff - Full Time: 64

Part-Time: 10

Total Town Owned Assets: \$131,485,061

FY 11/12 General Fund Budget: \$10,877,340

FY 11/12 Parks & Recreation: \$88,988

FY 11/12 Water Fund Budget: \$3,236,828

FY 11/12 Wastewater Fund Budget: \$4,459,504

FY 11/12 Capital Improvements Budget: \$16,589,375

* This information is provided by the Weldon Cooper Center based on 2010 Census

**U.S. Census Bureau, 2010 American Fact Finder

*** Source U.S. Census Bureau: State and County QuickFacts. Data derived from Population Estimates, American Community Survey, Census of Population and Housing, County Business Patterns, Economic Census, Survey of Business Owners, Building Permits, Consolidated Federal Funds Report, Census of Governments

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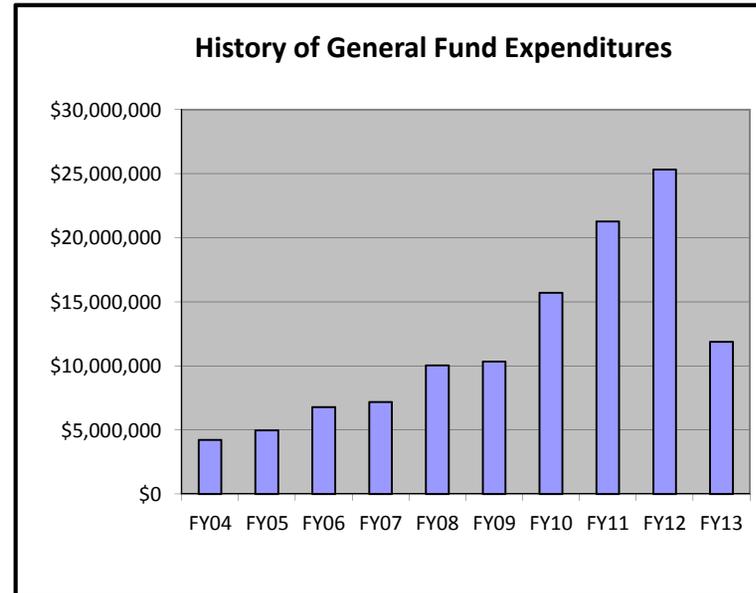
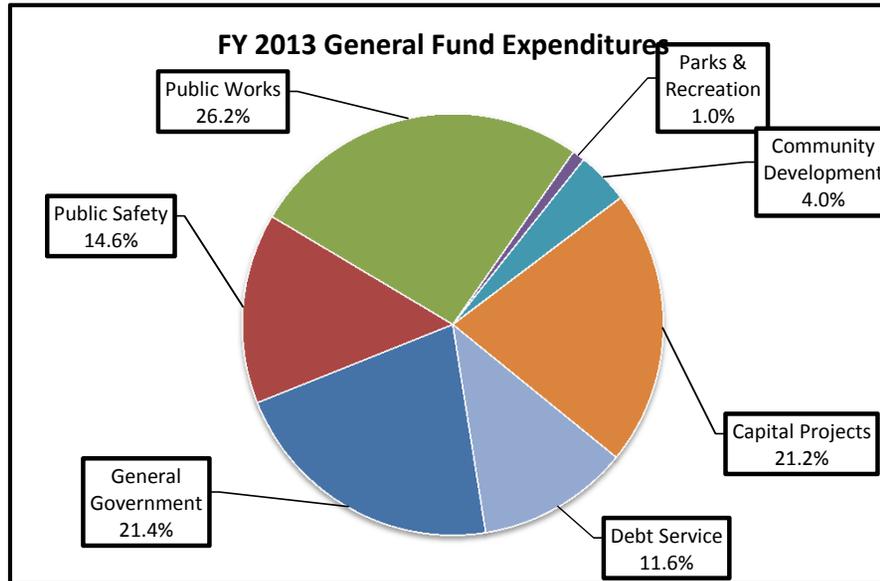
Statistical Information

This section provides a statistical view of the Town of Purcellville. The following pages contain:

- General Fund Expenditure History
- General Fund Revenue History
- Comparison of Personnel by Department
- Assessed Value of Real Property
- Major Property Owners & Principal Employers
- Population
- Land Use Classifications (Assessed Value – Number of Parcels)

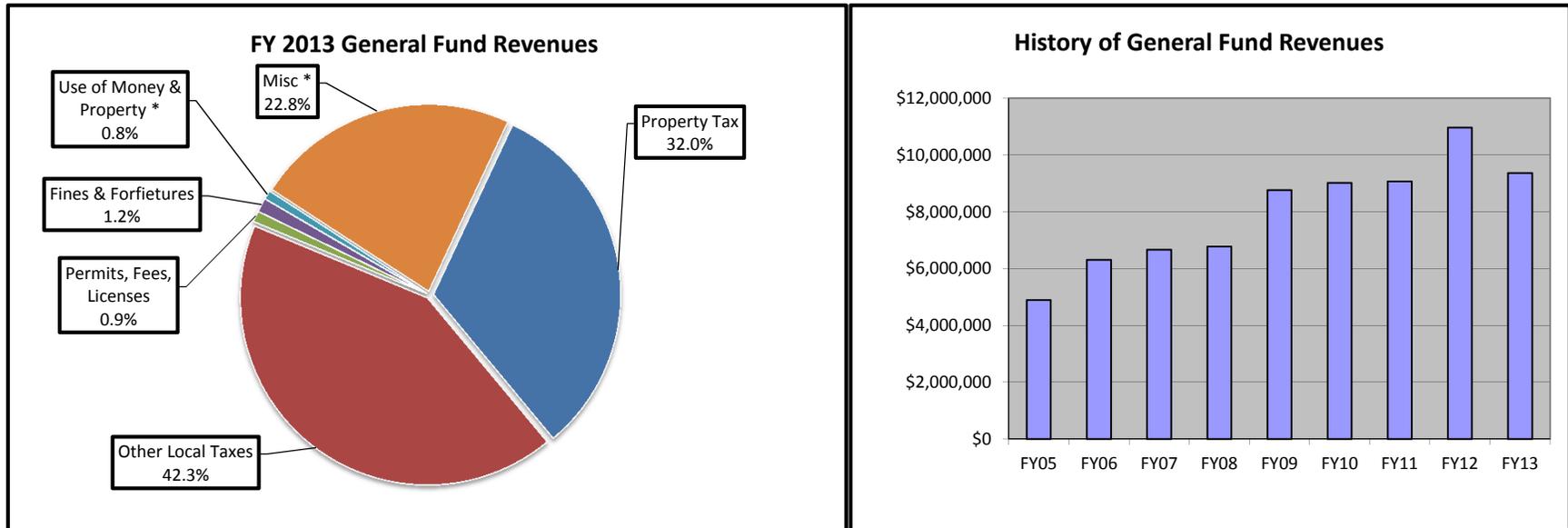
General Fund Expenditures - History and Adopted FY2013

		General Government	Public Safety	Public Works	Parks & Recreation	Community Development	Capital Projects	Debt Service	Pass Thru Grant	Total Expenditures
FY04	Actual	1,795,888	587,969	1,411,398			300,707	125,769		4,221,731
FY05	Actual	1,225,017	921,222	1,707,738	17,077	431,104	558,864	113,587		4,974,609
FY06	Actual	1,462,066	1,128,938	2,152,098	17,806	665,467	1,201,440	158,615		6,786,430
FY07	Actual	1,903,006	1,393,867	2,093,861	21,720	529,779	993,440	239,538		7,175,211
FY08	Actual	2,096,975	1,506,641	2,120,074	41,174	607,290	3,329,921	324,324		10,026,399
FY09	Actual	2,342,444	1,566,094	2,812,620	27,794	517,069	2,626,704	435,355		10,328,080
FY10	Actual	2,109,213	1,606,485	2,724,992	33,063	486,933	7,966,091	767,605		15,694,382
FY11	Actual	2,348,933	1,626,498	2,821,523	26,800	412,050	12,824,063	1,210,890		21,270,757
FY12	Amended	4,159,612	1,767,761	3,123,658	88,988	488,014	14,352,802	1,338,295		25,319,130
FY13	Adopted	2,546,319	1,736,165	3,107,407	115,212	477,351	2,512,678	1,383,028		11,878,160



General Fund Revenues - History and Adopted FY2013

	Property Tax	Other Local Taxes	Permits, Fees, Licenses	Fines & Forfeitures	Use of Money & Property *	Misc *	Inter-Governmental	Pass Thru Grant	Total Revenues
FY05 Actual	1,663,988	2,224,667	178,096	66,885	29,961	76,994	651,310		4,891,901
FY06 Actual	2,092,568	2,659,820	148,767	78,732	105,679	79,747	1,145,395		6,310,708
FY07 Actual	2,409,596	2,799,546	142,564	77,431	151,842	52,917	1,032,589		6,666,485
FY08 Actual	2,469,194	2,898,002	91,661	83,729	126,148	94,254	1,017,145		6,780,133
FY09 Actual	2,728,737	2,787,900	192,209	66,087	98,761	1,875,307	1,013,366		8,762,367
FY10 Actual	2,487,151	2,881,876	103,501	65,268	55,765	2,082,073	1,345,313		9,020,947
FY11 Actual	2,526,828	2,996,580	118,070	80,287	69,615	2,106,173	1,171,565		9,069,118
FY12 Amended	2,509,000	3,063,900	127,000	95,200	86,000	3,984,975	1,100,253		10,966,328
FY13 Adopted	2,560,060	3,383,193	75,000	95,500	60,500	1,820,923	1,370,306		9,365,482



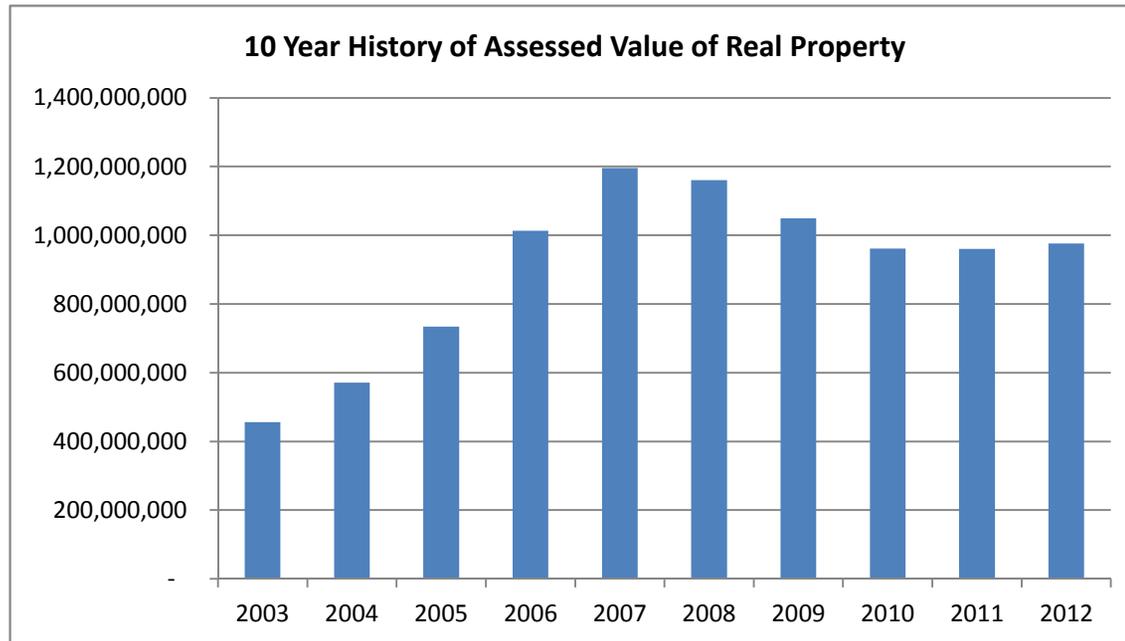
* Includes Special Parks & Recreation Fund Revenues for FY 2010, 2011, 2012, 2013

Personnel Analysis				
Department	Position	FY11	FY 12	Adopted FY 13
Administration	Town Manager	1.00	1.00	1.00
	Asst. Town Manager	1.00	1.00	1.00
	Exec Asst to TM	1.00	1.00	1.00
	Town Clerk	1.00	1.00	1.00
	Town Attorney	0.00	1.00	1.00
	Event Specialist	1.00	0.00	0.00
	HR Specialist	0.75	0.60	0.60
	Spec Asst to TM	0.25	0.60	0.60
	Office Associate	0.00	1.00	1.00
	Total FTE*	6.00	7.20	7.20
Head Count	7	9	9	
Finance	Director of Finance	1.00	1.00	1.00
	Asst. Dir Finance	1.00	1.00	1.00
	Finance Tech	3.00	3.00	3.00
	Finance Assoc	1.00	1.00	1.00
	Budget Spec	0.60	0.60	0.60
	Staff Accountant	1.00	1.00	1.00
	Total FTE*	7.60	7.60	7.60
Head Count	8	8	8	
IT	IT Spec/Mgr	0.75	0.65	0.65
	IT Asst	0.50	1.00	1.00
	Total FTE*	1.25	1.65	1.65
Head Count	2	2	2	
Community Development	Director Comm Devel	1.00	1.00	1.00
	Sr Planner/Mgr	1.00	1.00	1.00
	Planning Tech	1.00	1.00	1.00
	Zoning Official	1.00	0.00	0.00
	Planning Assoc	0.00	1.00	1.00
	Total FTE*	4.00	4.00	4.00
Head Count	4	4	4	
Police	Chief	1.00	1.00	1.00
	Lieutenant	1.00	1.00	1.00
	Sergeant	4.00	4.00	4.00
	MPO	5.00	5.00	5.00
	Detective	0.00	0.00	0.00
	Officers	3.00	3.00	3.00
	Admin Asst	1.00	1.00	1.00
	Total FTE*	15.00	15.00	15.00
Head Count	15	15	15	

Personnel Analysis				
Department	Position	FY11	FY 12	Adopted FY 13
PW/Eng	Director	1.00	1.00	1.00
	Asst Dir	1.00	1.00	1.00
	Inspector	2.00	2.00	2.00
	PT Eng Spec	1.00	1.00	1.00
	Admin Asst	1.00	1.00	1.00
	Project Coord	1.00	1.00	1.00
	CIP Mgr	1.00	1.00	1.00
	Total FTE*	8.00	8.00	8.00
	Head Count	9	9	9
Maintenance	Superintendent	1.00	1.00	1.00
	Maint. Workers	7.00	7.00	7.00
	Meter Tech	1.00	1.00	1.00
	Total FTE*	9.00	9.00	9.00
Head Count	9	9	9	
Total General Fund	*Full Time Equivalent	50.85	52.45	52.45
	Actual Head Count	54.00	56.00	56.00
Parks and Rec	P&R Administrator	0.00	0.50	0.50
	Events Coordinator		0.50	0.50
	Total FTE*	0.00	1.00	1.00
	Head Count	0	2	2
Total Parks & Rec Fund	*Full Time Equivalent	0.00	1.00	1.00
	Actual Head Count	0.00	2.00	2.00
Water	Superintendent	1.00	1.00	1.00
	Asst. Sup	1.00	1.00	1.00
	Operators	6.00	6.00	5.00
	Utility Maint Tech	1.00	1.00	1.00
	Total FTE*	9.00	9.00	8.00
Head Count	9	9	8	
Wastewater	Superintendent	1.00	1.00	1.00
	Asst. Sup	0.00	0.00	0.00
	Operators	6.00	6.00	6.00
	Utility Maint Tech	1.00	1.00	1.00
	Lab Tech	1.00	1.00	1.00
	Total FTE*	9.00	9.00	9.00
Head Count	9	9	9	
Total Utilities	*Full Time Equivalent	18.00	18.00	17.00
	Actual Head Count	18	18	17
Total Staff	*Full Time Equivalent	68.85	71.45	70.45
	Actual Head Count	72	76	75

Assessed Value of Taxable Real Property

Fiscal Year	Actual Value
2003	455,819,050
2004	571,086,300
2005	734,660,050
2006	1,013,555,550
2007	1,195,641,850
2008	1,160,800,550
2009	1,048,886,350
2010	961,287,250
2011	960,616,700
2012	976,555,250



Source: Loudoun County Assessor of Real Estate converted to a fiscal year basis.

Major Property Owners

Owner	Description/Location	Percentage of Total 2011 Assessed Value
Main St. Station LLC	Shopping Center (1000 E Main St)	1.28%
Purcellville Shopping Center LLC	Shopping Center (609 E Main St)	0.99%
Jordan River Acquisitions LLC	House/15 acres (1251 E Main St)	0.63%
Maple Avenue Apartments LP	Apartments (610 Dominion TE)	0.55%
Valley Medical Center LLC	Medical Center (125 Hirst Rd)	0.50%
S R B Enterprises LLC	Shopping Center (711 E Main St)	0.48%
Purcellville Plaza LLC	Shopping Center (201 N Maple Ave)	0.47%
Main Street Associates LP	Apartments (123 16th St)	0.44%
Loudoun Medical Property Mgt LLC	Medical Center (17336 Pickwick Dr)	0.40%
C K D Purcellville LLC	Office Building (400 Browning Ct)	0.39%

Source: Loudoun County Assessor of Real Estate

Principal Employers

Employer	Employees in FY11
Loudoun County Schools	605
Giant	132
RCD Electric	175
Home School Legal Defense	118
Patrick Henry College	85
Virginia Regional Transportation Center	80
Town of Purcellville, VA	72
Blue Ridge Veterinary Assoc., Inc.	71
Bloom	64
Magnolia's at the Mill	60

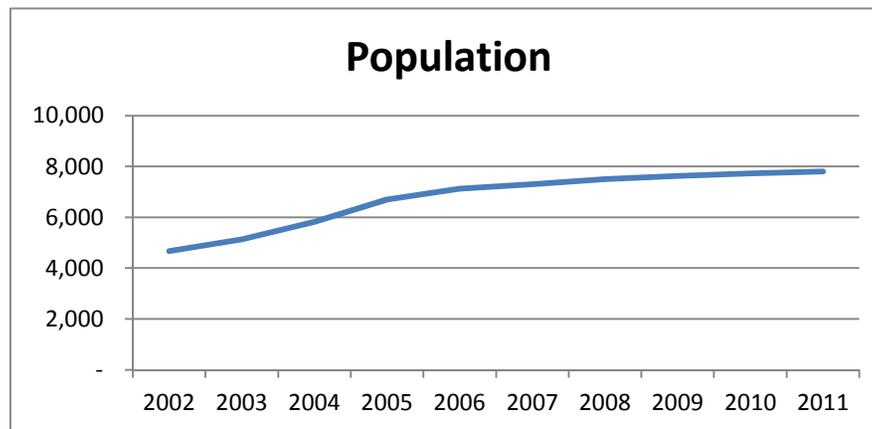
Source: Town Business License Renewal

Demographic and Economic Statistics

Fiscal Year	Purcellville Population (1)	Loudoun County Per Capita Income (2)	Loudoun County Median Age (3)	Purcellville School Enrollment (4)	Loudoun County Unemployment Rate (5)
2002	4,674	38,024	34.0	792	4.0
2003	5,131	38,079	33.7	792	3.6
2004	5,818	39,569	33.6	792	2.9
2005	6,704	42,847	33.6	1,511	2.7
2006	7,122	46,729	33.6	1,511	2.3
2007	7,304	50,009	33.6	1,511	2.2
2008	7,497	51,507	33.6	2,105	2.9
2009	7,632	51,717	33.6	2,105	5.1
2010	7,727	52,513	33.6	2,105	5.0
2011	7,796	53,117	33.6	2,297	4.4

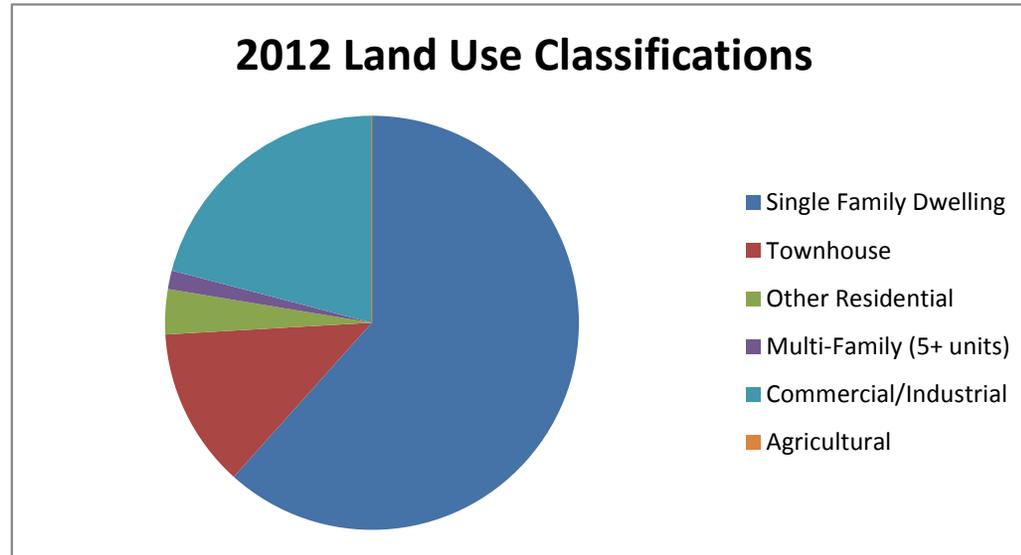
Sources:

- (1) 2010: US Bureau of Census, 2010 Decennial Census.
2002-2009,2011: Loudoun County Department of Finance Management Services.
- (2) 2002-2009: Bureau of Economic Analysis, US Department of Commerce.
2010-2011: Loudoun County Department of Finance & Management Svc.
- (3) 2010: US Bureau of Census, 2010 Decennial Census.
2002-2009,2011: Loudoun County Department of Finance Management Svc.
- (4) 2002-2009: Loudoun School Census (triennial);
2010-2011: Weldon Cooper Ctr for Public Svc, School-Age Population Est.
- (5) Local Area Unemployment Statistics, Virginia Employment Commission,
Month of June each year.



Assessments by Land Use Category

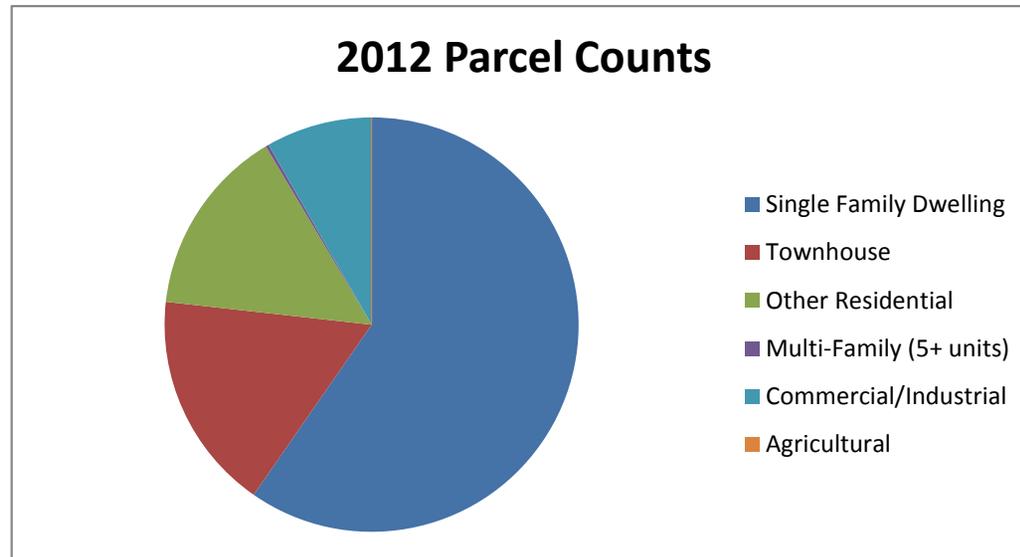
Category	2011 Assessed Value	2012 Assessed Value
Single Family Dwelling	596,840,900	607,939,700
Townhouse	119,486,700	122,995,700
Other Residential	34,059,600	34,465,100
Multi-Family (5+ units)	14,277,100	14,322,500
Commercial/Industrial	199,466,000	206,624,800
Agricultural	-	-
Total Taxable	964,130,300	986,347,800



Source: Loudoun County Assessor of Real Estate

Parcels by Land Use Category

Category	2011 Parcel Count	2012 Parcel Count
Single Family Dwelling	1686	1689
Townhouse	484	484
Other Residential	403	416
Multi-Family (5+ units)	7	7
Commercial/Industrial	235	235
Agricultural	0	0
Total Taxable	2,815	2,831



Source: Loudoun County Assessor of Real Estate

Budgetary and Financial Systems

Detailed within this section are the methodologies and processes used by the Town in preparation of the annual budget and maintenance of the related financial systems.

- Budget Process
 - Budget Process Overview
 - Fiscal Policy Guidelines
 - Town Goals & Performance Management
 - Revenue Trends

- Financial Systems Overview
 - Financial Fund Structure
 - Debt Obligations
 - Fund Balance

BUDGET PROCESS OVERVIEW

(Reviewed & revised 3/27/2012)

Purpose

The purpose of this policy document is to guide and control the annual budget activities in a structured and disciplined manner to ensure that the Town complies fully with:

- Virginia Code
- The intent of the Town Council, and
- The executive direction of the Town Manager.

It is mandatory that all departments adhere to these policies, the associated procedures, and schedules so that the Town delivers the necessary required services to its citizens in a cost effective and efficient manner. Virginia Code requires local governments to develop balanced budgets, i.e., planned expenditures must equal forecasted revenues.

Budget Formulation Process

The overall Budget Formulation process includes both the formulation of the Town's Capital Improvement Program (CIP) budget and the annual Operating Budget. The Town's General Fund Operating Budget and the Capital Projects budgets are prepared on the modified accrual basis of accounting. The budgets for the Utility Funds are prepared on the full accrual basis since these funds are accounted for as Enterprise Funds. Budgets assist in establishing priorities and provide for a planned distribution of resources. Budgets also help explain to citizens how the Town plans to operate during the budget year.

The budget formulation process generally runs from October to the following May with both the CIP and Operating Budgets being adopted and approved in May but not later than June 30th. The budget process consists of two distinct components. The Capital Improvement Program (CIP) budget activity and the operating budget activity with both being concluded with adoption of the operating budget in May.

Prior to beginning the CIP development process, the staff reviews the current 5-year CIP and processes recommended and required current year Budget Amendments. The Town Council approves the proposed Budget Amendments which updates the current year of the CIP and establishes the start point for developing the subsequent 5 year CIP. The Town Council then provides guidance to

the staff enabling the staff to begin development of the CIP with emphasis on the 1st year (budget year) of the 5 year CIP. The Town Manager presents his proposed CIP in March to the Budget Committee and Town Council. The Budget Committee holds the requisite number of work sessions to review the proposed CIP for approval the following May or June.

The Town defines a capital project as a major construction, acquisition, renovation or demolition project, land acquisition or other asset, which adds value to the Town's physical assets or significantly increases an asset's useful life and its value at or in excess of \$50,000. The project must have a useful life in excess of five years.

For the Operating Budget, the Town Manager presents his proposed budget in March to the Budget Committee and Town Council. After the Budget Committee receives the proposed operating budget, the Committee holds the requisite number of work sessions to review the proposed operating budget. The Town also holds a public hearing to solicit citizen comments on the proposed budget.

Budget Adoption

Following a detail review of the Town Manager's recommended budget (Operating & CIP), the Town Council adopts the budget in May or June of each year. Virginia Code (Section 15.2-950) requires adopted budgets be in place before the fiscal year begins on July 1st of the budget year. The Code of Virginia, Sec. 15.2-2503, requires that prior to July 1 of each year, the Town Council adopt by ordinance, a budget that details all contemplated expenditures, revenue, and borrowed funding for the ensuing fiscal year. It must be a balanced budget where estimated revenues are equivalent to estimated expenditures. The CIP budget is adopted at the fund level and approved at the project level. The operating budget is adopted at the departmental level.

In addition, the CIP budget will also incorporate the following policy statement and the procedures outlined herein. Based on research and consultation with neighboring jurisdictions, the combination of policy formulation, an annual Authorization & Encumbrances Resolution for CIP, and a supporting Budget Amendments (if required) will be employed to address project management and financial accounting requirements associated with management of the CIP program.

The CIP end of year policy is as follows:

“At the end of each fiscal year, with the exception of cash financed project activity, the balance of all approved, appropriated, but not yet completed capital projects, shall automatically roll over to the following fiscal year appropriations to ensure uninterrupted funding of the capital projects that are in design/study/construction and that approved funding of projects is in place to complete the projects. This action will be accomplished by way of an annual authorizing resolution and a supporting budget amendment. This

policy does not serve to increase the approved funding level of a project or to circumvent the political planning and approval process to initiate capital projects outside the established approval process.”

This policy statement will be included in the CIP budget document each year.

Budget Calendar

<u>FY 2012 -2013 BUDGET PREPARATION SCHEDULE</u>	
ACTIVITY	DATE
Provide Initial Budget Calendar to Town Council & Town Staff	October/November, 2011
Distribute FY 2012-2016 CIP Instructions & Documents to Departments	November, 2011
Develop & Distribute Detailed FY 2012-2016 CIP Budget Schedule	November, 2011
Develop Strategy for FY 2011/2012 Operating Budget	November, 2011
Initial Draft Operating Budgets, Work Plans, Performance Measures Due to Finance	January, 2012
Financial Advisor & Rate Consultant Presentation (Tax Rates & Fees) to Town Council	January, 2012
Town Manager Meets with Department Heads to Review Budget Requests	January, 2012
Town Manager Delivers Budget to Town Council	March 2012
Public Hearings on Tax Rates & Budget	March – April 2012
Adoption of Budget - Town Council	May – June, 2012

Budget Execution

The Town staff monitors execution of the budget monthly. The Finance Department provides General Ledger (GL) account summaries to all department heads and managers each month so that department heads and managers can track budget execution and compliance of approved/adopted budgets. Each quarter, the Budget/Procurement Specialist in the Finance Department provides to the Town Manager and the Assistant Town Manager a formal budget report titled Quarterly Review of Budget Compliance. This report is used in conjunction with departmental reviews of the General Ledger (GL) provided each month. Department heads are required to sign off on their GL review each quarter. This quarterly report highlights specific budget items that may require action such as an in-depth departmental explanation, a budget adjustment, a budget amendment, or a “flag” on an account that requires close monitoring for the balance of the fiscal year. The intent of this report is to highlight actual execution experience compared to the approved budget at the account level of detail and potentially at the departmental level should the execution data so warrant. This is performance management as it relates to budget execution.

During the budget year and in light of unexpected or unanticipated circumstances, it may become necessary to change the adopted budget. There are two ways to accomplish this necessary change. They are:

- A Internal Budget Adjustment
- A Formal Budget Amendment

Internal Budget Adjustments

Using the delegated authority of the Town Manager, Department heads may submit an Intradepartmental Budget Adjustment Form to the Town Manager requesting that funds be reallocated between budget categories. This type of adjustment is normally associated with minor internal modifications that realign and/or adjust initial budget estimates to current conditions. These types of adjustments remain within the approved appropriation for the fund and do not increase or decrease the overall budget. In addition to internal adjustments within a department, the Town Manager is also delegated the authority to move funds previously appropriated between departments. In no instance can the Town Manager increase/decrease the total fund amounts appropriated by the Town Council. In those instances where the operating budget adjustment is greater than \$20,000, the Town Manager must advise the Town Council of the specifics of the budget adjustment. These types of adjustments maintain account level integrity and permit the

automated Purchase Order system to function as intended. Without these types of adjustments, the automated Purchase Order system would reject Purchase Order requests because the system would show “No Budget.”

Once the Town Manager approves Budget Adjustments, the Budget/Procurement Specialist will enter the approved changes in the accounting system (Logics).

Formal Budget Amendments

For those changes in budgets that involve more than one fund and/or change fund or appropriation totals, the Town Manager and Department heads must submit a Budget Amendment Form requesting the desired changes to fund and/or appropriation totals. Budget Amendment requests must be submitted to the Finance Department (Budget/Procurement Specialist). The Budget/Procurement Specialist will assist staff in completing the form and identifying the appropriate accounts that are involved in the requested change and with the required Staff Report. All Budget Amendments are processed through the Ways & Means Committee and require Town Council approval and potentially a public hearing. Section 15.2-2507 of the Virginia Code requires that any amendment that exceeds 1% of the total expenditures already approved or the sum of \$500,000, whichever is lesser, must be accomplished by publishing a notice of a meeting and a public hearing once in a newspaper at least 7 days prior to the meeting date.

During the year of execution, staff should strive to consolidate Budget Amendment requests in order to increase Ways & Means Committee and Town Council efficiency in processing amendments. The number of Budget Amendments processed in any given year should be in the 3 to 5 range. The annual staff goal should target a Budget Amendment process at mid-year and possibly two additional times closer to year-end.

Once the Town Council approves Budget Amendments, the Budget/Procurement Specialist will make the approved changes in the accounting system (Logics).

Enterprise Funds

The Water and Wastewater Funds are fully supported through its rate structure and is not subsidized by the General Fund. The Water and Wastewater Funds do contribute its share to cover overhead services by reimbursing the General Fund on a set formula basis.

Town of Purcellville, Virginia
Fiscal Policy Guidelines
Version 3 – November 9, 2010

SECTION I. Accounting, Auditing, and Financial Reporting

- a. The town will establish and maintain the highest standards of accounting practices in conformance with uniform financial reporting in Virginia and generally accepted accounting principals for governmental entities as promulgated by the Governmental Accounting Standards Board.
- b. The town will engage an independent firm of certified public accountants to perform an annual financial and compliance audit according to generally accepted government-auditing standards and will have these accountants publicly issue an opinion, which will be incorporated in a comprehensive annual financial report.
- c. The town will annually seek both the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting and the Government Finance Officers Association Distinguished Budget Presentation Award.

SECTION II. Asset Management

- a. The town will capitalize all fixed assets with a value greater than \$5,000 and an expected life of two years or more.
- b. The operating budget will provide for minor and preventive maintenance.
- c. The capital budget will provide for the acquisition of fixed assets and the construction, or total replacement of physical facilities to include additions existing facilities, which increase the square footage or asset value of that facility or other asset. The town will protect its assets by maintaining adequate insurance coverage through either commercial insurance or risk pooling arrangements with other governmental entities.

SECTION III. Revenue Management

- a. The town will maintain a diversified and stable revenue structure to protect it from short-run fluctuations in any one-revenue source.
- b. The town will estimate its annual revenues by an objective, analytical process.
- c. The town, where practicable, will institute user fees and charges for specialized programs and services. Rates will be established to recover operational as well as overhead or indirect costs and capital or debt service costs, and the town will periodically review user fee charges and related expenditures to determine if pre-established recovery goals are being met.
- d. The town will follow an aggressive policy of collecting revenue.
- e. The town should routinely identify intergovernmental aid funding possibilities. However, before applying for or accepting intergovernmental aid, the town will assess the merits of a particular program as if it were funded with local tax dollars. Local

tax dollars will not be used to make up for losses of intergovernmental aid without first reviewing the program and its merits as a budgetary matter. All grant applications, prior to submission, must be approved by the Town Manager; grants and donations may be accepted only by the Town Council; and no grant will be accepted that will incur management and reporting costs greater than the grant amount.

SECTION IV. Budget Management

Operating Budgets

- a. The town, to maximize planning efforts, intends to prepare the operating budget with a multi-year perspective.
- b. The budget is a plan for raising and allocating resources. The objective is to enable service delivery within available resources. Services must be delivered to residents and taxpayers at a level, which will meet real needs as efficiently and effectively as possible.
- c. The town will fund current expenditures with current revenues and use nonrecurring revenues for nonrecurring expenditures.
- d. It is important that a positive undesignated fund balance and a positive cash balance be shown in all governmental funds at the end of each fiscal year. When deficits appear to be forthcoming within a fiscal year, spending during the fiscal year must be reduced sufficiently to create a positive undesignated fund balance and a positive cash balance.
- e. Where possible, the town will integrate performance measurements and productivity indicators within the budget. This should be done in an effort to continue to improve the efficiency and effectiveness of town programs and employees. Performance measurement should become a dynamic part of town government administration.
- f. The budget must be structured so that the Town Council and the general public can readily establish the relationship between revenues, expenditures and the achievement of service objectives.
- g. Budgetary reviews by the Town Council and Town Manager will focus on the following basic concepts:
 - Existing Service Costs. The justification for base budget program costs will be a major factor during budget reviews.
 - Administrative Costs. In all program areas, administrative overhead costs should be kept to the absolute minimum.
 - Program Expansions. Proposed program expansions above existing service levels must be submitted as separate budgetary requests requiring detailed justification. Every proposed program expansion will be scrutinized on the basis of its relationship to the health, safety and welfare of the community to include analysis of long-term fiscal impacts
 - New Programs. Proposed new programs must also be submitted as individual budgetary requests requiring detailed justification. New programs will be evaluated on the same basis as program expansions to include analysis of long-term fiscal impacts.

Capital Budgets

- h. The town will make all capital improvements in accordance with an adopted capital improvements program.

- i. The town will develop a multi-year plan for capital improvements, which considers the town's development policies and links development proffers resulting from conditional zonings with the capital plan.
- j. The town will coordinate development of the capital budget with development of the operating budget. Future operating costs associated with new capital projects will be projected and included in operating budget forecasts.
- k. The town will make use of non-debt capital financing through the use of alternate sources, including proffers and pay-as-you-go financing. The goal of the town is to finance 25% of the current portion of construction and acquisition costs of capital assets, improvements, and infrastructure (in excess of proffers) through the use of such non-debt sources over the course of a five year CIP program. The amount provided in current resources may be applied equally to all projects or only to specific projects.

Capital Asset Replacement Fund

- l. Given the above stated goal to finance 25% of the cost of construction and acquisition costs of capital assets, improvements, and infrastructure(in excess of proffers) through the use of non-debt sources over the course of a five year CIP program, the Town will establish a Capital Asset Replacement Fund.
- m. The Capital Asset Replacement Fund will provide non-debt funding for capital projects included in the adopted CIP with a focus on capital assets with shorter useful lives (i.e. vehicles, equipment, etc.).
- n. Initial funding for the Capital Asset Replacement Fund will come from revenues that result from the growth in the Town's tax base. It is the goal of the Town to dedicate between 10% and 25% of the incremental additional revenues generated by the annual growth in the Town's tax base, if any, to the Capital Asset Replacement Fund.
- o. Town Council may also, from time to time, dedicate monies from the Undesignated Fund Balance that are in excess of the Town's stated policy guideline to the Capital Asset Replacement Fund so long as the Undesignated Fund Balance level after such dedication will maintain compliance with the Town's policy goals.

SECTION V. Debt and Cash Management

Debt Management

- a. The town will not fund current operations from the proceeds of borrowed funds and will confine long-term borrowing and capital leases to capital improvements, projects, or equipment that cannot be financed from current financial resources.
- b. The town will, when financing capital improvements or other projects or equipment by issuing bonds or entering into capital leases, repay the debt within a period not to exceed the expected useful life of the project or equipment. Debt related to equipment ancillary to a construction project may be amortized over a period less than that of the primary project.
- c. The town will annually calculate target debt ratios for direct, non-revenue based debt that is dependent on the general fund for the payment of debt service. So long as payments from the general fund to the enterprise fund are not necessary to make up shortfalls

in the enterprise fund, enterprise fund debt will not be included in the calculation of the debt ratios. The town's debt capacity shall be maintained within the following primary goals:

1. Debt service expenditures as a percentage of general fund expenditures should not exceed 15%.
 2. Bonded debt of the town shall not exceed 2.0% of the total assessed value of taxable property in the town nor 4.0% of the total personal income of residents of the town.
- d. The town will follow a policy of full disclosure in every annual financial report and financing official statement/offering document.
 - e. The town will maintain good communications about its financial condition with bond and credit rating institutions.

Cash Management

- f. The town will maintain an investment policy based on the Government Finance Officers Association model investment policy, and the investment policies and procedures of the director of finance shall become a part of this policy.
- g. The town will, where permitted by law, pool cash from its various funds for investment purposes and will invest revenue to maximize the rate of return while maintaining a low level of risk

SECTION VI. Reserve Funds Management

- a. The general fund undesignated fund balance should be built over the next five fiscal years to a minimum of \$3 million or 30% of total general fund revenues, whichever is greater, given that the water and sewer enterprise funds are self supporting and the enterprise fund fund balances are maintained at a substantial level.
- b. The general fund undesignated fund balance should be drawn upon only as absolutely necessary and any use thereof should be limited to:
 1. One time capital needs;
 2. Offsetting difficult economic times;
 3. Non-recurring expenditures;
 4. Providing liquidity in emergency situations.
- c. The utilities fund undesignated fund balance at the close of each fiscal year should be equal to no less than 200% of operating revenues with a goal of 300% of operating revenues.
- d. The town will maintain a portion of the undesignated fund balance as an appropriated contingency account not to exceed 5.0% of general fund revenue to provide for any supplemental appropriations or other unanticipated expenditures. The goal of the Town is to be able to build the undesignated fund balance so that the 5.0% appropriated contingency account will be separate monies over and above the undesignated fund balance referenced in Section VI, paragraph a.

Note: Version 1 adopted in October 2005; Version 2 adopted in February 2007; Version 3 adopted in November 2010.

TOWN GOALS AND PERFORMANCE MANAGEMENT

The Town Council spends considerable time annually reviewing and defining priorities for the Town with the ultimate goal of creating and maintaining Purcellville as a sustainable community that is a highly desirable place to live. Town Council's decisions ultimately affect the resource allocations for Town services approved by the Council in the annual budget that allocates expenditures and revenues for July 1 through June 30 each year.

The Town Council adopted the Purcellville 2025 Comprehensive Plan in December 2006 and updated it in 2012 to “guide future community growth and development in the Town of Purcellville while enhancing residents’ and businesses’ quality of life and environment.” The overall plan is updated every five years with an Implementation Matrix of outcomes that is reviewed each year. Focus areas of the Comprehensive Plan include: People and Neighborhoods, Economic Development, Public Services, Public Utilities and Transportation, Environment and Community Design. With its strategic plan implementation section, this document guides Town Council priorities and reflects its Mission Statement:

Town Council Mission Statement

As stewards worthy of community trust, we work to discern, define and implement an agenda to nurture and preserve our quality of life. Through our policies and leadership, we foster an open, cooperative and model government that encourages full public participation and ensures the level of services our citizens expect and deserve.

Town Council priority projects for Fiscal Year 2011-12

- Continue to foster a favorable business climate
- Complete the Southern Collector Road
- Hire a full-time attorney
- Finalize the management of Fireman’s Field

- Complete the update to the Comprehensive Plan
- Develop PR program and strategy for Town communications and issue RFI for communications assistance

The Priority Projects are outcome-based tied back to the objectives in the Comprehensive Plan. Status of the Priority Projects are regularly checked throughout the year and a thorough review of previous years' projects and upcoming projects are conducted at the annual Town Council strategic planning session.

All of the department narratives in the budget include measures and how they are tied to one or more of the following: the department's Core Functions, the Town's Comprehensive Plan, and Town Council Priority projects. Fiscal Year 2012-13 is the first year the column – "Comp Plan, Core, Priority" – has been included in the department narratives in this format.

Performance Management Overview

Approximately five months prior to the official adoption of the Comprehensive Plan in 2006, the Purcellville Town Council held a strategic planning session where it identified "Organization for Success" as a top priority and included the need to accomplish the following:

- Start a formal executive project management review for performance management, project management and key Town initiatives
- Institute a performance management structure for the Town of Purcellville
- Set performance targets and a means to measure annual performance
- Develop and implement performance measures for Utilities, Public Works and Streets and Maintenance Operations

The Town Council again listed "Organization for Success" as an ongoing priority at their annual strategic planning session the following year in July 2007. Also, the Town adopted a new pay plan which included funding tied to the implementation of a performance management program with departmental goals, objectives and measures as well as a pay-for-performance system.

With this direction in mind, Town staff organized a Performance Management Team (PMT) to develop and review the organizing for success, or performance management, program and its implementation throughout the organization.

Three definitions of performance management found during an extensive literature review were referenced by the PMT to guide the Town's program:

- Performance management is defined as using performance and financial information for making results-based decisions in the quest for providing efficient and effective services.
- Performance management is a tool for strategic, business, operational planning and implementation and evaluation with measures that can show how the Town is doing, underscore its successes, help identify where it can make improvements and are a part of an overall conceptual and strategic framework for effective management.
- Performance management is an ongoing, continuous process of communicating and clarifying job responsibilities, priorities and performance expectations in order to ensure mutual understanding between supervisor and employee. It is a philosophy which values and encourages employee development through a style of management which provides frequent feedback and fosters teamwork. It emphasizes communication and focuses on adding value to the organization by promoting improved job performance and encouraging skill development. Performance Management involves clarifying the job duties, defining performance standards, and documenting, evaluating and discussing performance with each employee.

A common depiction of the steps toward performance management found in the literature and documents of other jurisdictions is shown in the table on the next page.

Steps toward Performance Management

			Performance Management
		Performance Measures	Many towns compare this month's or this year's performance measures to those of the past. Some are beginning to make comparisons with other towns and to begin the process of benchmarking. Pay-for-performance is a part of this step.
	Objectives	Performance measures indicate how much or how well the Town is doing. Ideally, they track the Town's progress toward achieving its objectives.	
Core Purpose/Goals	Objectives are unambiguous statements of the Town's performance intentions, expressed in measurable terms, usually with an implied or explicit timeframe.		
Core Purpose statements declare the Town's long-range intent; its purpose. Although the goals expressed in a core purpose statement may help shape the Town's values and its organizational culture, they often are imprecise and sometimes even a bit vague.			

Core Values and Core Purpose Statement

In the book, *Good to Great*, Jim Collins discusses the concept of *Core Ideology* and the importance of instilling core values and core purpose as principles to guide decisions and inspire people throughout the organization over a long period of time. Values are traits or qualities that are considered worthwhile and represent an individual's highest priorities and deeply held driving forces. Put simply, values give an understanding for what an organization stands for and ties into why it exists, or its core purpose.

At the Virginia Local Government Managers Association (VLGMA) Conference in February 2008, a presentation by staff from the International City/County Management Association (ICMA) and the City of Williamsburg entitled, *The Manager's Role in Moving Your Community from Good to Great*, discussed the importance of developing core values and a core purpose statement. The PMT considered the various examples of values when brainstorming to develop its Core Values:

Core Values

Trust based on honesty, integrity, ethics, fairness, transparency and respect.

Unity of Purpose achieved through collaboration, cooperation, flexibility and open communication.

Commitment demonstrated through responsibility, accountability, dependability, initiative and empowerment.

Professionalism based on passion for excellence, creativity, adaptability, and continued learning.

Each department has reviewed the Core Values as a part of its strategic planning efforts and these are included in the department sections of this budget document. The Police Department developed some additional core values to guide its decisions.

With the Core Values established, the PMT used these to create a Core Purpose Statement. The Core Purpose Statement was shared and reviewed with all departments and is used to guide organizational and departmental strategic plans including its goals, objectives, performance measures and performance evaluations.

Core Purpose Statement

As employees of the Town of Purcellville, we provide exceptional services to our customers by ensuring that all programs and policies are managed to achieve the highest level of effectiveness, efficiency and fiscal responsibility. As trusted stewards partnering with stakeholders, we commit to foster a sustainable and livable community that is environmentally responsible and culturally rich.

Goals, Objectives and Performance Measures

In line with the Town Council Mission Statement, Priorities, Core Values and Core Purpose Statement, each Town department has a Mission, Departmental Description/Activities, Goals and Objectives, and Performance Measures included in the budget. These elements are refined so that performance management will be a stronger part of the organizational culture to continuously look for ways to improve services, be a vehicle to support and drive change and improvement, empower employees as a part of change management, and have a mechanism to reward success.

The goals give more specific direction on how the department will achieve its mission; however, they are generally not quantified and span multiple fiscal years. Objectives are outcome-based statements of specifically what will be accomplished within the budget year. Each departmental program has at least one objective statement and at least one indicator of each type, i.e., output, efficiency and outcome. The objectives should demonstrate progress toward the goals. In essence, well-written objectives are “S-M-A-R-T” which stands for Specific, Measurable, Aggressive and Attainable, Results-oriented and Time-bound. The three key types of performance measures most relevant to tracking and improving performance are the following:

- **Output (Workload) measures** – Tells “how much” or “how many.”
Example: Number of meters repaired.
- **Efficiency measures** – Relate outputs to resources consumed (e.g., unit costs, output per labor-hour).
Example: Cost per meter repair.
- **Outcome (Effectiveness) measures** – Tells “how well” (e.g., indicators of quality or progress toward objectives).
Example: Percentage of repaired meters still functioning properly six months later.

Each department strives to have at least one measure of each type for every program area with measures tied to one or more of the department’s Core Functions, the Town’s Comprehensive Plan, and the Town Council Priorities. As the performance management program evolves, the measures will focus more on outcomes and less on workload. Other processes the Town participates in that ask for key outcome measures are, for example, the GFOA Distinguished Budget Award, the Police Department State Accreditation, Go Green Virginia Certification, and various other environmental programs such as the Virginia Department of Health Water Treatment Plant Performance Award.

Ongoing Efforts

Performance Dashboard

The Town of Purcellville developed a web-accessible performance dashboard – www.purcellvilledashboard.com – to provide information on key elements of Town government services. The performance measures included with the dashboard are ones that are deemed to be of interest to the community. The goal is to have more outcome measures since outcomes are the overall focus of dashboard systems. The workload measures such as number of business licenses and total police calls for service demonstrate output in these areas which are often of interest to residents and assist in comprehensive reporting. Categories for the measures are based upon the 2025 Adopted Comprehensive Plan.

ICMA Center for Performance Measurement Program and 2011 Certificate of Distinction

In Fiscal Year 2011-12, the Town of Purcellville joined the ICMA Center for Performance Measurement Program for smaller communities which offers an approach to comparative performance measurements for local governments. Benefits of the program are that it provides a method to monitor organizational performance, compare with peers, make evidence-based decisions, identify efficiencies and cost-saving opportunities, and demonstrate and celebrate high performance. More information about the ICMA Center for Performance Measurement Program can be found at icma.org.

Also, the Town's overall Performance Management system was awarded a 2011 Certificate of Distinction by the International City/County Management Association (ICMA) Center for Performance Measurement in September 2011. The certificate program assesses a local government's performance management program and encourages analysis of results by comparing to peers and gauging performance over time. Performance management aids in cost reduction, program prioritization, and quality improvement. It also encourages accountability and transparency.

Annual Citizen and Business Surveys

In Fiscal Year 2010-11, the Town conducted its inaugural Annual Citizen Survey, an Annual Business Survey, and a survey of applicants who have appeared before the Board of Architectural Review over the past two years. These surveys provide a wealth of positive information that assist the Town with developing strategic objectives as well as continuous improvement plans. The 2nd Annual Citizen Survey and 2nd Annual Business Survey were conducted in Fiscal Year 2011-12.

With ongoing commitment and input from Town Council, Town staff, and the community, the Town of Purcellville will be an active leader in performance management.

REVENUE TRENDS
GENERAL FUND: REVENUES

Real Property Taxes

Real estate values are assessed annually by Loudoun County, Virginia (County), for all property of record as of January 1. The Town bills and collects the tax based on the assessed values provided by the County Assessor's Office. Real estate taxes are levied annually on January 1 and are due in semi-annual installments on June 5 and December 5.

Collections of real estate taxes between July 1 and August 15 of the subsequent fiscal year, classified as delinquent at June 30, are recorded as revenue for the fiscal year then ended. According to State law, liens attach to the property when the real property tax remains unpaid after July 1 of the following year.

Two factors that impact this revenue are assessments and tax rate. The Town experienced steady growth in property assessments through tax year 2007 where total value reached \$1.19 billion. Following the nationwide recession, values dropped to a low point of \$954 million in tax year 2010. The revenue impact of these assessment changes was smoothed by equalizing the tax rate during this period and a ½ cent rate increase in 2009. We are seeing a slow recovery in value and continued development resulting in total assessment for tax year 2012 of \$986 million. Revenue projections for fiscal year 2013 are based on a .23 tax rate and a 3% growth factor. Projections for fiscal years 2014 through 2016A are based on a .23 tax rate and an annual assessment growth factor of 2%.

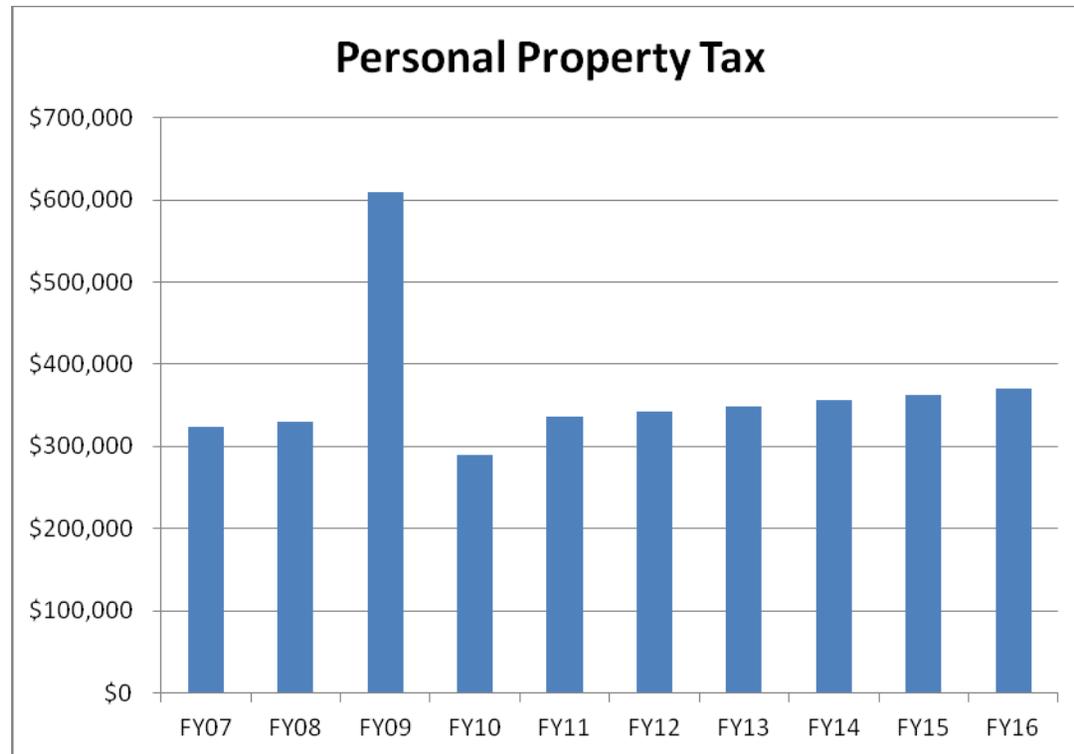


Personal Property Taxes

Personal property values are assessed annually by Loudoun County, Virginia (County), for all property of record as of January 1. The Town bills and collects its property taxes based on the assessed values provided by the County. Personal property taxes are levied annually on January 1 and are due on June 5. The due date was changed from December 5 to June 5 in 2009 which resulted in two collection periods in fiscal year 2009, a one-time increase to this revenue category. Personal property taxes are not prorated by the Town.

Collections of personal property taxes between July 1 and August 15 of the subsequent fiscal year, classified as delinquent at June 30, are recorded as revenue for the fiscal year then ended.

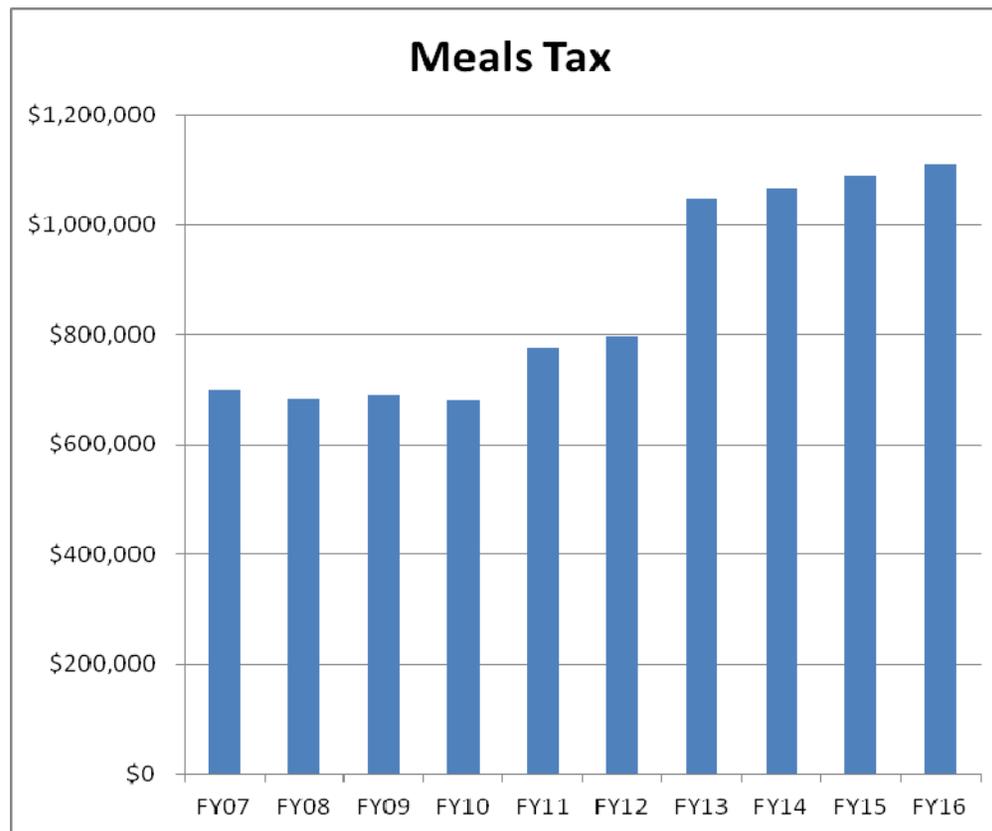
Revenue projections for personal property taxes are based on a tax rate of 1.05/.55 and a conservative 2% annual growth factor for fiscal years 2013 through 2016.



Meals Taxes

Meals tax is a consumption based tax. Restaurants and other food selling establishments within the Town collect a 4% tax on prepared meals. The Town Manager recommended and the Town Council approved an increase in the tax rate to 5% in FY13.

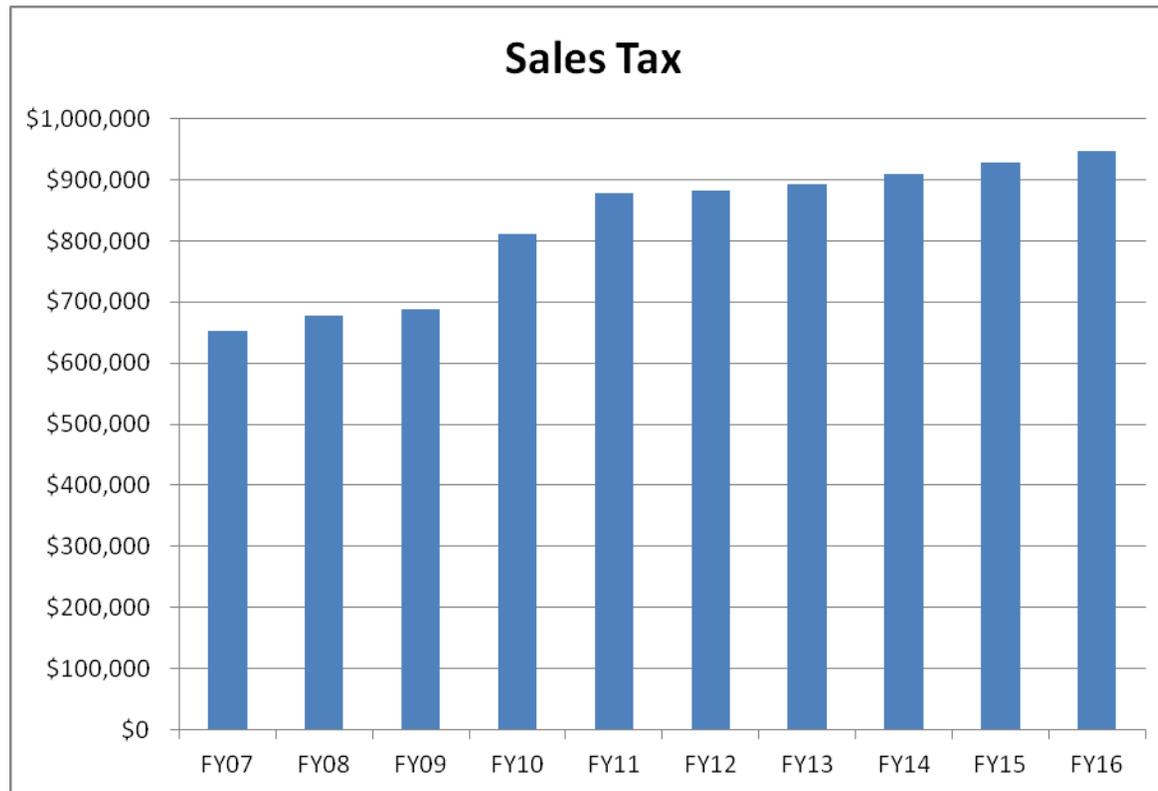
Revenue projections for fiscal year 2013 are based on a meals tax rate change from 4% to 5% plus a 5% growth factor for new restaurants. An annual growth rate of 2% is estimated for fiscal years 2013 through 2016.



Sales Taxes

Sales tax is a consumption based tax. Sales tax revenues collected by the State are allocated back to Counties and Towns based on a formula of school age children residing in the Town limits. The school age population estimates are prepared by Weldon Cooper Center for Public Service.

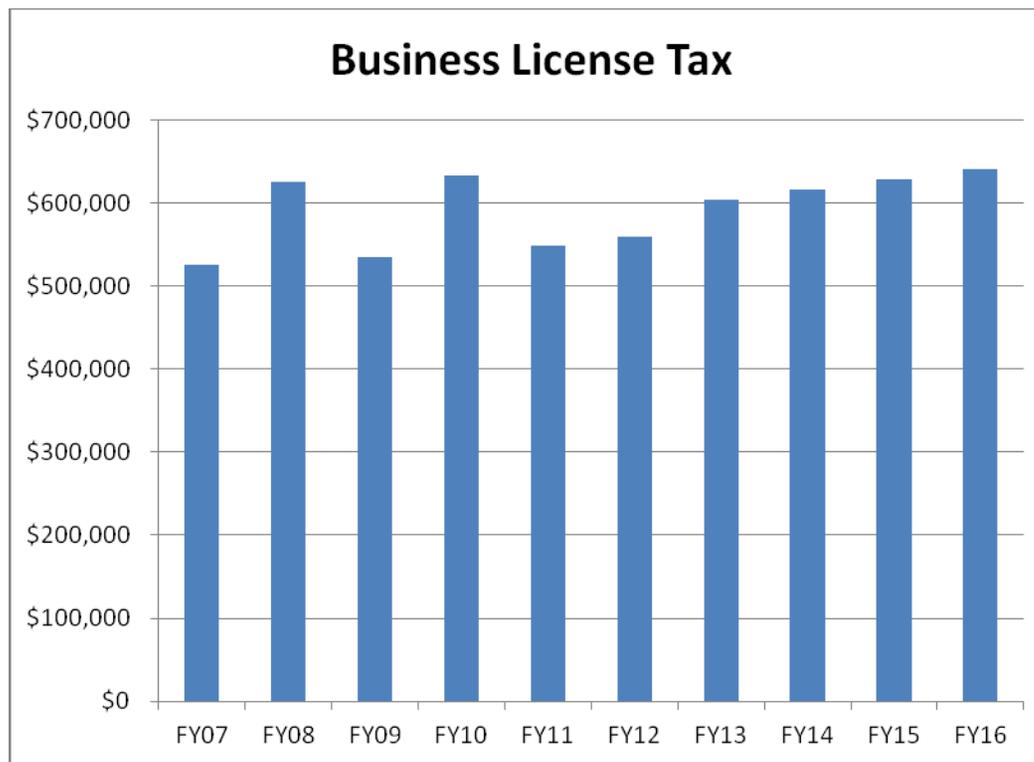
Revenue projections for sales tax are based on a growth rate of 1% in fiscal year 2013 and a 2% annual growth factor in fiscal years 2014 through 2016.



Business Licenses

Business license tax is charged to all businesses operating within the Town's corporate limits. The tax is also charged to all out-of-Town contractors who are working on projects grossing over \$25,000 within the Town. The Town has seen some volatility in this revenue category due to fluctuations in construction projects in the Town including a high school, college expansion and commercial development and redevelopment.

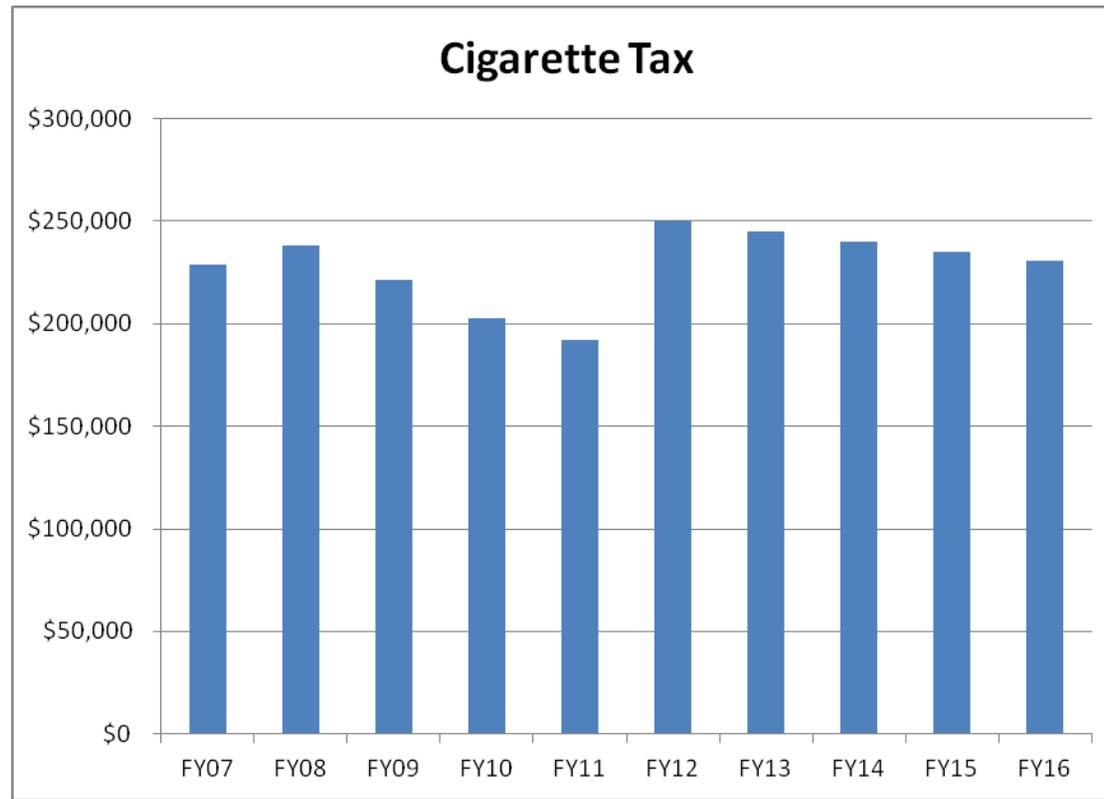
Revenue projections are based on an 8% growth rate in fiscal year 2013 due to commercial development currently underway and a 2% annual growth factor in fiscal years 2014 through 2016.



Cigarette Taxes

The Town of Purcellville participates in the Northern Virginia Cigarette Tax Board, a consortium of 15 area jurisdictions formed for the purpose of collecting and disseminating cigarette tax revenues. Although the Town increased the tax rate in 2007, 2008 and 2011, the historical pack sales have declined in both Purcellville and the Northern Virginia area.

Revenue projections are based on an annual decline in revenue by 2% in fiscal years 2013 through 2016 due to smoking cessation programs and shifting purchasing habits.



REVENUE TRENDS
WATER AND WASTEWATER FUND: REVENUES

User Charges and Fees

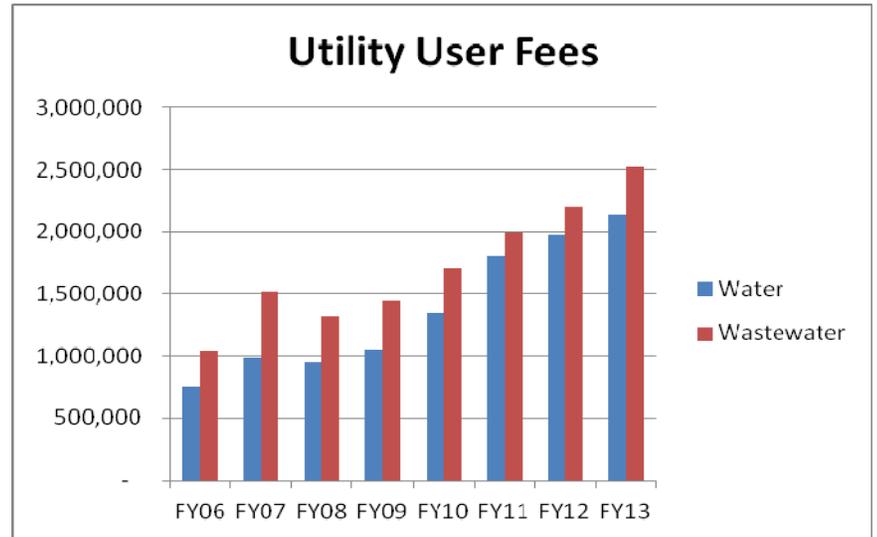
The water and wastewater rates are set at the levels which support the operating activities of each utility enterprise. These rates are set annually by Town Council based on the results of the Water and Sewer Rate Study prepared for the Town by Municipal and Financial Services Group (MFSG). This study analyzes revenue forecasts based on consumption history which is driven in part by weather conditions and water conservation efforts. It also analyzes operating costs including impacts of the area's inflation rates, growth, demand, and legislative mandates. MFSG also works with Davenport Associates, the Town's financial advisors, to develop a long-term financial strategy for the Water and Wastewater Funds.

The user fees are calculated by multiplying a customer's bi-monthly water usage (measured in gallons) by the current utility rates. The Town has adopted an ascending tiered-rate system for water user fees and a flat-rate system for wastewater user fees. The chart below details a history of utility rates. The customer's bi-monthly bill also includes water and wastewater fixed service fees based on the size of the meter. These fixed fees are intended to help cover the costs of operations and billing that are not directly related to the quantity of water used.

The FY13 MFSG rate study is not available at this time. Revenue estimates are based on estimated rate increases of 8% for water and 15% for wastewater in FY13.

REVENUE TRENDS
WATER AND WASTEWATER FUND: REVENUES (Continued)

<u>History of Utility Rates</u> (Rates Per 1,000 gallons)						
	<u>FY</u> <u>08</u>	<u>FY</u> <u>09</u>		<u>FY 10</u>	<u>FY 11</u>	
Water Tiers			Water Tiers			Water Tiers
1K -6K	\$3.78	\$4.35	1K -5K	\$4.52	\$5.65	1K -5K
6K - 12K	\$5.04	\$5.79	5K - 10K	\$6.03	\$7.53	5K - 10K
12K - 18K	\$6.30	\$7.24	10K - 15K	\$7.53	\$9.41	10K - 15K
18K+	\$7.56	\$8.69	15K - 20K	\$9.04	\$11.30	15K - 20K
			20K - 100K	n/a	\$13.18	20K - 50K
			100K - 200K	n/a	\$14.18	50K - 100K
			200K - 500K	n/a	\$15.18	100K - 150K
						150K - 200K
			500K+	n/a	\$23.18	200K - 250K
						250K - 300K
						300K - 350K
						350K - 400K
						400K - 450K
						450K - 500K
						500K - 550K
						550K - 600K
						600K - 600K+
Wastewater	\$7.61	\$8.38	Wastewater	\$8.72	\$10.12	Wastewater
Acct Svc Fee	\$6.00	\$6.00	Acct Svc Fee	\$20.00	\$30.00	Acct Svc Fee



FINANCIAL SYSTEMS OVERVIEW

Financial Fund Structure

The Town of Purcellville utilizes an accounting structure organized by funds or account groups in which each fund represents a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts reflecting its assets, liabilities, fund balance, revenues and expenditures. Town resources are allocated to and accounted for individual funds based on purposes for which they are to be spent and the means by which spending activities are controlled. The Town utilizes two types of funds: General Governmental Funds and Proprietary Funds.

1. **General Governmental Funds**: These funds utilize the modified accrual basis of accounting under which revenues and related assets are recorded when measurable and available to finance operations during the year.

General Fund- This is the primary operating fund of the Town, which accounts for normal recurring town activities such as administration, finance, public safety, public works, planning and debt service. Activities of the general fund are funded by revenue sources such as property tax, business license, cigarette tax, communication tax, meals tax, sales and use tax, permit fees, fines and forfeitures, funding from other governmental entities such as local, state or federal sources. The Special Parks and Recreation Fund is a sub-fund of the General Fund.

General Capital Projects Fund- This fund is used to account for financial resources used for the acquisition or construction of major capital facilities and equipment. Funding sources include bond funding, grants and cash reserves.

2. **Proprietary Funds**: These funds utilize the accrual basis of accounting in which revenues are recognized in the accounting period in which they are earned and expenses are recognized in the accounting period in which the related liability is incurred.

Water and Waste Water Operating Funds- These funds account for the operations of the Town's water and waste water business enterprises including debt service. Activities of these funds are primarily funded by user fees.

Water and Waste Water Capital Projects Funds- These funds are used to account for financial resources used for the acquisition or construction of major capital facilities and equipment related to the Town's water or waste water enterprises. Funding sources include bond funding, grants and cash reserves.

Debt Obligations

2003 General Obligation Refunding Bond Issue-Carter Bank

Bonds in the amount of \$835,133 were issued in May 2003 for 15-years at 3.27% annual interest rate as a refunding of 1991 Series General Obligation Bonds. Proceeds from the bonds were used to finance the purchase and renovation of the Town Hall at 130 East Main Street. Principal and interest payments occur each October 1st and interest only payments occur each April 1st. Debt service is chargeable to the General Fund. These bonds will be retired October 2017.

The FY 2013 principal installment due totals \$57,696. Also payable in 2013 are semi-annual interest payments totaling \$11,343.

2005 General Obligation Bond Issue-Bank of America

Bonds in the amount of \$5,822,500 were issued in November 2005 for a 15-year term at 3.659% annual interest rate to finance public improvements. Issuance A in the amount of \$2,233,000 funded various upgrades to the Town's streets, sidewalks and traffic signal and other general infrastructure projects. Issuance B funded utility projects in the Water fund for \$1,888,792 and the Waste Water fund for \$1,700,708 with a total bond amount of \$3,589,500. Principal and interest payments occur each October 1st and interest only payments occur each April 1st. Issuance A debt service is chargeable to the General Fund and Issuance B is chargeable to both the Water and Waste Water funds. These bonds will be retired October 2020.

The FY 2013 principal installment due for Issuance A totals \$96,000 and semi-annual interest payments total \$60,985.

The FY 2013 principal installment due for Issuance B totals \$81,140 from the Water fund and \$73,060 from the Waste Water fund. Also payable in FY 2013 are semi-annual interest payments totaling \$51,584 from the Water fund and \$46,448 from the Waste Water fund.

2008 General Obligation Bond Issue-Rural Development

Bonds in the amount of \$5,923,840 were issued in December 2008 at a 4.125% annual interest rate.

Issuance R-1 in the amount of \$1,332,840 with a 15-year term financed equipment for the new maintenance facility.

Combined principal and interest payments occur the 16th day of each month commencing on January 16, 2009 for Issuance R-1. Issuance R-1 was refunded in November 2010 as part of the 2010 General Obligation Refunding Bond Issue-SunTrust Bank.

Issuance R-2 in the amount of \$4,591,000 with a 40-year term financed the construction of a new maintenance facility. For Issuance R-2, annual interest only payments occur the first and second anniversary dates (December 16, 2009 and December 16, 2010) with monthly payments of \$19,971 due the 16th day of each month commencing on January 16, 2011. All debt service is chargeable to the General Fund.

The FY 2013 principal installments due for Issuance R-2 totals \$54,499 and interest payments total \$185,153. These bonds will be retired December 2048.

2008 Owner Financed Note Issue- Purcellville, VA Volunteer Fire Department

Owner financed note in the amount of \$1,700,000 was issued in April 2008 for a 20-year term at 0% annual interest rate. The loan was for purchase of 12.6 acres of property known as "Fireman's Field" in Purcellville, VA. This loan will be retired in August 2026. Annual principal payments occur each August 1st. All debt service is chargeable to the General fund.

The FY 2013 principal installment due totals \$85,000.

2008 General Obligation Bond Issue-SunTrust Bank

Bonds in the amount of \$19,961,100 were issued in May 2008 at 4.46% annual interest with a 10 year amortization for the equipment portion of the proceeds and a 20-year bullet maturity for the balance of the proceeds. Principal and interest payment occur each January 15th and interest only payments occur each July 15th. A capitalized interest payment of \$17,164 was made on July 15, 2008 and \$57,213 on January 15, 2009.

Bond proceeds of \$7,575,295 were used to refund the 1996 Series and 1999 Series General Obligation Water and Sewer Bonds. Debt service of the refunding is split 13% to the Water fund and 87% to the Waste Water fund.

The bond proceeds of \$12,385,805 finance general capital improvements (including transportation and equipment) and capital improvements to the water and waste water systems. Debt service is chargeable at 28% to the General Fund and 56% to the Water and 16% to the Waste Water funds.

The FY 2013 principal installment due totals \$770,201 with \$156,634 from General, \$376,730 from Water and \$236,837 from the Wastewater funds. Also payable in 2013 are semi-annual interest payments totaling \$782,761 with \$133,385 from General and \$283,095 from the Water and \$366,281 from the Waste Water funds.

2008 General Obligation Waste Water Bond Issue- VRA

Bonds in the amount of \$24,944,377 were issued in May 2008 for a 20-year term at annual interest rate of 3% for construction of a waste water treatment facility upgrade. Semi-annual principal and interest payments are due each March 1st and September 1st, commencing on March 1, 2011. All debt service is chargeable to the Waste Water fund. These bonds will be retired in March 2030.

The FY 2013 principal payments total \$1,001,489 and the interest payments total \$697,454.

2010 General Obligation Bond Issue-RBC

Build America Bonds in the amount of \$4,400,000 were issued in July 2010 for a 10-year term at annual interest rate of 4.23% with a lump sum payment due July 15, 2020. Proceeds were used for the purchase of the Aberdeen Property and upgrades and renovations to Fireman's Field and the Bush Tabernacle. Principal and interest payments occur each January 15th and interest only payments occur each July 15th. Debt service is chargeable at 49% to the General Fund and 51% to the Water Fund. The first interest only payment was due January 15, 2011 and the first principal and interest payment is due January 15, 2013. The FY 2013 principal installment due totals \$120,000 with \$30,000 from General and \$90,000 from the Water funds. Also payable in 2013 are semi-annual interest payments totaling \$306,120 with \$121,157 from General and \$184,964 from the Water funds.

2010 General Obligation Water Refunding Bond Issue- VRA

Bonds in the amount of \$1,655,000 were issued in November 2010 for a 9-year term at annual interest rates varying from 2.245 to 5.1%. Proceeds from the bonds were used to refund the Series 2000 General Obligation Water Bond. These bonds will be retired in October 2019. Principal and interest payments occur each October 1st and interest only payments occur each April 1st. All debt service is chargeable to the Water fund. The FY 2013 principal installment due totals \$160,000 and the semi-annual interest payments total \$67,870.

2010 General Obligation Refunding Bond Issue-SunTrust Bank

Bonds in the amount of \$4,241,000 were issued in November 2010 for a 15-year term at annual interest rate of 3.03%. Bond proceeds of \$1,161,810 were used to refund the Series 2008 General Obligation Bond from Rural Development Issuance R1 (equipment purchase) and proceeds of \$3,079,190 were used for the Series 2009 General Obligation Bond-BB&T. Principal and interest payments occur each July 15th and interest only payments occur each January 15th. Debt service is chargeable to the General Fund. The FY 2013 principal installment due totals \$259,970 and the semi-annual interest payments total \$117,389. These bonds will be retired July 2025.

2011 General Obligation Public Improvement Note-RBC

A note in the amount of \$2,700,000 was issued in March 2011 for a 2-year term. Proceeds will be used to fund improvements to the New Town Hall and The Fireman's Field Parking Lot. The note may be prepaid in whole or in part anytime after April 1, 2012. A single principal payment will be due April 1, 2013. The semi-annual interest payments are due each January 15 and July 15, commencing on July 15, 2011. The FY 2013 semi-annual interest payments total \$43,818.

Summary of Issuance Outstanding Debt

<u>Issue</u>	<u>Value of Original Issue</u>	<u>Outstanding Balance on July 1, 2012</u>	<u>FY 13 Debt Service</u>	<u>% of Retired Debt</u>
<u>GENERAL</u>				
2003 Refunding-Carter Bank	835,133	375,739	69,039	55.0%
2005 General Obligation-Bank of America	2,233,000	1,714,700	156,985	23.2%
2008 General Obligation-Rural Development	4,591,000	4,513,346	239,652	1.7%
2008 Notes Payable-Purcellville Vol. Fire Dept.	1,700,000	1,275,000	85,000	25.0%
2008 General Obligation-SunTrust Bank	3,365,600	2,990,700	290,019	11.1%
2010 General Obligation-RBC	2,155,000	2,155,000	121,157	0.0%
2010 Refunding- SunTrust Bank	4,241,000	4,004,210	377,359	5.6%
2011 General Obligation-RBC (Interim)	2,700,000	2,700,000	43,818	0.0%
-	21,820,733	19,728,695	1,383,028	
<u>WATER</u>				
2005 General Obligation-Bank of America	1,888,792	1,450,363	132,724	23.2%
2008 Refunding-SunTrust Bank	1,018,200	865,300	76,792	15.0%
2008 General Obligation-SunTrust Bank	6,450,938	5,482,117	583,032	15.0%
2010 General Obligation-RBC	2,245,000	2,245,000	184,964	0.0%
2010 Refunding-VRA	1,655,000	1,500,000	227,870	9.4%
	13,257,930	11,542,780	1,205,382	
<u>WASTE WATER</u>				
2005 General Obligation-Bank of America	1,700,708	1,305,937	119,508	23.2%
2008 Refunding-SunTrust Bank	6,565,300	5,843,800	434,333	11.0%
2008 General Obligation-SunTrust Bank	2,561,062	2,368,783	168,785	7.5%
2008 General Obligation-VRA	24,944,377	22,960,316	1,698,943	8.0%
	35,771,447	32,478,836	2,421,569	
Total Bonds All Funds	70,850,110	63,750,311	5,009,979	10.0%

Amortization of Existing Debt and Interest							
Year Ending June 30	General Fund Debt		Water Fund Debt		Waste Water Fund Debt		Total Debt Payments
	Principal	Interest	Principal	Interest	Principal	Interest	
2013	*3,439,799	643,229	707,870	497,513	1,311,386	1,110,182	7,709,979
2014	761,859	575,382	737,638	466,342	1,331,330	1,051,389	4,923,941
2015	804,490	550,529	768,218	434,094	1,375,568	1,007,061	4,939,961
2016	827,740	523,979	799,812	400,567	1,421,348	961,217	4,934,664
2017	851,578	496,556	832,266	365,282	1,468,749	913,805	4,928,236
Thereafter	13,043,228	4,690,967	7,696,977	1,965,702	25,593,328	6,688,017	59,678,219
Total	19,728,695	7,480,642	11,542,780	4,129,501	32,501,709	11,731,671	87,115,000

*Includes \$2,700,000 principal payment due April 1, 2013 on the 2011 General Obligation Public Improvement Note-RBC (Interim).

Legal Debt Margin

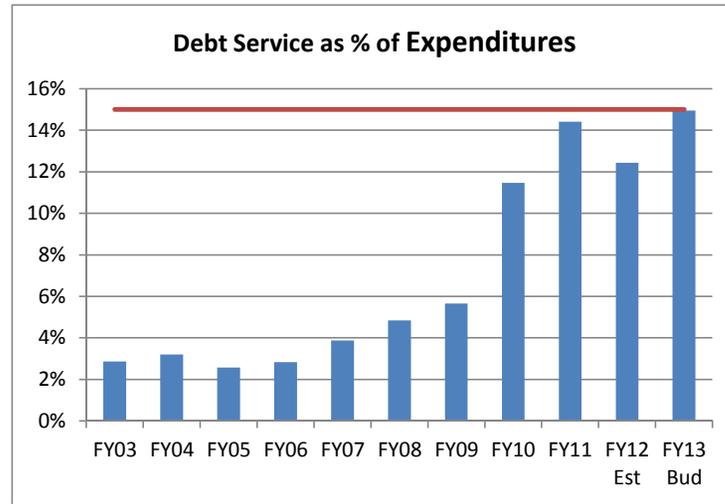
The constitution of Virginia mandates a limit on the Town's indebtedness. The computation of the Town's legal debt margin as of June 30, 2011 is as follows (*Source: FY11 Comprehensive Annual Financial Report*):

Assessed Value of Real Property, January 1, 2011	\$962,047,170
Debt Limit: Ten percent (10%) of Assessed Value	96,204,717
Amount of Debt Applicable to Debt Limit	65,608,641
Legal Debt Margin	\$30,596,076

Town Fiscal Guidelines for General Fund Debt Management:

Town Policy: Debt service expenditures as a percentage of expenditures should not exceed 15%.

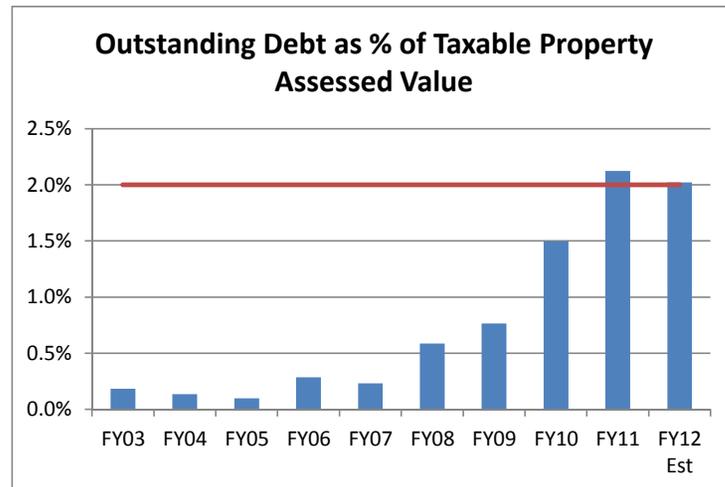
Fiscal Year	Debt Service	Expenditures	Debt to Expenditures
FY03	114,689	3,993,787	3%
FY04	125,769	3,921,024	3%
FY05	113,587	4,415,745	3%
FY06	158,615	5,584,990	3%
FY07	239,538	6,181,771	4%
FY08	324,324	6,696,478	5%
FY09	435,355	7,701,376	6%
FY10	767,605	6,697,744	11%
FY11	1,210,891	8,401,656	14%
FY12 Est	1,338,295	10,768,831	12%
FY13 Bud	1,383,028	9,250,270	15%



Although Budget Amendment #11 identified cash reserves as the revenue source for the construction of the SCR, we anticipate converting this to an alternative funding source, to be identified later.

Town Policy: Bonded debt of the Town shall not exceed 2% of the Total Assessed Value of Taxable Property.

Fiscal Year	Assessed Value of Taxable Property	Outstanding Bonded Debt	Debt to Assessed Value
FY03	455,819,050	835,133	0.18%
FY04	571,086,300	776,173	0.14%
FY05	734,660,050	731,571	0.10%
FY06	1,013,555,550	2,906,550	0.29%
FY07	1,195,641,850	2,783,945	0.23%
FY08	1,160,800,550	6,825,223	0.59%
FY09	1,048,886,350	8,013,776	0.76%
FY10	961,287,250	14,398,021	1.50%
FY11	960,616,700	20,401,154	2.12%
FY12 Est	976,555,250	19,728,695	2.02%



Fund Balance Summary

GENERAL FUND				
	FY10 Actual	FY11 Actual	FY12 Estimated **	FY13 Adopted
Beginning Fund Balance	6,519,845	8,006,938	10,742,845	1,686,768
Revenues & Transfers In	10,241,179	11,018,592	8,179,628	8,781,575
Expenditures & Transfers Out	(11,731,614)	(14,569,159)	(10,861,200)	(9,365,482)
Proceeds/Use of GO Bonds	2,977,528	6,286,474	(2,876,577)	-
Use of Designated Reserves	-	-	(3,497,928)	-
Ending Fund Balance	8,006,938	10,742,845	1,686,768	1,102,861
Unassigned Fund Balance	4,415,059	4,368,340	1,686,768	1,102,861

WATER FUND				
	FY10 Actual	FY11 Actual	FY12 Estimated	FY13 Adopted
Beginning Net Assets	9,455,266	8,237,066	7,703,439	7,180,650
Revenues & Transfers In	1,571,736	2,116,726	2,615,373	2,463,655
Expenditures & Transfers Out	(2,789,936)	(2,650,353)	(3,138,162)	(3,276,729)
Ending Net Assets	8,237,066	7,703,439	7,180,650	6,367,576

WASTE WATER FUND				
	FY10 Actual *	FY11 Actual	FY12 Estimated	FY13 Adopted
Beginning Net Assets	16,628,056	15,768,346	15,563,112	13,887,408
Revenues & Transfers In	2,819,623	3,055,414	2,611,686	2,663,886
Expenditures & Transfers Out	(3,679,333)	(3,260,648)	(4,287,390)	(4,395,626)
Ending Net Assets	15,768,346	15,563,112	13,887,408	12,155,668

(Source: FY11 Comprehensive Annual Financial Report & FY13 Adopted Budget)

* FY10 Actual Beginning Balance was revised in the FY10 CAFR.

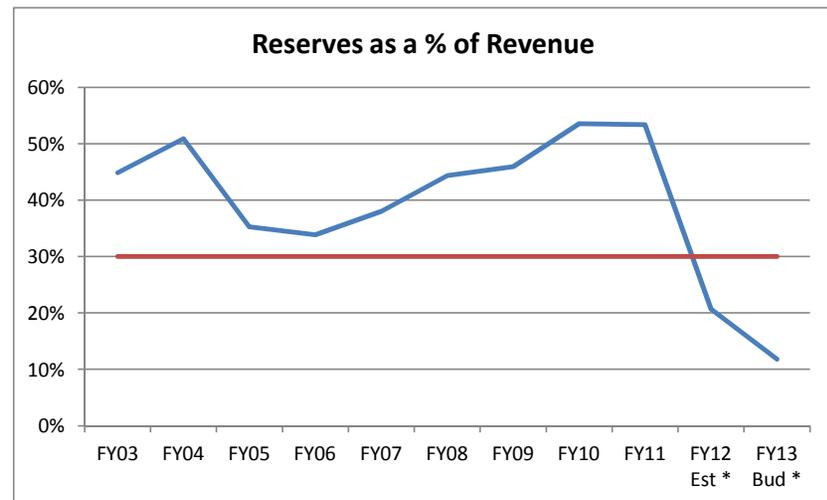
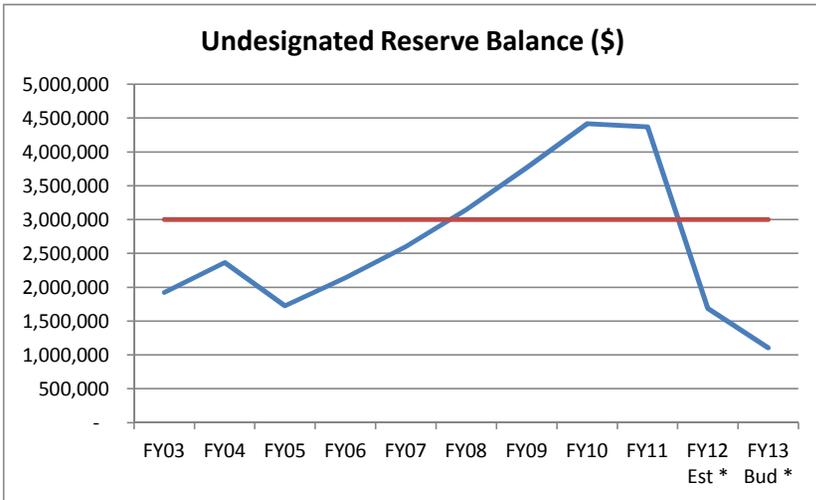
** Includes new Special Parks & Recreation Fund totals and GASB54 change to fund balance categories.

The across the board decline in Fund Balances for all funds is due to the economic downturn and the slow recovery cycle as outlined in the Town Manager's Budget Message. The anticipated change (decline) in the Fund Balance of the General Fund should be reduced as the proposed draw of Reserves is expected to be replaced with Capital Project financing.

Town Fiscal Guidelines for General Fund Reserve Management:

Town Policy: Undesignated reserves should be a minimum of \$3 million or 30% of total revenues.

Fiscal Year	Undesignated Reserves	Revenue	Reserves to Revenue
FY03	1,923,287	4,288,076	45%
FY04	2,363,474	4,641,559	51%
FY05	1,725,713	4,891,901	35%
FY06	2,137,481	6,310,708	34%
FY07	2,599,404	6,833,786	38%
FY08	3,145,905	7,092,429	44%
FY09	3,768,574	8,202,599	46%
FY10	4,415,059	8,241,179	54%
FY11	4,368,340	8,185,022	53%
FY12 Est *	1,686,768	8,179,628	21%
FY13 Bud *	1,102,861	9,365,482	12%



Although FY 12 Budget Amendment #11 identified cash reserves as the revenue source for the construction of the SCR, we anticipate converting this to an alternative funding source, to be identified later.

Budget in Brief

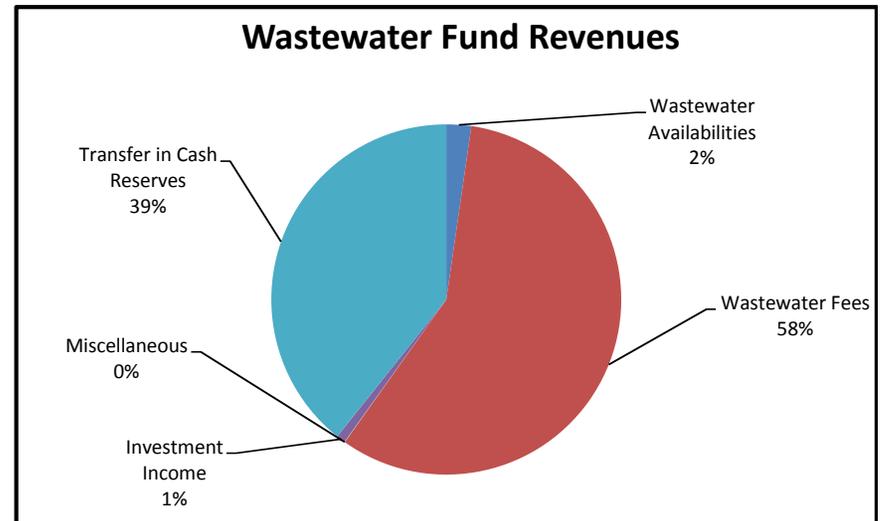
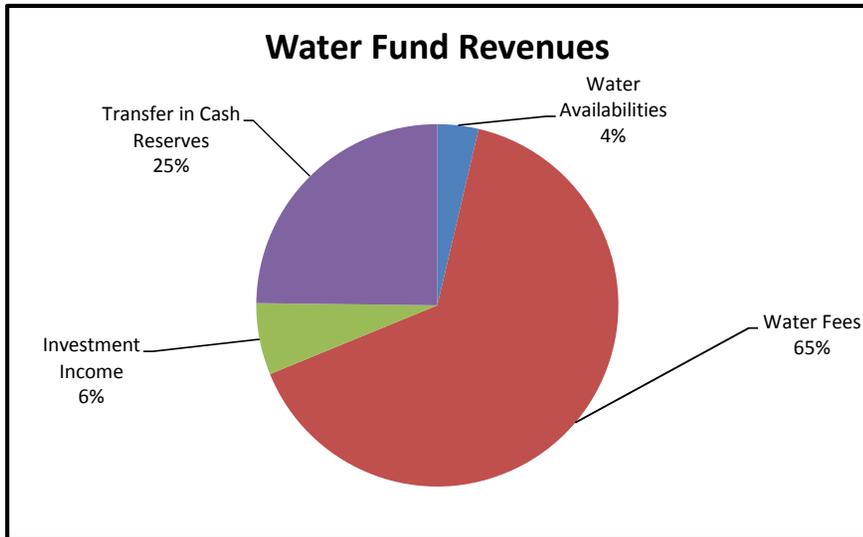
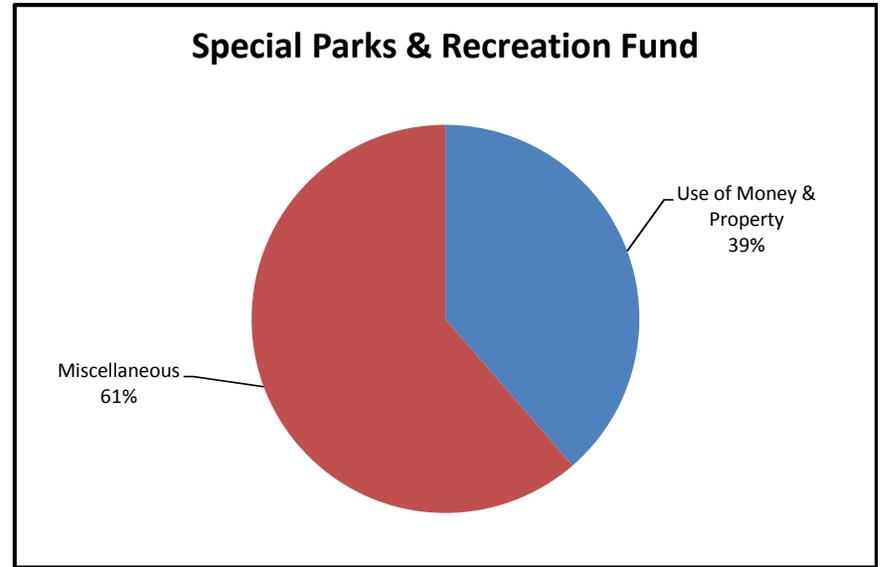
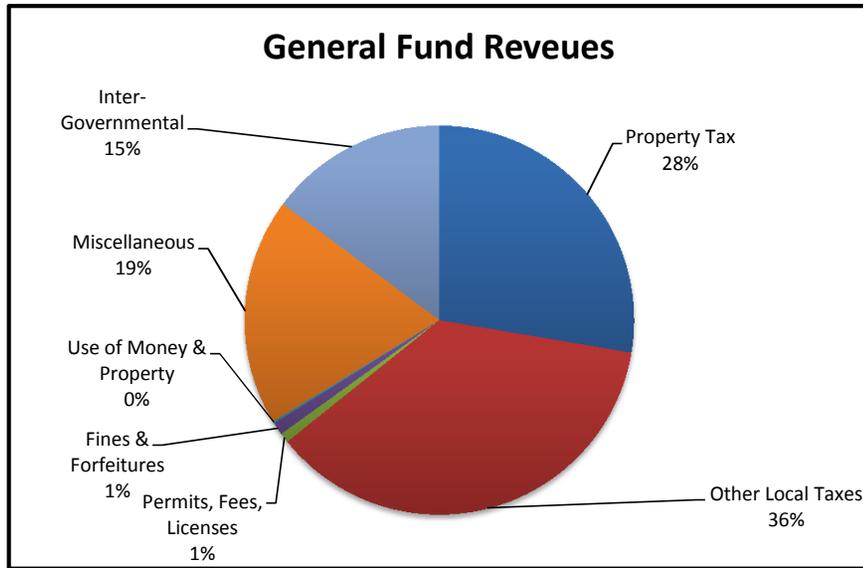
The budget in brief section provides a summary of the revenues and expenditures for the following funds:

- Revenue by Fund
- Expenditures by Fund
- Budget Summary
- Service Level Changes

FY 2012 & FY 2013 Revenue Budget Projections

	FY 2011	FY 2012		FY 2013		% Change From Current FY
	Prior Year Actual	Current Budget	Estimate of End of Year	Manager Recommend	Council Approval	
GENERAL FUND						
Property Tax	2,526,828	2,509,000	2,536,709	2,608,638	2,560,060	2%
Other Local Taxes	2,996,580	3,063,900	3,086,000	3,383,193	3,383,193	10%
Permits, Fees, Licenses	118,070	127,000	77,116	75,000	75,000	-41%
Fines & Forfeitures	80,287	95,200	89,825	95,500	95,500	0%
Use of Money & Property	39,915	48,000	16,000	16,000	16,000	-67%
Miscellaneous	1,212,277	3,933,987	1,165,084	1,671,769	1,750,211	-56%
Inter-Governmental	1,171,566	1,100,253	1,116,525	1,370,306	1,370,306	25%
Total Revenues GENERAL FUND	8,145,523	10,877,340	8,087,259	9,220,406	9,250,270	-15%
SPECIAL PARKS & RECREATION FUND						
Use of Money & Property	29,700	38,000	38,100	38,200	44,500	17%
Miscellaneous	9,799	50,988	54,269	81,379	70,712	39%
Total Revenues PARKS & REC	39,499	88,988	92,369	119,579	115,212	29%
WATER FUND						
Water Availabilities	111,477	467,847	428,546	120,046	120,046	-74%
Water Fees	1,797,969	2,227,397	1,976,000	2,134,080	2,134,080	-4%
Investment Income	207,280	225,236	210,827	209,529	209,529	-7%
Transfer in Cash Reserves	0	316,348	0	823,007	813,074	157%
Total Revenues WATER FUND	2,116,726	3,236,828	2,615,373	3,286,662	3,276,729	1%
WASTEWATER FUND						
Wastewater Availabilities	91,049	395,400	356,400	100,200	100,200	-75%
Wastewater Fees	1,989,454	2,294,313	2,196,000	2,525,400	2,525,400	10%
Miscellaneous	16,290	1,200	22,286	1,286	1,286	7%
Investment Income	59,945	55,000	37,000	37,000	37,000	-33%
Transfer in Cash Reserves	0	1,713,591	0	1,723,637	1,731,740	1%
Total Revenues WASTEWATER FUND	2,156,738	4,459,504	2,611,686	4,387,523	4,395,626	-1%
Grand Total Operating Budget	12,458,486	18,662,660	13,406,687	17,014,170	17,037,837	-9%

FY 2013 Operating Budget Revenues



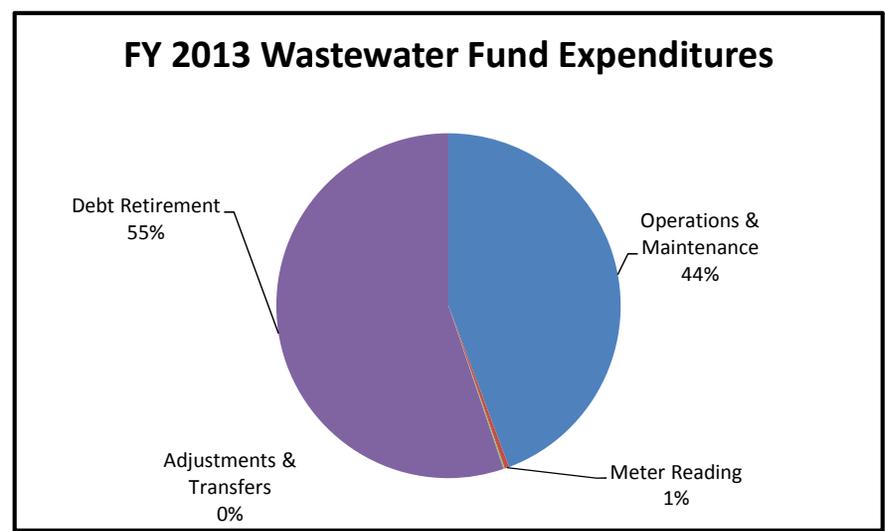
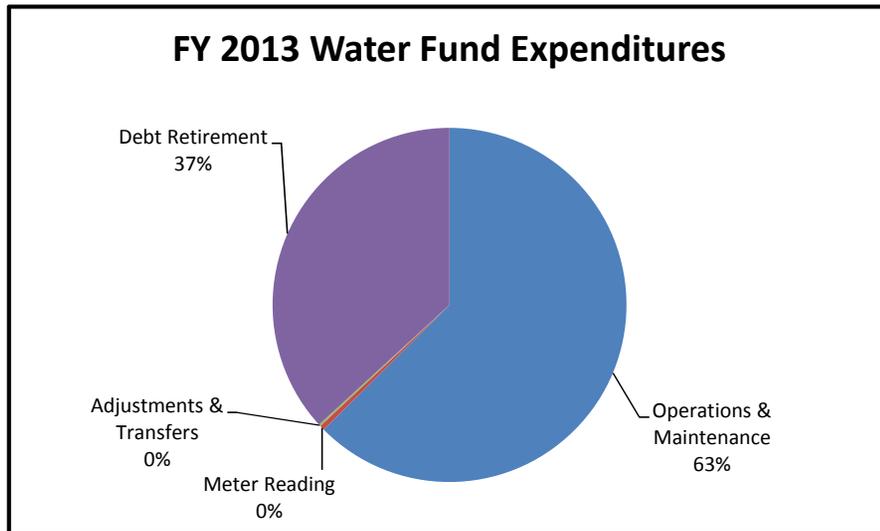
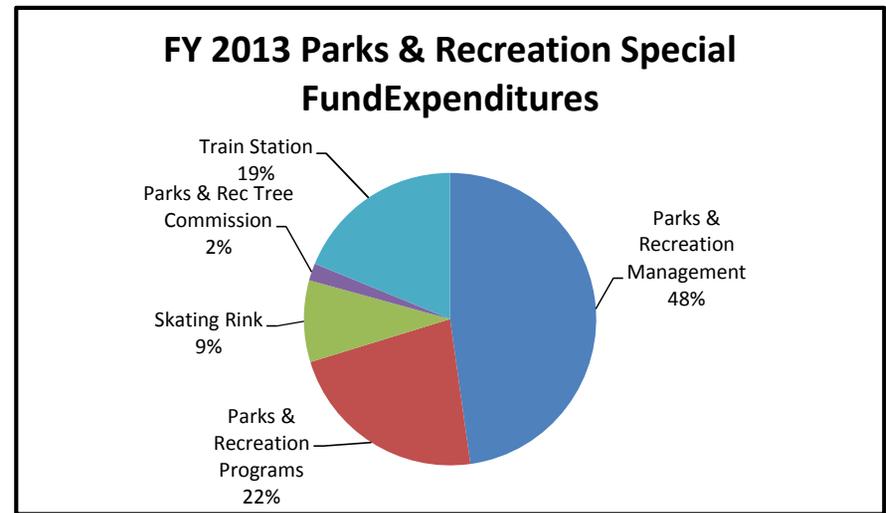
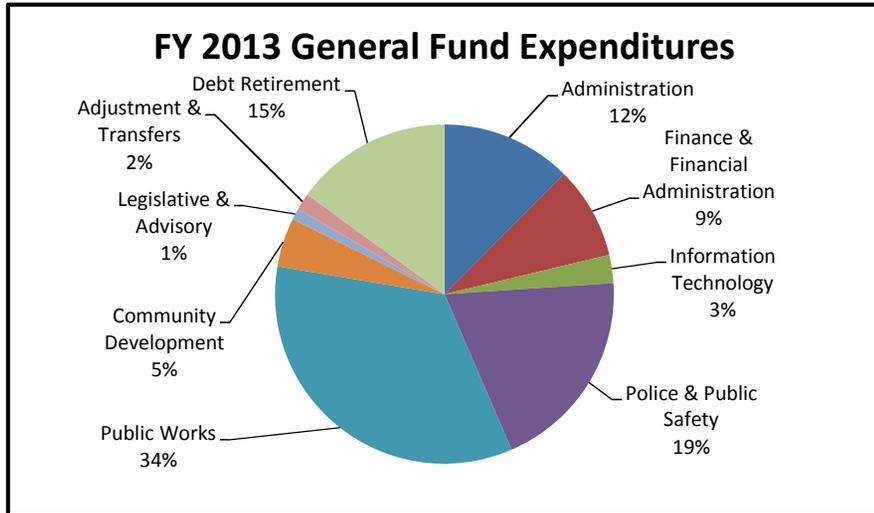
FY 2012 - 2013 Operating Budget Expenditures

	FY 2011	FY 2012		FY 2013 Request			
	Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	% Change From FY 2012
GENERAL FUND							
Administration	1,341,006	1,094,261	1,124,198	1,280,902	1,151,640	1,165,171	5%
Finance & Financial Administration	761,551	780,604	792,965	817,126	808,469	812,620	4%
Information Technology	206,679	228,448	234,011	255,158	248,979	248,978	9%
Police & Public Safety	1,626,500	1,767,761	1,767,110	1,957,403	1,803,791	1,736,165	2%
Public Works	2,821,522	3,123,658	3,014,127	3,736,088	3,145,408	3,107,407	1%
Community Development	350,187	436,047	375,899	460,821	429,815	430,790	-1%
Legislative & Advisory	83,321	101,065	75,957	101,397	101,397	101,397	0%
Adjustment & Transfers	0	2,007,201	2,046,269	168,000	147,879	264,713	-93%
Debt Retirement	1,210,891	1,338,295	1,338,295	1,383,028	1,383,028	1,383,028	3%
TOTAL GENERAL FUND	8,401,656	10,877,340	10,768,831	10,159,923	9,220,406	9,250,270	-15%
SPECIAL PARKS & RECREATION FUND							
Parks & Recreation Management	7,724	34,563	37,285	68,764	57,129	58,262	65%
Parks & Recreation Programs	6,876	21,450	20,525	26,875	26,875	21,375	25%
Skating Rink	12,199	8,200	10,500	10,800	10,800	10,800	32%
Parks & Rec Tree Commission	5,105	2,300	2,322	2,300	2,300	2,300	0%
Train Station	13,134	22,475	21,737	22,475	22,475	22,475	0%
Total SPECIAL PARKS & REC FUND	45,038	88,988	92,369	131,214	119,579	115,212	34%

FY 2012 - 2013 Operating Budget Expenditures

	FY 2011	FY 2012		FY 2013 Request			
	Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	% Change From FY 2012
WATER FUND							
Operations & Maintenance	1,839,857	2,087,971	1,993,205	2,201,883	2,047,180	2,050,747	-2%
Meter Reading	17,633	23,000	15,600	15,600	15,600	15,600	-32%
Adjustments & Transfers	128	10,000	0	159,000	5,000	5,000	-50%
Debt Retirement	792,250	1,115,857	1,115,857	1,205,382	1,205,382	1,205,382	8%
TOTAL WATER FUND	2,649,868	3,236,828	3,124,662	3,581,865	3,273,162	3,276,729	1%
WASTEWATER FUND							
Operations & Maintenance	1,786,755	1,816,019	1,846,905	2,032,150	1,941,454	1,949,557	7%
Meter Reading	15,833	27,000	19,000	19,500	19,500	19,500	-28%
Adjustments & Transfers	279	195,000	0	15,000	5,000	5,000	-97%
Debt Retirement	1,454,969	2,421,485	2,421,485	2,421,569	2,421,569	2,421,569	0%
TOTAL WASTEWATER FUND	3,257,837	4,459,504	4,287,390	4,488,219	4,387,523	4,395,626	-2%
TOTAL ALL FUNDS	14,354,400	18,662,660	18,273,252	18,361,221	17,000,670	17,037,836	-9%

FY 2013 Operating Budget Expenditures

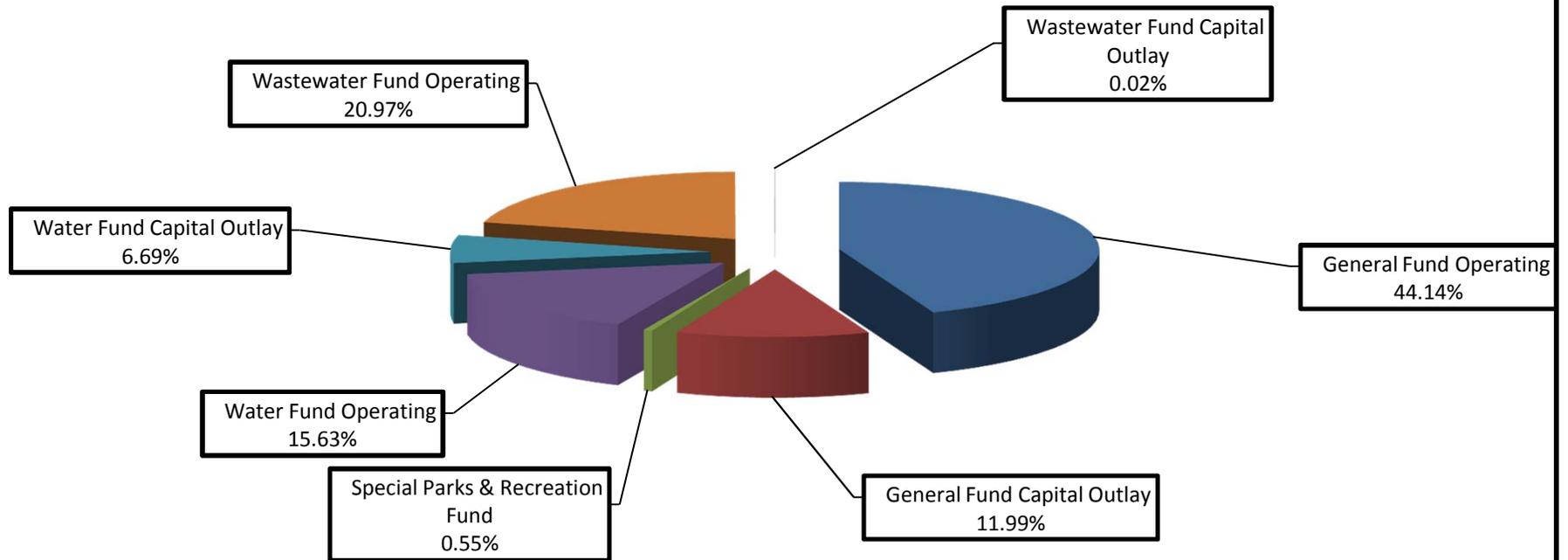


**Town of Purcellville
Budget Summary
Adopted FY 2012 - 2013 Fiscal Plan
&
Adopted Capital Improvement Program FY 2013 - 2017**

	Current Yr Appropriated <u>FY 11-12</u>	Budget Yr Adopted <u>FY 12-13</u>
<u>REVENUES</u>		
General Fund	25,230,142	11,762,948
Special Parks & Recreation Fund	88,988	115,212
Water Fund	4,896,662	4,679,649
Wastewater Fund	5,036,243	4,400,626
TOTAL ALL FUNDS	35,252,035	20,958,434
<u>EXPENDITURES</u>		
General Fund Operating	10,877,340	9,250,270
General Fund Capital Outlay	14,352,802	2,512,678
Special Parks & Recreation Fund*	88,988	115,212
Water Fund Operating	3,236,828	3,276,729
Water Fund Capital Outlay	1,659,834	1,402,920
Wastewater Fund Operating	4,459,504	4,395,626
Wastewater Fund Capital Outlay	576,739	5,000
TOTAL OPERATING ALL FUNDS	35,252,035	20,958,434
TOTAL OPERATING & CIP BUDGET	35,252,035	20,958,434

*Special Parks & Recreation Fund is a subfund of the General Fund.

Budget Summary FY 2012 - 2013 Fiscal Plan



Summary of Service Level Changes FY 2013

General Fund

Service Levels supported by the General Fund remain stable and sustainable in FY 2013
Service areas include General Government, Public Safety, Public Works, and Community Development.

Parks and Recreation Special Fund

Service Levels supported by the Parks & Recreation Special Fund continue to increase In FY 2013
Service Areas include Parks & Rec Management, Programs, Bush Tabernacle, Tree Commission, and Train Station.
Parks & Rec Budget continues to increase based on citizen interest.
The number of Town sponsored Special Events continues to increase.

Utility Funds

Service Levels supported by the Water Fund and the Wastewater Fund remain stable and sustainable in FY 2013
Service areas include the production of quality potable water and the treatment of wastewater for the residents and businesses in the community.

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**General Fund
Fund Revenues & Expenditures by Department
Missions, Descriptions, Goals & Objectives, and Performance Measures**

This section provides the missions, activities, goals & objectives, performance measures, and the proposed expenditures that support these activities. These are presented for each of the departments.

- Revenues
- Mission
- Core Values
- Department Description
- Department Goals & Objectives
- Key Performance Measures
- Previous Year Accomplishments
- Detailed Expenditures

FY 2012 & FY 2013 Revenue Budget Projections

		FY 2011	FY 2012		FY 2013		
		Prior Year Actual	Current Budget	Estimate of End of Year	Manager Recommend	Council Approval	% Change From Current FY 12 Budget
Fund # 100	GENERAL FUND						
100-3110101-0000	REAL ESTATE TAX	2,169,396	2,148,000	2,169,500	2,234,585	2,186,007	2%
100-3110301-0000	PERSONAL PROPERTY TAX	335,499	336,000	342,209	349,053	349,053	4%
100-3110601-0000	PENALTIES AND INTEREST	21,933	25,000	25,000	25,000	25,000	0%
100-3120101-0000	SALES TAX	878,531	875,000	883,000	891,830	891,830	2%
100-3120150-0000	COMMUNICATIONS TAX	167,781	173,000	159,000	159,000	159,000	-8%
100-3120201-0000	UTILITY TAX	208,945	207,000	204,500	204,000	204,000	-1%
100-3120202-0000	RIGHT OF WAY USAGE FEE	25,026	27,000	23,000	23,000	23,000	-15%
100-3120301-0000	BUSINESS LICENSES	549,271	600,000	560,000	604,800	604,800	1%
100-3120306-0000	FARM & COMM MKT FEE	0	400	0	0	0	-100%
100-3120401-0000	CABLE PEG GRANT	7,918	7,400	8,500	8,500	8,500	15%
100-3120501-0000	AUTO DECALS	136,777	128,000	133,000	133,000	133,000	4%
100-3120601-0000	FRANCHISE TAX: BANK	247,542	216,000	250,000	250,000	250,000	16%
100-3120801-0000	CIGARETTE TAX	192,198	260,000	250,000	245,000	245,000	-6%
100-3121101-0000	MEALS TAX	775,398	770,100	797,000	1,046,063	1,046,063	36%
100-3130301-0000	ZONING FEES	68,044	100,000	54,116	52,000	52,000	-48%
100-3130302-0000	TOWN PROFFERS	25,000	0	0	0	0	
100-3130340-0000	COMMUNITY EVENTS SIGN	1,020	1,500	1,500	1,500	1,500	0%
100-3130350-0000	STREET FEES	720	700	480	700	700	0%
100-3130380-0000	CALENDAR ADV/DONATIONS	11,000	12,000	9,000	12,000	12,000	0%
100-3130399-0000	MISCELLANEOUS	21,572	5,000	5,000	5,000	5,000	0%
100-3140100-0000	POLICE REVENUE	80,287	95,000	89,000	95,000	95,000	0%
100-3140105-0000	MOWING FINE BY ORDINANCE	0	200	825	500	500	150%
100-3150101-0000	INVESTMENT INCOME	39,915	48,000	16,000	16,000	16,000	-67%
100-3160704-0000	MAINT/PW CHGS TO OTHERS	28,879	30,000	23,000	24,000	24,000	-20%
100-3189902-0000	PAYMENTS IN LIEU OF TAX (PATRICK HEN	2,500	2,500	2,500	2,500	2,500	0%
100-3189903-0000	DONATIONS	973	100	100	100	100	0%
100-3189905-0000	PROCEEDS FROM PROPERTY	18,667	10,000	8,000	5,000	5,000	-50%
100-3189906-0000	GAS TAX FUNDING / LOCO	0	0		237,000	237,000	
100-3189915-0000	NEWSLETTER SPONSORSHIP	0	4,000	0	0	0	-100%
100-3189920-0000	VEHICLE COMP. REIMB.	2,113	1,800	2,000	2,000	2,000	11%

FY 2012 & FY 2013 Revenue Budget Projections

		FY 2011	FY 2012		FY 2013		
		Prior Year Actual	Current Budget	Estimate of End of Year	Manager Recommend	Council Approval	% Change From Current FY 12 Budget
100-3189940-0000	GARNISHMENT FEE	147	100	100	100	100	0%
100-3189950-0000	OVER/SHORT	-98	0	0	0	0	
100-3220108-0000	LAW ENFORCEMENT / VA	111,986	106,649	106,648	106,648	106,648	0%
100-3220109-0000	PPTRA / VA	201,753	201,000	201,753	201,753	201,753	0%
100-3240201-0000	FIRE FUNDS / VA	10,348	9,200	17,000	19,000	19,000	107%
100-3240301-0000	STREET REVENUE / VA	574,129	574,000	595,420	604,000	604,000	5%
100-3240310-0000	LITTER GRANT/VA	2,824	2,000	2,300	2,300	2,300	15%
100-3240501-0000	OTHER FUNDS / VA	3	0	0	0	0	
100-3240703-0000	FORESTRY GRANT/VA	4,337	0	0	0	0	
100-3320102-0000	EECBG GRANT	38,220	0	0	0	0	
100-3320201-0000	BAB SUBSIDY	14,889	31,904	31,904	31,905	31,905	0%
100-3330101-0000	LAW ENFORCEMENT / FED	31,808	0	0	0	0	
100-3330105-0000	DEPT OF TRANS-ALCOHOL IMPAIRED DRIV	3,008	0	0	3,000	3,000	
100-3330110-0000	DEPT OF TRANS-SPEED CONTROL	3,100	0	0	3,200	3,200	
100-3330201-0000	EMERGENCY FUNDS / FED	4,883	0	0	0	0	
100-3410102-0000	INSURANCE REIMBURSEMENT	11,377	0	0	0	0	
100-3980000-0000	TRANSFER OF CASH RESERVES	0	2,752,883		505,465	583,907	-79%
100-3990000-0000	TRANSFER FROM OTHER FUNDS	1,115,904	1,115,904	1,115,904	1,115,904	1,115,904	0%
Total Revenues	GENERAL FUND	8,145,523	10,877,340	8,087,259	9,220,406	9,250,270	-15%

Department: Administration

Mission

To provide a high level of professional guidance and support to the Town Council, Committees, Commissions, Boards, staff, and residents in order to ensure the efficient and effective implementation of policies, programs and ordinances which guarantee the delivery of government services to residents and businesses in a timely manner.

Core Values

Trust, Unity of Purpose, Commitment and Professionalism

Department Description

The primary duties of the department include implementation and enforcement of Town policies and procedures, staff support to the Town Council, management of daily operations and the delivery of diverse services. Town Administration is comprised of the Office of the Town Manager, Assistant Town Manager, Executive Assistant to the Town Manager, Town Clerk, Special Assistant to the Town Manager, Front Office Reception and Information Services, and Human Resources.

Goals and Objectives

- To provide special reports and responses to Town Council inquiries within 14 days or less.
- To provide Town Council agendas at least four days before the Town Council meeting.
- To provide the minutes from the previous Town Council meeting at the next Town Council meeting for adoption and post online within a week.
- To provide responses to information requests from the public within 14 days or less.
- To maintain the employee turnover rate below nine percent.
- To advertise position openings in newspapers and websites to receive multiple, quality applications for openings.
- To fill positions within 60 days of the position post.
- To communicate with the public via a quarterly newsletter.
- To assist with the coordination of regularly scheduled special events and cultural programs.
- To assist with special projects that require interdepartmental coordination.
- To negotiate leases and contracts to achieve the best value for the Town.
- To obtain alternative revenue sources such as grants for Town programs and projects.
- To conduct Annual Citizen and Business Surveys.
- To maintain at least 90 percent citizen satisfaction rating for services provided by the Administration Department.
- To maintain at least 90 percent satisfaction rating for refuse and waste collection services.

Department: Administration				
Key Performance Measures	Comp Plan, Core, Priority	FY2010-11 Actual	FY2011-12 Estimated	FY2012-13 Target
Percentage of information requests from Town Council answered within 14 days or less	Core	100%	100%	100%
Number of Town Council and Committee agenda packages prepared per year	Core	79	80	80
Percentage of agenda packages delivered on time	Core	100%	100%	100%
Percentage of minutes approved by the next Town Council meeting and available to the public	Core	100%	100%	100%
Percentage of Town Council meeting minutes posted online within one week of approval	Core	100%	100%	100%
Percentage of information requests from the public answered within 14 days or less	Core	100%	100%	100%
Number of FOIA requests from the public fulfilled within mandated timeframe	Core	175	175	125
Number of newsletters	Core	3	4	4
Percentage of citizens satisfied with services provided by the Administration Department	Core	New Measure	94%	95%
Percentage of citizens satisfied with refuse and waste collection services	Core	New Measure	94%	95%

Previous Year Accomplishments
<ul style="list-style-type: none"> - Secured the donation of 15.49 acres of open space that can be used as a green space buffer and passive use in the future. - Worked to receive \$119,000 in reimbursement funds from FEMA for the 2010 blizzard. - Provided continued support to Loudoun Valley High School's "Do Something Now Club" by assisting with a pass-through grant process. - Continued support to the nonprofit groups at Loudoun Valley High School to maintain and expand the Chapman-DeMary Trail including the annual easement inspection and installation of a bridge and/or crosswalk to enable full access to the trail. - Received a grant from Loudoun County to install 42 LED Street Lights on Main Street as a continuation of the Town's Pilot Program that began with Dominion Virginia Power. - Won second Annual VML Achievement Award for Community Engagement and Economic Development Initiatives in a community with a population base of 5,000-10,000. - The Town's 2011 Transportation Grant Application was successful and fully funded adding \$400,000 to the account. - Continued annual support to the Purcellville Volunteer Fire Department by facilitating the transfer of Virginia Fire Funds Grant. - Worked with Eagle Scouts to develop and complete several additional downtown informational kiosks. - First Responders Memorial was designed and created with the dedication completed on September 11, 2011. - Worked with Upper Loudoun Little League to install lights at Haske Field for the 50th Anniversary of the development of the field. - Completed the first Citizen and Business Surveys. - Entered into the third year of the Town's Performance Management Program and received first international management award/certificate of distinction from the International City/County Management Association Center for Performance Measurements. - Continued programs for employee development emphasizing leadership opportunities, professional training, certification and safety awareness. - Held the first Loudoun Grown Expo. - Completed Town Hall relocation project design and construction. Successfully transferred operations. - Completed RFP and contract with Public Information and Communications firm. - Participated in the ICMA Center for Performance Measurement program. - VML Green Government Challenge, Silver Certification. - Developed concept and content for performance dashboard and website, purcellvilledashboard.com.

FY 2012 - 2013 Operating Budget Expenditures

	FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
	Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	

Fund # 100 GENERAL FUND

100-4012100	ADMINISTRATION							
100-4012100-1100	ADMINISTRATION STAFF	461,514	466,515	482,000	579,574	577,156	602,586	29.2%
100-4012100-1200	OVERTIME-ADMINISTRATION	4,710	3,000	4,000	3,000	3,000	3,090	3.0%
100-4012100-2100	SOCIAL SECURITY TAX	34,451	35,108	35,250	43,516	43,331	44,138	25.7%
100-4012100-2200	RETIREMENT	56,534	57,500	54,943	81,842	81,842	68,726	19.5%
100-4012100-2300	HEALTH INSURANCE	66,555	66,557	56,400	73,211	66,555	66,555	0.0%
100-4012100-2400	LIFE INSURANCE	1,067	1,085	1,009	6,184	6,184	6,474	496.6%
100-4012100-2700	WORKERS COMP INSURANCE	524	522	481	707	704	735	40.8%
100-4012100-2800	DEFERRED COMP MATCH	11,540	11,560	11,200	11,560	11,560	11,560	0.0%
	TOTAL PAY & BENEFITS	636,896	641,847	645,283	799,594	790,332	803,863	25.2%
100-4012100-3130	CONSULTING/GENERAL	8,993	10,000	10,000	10,000	10,000	10,000	0.0%
100-4012100-3170	PIO SERVICES & COMMUNICATIONS	0	0	0	0	20,000	20,000	
100-4012100-3310	EQUIPMENT CONTRACTS	8,901	12,000	12,000	12,000	12,000	12,000	0.0%
100-4012100-3500	PRINTING	6,564	10,000	8,000	8,000	8,000	8,000	-20.0%
100-4012100-3600	LEGAL ADS	9,154	6,000	5,000	5,000	5,000	5,000	-16.7%
100-4012100-5210	POSTAGE	4,084	7,600	7,600	7,600	7,600	7,600	0.0%
100-4012100-5308	INSURANCE-MUNICIPAL	109,891	112,000	112,000	115,000	115,000	115,000	2.7%
100-4012100-5540	TRAVEL & TRAINING	2,985	4,600	4,600	4,600	4,600	4,600	0.0%
100-4012100-5541	TWN MGR-TRAVEL & EXPENSE	8,750	7,000	7,000	7,000	7,000	7,000	0.0%
100-4012100-5801	MISCELLANEOUS	348	1,000	1,000	1,000	1,000	1,000	0.0%
100-4012100-5802	SPECIAL PROGRAMS	9,492	8,000	8,000	8,000	8,000	8,000	0.0%
100-4012100-5808	COMPUTER OPERATIONS	0	1,200	1,200	1,200	1,200	1,200	0.0%
100-4012100-5809	COMPUTER SOFTWARE	0	1,200	1,200	1,200	1,200	1,200	0.0%
100-4012100-5810	DUES AND SUBSCRIPTIONS	3,107	6,000	6,000	6,000	6,000	6,000	0.0%
100-4012100-5811	ADMIN EMERGENCY	104	1,000	1,000	1,000	1,000	1,000	0.0%
100-4012100-5856	COMMUNITY EVENTS SIGN	1,096	1,425	1,400	1,400	1,400	1,400	-1.8%
100-4012100-6001	EQUIPMENT/SUPPLIES	13,258	15,000	15,000	15,000	15,000	15,000	0.0%
100-4012100-6002	RECORDS MANAGEMENT	403	5,000	5,000	5,000	5,000	5,000	0.0%
100-4012100-6008	VEHICLE MAINT/GAS	305	4,200	3,000	2,500	2,500	2,500	-40.5%
100-4012100-6013	PUBLIC INFORMATION	17,884	15,000	15,000	15,000	15,000	15,000	0.0%
100-4012100-8105	VEHICLE PURCHASE	0	0	0	0	0	0	
	TOTAL OPERATIONS	205,319	228,225	224,000	226,500	246,500	246,500	8.0%
Total Exp.	ADMINISTRATION	842,214	870,072	869,283	1,026,094	1,036,832	1,050,363	20.7%

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
100-4012200	ADMIN. BUILDING							
100-4012200-3310	REPAIRS	7,492	5,000	5,000	5,000	5,000	5,000	0.0%
100-4012200-3320	CLEANING	15,146	22,274	30,000	30,000	30,000	30,000	34.7%
100-4012200-3321	PEST CONTROL	0	500	500	500	500	500	0.0%
100-4012200-5110	ELECTRICITY	15,050	14,000	26,000	34,000	34,000	34,000	142.9%
100-4012200-5230	TELEPHONE	23,822	21,000	21,000	22,000	22,000	22,000	4.8%
100-4012200-6007	BUILDING SUPPLIES	1,777	2,500	2,500	2,500	2,500	2,500	0.0%
100-4012200-5240	SECURITY MONITORING	0	0	1,000	1,000	1,000	1,000	
Total Exp.		63,287	65,274	86,000	95,000	95,000	95,000	45.5%
100-4012210	ADMINISTRATION LEGAL							
100-4012210-3150	LEGAL SERVICES	426,589	150,000	160,000	150,000	10,000	10,000	-93.3%
Total Exp.	ADMINISTRATION LEGAL	426,589	150,000	160,000	150,000	10,000	10,000	-93.3%
100-4091000	RETIREE BENEFITS							
100-4091000-2330	RETIREE HEALTH BENEFIT	8,916	8,915	8,915	9,808	9,808	9,808	10.0%
Total Exp.	RETIREE BENEFITS	8,916	8,915	8,915	9,808	9,808	9,808	10.0%
TOTAL ADMINISTRATION		1,341,006	1,094,261	1,124,198	1,280,902	1,151,640	1,165,171	6.5%

Department: Finance

Mission

Protect and maintain the Town's financial resources to promote sound fiscal management, ensure public trust with a commitment to those we serve.

Core Values

Trust, Unity of Purpose, Commitment and Professionalism

Department Description

The Finance department is responsible for the collection, disbursement and management of all Town funds and is composed of three divisions.
Financial Services Division- establishes and maintains sound fiscal policies for the Town; prepares the Town's Comprehensive Annual Financial Report (CAFR) and manages the annual audit; prepares and monitors the annual operating and capital budget; cash management and investments; debt management; assists departments with the procurement of goods and services; and oversight of the Finance Department.
Accounting Division-responsible for accounting functions and internal financial reporting; payroll processing; accounts payable processing; general ledger and bank statement reconciliations; coordination of capital project funding and loans; fixed asset accounting and coordination of the annual inventory update; and preparation of reports for federal, state and local agencies.
Billing and Collections Division- responsible for billing and collection of user charges for water and sewer including the registration and connection of new customers, meter reading process; billing and collecting of taxes including real estate, personal property, business license and meals tax; delinquent account collection; daily reconciliation and deposit of receipts; and customer support services.

Goals and Objectives

- Manage financing plan to implement Capital Improvement Program (Comp Plan pg 20).
- Manage revenue collection tools (Comp Plan pg 19).
- Manage the new Logics Condor Revenue system and development of the business license component.
- Distribute monthly financial reports by the 10th of the following month.
- Research options to integrate payroll and human resource systems.
- Coordinate audit services procurement for FY13.
- Update process documentation for all positions and cross training assignments for all critical tasks.

Key Performance Measures	Comp Plan, Core, Priority	FY2010-11 Actual	FY2011-12 Estimated	FY2012-13 Target
Number of capital projects managed	Core	39	35	30
Number of new debt issuances managed	Comp Plan, Core, Priority	4	1	1
Number of loans managed	Comp Plan, Core, Priority	9	10	11
Percent of budget deadlines met	Core	100%	100%	100%

Department: Finance

CAFR received unqualified opinion from auditor	Core, Priority	Yes	Yes	Yes
Number of AP transactions per year	Core	6,133	6,589	6,600
Number of W-2's issued per year	Core	96	101	105
Percent payroll deadlines met	Core, Priority	100%	100%	100%
Number of days for AP to process department payment requests	Core	<10	<10	<10
Percentage of bank accounts reconciled within 30 days from statement receipt	Core	100%	100%	100%
Number of utility bills issued	Core, Priority	15,218	15,400	15,400
Number of real estate tax bills issued	Core, Priority	5,303	5,400	5,400
Number of personal property tax bills issued	Core, Priority	7,348	7,400	7,500
Number of business licenses issued	Core, Priority	875	950	950
Percent of utility bill revenue collected	Core, Priority	99.8%	99.5	99.5
Percent of real estate tax revenue collected	Comp Plan, Core, Priority	99%	99%	99%
Percent of personal property tax revenue collected	Core, Priority	96%	96%	96%
Percent of bill deadlines met	Core, Priority	100%	100%	100%

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|--|
| <p>Previous Year Accomplishments</p> <ul style="list-style-type: none"> - Received GFOA Distinguished Budget Presentation Award for FY11. - Received GFOA Certificate of Achievement for FY10 CAFR. - The Town received an unqualified audit opinion which indicates good fiscal and accounting controls. - Enhance tax collection tools with implementation of DMV extranet and stops program. - Completed the Logics Eagle utility software upgrade. - Implemented outsource of tax and utility bill mailing. - Refunded two bonds for savings of over \$1 million. - Completed the Town's first budget brochure. - Began development of Logics Condor tax system. - Implemented Logics electronic purchase order software. |
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FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
100-4012410	FINANCE							
100-4012410-1100	FINANCE STAFF	477,115	472,284	472,284	479,059	479,059	492,933	4.4%
100-4012410-1200	OVERTIME-FINANCE	4,231	5,000	5,000	5,000	5,000	5,150	3.0%
100-4012410-2100	SOCIAL SECURITY TAX	35,821	36,192	36,192	37,031	37,031	38,103	5.3%
100-4012410-2200	RETIREMENT	62,632	63,578	65,904	76,586	76,586	65,442	2.9%
100-4012410-2300	HEALTH INSURANCE	86,578	88,580	88,580	97,235	88,578	88,578	0.0%
100-4012410-2400	LIFE INSURANCE	1,182	1,200	1,200	5,787	5,787	5,970	397.5%
100-4012410-2700	WORKERS COMP INSURANCE	515	530	465	588	588	605	14.1%
100-4012410-2800	DEFERRED COMP MATCH	3,640	3,640	3,640	3,640	3,640	3,640	0.0%
	TOTAL PAY & BENEFITS	671,713	671,004	673,265	704,926	696,269	700,420	4.4%
100-4012410-3110	BANK SERVICE CHARGE	12	1,000	1,000	1,000	1,000	1,000	0.0%
100-4012410-3120	CREDIT COLLECTION	694	1,000	1,000	1,000	1,000	1,000	0.0%
100-4012410-3310	EQUIPMENT CONTRACTS	4,259	4,500	4,500	4,500	4,500	4,500	0.0%
100-4012410-3500	PRINTING	4,867	3,000	3,000	3,000	3,000	3,000	0.0%
100-4012410-3510	MAIL SERVICES	13	5,000	5,000	5,000	5,000	5,000	0.0%
100-4012410-5210	POSTAGE	7,173	10,500	9,000	9,000	9,000	9,000	-14.3%
100-4012410-5540	TRAVEL/TRAINING	3,112	5,000	5,000	5,000	5,000	5,000	0.0%
100-4012410-5801	GENERAL EXPENSES-FINANCE	977	2,000	2,000	2,000	2,000	2,000	0.0%
100-4012410-5809	COMPUTER SOFTWARE/MAINT	22,585	32,500	32,500	28,000	28,000	28,000	-13.8%
100-4012410-5810	DUES & SUBSCRIPTIONS	1,069	1,500	1,500	1,500	1,500	1,500	0.0%
100-4012410-6001	EQUIPMENT/SUPPLIES	4,186	8,400	5,000	7,000	7,000	7,000	-16.7%
	TOTAL OPERATIONS	48,948	74,400	69,500	67,000	67,000	67,000	-9.9%
Total Exp.	FINANCE	720,661	745,404	742,765	771,926	763,269	767,420	3.0%

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
100-4012240	FINANCIAL ADMINISTRATION							
100-4012240-3120	AUDITING SERVICES	18,100	20,000	20,000	20,000	20,000	20,000	0.0%
100-4012240-3130	OPEB ACTUARIAL REPORT	0	5,000	5,000	0	0	0	-100.0%
100-4012240-3140	FINANCIAL ADVISOR	17,885	5,000	20,000	20,000	20,000	20,000	300.0%
100-4012240-3150	FIXED ASSET INVENTORY	4,904	5,200	5,200	5,200	5,200	5,200	0.0%
Total Exp.	FINANCIAL ADMINISTRATION	40,889	35,200	50,200	45,200	45,200	45,200	28.4%
TOTAL FINANCE & FINANCIAL ADMINISTRATION		761,551	780,604	792,965	817,126	808,469	812,620	4.1%

Department: Information Technology

Mission
 To ensure efficient departmental operations by providing computer hardware and software services to all Town departments and to identify technological solutions to improve operational efficiencies for staff and citizens.

Core Values
 Trust, Unity of Purpose, Commitment and Professionalism

Department Description
 The Information Technology (IT) Department is responsible for the purchase, installation, maintenance and support of all technology equipment and software throughout the Town.

Goals and Objectives

- To install new PCs in Police Department in FY12 and a new server in FY13 for the new DaPro IBRPlus and County CAD system.
- Continue the migration of routine Town operations (e.g. publishing meeting agendas) to Apple tablets and mobile phones.
- As funds permit, continue to reduce the number of Town PCs and laptops over 4.5 years old with an ultimate goal of zero.
- To standardize all Town databases on Microsoft SQL Server.
- To provide internal IT support to all Town departmental initiatives utilizing third party technical, A/V, or design/construction contractors.
- To rewrite the position descriptions of the IT staff to reflect their duties and responsibilities in the Town's current IT environment.

Key Performance Measures	Comp Plan, Core, Priority	FY2010-11 Actual	FY2011-12 Estimated	FY2012-13 Target
Percent of website requests posted within one day of receipt	Core	98%	98%	98%
Number of unsuccessful backups per month	Core	2	1	1
Number of servers supported	Core	10	12	13
Laserfische records management system scanners	Core	10	11	12
Number of personal computers supported	Core	112	114	115
Percent of PCs and laptops over 4.5 years old	Core	15%	12%	10%
Percent of IT operating budget allocated to third party support	Core	15%	13%	13%
Percent of Town officials and managers with access to Town servers from home for Town files	Core	2%	5%	10%
Number of Town buildings connected to the Town network	Core	5	7	7

Department: Information Technology

Previous Year Accomplishments

- Successfully moved all Town hardware, software, and communications to the new Town Hall with minimum disruption of service.
- Worked with NGSC to integrate the new security system (doors and cameras) at the Town Hall with the Town network.
- Worked with Kalothia to develop a two tier cabling system for the new Town Hall.
- Worked with NGSC to integrate the various Town buildings into Premisys - a single security/access system.
- Worked with Altura to install a new telephone system at Town Hall and integrate it with Maintenance to create a unified phone system.
- Developed the IT aspects of the Purcellville Dashboard website.
- Worked with the Police Department to develop a network upgrade plan in anticipation of the new DaPro IBRPlus system and the new County CAD system.
- Began the long-term project to integrate Apple products into Town operations.

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
100-4012510	INFORMATION TECHNOLOGY							
100-4012510-1100	IT STAFF	94,377	94,136	103,572	99,890	95,665	95,665	1.6%
100-4012510-1200	OVERTIME	1,046	3,000	628	3,000	3,000	3,000	0.0%
100-4012510-2100	SOCIAL SECURITY TAX	7,267	7,367	7,688	7,871	7,548	7,548	2.5%
100-4012510-2200	RETIREMENT	0	7,206	4,988	6,736	6,209	6,209	-13.8%
100-4012510-2300	HEALTH INSURANCE	0	2,000	6,600	11,478	10,435	10,435	421.7%
100-4012510-2400	LIFE INSURANCE	0	136	136	713	657	657	383.2%
100-4012510-2700	WORKERS COMP INSURANCE	102	108	95	125	120	120	10.9%
100-4012510-2800	DEFERRED COMP MATCH	0	520	528	520	520	520	0.0%
	TOTAL PAY & BENEFITS	102,792	114,473	124,236	130,333	124,154	124,153	8.5%
100-4012510-3141	WEBSITE DESIGN AND MAINT	15,492	6,200	5,400	5,800	5,800	5,800	-6.5%
100-4012510-3144	CONSULTING & TECHNICAL SUPPORT	9,600	12,500	12,500	13,500	13,500	13,500	8.0%
100-4012510-3310	LASERFICHE SYS MAINT	6,934	9,825	9,825	10,325	10,325	10,325	5.1%
100-4012510-5250	COMMUNICATIONS	3,404	3,000	5,500	6,000	6,000	6,000	100.0%
100-4012510-5540	TRAVEL AND TRAINING	0	2,000	300	1,500	1,500	1,500	-25.0%
100-4012510-5808	HARDWARE OPERATIONS	56,258	59,500	55,800	66,000	66,000	66,000	10.9%
100-4012510-5809	SOFTWARE OPERATIONS	10,529	17,250	15,750	17,500	17,500	17,500	1.4%
100-4012510-5810	DUES & SUBSCRIPTIONS	1,670	3,700	4,700	4,200	4,200	4,200	13.5%
100-4012510-6004	PEG EQUIP & IMPROVEMENTS	0	0	0	0	0	0	
	TOTAL OPERATIONS	103,886	113,975	109,775	124,825	124,825	124,825	9.5%
Total Exp.	INFORMATION TECHNOLOGY	206,679	228,448	234,011	255,158	248,979	248,978	9.0%

Department: Police**Mission**

The Purcellville Police Department delivers law enforcement and related services that meet the needs and expectations of the community, emphasizing detection and apprehension, crime prevention and the promotion of public safety.

Core Values

Serving the community; involvement; fiscal responsibility; ethical conduct; creativity and each other. Through the application of these commonly held values, we will achieve excellence in policing in the Town of Purcellville.

Department Description

The programs of the Police Department include Neighborhood Policing and Patrol, Traffic Enforcement and Administrative Support. Neighborhood Policing and Patrol provides immediate police service, criminal investigations and collaborative problem solving initiatives to the community so the community can feel safe and be safe. The Traffic Enforcement program provides resources in investigative accidents, analyzes collisions, manages the targeted enforcement efforts and coordinates multiple agencies in responding to traffic management in order to improve traffic safety. The Administrative Support program provides information resources as well as administrative record keeping, human resources and fiscal support to Police Department employees and volunteers so they can perform their jobs safely and effectively and achieve the department's goals. The Department continues to strive towards full accomplishment of the Town's Implementation Strategy Matrix as we successfully achieve each Plan Element and Policy/Action Strategy related to Public Safety.

Goals and Objectives

- To maintain an ethical and professional workforce, representative of the community, emphasizing the importance of continual education and training.
- To continue to offer more than five training and educational opportunities for staff development.
- To schedule the PCST for training in CPR, AED, operation of police vehicles and traffic direction training.
- To continue to offer 24 hour, seven day-a-week police service that includes vehicular and foot patrols throughout the Town of Purcellville to address issues related to crime and traffic safety.
- To continue to build upon the partnerships established between the police and the community, emphasizing open communications and trust.
- To coordinate at least 15 community engagement sessions this fiscal year.
- To coordinate at least five Town Hall community training sessions this fiscal year.
- To ensure that the Youth Explorer membership stays above five participants.

Department: Police

Key Performance Measures	Comp Plan, Core, Priority	FY2010-11 Actual	FY2011-12 Estimated	FY2012-13 Target
Total offenses reported	Core	1,220	1100	1,150
Number of traffic violations issued	Core	1,650	1,530	1,640
Number of minutes per collision	Core	25:25	23:37	23:35
Number of collisions investigated	Core	222	210	205
Number of training and educational opportunities for staff development	Core	22	25	27
Number of training sessions for PCST	Core	5	3	4
Percentage of time the 24 hour, seven day-a-week coverage is available	Core	100%	100%	100%
Attendance at community engagement sessions this fiscal year (number of persons)	Core	480	688	690
Number of community training sessions this fiscal year	Core	3	5	5
Percentage participation in Youth Explorer program	Core	100%	100%	100%

Previous Year Accomplishments

- "Welcome Summer Picnic" at the Main Street Commons Apartments and Purcellville Street East Apartments.
- American Legion Police Officer of the Year (Sgt. Joseph Schroeck).
- Career Day presentations at Emerick Elementary, Harmony Middle School and Blue Ridge Middle School.
- Public Safety Day 2011.
- The Fraternal Order of Police Santa Cop Program where 17 local children shopped with an officer.
- 2011 Miss Purcellville Police Scholarship Pageant.

Previous Year Accomplishments (Continued)

- Three women's self defense classes.
- Back to School Jam, Main Street Commons Apartments and Purcellville East Apartments.
- 2011 IACP/Cisco Community Policing Award.
- Senior Caroling Sing Along (Christmas Program).
- Fifth Annual Purcellville Police Awards Banquet.
- Maintained State Accreditation.
- Chief Smith reappointed to the Virginia Association Chiefs of Police (VACP) Foundation Board of Directors.
- Major crimes down (2005 - 282; 2006 - 224; 2007 - 190; 2008 - 220; 2009 - 203; 2010 - 215).
- MPO Richard Costello maintains the Virginia Forensic Academy certification.
- Maintained the Citizens' Support Team (13th Year).
- DUI Check Point.
- Obtained Byrne Grant funding to purchase three patrol shotguns and two orange less lethal shotgun stocks/forearms and related supplies.
- DMV grant funding to purchase two radar sets and patrol overtime funds for traffic enforcement.
- VA Chief's Challenge Third Place (2011 Traffic Safety Award).
- Participated in the Carver Center, "Grandchild Appreciation Day."
- Maintained Rosetta Stone Language Software (Spanish) for staff use.
- Homework assistance program continued at Main Street Commons Apartments.
- National Night Out 2011.
- Town Hall Meeting, Loudoun Animal Control "Wild Animal Services."
- Town Hall Meeting, Mothers Against Drunk Driving (MADD).
- Sgt. Michael Owens attended the Institute for Leadership in Changing Times (ILTC) at Virginia Tech.
- Lt. James Rust attended the Police Executive Leadership School (PELS).

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
100-4031100	POLICE							
100-4031100-1100	POLICE STAFF	883,220	890,169	861,150	959,425	891,125	916,304	2.9%
100-4031100-1200	OVERTIME-POLICE	83,641	68,000	89,329	68,000	68,000	70,040	3.0%
100-4031100-2100	SOCIAL SECURITY TAX	72,470	72,735	71,166	78,598	73,373	75,455	3.7%
100-4031100-2200	RETIREMENT	129,067	131,004	128,921	161,806	153,507	131,720	0.5%
100-4031100-2210	LINE OF DUTY ACT	0	0	7,859	7,500	7,000	7,000	
100-4031100-2300	HEALTH INSURANCE	150,032	154,037	146,653	181,582	150,391	150,391	-2.4%
100-4031100-2400	LIFE INSURANCE	2,435	2,472	2,364	12,390	11,763	12,095	389.3%
100-4031100-2700	WORKERS COMP INSURANCE	16,258	16,639	17,991	19,577	18,627	19,154	15.1%
100-4031100-2800	DEFERRED COMP MATCH	4,680	4,680	4,752	5,200	4,680	4,680	0.0%
	TOTAL PAY & BENEFITS	1,341,803	1,339,736	1,330,185	1,494,078	1,378,466	1,386,840	3.5%
100-4031100-2810	UNIFORMS	8,715	10,500	10,000	10,500	10,500	10,500	0.0%
100-4031100-3160	PUBLIC DEFENDER FEES	0	0	0	1,300	1,300	1,300	
100-4031100-3310	EQUIPMENT REPAIRS	2,139	2,000	1,000	2,000	2,000	2,000	0.0%
100-4031100-3320	TECHNICAL SUPPORT	4,438	6,200	6,200	6,200	6,200	6,200	0.0%
100-4031100-3600	LEGAL ADVERTISEMENTS	1,440	2,600	2,600	1,600	1,600	1,600	-38.5%
100-4031100-5110	ELECTRICITY	5,136	9,000	9,000	9,000	9,000	9,000	0.0%
100-4031100-5230	TELEPHONE	12,157	11,600	11,600	11,600	11,600	11,600	0.0%
100-4031100-5410	LEASED VEHICLES/EQUIP	0	0	0	0	0	0	
100-4031100-5420	RENT/CLEANING	50,383	84,000	84,000	84,000	84,000	84,000	0.0%
100-4031100-5540	TRAVEL AND TRAINING	8,819	10,000	10,000	12,000	12,000	12,000	20.0%
100-4031100-5808	COMPUTER OPERATIONS	2,206	7,500	7,500	7,500	7,500	7,500	0.0%
100-4031100-5809	COMPUTER SOFTWARE	156	1,000	1,000	2,000	2,000	2,000	100.0%
100-4031100-5810	DUES AND SUBSCRIPTIONS	1,513	1,375	1,375	1,375	1,375	1,375	0.0%
100-4031100-5813	CITIZEN SUPPORT GROUP	601	1,500	1,000	1,500	1,500	1,500	0.0%
100-4031100-6001	SUPPLIES	8,651	10,000	10,000	11,000	11,000	11,000	10.0%
100-4031100-6008	VEHICLE MAINT/GAS	62,588	40,000	46,000	46,000	46,000	46,000	15.0%
100-4031100-6009	TOWED VEHICLES	0	250	150	250	250	250	0.0%
100-4031100-6010	EQUIPMENT	23,076	24,000	22,000	40,000	40,000	40,000	66.7%
100-4031100-6013	PUBLIC EDUCATION	2,329	2,500	0	2,500	2,500	2,500	0.0%
100-4031100-8105	VEHICLE PURCHASE	0	114,000	116,500	114,000	76,000	0	-100.0%
	TOTAL OPERATIONS	194,348	338,025	339,925	364,325	326,325	250,325	-25.9%
Total Exp.	POLICE	1,536,152	1,677,761	1,670,110	1,858,403	1,704,791	1,637,165	-2.4%

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
100-4032100	FIRE EMERGENCY SVC							
100-4032100-5801	FIRE DEPARTMENT	40,000	40,000	40,000	40,000	40,000	40,000	0.0%
100-4032100-5857	FIRE DEPT - STATE FUNDS	10,348	10,000	17,000	19,000	19,000	19,000	90.0%
Total Exp.	FIRE EMERGENCY SVC	50,348	50,000	57,000	59,000	59,000	59,000	18.0%
100-4032300	RESCUE EMERGENCY SVC							
100-4032300-5801	RESCUE SQUAD	40,000	40,000	40,000	40,000	40,000	40,000	0.0%
Total Exp.	RESCUE EMERGENCY SVC	40,000	40,000	40,000	40,000	40,000	40,000	0.0%
TOTAL PUBLIC SAFETY		1,626,500	1,767,761	1,767,110	1,957,403	1,803,791	1,736,165	-1.8%

Department: Public Works	Program: Administrative Management
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MISSION
 To provide executive management and leadership to the four Public Works divisions which include: Streets & Maintenance, Capital Projects & Engineering, Water Production and Waste Reclamation.

CORE VALUES
 Trust, Unity of Purpose, Commitment and Professionalism

DEPARTMENT DESCRIPTION
 Provide administrative and managerial support to the Public Works Department in order to produce more effective services.

GOALS AND OBJECTIVES

- To provide administration of information resources and agenda preparation for the Town Council and Committee meetings.
- To respond to customer complaints within one business day.
- To maintain and track all work orders to ensure the completion of tasks.
- To manage records and files relevant to the Public Works Department.
- To provide human resources, procurement and fiscal tracking support to the four divisions within the Public Works Department.

KEY PERFORMANCE MEASURES				
MEASURES	Comp Plan, Core, Priority	FY 2010-11 ACTUAL	FY 2011-12 ESTIMATED	FY 2012-13 Target
Number of work orders issued	Core	1,300	1,400	1,600
Number of hours providing administration of programs	Core	3,400	3,600	3,800
Number of Town Council, Committee, other Meetings	Priority	68	72	70
Response time to contact customers after non-emergency complaints (hours)	Core	3	2.5	3

PREVIOUS YEAR ACCOMPLISHMENTS

- Completion of all Council priority initiatives directed to Public Works.
- Design for Southern Collector Road.
- Design for Maple Avenue & Main Street Intersection Improvements.
- Downtown Enhancement project.
- Completed Town Hall relocation Project.
- Maintained E2 status for all 3 divisions as part of the environmental compliance program.
- Improved management and accounting for VDOT maintenance fund.
- Completion of Phases I & II of the Fireman's Field Renovations.
- Began Asset Management & Replacement Study.
- Continue Water Exploration Efforts.

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
100-4041050	PW ADMINISTRATION							
100-4041050-1100	PW/ADMIN/ENG STAFF	318,845	311,565	316,716	316,571	316,571	325,974	4.6%
100-4041050-1200	OVERTIME PW ADMIN/ENG	1,026	2,000	2,038	4,000	2,000	2,060	3.0%
100-4041050-2100	SOCIAL SECURITY TAX	23,836	23,559	23,892	24,339	24,186	24,701	4.8%
100-4041050-2200	RETIREMENT	45,151	45,827	47,150	55,305	55,305	47,169	2.9%
100-4041050-2300	HEALTH INSURANCE	51,326	51,328	51,328	56,459	51,326	51,326	0.0%
100-4041050-2400	LIFE INSURANCE	852	865	865	4,179	4,179	4,303	397.4%
100-4041050-2700	WORKERS COMP INSURANCE	2,899	2,950	3,231	3,366	3,342	3,441	16.6%
100-4041050-2800	DEFERRED COMP MATCH	2,080	2,080	2,112	2,080	2,080	2,080	0.0%
	TOTAL PAY & BENEFITS	446,015	440,174	447,331	466,299	458,989	461,055	4.7%
100-4041050-3142	CONSULTING/ENGINEERING	0	15,000	15,000	275,000	20,000	20,000	33.3%
100-4041050-3600	LEGAL ADVERTISEMENTS	0	0	0	1,000	1,000	1,000	
100-4041050-5540	TRAVEL/TRAINING	1,970	3,500	3,500	3,500	3,500	3,500	0.0%
100-4041050-5808	COMPUTER OPERATIONS	1,183	2,000	2,000	2,000	2,000	2,000	0.0%
100-4041050-5809	COMPUTER SOFTWARE	0	1,200	1,200	1,200	1,200	1,200	0.0%
100-4041050-5810	DUES & SUBSCRIPTIONS	635	1,000	1,000	1,000	1,000	1,000	0.0%
100-4041050-6001	SUPPLIES	7,086	4,800	4,800	5,000	5,000	5,000	4.2%
100-4041050-6003	FIELD INSPECTIONS	0	1,500	1,500	1,500	1,500	1,500	0.0%
100-4041050-6004	EQUIPMENT/FIELD SUPPLIES	1,428	1,500	1,500	1,700	1,700	1,700	13.3%
100-4041050-6008	VEHICLE MAINT/GAS	5,068	3,500	3,500	3,600	3,600	3,600	2.9%
	TOTAL OPERATIONS	17,370	34,000	34,000	295,500	40,500	40,500	19.1%
Total Exp.	PW ADMINISTRATION	463,385	474,174	481,331	761,799	499,489	501,555	5.8%

Department: Public Works	Program: Capital Projects, Engineering, Inspections
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MISSION
 To maintain and improve the Town's public infrastructure in a cost effective manner and to deliver quality capital projects within budget, on time and while meeting and exceeding expectations of end users and the Town residents.

CORE VALUES
 Trust, Unity of Purpose, Commitment and Professionalism

DEPARTMENT DESCRIPTION
 Implement infrastructure projects to provide services to the public in a timely and cost effective manner. Provide construction inspections services for capital, development and Town-related projects to ensure compliance with contract documents, regulations and the Facility Standards Manual.

GOALS AND OBJECTIVES

- To provide program oversight to ensure that high quality projects are delivered on schedule and within budget based on the resources allocated.
- To provide project coordination, tracking and reporting.
- To provide quality assurance and quality control of projects.
- To provide construction review and administration of the technical specifications and plans.

KEY PERFORMANCE MEASURES				
MEASURES	Comp Plan, Core, Priority	FY 2010-11 ACTUAL	FY 2011-12 ESTIMATED	FY 2012-13 Target
Total number of capital projects	Comp Plan	33	24	29
Total value of projects managed (in dollars)	Core	16,913,088	3,641,199	12,154,682
Number of active projects inspected	Core	40	26	32
Percent of projects completed within budget	Priority	85%	90%	90%
Percent of projects that pass one year warranty	Core	95%	95%	95%
Number of days between solicitation issuance and Council award	Core	14	14	14

PREVIOUS YEAR ACCOMPLISHMENTS <ul style="list-style-type: none">-Design of Conspan (bridge) renovations at Locust grove.-Industrial Waste Survey.-Water Conservation Program.-Policy Review & Updates.-Continued GIS Program development for water and sewer easements.-Design of five sidewalk/trail projects underway.-Continue easement and title catalogue system.-Develop a comprehensive system for tracking status and funding of Town projects.-Inspections for various projects including the Purcellville Gateway, Downtown Enhancements, Loudoun Valley Shopping.-Completion of multi-use trail, sidewalk connection from the LVHS site to the W&OD trail and trail realignment.

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
100-4041100	PW - CAPITAL & ENG							
100-4041100-1100	PW/CAP & ENG STAFF	265,846	266,296	257,281	320,173	260,173	266,008	-0.1%
100-4041100-1200	OVERTIME-PW/CAP & ENG	10,805	7,500	13,764	7,500	7,500	7,725	3.0%
100-4041100-2100	SOCIAL SECURITY TAX	20,643	20,787	20,439	25,067	20,477	20,941	0.7%
100-4041100-2200	RETIREMENT	28,018	28,442	29,269	44,806	34,324	29,275	2.9%
100-4041100-2300	HEALTH INSURANCE	31,304	31,305	31,305	51,186	31,304	31,304	0.0%
100-4041100-2400	LIFE INSURANCE	529	537	537	3,385	2,593	2,671	397.3%
100-4041100-2700	WORKERS COMP INSURANCE	2,164	2,291	2,417	3,281	2,553	2,627	14.6%
100-4041100-2800	DEFERRED COMP MATCH	1,040	1,040	1,056	1,560	1,040	1,040	0.0%
	TOTAL PAY & BENEFITS	360,348	358,198	356,067	456,958	359,964	361,590	0.9%
100-4041100-2810	UNIFORMS	0	0	0	0	0	0	
100-4041100-3142	ENGIN/CONSULTING	77,676	40,000	40,000	59,000	59,000	50,000	25.0%
100-4041100-3600	LEGAL ADVERTISEMENTS	0	0	1,000	1,000	1,000	1,000	
100-4041100-5540	TRAVEL/TRAINING	3,436	3,500	3,500	3,500	3,500	3,500	0.0%
100-4041100-5808	COMPUTER OPERATIONS	407	2,000	2,000	2,000	2,000	2,000	0.0%
100-4041100-5809	COMPUTER SOFTWARE	0	1,500	1,500	1,500	1,500	1,500	0.0%
100-4041100-5810	DUES/SUBCRIPTIONS	441	1,000	1,000	1,000	1,000	1,000	0.0%
100-4041100-6001	SUPPLIES	1,179	5,000	5,000	5,000	5,000	5,000	0.0%
100-4041100-6003	FIELD INSPECTIONS	500	1,000	1,000	1,000	1,000	1,000	0.0%
100-4041100-6004	EQUIPMENT/FIELD SUPPLIES	1,395	1,500	1,500	1,500	1,500	1,500	0.0%
100-4041100-6008	VEHICLE MAINT/GAS	1,335	6,000	6,000	6,000	6,000	6,000	0.0%
	TOTAL OPERATIONS	86,369	61,500	62,500	81,500	81,500	72,500	17.9%
Total Exp.	PW - CAPITAL & ENG	446,717	419,698	418,567	538,458	441,464	434,090	3.4%

Department: Public Works	Program: Infrastructure Maintenance
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MISSION
 To maintain and improve the Town's street, water distribution and sewer collection systems in a cost effective manner and to provide the customer with potable water and sanitary services.

CORE VALUES
 Trust, Unity of Purpose, Commitment and Professionalism

DEPARTMENT DESCRIPTION
 Provide comprehensive maintenance and operations of the Town's owned streets and facilities and other infrastructure necessary to provide service to our residents.

- GOALS AND OBJECTIVES**
- To provide maintenance for the sewer collection system in order to reduce overflows and backups by analyzing and inspecting collection lines.
 - To provide maintenance through inspection and repair for storm water infrastructure to prevent flooding and erosion.
 - To assess streets and traffic signage for repair to reduce traffic incidents.
 - To provide upkeep of the Town facilities to reduce excessive repair costs.
 - To provide meter accuracy to water and sewer customers in order to register accurate usage.

KEY PERFORMANCE MEASURES				
MEASURES	Comp Plan, Core, Priority	FY 2010-11 ACTUAL	FY 2011-12 ESTIMATED	FY 2012-13 Target
Number of work orders completed	Core	1,200	1,400	1,600
Number of emergency call outs	Priority	75	75	80
Linear feet of collection lines	Core	165,320	80,000	150,000
Total reportable overflow or backups	Priority	5	5	5
Percent of collection system inspected	Core	25%	25%	50%
Percent of core duties complete	Core	70%	25%	50%
Total number of meters checked for accuracy	Priority	6	10	12

Department: Public Works	Program: Infrastructure Maintenance
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PREVIOUS YEAR ACCOMPLISHMENTS <ul style="list-style-type: none">- New asphalt on part of "A" Street and S. Maple Avenue.- Installed 2 new bus shelters.- Verified and exercised valves in the water distribution system.- Installed several new cleanouts.- Provided major support for transition to the New Town Hall.- Maintenance of all Town Properties and equipment including newly acquired properties.- Maintenance on signs, roadways, sidewalks, and storm drains.- Provided support for all Town Events.- Staff support to Eagle Scout and Girl Scout Projects.- Staff support for Trails, Conservation Easements, & Tree Farm.- Provided construction support for 21st Street - One Way project.- Continued CCTV inspections of sewer collection system.- Installed Emergency Snow Route Signs.
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FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
100-4041200	PW-MAINT/STS/UTIL							
100-4041200-1100	MAINTENANCE STAFF	428,877	475,432	491,275	603,072	483,072	497,421	4.6%
100-4041200-1200	OVERTIME-MAINTENANCE	18,635	10,000	24,165	20,000	10,000	10,300	3.0%
100-4041200-2100	SOCIAL SECURITY TAX	32,516	36,813	37,891	47,665	37,720	38,841	5.5%
100-4041200-2200	RETIREMENT	62,886	69,929	71,955	105,357	84,393	71,977	2.9%
100-4041200-2300	HEALTH INSURANCE	111,536	112,808	117,886	173,324	112,805	112,805	0.0%
100-4041200-2400	LIFE INSURANCE	1,187	1,319	1,319	7,961	6,377	6,566	397.8%
100-4041200-2600	UNEMPLOYMENT CLAIM	4,195	0	8,520	0	0	0	
100-4041200-2700	WORKERS COMP INSURANCE	23,205	25,215	21,335	32,612	25,808	26,574	5.4%
100-4041200-2800	DEFERRED COMP MATCH	1,720	2,080	2,112	3,640	2,080	2,080	0.0%
	TOTAL PAY & BENEFITS	684,758	733,596	776,458	993,631	762,255	766,563	4.5%
100-4041200-2810	UNIFORMS	10,761	15,900	12,000	15,900	15,900	15,900	0.0%
100-4041200-3310	EQUIPMENT REPAIRS	16,513	20,000	30,000	35,000	35,000	35,000	75.0%
100-4041200-3330	WASTE DISPOSAL	2,573	3,800	100	1,000	1,000	1,000	-73.7%
100-4041200-3340	MISS UTILITY	1,112	2,500	2,500	2,500	2,500	2,500	0.0%
100-4041200-5110	ELECTRICTY/HEATING	27,944	30,000	30,000	35,000	35,000	35,000	16.7%
100-4041200-5230	TELEPHONE	8,581	9,000	7,000	9,500	9,500	9,500	5.6%
100-4041200-5540	TRAVEL AND TRAINING	1,331	4,000	4,000	5,000	5,000	5,000	25.0%
100-4041200-5810	DUES AND SUBSCRIPTIONS	42	500	500	500	500	500	0.0%
100-4041200-5811	MAINT. EMERGENCY	4,400	6,000	6,000	7,000	7,000	7,000	16.7%
100-4041200-5814	SAFETY	12,282	20,000	21,000	25,000	25,000	25,000	25.0%
100-4041200-5815	DRUG TESTING	283	1,000	500	500	500	500	-50.0%
100-4041200-5831	LAND USE PERMITS	0	300	300	300	300	300	0.0%
100-4041200-5832	PARKING LOT MAINTENANCE	2,994	5,000	5,000	5,000	5,000	5,000	0.0%
100-4041200-6001	SUPPLIES	21,957	13,000	13,000	20,000	20,000	20,000	53.8%
100-4041200-6004	NEW EQUIPMENT & TOOLS	5,022	7,000	7,000	12,000	12,000	12,000	71.4%
100-4041200-6007	BUILDING EXPENSES	12,248	5,000	5,000	12,000	12,000	12,000	140.0%
100-4041200-6008	VEHICLE MAINT/GAS	46,700	48,000	48,000	51,000	51,000	51,000	6.3%
100-4041200-8105	VEHICLE PURCHASE	0	0	0	37,000	37,000	0	
	TOTAL OPERATIONS	174,741	191,000	191,900	274,200	274,200	237,200	24.2%
Total Exp.	PW-MAINT/STS/UTIL	859,499	924,596	968,358	1,267,831	1,036,455	1,003,763	8.6%

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
100-4041300	MAINTENANCE STREETS							
100-4041300-5901	ASPHALT/GENERAL(TOWN)	17,019	7,900	7,500	10,000	10,000	10,000	26.6%
100-4041300-5902	CONCRETE-SIDWALK(TOWN)	1,079	4,900	4,500	6,000	6,000	6,000	22.4%
100-4041300-5903	STREET SWEEPING(TOWN)	16,468	17,000	15,000	17,000	17,000	17,000	0.0%
100-4041300-5904	TRAFFIC CALMING ENHANCEMENTS	0	35,000	35,000	35,000	35,000	35,000	0.0%
100-4041300-5906	ASPHALT/GENERAL(STATE)	280,507	318,250	300,000	220,500	220,500	220,500	-30.7%
100-4041300-5907	CONCRETE-SIDEWALK(STATE)	1,027	57,230	25,000	57,000	57,000	57,000	-0.4%
100-4041300-5908	STREET SWEEPING(STATE)	32,942	38,800	40,000	40,000	40,000	40,000	3.1%
100-4041300-5910	SNOW REMOVAL (TOWN)	1,420	6,000	6,000	10,000	10,000	10,000	66.7%
100-4041300-5915	SNOW REMOVAL (STATE)	38,985	30,000	30,000	40,000	40,000	40,000	33.3%
100-4041300-5921	CONCRETE-C&G(TOWN)	2,098	19,400	15,000	20,000	20,000	20,000	3.1%
100-4041300-5922	DRAINAGE(TOWN)	0	10,000	10,000	20,000	20,000	20,000	100.0%
100-4041300-5926	CONCRETE-C&G(STATE)	0	19,400	15,000	20,000	20,000	20,000	3.1%
100-4041300-5927	DRAINAGE(STATE)	0	10,000	10,000	20,000	20,000	20,000	100.0%
100-4041300-5931	TREE REMOVAL(TOWN)	10,220	23,000	21,000	23,000	23,000	23,000	0.0%
100-4041300-5932	LAWN MAINTENANCE(TOWN)	13,869	15,500	10,000	15,500	15,500	15,500	0.0%
100-4041300-5933	LAWN MAINTENANCE(ORDINANCE)	1,095	700	2,500	3,000	3,000	3,000	328.6%
100-4041300-5936	TREE REMOVAL(STATE)	849	25,000	15,000	25,000	25,000	25,000	0.0%
100-4041300-5937	LAWN MAINTENANCE(STATE)	15,768	24,000	15,000	24,000	24,000	24,000	0.0%
100-4041300-5941	STREET SIGNAGE,ETC(TOWN)	4,727	5,000	3,500	6,000	6,000	6,000	20.0%
100-4041300-5942	STRIPING(TOWN)	2,167	5,000	6,000	10,000	10,000	10,000	100.0%
100-4041300-5943	SIGNAL MAINTENANCE(TOWN)	0	0	0	0	0	0	
100-4041300-5946	STREET SIGNAGE,ETC(STATE)	18,851	20,000	20,000	25,000	25,000	25,000	25.0%
100-4041300-5947	STRIPING(STATE)	10,819	12,000	20,000	25,000	25,000	25,000	108.3%
100-4041300-5948	SIGNAL MAINTENANCE(STATE)	3,675	15,000	18,500	22,000	22,000	22,000	46.7%
100-4041300-5950	ENGINEERING EXP (TOWN)	1,200	9,000	9,000	9,000	9,000	9,000	0.0%
100-4041300-5955	ENGINEERING EXP (STATE)	11,640	32,000	32,000	32,000	32,000	32,000	0.0%
100-4041300-5961	ELEC SVC:ST. LIGHTS/SIGNALS	88,605	41,000	40,000	44,000	44,000	44,000	7.3%
100-4041300-5962	ELEC SVC:ST. LIGHTS/SIGNALS(STATE)	0	0	0	0	0	0	
Total Exp.	MAINTENANCE STREETS	575,030	801,080	725,500	779,000	779,000	779,000	-2.8%

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
100-4042100	REFUSE							
100-4042100-3330	REFUSE CONTRACT	476,890	504,110	420,370	389,000	389,000	389,000	-22.8%
Total Exp.	REFUSE	476,890	504,110	420,370	389,000	389,000	389,000	-22.8%
TOTAL PUBLIC WORKS DEPARTMENT		2,821,522	3,123,658	3,014,127	3,736,088	3,145,408	3,107,407	-0.5%

Department: Community Development

Mission

To protect and enhance the quality of Purcellville's natural, built and economic environment through planning for the Town's future and through administration of Town development and zoning regulations in a professional, customer-friendly manner.

Core Values

Trust, Unity of Purpose, Commitment and Professionalism, Equitability

Department Description

The Community Development Department consists of the Director, Senior Planner, Planning Technician, and a Planner/Zoning Inspector. The department is responsible for processing all land development applications and permits, guiding revisions to the Town's comprehensive plan and land development regulations, promoting economic development in the Town, ensuring compliance with the zoning code and providing staff support to town boards and commissions as needed.

Goals and Objectives

GOAL 1: Provide efficient and effective Community Development services that foster a sustainable residential and business environment.

OBJECTIVES:

- 1.a. Review and process submissions for site plans, subdivision plats, permits, inspections complaints and bond requests in a timely fashion.
- 1.b. Develop civil penalties legislation to permit civil penalty enforcement of zoning violations.
- 1.c. Develop updated forms, brochures and other media that will provide information and methods to better understand the intricacies of the code.
- 1.d. Increase web based information.

GOAL 2: To develop a balanced economic development strategy that adds to the Town's tax base, expands employment choice and that respects the Town's character.

OBJECTIVES:

- 2.a Organize and develop a Community Development Department that will be responsive to the business community's needs.
- 2.b. Maintain active involvement and participation in the regional economic development associations.
- 2.c. Re-evaluate the zoning standards and other policies in order to remove barriers to economic development while at the same time retaining the character and quality of life that the community has come to expect.
- 2.d. Develop an inventory of small businesses.
- 2.e. Coordinate technical assistance and networking opportunities for local businesses.

Goals and Objectives (Continued)

GOAL 3: Provide professional guidance, support and initiative in protecting and enhancing Purcellville’s natural and built environment.

OBJECTIVES:

- 3.a. Work with the Planning Commission to review and update present zoning use designations.
- 3.b. Work with the Planning Commission to update parking regulations.
- 3.c. Work with the Board of Architectural Review to update present design guidelines.

Key Performance Measures	Comp Plan, Core, Priority	FY2010-11 Actual	FY2011-12 Estimated	FY2012-13 Target
Number of zoning permits, site plans, and subdivision plat processed	Core	300	400	500
Number of customers serviced at counter	Core	New Measure	360	400
Number of sign permits processed	Core	Not Available	65	75
Number of jobs created	Priority, Core	New Measure	55	95
Number of new businesses	Priority, Core	New Measure	64	85
Number of code changes	Priority, Core	7	1	5

Previous Year Accomplishments

- Codified various changes to zoning ordinance.
- Hired additional planner/code inspector.
- Comprehensive Plan update presented to Town Council.
- Updated the façade grant program which reduced applicant match to 20%.
- Initial review of new signage regulations completed by Planning Commission.
- Processed text changes to zoning ordinance.
- Site plans approved for: Loudoun Valley Shopping Ctr., Virginia Transit, Blue Ridge Vets, Station Carwash.
- Facilitated sale and reuse of 20th Street Rescue building.

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
100-4081100	COMMUNITY DEVELOPMENT							
100-4081100-1100	PLANNING STAFF	240,736	275,038	262,262	275,394	275,394	279,144	1.5%
100-4081100-1200	OVERTIME-PLANNING	11,079	4,000	7,050	8,000	4,000	4,120	3.0%
100-4081100-2100	SOCIAL SECURITY TAX	18,922	21,163	19,888	21,680	21,374	21,670	2.4%
100-4081100-2200	RETIREMENT	30,617	40,459	31,864	40,655	40,655	37,410	-7.5%
100-4081100-2300	HEALTH INSURANCE	30,388	46,534	29,895	40,639	36,944	36,944	-20.6%
100-4081100-2400	LIFE INSURANCE	609	763	701	3,635	3,635	3,685	382.9%
100-4081100-2700	WORKERS COMP INSURANCE	293	310	267	344	339	344	10.9%
100-4081100-2800	DEFERRED COMP MATCH	1,380	2,080	528	2,080	2,080	2,080	0.0%
	TOTAL PAY & BENEFITS	334,023	390,347	352,455	392,427	384,421	385,396	-1.3%
100-4081100-3141	PLAN REVIEW/FIELD INSPECT	0	2,500	2,200	2,500	2,500	2,500	0.0%
100-4081100-3142	CONSULTING/ENGINEERING	3,140	25,000	4,000	20,000	20,000	20,000	-20.0%
100-4081100-3144	CONSULTING-ADMIN SUPPORT	2,175	3,000	1,500	2,000	2,000	2,000	-33.3%
100-4081100-3310	EQUIPMENT CONTRACTS	1,944	0	1,944	1,944	1,944	1,944	
100-4081100-5540	TRAVEL/TRAINING	4,027	5,000	4,500	5,000	5,000	5,000	0.0%
100-4081100-5801	GENERAL EXPENSE-PLANNING	1,009	2,900	2,000	2,500	2,500	2,500	-13.8%
100-4081100-5807	ANNEXATION/COMP PLAN	0	1,000	1,000	0	0	0	-100.0%
100-4081100-5809	COMPUTER SOFTWARE	0	0	0	3,150	3,150	3,150	
100-4081100-5810	DUES & SUBSCRIPTIONS	2,213	3,000	3,000	3,000	3,000	3,000	0.0%
100-4081100-6001	SUPPLIES	1,079	2,500	2,500	2,500	2,500	2,500	0.0%
100-4081100-6008	VEHICLE MAINT/GAS	578	800	800	800	2,800	2,800	250.0%
100-4081100-8105	VEHICLE PURCHASE	0	0	0	25,000	0	0	
	TOTAL OPERATIONS	16,165	45,700	23,444	68,394	45,394	45,394	-0.7%
Total Exp.	COMMUNITY DEVELOPMENT	350,187	436,047	375,899	460,821	429,815	430,790	-1.2%

FY 2012 - 2013 Operating Budget Expenditures

	FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
	Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	

GENERAL FUND LEGISLATIVE & ADVISORY COMMISSIONS

100-4011100	COUNCIL							
100-4011100-1100	MAYOR SALARY	5,525	5,525	5,525	5,525	5,525	5,525	0.0%
100-4011100-1200	COUNCIL SALARY	27,300	25,500	27,300	27,300	27,300	27,300	7.1%
100-4011100-2100	SOCIAL SECURITY TAX	2,512	2,373	2,512	2,511	2,511	2,511	5.8%
100-4011100-5801	COUNCIL TRAVEL & GENERAL EXP	13,277	12,500	13,500	12,500	12,500	12,500	0.0%
100-4011100-5805	ELECTION EXPENSE	0	3,200	3,200	0	0	0	-100.0%
100-4011100-5810	DUES AND SUBSCRIPTIONS	0	0	0	7,000	7,000	7,000	
Total Exp.	COUNCIL	48,614	49,098	52,037	54,836	54,836	54,836	11.7%
100-4081200	PLANNING COMMISSION							
100-4081200-1100	PL COMMISSION SALARIES	11,100	12,900	13,320	11,100	11,100	11,100	-14.0%
100-4081200-2100	SOCIAL SECURITY TAX	849	987	1,019	849	849	849	-14.0%
100-4081200-5540	TRAVEL / TRAINING	2,113	2,000	2,000	2,000	2,000	2,000	0.0%
100-4081200-5560	CERTIFICATION PROGRAMS	0	2,000	0	0	0	0	-100.0%
100-4081200-5801	GENERAL EXPENSE-PL COMM`	333	500	500	500	500	500	0.0%
Total Exp.	PLANNING COMMISSION	14,396	18,387	16,840	14,449	14,449	14,449	-21.4%
100-4081400	BD OF ZONING APPEALS							
100-4081400-1100	BZA SALARIES	250	250	0	250	250	250	0.0%
100-4081400-5540	BZA TRAVEL / TRAINING	0	1,000	1,000	1,000	1,000	1,000	0.0%
100-4081400-5801	BZA GENERAL	0	100	100	100	100	100	0.0%
Total Exp.	BD OF ZONING APPEALS	250	1,350	1,100	1,350	1,350	1,350	0.0%

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
100-4081500	ECONOMIC DEVELOPMENT							
100-4081500-5540	EDEV TRAVEL / TRAINING	565	1,000	0	1,000	1,000	1,000	0.0%
100-4081500-5801	EDEV GENERAL EXPENSE	970	2,100	1,050	2,100	2,100	2,100	0.0%
100-4081500-5802	EDEV SPECIAL PROJECTS/TOURISM	3,093	15,000	100	15,000	15,000	15,000	0.0%
100-4081500-5803	BUS COMM SUPPORT & DEVELO	2,397	2,800	0	2,800	2,800	2,800	0.0%
100-4081500-5804	HERITAGE DAY EXPENSES	1,015	0	0	0	0	0	
100-4081500-5805	JULY 4TH PROGRAM	513	0	0	0	0	0	
100-4081500-5806	WINTER HOLIDAY PROGRAM	3,173	0	0	0	0	0	
100-4081500-5807	ARTS IN THE ALLEY	0	0	0	0	0	0	
100-4081500-5808	BABE RUTH 07	0	0	0	0	0	0	
100-4081500-5809	EMANCIPATION DAY	2,000	0	0	0	0	0	
100-4081500-5810	FACADE IMPROVEMENT PROG	2,316	5,000	0	5,000	5,000	5,000	0.0%
Total Exp.	ECONOMIC DEVELOPMENT	16,041	25,900	1,150	25,900	25,900	25,900	0.0%
100-4081600	ARCHITECTURAL REVIEW BOARD							
100-4081600-1100	ARB SALARIES	3,000	3,000	3,000	3,030	3,030	3,030	1.0%
100-4081600-2100	SOCIAL SECURITY TAX	230	230	230	232	232	232	0.8%
100-4081600-5540	ARB TRAVEL/TRAINING	0	800	800	800	800	800	0.0%
100-4081600-5801	ARB GENERAL EXPENSE	134	800	800	800	800	800	0.0%
Total Exp.	ARCHITECTURAL REVIEW BOARD	3,364	4,830	4,830	4,862	4,862	4,862	0.7%
100-4082600	COMM. ON ENVIRONMENTAL SPECIAL PROGRAMS							
100-4082600-5802	ENVIROMENTAL SPECIAL PROGRAMS	656	1,500	0	0	0	0	-100.0%
Total Exp.	COMM. ON ENVIRONMENTAL SPECIAL PRO	656	1,500	0	0	0	0	-100.0%
TOTAL GEN FUND LEGISTATIVE & ADV COMMISSIONS		83,321	101,065	75,957	101,397	101,397	101,397	0.3%

FY 2012 - 2013 Operating Budget Expenditures

	FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
	Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	

100-4092000	ADJUST & TRANSFERS							
100-4092000-0100	COMPENSATION ADJUSTMENT	0	1	0	0	0	0	-100.0%
100-4092000-0110	TRANSFER TO PARKS & REC	0	10,700	49,769	0	40,379	29,713	177.7%
100-4092000-0200	CONTINGENCY - OPERATING RESERVE	0	0	0	0	0	232,500	
100-4092000-0300	TRANSFER TO CAPITAL FUND	0	1,986,500	1,986,500	158,000	105,000	0	-100.0%
100-4092000-0400	CAPITAL ASSET REPLACEMENT FUND	0	2,500	2,500	2,500	2,500	2,500	0.0%
100-4092000-0500	TRAIN STATION RESERVES	0	2,500	2,500	2,500	0	0	-100.0%
100-4092000-0600	BUSH TABERNACLE RESERVES	0	2,500	2,500	2,500	0	0	-100.0%
100-4092000-0700	FIREMANS FIELD RESERVES	0	2,500	2,500	2,500	0	0	-100.0%
Total Exp.	ADJUST & TRANSFERS	0	2,007,201	2,046,269	168,000	147,879	264,713	-86.8%

100-4095100	DEBT RETIREMENT							
100-4095100-9100	DEBT RETIRE-PATRIOT BK-TH (03)	0	69,069	69,069	69,039	69,039	69,039	0.0%
100-4095100-9300	DEBT RETIRE- PRINCIPAL	496,895	0	0	0	0	0	
100-4095100-9400	DEBT RETIRE- INTEREST	570,022	0	0	0	0	0	
100-4095100-9500	DEBT RETIRE-BK AMERICA (05)	0	157,035	157,035	156,985	156,985	156,985	0.0%
100-4095100-9501	DEBT RETIRE- RD EQUIP (08)	0	0	0	0	0	0	
100-4095100-9502	DEBT RETIRE-SUNTRUST (08)	0	289,971	289,971	290,019	290,019	290,019	0.0%
100-4095100-9503	FIREMAN'S FIELD (08)	0	85,000	85,000	85,000	85,000	85,000	0.0%
100-4095100-9504	DEBT RETIRE BB&T (09)	0	0	0	0	0	0	
100-4095100-9505	BOND ISSUE COSTS	143,973	0	0	0	0	0	
100-4095100-9506	DEBT RETIRE-RD MAINT FAC(08)	0	239,652	239,652	239,652	239,652	239,652	0.0%
100-4095100-9507	DEBT RETIRE-RBC (10)	0	91,157	91,157	121,157	121,157	121,157	32.9%
100-4095100-9508	DEBT RETIRE-SUNTRUST REFI (10)	0	377,768	377,768	377,359	377,359	377,359	-0.1%
100-4095100-9509	DEBT RETIRE-RBC(11) INTERIM FINANC	0	28,643	28,643	43,818	43,818	43,818	53.0%
Total Exp.	DEBT RETIREMENT	1,210,891	1,338,295	1,338,295	1,383,028	1,383,028	1,383,028	3.3%

Total Exp.	GENERAL FUND	8,401,656	10,877,340	10,768,831	10,159,923	9,220,406	9,250,270	-15.0%
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**Special Parks & Recreation Fund
Fund Revenues & Expenditures by Major Activity**

The Special Parks & Recreation Fund is a newly established fund to support the Town's Parks and Recreation Activities. This section provides the revenues and the proposed expenditures that support these expanded parks and recreation activities.

- Revenues
- Detailed Expenditures

FY 2012 & FY 2013 Revenue Budget Projections

		FY 2011	FY 2012		FY 2013		
		Prior Year Actual	Current Budget	Estimate of End of Year	Manager Recommend	Council Approval	% Change From Current FY 12 Budget
Fund # 110	SPECIAL PARKS & RECREATION FUND						
110-3150201-0000	RENT ON PROPERTY	27,000	36,000	36,000	36,000	36,000	0%
110-3150202-0000	PAVILION RENTAL	500	1,000	0	0	-	-100%
110-3150203-0000	TRAIN STATION INCOME	2,200	1,000	2,100	2,200	8,500	750%
110-3189901-0000	PRODUCT SALES	1,039	100	1,000	1,000	1,000	900%
110-3189913-0000	PARKS & REC DONATIONS	8,760	5,000	3,500	5,000	5,000	0%
110-3189916-0000	SPONSORSHIP/NAMING FEE	0	35,000	0	35,000	35,000	0%
110-3980000-0000	TRANSFERS FROM OTHER FUNDS	0	10,888	49,769	40,379	29,712	173%
Total Revenues	PARKS & REC	39,499	88,988	92,369	119,579	115,212	29%

Department: Parks and Recreation

Mission
To provide quality recreational, historical and nature related experiences for citizens of Purcellville and western Loudoun.

Core Values
Trust, Unity of Purpose, Commitment and Professionalism

Department Description
The primary duties of this department include planning and implementing programs for the public, overseeing the operation, improvement and maintenance of park properties, assessing the active and passive recreational needs of the citizens and assisting with the planning process to expand town park offerings.

Goals and Objectives

- To offer a variety of family and youth oriented events throughout the year to provide recreation and education for citizens of Purcellville and Loudoun County.
- To provide a list of projects in town parks for candidates pursuing Boy Scout Eagle and Girl Scout Gold Award rank and other youth achievements. Coordinate projects and assist in locating funding as necessary.
- To complete and maintain the trail through Suzanne Kane Nature Preserve to allow enjoyment of the park and provide a walking connection from Hatcher Ave. to 21st Street. Improvements to include benches, signage and information kiosk.
- To work with the Purcellville Preservation Association to provide historic interpretive signs at Fireman's Field and the Bush Tabernacle.
- To work with community garden organizations to provide public gardening opportunities at the town's Village Case property.
- To coordinate with Public Works and the Tree and Beautification Committee to create a tree maintenance plan for Fireman's Field Park to include inspection, pruning and fertilization schedules.
- To make information about town parks and programs more readily available through the town website and other online venues.

Department: Parks and Recreation				
Key Performance Measures	Comp Plan, Core, Priority	FY2010-11 Actual	FY2011-12 Estimated	FY2012-13 Target
Events offered to the public	Comp Plan	8	11	9
Scout projects completed	Core	4	4	4
Suzanne Kane Nature Preserve Trail	Comp Plan, Core	33%	66%	100%
Design and have manufactured 5 historic wayside displays for Fireman's Field Park	Comp Plan	N/A	N/A	12/30/2012
Construct and rent garden plots in a community garden.	Comp Plan	N/A	12	24
Fireman's Field Tree Maintenance Plan	Comp Plan	N/A	N/A	6/30/2013
Create Parks and Recreation pages for Town website	Core	N/A	6/30/2012	N/A

Previous Year Accomplishments FY 2011
<ul style="list-style-type: none"> - Staff planned and implemented two family movie nights in cooperation with the staff of the Loudoun Valley Community Center. - The Town partnered with Newton Marasco Foundation and Loudoun County Public Schools to sponsor nature hikes on the Chapman DeMary Trail. - Staff assisted with twelve events hosted by other town departments or community groups. - Staff planned and implemented events including the 9/11 Ceremony, the Loudoun Grown Expo, the Lighting of the Town Christmas Tree, the Annual Christmas Parade, and the two-night Christmas Light Trolley Tour. - The Parks and Recreation Advisory Board (PRAB) held Rock the Field in June. The event moved inside the Tabernacle for the first time due to poor weather. - PRAB coordinated and funded scouts projects including partial construction of the trail through Suzanne Kane Nature Preserve. - PRAB held a Christmas ornament workshop for the eighth year in a row. - PRAB members participated with staff in managing the Christmas Light Trolley Tours. - PRAB Chair was co-chair of 2011 Purcellville Heritage Day and the PRAB board hosted children's carnival midway-style games at that event.

FY 2012 - 2013 Operating Budget Expenditures

	FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
	Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	

Fund # 110 SPECIAL PARKS & RECREATION FUND

110-4071100	PARKS & REC MANAGEMENT							
110-4071100-1100	PARKS & REC STAFF		25,188	26,829	55,883	45,587	46,638	85.2%
110-4071100-1200	OVERTIME-PARKS & REC STAFF		0	0	500	0	0	
110-4071100-2100	SOCIAL SECURITY TAX		1,912	2,040	4,313	3,487	3,568	86.6%
110-4071100-2200	RETIREMENT		0	0	0	0	0	
110-4071100-2300	HEALTH INSURANCE		0	0	0	0	0	
110-4071100-2400	LIFE INSURANCE		0	0	0	0	0	
110-4071100-2700	WORKERS COMP INSURANCE		28	0	68	55	57	102.2%
110-4071100-2800	DEFERRED COMP MATCH		0	0	0	0	0	
110-4071100-2810	UNIFORMS		0	0	0	0	0	
110-4071100-3130	CONSULTING/GENERAL		0	0	0	0	0	
110-4071100-3310	EQUIPMENT CONTRACTS		0	0	0	0	0	
110-4071100-5230	TELEPHONE/COMMUNICATIONS		0	0	0	0	0	
110-4071100-5540	TRAVEL & TRAINING		0	915	500	500	500	
110-4071100-5801	GENERAL EXPENSES-PARKS & REC	7,724	7,435	7,500	7,500	7,500	7,500	0.9%
110-4071100-5808	COMPUTER OPERATIONS		0	0	0	0	0	
110-4071100-5810	DUES & SUBSCRIPTIONS		0	0	0	0	0	
110-4071100-5814	SAFETY		0	0	0	0	0	
110-4071100-5815	DRUG TESTING		0	0	0	0	0	
110-4071100-6001	EQUIPMENT/SUPPLIES		0	0	0	0	0	
110-4071100-6008	VEHICLE MAINT/GAS		0	0	0	0	0	
Total Exp.	PARKS & REC MANAGEMENT	7,724	34,563	37,285	68,764	57,129	58,262	68.6%

110-4071500	PARKS & REC PROGRAMS							
110-4071500-5801	YOUTH SPORTS PROGRAM & DEV	5,235	5,000	5,200	5,200	5,200	5,200	4.0%
110-4071500-5802	HIGH SCHOOL YOUTH PROGRAMS		0	0	0	0	0	
110-4071500-5803	COMMUNITY PROJECTS		1,000	500	1,000	1,000	1,000	0.0%
110-4071500-5804	COMMUNITY CENTER		1,000	1,000	1,000	1,000	1,000	0.0%
110-4071500-5805	SPECIAL EVENTS	1,416	6,000	6,000	4,000	4,000	2,000	-66.7%
110-4071500-5806	HERITAGE DAY EXPENSES		1,000	1,000	1,000	1,000	500	-50.0%
110-4071500-5807	JULY 4TH PROGRAM		500	675	675	675	675	35.0%
110-4071500-5808	WINTER HOLIDAY PROGRAM		4,500	3,700	6,000	6,000	4,000	-11.1%
110-4071500-5809	EMANCIPATION DAY		2,000	2,000	2,000	2,000	1,000	-50.0%
110-4071500-5810	ARTS GRANT PROGRAM		0	0	0	0	0	

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
110-4071500-5811	HIGH SCHOOL GRADUATION	225	225	225	500	500	500	122.2%
110-4071500-5812	HIGH SCHOOL AFTER PROM		225	225	500	500	500	122.2%
110-4071500-5813	ROCK THE FIELD			0	5,000	5,000	5,000	
Total Exp.	PARKS & REC PROGRAMS	6,876	21,450	20,525	26,875	26,875	21,375	-0.3%

110-4071310	PARKS & REC SKATING RINK							
110-4071310-5110	ELECTRICITY	3,060	1,300	1,100	1,200	1,200	1,200	-7.7%
110-4071310-5230	TELEPHONE SERVICES		600	600	600	600	600	0.0%
110-4071310-5801	GENERAL EXPENSES-SKATING RINK	9,140	6,300	8,800	9,000	9,000	9,000	42.9%
Total Exp.	PARKS & REC SKATING RINK	12,199	8,200	10,500	10,800	10,800	10,800	31.7%

110-4071600	PARKS & REC TREE COMMISSION							
110-4071600-5540	TRAVEL/TRAINING	0	100	100	100	100	100	0.0%
110-4071600-5801	GENERAL EXPENSES-TREE & BEAU CO	351	200	222	200	200	200	0.0%
110-4071600-5803	URBAN TREE CANOPY PROGRAM	3,754	2,000	2,000	2,000	2,000	2,000	0.0%
110-4071600-5804	BENCHES, DECORATIONS & BANNERS	1,000	0	0	0	0	0	
Total Exp.	PARKS & REC TREE COMMISSION	5,105	2,300	2,322	2,300	2,300	2,300	0.0%

110-4071320	PARKS & REC TRAIN STATION							
110-4071320-3310	REPAIRS	816	10,000	10,000	10,000	10,000	10,000	0.0%
110-4071320-3320	CLEANING	6,834	6,650	6,650	6,650	6,650	6,650	0.0%
110-4071320-3321	PEST CONTROL	0	475	475	475	475	475	0.0%
110-4071320-5110	ELECTRICITY	4,553	3,000	2,500	3,000	3,000	3,000	0.0%
110-4071320-5230	TELEPHONE/COMMUNICATIONS	198	250	250	250	250	250	0.0%
110-4071320-5801	GENERAL EXPENSES-TRAIN STATION	0	1,000	1,062	1,000	1,000	1,000	0.0%
110-4071320-6007	BUILDING SUPPLIES	732	1,100	800	1,100	1,100	1,100	0.0%
Total Exp.	PARKS & REC TRAIN STATION	13,134	22,475	21,737	22,475	22,475	22,475	0.0%

110-4092000	PARKS & REC ADJUSTMENT/TRANSFERS							
110-4092000-0100	COMPENSATION ADJUSTMENT	0						
Total Exp.	PARKS & REC ADJUSTMENT/TRANSFERS	0	0	0	0	0	0	

110-4095000	DEBT RETIREMENT							
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Total Exp.	PARKS & REC	45,038	88,988	92,369	131,214	119,579	115,212	29.5%
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**Utility Funds
Fund Revenues & Expenditures by Department
Missions, Activities, Goals & Objectives, and Performance Measures**

This section provides the missions, activities, goals & objectives, performance measures, and the proposed expenditures that support these activities. These are presented for each of the departments,

- Revenues
- Mission
- Core Values
- Department Activities
- Department Goals & Objectives
- Key Performance Measures
- Previous Year Accomplishments
- Detailed Expenditures

FY 2012 & FY 2013 Revenue Budget Projections

		FY 2011	FY 2012		FY 2013		
		Prior Year Actual	Current Budget	Estimate of End of Year	Manager Recommend	Council Approval	% Change From Current FY 12 Budget
Fund # 501	WATER FUND						
501-3150201-0000	RENT ON PROPERTY	0	0	1,525	3,050	3,050	
501-3189920-0000	VEHICLE COMP. REIMB.	1,326	1,000	566	242	242	-76%
501-3189940-0000	GARNISHMENT FEE	20	0	0	0	0	
501-3810000-0000	WATER AVAILABILITIES	108,438	463,941	424,941	118,893	118,893	-74%
501-3825000-0000	WATER METER FEES	3,039	3,906	3,605	1,153	1,153	-70%
501-3830000-0000	WATER FEES	1,797,969	2,227,397	1,976,000	2,134,080	2,134,080	-4%
501-3840000-0000	MISCELLANEOUS INCOME	8,231	1,000	6,500	1,000	1,000	0%
501-3850000-0000	PROCEEDS FROM PROPERTY	317	0	0	0	0	
501-3910000-0000	PENALTIES & INTEREST	27,547	25,000	25,000	25,000	25,000	0%
501-3940000-0000	WATER FLUSHING	328	1,000	1,000	1,000	1,000	0%
501-3950000-0000	INVESTMENT INCOME	25,448	24,000	11,000	11,000	11,000	-54%
501-3960000-0000	CELLULAR LEASE	128,552	140,000	132,000	135,000	135,000	-4%
501-3973001-0000	BAB SUBSIDY	15,511	33,236	33,236	33,237	33,237	0%
501-3980000-0000	TRANSFER IN CASH RESERVE	0	316,348	0	823,007	813,074	157%
Total Revenues	WATER FUND	2,116,726	3,236,828	2,615,373	3,286,662	3,276,729	1%

Department: Public Works	Program: Water
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Mission
To provide cost efficient production of quality water to the residents and businesses in the community.

Core Values
Trust, Unity of Purpose, Commitment and Professionalism

Department Description
Provide safe, quality potable water to the residents and businesses in quantities to meet system demands and in the most cost efficient manner as possible without compromising the integrity of the water system and regulatory compliance.

Goals and Objectives
<ul style="list-style-type: none">- Achieve and maintain 100% compliance on all water quality parameters regulated by the Virginia Department of Health (VDH) and Virginia Department of Environmental Quality (DEQ).- Achieve and maintain a total VDH and DEQ notice of violation count of zero regarding all water operational and maintenance issues.- Continue development of employees with emphasis on leadership opportunities, training and certification and safety awareness.- Achieve and maintain E2 status in the environmental compliance program.- Successfully incorporate new well facilities at the Forbes well station.

Department: Public Works	Program: Water
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Key Performance Measures	Comp Plan, Core, Priority	FY2010-11 Actual	FY2011-12 Estimated	FY2012-13 Target
Total number of official system bacteriological samples collected and analyzed within regulatory timeframe	Core	84	87	96
Total number of VDH or DEQ Notices of Violation	Core	0	0	0
Number of documented water operator training hours each employee	Comp Plan	10	10	10
Percentage of official system bacteriological samples collected and analyzed with a result of negative (no e-coli present)	Core	100%	100%	100%
Percentage of E2 environmental compliance items completed and tracked	Comp Plan	100%	100%	100%
Percentage of operators that achieved a minimum of 10 hours of operator training this year	Comp Plan	100%	100%	100%

Previous Year Accomplishments
<ul style="list-style-type: none"> - Won the Virginia Department of Health Water Treatment Plant Performance Award for the third consecutive year. - Successfully incorporated the Mountain View well into the water system. - Successfully incorporated the Marsh well into the water system. - Re-activated carbon at the Main Street filter building. - Maintained E2 Environmental Certification.

FY 2012 - 2013 Operating Budget Expenditures

	FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
	Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	

WATER FUND

501-4012100	WATER STAFF							
501-4012100-1100	WATER STAFF	553,806	543,644	555,717	570,953	483,953	496,724	-8.6%
501-4012100-1200	OVERTIME-WATER	23,908	32,000	13,272	19,000	19,000	19,570	-38.8%
501-4012100-1500	CHARGE BACK TO GF	557,952	557,952	557,972	557,972	557,972	557,972	0.0%
501-4012100-2100	SOCIAL SECURITY TAX	43,194	43,663	42,286	45,131	38,476	39,496	-9.5%
501-4012100-2200	RETIREMENT	75,851	77,669	78,891	97,405	82,206	70,940	-8.7%
501-4012100-2300	HEALTH INSURANCE	124,623	101,015	97,016	127,465	85,784	85,784	-15.1%
501-4012100-2400	LIFE INSURANCE	1,467	1,509	1,489	7,537	6,388	6,557	334.5%
501-4012100-2700	WORKERS COMP INSURANCE	11,597	11,844	12,819	13,425	11,446	11,749	-0.8%
501-4012100-2800	DEFERRED COMP MATCH	4,120	4,160	4,224	4,680	3,640	3,640	-12.5%
Total Exp.	WATER STAFF	1,396,517	1,373,456	1,363,685	1,443,568	1,288,865	1,292,432	-5.9%
501-4012200	PLANT							
501-4012200-2810	UNIFORMS	5,367	6,500	5,500	6,000	6,000	6,000	-7.7%
501-4012200-3310	CONTRACTS	18,464	21,000	30,260	31,000	31,000	31,000	47.6%
501-4012200-3320	SLUDGE DISPOSAL	4,290	14,800	13,000	14,500	14,500	14,500	-2.0%
501-4012200-5110	ELECTRICITY	17,192	21,000	18,000	18,250	18,250	18,250	-13.1%
501-4012200-5120	PROPANE	14,580	10,000	9,000	11,750	11,750	11,750	17.5%
501-4012200-5230	COMMUNICATIONS	7,701	8,100	7,200	8,100	8,100	8,100	0.0%
501-4012200-5801	GENERAL EXPENSES	3,821	2,400	4,400	2,500	2,500	2,500	4.2%
501-4012200-5808	COMPUTER UPGRADES	1,824	3,200	3,200	3,200	3,200	3,200	0.0%
501-4012200-5811	WATER DEPT. EMERGENCY	0	0	0	0	0	0	
501-4012200-5814	SAFETY	4,219	9,500	6,400	9,000	9,000	9,000	-5.3%
501-4012200-5815	DRUG TESTING	253	715	520	715	715	715	0.0%
501-4012200-5831	PERMITS	1,930	6,800	6,800	6,800	6,800	6,800	0.0%
501-4012200-5833	CROSS CONNECTIONS	0	1,000	1,000	1,000	1,000	1,000	0.0%
501-4012200-5834	PLANT REPAIRS	33,986	45,000	36,000	42,500	42,500	42,500	-5.6%
501-4012200-5835	WATER LINE REPAIRS	10,921	19,000	19,000	19,000	19,000	19,000	0.0%
501-4012200-5836	LEAK DETECTION	0	3,100	3,100	3,100	3,100	3,100	0.0%
501-4012200-5841	GENERATOR	13	2,500	2,000	2,000	2,000	2,000	-20.0%
501-4012200-5842	CHEMICALS-PLANT	31,779	35,000	32,000	32,500	32,500	32,500	-7.1%
501-4012200-5846	WATER SAMPLES	13,487	15,500	14,000	14,250	14,250	14,250	-8.1%
501-4012200-6001	PLANT SUPPLIES	3,176	4,100	4,800	4,100	4,100	4,100	0.0%
501-4012200-6002	LAB SUPPLIES	12,906	12,500	11,400	12,500	12,500	12,500	0.0%
501-4012200-6003	PREV MAINT SUPPLIES	3,669	5,000	3,600	4,750	4,750	4,750	-5.0%

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
501-4012200-6004	NEW EQUIPMENT & TOOLS	14,179	25,000	22,500	22,500	22,500	22,500	-10.0%
501-4012200-6005	LAB EQUIPMENT	1,940	5,000	4,000	5,750	5,750	5,750	15.0%
Total Exp.	PLANT	205,696	276,715	257,680	275,765	275,765	275,765	-0.3%
501-4012250	PLANT-OTHER							
501-4012250-3140	PROFESSIONAL SERVICES	30,551	35,000	27,500	35,000	35,000	35,000	0.0%
501-4012250-3600	RECRUITING/ADVERTISING	1,215	1,000	700	1,000	1,000	1,000	0.0%
501-4012250-5210	POSTAGE/MAILINGS	5,924	9,000	10,400	12,250	12,250	12,250	36.1%
501-4012250-5540	TRAINING	4,470	10,500	5,000	10,000	10,000	10,000	-4.8%
501-4012250-5809	BILLING SOFTWARE	6,475	5,000	3,100	5,000	5,000	5,000	0.0%
501-4012250-5810	DUES & SUBSCRIPTIONS	695	1,100	1,140	1,200	1,200	1,200	9.1%
501-4012250-5811	WATER DEPT EMERGENCY	1,020	4,200	4,200	4,200	4,200	4,200	0.0%
501-4012250-5826	MOWING	5,687	10,500	0	0	0	0	-100.0%
501-4012250-5843	VDH FEES	42	13,600	11,400	13,600	13,600	13,600	0.0%
501-4012250-5847	CONSUMER REPORT	2,140	3,900	2,500	3,500	3,500	3,500	-10.3%
501-4012250-5849	WATERSHED MGT	233	4,750	4,000	4,750	4,750	4,750	0.0%
501-4012250-5850	FORESTRY MGT	0	3,100	3,000	3,100	3,100	3,100	0.0%
501-4012250-5851	ENVIRONMENTAL COMPLIANCE	0	4,500	4,500	4,500	4,500	4,500	0.0%
501-4012250-6002	ADMIN SUPPLIES	33	600	500	500	500	500	-16.7%
501-4012250-6008	VEHICLE MAINT	14,341	16,300	17,600	17,600	17,600	17,600	8.0%
501-4012250-6013	PUBLIC EDUCATION	396	2,000	1,000	2,000	2,000	2,000	0.0%
501-4012250-6014	WATER CONSERV DEV/REBATES	4,866	6,500	5,000	4,250	4,250	4,250	-34.6%
501-4012250-6015	PURCHASED WATER	15,730	106,000	90,000	106,000	106,000	106,000	0.0%
501-4012250-8105	VEHICLE PURCHASE	0	0	0	53,800	53,800	53,800	
Total Exp.	PLANT-OTHER	93,817	237,550	191,540	282,250	282,250	282,250	18.8%

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
501-4012300	WELL							
501-4012300-3310	CONTRACTS	9,703	22,000	19,800	22,000	22,000	22,000	0.0%
501-4012300-5110	ELECTRICITY	41,542	38,000	37,200	38,000	38,000	38,000	0.0%
501-4012300-5230	TELEPHONE	950	1,200	1,000	1,200	1,200	1,200	0.0%
501-4012300-5834	REPAIRS	36,108	43,500	44,000	43,500	43,500	43,500	0.0%
501-4012300-5842	CHEMICALS	8,751	21,500	16,600	24,500	24,500	24,500	14.0%
501-4012300-5845	CARBON CHANGE-OUT	15,780	23,750	20,000	21,000	21,000	21,000	-11.6%
501-4012300-5846	WATER SAMPLES	4,689	12,500	11,000	12,500	12,500	12,500	0.0%
501-4012300-6001	SUPPLIES	21,960	31,500	25,500	31,500	31,500	31,500	0.0%
501-4012300-6004	SPARE PARTS	4,344	6,300	5,200	6,100	6,100	6,100	-3.2%
Total Exp.	WELL	143,827	200,250	180,300	200,300	200,300	200,300	0.0%
501-4012500	METER READING							
501-4012500-3310	CONTRACTS	0	1,000	1,000	1,000	1,000	1,000	0.0%
501-4012500-5837	METER REPAIRS/TEST	818	2,000	2,000	2,000	2,000	2,000	0.0%
501-4012500-5838	TOUCH READ HDW	1,528	7,000	7,000	7,000	7,000	7,000	0.0%
501-4012500-5839	NEW WATER METERS	14,924	12,000	4,600	4,600	4,600	4,600	-61.7%
501-4012500-6004	METER TOOLS & EQUIPMENT	363	1,000	1,000	1,000	1,000	1,000	0.0%
Total Exp.	METER READING	17,633	23,000	15,600	15,600	15,600	15,600	-32.2%
501-4091000	RETIREE BENEFITS							
501-4091000-2330	RETIREE HEALTH BENEFITS	0	0	0	0	0	0	
Total Exp.	RETIREE BENEFITS	0	0	0	0	0	0	
		0	0					
501-4092000	ADJUSTMENTS & TRANSFERS							
501-4092000-0100	COMPENSATION ADJUSTMENT	0	0	0	0	0	0	
501-4092000-0200	RATE STABILIZATION FUND	0	0	0	0	0	0	
501-4092000-0300	TRANSFER TO CAPITAL FUND	0	10,000	0	159,000	5,000	5,000	-50.0%
501-4092000-0500	BAD DEBT EXPENSE WATER	128	0	0	0	0	0	
Total Exp.	ADJUSTMENTS & TRANSFERS	128	10,000	0	159,000	5,000	5,000	-50.0%

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
501-4095100	DEBT RETIREMENT							
501-4095100-0500	DEBT RETIRE-BK AMERICA (05)	0	132,800	132,800	132,724	132,724	132,724	-0.1%
501-4095100-0600	DEBT RETIRE-SUNTRUST (08)	0	659,903	659,903	659,824	659,824	659,824	0.0%
501-4095100-0700	DEBT RETIRE-RBC (10)	0	94,964	94,964	184,964	184,964	184,964	94.8%
501-4095100-0800	DEBT RETIRE-VRA REFI (10)	0	228,190	228,190	227,870	227,870	227,870	-0.1%
501-4095100-1000	DEPRECIATION EXP	247,310	0	0	0	0	0	
501-4095100-9200	INTEREST EXPENSE	535,997	0	0	0	0	0	
501-4095100-9205	BOND ISSUE COSTS	8,943	0	0	0	0	0	
Total Exp.	DEBT RETIREMENT	792,250	1,115,857	1,115,857	1,205,382	1,205,382	1,205,382	8.0%
Total Exp.	WATER FUND	2,649,868	3,236,828	3,124,662	3,581,865	3,273,162	3,276,729	1.2%

FY 2012 & FY 2013 Revenue Budget Projections

		FY 2011	FY 2012		FY 2013		
		Prior Year Actual	Current Budget	Estimate of End of Year	Manager Recommend	Council Approval	% Change From Current FY 12 Budget
Fund # 502	WASTEWATER FUND						
502-3189920-0000	VEHICLE COMP. REIMB.	286	200	286	286	286	43%
502-3810000-0000	SEWER AVAILABILITIES	91,049	395,400	356,400	100,200	100,200	-75%
502-3830000-0000	SEWER FEES	1,989,454	2,294,313	2,196,000	2,525,400	2,525,400	10%
502-3840000-0000	MISCELLANEOUS INCOME	13,094	1,000	22,000	1,000	1,000	0%
502-3850000-0000	PROCEEDS FROM PROPERTY	2,910	0	0	0	0	
502-3910000-0000	PENALTIES AND INTEREST	27,466	25,000	25,000	25,000	25,000	0%
502-3950000-0000	INVESTMENT INCOME	32,479	30,000	12,000	12,000	12,000	-60%
502-3980000-0000	TRANSFER IN CASH RESERVES	0	1,713,591		1,723,637	1,731,740	1%
Total Revenues	WASTEWATER FUND	2,156,738	4,459,504	2,611,686	4,387,523	4,395,626	-1%
Grand Total Operating Budget		12,458,486	18,662,660	13,406,687	17,014,170	17,037,837	-9%

Department: Public Works	Program: Wastewater
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MISSION
To treat the wastewater from the Town of Purcellville users to meet or exceed the strict Federal, State and local requirements and be a positive impact on the local environment.

CORE VALUES
Trust, Unity of Purpose, Commitment and Professionalism

DEPARTMENT DESCRIPTION
The Wastewater Division works to produce the best quality effluent for protection of the receiving waters and uses through a dedication to operate and maintain the facility that best meets all Federal, State and local regulations and requirements.

GOALS AND OBJECTIVES
<ul style="list-style-type: none">- To protect downstream uses of the plants receiving waters.- To properly manage and update the Biosolids management plan and permit.- To meet all State and Federal regulations.- To maintain the wastewater collection system.- To properly train and license all appropriate employees.- To protect the department's employees through proper safety programs.- To continue improvement of solids management to reduce the hauling charge during cold months.- To continue training operators for license upgrades and lab certifications.- To continue to improve ways to reduce odor emissions from the facility.- To continue improvements to the preventative maintenance program.

Department: Public Works	Program: Wastewater
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KEY PERFORMANCE MEASURES	Comp Plan, Core, Priority	FY 2010-11 ACTUAL	FY 2011-12 ESTIMATED	FY 2012-13 Target
Total operating dollars	Core	1,866,267	1,825,311	2,421,997
Daily average number of gallons treated	Core	533,900	527,800	632,800
Total number of customer complaints	Core	2	4	0
Total number of violations	Priority	0	0	0
Staff retention rate	Priority	100%	100%	100%

PREVIOUS YEAR ACCOMPLISHMENTS
<ul style="list-style-type: none"> - Received Certificate to Operate - Development of a CMOM program for the sewer system. - Continuation of I&I improvements. - Enhanced process operations with the Solids Handling system. - Continued analysis for Copper & Hardness - No permit parameter violations for 2011. - TMP analysis of the effluent passed with all parameters well below acceptance limits. - Received E2 Certification. - Received provisional VELAP certification.

FY 2012 - 2013 Operating Budget Expenditures

	FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
	Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	

WASTEWATER FUND

502-4012100	WASTEWATER STAFF							
502-4012100-1000	SEWER STAFF	512,716	517,988	523,291	565,979	525,979	544,725	5.2%
502-4012100-1200	OVERTIME-SEWER	16,935	12,000	14,905	25,000	12,000	12,360	3.0%
502-4012100-1500	CHARGE BACK TO GF	557,952	557,952	557,972	557,972	557,972	557,972	0.0%
502-4012100-2100	SOCIAL SECURITY TAX	39,755	40,191	40,337	45,210	41,155	42,617	6.0%
502-4012100-2200	RETIREMENT	73,303	76,184	76,563	98,877	91,889	78,822	3.5%
502-4012100-2300	HEALTH INSURANCE	102,352	80,686	78,686	105,303	80,683	80,683	0.0%
502-4012100-2400	LIFE INSURANCE	1,383	1,437	1,404	7,471	6,943	7,190	400.4%
502-4012100-2700	WORKERS COMP INSURANCE	10,367	10,196	9,565	10,983	9,998	10,353	1.5%
502-4012100-2800	DEFERRED COMP MATCH	3,120	3,120	3,168	3,640	3,120	3,120	0.0%
502-4012100-5802	EMPLOYEE AWARDS PROGRAM	0	0	0	0	0	0	
Total Exp.	WASTEWATER STAFF	1,317,883	1,299,754	1,305,890	1,420,435	1,329,739	1,337,842	2.9%
502-4012200	PLANT							
502-4012200-2810	UNIFORMS	5,852	5,700	5,500	6,000	6,000	6,000	5.3%
502-4012200-3310	CONTRACTS	0	0	0	0	0	0	
502-4012200-3320	SLUDGE REMOVAL	56,736	45,000	25,000	40,000	40,000	40,000	-11.1%
502-4012200-3330	WASTE DISPOSAL	0	1,500	1,500	1,500	1,500	1,500	0.0%
502-4012200-5110	ELECTRICITY	142,779	130,000	130,000	136,500	136,500	136,500	5.0%
502-4012200-5230	COMMUNICATIONS	7,540	6,800	6,800	7,000	7,000	7,000	2.9%
502-4012200-5808	COMPUTER OPERATIONS	0	0	0	0	0	0	
502-4012200-5814	SAFETY	4,220	4,800	4,800	5,000	5,000	5,000	4.2%
502-4012200-5815	DRUG TESTING	160	715	715	715	715	715	0.0%
502-4012200-5831	PERMITS	9,646	10,000	10,000	10,000	10,000	10,000	0.0%
502-4012200-5834	PLANT REPAIRS	17,263	30,000	38,000	42,500	42,500	42,500	41.7%
502-4012200-5835	SEWER LINE REPAIRS	13,667	14,000	20,200	20,000	20,000	20,000	42.9%
502-4012200-5840	LAB CERTIFICATION	0	1,700	1,700	2,000	2,000	2,000	17.6%
502-4012200-5842	CHEMICALS	69,087	60,000	85,000	85,000	85,000	85,000	41.7%
502-4012200-5844	EQUIPMENT MAINTENANCE	12,338	10,000	10,100	12,500	12,500	12,500	25.0%
502-4012200-5846	SAMPLE ANALYSIS	6,713	10,750	10,750	4,500	4,500	4,500	-58.1%
502-4012200-5854	NEW LAB EQUIPMENT	2,245	5,000	5,000	5,000	5,000	5,000	0.0%
502-4012200-6001	PLANT SUPPLIES	3,988	4,000	4,900	5,000	5,000	5,000	25.0%
502-4012200-6002	LAB SUPPLIES	24,328	25,000	27,400	30,000	30,000	30,000	20.0%
502-4012200-6004	NEW PLANT EQUIPMENT	1,152	15,000	15,000	30,000	30,000	30,000	100.0%

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
Total Exp.	PLANT	377,715	379,965	402,365	443,215	443,215	443,215	16.6%
502-4012300	PLANT- OTHER							
502-4012300-3140	PROFESSIONAL SERVICES	30,694	35,000	35,000	40,000	40,000	40,000	14.3%
502-4012300-3600	RECRUITING/ADVERTISE	0	1,000	0	1,000	1,000	1,000	0.0%
502-4012300-5210	POSTAGE/MAILINGS	7,120	9,000	10,100	11,000	11,000	11,000	22.2%
502-4012300-5540	TRAINING	4,146	5,000	5,000	5,000	5,000	5,000	0.0%
502-4012300-5809	BILLING SOFTWARE	6,475	7,000	7,000	7,000	7,000	7,000	0.0%
502-4012300-5810	DUES & SUBSCRIPTIONS	450	1,000	1,000	1,000	1,000	1,000	0.0%
502-4012300-5811	SEWER DEPT. EMERGENCY	676	3,000	3,000	3,000	3,000	3,000	0.0%
502-4012300-5826	MOWING	6,885	13,500	13,500	5,000	5,000	5,000	-63.0%
502-4012300-5848	OTHER EXPENSE	942	5,000	5,000	5,000	5,000	5,000	0.0%
502-4012300-5851	ENVIR COMPLIANCE	0	3,200	3,200	3,200	3,200	3,200	0.0%
502-4012300-6001	ADMINISTRATIVE SUPPLIES	0	2,500	2,500	2,500	2,500	2,500	0.0%
502-4012300-6008	VEHICLE MAINT	7,357	7,000	8,250	8,500	8,500	8,500	21.4%
502-4012300-6013	PUBLIC EDUCATION	0	1,000	1,000	1,000	1,000	1,000	0.0%
502-4012300-8105	VEHICLE PURCHASE	0	0	0	25,000	25,000	25,000	
Total Exp.	PLANT- OTHER	64,746	93,200	94,550	118,200	118,200	118,200	26.8%
502-4012400	PUMP STATIONS							
502-4012400-3310	CONTRACTS/MAINTENANCE	2,469	5,000	5,000	5,000	5,000	5,000	0.0%
502-4012400-5110	ELECTRICITY	11,149	7,500	8,000	8,500	8,500	8,500	13.3%
502-4012400-5230	TELEPHONE	665	600	600	600	600	600	0.0%
502-4012400-5834	REPAIRS	8,404	19,000	19,000	22,000	22,000	22,000	15.8%
502-4012400-6004	EQUIPMENT - PUMP STATION	1,691	7,500	7,500	10,000	10,000	10,000	33.3%
502-4012400-6008	GENERATOR FUEL	2,034	3,500	4,000	4,200	4,200	4,200	20.0%
Total Exp.	PUMP STATIONS	26,412	43,100	44,100	50,300	50,300	50,300	16.7%

FY 2012 - 2013 Operating Budget Expenditures

		FY 2011	FY 2012		FY 2013 Request			% Change From FY 2012 Current Bud
		Prior Year Actual	Current Budget	Estimate of End of Year	Dept Head Request	Manager Recommend	Council Approval	
502-4012500	METER READING							
502-4012500-3310	CONTRACTS	0	1,000	1,000	1,000	1,000	1,000	0.0%
502-4012500-5837	METER REPAIRS/TEST	149	2,500	2,000	2,000	2,000	2,000	-20.0%
502-4012500-5838	TOUCH READ HDW	1,528	5,000	3,500	3,500	3,500	3,500	-30.0%
502-4012500-5839	NEW WATER METERS	14,124	17,500	11,500	12,000	12,000	12,000	-31.4%
502-4012500-6004	METER TOOLS & EQUIPMENT	33	1,000	1,000	1,000	1,000	1,000	0.0%
Total Exp.	METER READING	15,833	27,000	19,000	19,500	19,500	19,500	-27.8%
502-4091000								
502-4091000-2330	RETIREE HEALTH BENEFITS	0	0	0	0	0	0	
Total Exp.		0	0	0	0	0	0	
502-4092000	ADJUST & TRANSFERS							
502-4092000-0100	COMPENSATION ADJUSTMENT	0	0	0	0	0	0	
502-4092000-0200	RATE STABILIZATION FUND	0	0	0	0	0	0	
502-4092000-0300	TRANSFER TO CAPITAL FUND	0	195,000	0	15,000	5,000	5,000	-97.4%
502-4092000-0500	BAD DEBT EXPENSE SEWER	279	0	0	0	0	0	
Total Exp.	ADJUST & TRANSFERS	279	195,000	0	15,000	5,000	5,000	-97.4%
502-4095100	DEBT RETIREMENT							
502-4095100-0400	DEBT RETIRE-BK AMERICA (05)	0	119,576	119,576	119,508	119,508	119,508	-0.1%
502-4095100-0600	DEBT RETIRE-SUNTRUST (08)	0	602,966	602,966	603,118	603,118	603,118	0.0%
502-4095100-0700	DEBT RETIRE VRA (08)	0	1,698,943	1,698,943	1,698,943	1,698,943	1,698,943	0.0%
502-4095100-1000	DEPRECIATION EXP	245,086	0	0	0	0	0	
502-4095100-9200	INTEREST EXPENSE	1,209,883	0	0	0	0	0	
502-4095100-9205	BOND ISSUE COSTS	0	0	0	0	0	0	
Total Exp.	DEBT RETIREMENT	1,454,969	2,421,485	2,421,485	2,421,569	2,421,569	2,421,569	0.0%
Total Exp.	WASTEWATER FUND	3,257,837	4,459,504	4,287,390	4,488,219	4,387,523	4,395,626	-1.4%
Grand Total Operating Budget		14,354,400	18,662,660	18,273,252	18,361,221	17,000,670	17,037,836	-8.7%

Capital Improvement Program (CIP)

The capital improvement program is included within this document in both summary form and project level detail to provide a fuller description of the planned Town's financial transactions.

- CIP Detail Sheets Page Number Index
- Capital Improvement Program Summary
- Summary by Finance Source
- Projects by Finance Source
- Loudoun County Fields Farm School Settlement Reconciliation
- Potential Future Capital Projects
- Vehicle Purchase/Replacement Schedule
- Equipment Purchase/Replacement Schedule
- General Fund Projects
- Water Fund Projects
- Wastewater Fund Projects

CIP Detail Sheets Page Number Index

General Fund	Water Fund	Wastewater Fund
Public Safety Capital	Jeffries Well Develop.	Vulnerability Assessment
GIS	Short & Intermediate Water Investments	BSWF ENR and Expansion / Improvements
New Equipment for Maintenance	Long Term Water Resource Implementation	I & I Improvements & CMOM Compliance
Town-wide Traffic Study	Water Distribution Sys. Evaluation & Implementation	West End Pump Station Improvements
Wayfinding Signs	"A" Street Water Line Loop	Generation of GIS Layer for Sewer Easements
Downtown Streetscapes PH 1	Vulnerability Assessment	D St. Sewer Improvements
Downtown Streetscapes PH 2	New Elevated Water Tank	New Equipment for Maint. of Sewer Collection System
Maintenance Facility	Switch to Hypochlorite	BSWF Odor Control
Main & Maple Intersect Improvements	Generation of GIS Layers for Water Easements	
East Main St. Sidewalk Improvements	Water Treatment Plant Improvements	
N. 21st St. Sidewalk Improvement	New & Replacement Equipment	
Southern Collector Road	Intake Structure for Hirst Reservoir	
Nursery Ave Storm Sewer	Tank Painting	
D Street Drainage & Sidewalk	Water Line Replacement on 690	
West Main Sidewalk 28th to 33rd	Water Line Replacement -Downtown Enhancements	
Fireman's Field Upgrade	N. Maple Avenue Waterline Replacement	
Fireman's Field Rink Renovation	Country Club & 33rd Waterline Replacement	
Maple to W&OD Trail	New Well Building	
Bus Shelters		
New Town Hall Purchase		
New Town Hall Renovation		
Country Club & 33rd Street Improvements		
Town Boundary Survey		
E Street Sidewalk-Drainage		
Twentieth St. Property Purchase		
Hirst Road Improvements		
Tabernacle AV System		
County Funded Fireman's Field Upgrades		

**CAPITAL IMPROVEMENTS PROGRAM SUMMARY
FY 2013 - 2017**

FINANCING SUMMARY - ALL FUNDS

<u>Sources</u>	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Bank of America (05)	1,468,290	1,468,290	-	-	-	-	-	-	-
Bonds-Sun Trust (08)	10,586,197	8,545,555	2,040,642	-	-	-	-	-	-
Bonds-USDA RD (08)	4,789,184	4,732,572	56,612	-	-	-	-	-	-
Bonds-VRA (08)	24,396,546	24,283,046	113,500	-	-	-	-	-	-
Bonds-BB&T (09)	2,783,618	2,783,618	-	-	-	-	-	-	-
Bonds-RBC (10)	4,312,001	4,126,056	185,945	-	-	-	-	-	-
Bonds-Sun Trust (10)	1,121,395	859,161	262,234	-	-	-	-	-	-
Bonds-RBC (11) Interim	2,650,001	181,751	2,468,250	-	-	-	-	-	-
Bonds-New Loan	12,605,665	-	-	1,397,920	4,743,745	2,096,500	1,367,500	3,000,000	12,605,665
Cash	4,091,572	1,343,072	2,191,500	10,000	262,000	180,000	60,000	45,000	557,000
Grants-CDBG	149,922	144,959	4,963	-	-	-	-	-	-
Grants-VDOT	8,696,000	596,916	6,441,007	1,658,077	-	-	-	-	1,658,077
Grants-WQIF	5,042,427	5,042,427	-	-	-	-	-	-	-
Loudoun Co. Settlement	4,979,107	1,716,212	2,858,294	404,601	-	-	-	-	404,601
CIP Funding from Loudoun County	450,000	-	-	450,000	-	-	-	-	450,000
Other	222,566	212,238	10,328	-	-	-	-	-	-
Total	88,344,491	56,035,873	16,633,275	3,920,598	5,005,745	2,276,500	1,427,500	3,045,000	15,675,343

EXPENDITURE SUMMARY - ALL FUNDS

<u>Uses</u>	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
General Fund	36,101,467	17,044,824	14,396,702	2,512,678	1,280,263	807,000	60,000	-	4,659,941
Water Fund	18,267,162	7,195,926	1,659,834	1,402,920	2,971,482	1,269,500	767,500	3,000,000	9,411,402
Wastewater Fund	33,975,862	31,795,123	576,739	5,000	754,000	200,000	600,000	45,000	1,604,000
Total	88,344,491	56,035,873	16,633,275	3,920,598	5,005,745	2,276,500	1,427,500	3,045,000	15,675,343

**CAPITAL IMPROVEMENTS PROGRAM SUMMARY
FY 2013 - 2017**

FINANCING SUMMARY - GENERAL FUND

<u>Sources</u>	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Bank of America (05)	335,103	335,103	-	-	-	-	-	-	-
Bonds-Sun Trust (08)	2,625,124	2,502,555	122,569	-	-	-	-	-	-
Bonds-USDA RD (08)	4,789,184	4,732,572	56,612	-	-	-	-	-	-
Bonds-BB&T (09)	2,783,618	2,783,618	-	-	-	-	-	-	-
Bonds-RBC (10)	2,111,901	1,925,956	185,945	-	-	-	-	-	-
Bonds-Sun Trust (10)	1,121,395	859,161	262,234	-	-	-	-	-	-
Bonds-RBC (11) Interim	2,650,001	181,751	2,468,250	-	-	-	-	-	-
Bonds-New Loan	1,884,263	-	-	-	1,112,263	772,000	-	-	1,884,263
Cash *	3,345,328	1,095,828	1,986,500	-	168,000	35,000	60,000	-	263,000
Grants-CDBG	149,922	144,959	4,963	-	-	-	-	-	-
Grants-VDOT	8,696,000	596,916	6,441,007	1,658,077	-	-	-	-	1,658,077
Loudoun Co. Settlement	4,979,107	1,716,212	2,858,294	404,601	-	-	-	-	404,601
CIP Funding from Loudoun County	450,000	-	-	450,000	-	-	-	-	450,000
Other	180,521	170,193	10,328	-	-	-	-	-	-
Total	36,101,467	17,044,824	14,396,702	2,512,678	1,280,263	807,000	60,000	-	4,659,941

EXPENDITURE SUMMARY - GENERAL FUND

<u>Uses</u>	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
General Fund	36,101,467	17,044,824	14,396,702	2,512,678	1,280,263	807,000	60,000	-	4,659,941

* Although FY 12 Budget Amendment #11 identified cash reserves as the revenue source for the construction of the SCR, we anticipate converting this to an alternative funding source, to be identified later.

**CAPITAL IMPROVEMENTS PROGRAM SUMMARY
FY 2013 - 2017**

FINANCING SUMMARY - WATER FUND

<u>Sources</u>	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Bank of America (05)	390,653	390,653	-	-	-	-	-	-	-
Bonds-Sun Trust (08)	6,151,683	4,501,849	1,649,834	-	-	-	-	-	-
Bonds-RBC (10)	2,200,100	2,200,100	-	-	-	-	-	-	-
Bonds-New Loan	9,226,402	-	-	1,397,920	2,936,482	1,124,500	767,500	3,000,000	9,226,402
Cash	256,279	61,279	10,000	5,000	35,000	145,000	-	-	185,000
Other	42,045	42,045	-	-	-	-	-	-	-
Total	18,267,162	7,195,926	1,659,834	1,402,920	2,971,482	1,269,500	767,500	3,000,000	9,411,402

EXPENDITURE SUMMARY - WATER FUND

<u>Uses</u>	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Water Fund	18,267,162	7,195,926	1,659,834	1,402,920	2,971,482	1,269,500	767,500	3,000,000	9,411,402

**CAPITAL IMPROVEMENTS PROGRAM SUMMARY
FY 2013 - 2017**

FINANCING SUMMARY - WASTEWATER FUND

<u>Sources</u>	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Bank of America (05)	742,534	742,534	-	-	-	-	-	-	-
Bonds-Sun Trust (08)	1,809,390	1,541,151	268,239	-	-	-	-	-	-
Bonds-VRA (08)	24,396,546	24,283,046	113,500	-	-	-	-	-	-
Bonds-New Loan	1,495,000	-	-	-	695,000	200,000	600,000	-	1,495,000
Cash	489,965	185,965	195,000	5,000	59,000	-	-	45,000	109,000
Grants-WQIF	5,042,427	5,042,427	-	-	-	-	-	-	-
Total	33,975,862	31,795,123	576,739	5,000	754,000	200,000	600,000	45,000	1,604,000

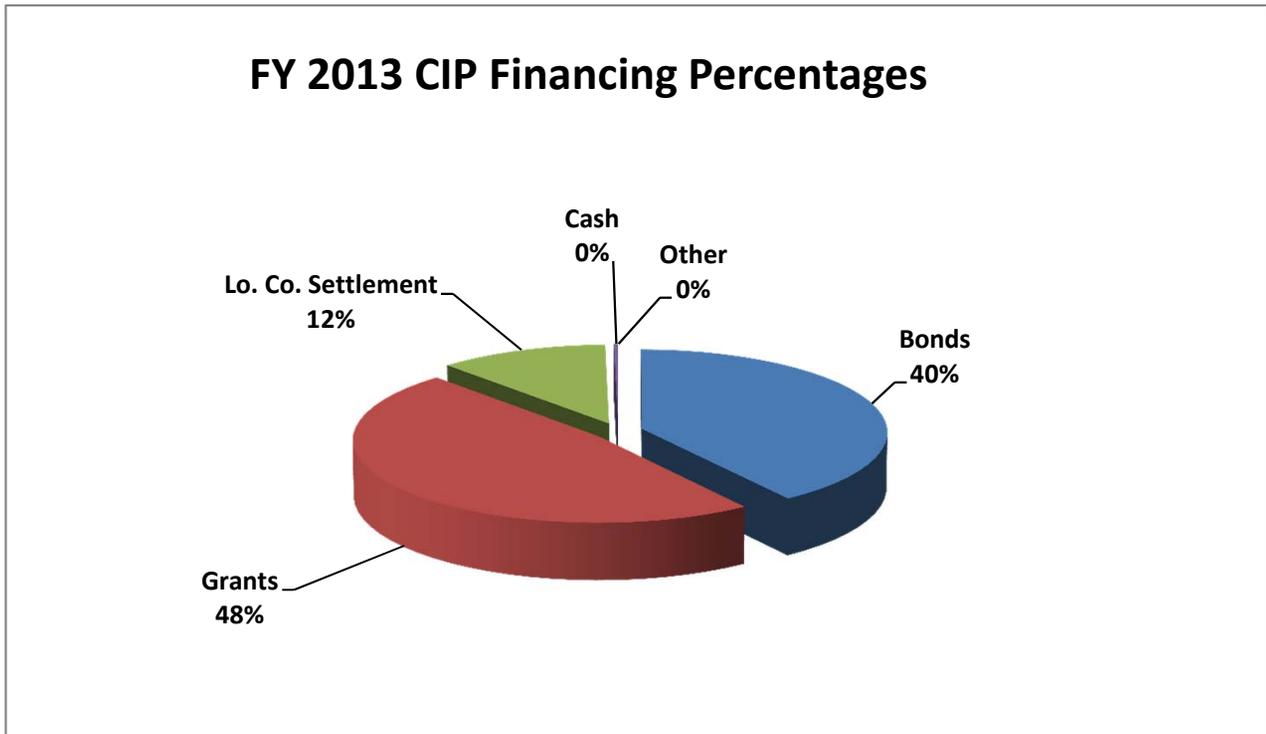
EXPENDITURE SUMMARY - WASTE WATER FUND

<u>Uses</u>	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Wastewater Fund	33,975,862	-	576,739	5,000	754,000	200,000	600,000	45,000	1,604,000

Capital Improvement Financing Percentage Summary
FY 2013 - 2017

FINANCING SUMMARY - ALL FUNDS

<u>Sources</u>	Total Funding Required	Funded through 6/30/2012	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds	73.63%	71.70%	40.28%	94.77%	92.09%	95.80%	98.52%	82.79%
Grants	15.80%	16.83%	47.77%	0.00%	0.00%	0.00%	0.00%	10.89%
Lo. Co. Settlement	5.66%	6.29%	11.66%	0.00%	0.00%	0.00%	0.00%	2.66%
Cash	4.66%	4.86%	0.29%	5.23%	7.91%	4.20%	1.48%	3.66%
Other	0.25%	0.31%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL	100%	100%	100%	100%	100%	100%	100%	100%



Financing Summary

	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
GENERAL FUND PROJECTS									
Bonds-Bank of America (05)									
New Equipment for Maintenance 119-4094100-012C	56,671	56,671	-	-	-	-	-	-	-
Town-wide Traffic Study 119-4094100-013C	12,936	12,936	-	-	-	-	-	-	-
Wayfinding Signs 119-4094100-014C	2,452	2,452	-	-	-	-	-	-	-
Maintenance Facility 119-4094101	147,084	147,084	-	-	-	-	-	-	-
Main & Maple Intersection Improvements 119-4094201	114,479	114,479	-	-	-	-	-	-	-
Southern Collector Road 119-409425C	1,481	1,481	-	-	-	-	-	-	-
	<u>335,103</u>	<u>335,103</u>	-	-	-	-	-	-	-
Bonds-Sun Trust (08)									
Public Safety Capital 119-4094100-010C	36,518	36,518	-	-	-	-	-	-	-
GIS 119-4094100-0110	59,830	59,830	-	-	-	-	-	-	-
Town-wide Traffic Study 119-4094100-013C	328,280	328,280	-	-	-	-	-	-	-
Downtown Streetscapes PH 1 119-4094100-0601	36,433	36,433	-	-	-	-	-	-	-
Maintenance Facility 119-4094101	130,000	130,000	-	-	-	-	-	-	-
Main & Maple Intersection Improvements 119-4094201	54,169	54,135	34	-	-	-	-	-	-
East Main St. Sidewalk Improvements 119-4094202	65,414	65,414	-	-	-	-	-	-	-
N. 21st St. Sidewalk Improvement 119-4094206	43,485	43,485	-	-	-	-	-	-	-
Southern Collector Road 119-409425C	2,636	2,636	-	-	-	-	-	-	-
Nursery Ave Storm Sewer 119-4094258	92,482	90,751	1,731	-	-	-	-	-	-
D Street Drainage & Sidewalk 119-409425C	29,048	29,048	-	-	-	-	-	-	-
West Main Sidewalk 28th to 33rd 119-4094262	45,211	45,211	-	-	-	-	-	-	-
Fireman's Field Upgrade 119-4094263	76,904	-	76,904	-	-	-	-	-	-
Fireman's Field Rink Renovation 119-4094264	349,528	349,528	-	-	-	-	-	-	-
Maple to W&OD Trail 119-4094267	120,000	120,000	-	-	-	-	-	-	-
Bus Shelters 119-4094268	6,500	6,500	-	-	-	-	-	-	-
New Town Hall Renovation 119-409427C	1,148,686	1,104,786	43,900	-	-	-	-	-	-
	<u>2,625,124</u>	<u>2,502,555</u>	<u>122,569</u>	-	-	-	-	-	-
Bonds-USDA RD (08)									
New Equipment for Maintenance 119-4094100-012C	201,597	201,597	-	-	-	-	-	-	-
Maintenance Facility 119-4094101	4,587,587	4,530,975	56,612	-	-	-	-	-	-
	<u>4,789,184</u>	<u>4,732,572</u>	<u>56,612</u>	-	-	-	-	-	-
Bonds-BB&T (09)									
New Town Hall Purchase 119-409426C	2,410,769	2,410,769	-	-	-	-	-	-	-
New Town Hall Renovation 119-409427C	372,849	372,849	-	-	-	-	-	-	-
	<u>2,783,618</u>	<u>2,783,618</u>	-	-	-	-	-	-	-
Bonds-RBC (10)									
Fireman's Field Upgrade 119-4094263	863,778	677,833	185,945	-	-	-	-	-	-
Fireman's Field Rink Renovation 119-4094264	1,248,123	1,248,123	-	-	-	-	-	-	-
	<u>2,111,901</u>	<u>1,925,956</u>	<u>185,945</u>	-	-	-	-	-	-
Bonds-Sun Trust (10)									
New Equipment for Maintenance 119-4094100-012C	496,105	233,871	262,234	-	-	-	-	-	-
Maintenance Facility 119-4094101	125,290	125,290	-	-	-	-	-	-	-
New Town Hall Renovation 119-409427C	500,000	500,000	-	-	-	-	-	-	-
	<u>1,121,395</u>	<u>859,161</u>	<u>262,234</u>	-	-	-	-	-	-
Bonds-RBC (11) Interim									
Fireman's Field Upgrade 119-4094263	446,070	-	446,070	-	-	-	-	-	-
New Town Hall Renovation 119-409427C	2,203,931	181,751	2,022,180	-	-	-	-	-	-
	<u>2,650,001</u>	<u>181,751</u>	<u>2,468,250</u>	-	-	-	-	-	-

Financing Summary

	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
GENERAL FUND PROJECTS									
Bonds-New Loan									
Downtown Streetscapes PH 2 119-4094100-0602	1,112,263	-	-	-	1,112,263	-	-	-	1,112,263
E Street Sidewalk-Drainage 119-4094274	772,000	-	-	-	-	772,000	-	-	772,000
	<u>1,884,263</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,112,263</u>	<u>772,000</u>	<u>-</u>	<u>-</u>	<u>1,884,263</u>
Cash *									
Public Safety Capital 119-4094100-0100	84,713	84,713	-	-	-	-	-	-	-
New Equipment for Maintenance 119-4094100-0120	361,196	151,196	-	-	115,000	35,000	60,000	-	210,000
Town-wide Traffic Study 119-4094100-0130	9,239	9,239	-	-	-	-	-	-	-
Downtown Streetscapes PH 1 119-4094100-0601	7,275	7,275	-	-	-	-	-	-	-
Maintenance Facility 119-4094101	162,747	162,747	-	-	-	-	-	-	-
East Main St. Sidewalk Improvements 119-4094202	30,748	30,748	-	-	-	-	-	-	-
N. 21st St. Sidewalk Improvement 119-4094206	-	-	-	-	-	-	-	-	-
Southern Collector Road 119-4094253	1,987,459	1,459	1,986,000	-	-	-	-	-	-
Fireman's Field Rink Renovation 119-4094264	426,914	426,914	-	-	-	-	-	-	-
Maple to W&OD Trail 119-4094267	18,660	18,660	-	-	-	-	-	-	-
Bus Shelters 119-4094268	5,366	4,866	500	-	-	-	-	-	-
New Town Hall Renovation 119-4094270	20,399	20,399	-	-	-	-	-	-	-
Town Boundary Survey 119-4094272	-	-	-	-	-	-	-	-	-
Twentieth St. Property Purchase 119-4094275	177,612	177,612	-	-	-	-	-	-	-
Tabernacle AV System 119-4094277	53,000	-	-	-	53,000	-	-	-	53,000
	<u>3,345,328</u>	<u>1,095,828</u>	<u>1,986,500</u>	<u>-</u>	<u>168,000</u>	<u>35,000</u>	<u>60,000</u>	<u>-</u>	<u>263,000</u>
* Although FY 12 Budget Amendment #11 identified cash reserves as the revenue source for the construction of the SCR, we anticipate converting this to an alternative funding source, to be identified later.									
Grants-CDBG									
D Street Drainage & Sidewalk 119-4094259	138,500	138,500	-	-	-	-	-	-	-
Bus Shelters 119-4094268	11,422	6,459	4,963	-	-	-	-	-	-
	<u>149,922</u>	<u>144,959</u>	<u>4,963</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Grants-VDOT									
Downtown Streetscapes PH 1 119-4094100-0601	1,495,500	365,828	1,129,672	-	-	-	-	-	-
Downtown Streetscapes PH 2 119-4094100-0602	400,000	-	360,000	40,000	-	-	-	-	40,000
Main & Maple Intersection Improvements 119-4094201	1,581,800	112,495	1,469,305	-	-	-	-	-	-
East Main St. Sidewalk Improvements 119-4094202	252,722	28,812	223,910	-	-	-	-	-	-
N. 21st St. Sidewalk Improvement 119-4094206	1,056,952	13,116	1,043,836	-	-	-	-	-	-
Southern Collector Road 119-4094253	2,834,000	-	1,417,000	1,417,000	-	-	-	-	1,417,000
West Main Sidewalk 28th to 33rd 119-4094262	60,949	60,949	-	-	-	-	-	-	-
Maple to W&OD Trail 119-4094267	360,000	3,216	356,784	-	-	-	-	-	-
Country Club & 33rd Street Improvements 119-4094272	279,077	12,500	253,000	13,577	-	-	-	-	13,577
Hirst Road Improvements 119-4094276	375,000	-	187,500	187,500	-	-	-	-	187,500
	<u>8,696,000</u>	<u>596,916</u>	<u>6,441,007</u>	<u>1,658,077</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,658,077</u>
Loudoun Co. Settlement									
Wayfinding Signs 119-4094100-0140	75,000	-	75,000	-	-	-	-	-	-
Downtown Streetscapes PH 1 119-4094100-0601	528,773	256,164	272,609	-	-	-	-	-	-
Downtown Streetscapes PH 2 119-4094100-0602	282,737	-	185,000	97,737	-	-	-	-	97,737
East Main St. Sidewalk Improvements 119-4094202	670,881	25,758	645,123	-	-	-	-	-	-
N. 21st St. Sidewalk Improvement 119-4094206	346,726	171,570	175,156	-	-	-	-	-	-
Southern Collector Road 119-4094253	1,929,258	1,004,172	925,086	-	-	-	-	-	-
D Street Drainage & Sidewalk 119-4094259	197,066	177,066	20,000	-	-	-	-	-	-
Maple to W&OD Trail 119-4094267	63,670	32,909	30,761	-	-	-	-	-	-
Country Club & 33rd Street Improvements 119-4094272	566,996	48,573	316,559	201,864	-	-	-	-	201,864
Hirst Road Improvements 119-4094276	318,000	-	213,000	105,000	-	-	-	-	105,000
	<u>4,979,107</u>	<u>1,716,212</u>	<u>2,858,294</u>	<u>404,601</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>404,601</u>
CIP Funding from Loudoun County									
County Funded Fireman's Field Upgrades 119-4094270	450,000	-	-	450,000	-	-	-	-	450,000
	<u>450,000</u>	<u>-</u>	<u>-</u>	<u>450,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>450,000</u>

Financing Summary

	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
GENERAL FUND PROJECTS									
Other									
Public Safety Capital 119-4094100-010C	62,494	62,494	-	-	-	-	-	-	-
Town-wide Traffic Study 119-4094100-013C	1,301	1,301	-	-	-	-	-	-	-
Main & Maple Intersection Improvements 119-4094201	59,967	59,967	-	-	-	-	-	-	-
East Main St. Sidewalk Improvements 119-4094202	28,733	18,405	10,328	-	-	-	-	-	-
N. 21st St. Sidewalk Improvement 119-4094206	3,026	3,026	-	-	-	-	-	-	-
Maple to W&OD Trail 119-4094267	25,000	25,000	-	-	-	-	-	-	-
	<u>180,521</u>	<u>170,193</u>	<u>10,328</u>	-	-	-	-	-	-
General Fund Total	36,101,467	17,044,824	14,396,702	2,512,678	1,280,263	807,000	60,000	-	4,659,941

Financing Summary

	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
WATER FUND PROJECTS									
Bonds-Bank of America (05)									
Jeffries Well Develop. 599-4094504	24,590	24,590	-	-	-	-	-	-	-
Long Term Water Resource Implementation 599-4094508	237,329	237,329	-	-	-	-	-	-	-
Water Distribution Sys. Evaluation & Implementation 599-4094	105,030	105,030	-	-	-	-	-	-	-
New Elevated Water Tank 599-4094515	23,704	23,704	-	-	-	-	-	-	-
	390,653	390,653	-	-	-	-	-	-	-
Bonds-Sun Trust (08)									
Jeffries Well Develop. 599-4094504	489,208	176,553	312,655	-	-	-	-	-	-
Short & Intermediate Water Investments 599-4094506	2,100,896	2,063,149	37,747	-	-	-	-	-	-
Long Term Water Resource Implementation 599-4094508	1,217,038	1,005,858	211,180	-	-	-	-	-	-
Water Distribution Sys. Evaluation & Implementation 599-4094	395,522	395,522	-	-	-	-	-	-	-
A Street Water Line Loop 599-4094513	143,483	37,318	106,165	-	-	-	-	-	-
Vulnerability Assessment 599-4094514	139,778	139,778	-	-	-	-	-	-	-
New Elevated Water Tank 599-4094515	76,401	76,401	-	-	-	-	-	-	-
Switch to Hypochlorite 599-4094516	232,000	63,193	168,807	-	-	-	-	-	-
Generation of GIS Layers for Water Easements 599-4094517	37,337	37,337	-	-	-	-	-	-	-
Water Treatment Plant Improvements 599-4094521	329,689	123,520	206,169	-	-	-	-	-	-
New & Replacement Equipment 599-4094522	36,481	36,481	-	-	-	-	-	-	-
Intake Structure for Hirst Reservoir 599-4094523	60,000	25,798	34,202	-	-	-	-	-	-
Water Line Replacement on 690 599-4094524	316,238	316,238	-	-	-	-	-	-	-
Water Line Replacement on N 21st Street 599-4094525	434,910	4,703	430,207	-	-	-	-	-	-
N Maple Avenue Waterline Replacement 599-4094527	58,785	-	58,785	-	-	-	-	-	-
Country Club & 33rd Waterline Replacement 599-4094528	83,917	-	83,917	-	-	-	-	-	-
	6,151,683	4,501,849	1,649,834	-	-	-	-	-	-
Bonds-RBC (10)									
Short & Intermediate Water Investments 599-4094506	2,200,100	2,200,100	-	-	-	-	-	-	-
	2,200,100	2,200,100	-	-	-	-	-	-	-
Bonds-New Loan									
Short & Intermediate Water Investments 599-4094506	300,000	-	-	150,000	150,000	-	-	-	300,000
Water Distribution Sys. Evaluation & Implementation 599-4094	50,000	-	-	50,000	-	-	-	-	50,000
New Elevated Water Tank 599-4094515	2,610,000	-	-	-	-	-	95,000	2,515,000	2,610,000
Water Treatment Plant Improvements 599-4094521	1,572,500	-	-	415,000	-	-	672,500	485,000	1,572,500
Intake Structure for Hirst Reservoir 599-4094523	358,920	-	-	93,920	-	265,000	-	-	358,920
N Maple Avenue Waterline Replacement 599-4094527	180,000	-	-	180,000	-	-	-	-	180,000
Country Club & 33rd Waterline Replacement 599-4094528	509,000	-	-	509,000	-	-	-	-	509,000
New Well Building 599-4094529	3,645,982	-	-	-	2,786,482	859,500	-	-	3,645,982
	9,226,402	-	-	1,397,920	2,936,482	1,124,500	767,500	3,000,000	9,226,402
Cash									
Long Term Water Resource Implementation 599-4094508	-	-	-	-	-	-	-	-	-
Vulnerability Assessment 599-4094514	60,144	10,144	-	-	25,000	25,000	-	-	50,000
Generation of GIS Layers for Water Easements 599-4094517	47,341	22,341	10,000	5,000	10,000	-	-	-	15,000
New & Replacement Equipment 599-4094522	28,794	28,794	-	-	-	-	-	-	-
Tank Painting 599-4094524	120,000	-	-	-	-	120,000	-	-	120,000
	256,279	61,279	10,000	5,000	35,000	145,000	-	-	185,000
Other									
Short & Intermediate Water Investments 599-4094506	42,045	42,045	-	-	-	-	-	-	-
	42,045	42,045	-	-	-	-	-	-	-
Water Fund Total	18,267,162	7,195,926	1,659,834	1,402,920	2,971,482	1,269,500	767,500	3,000,000	9,411,402

Financing Summary

	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
WASTEWATER FUND PROJECTS									
Bonds-Bank of America (05)									
BSWF ENR and Expansion / Improvements 699-409460C	286,418	286,418	-	-	-	-	-	-	-
I & I Improvements & CMOM Compliance 699-4094603	287,112	287,112	-	-	-	-	-	-	-
West End Pump Station Improvements 699-4094604	81	81	-	-	-	-	-	-	-
New Equipment for Maint. of Sewer Collection System 699-4094604	168,923	168,923	-	-	-	-	-	-	-
	<u>742,534</u>	<u>742,534</u>	-	-	-	-	-	-	-
Bonds-Sun Trust (08)									
Vulnerability Assessment 699-4094100-011C	15,431	14,438	993	-	-	-	-	-	-
I & I Improvements & CMOM Compliance 699-4094603	1,667,307	1,425,594	241,713	-	-	-	-	-	-
West End Pump Station Improvements 699-4094604	57,792	32,259	25,533	-	-	-	-	-	-
Generation of GIS Layer for Sewer Easements 699-4094604	22,500	22,500	-	-	-	-	-	-	-
D St. Sewer Improvements 699-4094609	23,916	23,916	-	-	-	-	-	-	-
New Equipment for Maint. of Sewer Collection System 699-4094604	22,444	22,444	-	-	-	-	-	-	-
	<u>1,809,390</u>	<u>1,541,151</u>	<u>268,239</u>	-	-	-	-	-	-
Bonds-VRA (08)									
BSWF ENR and Expansion / Improvements 699-409460C	24,396,546	24,283,046	113,500	-	-	-	-	-	-
	<u>24,396,546</u>	<u>24,283,046</u>	<u>113,500</u>	-	-	-	-	-	-
Bonds-New Loan									
I & I Improvements & CMOM Compliance 699-4094603	350,000	-	-	-	350,000	-	-	-	350,000
West End Pump Station Improvements 699-4094604	600,000	-	-	-	-	-	600,000	-	600,000
New Equipment for Maint. of Sewer Collection System 699-4094604	545,000	-	-	-	345,000	200,000	-	-	545,000
	<u>1,495,000</u>	-	-	-	<u>695,000</u>	<u>200,000</u>	<u>600,000</u>	-	<u>1,495,000</u>
Cash									
Vulnerability Assessment 699-4094100-011C	50,000	-	25,000	-	25,000	-	-	-	25,000
BSWF ENR and Expansion / Improvements 699-409460C	140,441	140,441	-	-	-	-	-	-	-
Generation of GIS Layer for Sewer Easements 699-4094604	61,903	21,903	15,000	5,000	20,000	-	-	-	25,000
New Equipment for Maint. of Sewer Collection System 699-4094604	147,621	23,621	65,000	-	14,000	-	-	45,000	59,000
BSWF Odor Control 699-4094611	90,000	-	90,000	-	-	-	-	-	-
	<u>489,965</u>	<u>185,965</u>	<u>195,000</u>	<u>5,000</u>	<u>59,000</u>	-	-	<u>45,000</u>	<u>109,000</u>
Grants-WQIF									
BSWF ENR and Expansion / Improvements 699-409460C	5,042,427	5,042,427	-	-	-	-	-	-	-
	<u>5,042,427</u>	<u>5,042,427</u>	-	-	-	-	-	-	-
Wastewater Fund Total	33,975,862	31,795,123	576,739	5,000	754,000	200,000	600,000	45,000	1,604,000

Summary by Project

	Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
GENERAL FUND PROJECTS										
Public Safety Capital 119-4094100-0100	Bonds-Sun Trust (08)	36,518	36,518	-	-	-	-	-	-	-
	Cash	84,713	84,713	-	-	-	-	-	-	-
	Other	62,494	62,494	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		183,725	183,725	-	-	-	-	-	-	-
GIS 119-4094100-0110	Bonds-Sun Trust (08)	59,830	59,830	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		59,830	59,830	-	-	-	-	-	-	-
New Equipment for Maintenance 119-4094100-0120	Bonds-Bank of America	56,671	56,671	-	-	-	-	-	-	-
	Bonds-Sun Trust (10)	496,105	233,871	262,234	-	-	-	-	-	-
	Bonds-USDA RD	201,597	201,597	-	-	-	-	-	-	-
	Cash	361,196	151,196	-	-	115,000	35,000	60,000	-	210,000
	-	-	-	-	-	-	-	-	-	-
		1,115,569	643,335	262,234	-	115,000	35,000	60,000	-	210,000
Town-wide Traffic Study 119-4094100-0130	Bonds-Sun Trust (08)	328,280	328,280	-	-	-	-	-	-	-
	Bonds-Bank of America	12,936	12,936	-	-	-	-	-	-	-
	Cash	9,239	9,239	-	-	-	-	-	-	-
	Other	1,301	1,301	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		351,756	351,756	-	-	-	-	-	-	-
Wayfinding Signs 119-4094100-0140	Bonds-Bank of America	2,452	2,452	-	-	-	-	-	-	-
	Loudoun Co. Settlement	75,000	-	75,000	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		77,452	2,452	75,000	-	-	-	-	-	-
Downtown Streetscapes PH 1 119-4094100-0601	Grants-VDOT	1,495,500	365,828	1,129,672	-	-	-	-	-	-
	Bonds-Sun Trust (08)	36,433	36,433	-	-	-	-	-	-	-
	Loudoun Co. Settlement	528,773	256,164	272,609	-	-	-	-	-	-
	Cash	7,275	7,275	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		2,067,981	665,700	1,402,281	-	-	-	-	-	-
Downtown Streetscapes PH 2 119-4094100-0602	Grants-VDOT	400,000	-	360,000	40,000	-	-	-	-	40,000
	Loudoun Co. Settlement	282,737	-	185,000	97,737	-	-	-	-	97,737
	Bonds-New Loan	1,112,263	-	-	-	1,112,263	-	-	-	1,112,263
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		1,795,000	-	545,000	137,737	1,112,263	-	-	-	1,250,000

Summary by Project

		Total Funding	Funded	FY 12 Current	2013	2014	2015	2016	2017	Total for
Sources		Required	through 6/30/2011	Budget						5-Yr-CIP
GENERAL FUND PROJECTS										
Maintenance Facility 119-4094101	Bonds-Sun Trust (08)	130,000	130,000	-	-	-	-	-	-	-
	Bonds-Bank of America	147,084	147,084	-	-	-	-	-	-	-
	Bonds-Sun Trust (10)	125,290	125,290	-	-	-	-	-	-	-
	Bonds-USDA RD	4,587,587	4,530,975	56,612	-	-	-	-	-	-
	Cash	162,747	162,747	-	-	-	-	-	-	-
		<u>5,152,708</u>	<u>5,096,096</u>	<u>56,612</u>	-	-	-	-	-	-
Main & Maple Intersection Improv 119-4094201	Grants-VDOT	1,581,800	112,495	1,469,305	-	-	-	-	-	-
	Bonds-Sun Trust (08)	54,169	54,135	34	-	-	-	-	-	-
	Bonds-Bank of America	114,479	114,479	-	-	-	-	-	-	-
	Other	59,967	59,967	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		<u>1,810,415</u>	<u>341,076</u>	<u>1,469,339</u>	-	-	-	-	-	-
East Main St. Sidewalk Improvem 119-4094202	Grants-VDOT	252,722	28,812	223,910	-	-	-	-	-	-
	Bonds-Sun Trust (08)	65,414	65,414	-	-	-	-	-	-	-
	Loudoun Co. Settlement	670,881	25,758	645,123	-	-	-	-	-	-
	Cash	30,748	30,748	-	-	-	-	-	-	-
	Other	28,733	18,405	10,328	-	-	-	-	-	-
		<u>1,048,498</u>	<u>169,137</u>	<u>879,361</u>	-	-	-	-	-	-
N. 21st St. Sidewalk Improvement 119-4094206	Grants-VDOT	1,056,952	13,116	1,043,836	-	-	-	-	-	-
	Bonds-Sun Trust (08)	43,485	43,485	-	-	-	-	-	-	-
	Loudoun Co. Settlement	346,726	171,570	175,156	-	-	-	-	-	-
	Cash	-	-	-	-	-	-	-	-	-
	Other	3,026	3,026	-	-	-	-	-	-	-
		<u>1,450,189</u>	<u>231,197</u>	<u>1,218,992</u>	-	-	-	-	-	-
Southern Collector Road 119-4094253	Grants-VDOT	2,834,000	-	1,417,000	1,417,000	-	-	-	-	1,417,000
	Bonds-Sun Trust (08)	2,636	2,636	-	-	-	-	-	-	-
	Bonds-Bank of America	1,481	1,481	-	-	-	-	-	-	-
	Loudoun Co. Settlement	1,929,258	1,004,172	925,086	-	-	-	-	-	-
	Cash *	1,987,459	1,459	1,986,000	-	-	-	-	-	-
		<u>6,754,834</u>	<u>1,009,748</u>	<u>4,328,086</u>	<u>1,417,000</u>	-	-	-	-	<u>1,417,000</u>
* Although FY 12 Budget Amendment #11 identified cash reserves as the revenue source for the construction of the SCR, we anticipate converting this to an alternative funding source, to be identified later.										
Nursery Ave Storm Sewer 119-4094258	Bonds-Sun Trust (08)	92,482	90,751	1,731	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		<u>92,482</u>	<u>90,751</u>	<u>1,731</u>	-	-	-	-	-	-
D Street Drainage & Sidewalk 119-4094259	Grants-CDBG	138,500	138,500	-	-	-	-	-	-	-
	Bonds-Sun Trust (08)	29,048	29,048	-	-	-	-	-	-	-
	Loudoun Co. Settlement	197,066	177,066	20,000	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		<u>364,614</u>	<u>344,614</u>	<u>20,000</u>	-	-	-	-	-	-

Summary by Project

		Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
GENERAL FUND PROJECTS											
West Main Sidewalk 28th to 33rd 119-4094262	Grants-VDOT		60,949	60,949	-	-	-	-	-	-	-
	Bonds-Sun Trust (08)		45,211	45,211	-	-	-	-	-	-	-
	-		-	-	-	-	-	-	-	-	-
	-		-	-	-	-	-	-	-	-	-
			106,160	106,160	-	-	-	-	-	-	-
Fireman's Field Upgrade 119-4094263	Bonds-Sun Trust (08)		76,904	-	76,904	-	-	-	-	-	-
	Bonds-RBC (10)		863,778	677,833	185,945	-	-	-	-	-	-
	Bonds-RBC (11) Interim		446,070	-	446,070	-	-	-	-	-	-
	-		-	-	-	-	-	-	-	-	-
			1,386,752	677,833	708,919	-	-	-	-	-	-
Fireman's Field Rink Renovation 119-4094264	Bonds-Sun Trust (08)		349,528	349,528	-	-	-	-	-	-	-
	Bonds-RBC (10)		1,248,123	1,248,123	-	-	-	-	-	-	-
	Cash		426,914	426,914	-	-	-	-	-	-	-
	-		-	-	-	-	-	-	-	-	-
			2,024,565	2,024,565	-	-	-	-	-	-	-
Maple to W&OD Trail 119-4094267	Grants-VDOT		360,000	3,216	356,784	-	-	-	-	-	-
	Bonds-Sun Trust (08)		120,000	120,000	-	-	-	-	-	-	-
	Loudoun Co. Settlement		63,670	32,909	30,761	-	-	-	-	-	-
	Cash		18,660	18,660	-	-	-	-	-	-	-
	Other		25,000	25,000	-	-	-	-	-	-	-
	-		-	-	-	-	-	-	-	-	-
			587,330	199,785	387,545	-	-	-	-	-	-
Bus Shelters 119-4094268	Grants-CDBG		11,422	6,459	4,963	-	-	-	-	-	-
	Bonds-Sun Trust (08)		6,500	6,500	-	-	-	-	-	-	-
	Cash		5,366	4,866	500	-	-	-	-	-	-
	-		-	-	-	-	-	-	-	-	-
			23,288	17,825	5,463	-	-	-	-	-	-
New Town Hall Purchase 119-4094269	Bonds-BB&T (09)		2,410,769	2,410,769	-	-	-	-	-	-	-
	-		-	-	-	-	-	-	-	-	-
	-		-	-	-	-	-	-	-	-	-
	-		-	-	-	-	-	-	-	-	-
			2,410,769	2,410,769	-	-	-	-	-	-	-
New Town Hall Renovation 119-4094270	Bonds-Sun Trust (08)		1,148,686	1,104,786	43,900	-	-	-	-	-	-
	Bonds-BB&T (09)		372,849	372,849	-	-	-	-	-	-	-
	Bonds-Sun Trust (10)		500,000	500,000	-	-	-	-	-	-	-
	Bonds-RBC (11) Interim		2,203,931	181,751	2,022,180	-	-	-	-	-	-
	Cash		20,399	20,399	-	-	-	-	-	-	-
	-		-	-	-	-	-	-	-	-	-
			4,245,865	2,179,785	2,066,080	-	-	-	-	-	-

Summary by Project

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
GENERAL FUND PROJECTS									
Country Club & 33rd Street Improv 119-4094272	Grants-VDOT	279,077	12,500	253,000	13,577	-	-	-	13,577
	Loudoun Co. Settlement	566,996	48,573	316,559	201,864	-	-	-	201,864
		-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-
		846,073	61,073	569,559	215,441	-	-	-	215,441
Town Boundary Survey 119-4094273	Cash	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-
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		-	-	-	-	-	-	-	-
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		-	-						

Summary by Project

	Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
WATER FUND PROJECTS										
Jeffries Well Develop. 599-4094504	Bonds-Bank of America	24,590	24,590	-	-	-	-	-	-	-
	Bonds-Sun Trust (08)	489,208	176,553	312,655	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		513,798	201,143	312,655	-	-	-	-	-	-
Short & Intermediate Water Invest 599-4094506	Bonds-Sun Trust (08)	2,100,896	2,063,149	37,747	-	-	-	-	-	-
	Bonds-RBC (10)	2,200,100	2,200,100	-	-	-	-	-	-	-
	Bonds-New Loan	300,000	-	-	150,000	150,000	-	-	-	300,000
	Other	42,045	42,045	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		4,643,041	4,305,294	37,747	150,000	150,000	-	-	-	300,000
Long Term Water Resource Imple 599-4094508	Bonds-Bank of America	237,329	237,329	-	-	-	-	-	-	-
	Bonds-Sun Trust (08)	1,217,038	1,005,858	211,180	-	-	-	-	-	-
	Cash	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		1,454,367	1,243,187	211,180	-	-	-	-	-	-
Water Distribution Sys. Evaluation 599-4094511	Bonds-Bank of America	105,030	105,030	-	-	-	-	-	-	-
	Bonds-Sun Trust (08)	395,522	395,522	-	-	-	-	-	-	-
	Bonds-New Loan	50,000	-	-	50,000	-	-	-	-	50,000
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		550,552	500,552	-	50,000	-	-	-	-	50,000
A Street Water Line Loop 599-4094513	Bonds-Sun Trust (08)	143,483	37,318	106,165	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		143,483	37,318	106,165	-	-	-	-	-	-
Vulnerability Assessment 599-4094514	Bonds-Sun Trust (08)	139,778	139,778	-	-	-	-	-	-	-
	Cash	60,144	10,144	-	-	25,000	25,000	-	-	50,000
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		199,922	149,922	-	-	25,000	25,000	-	-	50,000
New Elevated Water Tank 599-4094515	Bonds-Bank of America	23,704	23,704	-	-	-	-	-	-	-
	Bonds-Sun Trust (08)	76,401	76,401	-	-	-	-	-	-	-
	Bonds-New Loan	2,610,000	-	-	-	-	-	95,000	2,515,000	2,610,000
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		2,710,105	100,105	-	-	-	-	95,000	2,515,000	2,610,000

Summary by Project

	Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
WATER FUND PROJECTS										
Switch to Hypochlorite 599-4094516	Bonds-Sun Trust (08)	232,000	63,193	168,807	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	232,000	63,193	168,807	-	-	-	-	-	-
Generation of GIS Layers for Water 599-4094517	Bonds-Sun Trust (08)	37,337	37,337	-	-	-	-	-	-	-
	Cash	47,341	22,341	10,000	5,000	10,000	-	-	-	15,000
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	84,678	59,678	10,000	5,000	10,000	-	-	-	15,000
Water Treatment Plant Improvement 599-4094521	Bonds-Sun Trust (08)	329,689	123,520	206,169	-	-	-	-	-	-
	Bonds-New Loan	1,572,500	-	-	415,000	-	-	672,500	485,000	1,572,500
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	1,902,189	123,520	206,169	415,000	-	-	672,500	485,000	1,572,500
New & Replacement Equipment 599-4094522	Bonds-Sun Trust (08)	36,481	36,481	-	-	-	-	-	-	-
	Cash	28,794	28,794	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	65,275	65,275	-	-	-	-	-	-	-
Intake Structure for Hirst Reservoir 599-4094523	Bonds-Sun Trust (08)	60,000	25,798	34,202	-	-	-	-	-	-
	Bonds-New Loan	358,920	-	-	93,920	-	265,000	-	-	358,920
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	418,920	25,798	34,202	93,920	-	265,000	-	-	358,920
Tank Painting 599-4094524	Cash	120,000	-	-	-	-	120,000	-	-	120,000
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	120,000	-	-	-	-	120,000	-	-	120,000
Water Line Replacement on 690 599-4094525	Bonds-Sun Trust (08)	316,238	316,238	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	316,238	316,238	-	-	-	-	-	-	-

Summary by Project

Sources		Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
WATER FUND PROJECTS										
Water Line Replacement-Downtov 599-4094526	Bonds-Sun Trust (08)	434,910	4,703	430,207	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
		434,910	4,703	430,207	-	-	-	-	-	-
N Maple Avenue Waterline Replac 599-4094527	Bonds-Sun Trust (08)	58,785	-	58,785	-	-	-	-	-	-
	Bonds-New Loan	180,000	-	-	180,000	-	-	-	-	180,000
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
		238,785	-	58,785	180,000	-	-	-	-	180,000
Country Club & 33rd Waterline Re 599-4094528	Bonds-Sun Trust (08)	83,917	-	83,917	-	-	-	-	-	-
	Bonds-New Loan	509,000	-	-	509,000	-	-	-	-	509,000
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
		592,917	-	83,917	509,000	-	-	-	-	509,000
New Well Building 599-4094529	Bonds-New Loan	3,645,982	-	-	-	2,786,482	859,500	-	-	3,645,982
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
		3,645,982	-	-	-	2,786,482	859,500	-	-	3,645,982
Water Fund Total		18,267,162	7,195,926	1,659,834	1,402,920	2,971,482	1,269,500	767,500	3,000,000	9,411,402

Summary by Project

	Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
WASTEWATER FUND PROJECTS										
Vulnerability Assessment 699-4094100-0110	Bonds-Sun Trust (08)	15,431	14,438	993	-	-	-	-	-	-
	Cash	50,000	-	25,000	-	25,000	-	-	-	25,000
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		65,431	14,438	25,993	-	25,000	-	-	-	25,000
BSWF ENR and Expansion / Impr 699-4094600	Grants-WQIF	5,042,427	5,042,427	-	-	-	-	-	-	-
	Bonds-Bank of America	286,418	286,418	-	-	-	-	-	-	-
	Bonds-VRA	24,396,546	24,283,046	113,500	-	-	-	-	-	-
	Cash	140,441	140,441	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		29,865,832	29,752,332	113,500	-	-	-	-	-	-
I & I Improvements & CMOM Com 699-4094603	Bonds-Bank of America	287,112	287,112	-	-	-	-	-	-	-
	Bonds-Sun Trust (08)	1,667,307	1,425,594	241,713	-	-	-	-	-	-
	Bonds-New Loan	350,000	-	-	-	350,000	-	-	-	350,000
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		2,304,419	1,712,706	241,713	-	350,000	-	-	-	350,000
West End Pump Station Improver 699-4094604	Bonds-Bank of America	81	81	-	-	-	-	-	-	-
	Bonds-Sun Trust (08)	57,792	32,259	25,533	-	-	-	-	-	-
	Bonds-New Loan	600,000	-	-	-	-	600,000	-	-	600,000
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		657,873	32,340	25,533	-	-	600,000	-	-	600,000
Generation of GIS Layer for Sewe 699-4094606	Bonds-Sun Trust (08)	22,500	22,500	-	-	-	-	-	-	-
	Cash	61,903	21,903	15,000	5,000	20,000	-	-	-	25,000
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		84,403	44,403	15,000	5,000	20,000	-	-	-	25,000
D St. Sewer Improvements 699-4094609	Bonds-Sun Trust (08)	23,916	23,916	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		23,916	23,916	-	-	-	-	-	-	-

Summary by Project

	Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
WASTEWATER FUND PROJECTS										
New Equipment for Maint. of Sewer	Bonds-Bank of America	168,923	168,923	-	-	-	-	-	-	-
699-4094610	Bonds-Sun Trust (08)	22,444	22,444	-	-	-	-	-	-	-
	Bonds-New Loan	545,000	-	-	-	345,000	200,000	-	-	545,000
	Cash	147,621	23,621	65,000	-	14,000	-	-	45,000	59,000
	-	-	-	-	-	-	-	-	-	-
		883,988	214,988	65,000	-	359,000	200,000	-	45,000	604,000
BSWF Odor Control										
699-4094611	Cash	90,000	-	90,000	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
		90,000	-	90,000	-	-	-	-	-	-
Wastewater Fund Total		33,975,862	31,795,123	576,739	5,000	754,000	200,000	600,000	45,000	1,604,000

Loudoun County Fields Farm School Settlement

Funds from County

	RCVD	
\$ 1,780,000	✓	a) The County will pay 1.78 million to the Town within 30 days of approval of the CPAMCPA by the Town
\$ 2,000,000	✓	b) The County will pay 2.0 million to the Town within 30 days of the Towns annexation of the portion of Fields Farm containing Mountain View Elementary School and the Woodgrove High School site provided that Fields Farm has been annexed into the Town in accordance with this Agreement
\$ 2,000,000	✓	c) The County will pay 2.0 million to the Town within 30 days of the issuance of a certificate of occupancy authorizing Woodgrove High School to be opened for use by students provided that Fields Farm has been annexed into the Town in accordance with this Agreement
\$ 5,780,000		100-3189912-0000

<u>Summary by Project</u>	
LED Street Lights	N. 21st St. Sidewalk Improve (119-4094206)
FY 09 \$ 15,000	FY 09
FY 10	\$ 45,954
\$ 15,000	FY 11 \$ 125,616
	FY 12 \$ 175,156
	\$ 346,726
Traffic Signals	32nd Street Sidewalk (119-4094207)
FY 09 \$ 370,381	FY 09
FY 10	\$ 250,512
\$ 370,381	FY 11
	FY 12
	\$ 250,512
Replace/Loss of LoCo Gas Tax	Southern Collector Road (119-4094253)
FY 10 \$ 165,000	FY 09
\$ 165,000	FY 10 \$ 89,391
	FY 11 \$ 914,781
	FY 12 \$ 925,086
	\$ 1,929,258
Wayfinding Signs (119-4094100-0140)	D Street Improve (119-4094259)
FY 09	FY 09
FY 10	\$ 67,059
FY 11	\$ 110,007
FY 12 \$ 28,000	\$ 20,000
FY 13 \$ 12,000	\$ 197,066
FY 14 \$ 35,000	
\$ 75,000	Maple to W&OD Trail (119-4094267)
	FY 09
	FY 10
	FY 11 \$ 32,909
	FY 12 \$ 30,761
	\$ 63,670
Downtown Streetscape PH 1 (119-4094100)	Country Club & 33rd St. Improve (119-4094272)
FY 09	FY 09
FY 10 \$ 75,001	FY 10
FY 11 \$ 181,163	FY 11 \$ 48,573
FY 12 \$ 272,609	FY 12 \$ 165,000
\$ 528,773	\$ 1,578,049
	Wayfinding Signs (119-4094100-0140)
Downtown Streetscape PH 2 (119-4094100)	Downtown Streetscape PH 1 (119-4094100)
FY 09	\$ 272,609
FY 10	\$ 185,000
FY 11 \$ -	\$ 645,123
FY 12 \$ 185,000	\$ 175,156
FY 13 \$ 97,737	\$ 925,086
\$ 282,737	\$ 20,000
	\$ 30,761
	\$ 316,559
	\$ 213,000
	\$ 2,811,294
Main St. Sidewalk Improve (119-4094202)	Wayfinding Signs (119-4094100-0140)
FY 09	\$ 12,000
FY 10 \$ 25,758	\$ 97,737
FY 11	\$ 201,864
FY 12 \$ 645,123	\$ 105,000
\$ 670,881	\$ 404,601
	\$ 35,000
	\$ 35,000
	Total Assigned Funds \$ 5,733,000
	Hirst Road Improvement (119-4094277)
	FY 12 \$ 213,000
	FY 13 \$ 105,000
	\$ 318,000

<u>Summary by Fiscal Year</u>	
LED Street Lights	\$ 15,000 ¹
Traffic Signals (Hatcher & Main, 23rd & Main)	\$ 370,381 ²
FY 09	\$ 385,381
Downtown Streetscape (119-4094100)	\$ 75,001
Main Street Sidewalk Improvements (119-4094202)	\$ 25,758
N. 21st St. Sidewalk Improvements (119-4094206)	\$ 45,954
32nd Street Sidewalk (119-4094207)	\$ 250,512 ²
Southern Collector Road (119-4094253)	\$ 89,391
D Street Improvements (119-4094259)	\$ 67,059
FY 10	\$ 553,675
Downtown Streetscape PH 2 (119-4094100)	\$ 181,163
Downtown Streetscape PH 3 (119-4094100)	\$ -
Main Street Sidewalk Improvements (119-4094202)	\$ -
N. 21st St. Sidewalk Improvements (119-4094206)	\$ 125,616
Southern Collector Road (119-4094253)	\$ 914,781
D Street Improvements (119-4094259)	\$ 110,007
Maple to W&OD Trail (119-4094267)	\$ 32,909
Country Club & 33rd St. Improvement (119-4094272)	\$ 48,573
Replacement for loss of LoCo Gas Tax	\$ 165,000 ¹
FY 11	\$ 1,578,049
Wayfinding Signs (119-4094100-0140)	\$ 28,000
Downtown Streetscape PH 1 (119-4094100)	\$ 272,609
Downtown Streetscape PH 2 (119-4094100)	\$ 185,000
Main Street Sidewalk Improvements (119-4094202)	\$ 645,123
N. 21st St. Sidewalk Improvements (119-4094206)	\$ 175,156
Southern Collector Road (119-4094253)	\$ 925,086
D Street Improve (119-4094259)	\$ 20,000
Maple to W&OD Trail (119-4094267)	\$ 30,761
Country Club & 33rd St. Improve (119-4094272)	\$ 316,559
Hirst Road Improvement (119-4094277)	\$ 213,000
FY 12	\$ 2,811,294
Wayfinding Signs (119-4094100-0140)	\$ 12,000
Downtown Streetscape PH 3 (119-4094100)	\$ 97,737
Country Club & 33rd St. Improve (119-4094272)	\$ 201,864
Hirst Road Improvement (119-4094277)	\$ 105,000
FY 13	\$ 404,601
Wayfinding Signs (119-4094100-0140)	\$ 35,000
FY 14	\$ 35,000
Total Assigned Funds	\$ 5,733,000
¹ Applied to General Fund Operating Budget	\$ 180,000
² Applied to CIP project now closed	\$ 620,893
Applied to Current CIP	\$ 4,979,107
Total Assigned Funds	\$ 5,780,000

Potential Future Capital Projects

The following list of projects may be included in the Capital Improvements Program based upon funding availability and the priorities of the Town Council. Costs are estimates and subject to change.

Project Name	Project Description	Cost Estimate
Trails and Pathways	Allocation of \$120,000 to begin planning, acquisition and construction of Phase I of our Trails/Pathways Partnership. A part of Town goal to promote Purcellville as a pedestrian and bicycle friendly Town and provide quality pedestrian and bicycle facilities and experiences for residents and visitors.	\$120,000
Main & Maple Intersection Improvements	This project entails adding a right turn lane to each portion of the intersection and reducing the bottlenecks and conflict points by closing driveways near the intersection. This project will also enhance pedestrian & bicycle movement through the addition of crosswalks, a new traffic signal and pedestrian signals.	\$7,597,967
O Street Extension	The extension of O Street is planned to connect 21 st Street and Hatcher Avenue. This possible extension was identified in the Town's 2006 Transportation Plan. It is intended to enhance local mobility and improve property access within the downtown area without increasing traffic on Main Street. No cost estimate available at this time.	

301 S.Twentieth Street Property Revitalization	Raze existing home and design additional parking for Fireman's Field. No construction cost estimate at this time.	\$100,000
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GENERAL FUND

PROJECT DETAIL SHEETS

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094100-0100

TITLE: Public Safety Capital
DEPARTMENT: Police Department
STATUS: Complete

PROJECT MANAGER: Darryl Smith
PROJECT START DATE: FY 07 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 11 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: The Town's vehicle and equipment replacement policy includes provisions that call for adequate maintenance of Town vehicles and equipment and for their orderly rehabilitation and replacement within available revenue and budgetary limits.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Services - Purcellville will provide its citizens with the highest quality public services and facilities to effectively and equitably meet the public needs.

FUNDING-SOURCE & TIMING: Funding for this project will come from cash.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	36,518	36,518	-	-	-	-	-	-	-
Cash	84,713	84,713	-	-	-	-	-	-	-
Other	62,494	62,494	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	183,725	183,725	-	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Prof. Services	-	-	-	-	-	-	-	-	-
Equipment	183,725	183,725	-	-	-	-	-	-	-
TOTAL	183,725	183,725	-	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094100-0110

TITLE: GIS
DEPARTMENT: Public Works
STATUS: In Progress

PROJECT MANAGER: Dale Lehnig
PROJECT START DATE: FY 07 2nd Quarter (Oct-Dec)
ESTIMATED END DATE: FY 10 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: This project would provide consultant services to develop a foundation for a GIS system so it can be more useful to staff. FY 2009 will implement ArcView software and data migration from various sources, to consolidate information. FY 2010 will improve efficiency by implementing CityWorks Software to electronically process maintenance work orders and customer complaints.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.

FUNDING-SOURCE & TIMING: Future funding will come from cash unless other sources are identified.

OPERATING IMPACT: Operational expense for annual software maintenance.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	59,830	59,830	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	59,830	59,830	-	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Prof. Services	59,830	59,830	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	59,830	59,830	-	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094100-0120

TITLE: New Equipment for Maintenance
DEPARTMENT: Public Works
STATUS: In Progress

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 08 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 13 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: The Town's vehicle and equipment replacement policy includes provisions that call for adequate maintenance of Town vehicles and equipment and for their orderly rehabilitation and replacement within available revenue and budgetary limits.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Services - Purcellville will provide its citizens with the highest quality public services and facilities to effectively and equitably meet the public needs.

FUNDING-SOURCE & TIMING: Current funding will be from GO Bonds. Future funding will come from cash unless other sources are identified.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Bank of America	56,671	56,671	-	-	-	-	-	-	-
Bonds-Sun Trust (10)	496,105	233,871	262,234	-	-	-	-	-	-
Bonds-USDA RD	201,597	201,597	-	-	-	-	-	-	-
Cash	361,196	151,196	-	-	115,000	35,000	60,000	-	210,000
-	-	-	-	-	-	-	-	-	-
TOTAL	1,115,569	643,335	262,234	-	115,000	35,000	60,000	-	210,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Prof. Services	-	-	-	-	-	-	-	-	-
Equipment	1,115,569	643,335	262,234	-	115,000	35,000	60,000	-	210,000
TOTAL	1,115,569	643,335	262,234	-	115,000	35,000	60,000	-	210,000

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094100-0130

TITLE: Town-wide Traffic Study
DEPARTMENT: Public Works
STATUS: Future Plan (FY13 fwd)

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 07 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 12 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: The development of a Town-wide traffic management study to include traffic calming is intended to determine what road segments need to be constructed. The study is intended to include a survey of vehicles (at selected intersection stops) to determine where they came from and where they are going.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: People and Neighborhoods - Residents and visitors of Purcellville will experience an enhanced quality of life that is characterized by excellent education opportunities, outstanding recreational amenities, diverse and affordable housing, and quality social activities and support systems.
 Environment - Purcellville will be known as a community with high environmental standards and one that protects its heritage, special amenities and scenic views.

FUNDING-SOURCE & TIMING: Future funding will come from cash unless other sources are identified.

OPERATING IMPACT: Impact is dependent upon the actual recommendations that are implemented.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	328,280	328,280	-	-	-	-	-	-	-
Bonds-Bank of America	12,936	12,936	-	-	-	-	-	-	-
Cash	9,239	9,239	-	-	-	-	-	-	-
Other	1,301	1,301	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	351,756	351,756	-	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Prof. Services	351,756	351,756	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	351,756	351,756	-	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094100-0140

TITLE: Wayfinding Signs
DEPARTMENT: Public Works
STATUS: In Progress

PROJECT MANAGER: Patrick Sullivan
PROJECT START DATE: FY 12 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 13 2nd Quarter (Oct-Dec)

PROGRAM DESCRIPTION: Design, fabricate and install a townwide directional wayfinding system of signs to assist residents and visitors to locate Town public facilities and attractions and to promote tourism. This will also include interpretive signage for historic features of Fireman's Field.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: People and Neighborhoods - Residents and visitors of Purcellville will experience an enhanced quality of life that is characterized by excellent education opportunities, outstanding recreational amenities, diverse and affordable housing, and quality social activities and support systems.
 Environment - Purcellville will be known as a community with high environmental standards and one that protects its heritage, special amenities and scenic views.

FUNDING-SOURCE & TIMING: Current Funding is from the Loudoun County Settlement.

OPERATING IMPACT: Minimal increase in sign maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Bank of America	2,452	2,452	-	-	-	-	-	-	-
Loudoun Co. Settlement	75,000	-	75,000	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	77,452	2,452	75,000	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	2,500	-	2,500	-	-	-	-	-	-
Engr. Study/Design	32,000	-	32,000	-	-	-	-	-	-
Construction	36,500	-	36,500	-	-	-	-	-	-
Prof. Services	6,452	2,452	4,000	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	77,452	2,452	75,000	-	-	-	-	-	-

This project has been reduced by \$77,000 as directed, by the Budget Committee, at the FY 13 budget work session held on May 22, 2012. Funding to cover FY 12 expenditures remains in FY 12. The additional funding has been moved to FY 13 and FY 14 as directed by the Budget Committee.

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094100-0601

TITLE: Downtown Streetscapes PH 1
DEPARTMENT: Public Works
STATUS: In Progress

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 08 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 12 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: A phased project to enhance Downtown Purcellville, primarily 21st and 23rd Streets. Partial funding is through the Federal Transportation Enhancement Grant Program. Related work was completed several years ago, and included the downtown parking lot and gazebo. Phase 1 includes the realignment of the 21st and 23rd Street intersection, hardscaping, and sidewalk along 23rd Street. The design for this Phase is complete, the project has been bid and construction will be underway in the 4th quarter of FY11.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - New street, pedestrian and trail connections will enhance community connectivity, preserve special community assets, promote attractive environments and improve transportation safety.
 Community Design - New development will enhance the historic fabric of the community, exhibit architectural excellence and create quality pedestrian-scale environments.

FUNDING-SOURCE & TIMING: Current Funding is coming from the Loudoun County Settlement and VDOT Grants.

OPERATING IMPACT: The town will be required to maintain the sidewalks.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Grants-VDOT	1,495,500	365,828	1,129,672	-	-	-	-	-	-
Bonds-Sun Trust (08)	36,433	36,433	-	-	-	-	-	-	-
Loudoun Co. Settlement	528,773	256,164	272,609	-	-	-	-	-	-
Cash	7,275	7,275	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	2,067,981	665,700	1,402,281	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	1,352,281	-	1,352,281	-	-	-	-	-	-
Prof. Services	715,700	665,700	50,000	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	2,067,981	665,700	1,402,281	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094100-0602

TITLE: Downtown Streetscapes PH 2
DEPARTMENT: Public Works
STATUS: Future Plan (FY13 fwd)

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 12 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 14 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: A phased project to enhance Downtown Purcellville, primarily 21st and 23rd Streets. Partial funding is through the Federal Transportation Enhancement Grant Program. Related work was completed several years ago, and included the downtown parking lot and gazebo. Phase 2 is currently in preliminary design, and includes streetscape elements and right-of-way improvements along N 21st Street, from Main Street north to the terminus of Phase 1.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - New street, pedestrian and trail connections will enhance community connectivity, preserve special community assets, promote attractive environments and improve transportation safety.
 Community Design - New development will enhance the historic fabric of the community, exhibit architectural excellence and create quality pedestrian-scale environments.

FUNDING-SOURCE & TIMING: Current Funding is coming from the Loudoun County Settlement and VDOT Grants.

OPERATING IMPACT: The town will be required to maintain the sidewalks.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Grants-VDOT	400,000	-	360,000	40,000	-	-	-	-	40,000
Loudoun Co. Settlement	282,737	-	185,000	97,737	-	-	-	-	97,737
Bonds-New Loan	1,112,263	-	-	-	1,112,263	-	-	-	1,112,263
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	1,795,000	-	545,000	137,737	1,112,263	-	-	-	1,250,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	50,000	-	50,000	-	-	-	-	-	-
Engr. Study/Design	350,000	-	325,000	25,000	-	-	-	-	25,000
Construction	1,325,000	-	125,000	87,737	1,112,263	-	-	-	1,200,000
Prof. Services	70,000	-	45,000	25,000	-	-	-	-	25,000
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	1,795,000	-	545,000	137,737	1,112,263	-	-	-	1,250,000

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094101

TITLE: Maintenance Facility
DEPARTMENT: Public Works
STATUS: Complete

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 07 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 10 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: The existing Maintenance Facility is considerably undersized and out-of-date. The design and construction of a new 13,578 square feet maintenance facility for Streets & Maintenance/Utilities will allow for a more efficient response to routine and emergency work orders with more space to organize tools and equipment; savings in dollars and time through bulk purchase and storage of salt and sand; extended equipment/vehicle life through "out-of-the-weather" storage.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Services - Purcellville will provide its citizens with the highest quality public services and facilities to effectively and equitably meet the public needs.

FUNDING-SOURCE & TIMING: Rural Development Loan - USDA, GO Bonds and cash.

OPERATING IMPACT: Will increase debt service costs but should reduce maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	130,000	130,000	-	-	-	-	-	-	-
Bonds-Bank of America	147,084	147,084	-	-	-	-	-	-	-
Bonds-Sun Trust (10)	125,290	125,290	-	-	-	-	-	-	-
Bonds-USDA RD	4,587,587	4,530,975	56,612	-	-	-	-	-	-
Cash	162,747	162,747	-	-	-	-	-	-	-
TOTAL	5,152,708	5,096,096	56,612	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	357,558	354,696	2,862	-	-	-	-	-	-
Construction	4,168,139	4,168,139	-	-	-	-	-	-	-
Prof. Services	543,689	534,883	8,806	-	-	-	-	-	-
Miscellaneous	83,322	38,378	44,944	-	-	-	-	-	-
TOTAL	5,152,708	5,096,096	56,612	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094201

TITLE: Main & Maple Intersection Improvements
DEPARTMENT: Public Works
STATUS: In Progress

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 07 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 17 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: This project entails adding a right turn lane to each portion of the intersection to reduce the bottlenecks and conflict points by closing driveways near the intersection. This project will also enhance pedestrian & bicycle movement through the addition of crosswalks, a new traffic signal and pedestrian signals. This project was initiated in 2004.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will be recognized for its effective inter-modal transportation system and quality bicycle and pedestrian accommodations. Public rights-of-way will be improved to encourage safe and effective access.
 Public Utilities and Transportation - New street, pedestrian and trail connections will enhance community connectivity, preserve special community assets, promote attractive environments and improve transportation safety.

FUNDING-SOURCE & TIMING: Current funding is through Grants and GO Bonds.

OPERATING IMPACT: Minimal increase in preventative maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Grants-VDOT	1,581,800	112,495	1,469,305	-	-	-	-	-	-
Bonds-Sun Trust (08)	54,169	54,135	34	-	-	-	-	-	-
Bonds-Bank of America	114,479	114,479	-	-	-	-	-	-	-
Other	59,967	59,967	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	1,810,415	341,076	1,469,339	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	500,000	-	500,000	-	-	-	-	-	-
Engr. Study/Design	775,994	286,171	489,823	-	-	-	-	-	-
Construction	402,347	40,861	361,486	-	-	-	-	-	-
Prof. Services	132,074	14,044	118,030	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	1,810,415	341,076	1,469,339	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094202

TITLE: East Main St. Sidewalk Improvements
DEPARTMENT: Public Works
STATUS: In Progress

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 09 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 12 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: The purpose of this project is to construct missing sidewalk segments around the Town to promote pedestrian access. Sidewalk is proposed along northside of E. Main Street from Pickwick Dr to Maple Ave. (2400 linear feet)

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will be recognized for its effective inter-modal transportation system and quality bicycle and pedestrian accommodations. Public rights-of-way will be improved to encourage safe and effective access.
 Public Utilities and Transportation - New street, pedestrian and trail connections will enhance community connectivity, preserve special community assets, promote attractive environments and improve transportation safety.

FUNDING-SOURCE & TIMING: Current Funding is coming from the Loudoun County Settlement, VDOT Grants and Veterinary Performance Bond.

OPERATING IMPACT: The town will be required to maintain the sidewalks.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Grants-VDOT	252,722	28,812	223,910	-	-	-	-	-	-
Bonds-Sun Trust (08)	65,414	65,414	-	-	-	-	-	-	-
Loudoun Co. Settlement	670,881	25,758	645,123	-	-	-	-	-	-
Cash	30,748	30,748	-	-	-	-	-	-	-
Other	28,733	18,405	10,328	-	-	-	-	-	-
TOTAL	1,048,498	169,137	879,361	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	7,500	-	7,500	-	-	-	-	-	-
Engr. Study/Design	190,000	114,641	75,359	-	-	-	-	-	-
Construction	750,000	3,635	746,365	-	-	-	-	-	-
Prof. Services	100,998	50,861	50,137	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	1,048,498	169,137	879,361	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094206

TITLE: N. 21st St. Sidewalk Improvement
DEPARTMENT: Public Works
STATUS: In Progress

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 09 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 12 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: The purpose of this project is to construct missing sidewalk segments around the Town to promote pedestrian access. N 21st Street Project From Banbury Glen Ct to O St (1700 ft). This sidewalk section will connect connect 2 residential developments to the Downtown. Project is from the 2004 Sidewalk Priority List Developed by the Parks and Recreation Advisory Board.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will be recognized for its effective inter-modal transportation system and quality bicycle and pedestrian accommodations. Public rights-of-way will be improved to encourage safe and effective access.
 Public Utilities and Transportation - New street, pedestrian and trail connections will enhance community connectivity, preserve special community assets, promote attractive environments and improve transportation safety.

FUNDING-SOURCE & TIMING: Current Funding is coming from the Loudoun County Settlement and VDOT Grants.

OPERATING IMPACT: The town will be required to maintain the sidewalks.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Grants-VDOT	1,056,952	13,116	1,043,836	-	-	-	-	-	-
Bonds-Sun Trust (08)	43,485	43,485	-	-	-	-	-	-	-
Loudoun Co. Settlement	346,726	171,570	175,156	-	-	-	-	-	-
Cash	-	-	-	-	-	-	-	-	-
Other	3,026	3,026	-	-	-	-	-	-	-
TOTAL	1,450,189	231,197	1,218,992	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	34,712	34,712	-	-	-	-	-	-	-
Engr. Study/Design	255,883	140,883	115,000	-	-	-	-	-	-
Construction	1,021,198	206	1,020,992	-	-	-	-	-	-
Prof. Services	138,396	55,396	83,000	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	1,450,189	231,197	1,218,992	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094253

TITLE: Southern Collector Road
DEPARTMENT: Public Works
STATUS: In Progress

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 10 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 13 2nd Quarter (Oct-Dec)

PROGRAM DESCRIPTION: Complete the final segment of the Southern Collector Road

COMPREHENSIVE PLAN GOAL(S) ADDRESSED:

Public Utilities and Transportation - Purcellville will be recognized for its effective inter-modal transportation system and quality bicycle and pedestrian accommodations. Public rights-of-way will be improved to encourage safe and effective access.
 Public Utilities and Transportation - New street, pedestrian and trail connections will enhance community connectivity, preserve special community assets, promote attractive environments and improve transportation safety.

FUNDING-SOURCE & TIMING: Current Funding is coming from the Loudoun County Settlement, VDOT Grants and Cash.

OPERATING IMPACT: Additional lane mile maintenance costs offset to some degree by an increase in VDOT's maintenance payments.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Grants-VDOT	2,834,000	-	1,417,000	1,417,000	-	-	-	-	1,417,000
Bonds-Sun Trust (08)	2,636	2,636	-	-	-	-	-	-	-
Bonds-Bank of America	1,481	1,481	-	-	-	-	-	-	-
Loudoun Co. Settlement	1,929,258	1,004,172	925,086	-	-	-	-	-	-
Cash *	1,987,459	1,459	1,986,000	-	-	-	-	-	-
TOTAL	6,754,834	1,009,748	4,328,086	1,417,000	-	-	-	-	1,417,000

* Although FY 12 Budget Amendment #11 identified cash reserves as the revenue source for the construction of the SCR, we anticipate converting this to an alternative funding source, to be identified later.

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	702,598	582,240	120,358	-	-	-	-	-	-
Engr. Study/Design	1,141,915	424,187	717,728	-	-	-	-	-	-
Construction	4,347,000	-	2,930,000	1,417,000	-	-	-	-	1,417,000
Prof. Services	563,321	3,321	560,000	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	6,754,834	1,009,748	4,328,086	1,417,000	-	-	-	-	1,417,000

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094258

TITLE: Nursery Ave Storm Sewer
DEPARTMENT: Public Works
STATUS: Complete

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 07 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 10 2nd Quarter (Oct-Dec)

PROGRAM DESCRIPTION: This project will replace the drainage culvert under S 32nd Street near Nursery Ave. The existing culvert is aging and inadequate. A new concrete box culvert is to be installed in conjunction with the water and sewer improvements on South 32nd Street and Nursery Ave.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Services - Purcellville will provide its citizens with the highest quality public services and facilities to effectively and equitably meet the public needs.

 Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.

FUNDING-SOURCE & TIMING: Funded through GO Bonds.

OPERATING IMPACT: Reduction of repair costs associated with poor drainage.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	92,482	90,751	1,731	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	92,482	90,751	1,731	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	89,135	87,404	1,731	-	-	-	-	-	-
Prof. Services	3,347	3,347	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	92,482	90,751	1,731	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094259

TITLE: D Street Drainage & Sidewalk
DEPARTMENT: Public Works
STATUS: Complete

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 09 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 11 3rd Quarter (Jan-Mar)

PROGRAM DESCRIPTION: This project would address a drainage issue along the south side of D Street. The elevation drops off significantly as you head towards 20th Street and there have been substantial problems with storm water flow and ditch line drainage. In addition, new sidewalk on D Street would provide a linkage, along with the upgrades on 14th Street and 12th Street, for the business district located at Main and Maple. Project may include sidewalk if CDBG funding is obtained.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Services - Purcellville will provide its citizens with the highest quality public services and facilities to effectively and equitably meet the public needs.

 Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.

FUNDING-SOURCE & TIMING: Current Funding is from the Loudoun County Settlement.

OPERATING IMPACT: Minimal increase in maintenance of sidewalk but reduction of repair costs associated with poor drainage.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Grants-CDBG	138,500	138,500	-	-	-	-	-	-	-
Bonds-Sun Trust (08)	29,048	29,048	-	-	-	-	-	-	-
Loudoun Co. Settlement	197,066	177,066	20,000	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	364,614	344,614	20,000	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	1,070	1,070	-	-	-	-	-	-	-
Engr. Study/Design	65,477	65,477	-	-	-	-	-	-	-
Construction	248,782	228,782	20,000	-	-	-	-	-	-
Prof. Services	49,196	49,196	-	-	-	-	-	-	-
Miscellaneous	89	89	-	-	-	-	-	-	-
TOTAL	364,614	344,614	20,000	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094262

TITLE: West Main Sidewalk 28th to 33rd
DEPARTMENT: Public Works
STATUS: Abandoned

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 09 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 10 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: Installation of sidewalk on north side of West Main Street from 28th Street to 33rd Street. Extend existing sidewalk to residential communities at west end of Town. Utility Relocation required with no prior rights established.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: People and Neighborhoods - Residents and visitors of Purcellville will experience an enhanced quality of life that is characterized by excellent education opportunities, outstanding recreational amenities, diverse and affordable housing, and quality social activities and support systems.
 Environment - Purcellville will be known as a community with high environmental standards and one that protects its heritage, special amenities and scenic views.

FUNDING-SOURCE & TIMING: Funding came from VDOT Grants and GO Bonds.

OPERATING IMPACT: None.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Grants-VDOT	60,949	60,949	-	-	-	-	-	-	-
Bonds-Sun Trust (08)	45,211	45,211	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	106,160	106,160	-	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	3,449	3,449	-	-	-	-	-	-	-
Engr. Study/Design	86,560	86,560	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Prof. Services	16,151	16,151	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	106,160	106,160	-	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094263

TITLE: Fireman's Field Upgrade
DEPARTMENT: Public Works
STATUS: In Progress

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 10 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 12 2nd Quarter (Oct-Dec)

PROGRAM DESCRIPTION: In FY08-09, the Town finalized the acquisition of Fireman's Field from the Purcellville Volunteer Fire Department. A master plan for Fireman's Field was developed. Initial phase of improvements will include parking lot improvements on the Nursery Avenue and 20th Street sides, landscape, site lighting, field entry improvements, roundabout for traffic management and frontage improvements along Nursery Avenue.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: People and Neighborhoods - Residents and visitors of Purcellville will experience an enhanced quality of life that is characterized by excellent education opportunities, outstanding recreational amenities, diverse and affordable housing, and quality social activities and support systems.
 Environment - Purcellville will be known as a community with high environmental standards and one that protects its heritage, special amenities and scenic views.

FUNDING-SOURCE & TIMING: Funding for this project will come from GO Bonds.

OPERATING IMPACT: Increase in electrical costs and maintenance for parking lot and ballfield lighting.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	76,904	-	76,904	-	-	-	-	-	-
Bonds-RBC (10)	863,778	677,833	185,945	-	-	-	-	-	-
Bonds-RBC (11) Interim	446,070	-	446,070	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	1,386,752	677,833	708,919	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	178,000	143,169	34,831	-	-	-	-	-	-
Construction	1,128,681	532,638	596,043	-	-	-	-	-	-
Prof. Services	80,071	2,026	78,045	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	1,386,752	677,833	708,919	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094264

TITLE: Fireman's Field Rink Renovation
DEPARTMENT: Public Works
STATUS: Complete

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 10 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 11 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: In FY08-09, the Town finalized the acquisition of Fireman's Field from the Purcellville Volunteer Fire Department. A detailed structural evaluation in spring 2009 revealed unsafe conditions resulting in the Town closing the facility. A historic preservation architect was engaged in July 2009 to develop full restoration and stabilization plans. The design included environmentally friendly technologies in the form of LED lights and a geothermal mechanical system for heating and cooling. Renovations were completed in time for the facility to be used for the Babe Ruth Tournament.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: People and Neighborhoods - Residents and visitors of Purcellville will experience an enhanced quality of life that is characterized by excellent education opportunities, outstanding recreational amenities, diverse and affordable housing, and quality social activities and support systems.
 Environment - Purcellville will be known as a community with high environmental standards and one that protects its heritage, special amenities and scenic views.

FUNDING-SOURCE & TIMING: Funded through GO Bonds and cash.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	349,528	349,528	-	-	-	-	-	-	-
Bonds-RBC (10)	1,248,123	1,248,123	-	-	-	-	-	-	-
Cash	426,914	426,914	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	2,024,565	2,024,565	-	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	46,853	46,853	-	-	-	-	-	-	-
Construction	1,412,981	1,412,981	-	-	-	-	-	-	-
Prof. Services	564,731	564,731	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	2,024,565	2,024,565	-	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094267

TITLE: Maple to W&OD Trail
DEPARTMENT: Public Works
STATUS: In Progress

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 08 4th Quarter (Apr-Jun)
ESTIMATED END DATE: FY 12 1st Quarter (Jul-Sep)

PROGRAM DESCRIPTION: Bicycle and pedestrian improvements are proposed along North Maple Avenue(Route 722), from East Main Street to the old Volunteer Fire Department. Improvements along North Maple Avenue include increased vehicular, bicycle and pedestrian signage, and addition of sidewalks and landscape strips. The project also includes improvements to the W&OD trail crossing, consisting of the realignment of approximately 365 LFof trail to intersect perpendicular to North Maple Avenue. Pedestrian crossing striping and signage will also be added.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will be recognized for its effective inter-modal transportation system and quality bicycle and pedestrian accommodations. Public rights-of-way will be improved to encourage safe and effective access.
 Public Utilities and Transportation - New street, pedestrian and trail connections will enhance community connectivity, preserve special community assets, promote attractive environments and improve transportation safety.

FUNDING-SOURCE & TIMING: Current funding is through VDOT Grants and GO Bonds.

OPERATING IMPACT: The town will be required to maintain the trail along North Maple Avenue.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Grants-VDOT	360,000	3,216	356,784	-	-	-	-	-	-
Bonds-Sun Trust (08)	120,000	120,000	-	-	-	-	-	-	-
Loudoun Co. Settlement	63,670	32,909	30,761	-	-	-	-	-	-
Cash	18,660	18,660	-	-	-	-	-	-	-
Other	25,000	25,000	-	-	-	-	-	-	-
TOTAL	587,330	199,785	387,545	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	5,900	1,831	4,069	-	-	-	-	-	-
Engr. Study/Design	171,430	135,158	36,272	-	-	-	-	-	-
Construction	310,000	18,869	291,131	-	-	-	-	-	-
Prof. Services	100,000	43,927	56,073	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	587,330	199,785	387,545	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094268

TITLE: Bus Shelters
DEPARTMENT: Public Works
STATUS: New

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 08 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 14 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: The Town has partnered with Virginia Regional Transit to place bus shelters at various locations throughout the Town. One exists at Town Hall and one is proffered by the development at Purcellville Gateway. Four additional planned shelters are at the follow locations: Loudoun Community Center, Cardinal Bank, Maple Avenue Apartments, and Loudoun Valley Shopping Center.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Services - Purcellville will provide its citizens with the highest quality public services and facilities to effectively and equitably meet the public needs.

Public Utilities and Transportation - Purcellville will be recognized for its effective inter-modal transportation system and quality bicycle and pedestrian accommodations. Public rights-of-way will be improved to encourage safe and effective access.

FUNDING-SOURCE & TIMING: Current funding is with cash and CDBG funds. Future funding will be cash unless other sources are identified.

OPERATING IMPACT: Maintenance and upkeep of the bus shelters.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Grants-CDBG	11,422	6,459	4,963	-	-	-	-	-	-
Bonds-Sun Trust (08)	6,500	6,500	-	-	-	-	-	-	-
Cash	5,366	4,866	500	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	23,288	17,825	5,463	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	17,437	13,342	4,095	-	-	-	-	-	-
Prof. Services	5,851	4,483	1,368	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	23,288	17,825	5,463	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094269

TITLE: New Town Hall Purchase
DEPARTMENT: Public Works
STATUS: Complete

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 09 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 09 2nd Quarter (Oct-Dec)

PROGRAM DESCRIPTION: Purchase old Purcellville Baptist Church at 221 Nursery Avenue for conversion to a new Town Hall.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Services - Purcellville will provide its citizens with the highest quality public services and facilities to effectively and equitably meet the public needs.

FUNDING-SOURCE & TIMING: Funded through GO Bonds.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-BB&T (09)	2,410,769	2,410,769	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	2,410,769	2,410,769	-	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	2,410,769	2,410,769	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Prof. Services	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	2,410,769	2,410,769	-	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094270

TITLE: New Town Hall Renovation
DEPARTMENT: Public Works
STATUS: Complete

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 09 2nd Quarter (Oct-Dec)
ESTIMATED END DATE: FY 12 2nd Quarter (Oct-Dec)

PROGRAM DESCRIPTION: Renovation of old Purcellville Baptist Church as new Town Hall.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Services - Purcellville will provide its citizens with the highest quality public services and facilities to effectively and equitably meet the public needs.

FUNDING-SOURCE & TIMING: Funded through GO Bonds and cash.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	1,148,686	1,104,786	43,900	-	-	-	-	-	-
Bonds-BB&T (09)	372,849	372,849	-	-	-	-	-	-	-
Bonds-Sun Trust (10)	500,000	500,000	-	-	-	-	-	-	-
Bonds-RBC (11) Interim	2,203,931	181,751	2,022,180	-	-	-	-	-	-
Cash	20,399	20,399	-	-	-	-	-	-	-
TOTAL	4,245,865	2,179,785	2,066,080	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	442,502	342,534	99,968	-	-	-	-	-	-
Construction	3,038,200	1,502,189	1,536,011	-	-	-	-	-	-
Prof. Services	545,932	298,070	247,862	-	-	-	-	-	-
Miscellaneous	219,231	36,992	182,239	-	-	-	-	-	-
TOTAL	4,245,865	2,179,785	2,066,080	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094272

TITLE: Country Club & 33rd Street Improvements
DEPARTMENT: Public Works
STATUS: In Progress

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 10 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 12 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: Road improvements & repairs to existing Infrastructure. Repairs include regrading, compaction and subbase enhancements.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will be recognized for its effective inter-modal transportation system and quality bicycle and pedestrian accommodations. Public rights-of-way will be improved to encourage safe and effective access.

FUNDING-SOURCE & TIMING: Current Funding is coming from the Loudoun County Settlement, VDOT Grants and Cash.

OPERATING IMPACT: No change

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Grants-VDOT	279,077	12,500	253,000	13,577	-	-	-	-	13,577
Loudoun Co. Settlement	566,996	48,573	316,559	201,864	-	-	-	-	201,864
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	846,073	61,073	569,559	215,441	-	-	-	-	215,441

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	145,000	-	145,000	-	-	-	-	-	-
Construction	661,073	61,073	399,559	200,441	-	-	-	-	200,441
Prof. Services	40,000	-	25,000	15,000	-	-	-	-	15,000
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	846,073	61,073	569,559	215,441	-	-	-	-	215,441

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094273

TITLE: Town Boundary Survey
DEPARTMENT: Public Works
STATUS: Future Plan (FY13 fwd)

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 14 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 14 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: Preparation of a boundary survey, plats and description in accordance with state & local statutes of the Town of Purcellville Corporate limits consisting of 67,000 linear feet.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will be recognized for its effective inter-modal transportation system and quality bicycle and pedestrian accommodations. Public rights-of-way will be improved to encourage safe and effective access.

FUNDING-SOURCE & TIMING: Future funding will come from cash unless other sources are identified.

OPERATING IMPACT: None

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Cash	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	-	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Prof. Services	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	-	-	-	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094274

TITLE: E Street Sidewalk-Drainage
DEPARTMENT: Public Works
STATUS: Future Plan (FY13 fwd)

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 15 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 16 2nd Quarter (Oct-Dec)

PROGRAM DESCRIPTION: This project will provide a pedestrian linkage along East E Street to the business district located along Main and Maple by connecting to the sidewalk along 14th Street and 12th Street. The construction of this project will also address drainage issues that exist along both the north and south sides of East E Street, and at the intersection of East E Street with South 20th Street. The deep ditch along the south side of E Street presents maintenance challenges for both homeowners and the Town. The Town has applied for CDBG funding for this project.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: People and Neighborhoods - Residents and visitors of Purcellville will experience an enhanced quality of life that is characterized by excellent education opportunities, outstanding recreational amenities, diverse and affordable housing, and quality social activities and support systems.
 Environment - Purcellville will be known as a community with high environmental standards and one that protects its heritage, special amenities and scenic views.

FUNDING-SOURCE & TIMING: Funding will come from cash unless other funding sources are identified.

OPERATING IMPACT: Minimal increase in maintenance of sidewalk but reduction of repair costs associated with poor drainage.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-New Loan	772,000	-	-	-	-	772,000	-	-	772,000
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	772,000	-	-	-	-	772,000	-	-	772,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	15,000	-	-	-	-	15,000	-	-	15,000
Engr. Study/Design	45,000	-	-	-	-	45,000	-	-	45,000
Construction	692,000	-	-	-	-	692,000	-	-	692,000
Prof. Services	20,000	-	-	-	-	20,000	-	-	20,000
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	772,000	-	-	-	-	772,000	-	-	772,000

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094275

TITLE: Twentieth St. Property Purchase
DEPARTMENT: Public Works
STATUS: Complete

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 11 2nd Quarter (Oct-Dec)
ESTIMATED END DATE: FY 11 2nd Quarter (Oct-Dec)

PROGRAM DESCRIPTION: Purchase property adjacent to the Fireman's Field property.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: People and Neighborhoods - Residents and visitors of Purcellville will experience an enhanced quality of life that is characterized by excellent education opportunities, outstanding recreational amenities, diverse and affordable housing, and quality social activities and support systems.
 Environment - Purcellville will be known as a community with high environmental standards and one that protects its heritage, special amenities and scenic views.

FUNDING-SOURCE & TIMING: Funded through cash.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Cash	177,612	177,612	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	177,612	177,612	-	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	177,612	177,612	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Prof. Services	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	177,612	177,612	-	-	-	-	-	-	-

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094276

TITLE: Hirst Road Improvements
DEPARTMENT: Public Works
STATUS: In Progress

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 12 2nd Quarter (Oct-Dec)
ESTIMATED END DATE: FY 13 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: Hirst Road improvements & repairs to existing Infrastructure. Repairs include regrading, compaction and subbase enhancements.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will be recognized for its effective inter-modal transportation system and quality bicycle and pedestrian accommodations. Public rights-of-way will be improved to encourage safe and effective access.

FUNDING-SOURCE & TIMING: Current Funding is coming from the Loudoun County Settlement and VDOT Grants.

OPERATING IMPACT: No change.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Grants-VDOT	375,000	-	187,500	187,500	-	-	-	-	187,500
Loudoun Co. Settlement	318,000	-	213,000	105,000	-	-	-	-	105,000
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	693,000	-	400,500	292,500	-	-	-	-	292,500

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	140,000	-	140,000	-	-	-	-	-	-
Construction	528,000	-	250,500	277,500	-	-	-	-	277,500
Prof. Services	25,000	-	10,000	15,000	-	-	-	-	15,000
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	693,000	-	400,500	292,500	-	-	-	-	292,500

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094277

TITLE: Tabernacle AV System
DEPARTMENT: Public Works
STATUS: New

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 13 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 13 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: The Town finalized the acquisition of Fireman's Field from the Purcellville Volunteer Fire Department. Renovations were completed in time for the facility to be used for the Babe Ruth Tournament in August 2011. It was identified that a new AV system was needed to enhance the acoustics so that the facility could be used to serve different community related activities.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: People and Neighborhoods - Residents and visitors of Purcellville will experience an enhanced quality of life that is characterized by excellent education opportunities, outstanding recreational amenities, diverse and affordable housing, and quality social activities and support systems.
 Environment - Purcellville will be known as a community with high environmental standards and one that protects its heritage, special amenities and scenic views.

FUNDING-SOURCE & TIMING: Funding will come from cash unless other funding sources are identified.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Cash	53,000	-	-	-	53,000	-	-	-	53,000
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	53,000	-	-	-	53,000	-	-	-	53,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Prof. Services	5,000	-	-	-	5,000	-	-	-	5,000
Equipment	48,000	-	-	-	48,000	-	-	-	48,000
TOTAL	53,000	-	-	-	53,000	-	-	-	53,000

GENERAL FUND CAPITAL PROJECT DETAIL

PROJECT #: 119-4094278

TITLE: County Funded Fireman's Field Upgrades
DEPARTMENT: Public Works
STATUS: New

PROJECT MANAGER: Samer Beidas
PROJECT START DATE: FY 13 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 14 2nd Quarter (Oct-Dec)

PROGRAM DESCRIPTION: The project covers the design and construction of a control booth at the main entry point of Fireman's Field and the consolidation of several staorage and maintenance sheds in to a single facility with use shared by Town, County and athletic league users. Due to a historic conservation easment on the property, all design elements are subject to the review and approval of the Virginia Department of Historic Resources.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: People and Neighborhoods - Residents and visitors of Purcellville will experience an enhanced quality of life that is characterized by excellent education opportunities, outstanding recreational amenities, diverse and affordable housing, and quality social activities and support systems.

FUNDING-SOURCE & TIMING: Capital Improvement funds from Loudoun County

OPERATING IMPACT: Increase in maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Funding from County	450,000	-	-	450,000	-	-	-	-	450,000
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	450,000	-	-	450,000	-	-	-	-	450,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	75,000	-	-	75,000	-	-	-	-	75,000
Construction	315,000	-	-	315,000	-	-	-	-	315,000
Prof. Services	45,000	-	-	45,000	-	-	-	-	45,000
Miscellaneous	15,000	-	-	15,000	-	-	-	-	15,000
TOTAL	450,000	-	-	450,000	-	-	-	-	450,000

This project includes \$440,000 for Fireman's Field Upgrades and \$10,000 for a donation to Upper Loudoun Little League for upgrades at Haske Field.

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WATER FUND

PROJECT DETAIL SHEETS

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094504

TITLE: Jeffries Well Develop.
DEPARTMENT: Water
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 08 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 09 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: This project involves the transitioning of the well from a temporary use to a permanent source for the Town's water supply. This project will require a treatment building to be constructed and will involve approval from both the Virginia Department of Health and Loudoun County's Department of Building & Development. The construction component of this project is covered under the Short Term Water Investments.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns. Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the-art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Funding for this project will come from GO Bonds.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Bank of America	24,590	24,590	-	-	-	-	-	-	-
Bonds-Sun Trust (08)	489,208	176,553	312,655	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	513,798	201,143	312,655	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	13,206	13,206	-	-	-	-	-	-	-
Engr. Study/Design	56,849	56,849	-	-	-	-	-	-	-
Construction	443,159	130,504	312,655	-	-	-	-	-	-
Prof. Services	-	-	-	-	-	-	-	-	-
Miscellaneous	584	584	-	-	-	-	-	-	-
TOTAL	513,798	201,143	312,655	-	-	-	-	-	-

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094506

TITLE: Short & Intermediate Water Investments
DEPARTMENT: Water
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 11 3rd Quarter (Jan-Mar)
ESTIMATED END DATE: FY 13 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: This project has involved the feasibility review, design and construction of a new water source system that can meet the short & intermediate time period needs of the Town. This project will be one of the recommendations from the 2007 Water Resources Study to increase the Town's water supply. Since FY 2009/2010, money has budgeted to initiate the process of implementing those sources identified in the water resources study.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.
 Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Current funding will be from GO Bonds. Future funding will require a new bond issuance.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	2,100,896	2,063,149	37,747	-	-	-	-	-	-
Bonds-RBC (10)	2,200,100	2,200,100	-	-	-	-	-	-	-
Bonds-New Loan	300,000	-	-	150,000	150,000	-	-	-	300,000
Other	42,045	42,045	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	4,643,041	4,305,294	37,747	150,000	150,000	-	-	-	300,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	2,205,362	2,205,362	-	-	-	-	-	-	-
Engr. Study/Design	1,418,538	1,368,538	-	25,000	25,000	-	-	-	50,000
Construction	737,187	532,509	4,678	100,000	100,000	-	-	-	200,000
Prof. Services	266,727	183,658	33,069	25,000	25,000	-	-	-	50,000
Miscellaneous	15,227	15,227	-	-	-	-	-	-	-
TOTAL	4,643,041	4,305,294	37,747	150,000	150,000	-	-	-	300,000

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094508

TITLE: Long Term Water Resource Implementation
DEPARTMENT: Water
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 07 3rd Quarter (Jan-Mar)
ESTIMATED END DATE: FY 14 1st Quarter (Jul-Sep)

PROGRAM DESCRIPTION: This project will involve the implementing the various water resource options for the Water Resource Study to provide a long term solution for the Town. The plan has become part of the Water Supply Plan required by DEQ and planned for completion regionally through the Northern Virginia Council of Governments. The Town will employ the strategy of following multiple pathways to reduce risk associated with having only one option. As the town moves forward with this project, the amount of money needed may increase or decrease depending on the avenue that the town pursues.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.
 Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Current funding will be from GO Bonds. Future funding will require a new bond issuance.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Bank of America	237,329	237,329	-	-	-	-	-	-	-
Bonds-Sun Trust (08)	1,217,038	1,005,858	211,180	-	-	-	-	-	-
Cash	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	1,454,367	1,243,187	211,180	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	80,247	67,913	12,334	-	-	-	-	-	-
Engr. Study/Design	1,374,120	1,175,274	198,846	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Prof. Services	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	1,454,367	1,243,187	211,180	-	-	-	-	-	-

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094511

TITLE: Water Distribution Sys. Evaluation & Implementation
DEPARTMENT: Water
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 07 3rd Quarter (Jan-Mar)
ESTIMATED END DATE: FY 12 2nd Quarter (Oct-Dec)

PROGRAM DESCRIPTION: This project will identify location coordinates for each element of the water distribution system and develop a model for the hydraulics and water quality of the system. The elements will be incorporated into a GIS layer on the Town's GIS map. The project will also provide a recommended implementation plan for needed improvements to the distribution system. Once the project is completed, the implementation plan will be updated and individual improvement projects will be identified on their own detail sheet.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns. Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Current funding will be from GO Bonds. Future funding will require a new bond issuance.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Bank of America	105,030	105,030	-	-	-	-	-	-	-
Bonds-Sun Trust (08)	395,522	395,522	-	-	-	-	-	-	-
Bonds-New Loan	50,000	-	-	50,000	-	-	-	-	50,000
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	550,552	500,552	-	50,000	-	-	-	-	50,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	391,319	391,319	-	-	-	-	-	-	-
Construction	140,180	90,180	-	50,000	-	-	-	-	50,000
Prof. Services	18,993	18,993	-	-	-	-	-	-	-
Miscellaneous	60	60	-	-	-	-	-	-	-
TOTAL	550,552	500,552	-	50,000	-	-	-	-	50,000

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094513

TITLE: A Street Water Line Loop
DEPARTMENT: Water
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 09 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 11 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: This project involves the design, easement acquisition and installation of a water line loop from Gardner Meadows to a water line at the Blue Ridge Middle School (BRMS). During a series of water line breaks on 20th Street, it was determined that a water loop would have permitted many residents to retain water supply while the 20th Street line was taken out of service for repairs. It is expected that completion of the Water Distribution System Evaluation model will help identify the best hydraulic location for the line and the possible placement of a water tank at the BRMS.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.
 Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the-art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Funding for this project will come from GO Bonds.

OPERATING IMPACT: No change

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	143,483	37,318	106,165	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	143,483	37,318	106,165	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	75,483	37,318	38,165	-	-	-	-	-	-
Construction	58,000	-	58,000	-	-	-	-	-	-
Prof. Services	10,000	-	10,000	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	143,483	37,318	106,165	-	-	-	-	-	-

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094514

TITLE: Vulnerability Assessment
DEPARTMENT: Water
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 07 3rd Quarter (Jan-Mar)
ESTIMATED END DATE: FY 12 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: As part of the Public Health Security and Bioterrorism Preparedness and Response Act of 2002, the federal government required all water systems to conduct an assessment of the vulnerabilities to the Water System. This assessment identified potential vulnerabilities and recommended improvements. The Town has been working to implement recommendations made in the Assessment.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Future funding will come from cash.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	139,778	139,778	-	-	-	-	-	-	-
Cash	60,144	10,144	-	-	25,000	25,000	-	-	50,000
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	199,922	149,922	-	-	25,000	25,000	-	-	50,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	199,922	149,922	-	-	25,000	25,000	-	-	50,000
Prof. Services	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	199,922	149,922	-	-	25,000	25,000	-	-	50,000

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094515

TITLE: New Elevated Water Tank
DEPARTMENT: Public Works
STATUS: New

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 09 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 17 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: This project involves the sizing, siting and construction of an additional finished water storage tank for the water distribution system. The Virginia Department of Health requires that the Town maintain a certain level of water storage. The initial Water Tank Siting Study has identified that there is a need for an additional 500,000 gallons of finished storage capacity. The next step in the study will be to utilize the new model developed in the Water Distribution Study to further evaluate the sites discussed in the Tank Siting Study.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns. Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the-art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Current funding will be from GO Bonds. Future funding will require a new bond issuance.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Bank of America	23,704	23,704	-	-	-	-	-	-	-
Bonds-Sun Trust (08)	76,401	76,401	-	-	-	-	-	-	-
Bonds-New Loan	2,610,000	-	-	-	-	-	95,000	2,515,000	2,610,000
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	2,710,105	100,105	-	-	-	-	95,000	2,515,000	2,610,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	5,000	-	-	-	-	-	5,000	-	5,000
Engr. Study/Design	184,770	99,770	-	-	-	-	85,000	-	85,000
Construction	2,500,335	335	-	-	-	-	-	2,500,000	2,500,000
Prof. Services	20,000	-	-	-	-	-	5,000	15,000	20,000
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	2,710,105	100,105	-	-	-	-	95,000	2,515,000	2,610,000

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094516

TITLE: Switch to Hypochlorite
DEPARTMENT: Water
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 08 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 09 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: This project involves replacing gas chlorine with liquid hypochlorite. Chlorine gas is very dangerous to the workers and the surrounding public. For this reason, stored chlorine gas can become a target for terrorists. Liquid chlorine in the form of sodium hypochlorite is much safer. Most communities in the area have already made the switch or plan on making the switch. The Water Resource Study will identify the plans for the WTP and this project would then be incorporated into that plan as appropriate.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Funding for this project will come from GO Bonds.

OPERATING IMPACT: Liquid chlorine will cost more to purchase but is much safer to store and use.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	232,000	63,193	168,807	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	232,000	63,193	168,807	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	63,193	63,193	-	-	-	-	-	-	-
Construction	168,807	-	168,807	-	-	-	-	-	-
Prof. Services	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	232,000	63,193	168,807	-	-	-	-	-	-

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094517

TITLE: Generation of GIS Layers for Water Easements
DEPARTMENT: Water
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 08 3rd Quarter (Jan-Mar)
ESTIMATED END DATE: FY 14 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: This project involves title research, surveying and generation of a GIS layer for all water line easements for the Town. This will allow staff to quickly determine the easement location and type for each property in question. Budget expenditures may need to be modified after the first year as the Town's staff will be able to better identify what elements are needed in the GIS system through a phased approach.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.
 Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the-art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Funding for this project will come from cash.

OPERATING IMPACT: Operational expense for annual software maintenance.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	37,337	37,337	-	-	-	-	-	-	-
Cash	47,341	22,341	10,000	5,000	10,000	-	-	-	15,000
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	84,678	59,678	10,000	5,000	10,000	-	-	-	15,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	33,925	33,925	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Prof. Services	50,753	25,753	10,000	5,000	10,000	-	-	-	15,000
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	84,678	59,678	10,000	5,000	10,000	-	-	-	15,000

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094521

TITLE: Water Treatment Plant Improvements
DEPARTMENT: Water
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 08 2nd Quarter (Oct-Dec)
ESTIMATED END DATE: FY 13 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: This project involves the design and construction of an expansion to the existing WTP or a new WTP facility to address expected additional water to be treated and update an aging facility. The WTP is 21 years old using 1960's treatment technology and does not provide any flexibility to address new treatment requirements from EPA. A current WTP evaluation was conducted and the report determined that immediate upgrades would be required. This will allow us to extend the useful life of the facilities as well.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.
 Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the-art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Current funding will be from GO Bonds. Future funding will require a new bond issuance.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	329,689	123,520	206,169	-	-	-	-	-	-
Bonds-New Loan	1,572,500	-	-	415,000	-	-	672,500	485,000	1,572,500
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	1,902,189	123,520	206,169	415,000	-	-	672,500	485,000	1,572,500

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	379,694	43,525	206,169	10,000	-	-	60,000	60,000	130,000
Construction	1,457,495	79,995	-	390,000	-	-	587,500	400,000	1,377,500
Prof. Services	65,000	-	-	15,000	-	-	25,000	25,000	65,000
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	1,902,189	123,520	206,169	415,000	-	-	672,500	485,000	1,572,500

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094522

TITLE: New & Replacement Equipment
DEPARTMENT: Water
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 07 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 10 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: The Town's vehicle and equipment replacement policy includes provisions that call for adequate maintenance of Town vehicles and equipment and for their orderly rehabilitation and replacement within available revenue and budgetary limits.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.

FUNDING-SOURCE & TIMING: Funding for this project should come from the operating fund.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	36,481	36,481	-	-	-	-	-	-	-
Cash	28,794	28,794	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	65,275	65,275	-	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Prof. Services	65,275	65,275	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-
TOTAL	65,275	65,275	-	-	-	-	-	-	-

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094523

TITLE: Intake Structure for Hirst Reservoir
DEPARTMENT: Water
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 11 4th Quarter (Apr-Jun)
ESTIMATED END DATE: FY 12 2nd Quarter (Oct-Dec)

PROGRAM DESCRIPTION: This project involves the design and installation of a new intake structure to replace the one that is broken. The Hirst Reservoir relies on its intake structure to obtain the best quality water from the reservoir. Sometime in the past this intake was damaged so that the withdrawal point is limited to 12 feet below full pool level. This project involves installation of a new intake structure that would allow operators to change the level of the intake in order to maximize water quality.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Current funding will be from GO Bonds. Future funding will require a new bond issuance.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	60,000	25,798	34,202	-	-	-	-	-	-
Bonds-New Loan	358,920	-	-	93,920	-	265,000	-	-	358,920
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	418,920	25,798	34,202	93,920	-	265,000	-	-	358,920

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	104,890	25,798	172	78,920	-	-	-	-	78,920
Construction	284,030	-	34,030	-	-	250,000	-	-	250,000
Prof. Services	30,000	-	-	15,000	-	15,000	-	-	30,000
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	418,920	25,798	34,202	93,920	-	265,000	-	-	358,920

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094524

TITLE: Tank Painting
DEPARTMENT: Water
STATUS: Future Plan (FY13 fwd)

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 11 4th Quarter (Apr-Jun)
ESTIMATED END DATE: FY 12 1st Quarter (Jul-Sep)

PROGRAM DESCRIPTION: The elevated storage tank is expected to need repainting by 2011 or 2012. The tank requires repainting every 10-15 years. The million gallon storage tank will probably need painting around 2015.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Funding for this project should come from the operating fund.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Cash	120,000	-	-	-	-	120,000	-	-	120,000
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	120,000	-	-	-	-	120,000	-	-	120,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	10,000	-	-	-	-	10,000	-	-	10,000
Construction	100,000	-	-	-	-	100,000	-	-	100,000
Prof. Services	10,000	-	-	-	-	10,000	-	-	10,000
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	120,000	-	-	-	-	120,000	-	-	120,000

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094525

TITLE: Water Line Replacement on 690
DEPARTMENT: Water
STATUS: Complete

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 07 4th Quarter (Apr-Jun)
ESTIMATED END DATE: FY 08 2nd Quarter (Oct-Dec)

PROGRAM DESCRIPTION: This project involves the replacement of 50+ year old water line in 690 with new, larger water line. The design for the replacement of the water line from Main Street to Nursery Ave on 690 was completed around 2002 but funding limitations kept the project from being completed in this area. The new line replacement went from Main Street to J Street on 690 south. The water line replacement will occur in conjunction with installation of a gravity sewer line on Nursery Avenue to take Davis Drive Pump Station offline thereby taking advantage of the road already being closed.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns. Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Funding for this project came from GO Bonds.

OPERATING IMPACT: No change

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	316,238	316,238	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	316,238	316,238	-	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	4,927	4,927	-	-	-	-	-	-	-
Construction	82,017	82,017	-	-	-	-	-	-	-
Prof. Services	229,294	229,294	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	316,238	316,238	-	-	-	-	-	-	-

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094526

TITLE: Water Line Replacement-Downtown Enhancements
DEPARTMENT: Water
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 11 4th Quarter (Apr-Jun)
ESTIMATED END DATE: FY 12 2nd Quarter (Oct-Dec)

PROGRAM DESCRIPTION: Waterline replacement of approximately 1200 LF of aging 12" waterline located on North 21st. This is a portion of the N. 21st Street waterline that is identified in Olver, Inc's. final report as due for replacement within the next new few years. Project is split into two parts. Part 1 will be replaced during the construction of the Downtown Enhancements project. Part 2 will coincide with the N 21st Street Sidewalk Project.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns. Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Funding for this project will come from GO Bonds.

OPERATING IMPACT: Reduction in costs associated with waterline breaks.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	434,910	4,703	430,207	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	434,910	4,703	430,207	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	20,000	4,703	15,297	-	-	-	-	-	-
Construction	404,910	-	404,910	-	-	-	-	-	-
Prof. Services	10,000	-	10,000	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	434,910	4,703	430,207	-	-	-	-	-	-

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094527

TITLE: N Maple Avenue Waterline Replacement
DEPARTMENT: Water
STATUS: New

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE:
ESTIMATED END DATE:

PROGRAM DESCRIPTION: This project entails replacing approximately 2000 ft. of 8- inch ductile iron water main along N. Maple Avenue from E. Main Street northward to the north-west end of Loudoun Valley High School just south of the W & OD trail. Over the past decade, there have been several breaks along the existing segment of the waterline on N. Maple Avenue. The new 8- inch line and interconnections will provide service reliability to the Town's customers.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns. Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Current funding will be from GO Bonds. Future funding will require a new bond issuance.

OPERATING IMPACT: Reduction in costs associated with waterline breaks.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	58,785	-	58,785	-	-	-	-	-	-
Bonds-New Loan	180,000	-	-	180,000	-	-	-	-	180,000
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	238,785	-	58,785	180,000	-	-	-	-	180,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	58,785	-	58,785	-	-	-	-	-	-
Construction	170,000	-	-	170,000	-	-	-	-	170,000
Prof. Services	10,000	-	-	10,000	-	-	-	-	10,000
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	238,785	-	58,785	180,000	-	-	-	-	180,000

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094528

TITLE: Country Club & 33rd Waterline Replacement
DEPARTMENT: Water
STATUS: New

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE:
ESTIMATED END DATE:

PROGRAM DESCRIPTION: This project entails replacing 976 linear ft. of 6-inch watermain located on 33rd Street and approximately 2,165 liner ft. of existing watermain. This project will be concomitantly with road re-construction of 33rd Street and Country Club to minimize disturbance and reduce mobilization costs.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.
 Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Current funding will be from GO Bonds. Future funding will require a new bond issuance.

OPERATING IMPACT: Reduction in costs associated with waterline breaks.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	83,917	-	83,917	-	-	-	-	-	-
Bonds-New Loan	509,000	-	-	509,000	-	-	-	-	509,000
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	592,917	-	83,917	509,000	-	-	-	-	509,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	83,917	-	83,917	-	-	-	-	-	-
Construction	494,000	-	-	494,000	-	-	-	-	494,000
Prof. Services	15,000	-	-	15,000	-	-	-	-	15,000
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	592,917	-	83,917	509,000	-	-	-	-	509,000

WATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 599-4094529

TITLE: New Well Building
DEPARTMENT: Water
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 10 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 14 3rd Quarter (Jan-Mar)

PROGRAM DESCRIPTION: This project involves the construction of a well filter building to provide treatment to the Short Hill wells. This project will involve approval from both the Virginia Department of Health and Loudoun County's Department of Building & Development. The design of the facilities has been complete. Originally, the construction component of this project was covered under the Short Term Water Investments.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.
 Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the-art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Funding will require a new bond issuance.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-New Loan	3,645,982	-	-	-	2,786,482	859,500	-	-	3,645,982
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	3,645,982	-	-	-	2,786,482	859,500	-	-	3,645,982

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	50,000	-	-	-	25,000	25,000	-	-	50,000
Construction	3,493,982	-	-	-	2,709,482	784,500	-	-	3,493,982
Prof. Services	102,000	-	-	-	52,000	50,000	-	-	102,000
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	3,645,982	-	-	-	2,786,482	859,500	-	-	3,645,982

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WASTEWATER FUND

PROJECT DETAIL SHEETS

WASTEWATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 699-4094100-0110

TITLE: Vulnerability Assessment
DEPARTMENT: Wastewater
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 07 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 14 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: As part of the Public Health Security and Bioterrorism Preparedness and Response Act of 2002, the federal government required all water systems to conduct an assessment of the vulnerabilities to the Water System. This assessment identified potential vulnerabilities and recommended improvements. The Town is been working to implement recommendations made in the Assessment.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Current funding will be from GO Bonds and Cash. Future funding will come from cash.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	15,431	14,438	993	-	-	-	-	-	-
Cash	50,000	-	25,000	-	25,000	-	-	-	25,000
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	65,431	14,438	25,993	-	25,000	-	-	-	25,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	3,220	3,220	-	-	-	-	-	-	-
Construction	56,665	6,665	25,000	-	25,000	-	-	-	25,000
Prof. Services	4,999	4,006	993	-	-	-	-	-	-
Equipment	547	547	-	-	-	-	-	-	-
TOTAL	65,431	14,438	25,993	-	25,000	-	-	-	25,000

WASTEWATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 699-4094600

TITLE: BSWF ENR and Expansion / Improvements
DEPARTMENT: Wastewater
STATUS: Complete

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 07 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 10 1st Quarter (Jul-Sep)

PROGRAM DESCRIPTION: This project involves the design and construction of a 0.5 mgd expansion of treatment capability and Enhanced Nutrient Reduction for the Basham Simms Wastewater Facility. A new Regulation from the Department of Environmental Quality requires the BSWF to meet much more stringent nutrient (nitrogen and phosphorous) limits by the year 2010 to address compliance with the Cheseapeake Bay Act. Completion of the expansion by the end of 2010 provides the Town with a nutrient loading allocation based on the 1.5 MGD instead of 1 MGD.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.
 Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: This project was primarily funded by a grant from WQIF and a loan from Virginia Resource Authority.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Grants-WQIF	5,042,427	5,042,427	-	-	-	-	-	-	-
Bonds-Bank of America	286,418	286,418	-	-	-	-	-	-	-
Bonds-VRA	24,396,546	24,283,046	113,500	-	-	-	-	-	-
Cash	140,441	140,441	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	29,865,832	29,752,332	113,500	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	360	360	-	-	-	-	-	-	-
Engr. Study/Design	3,996,055	3,993,555	2,500	-	-	-	-	-	-
Construction	23,912,754	23,912,754	-	-	-	-	-	-	-
Prof. Services	1,651,561	1,644,561	7,000	-	-	-	-	-	-
Miscellaneous	305,102	201,102	104,000	-	-	-	-	-	-
TOTAL	29,865,832	29,752,332	113,500	-	-	-	-	-	-

WASTEWATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 699-4094603

TITLE: I & I Improvements & CMOM Compliance
DEPARTMENT: Wastewater
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 05 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 12 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: This project involves the design and implementation of recommendations from the Inflow and Infiltration (I & I) Study to reduce the flow to the BSWF during storm events. I&I introduced into the sewer system adds to the water that needs to be treated at the wastewater plant, increasing operations cost and reducing treatment effectiveness. Corrections to the pipelines and manholes to reduce this excess water entering the system helps improve the treatment at the BSWF as well as decreasing the possibility of sewer back ups.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.
 Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Current funding will be from GO Bonds. Future funding will come from cash unless other sources are identified.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Bank of America	287,112	287,112	-	-	-	-	-	-	-
Bonds-Sun Trust (08)	1,667,307	1,425,594	241,713	-	-	-	-	-	-
Bonds-New Loan	350,000	-	-	-	350,000	-	-	-	350,000
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	2,304,419	1,712,706	241,713	-	350,000	-	-	-	350,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	9,625	9,625	-	-	-	-	-	-	-
Engr. Study/Design	325,023	236,823	43,200	-	45,000	-	-	-	45,000
Construction	1,880,172	1,405,978	184,194	-	290,000	-	-	-	290,000
Prof. Services	89,459	60,140	14,319	-	15,000	-	-	-	15,000
Miscellaneous	140	140	-	-	-	-	-	-	-
TOTAL	2,304,419	1,712,706	241,713	-	350,000	-	-	-	350,000

WASTEWATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 699-4094604

TITLE: West End Pump Station Improvements
DEPARTMENT: Wastewater
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 08 3rd Quarter (Jan-Mar)
ESTIMATED END DATE: FY 09 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: This project involves improvements to the West End Pump Station to replace aging equipment, provide back up power, dialing alarm system and meet the specifications of the Town's Facility Standards Manual to make the pump station reliable. The pump station is approximately 30 years old. Initial improvements completed in FY06/07 involved replacement of the pumps, control box and wiring. To bring the pump station up to Facilities Standards Manual (FSM) requirements, more land is required since the pump station may have to be moved.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Current funding will be from GO Bonds. Future funding will come from cash unless other sources are identified.

OPERATING IMPACT: This should reduce operations costs and overtime for emergency call outs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Bank of America	81	81	-	-	-	-	-	-	-
Bonds-Sun Trust (08)	57,792	32,259	25,533	-	-	-	-	-	-
Bonds-New Loan	600,000	-	-	-	-	-	600,000	-	600,000
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	657,873	32,340	25,533	-	-	-	600,000	-	600,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	10,000	-	-	-	-	-	10,000	-	10,000
Engr. Study/Design	57,873	32,340	25,533	-	-	-	-	-	-
Construction	580,000	-	-	-	-	-	580,000	-	580,000
Prof. Services	10,000	-	-	-	-	-	10,000	-	10,000
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	657,873	32,340	25,533	-	-	-	600,000	-	600,000

WASTEWATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 699-4094606

TITLE: Generation of GIS Layer for Sewer Easements
DEPARTMENT: Public Works
STATUS: New

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 09 3rd Quarter (Jan-Mar)
ESTIMATED END DATE: FY 14 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: This project involves title research, surveying and generation of a GIS layer for all water line easements for the Town. This will allow staff to quickly determine the easement location and type for each property in question. Budget expenditures may need to be modified after the first year as the Town's staff will be able to better identify what elements are needed in the GIS system through a phased approach.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.

FUNDING-SOURCE & TIMING: Funding will come from cash unless other sources are identified.

OPERATING IMPACT: Operational expense for annual software maintenance.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	22,500	22,500	-	-	-	-	-	-	-
Cash	61,903	21,903	15,000	5,000	20,000	-	-	-	25,000
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	84,403	44,403	15,000	5,000	20,000	-	-	-	25,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	80,998	40,998	15,000	5,000	20,000	-	-	-	25,000
Construction	-	-	-	-	-	-	-	-	-
Prof. Services	3,405	3,405	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	84,403	44,403	15,000	5,000	20,000	-	-	-	25,000

WASTEWATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 699-4094609

TITLE: D St. Sewer Improvements
DEPARTMENT: Wastewater
STATUS: Complete

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 09 4th Quarter (Apr-Jun)
ESTIMATED END DATE: FY 11 3rd Quarter (Jan-Mar)

PROGRAM DESCRIPTION: Replacement of sewer lines in conjunction with installation of sidewalks on D Street.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.

FUNDING-SOURCE & TIMING: Funding for this project came from GO Bonds.

OPERATING IMPACT: None

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Sun Trust (08)	23,916	23,916	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	23,916	23,916	-	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	21,114	21,114	-	-	-	-	-	-	-
Prof. Services	2,802	2,802	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	23,916	23,916	-	-	-	-	-	-	-

WASTEWATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 699-4094610

TITLE: New Equipment for Maint. of Sewer Collection System
DEPARTMENT: Wastewater
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 09 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 17 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: The Town's vehicle and equipment replacement policy includes provisions that call for adequate maintenance of Town vehicles and equipment and for their orderly rehabilitation and replacement within available revenue and budgetary limits.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Funding will come from cash unless other sources are identified.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Bonds-Bank of America	168,923	168,923	-	-	-	-	-	-	-
Bonds-Sun Trust (08)	22,444	22,444	-	-	-	-	-	-	-
Bonds-New Loan	545,000	-	-	-	345,000	200,000	-	-	545,000
Cash	147,621	23,621	65,000	-	14,000	-	-	45,000	59,000
-	-	-	-	-	-	-	-	-	-
TOTAL	883,988	214,988	65,000	-	359,000	200,000	-	45,000	604,000

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-
Prof. Services	-	-	-	-	-	-	-	-	-
Equipment	883,988	214,988	65,000	-	359,000	200,000	-	45,000	604,000
TOTAL	883,988	214,988	65,000	-	359,000	200,000	-	45,000	604,000

WASTEWATER FUND CAPITAL PROJECT DETAIL

PROJECT #: 699-4094611

TITLE: BSWF Odor Control
DEPARTMENT: Wastewater
STATUS: In Progress

PROJECT MANAGER: Alex Vanegas
PROJECT START DATE: FY 10 1st Quarter (Jul-Sep)
ESTIMATED END DATE: FY 11 4th Quarter (Apr-Jun)

PROGRAM DESCRIPTION: This project involves the design and construction of odor control elements for the BSWF to address complaints from neighbors.

COMPREHENSIVE PLAN GOAL(S) ADDRESSED: Public Utilities and Transportation - Purcellville will set the regional standard for effective, integrated utility planning and growth management. Water and sewer facilities will be planned and designed to appropriately address desired future land use patterns.
 Public Utilities and Transportation - Utility systems will be encouraged to be cost-effective, efficient, and inclusive of state-of-the art technology that promotes environmental protection, conservation and green development.

FUNDING-SOURCE & TIMING: Funding will come from cash unless other sources are identified.

OPERATING IMPACT: Increase in operations and maintenance costs.

PLANNED FINANCING

Sources	Total Funding Required	Funded through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Cash	90,000	-	90,000	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
TOTAL	90,000	-	90,000	-	-	-	-	-	-

PLANNED EXPENDITURES

Uses	Total Project Cost	Expenses through 6/30/2011	FY 12 Current Budget	2013	2014	2015	2016	2017	Total for 5-Yr-CIP
Land / Row / Legal	-	-	-	-	-	-	-	-	-
Engr. Study/Design	-	-	-	-	-	-	-	-	-
Construction	75,000	-	75,000	-	-	-	-	-	-
Prof. Services	15,000	-	15,000	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TOTAL	90,000	-	90,000	-	-	-	-	-	-

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Supplemental Information

This section provides relevant information to facilitate understanding of the budget document and the budget operating environment.

- Revenue Profile
- Tax Rate History
- Vehicle and Equipment Purchase/Replacement Schedule
- Glossary of Budget Terms

REVENUE PROFILE FY13

GENERAL FUND

Source	Rate	Income
Real Estate (semi-annual bills due on June 5 and December 5)	.225 per \$100	\$2,186,007
Personal Property- Vehicles	1.05 per \$100	\$349,053
Personal Property- Vehicles- Qualified Volunteers	.01 per \$100	
Personal Property- Business (annual bills due on June 5)	.55 per \$100	
Penalties and Interest	10% Penalty 10% Interest (Monthly calculation)	\$25,000
Sales Tax State collects sales tax and distributes to County who then allocates a portion to the Town based on number of school aged children in Town limits		\$891,830
Communications Tax State collects tax on telecommunication and cable companies and allocates to local governments based on a audited report of FY06 collections		\$159,000
Utility Tax- Electric Companies		\$204,000
Right of Way Usage Fee Fee charged to local telecommunications and cable companies that use the public right-of-way within the Town limits		\$23,000
Business License*		\$604,800
<u>Rate per \$100 of Gross Receipts:</u>		
Building Contractors	.14 per \$100 gross receipts	
Retail	.17 per \$100 gross receipts	
Restaurant	.17 per \$100 gross receipts	
Financial	.17 per \$100 gross receipts	
Real Estate	.17 per \$100 gross receipts	
Professional	.17 per \$100 gross receipts	
Repair Service	.17 per \$100 gross receipts	
Personal Service	.17 per \$100 gross receipts	
Business Service	.17 per \$100 gross receipts	
Wholesale	.05 per \$100 gross receipts	
Rental by Owner	.17 per \$100 gross receipts	
Public Utilities	.50 per \$100 gross receipts	
Hotel	.17 per \$100 gross receipts	
Massage Therapy	.17 per \$100 gross receipts	
Direct Sellers (for sales in excess of \$4,000)	.17 per \$100 gross receipts	

REVENUE PROFILE FY13

Business License (continued)*	<u>Flat Tax Rates:</u>	
	Carnivals (per show)	\$500 per year
	Fortune Tellers	\$500 per year
	Itinerant & Peddlers	\$500 per year
	Permanent coliseums, arenas or auditoriums	\$1,000 per year
	Savings & Loan Assoc, Credit Unions	\$50 per year
	Photographers with no regularly established business	\$30 per year
<i>*Minimum Fee in all categories is \$20.00</i>		
Farm and Community Market Fee Fee charged to market manager based on number of available spaces	\$20 per space	\$0
Cable PEG Grant		\$8,500
Auto Decals	\$25.00 per vehicle \$15.00 per motorcycle \$1.00 antique vehicle \$1.00 transfer of current decal No cost on qualified vehicle- volunteers No cost on qualified vehicle- military	\$133,000
Bank Franchise Tax Under State Law, local banks are exempt from business licenses but they must pay a franchise tax on their deposits in the community where the branch is located	Per State Code	\$250,000
Cigarette Tax	.65 per pack	\$245,000
Meals Tax	5% on all prepared food & drinks	\$1,046,063
Zoning Fees		\$52,000
Town Proffers		\$0
Public Shared Parking		\$0
Community Events Sign Revenue collected from organizations who advertise on the Town's message boards is available to support public information and announcements		\$1,500
Street Fees		\$700
Calendar Advertisement/Donations		\$12,000
Miscellaneous This is an open category that we use for revenue generated from various accounts that are too small or periodic to budget individually	Bad check fee \$50	\$5,000
Police Revenue This is revenue that we collect from Police Dept operations and includes tickets and traffic fines		\$95,000

REVENUE PROFILE FY13

Mowing Fine by Ordinance		\$500
Investment Income This is revenue earned on interest generating investments such as CD's, interest on checking account and LGIP.		\$16,000
PD Charges to Other Communities		\$0
Maintenance/Public Works Charges to Other Localities		\$24,000
Payment in Lieu of Taxes		\$2,500
Donations		\$100
Local Grants & Awards		\$0
Proceeds from Property/Equipment Revenue generated from the sale of any surplus property		\$5,000
Gas Tax Funds Revenue allocated by Loudoun County to make improvements to our Main Street Corridor		\$237,000
School Settlement/Loudoun County		\$0
Vehicle Compensation Reimbursement Charge to employees who are assigned take home vehicle for emergency response to reimburse the Town for a portion of the commute costs		\$2,000
Garnishment Fee		\$100
ABC Profits (State funding) This funding category is based on population and involves the distribution of a percentage of the profits that the ABC makes in its operations. State eliminated since FY09.		\$0
Law Enforcement Grant (State funding) This revenue category was created by the General Assembly to help localities fund their law enforcement program and includes the federally funded "FASTCOPS" program		\$106,648
Personal Property Tax Relief (State funding)		\$201,753
Virginia Fire Program's Fund (State funding) This program was created by the General Assembly to help fund volunteer fire departments and is pass through revenue for the Purcellville Volunteer Fire Dept.		\$19,000
Street Maintenance Revenue (State funding) The town receives reimbursement from VDOT for snow removal and permit fees for companies that do work in our R/W. The largest amount of revenue in this category is for maintenance of the VDOT secondary road system.		\$604,000
Litter Grant		\$2,300
BAB Subsidy		\$31,905
Department of Transportation – Alcohol Impaired Driver		\$3,000
Department of Transportation – Speed Control		\$3,200
Transfer in Cash Reserves		\$583,907
Transfer from other funds (charge back from Utility Funds).		\$1,115,904
GENERAL FUND TOTAL		\$9,250,270

REVENUE PROFILE FY13

SPECIAL PARKS & RECREATION FUND

Rent on Property		\$36,000
Pavilion Rental		\$0
Train Station Revenue		\$8,500
Product Sales		\$1,000
Parks & Recreation Donations		\$5,000
Event Support Fee		\$0
Sponsorship/Naming Fee		\$35,000
Miscellaneous		\$0
Transfer from Other Funds		\$29,712
SPECIAL PARKS & RECREATION FUND TOTAL		\$115,212

REVENUE PROFILE FY13

WATER FUND

Source	Rate	Income
Rent on Property		\$3,050
Vehicle Compensation Reimbursement Charge to employees who are assigned take home vehicle for emergency response to reimburse the Town for a portion of the commute costs		\$242
Availabilities (Resource Recovery Fee)	Rate set by meter size as recommend by the Town's Financial Consultant in the Rate Analysis Study and approved by Town Council	\$118,893
Meter Fees	Based on meter size (cost includes new radio read meter plus \$20 installation charge)	\$1,153
User Fees	Ascending Tiered Rate Structure based on usage volume as recommend by the Town's Financial Consultant in the Rate Analysis Study and approved by Town Council	\$2,134,080
Miscellaneous This is an open category that we use for revenue generated from various accounts that are too small or periodic to budget individually		\$1,000
Penalties & Interest		\$25,000
Water flushing fee Fee charged to developers who flush water lines to comply with State regulations		\$1,000
Investment Income This is revenue earned on interest generating investments such as CD's, interest on checking account and LGIP		\$11,000
Cellular Lease Payments based on lease agreements telecommunication companies for reception chips on water tower		\$135,000
BAB Subsidy Federal Stimulus subsidy for municipal loan interest on qualified projects.		\$33,237
Transfer in cash reserve		\$813,074
WATER FUND TOTAL		\$3,276,729

REVENUE PROFILE FY13

WASTE WATER FUND

Source	Rate	Income
Vehicle Compensation Reimbursement Charge to employees who are assigned take home vehicle for emergency response to reimburse the Town for a portion of the commute costs		\$286
Availabilities (Resource Recovery Fee)	Rate set by meter size as recommend by the Town's Financial Consultant in the Rate Analysis Study and approved by Town Council	\$100,200
User Fees	Flat rate based for usage as recommend by the Town's Financial Consultant in the Rate Analysis Study and approved by Town Council	\$2,525,400
Miscellaneous This is an open category that we use for revenue generated from various accounts that are too small or periodic to budget individually		\$1,000
Penalties and Interest		\$25,000
Investment Income This is revenue earned on interest generating investments such as CD's, interest on checking account and LGIP		\$12,000
Proffers Determined through negotiations at time of rezoning/land use change		\$0
Transfer in cash reserve		\$1,731,740
WASTEWATER FUND TOTAL		\$4,395,626

**TOWN OF PURCELLVILLE
TAX RATE HISTORY**

Real Estate:		Personal Property:		Meals Tax:		Cig Tax:	
Tax Year	Tax Rate	Tax Yr	Tax Rate	Fiscal Yr	Rate	Fiscal Yr	Rate
1990-1995	0.24						
1996	0.24	1996	1.05	1996	3%		
1997	0.24	1997	1.05	1997	3%		
1998	0.24	1998	1.05	1998	3%		
1999	0.24	1999	1.05	1999	3%		
2000	0.24	2000	1.05	2000	3%	2000	0.20
2001	0.24	2001	1.05/.55	2001	3%	2001	0.20
2002	0.24	2002	1.05/.55	2002	4%	2002	0.20
2003	0.22	2003	1.05/.55	2003	4%	2003	0.20
2004	0.21	2004	1.05/.55	2004	3%	2004	0.30
2005	0.20	2005	1.05/.55	2005	3%	2005	0.30
2006	0.17	2006	1.05/.55	2006	4%	2006	0.35
2007	0.18	2007	1.05/.55	2007	4%	2007	0.45
2008	0.19	2008	1.05/.55	2008	4%	2008	0.50
2009	0.225	2009	1.05/.55	2009	4%	2009	0.50
2010	0.23	2010	1.05/.55	2010	4%	2010	0.50
2011	0.23	2011	1.05/.55	2011	4%	2011	0.65
2012	0.225	2012	1.05/.55	2012	5%	2012	0.65

Business License:

Tax Year	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Building Contractor	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14
Retail	0.19	0.19	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17
Restaurant	0.19	0.19	0.19	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17
Financial	0.19	0.19	0.19	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17
Real Estate	0.19	0.19	0.19	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17
Professional	0.19	0.19	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17
Repair	0.19	0.19	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17
Personal Serv	0.19	0.19	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17
Business Serv	0.19	0.19	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17
Wholesale	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05
Rental/by Owner	0.19	0.19	0.19	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17
Public Utilities	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Hotel Motel	n/a	n/a	0.19	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17
Massage Therapy	0.19	0.19	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17
Direct Sellers >4k	0.19	0.19	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17
Carnivals/Amus	n/a	n/a	500.00/yr	500.00/yr										
Fortune-teller	n/a	n/a	n/a	n/a	500.00/yr	500.00/yr								
Itinerant Vendor	250.00/yr	250.00/yr	500.00/yr	500.00/yr										
Coliseum, Arenas	n/a	1000.00/yr	1000.00/yr											
Savings & loan, credit union	n/a	50.00/yr	50.00/yr											
Photographer-non VA local													30.00/yr	30.00/yr
Manufacturer	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	\$10 min	\$10 min	\$20 min	\$20 min										

Vehicle and Major Equipment Purchase/Replacement Schedule

As of June, 2012

Fund	Department	R/A*	Item Description **	Replaces	Leasing or purchasing	Cost	Fund Total	
Fiscal Year 2013								
General	Police	R	Flex Fuel or Hybrid Cruiser***	2006 Ford Crown Vic (206)	GF Operating	\$38,000		
General	Police	R	Flex Fuel or Hybrid Cruiser***	2006 Ford Crown Vic (216)	GF Operating	\$38,000		
General	PW - Maint	R	Pick Up Truck***	2003 GMC Sierra	GF Operating	\$37,000		
General	PW - Maint	R	Dump Truck	1990 International Dump Truck	GF - CIP	\$100,000	\$213,000	G
Water	Water	R	Polaris ATV	1999 Polaris ATV	WF Operating	\$8,800		
Water	Water	R	Pick Up Truck	2001 Dodge 2500 Quad	WF Operating	\$45,000	\$53,800	W
WWater	WWater	R	Ford F-150	1999 Ford F-150	WWF Operating	\$25,000	\$25,000	WW
TOTAL FY13							\$291,800	
Fiscal Year 2014								
General	Police	R	Flex Fuel or Hybrid Cruiser	2006 Ford Crown Vic (226)	GF Operating	\$38,000		
General	Police	R	Flex Fuel or Hybrid Cruiser	2007 Ford Crown Vic (207)	GF Operating	\$42,000		
General	Comm Dev	R	Hybrid Sedan	2001 Ford Escape	GF Operating	\$25,000		
General	PW - Maint	R	F 750 Pick Up Truck	2003 Ford F-550	GF - CIP	\$115,000	\$220,000	G
WWater	WWater	R	John Deere Gator	1999 John Deere Gator	WW - CIP	\$14,000		
WWater	WWater	R	Generator	Back-Up Generator	WW - CIP	\$45,000		
WWater	WWater	A	Vac Con Truck	2002 Sterling Vac Con will be used as backup	WW - CIP	\$300,000	\$314,000	WW
TOTAL FY14							\$534,000	
Fiscal Year 2015								
General	Police	R	Flex Fuel or Hybrid Cruiser	2008 Ford Crown Vic (208)	GF Operating	\$38,000		
General	Police	R	Flex Fuel or Hybrid Cruiser	2008 Ford Explorer (218)	GF Operating	\$42,000		
General	PW - Maint	R	Flex Fuel or Hybrid Cruiser	2006 Ford Escape	GF - CIP	\$35,000	\$115,000	G
Water	Water	R	Pick Up Truck	1999 Ford F-150	WF Operating	\$31,000	\$31,000	W
WWater	WWater	R	Generator	20 year old east end generator	WW - CIP	\$200,000	\$200,000	WW
TOTAL FY15							\$346,000	
Fiscal Year 2016								
General	PW - Admin	R	SUV	2001 Cherokee	GF Operating	\$35,000		
General	PW - Maint	R	Pick Up Truck	2006 Ford F350	GF - CIP	\$30,000		
General	PW - Maint	R	Pick Up Truck	2006 Ford F350	GF - CIP	\$30,000	\$95,000	G
Water	Water	R	Pick Up Truck	2008 Ford F350	WF Operating	\$48,000	\$48,000	W
WWater	WWater	R	Flex Fuel or Hybrid Vehicle	2006 Ford Escape	WWF Operating	\$25,000	\$25,000	WW
TOTAL FY16							\$168,000	
Fiscal Year 2017								
General	Police	R	Flex Fuel or Hybrid Cruiser	2012	GF Operating	\$38,000		
General	Police	R	Flex Fuel or Hybrid Vehicle	2012	GF Operating	\$38,000		
General	Police	R	Flex Fuel or Hybrid Vehicle	2012	GF Operating	\$38,000	\$114,000	G
WWater	WWater	R	Skid-Steer	Case 184SC	WW - CIP	\$45,000	\$45,000	WW
TOTAL FY 17							\$159,000	
Grand Total FY13 - FY17							\$1,498,800	

* R = Replacement, A = Addition

** The Town makes every effort to obtain the most energy efficient vehicles that meet the operational needs of the department

*** Funding for these vehicles currently held in the Contingency - Operating Reserve Account

Glossary of Budget Terms

Accrual Basis - A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Activity - Departmental efforts which contribute to the achievement of a specific set of program objectives; the smallest unit of the program budget.

Ad Valorem Taxes - Commonly referred to as property taxes, are levied on both real and personal property according to the property's valuation and the tax rate.

Allot - To divide an appropriation into amounts which may be encumbered or expended during an allotment period.

Annualize - Taking changes that occurred mid-year and calculating their cost for a full year, for the purpose of preparing an annual budget.

Appropriation - A legal authorization to incur obligations and to make expenditures for specific purposes.

Assessed Valuation - The valuation set upon real estate and certain personal property by the Loudoun County Assessor as a basis for levying property taxes.

Asset - Resources owned or held by a government which have monetary value.

Attrition - A method of achieving a reduction in personnel by not refilling the positions vacated through resignation, reassignment, transfer, retirement, or means other than layoffs.

Authorized Positions - Employee positions, which are authorized in the adopted budget, to be filled during the year.

Available (Undesignated) Fund Balance - This refers to the funds remaining from the prior year which are available for appropriation and expenditure in the current year.

Base Budget - Cost of continuing the existing levels of service in the current budget year.

Bond - A long-term IOU or promise to pay. It is a promise to repay a specific amount of money (the face amount of the bond) on a particular date (the maturity date). Bonds are primarily used to finance capital projects.

Bond Refinancing - The payoff and re-issuance of bonds, to obtain better interest rates and/or bond conditions.

Budget - A plan of financial activity for a specified period of time (fiscal year or biennium) indicating all planned revenues and expenses for the budget period.

Budgetary Basis - This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

Budget Calendar - The schedule of key dates which a government follows in the preparation and adoption of the budget.

Budgetary Control - The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

Capital Assets - Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Asset Replacement Fund – A fund created to provide non-debt funding for capital projects. Will be funded using a percentage of the revenue generated by growth in the Town's tax base.

Capital Budget - The appropriation of bonds or operating revenue for improvements to facilities and other infrastructure.

Capital Improvements - Expenditures related to the acquisition, expansion or rehabilitation of an element of the government's physical plant; sometimes referred to as infrastructure.

Capital Improvements Program (CIP) - A plan for capital outlay to be incurred each year over a fixed number of years to meet capital needs arising from the government's long-term needs.

Capital Outlay/Expenditure – Acquisition of fixed assets which have a value of \$5,000 or more and have a useful economic lifetime of more than two years; or, assets of any value if the nature of the item is such that it must be controlled for custody purposes as a fixed asset.

Capital Project - A major construction, acquisition, renovation or demolition project, land acquisition or other asset, which adds value to the Town's physical assets or significantly increases an asset's useful life and its value at or in excess of \$50,000. The project must have a useful life in excess of five years. Also called capital improvements.

Capitalized Interest – The initial interest payment(s) paid by additional borrowing. Interest expense incurred on long-term borrowings such as bonds or capital leases during the construction phase of a capital asset. The interest expense incurred is capitalized and included in the total cost of the asset rather than expensed in the period the interest is reported. As a result, the capitalized interest is expensed or depreciated over the life of the capital asset.

Cash Basis - A basis of accounting in which transactions are recognized only when cash is increased or decreased.

Commodities - Expendable items that are consumable or have a short life span. Examples include office supplies, gasoline, minor equipment, and asphalt.

Constant or Real Dollars - The presentation of dollar amounts adjusted for inflation to reflect the real purchasing power of money as compared to a certain point in time in the past.

Consumer Price Index (CPI) - A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

Contingency - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services - Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.

Cost-of-Living Adjustment (CoLA) - An increase in salaries to offset the adverse effect of inflation on compensation.

Debt Service - The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

Deficit - The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

Department - The basic organizational unit of government which is functionally unique in its delivery of services.

Depreciation - Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

Development-related Fees - Those fees and charges generated by building, development and growth in a community. Included are building and street permits, development review fees, and zoning, platting and subdivision fees.

Disbursement - The expenditure of money from an account.

Distinguished Budget Presentation Awards Program - A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

Employee (or Fringe) Benefits - Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the various pension, medical, and life insurance plans.

Encumbrance - The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure.

Equalized Tax Rate - The tax rate which would levy the same amount of real estate tax as last year when multiplied by the new total assessed value of real estate.

Expenditure - The payment of cash on the transfer of property or services for the purpose of acquiring an asset, or service or settling a loss.

Expense - Charges incurred (whether paid immediately or unpaid) for operations, maintenance interest or other charges.

Fiscal Policy - A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs, and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year - A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. The town's fiscal year begins July 1, and ends the following June 30.

Fixed Assets - Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

Full Accrual Basis - a basis of accounting where revenues (expenses) are recorded when earned (incurred) regardless of cash received or paid. Cash basis entails recording of these items when cash is exchanged.

Full Faith and Credit - A pledge of a government's taxing power to repay debt obligations.

Full-time Equivalent Position (FTE) - A part-time position converted to the decimal equivalent of a full-time position based on either 1,950 or 2,080 hours per year. For example, a part-time position working for 20 hours per week would be the equivalent of .5 of a full-time position based on 2080.

Function - A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible (e.g., public safety).

Fund - A fiscal entity with revenues and expenses which are segregated for the purpose of carrying out a specific purpose or activity.

Fund Balance - The excess of the assets of a fund over its liabilities.

GAAP - Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

Goal - A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless.

Grants - A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantor.

Hourly - An employee who fills a temporary or short-term position. Such employees provide contingency staffing for government operations during peak workloads, or addresses temporary staffing needs. Hourly employees are paid on a per-hour basis, and receive limited benefits.

Indirect Cost - A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one service.

Infrastructure - The physical assets of a government (e.g., street, water, sewer, public buildings and parks).

Interfund Transfer - The movement of money between funds of the same governmental entity.

Intergovernmental Revenue - Funds received from federal, state and other local government sources in the form of grants, shared revenues, or payments in lieu of taxes.

Lapsing Appropriation - An appropriation made for a certain period of time, generally for the budget year. At the end of the specified period, any unexpected or unencumbered balance lapses or ends, unless otherwise provided by law.

Levy – Imposition of taxes for the support of government activities.

Line-item Budget - A budget prepared along departmental lines that focuses on what is to be bought.

Long-term Debt - Debt with a maturity of more than one year after the date of issuance.

Modified Accrual Basis - A basis of accounting where revenue is recorded when measurable and available, and expenditures are recorded when made.

Materials and Supplies - Expendable materials and operating supplies necessary to conduct departmental operations.

Net Budget - The legally adopted budget less all interfund transfers and interdepartmental charges.

Nominal Dollars - The presentation of dollar amounts not adjusted for inflation. Adjusting for inflation would be done to reflect the real purchasing power of money today.

Object of Expenditure - An expenditure classification, referring to the lowest and most detailed level of classification, such as electricity, office supplies, asphalt, and furniture.

Objective - Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.

Obligations- Amounts which a government legally may be required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Operating Revenue - Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Operating Expenses - The cost for personnel, materials and equipment required for a department to function.

Pay-as-you-go Basis - A term used to describe a financial policy by which capital outlays are financed from current revenues rather than through borrowing.

Performance Budget - A budget wherein expenditures are based primarily upon measurable performance of activities and work programs.

Personal Services - Expenditures for salaries, wages, and fringe benefits of a government's employees.

Prior-year Encumbrances - Obligations from previous fiscal years in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation, and for which a part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.

Program - A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the government is responsible.

Program Budget - A budget which allocates money to the functions or activities of a government rather than to specific items of cost or to specific departments.

Program Performance Budget - A method of budgeting whereby the services provided to the residents are broken down in identifiable service programs or performance units. A unit can be a department, a division, or a workgroup. Each program has an identifiable service or output and objectives to effectively provide the service. The effectiveness and efficiency of providing the service by the program is measured by performance indicators.

Program Revenue (Income) - Revenues earned by a program, including fees for services, license and permit fees, and fines.

Purpose - A broad statement of the goals, in that an agency is organized to meet.

Reserve - An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Resolution- A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Revenue - Sources of income financing the operations of government.

Service Lease - A lease under which the lessor maintains and services the asset.

Service Level - Services or products which comprise actual or expected output of a given program. Focus is on results, not measures of workload.

Source of Revenue - Revenues are classified according to their source or point of origin.

Supplemental Appropriation - An additional appropriation made by the governing body after the budget year is started.

Supplemental Requests - Programs and services which departments would like to have added (in priority order) over their target budget, or if revenue received is greater than anticipated.

Target Budget - Desirable expenditure levels provided to departments in developing the coming year's recommended budget. Based on the prior year's adopted budget, excluding one-time expenditures, projected revenues, and reserve requirements.

Tax Levy - The resultant product when the tax rate is multiplied by the tax base.

Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

Transfers In/Out - Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

Unencumbered Balance - The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purposes.

Unreserved Fund Balance - The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

User Charges - The payment of a fee for direct receipt of a public service by the party who benefits from the service.

Variable Cost - A cost that increases/decreases with increases/decreases in the amount of service provided such as the payment of a salary.

Working Cash - Excess of readily available assets over current liabilities. Or cash on hand equivalent which may be used to satisfy cash flow needs.

Work Years - The amount of personnel resources required for a program expressed in terms of the “full-time equivalent” number of employees. One “work year” is equal to one full-time, year-round employee. For most categories, this equals 1,950 hours per year (37.5 hours per week times 52 weeks) or 2,080 hours year (40 hours per week times 52 weeks). The number of hours a part-time employee is budgeted to work during the year is divided by 2,080 to arrive at the equivalent number of “work years” for the positions.