



Adopted  
Fiscal Year 2009-2010  
Fiscal Plan  
&  
Capital Improvement  
Program  
Fiscal Year 2010-2014





# Town of Purcellville

– Adopted –

Fiscal Plan FY 2009 – 2010

&

Capital Improvement Program FY 2010-2014

## 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 Council

**Honorable Robert W. Lazaro, Jr.**

Honorable Vice-Mayor Thomas A. Priscilla, Jr.

Honorable Council member Gregory W. Wagner

Honorable Council member Christopher J. Walker, III

Honorable Council member Stephen Varnecky

Honorable Council member James O. Wiley

Honorable Council member Joan Lehr

## 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

Alex Vanegas, Assistant Director of Public Works/Operations

Martha Semmes, Director of Planning & Zoning

Steve Coakley, Budget/Procurement Specialist

"Cover photo of Fireman's Field courtesy of Rick McCleary"

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## **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 2010 budget highlights.

*Mayor*  
Robert W. Lazaro, Jr.

*Council*  
Gregory W. Wagner  
Christopher J. Walker, III  
Thomas A. Priscilla, Jr.  
Stephen Varmecky  
James O. Wiley  
Joan Lehr



*Town Manager*  
Robert W. Lohr, Jr.

*Assistant Town Manager*  
J. Patrick Childs

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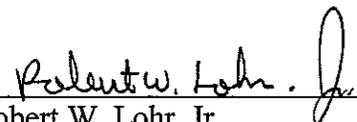
May 12, 2009

Mayor and Members of the Council:

I am pleased to present the Adopted Town Budget for Fiscal Year 2010 and the Approved Capital Improvement Program (CIP) for Fiscal Years 2010 – 2014. This document summarizes the results of the five month process followed by the Town Staff and Town Council in developing the operating and capital fiscal plans for the Town.

Highlights of this adopted budget include:

- Financial priorities consistent with Council priorities
- Recognition of current economic conditions on revenue and expenditure estimates
- Real Estate Tax Rate set at \$.225/\$100 Assessed Value
- End FY 2009 with a surplus of over \$350,000
- Fund Balance will increase as a result of \$3.8 million for Loudoun County settlement payments which according to the agreement will be used for transportation purposes. Of this amount, \$3.4 million of these funds will be reserved for future transportation projects.

  
Robert W. Lohr, Jr.  
Town Manager

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Robert W. Lazaro, Jr.

*Council*  
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*Town Manager*  
Robert W. Lohr, Jr.

*Assistant Town Manager*  
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March 2, 2009

Honorable Mayor and Honorable Members of the Council:

Please find enclosed a copy of the Town Manager's proposed FY 09/10 Budget. This document has been respectfully submitted to you from the Town Manager's Office for consideration. Based on the difficult economic situation coupled with priorities, programs and guidelines established by the Town Council and citizens, the staff has spent the last four months working to develop a proposal that will meet the needs of our ever changing and dynamic community. This budget process formally began in late summer when members of the Finance Department led by Steve Coakley and Liz Krens developed the timeline on the CIP and the operational budget request submittal process. As has been the norm over the last several years, the Town has added many new enhancements and improvements to the budget process and these include the following:

- Extensive expansion of the CIP document to show individual project sheets for each project, listing not only the five year projected plan but also the designated funding source and estimated costs for each project. In addition, extensive analysis for each department was completed along with proposed financing summaries required to fund these projects and an analysis of the debt impact of the capital project program.
- Creation of historical background material on Purcellville.
- In order to move towards a more GFOA compliant document, the Town has used extensive expenditure and revenue charts showing historical data for over eight years including graphs that detail these trends.
- Expansion of personnel analysis and FTE count.
- Extensive analysis of real estate assessments showing values, parcel classification, largest property owners and other specific demographics related to land use classification.

- Revamped an extensive budget process overview which explains the development process needed to put the document together.
- Extensive revenue trends that provide historical data and projected analysis of revenue streams through FY13.
- The final major improvement involves a section that identifies our financial policies and procedures and a debt analysis section which looks at our current obligations and explains each debt instrument along with a document showing anticipated future debt and interest that will be incurred based on the CIP.

During the last year, the Town has seen enormous economic changes impacting not only our government but the entire national and international monetary system. Although the Town has been preparing for this economic slow down, no one envisioned the economic melt down that claimed many of our larger banking and financial institutions and currently threatens our auto industry and private sector economy. Our region has been significantly impacted by this economic downturn as seen by declining real estate assessments, personal property valuations and an impact across the board to most of our business taxes and fees. Unlike the region specific recession that occurred in the late 1980's early 1990's, this current economic situation resulted in many residents losing over 35% of their real property values in less than an 18 month period. In comparison, the drop in property values during the previous recession occurred over a six year period. Based on our local analysis and research conducted by many of the larger governments in this region, we expect that the worst has not occurred in Northern Virginia. It is possible that the FY10/11 budget period will present even more challenges. Clearly it is the toughest budget that I have worked on in my 24 year career in local government. Over the last two months, I have met with staff on multiple occasions and attended programs throughout the State to gather as much information as possible to help our Town Council and staff lead this community through these difficult times. Managers in the State and throughout the country agree that these conditions are unprecedented and have created the perfect storm for private and public sectors alike.

On a positive note, by building a firm fiscal foundation, the Town of Purcellville is well positioned to weather this economic contraction. Over time, the Town's fund balance has grown to over \$3 million due to conservative budgeting practices by the Town Council and staff. This "rainy day fund" provides fiscal flexibility during recessionary periods. In addition, the Town has always operated in a lean format despite the level of services and programs that we have been asked to implement. Therefore, our community has not needed to eliminate programs and staffing as many other jurisdictions have been required to do to address budgetary issues. In addition, the Town has worked very hard to decrease our dependency on State revenues which has allowed us to better weather funding cutbacks. With the exception of State sales tax and House Bill 599 Funding for Law Enforcement, the Town has few direct funding sources with the exception of grants which are project specific. In addition to lessening our dependence on State revenues, the Town has successfully expanded our business base thus reducing our reliance on residential property assessments. This included expanding many taxes and fees that are passed directly to customers from outside of the community who rely on Town services and resources. This allows us to lessen the direct financial impact on the citizens and businesses within our community.

As we move forward, the Town faces many challenges and it is important that we remain focused on the following:

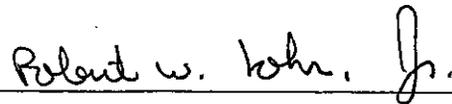
- In the General Fund, it appears that we may see two to three more years of declining property values and assessments. Since real estate taxes are our single largest income source, it is critical that we realize this trend and adjust accordingly. The Town has continued to increase our ratio of commercial vs. residential assessments and this will be important for the continued stabilization of our tax base. Several key commercial projects on the horizon and we need to continue to work to facilitate these projects while encouraging new development and renovation of our existing older business community.
- As part of this year's budget, I recommend the adoption of a fiscal awareness theme throughout all levels of government. This theme involves a commitment to delay any new programs other than those already approved by Town Council or in progress. Many programs and commitments we are asked to entertain have enormous direct and indirect costs and can significantly impact a tight budget. If the community, Town Council, advisory committees and staff adopt and accept this principle then we should be better prepared to meet the tough economic challenges that lay ahead of us. If we choose to deviate then we will face challenges of trying to balance this budget with potential shortfalls existing at multiple levels.
- While the Town has maintained relatively low debt service levels in both the General Fund and Utility Funds, this is rapidly changing as the Town is being asked to address multiple capital projects in all three funds. It is critical that the Town constantly assess the fiscal impact of debt while maintaining compliance with State mandated and Town fiscal debt policies to ensure the financial security of the Town in future years. Realization by staff, Town Council and our community that the Town's build-out, to approximately 8,000 residents coupled with our business community, can only absorb and handle a certain level of debt is critical. This will require constant reassessments before the Town begins any large capital project. The Town needs to continue to identify non-debt project funding sources that do not impact the users and taxpayers. Otherwise in the future, we may be unable to participate when key opportunities and critical projects come along, due to debt policy limits. It is critical that we maintain a long-term perspective related to our capital program to ensure that we reserve enough capacity to fund new and wonderful projects that may be presented to our community in the future.
- In the area of capital programs, we have identified significant needs and received requests from the community to address many issues over the years. With the quick growth of our population base, the demand to expand and upgrade services and facilities has resulted in many capital projects being accelerated. With the growth in capital project costs and subsequent debt service, the Town Council and staff have made a significant effort this year to revisit our capital projects program and eliminate or delay funding for many projects into future years. Delaying projects that are not absolutely necessary will result in substantial savings within the operational fund and the debt service categories which are critical to maintaining a manageable budget during tough economic periods.

- One of the largest categories outside of capital projects and debt service that has expanded over the years has been the request for the Town's support with many different programs and projects. Traditionally, the Town only funded the Fire Department, Rescue Squad, Community Center and PPA Community programs. As the community has grown, we have been asked to expand this support to many other types of programs and projects through the use of staff resources, contributions and other direct/indirect expenses. As the Town of Leesburg and many rapidly growing localities have experienced, the number of requests from non-profit organizations and groups has dramatically increased. We are finding that the direct cost of overtime for Maintenance and Police support for these programs has significantly increased our cost of operations and is not adequately reflected in the budget. As a result, I have proposed that Council consider retracting the level of our support to these groups based on a comprehensive review of requests and needs. In this year's budget, I have reduced the support that we provide to the festivals, programs and other events to a total of \$4,000 which includes \$1,000 to four themed events including Heritage Day, Pride of Purcellville, Emancipation Day and Magic Moments of Christmas. In addition, the Economic Development component will support the Purcellville Tag Sale if needed in the amount of \$1,000. All other events, programs and activities needing Town support will have to reimburse the Town for overtime costs directly related to Maintenance, Police and Administrative staff required to work these events. This is a typical policy of many larger jurisdictions that identify and recover the costs of these special programs.
- The last item that continues to be a significant issue impacting our operations and budget is the level of unfunded mandates that we continue to see coming from the State and Federal governments. This is one of the most disturbing trends impacting our revenue and expenditure categories. These mandates, especially in the area of transportation and utilities, are significantly changing our ability to provide and deliver services at cost levels that are affordable to our residents and customers. Both the State and Federal Governments continue to push more responsibility on us and require higher levels of compliance but are seldom willing to push the money down to assist us. Good examples of these include street maintenance, capital transportation projects, water and wastewater quality mandates and other items which have returned to the level of micromanaging that occurred at the local government level in the 1970's and 1980's. Unfortunately, the Federal Revenue Sharing Funds and other items that helped communities complete these programs with 75% grant funding in most cases have never returned while the mandates continue to pile on jurisdictions. The Town of Purcellville cannot win this fight alone. We need to continue to work together both locally and regionally through groups such as the Town Association of Northern Virginia, VML and other organizations that we participate in to try and change this disparity that seems to grow every year.

In closing, I am proud to submit to you a budget that includes minimum tax and fee increases in the General Fund and reasonably expected user fee increases in the Water and Sewer Funds based on the capital improvement mandates. For the first time in over a decade, the Town reduced the real estate tax rate from 2002-2006 to help offset the significant impact of upward spiraling assessments. During this period, it was realized that if assessments began to go back down the tax rate would have to automatically be adjusted upwards or significant program and operational cuts would have to occur. Unfortunately, the Town has experienced the third year of declining assessments

coupled with a significant reduction in our revenue streams across the board which have necessitated a proposed increase in the tax rate from \$.19 to \$.22 under this current budget. Even with this proposed assessment adjustment, most owners of residential property will see an overall reduction of approximately 3.5% in their real estate tax bill for calendar year 2009. In the areas of expenditures, I have eliminated three positions that were approved under last year's budget and have frozen staffing at our current levels with no merit or pay increases for the next fiscal year. In addition, the Town went through a series of 5 cost cutting initiatives that resulted in an overall 17% reduction in expenses in the General Fund and equated to a \$1,684,492 reduction in this year's budget over the adopted FY09 budget. In the Utility Funds, the Town is proposing a 25% increase in the water rates and a 15% increase in the wastewater rates based on preliminary estimates from our consultants. These will be fine-tuned as we move forward with additional data based on cuts in the capital program and operational cuts that we have implemented within the departments.

On a final note, I would like to take this opportunity to thank all of the members of the Town Council, Committees, Commissions and Boards that worked directly with staff to develop this extensive and expanded budget document which meets all of the requirements of GFOA and other professional standards. I would also like to recognize the extraordinary effort and time dedicated to the development of this budget document by Liz Krens and Steve Coakley. Both staff members have devoted hundreds of hours over the last three months developing and refining not only this process but the budget that is being delivered to you today. In addition, research, clerical and review support was provided by the Management Team members and specific support was provided by Connie LeMarr, Aime Edwards, Hooper McCann, Tracy DeMonte, Jennifer Helbert and Patrick Childs along with the indirect support from our utility and financial consultants.



Robert W. Lohr, Jr.  
Town Manager

## Town of Purcellville, Virginia FY 09/10 PROPOSED Budget Highlights

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### GENERAL FUND

- Real Estate Tax Rate \$.22/\$100 Assessed Value. This will result in an average 3.5% reduction in most residential accounts
- \$400,000 transferred forward from FY 08/09 Surplus
- \$124,321 transferred from "Rainy Day" Reserve Fund
- No other taxes or fees in the General Fund are recommended to be increased
- Elimination of 3 FTE Funded Positions from the FY 08/09 Budget:
  - Police Officer
  - Maintenance Worker
  - Assistant Director of Planning and Zoning
- 17% reduction in expenditures from FY 08/09 totaling over \$1,684,492 in cuts
- No proposed merit or general pay increases for staff
- Restriction on travel and training in all departments
- Continuation of Records Management Project which will improve storage and retrieval of scanned information
- Increase employee's share of Health Insurance Contribution to 10%
- Upgrade accounting and purchasing software programs in Finance
- Restrict overtime in all departments
- Significantly reduce funding allocated for outside consultants to assist with Special Projects in the General Fund
- Create Parks and Recreation Department for accounting purposes which involves consolidating programs throughout the Budget
- Transfer the Arts Grant to programs managed by the Town
- Consolidate Loudoun Valley High School After Graduation and After Prom contributions into one program
- Reduce travel and training and general expense for Council, Committees, Commissions and Boards
- Include funds for new Fixed Asset Inventory Program
- Reduce funding to Fire and Rescue Departments by \$5,000 each
- No new Debt Retirement Expense in the General Fund for current fiscal year
- After substantial reduction in Capital Projects, proceed with 12 projects in the amount of \$4,629,547 for FY 09/10
- Restrict the implementation of any new programs or projects not already approved by Council and underway  
This recommends the elimination of any new projects that have a direct or indirect cost to the Town

## **WATER FUND**

- Increase Water User Fees by 25%
- 19% Increase in Operational/Debt Service Program
- Capital Improvements Program has been trimmed to include the following:
  - 8 projects in the amount of \$5,714,150 for FY 09/10
- Continued expansion of our Water Resources to address pending drought and peak capacity issues
- No New Positions proposed
- No proposed Merit or General Pay increases for staff
- Increase employee's share of Health Insurance Contribution to 10%

## **WASTEWATER FUND**

- Increase Wastewater User Fees by 15%
- 13% Increase in Operational/Debt Service after subtracting \$146,007 transferred to Reserves
- Capital Improvement Programs will be restricted to the following:
  - 7 projects in the amount of \$9,643,488 for FY 09/10
- Major Capital Projects Involving the construction of the Basham Simms Wastewater Treatment Plant Upgrade
- No New Positions proposed
- No Proposed Merit or General Pay Increases for staff
- Increase employee's share of Health Insurance Contribution to 10%

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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 1740<sup>1</sup>, 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 1785<sup>2</sup> 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

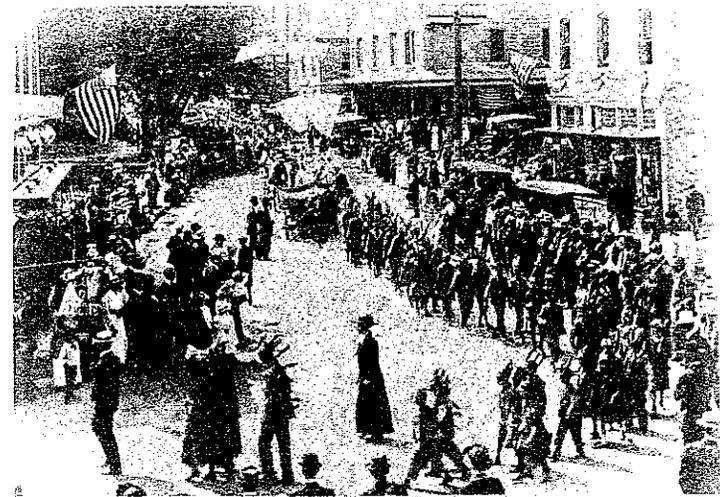
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<sup>1</sup> Eugene M. Scheel, *The Story of Purcellville*, reprinted by the Town of Purcellville in commemoration of its 75<sup>th</sup> anniversary 1908-1983, (1983).

<sup>2</sup> 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 20<sup>th</sup> 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

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### Timeline

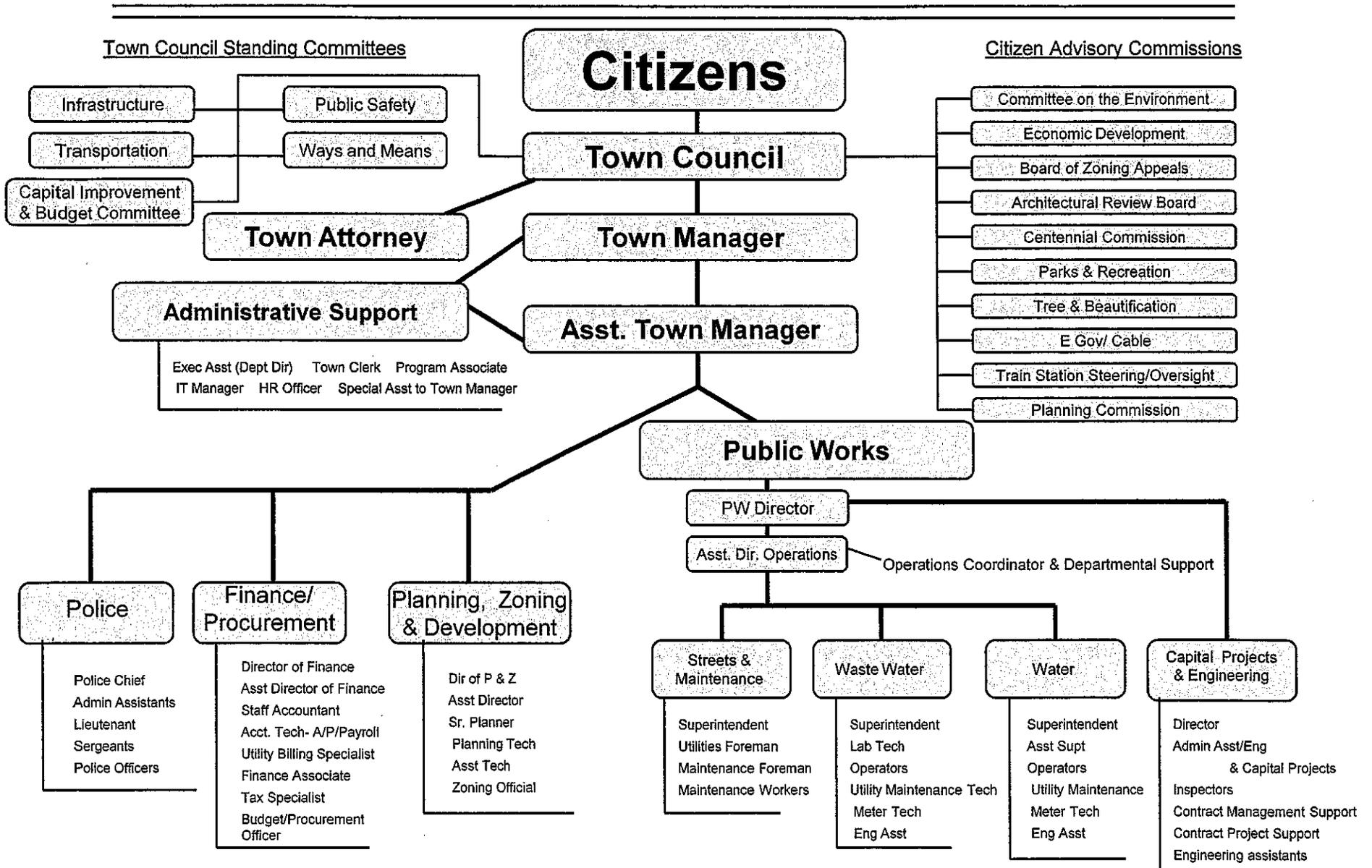
- 1700's Purcellville area is first settled by James Dillon in mid 1700's
- 1790's Village became known as Purcell's Store
- 1822 On January 28, Valentine Purcell is appointed postmaster of Purcell's Store
- 1841 First known stagecoach comes through Purcell's Store. It leaves Washington, D.C. at 4 a.m. 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.

# Town of Purcellville Organization Chart: Effective July 1, 2008





# Town of Purcellville, Virginia

## *Fast Facts*

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### **Demographics (as of December 31, 2008):**

Population: 6,884

Households: 2,452

Housing Units: 2,495

Square Miles: 2.8272

Acreage of Existing Corporate Limits: 1809.408

Date the Town was Settled: 1764

Date of Incorporation: 1908

Number of Commercial Businesses: 777

Number of Home Occupations: 200

Number of Town Staff - Full Time: 67

Part-Time: 9

Total Town Owned Assets: \$94,859,116

FY 08/09 General Fund Budget: \$9,742,992

FY 08/09 Water Fund Budget: \$2,854,055

FY 08/09 Wastewater Fund Budget: \$2,635,207

FY 08/09 Capital Improvements Budget: \$35,745,857

### **Major Employers (as of December, 2008):**

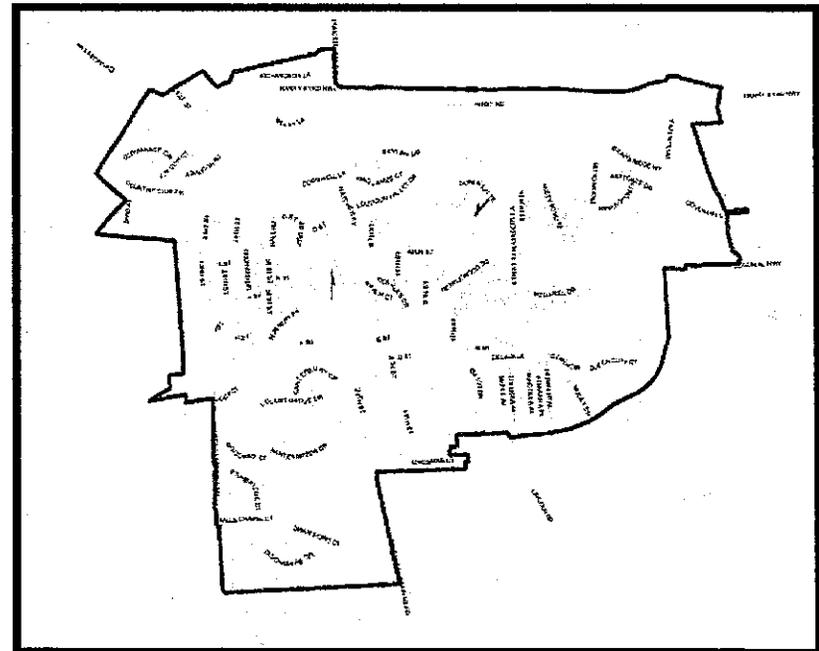
Patrick Henry College (150 employees)

Loudoun County Public Schools (500 employees)

Giant (147 employees)

Virginia Regional Transportation (131 employees)

RCD, Inc. Electrical Services (136 Employees)



Map of the Town of Purcellville

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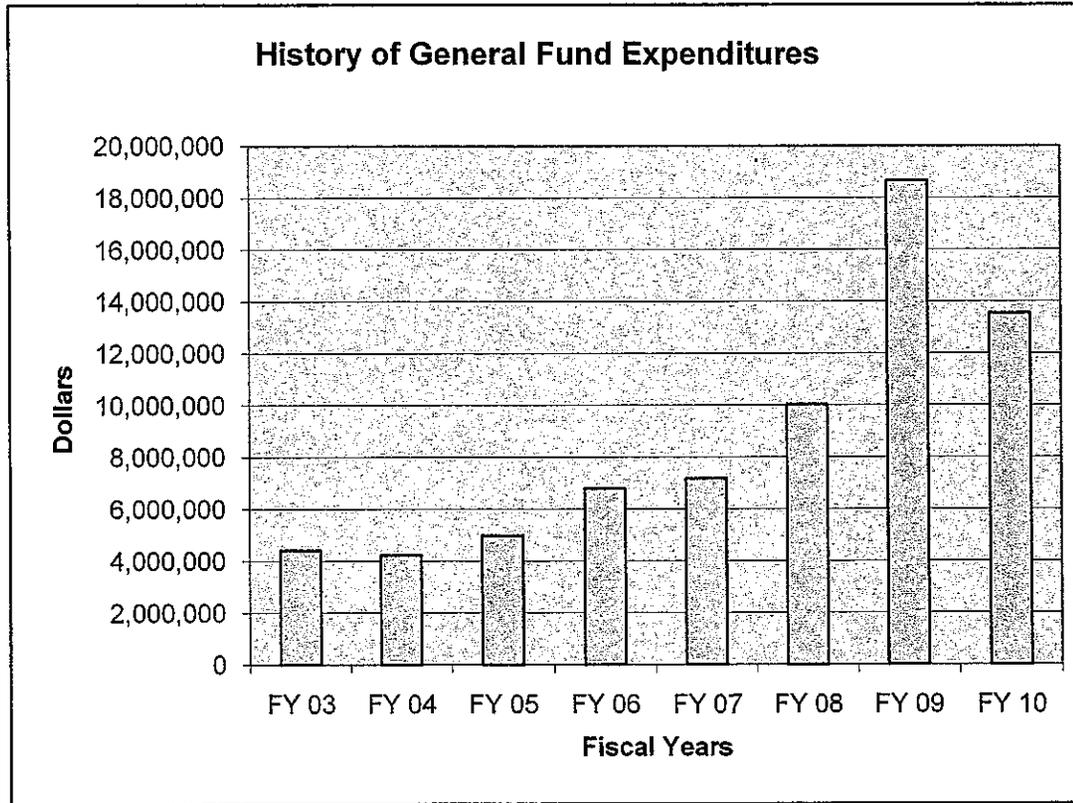
## Statistical Information

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 Expenditure History**

	General Government	Public Safety	Public Works	Parks & Recreation	Community Development	Capital Projects	Pass Thru Grant	Debt Service	Total Expenditures
FY 03	1,657,140	650,147	1,066,145			419,826	505,666	114,689	4,413,613
FY 04	1,795,888	587,969	1,411,398			300,707		125,769	4,221,731
FY 05	1,225,017	921,222	1,707,738	17,077	431,104	558,864		113,587	4,974,609
FY 06	1,462,066	1,128,938	2,152,098	17,806	665,467	1,201,440		158,615	6,786,430
FY 07	1,903,006	1,393,867	2,093,861	21,720	529,779	993,440		239,538	7,175,211
FY 08	2,096,975	1,506,641	2,120,074	41,174	607,290	3,329,921		324,324	10,026,399
FY 09	3,747,358	1,635,911	3,083,743	51,500	728,493	8,855,881		559,320	18,662,206
FY 10	2,311,099	1,571,158	2,851,546	37,450	564,922	5,364,547		844,778	13,545,500

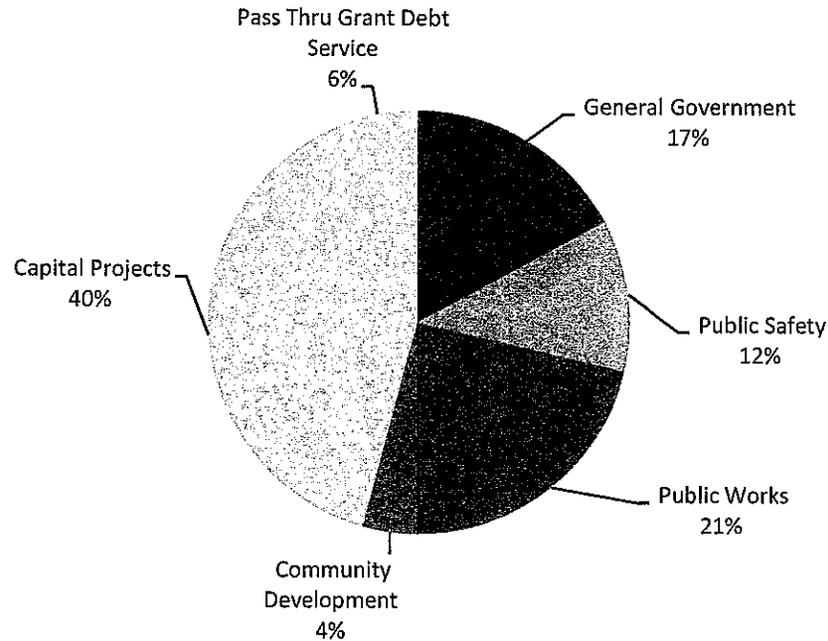


Note: Categories Align with CAFR

**General Fund Expenditure History & FY 2010 Allocations**

	General Government	Public Safety	Public Works	Parks & Recreation	Community Development	Capital Projects	Pass Thru Grant	Debt Service	Total Expenditures
FY 03	1,657,140	650,147	1,066,145			419,826	505,666	114,689	4,413,613
FY 04	1,795,888	587,969	1,411,398			300,707		125,769	4,221,731
FY 05	1,225,017	921,222	1,707,738	17,077	431,104	558,864		113,587	4,974,609
FY 06	1,462,066	1,128,938	2,152,098	17,806	665,467	1,201,440		158,615	6,786,430
FY 07	1,903,006	1,393,867	2,093,861	21,720	529,779	993,440		239,538	7,175,211
FY 08	2,096,975	1,506,641	2,120,074	41,174	607,290	3,329,921		324,324	10,026,399
FY 09	3,747,358	1,635,911	3,083,743	51,500	728,493	8,855,881		559,320	18,662,206
FY 10	2,311,099	1,571,158	2,851,546	37,450	564,922	5,364,547		844,778	13,545,500

**FY 2010 General Fund Expenditures**

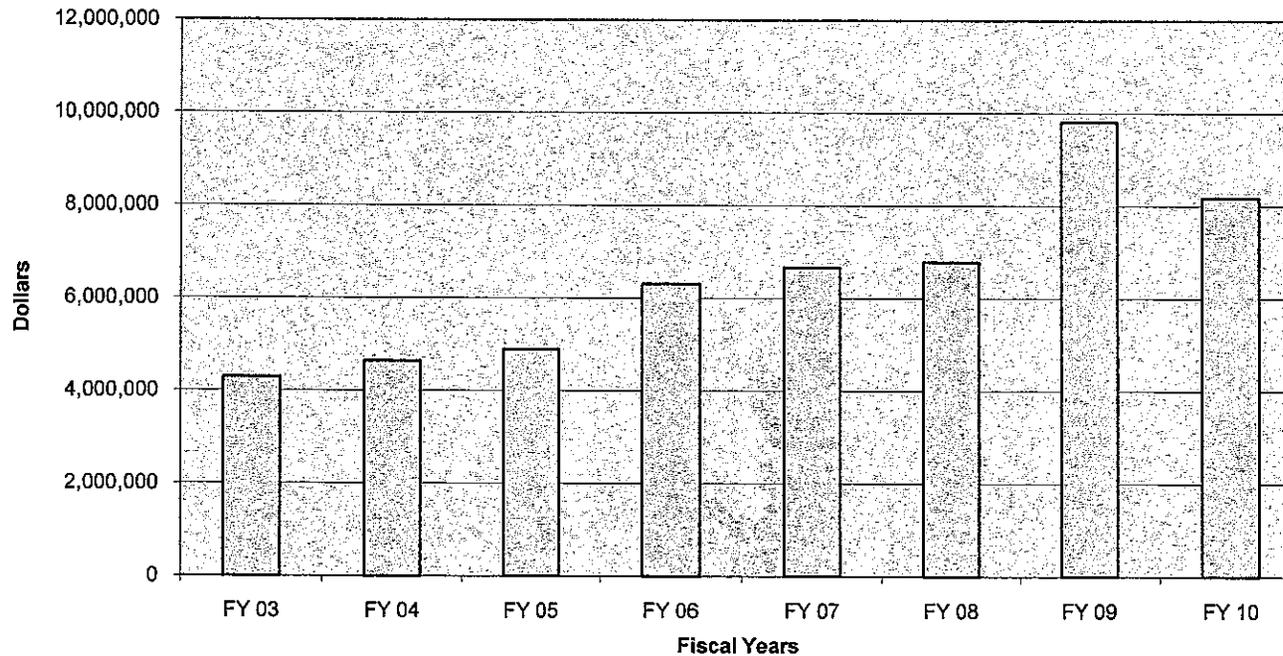


Note:  
Catagories  
Align with  
CAFR

## General Fund Revenue History

	Property Taxes	Other Local Taxes	Permits, Fees, Licenses	Fines & Forfeitures	Use of Money & Property	Misc.	Pass Thru Grant	Inter-Governmental	Total Revenues
FY 03	1,168,307	1,613,577	276,743	36,791	24,221	70,547	505,666	592,224	4,288,076
FY 04	1,369,653	1,853,901	136,264	59,282	16,693	64,465		1,141,301	4,641,559
FY 05	1,663,988	2,224,667	178,096	66,885	29,961	76,994		651,310	4,891,901
FY 06	2,092,568	2,659,820	148,767	78,732	105,679	79,747		1,145,395	6,310,708
FY 07	2,409,596	2,799,546	142,564	77,431	151,842	52,917		1,032,589	6,666,485
FY 08	2,469,194	2,898,002	91,661	83,729	126,148	94,254		1,017,145	6,780,133
FY 09	2,765,062	2,814,000	121,700	78,000	80,000	2,942,982		1,004,581	9,806,325
FY 10	2,408,000	2,691,500	90,700	77,000	136,500	1,766,753		1,010,500	8,180,953

History of General Fund Revenues

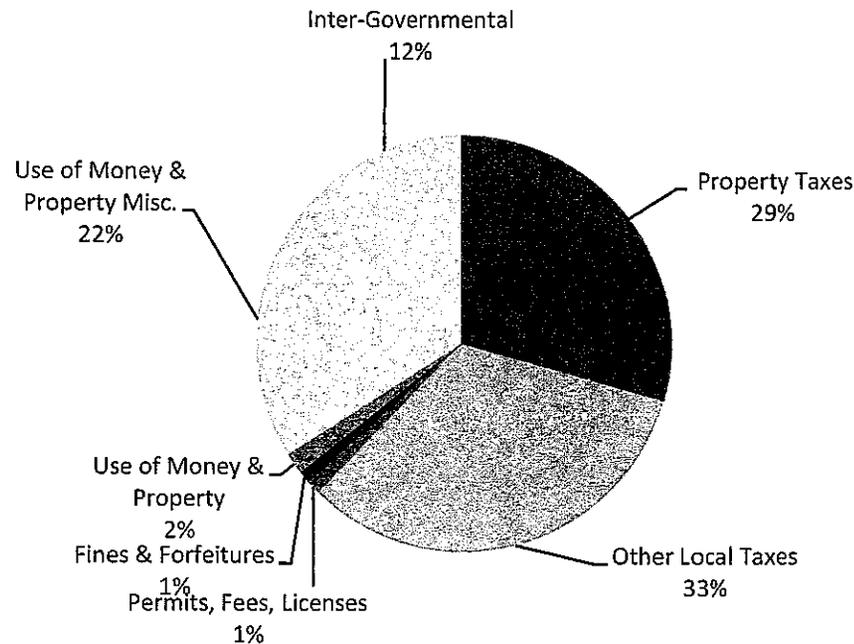


Note: Categories Align with CAFR

## General Fund Revenue History & FY 2010 Sources

	Property Taxes	Other Local Taxes	Permits, Fees, Licenses	Fines & Forfeitures	Use of Money & Property	Misc.	Pass Thru Grant	Inter-Governmental	Total Revenues
FY 03	1,168,307	1,613,577	276,743	36,791	24,221	70,547	505,666	592,224	4,288,076
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FY 07	2,409,596	2,799,546	142,564	77,431	151,842	52,917	0	1,032,589	6,666,485
FY 08	2,469,194	2,898,002	91,661	83,729	126,148	94,254	0	1,017,145	6,780,133
FY 09	2,765,062	2,814,000	121,700	78,000	80,000	2,942,982	0	1,004,581	9,806,325
FY 10	2,408,000	2,691,500	90,700	77,000	136,500	1,766,753	0	1,010,500	8,180,953

### FY 09-10 General Fund Revenue Sources



Note: Categories Align with CAFR

## Town of Purcellville- Personnel Analysis 2009

Department	Position	Adopted FY08	Adopted FY09	Adopted FY10
<b>Administration</b>				
	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
	Admin Asst	2.00	1.00	1.00
	Event Specialist	0.00	1.00	1.00
	HR Specialist	0.50	0.75	0.75
	Spec Asst to TM	0.25	0.25	0.25
	<b>Total FTE*</b>	6.75	7.00	7.00
<b>Finance</b>				
	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	0.50	0.50	0.50
	Staff Accountant	0.00	1.00	1.00
	<b>Total FTE*</b>	6.50	7.50	7.50
<b>IT</b>				
	IT Spec/Mgr	0.75	0.75	0.75
	IT Asst	0.50	0.50	0.50
	<b>Total FTE*</b>	1.25	1.25	1.25

Department	Position	Adopted FY08	Adopted FY09	Adopted FY10
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*Planning And Zoning*

Director P & Z	1.00	1.00	1.00
Asst Dir P & Z	1.00	1.00	0.00
Admin Tech	1.00	1.00	1.00
Zoning Official	1.00	1.00	1.00
Senior Planner	0.00	1.00	1.00
Admin Asst	0.75	0.75	0.75
<b>Total FTE*</b>	<b>4.75</b>	<b>5.75</b>	<b>4.75</b>

*Police*

Chief	1.00	1.00	1.00
Lieutenant	1.00	1.00	1.00
Sergeant	2.00	4.00	4.00
MPO	4.00	5.00	5.00
Officers	5.00	3.50	3.00
Admin Asst	1.50	1.50	1.50
<b>Total FTE*</b>	<b>14.50</b>	<b>16.00</b>	<b>15.50</b>

*PW/Eng*

Director	1.00	1.00	1.00
Asst Dir	0.00	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
Meter Tech	1.00	0.00	0.00
CIP Mgr	0.00	1.00	1.00
<b>Total FTE*</b>	<b>7.00</b>	<b>8.00</b>	<b>8.00</b>

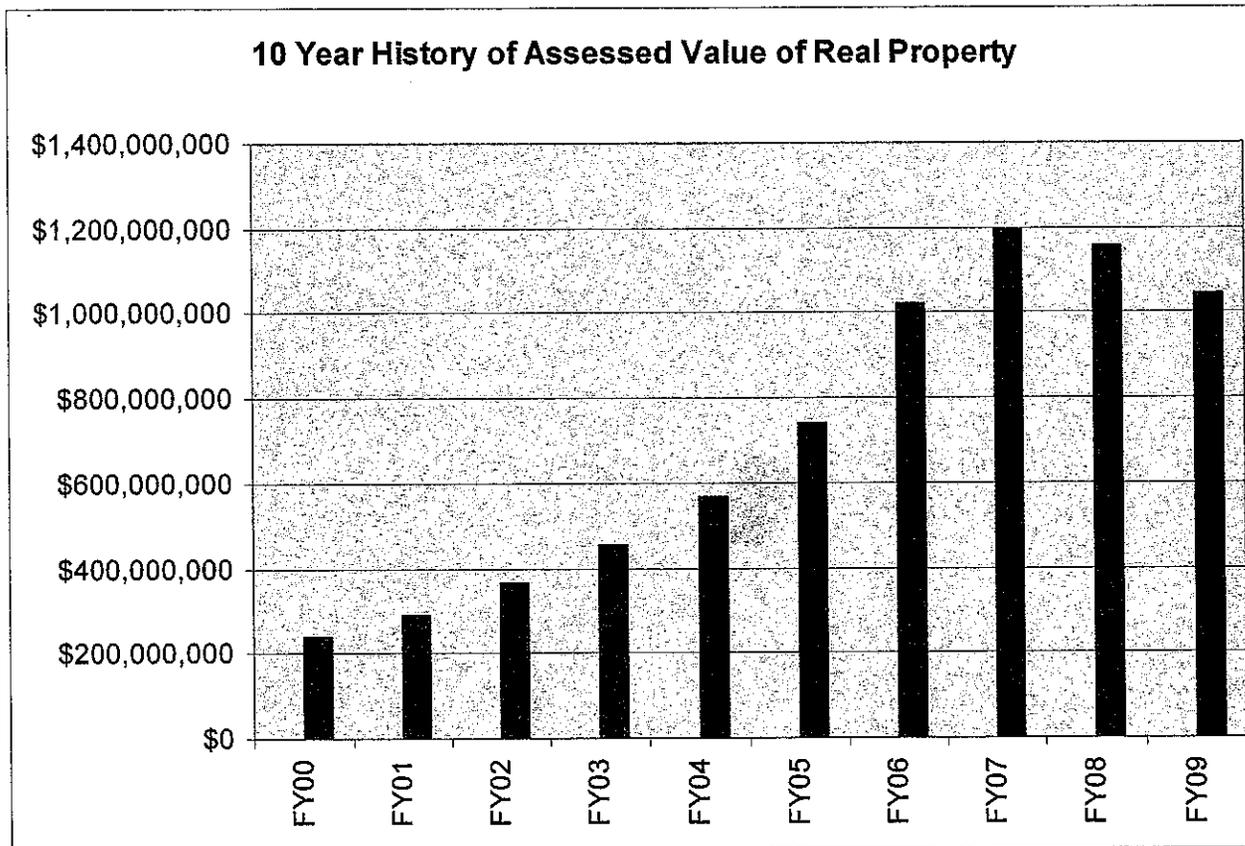
Department	Position	Adopted FY08	Adopted FY09	Adopted FY10
<b>Maintenance</b>				
	Superintendent	1.00	1.00	1.00
	Team Leaders	2.00	2.00	2.00
	Maint. Workers	6.00	6.50	6.00
	Meter Tech	0.00	1.00	1.00
	Total FTE*	9.00	10.50	10.00
<b>Parks and Rec</b>				
		0.00	0.00	0.00
<b>Total General Fund</b>				
	*Full Time Equivalent	49.75	56.00	54.00
	Actual Head Count	53.00	61.00	58.00

Department	Position	Adopted FY 07-08	Adopted FY 08-09	Adopted FY 09-10
<b>Water</b>				
	Superintendent	1.00	1.00	1.00
	Asst. Sup	0.00	1.00	1.00
	Operators	6.25	6.50	6.00
	Utility Maint Tech	0.50	1.00	1.00
	<b>Total FTE*</b>	<b>7.75</b>	<b>9.50</b>	<b>9.00</b>
<b>Wastewater</b>				
	Superintendent	1.00	1.00	1.00
	Asst. Sup	1.00	0.00	0.00
	Operators	5.00	6.50	6.00
	Utility Maint Tech	0.50	1.00	1.00
	Lab Tech	0.00	1.00	1.00
	<b>Total FTE*</b>	<b>7.50</b>	<b>9.50</b>	<b>9.00</b>
<b>Total Utilities</b>				
<b>Water/Sewer</b>	*Full Time Equivalent	15.25	19.00	18.00
	Actual Head Count	15.00	20.00	18.00
<b>Total Staff</b>	*Full Time Equivalent	65.00	75.00	72.00
	Actual Head Count	68.00	81.00	76.00

**Assessed Value of Real Property**

Fiscal Year	Actual Value
FY00	239,887,450
FY01	290,892,300
FY02	367,167,900
FY03	454,761,830
FY04	568,120,915
FY05	739,972,175
FY06	1,019,172,825
FY07	1,192,196,360
FY08	1,156,483,415
FY09	1,043,518,650

*Source: Loudoun County Assessor's Office converted to a fiscal year basis.*



The 10 year average for growth in assessed value of real property is 18.7%

## Major Property Owners

<u>Owner</u>	<u>2008 Assessed Value</u>	<u>Percentage of Total Assessed Valuation</u>
ZP No. 124 LLC (Giant Shopping Center)	13,158,000	1.14%
Purcellville Shopping Center LLC (Bloom Shopping Center)	10,754,500	0.93%
Toll Land X LP (Purcellville Green/21 <sup>st</sup> St)	6,400,000	0.55%
S R B Enterprises LLC (Loudoun Valley Shopping Center)	6,213,500	0.54%
Maple Avenue Apartments LP	5,931,700	0.51%
Purcellville Plaza LLC (Mario's Restaurant/201 N Maple)	5,928,900	0.51%
Main Street Associates LP (Main Street Commons Apartments)	5,699,300	0.49%
Valley Medical Center (INOVA Medical Complex)	5,100,100	0.44%
Jordan River Acquisitions LLC (Purcellville Gateway/Cole Farm)	4,674,600	0.40%
Catoctin Meadows (Village Case)	4,200,000	0.36%

Source: Town of Purcellville real property assessment data

## Principal Employers

<u>Employer</u>	<u>Employees</u>
Loudoun Valley High School	273
Blue Ridge Middle School	150
Giant	147
RCD Electric	136
Virginia Regional Transportation Center	131
Patrick Henry College	100+
Home School Legal Defense	90
Blue Ridge Veterinary Assoc., Inc.	90
Bloom	80
Town of Purcellville, VA	75
Emerick Elementary School	60
Magnolia's at the Mill	50-100
Loudoun Stairs, Inc.	55

Source: Town Businesses

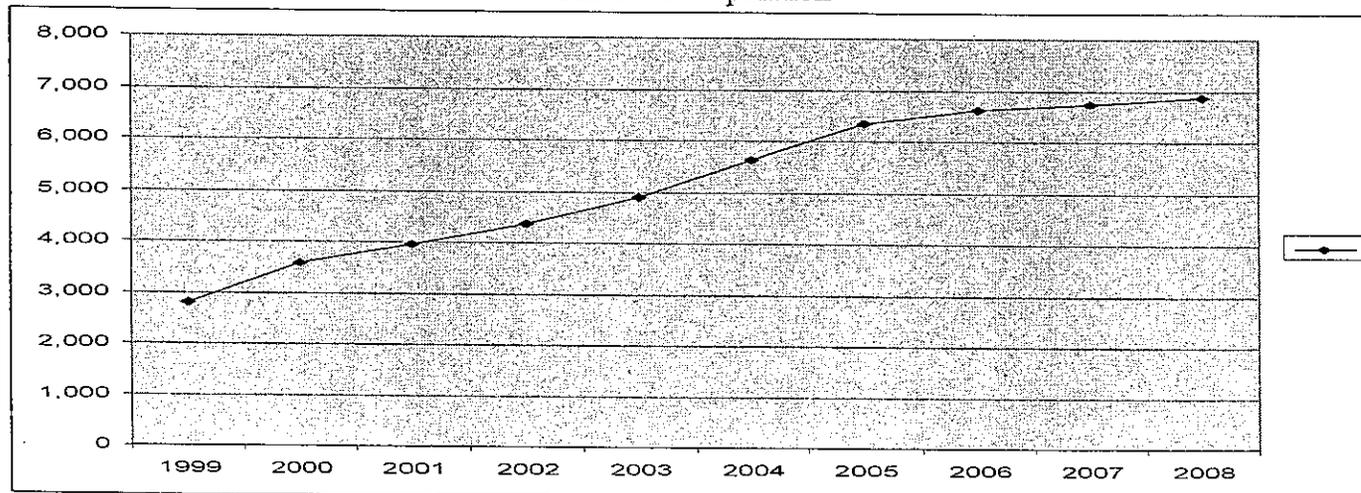
Demographic and Economic Statistics  
Last Ten Calendar Years

Fiscal Year	1 Purcellville Population	2 Loudoun County Per Capita Income	3 Loudoun County Median Age	4 Purcellville School Enrollment	5 Loudoun County Unemployment Rate
2008	6,873	\$ N/A	N/A	2,105	N/A
2007	6,747	N/A	N/A		2.2
2006	6,630	44,617	33.2		2.1
2005	6,354	42,607	34.4	1,511	2.0
2004	5,631	39,014	33.3		2.2
2003	4,887	38,057	33.5		2.8
2002	4,379	38,377	34.3		3.5
2001	3,949	40,679	33.9		2.5
2000	3,584	41,143	33.6	1,124	1.4
1999	2,812	39,674	33.9		1.1

Sources:

- 1- 2000 US Bureau of Census, Loudoun County Department of Finance Management Services
- 2- Bureau of Economic Analysis, US Department of Commerce
- 3- Loudoun County Growth Summary
- 4- Loudoun School Census (triannual)
- 5- Virginia Workforce Connection, [www.vawc.virginia.gov](http://www.vawc.virginia.gov)

Historical Population

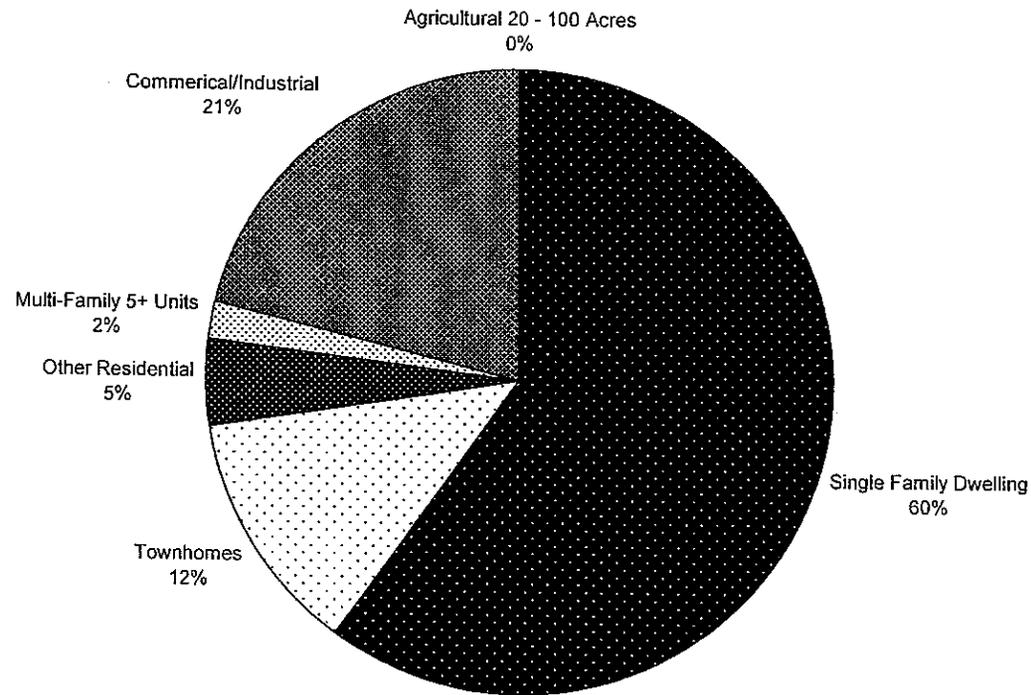


## Land Use Classifications

### 2009 Assessments by Land Use Classification

<u>Category</u>	<u>Assessed Value</u>
Single Family Dwelling	581,296,300
Townhomes	119,587,900
Other Residential	45,299,600
Multi-Family 5+ Units	17,989,000
Commerical/Industrial	203,079,000
Agricultural 20 - 100 Acres	852,000

*Source: County of Loudoun Assessor's Office*

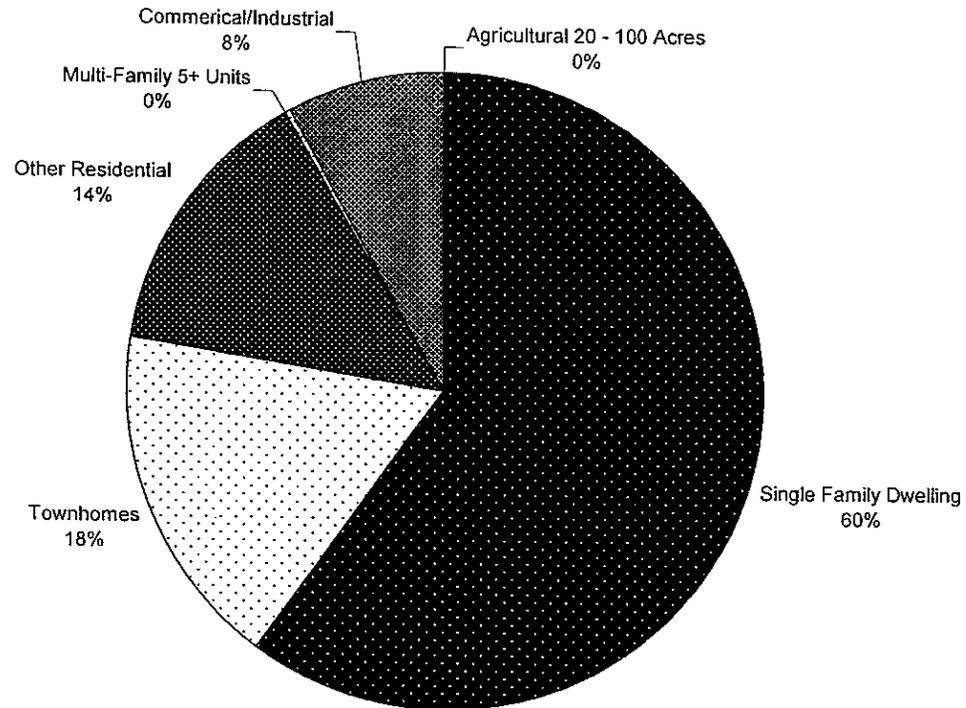


## Number of Parcels Per Land Use Classification

### 2009 Parcels by Land Use Classification

<u>Category</u>	<u>Number of Parcels</u>
Single Family Dwelling	1654
Townhomes	484
Other Residential	384
Multi-Family 5+ Units	8
Commerical/Industrial	224
Agricultural 20 - 100 Acres	1

*Source: County of Loudoun Assessor's Office*



## 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**

### **Purpose**

The purpose of the following budget guidelines is to direct 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. 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 basis for budgeting of funds for this process is consistent with the Town's accounting structure which is modified accrual for general governmental funds and accrual for proprietary funds.

The budget formulation process generally runs from August to the following May with both the CIP and Operating Budgets being adopted and approved in May but not later than June. The budget process was recently separated into two distinct phases. The Capital Improvement Program (CIP) budget activity and review now runs from August through November and the operating budget activity begins in December and concludes with adoption of the operating budget in May.

During the CIP development process, the Budget Committee holds several work sessions to review and modify the 5 year CIP and instructs the staff to process recommended supporting current year Budget Amendments if required. The Town Council approves the CIP and the associated budget amendments. The Town Council then directs the staff to prepare the 1<sup>st</sup> year of the 5 year CIP for adoption the following May.

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 February to the Budget Committee. 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**

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. Corresponding tax rates and fees must also be set. At least one public hearing must be held on the budget prior to its adoption. Seven days prior to this hearing, the Town Clerk must publish a notice of Council’s intention to hold such an event. The budget cannot be adopted at the same meeting in which the public hearing is held. The CIP budget is adopted at the fund level and approved at the project level. The operating budget is adopted at the departmental level.

**Budget Calendar**

The Town of Purcellville’s budget process begins in November of each year when the Ways & Means Committee reviews the budget schedule and recommends that the Town Council approve the schedule and provide budget priorities to the Town Manager and staff. The Town Manager then prepares and submits to the Budget Committee and the Town Council his proposed budget.

<b><u>FY 2009 -2010 BUDGET PREPARATION SCHEDULE</u></b>	
<b>ACTIVITY</b>	<b>DATE</b>
Provide Budget Calendar to Town Council & Town Staff	July, 2008
Distribute FY 2010-2014 CIP Instructions & Documents to Departments	August, 2008
Develop & Distribute Detailed FY 2010-2014 CIP Budget Schedule	August, 2008
Conduct comprehensive review of proposed Capital Improvement Program	September – November, 2008
Develop Strategy for FY 2009/2010 Operating Budget	December, 2008
Initial Draft Operating Budgets, Work Plans, Performance Measures Due to Finance	January, 2009
Financial Advisor & Rate Consultant Presentation (Tax Rates & Fees) to Town Council	January, 2009
Town Manager Meets with Department Heads to Review Budget Requests	February, 2009
Town Manager Delivers Budget to Town Council	February – March 2009
Public Hearings on Tax Rates & Budget	March – April 2009
Adoption of Budget - Town Council	May, 2009

### **Budget Document**

The Town of Purcellville's operating budget serves as the Town's annual financial plan. It serves as both a policy document and a mechanism to account for and control the use of public resources in balance with the sources of public funds. It provides a documented and understandable process to guide over time the expenditure of public funds in support of predetermined priorities. The operating budget also establishes performance objectives and desired outcomes as related to expenditures. The document explains comprehensively to the citizens the types and levels of service funded with their tax dollars.

### **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 (non-personnel categories) be reallocated within their respective department and/or project. This type of adjustment is normally associated with minor internal modifications within a department that realign and/or adjust initial budget estimates to current conditions. These types of adjustments remain within the approved/adopted departmental totals and do not increase or decrease department budgets. These types of adjustments maintain account level integrity and also 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."

### **Formal Budget Amendments**

For those changes in budgets that involve more than one department and/or change departmental or project totals, Department heads must submit a Budget Amendment Form requesting the desired change to departmental and/or project totals. Budget Amendment requests must be submitted to the Finance Department (Budget/Procurement Specialist). The Budget/Procurement Specialist will assist Department heads 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.

### **Enterprise Funds**

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

## **Town of Purcellville, Virginia Fiscal Policy Guidelines**

### **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 principles 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.

## **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.

## **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 to "guide future community growth and development in the Town of Purcellville while enhancing residents' and businesses' quality of life and environment." 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:

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### **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.

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Town Council priority projects for Fiscal Year 2008-09 (with Comprehensive Plan reference where applicable) are as follows:

- Develop a Master Plan for Town Properties
- Explore Creation of Parks and Recreation Department (Expanded Opportunities for Recreation Programs, Facilities and Access)
- Review and Revise PUGAMP (Joint Land Management Area Planning)
- Authorize and Conduct a City Status Feasibility Study

- Conduct a Board of Architectural Review and Business Workshop (Economic Development as Contributor to Quality of Life)
- Establish Standards for Boards, Committees and Commissions Annual Reports
- Endorse and Continue to Pursue Single Precinct Voting for Purcellville
- Adopt Comprehensive Transportation Plan (Public Infrastructure: Utilities and Transportation)
- Develop Means and Complete the SCR (Public Infrastructure: Utilities and Transportation)
- Recodify Zoning Ordinance
- Identify Additional Water Resources (Public Infrastructure: Utilities and Transportation)
- Identify Sustainable Sources of Revenue for the Town (Financial Planning for the Future)

### **Performance Management Overview**

Approximately five months prior to the official adoption of the Comprehensive Plan in 2006, the Purcellville Town Council held a retreat 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 retreat 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**

			<b>Analysis for Continuous Improvement</b>
		<b>Performance Measures</b>	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.
	<b>Objectives</b>	Performance measures indicate how much or how well the Town is doing. Ideally, they track the Town's progress toward achieving its objectives.	
<b>Core Purpose/Goals</b>	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:

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### **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.

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Each department has reviewed the Core Values as a part of their strategic planning efforts and these are included in the departmental 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 to reflect who we are from a staff perspective and what we stand for as a group. 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.

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### **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.

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### **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. All of 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 to make them 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. As the performance management program evolves, the measures will focus more on outcomes and less on workload.

### **Pay-for-Performance**

As mentioned, the Town Council has expressed its interest in the Town implementing pay-for-performance in order to better acknowledge individuals in regards to performance success. An article distributed to the PMT, *Pay for Performance: The Road to Success* by Howard Risher and Bill Wilder, says:

“‘Pay for performance’ refers to an annual increase in an employee’s base pay linked to the employee’s performance rating. The phrase has effectively replaced ‘merit pay.’ The purpose of pay for performance is to provide employees with a monetary incentive to improve their performance. In the private sector, the phrase also refers to the use of cash incentives for groups or teams and individuals.”

This component is considered by the Town as an important way to evaluate progress of employees and performance management within the organization. With employee input, the PMT revised the employee performance evaluation forms so that they include performance planning and evaluation forms that are customized for newly created categories: Managerial/Supervisory, Professional/Technical, Operations/Administrative. For all categories, there is a section for the appraisal of Town-wide competencies: Personal Responsibility, Citizen Focus, Ethics/Integrity, Follow-Up, Positive Attitude and Results Orientation. Also, the evaluations include specific category competencies, key position responsibilities, appraisal of important goals, major achievements/contributions and a section for employee comments. Overall, the performance evaluations reflect the organizational and departmental strategic plans and values. The Pay-for-Performance program was initiated with performance evaluations in May-June 2008.

### **Ongoing Efforts**

The initial performance management meetings were held for the purpose of engaging all employees, gathering feedback and explaining the program. This tailored performance management program is in its infancy and will grow and evolve overtime as

employees become more familiar with it and the measures and processes develop and become refined. Organization-wide meetings will continue to be held and the culture will further progress toward “using performance and financial information for making results-based decisions in the quest for providing efficient and effective services.” A way to monitor the advancement of the program is through the use of a rating system such as the Performance Management Rating System developed by professors at the School of Government at the University of North Carolina at Chapel Hill. This rating system uses a five-point scale and is designed to help managers gauge the level of commitment to performance management. Members of the PMT recently used this evaluation system and the interpretation of the numerical scores is that the Town is a “good performer with a solid base.” With ongoing commitment from the community, Town Council and Town staff, the Town of Purcellville will become a leader in performance management.

**REVENUE TRENDS**  
**GENERAL FUND: REVENUES**

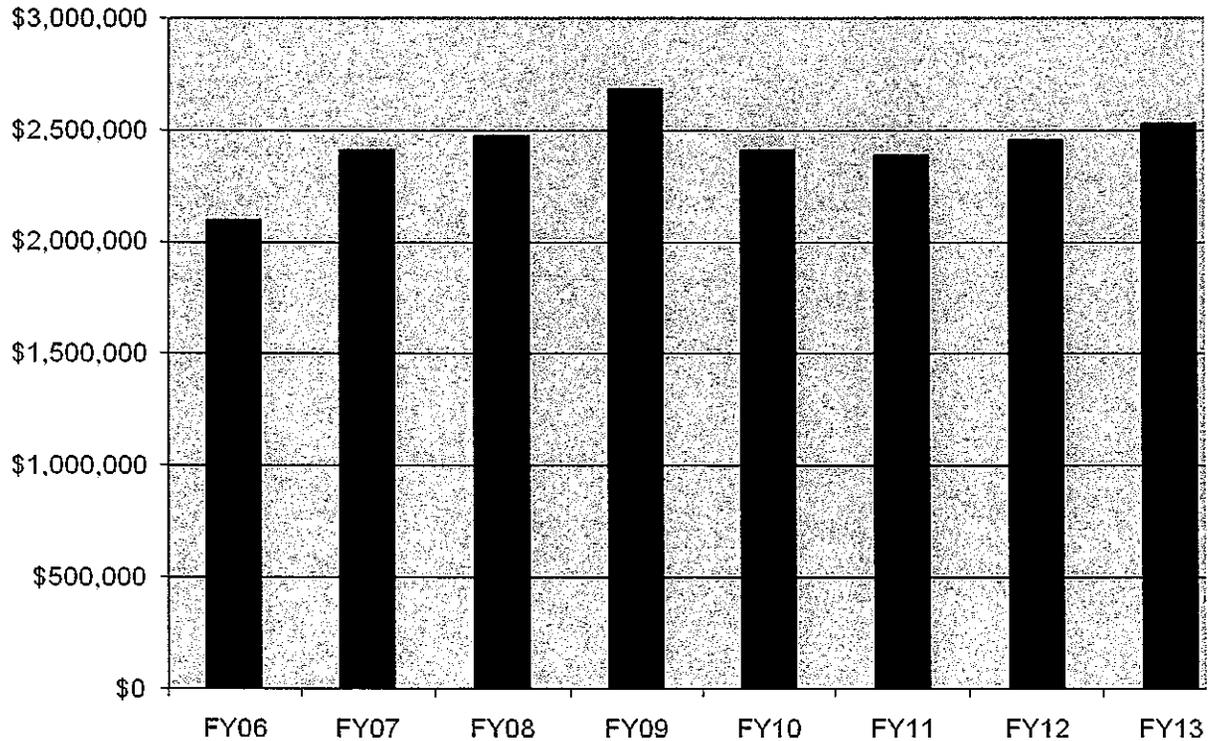
**Property Taxes**

Real estate and personal property taxes 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. Real estate taxes are levied annually on January 1 and are due in semi-annual installments on June 5 and December 5. Personal property taxes are levied annually on January 1 and have previously been due on November 5 through tax year 2008; however, beginning with tax year 2009, the taxes will be due on June 5. Therefore, personal property taxes will be collected two times in fiscal year 2009, resulting in a one-time increase to this revenue category. Personal property taxes are not prorated by the Town.

Collections of real estate and 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. According to State law, liens attach to the property when the real property tax remains unpaid after July 1 of the following year.

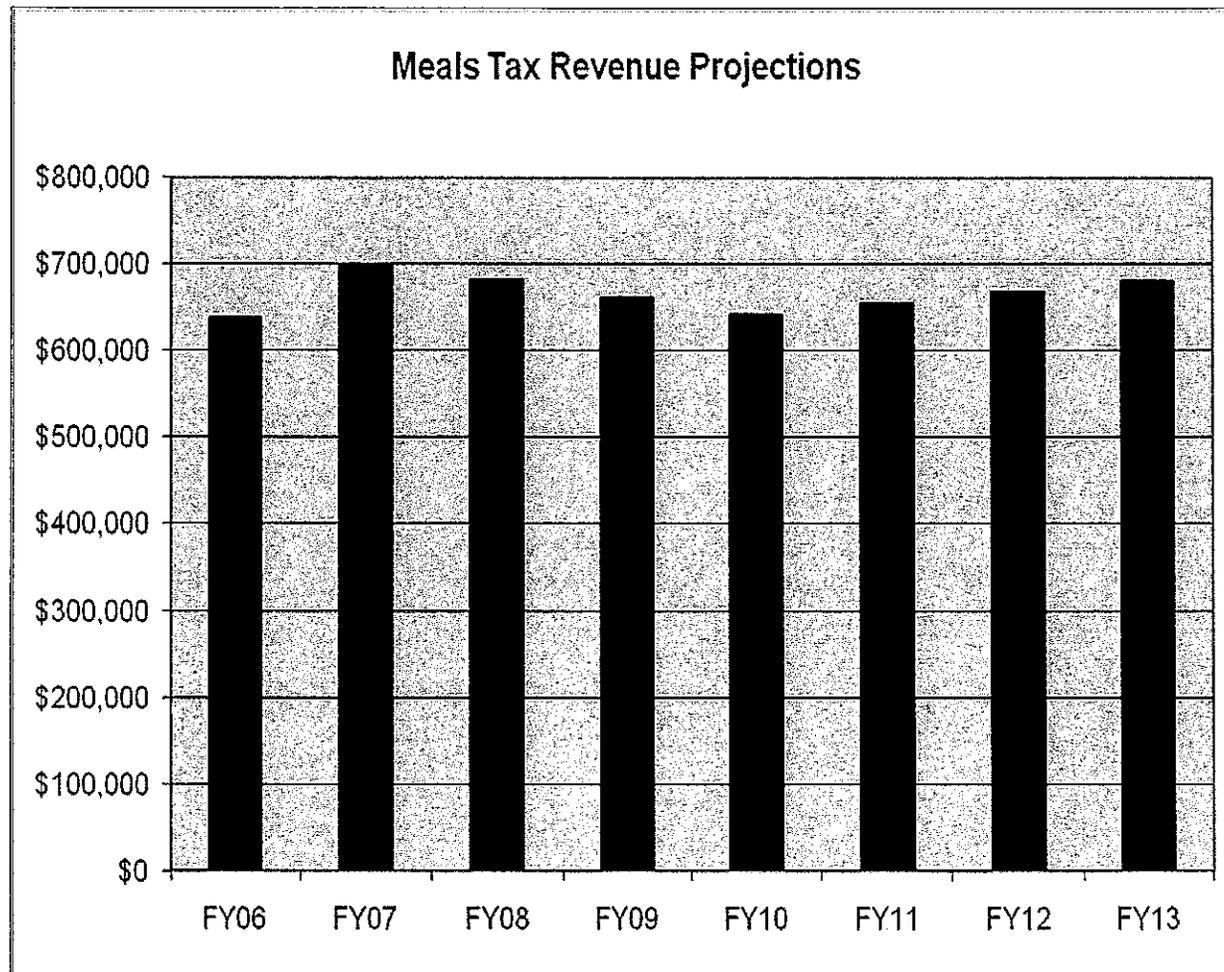
Following a long period of assessment increases, real property assessments decreased by 5% in 2008 and 13.5% in 2009 according to the Loudoun County Assessor's Office. Revenue projections for real and personal property taxes are based on a 3% decline in 2010, a 1% decline in 2011, and a 3% increase in 2012 and 2013.

**Property Tax Revenue Projections**



## Meals Taxes

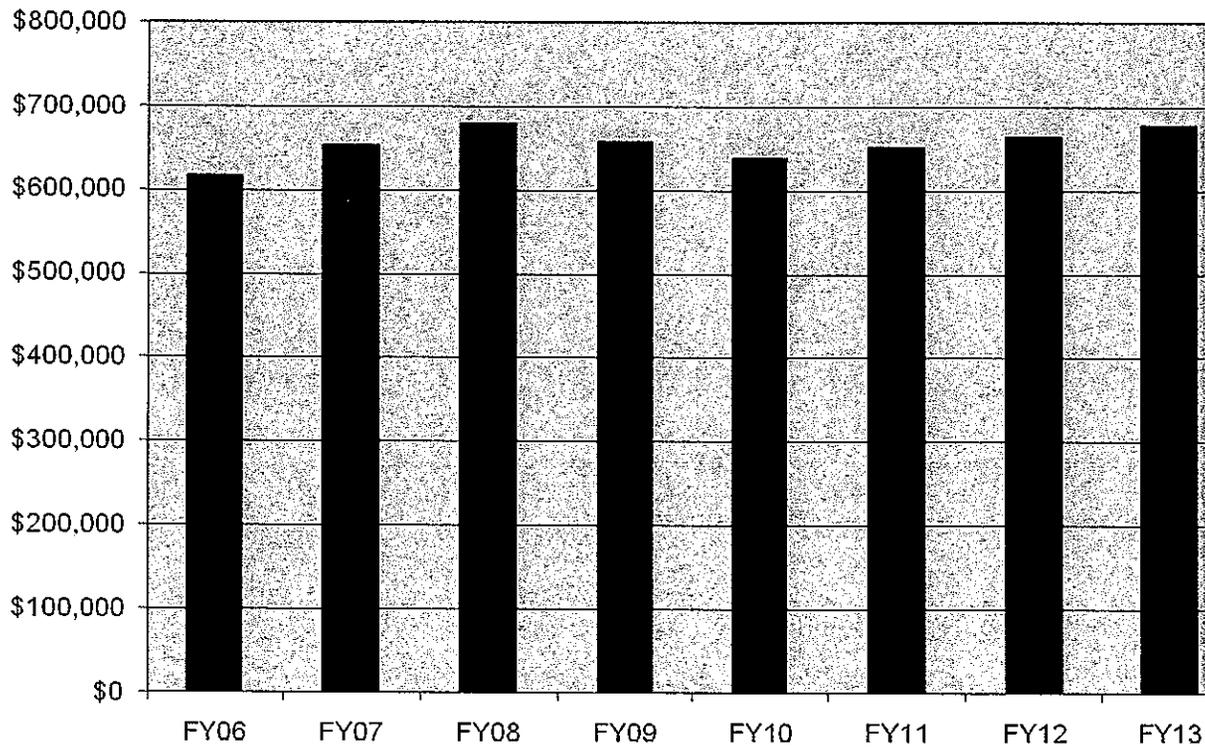
This is a consumption based tax. Restaurants and other food selling establishments within the Town collect an additional 4% tax on prepared meals. Due to the current recession, we expect revenues to decline for several years before rebounding. Revenue projections are based on a 3% decline in 2009 and 2010 due to the recession and 2% increases for 2011, 2012 and 2013 in line with a slow recovery of the economy.



**Sales Taxes**

This is a consumption based tax. Sales tax revenues collected by the State are allocated back to Counties and Towns based on a formula of the number of school age children residing in the Town limits. Loudoun County prepares a school census every three years and the latest 2008 census was released in the fall of 2008. According to this census the Town of Purcellville's portion of the Loudoun County sales tax proceeds increased from 1.28% in 2005 to 1.49% in 2008. Even after this increase is factored into the revenue projections, a 3% decline in revenue was projected for 2009 and 2010 due to the recession and 2% increases for 2011, 2012 and 2013 in line with a slow recovery of the economy.

**Sales Tax Revenue Projections**

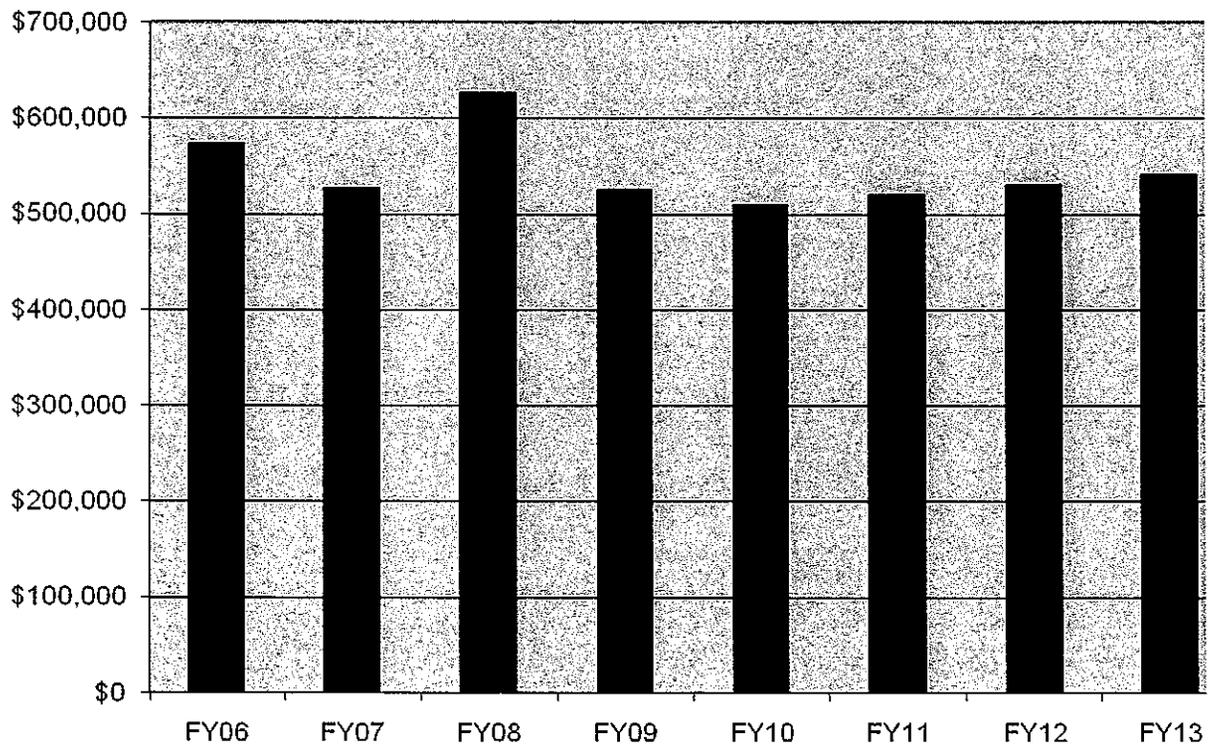


**Business Licenses**

This 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. Fiscal Year 2008 saw an increase in contractor revenues due to renovations at the Loudoun Valley Community Center and Blue Ridge Middle School, construction of a Student Center at Patrick Henry College, and construction of a Purcellville Public Safety Center. Currently, the majority of the in-Town residential property has been developed.

There are some commercial properties that may be developed over the coming years; however, with the current economy, it is difficult to project when the work will actually begin and revenues can be realized. Revenue projections for 2009 are expected to mirror 2007 revenue with a 3% decline in 2010 due to the recession and 2% increases for 2011, 2012 and 2013 in line with a slow recovery of the economy.

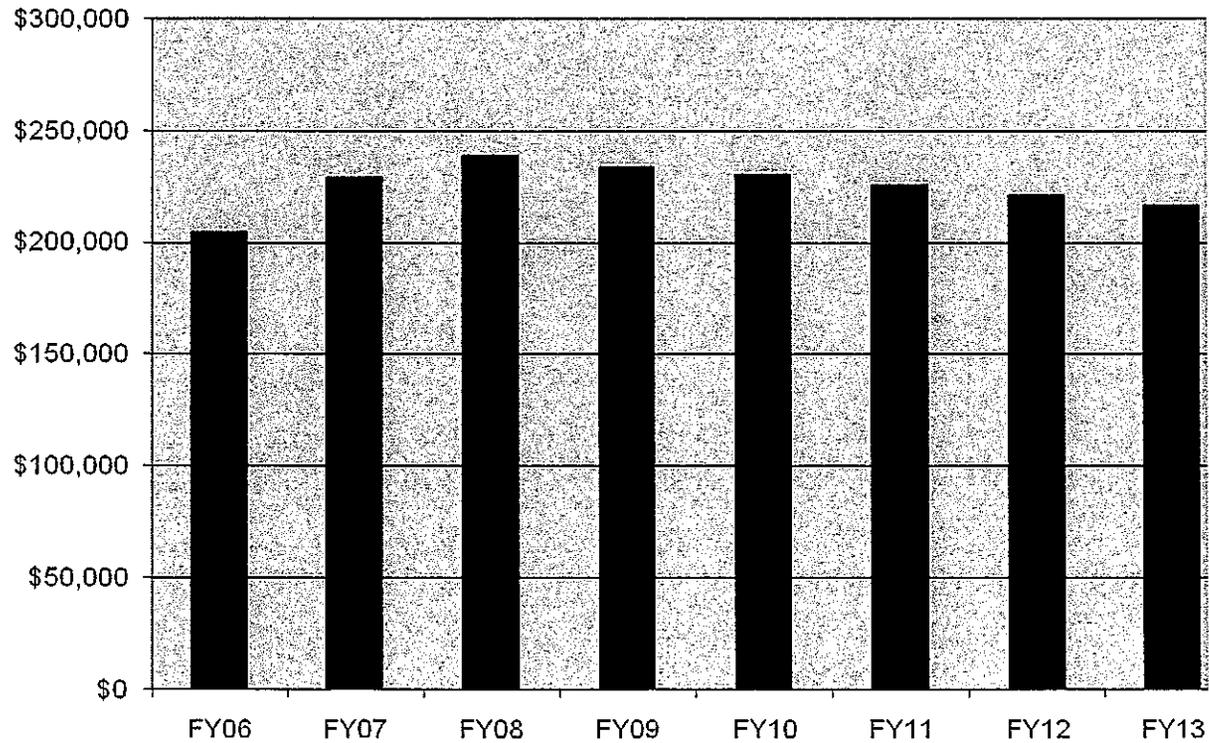
**Business License Revenue Projections**



## Cigarette Taxes

The Town of Purcellville is part of 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 2006, 2007 and 2008, the historical pack sales have declined in both Purcellville and the Northern Virginia area. Projections are based on revenue reductions of 2% per year in conjunction with a decrease in the number of smokers and overall consumption.

### Cigarette Tax Revenue Projections



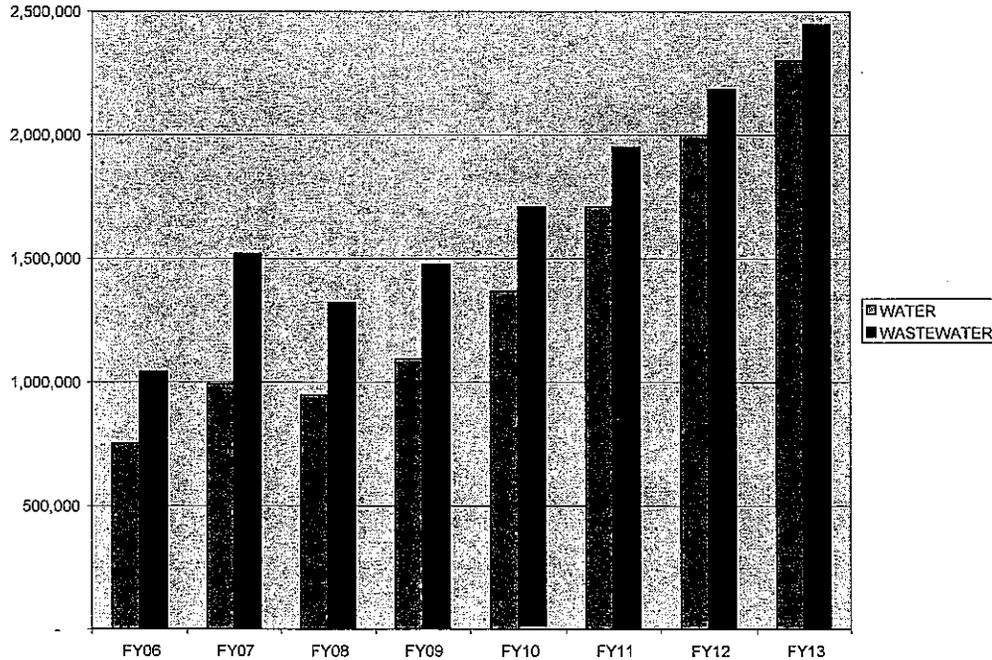
**REVENUE TRENDS**  
**WATER AND WASTEWATER FUND: REVENUES**

**User Charges and Fees**

Charges for water and wastewater usage fees are directly related to the costs associated with them. Within the Water and Wastewater Funds, rates are set at the levels necessary to fully support the activities of this operation. These rates are calculated annually and are adjusted as needed. The Town's consultants are currently re-analyzing and plan to present more information in March or April of 2009.

Town rates are established to strictly cover costs, the water and wastewater rates charged to the Town's customers are impacted by the area's inflation rates, growth, demand, and legislative mandates. In addition, revenues each year are based on consumption, which is driven in part by weather conditions and water conservation efforts. In FY 2007, a tiered water rate structure was introduced to promote water conservation and spread the costs appropriately among the users. In FY 2007, the wastewater rate was increased but not tiered. Note the increase in water fees in FY 2007 is disproportionate to the increase in wastewater fees due to the fact that water rates in the lower tiers were less than FY 2006's flat rate.

Revenue estimates are based on the data presented by Davenport and MFSG to the Budget Committee on January 8, 2009. Revenues are projected by user rate increases of 25% water and 15% wastewater in 2010, 25% water and 15% wastewater in 2011, 17% water and 12% wastewater in 2012 and 15% water and 12% wastewater in 2013.



<b><u>History of Utility Rates</u></b>				
	Flat	TIERED		
	FY 06	FY 07	FY 08	FY 09
<b><u>Water</u></b>				
1K -6K	\$4.87	\$3.44	\$3.78	\$4.35
6K - 12K	\$4.87	\$4.58	\$5.04	\$5.79
12K - 18K	\$4.87	\$5.73	\$6.30	\$7.24
18K+	\$4.87	\$6.87	\$7.56	\$8.69
<b><u>Wastewater</u></b>				
Total	\$7.09	\$7.25	\$7.61	\$8.38
Minimum Bill	\$11.96	\$10.69	\$11.39	\$12.73
	\$13.71	\$16.69	\$17.39	\$18.73
Rates Per 1,000 gallons				

## 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.

**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**

### **2000 General Obligation Water Bond Issue- VRA**

Bonds in the amount of \$2,865,000 were issued in March 2000 for a 20-year term at annual interest rates varying from 4.8 – 5.6%. Proceeds from the bonds were used to finance water distribution improvements including, water line replacement, repair or construction of the reservoir intake structure, construction of a water storage tank and the development of additional water sources. These bonds will be retired in April 2020.

Principal and interest payments occur each April 1st and interest only payments occur each October 1st. All debt service is chargeable to the Water fund. The FY 2010 principal installment due totals \$140,000 and the semi-annual interest payments total \$115,080.

### **2003 General Obligation Bond Issue-Patriot's 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 1<sup>st</sup> and interest only payments occur each April 1<sup>st</sup>. Debt service is chargeable to the General Fund. These bonds will be retired October 2017.

The FY 2010 principal installment due totals \$52,387. Also payable in 2010 are semi-annual interest payments totaling \$16,739.

### **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 1<sup>st</sup> and interest only payments occur each April 1<sup>st</sup>. 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 2010 principal installment due for Issuance A totals \$86,100 and semi-annual interest payments total \$70,971.

The FY 2010 principal installment due for Issuance B totals \$72,879 from the Water fund and \$65,621 from the Waste Water fund. Also payable in FY 2010 are semi-annual interest payments totaling \$60,032 from the Water fund and \$54,054 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-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 due the 16<sup>th</sup> day of each month commencing on January 16, 2011. All debt service is chargeable to the General Fund.

The FY 2010 principal installments due for Issuance R-1 totals \$66,940 and interest payments total \$52,376. These bonds will be retired December 2023.

The FY 2010 interest installment due for Issuance R-2 totals \$189,379. 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 2010 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 15<sup>th</sup> and interest only payments occur each July 15<sup>th</sup>.

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 21% to the General Fund and 56% to the Water and 23% to the Waste Water funds.

The FY 2010 principal installment due totals \$675,700 with \$110,100 from General, \$348,800 from Water and \$216,800 from the Wastewater funds. Also payable in 2010 are semi-annual interest payments totaling \$877,256 with \$114,426 from General and \$354,834 from the Water and \$407,996 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. An interest only payment is due September 1, 2010 and semi-annual principal and interest payments are due each March 1st and September 1<sup>st</sup>, commencing on March 1, 2011. All debt service is chargeable to the Waste Water fund. These bonds will be retired in March 2030.

There is no FY 2010 principal or interest installment due.

<b>Amortization of Existing Debt and Interest</b>							
Year Ending June 30	General Fund Debt		Water Fund Debt		Waste Water Fund Debt		Total Debt Payments
	Principal	Interest	Principal	Interest	Principal	Interest	
2010	400,527	443,889	561,679	529,945	282,421	462,050	2,680,511
2011	441,380	525,401	589,962	503,833	770,751	1,915,286	4,746,613
2012	483,989	415,936	613,998	476,366	1,280,967	1,162,280	4,433,536
2013	500,126	399,109	643,740	447,790	1,323,668	1,119,668	4,434,100
2014	516,822	382,642	674,439	417,793	1,367,701	1,075,592	4,434,989
Thereafter	10,159,901	4,760,289	8,604,184	2,937,652	30,576,867	9,751,676	66,790,570
<b>Total</b>	<b>12,502,745</b>	<b>6,927,266</b>	<b>11,688,002</b>	<b>5,313,378</b>	<b>35,602,375</b>	<b>15,486,552</b>	<b>87,520,318</b>

**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, 2008 is as follows (*Source: FY08 Comprehensive Annual Financial Report*):

Assessed Value of Real Property, January 1, 2008	\$1,224,742,662
Debt Limit: Ten percent (10%) of Assessed Value	122,474,266
Amount of Debt Applicable to Debt Limit	33,947,780
Legal Debt Margin	\$88,526,486

**Summary of Issuance Outstanding Debt**

<u>Issue</u>	<u>Value of Original Issue</u>	<u>Outstanding Balance on July 1, 2009</u>	<u>% of Retired Debt</u>
<b><u>GENERAL</u></b>			
2003 Refunding-Patriot's Bank	835,133	537,995	35.6%
2005 General Obligation-Bank of America	2,233,000	1,982,700	11.2%
2008 General Obligation-Rural Development	5,923,840	5,886,450	0.6%
2008 Notes Payable-Purcellville Vol. Fire Dept.	1,700,000	1,530,000	10.0%
2008 General Obligation-SunTrust Bank	2,565,600	2,565,600	0.0%
	<u>13,257,573</u>	<u>12,502,745</u>	
<b><u>WATER</u></b>			
2000 General Obligation-VRA	2,865,000	2,055,000	28.3%
2005 General Obligation-Bank of America	1,888,792	1,677,102	11.2%
2008 Refunding-SunTrust Bank	1,018,200	970,400	4.7%
2008 General Obligation-SunTrust Bank	6,985,500	6,985,500	0.0%
	<u>12,757,492</u>	<u>11,688,002</u>	
<b><u>WASTE WATER</u></b>			
2005 General Obligation-Bank of America	1,700,708	1,510,098	11.2%
2008 Refunding-SunTrust Bank	6,565,300	6,321,400	3.7%
2008 General Obligation-SunTrust Bank	2,826,500	2,826,500	0.0%
2008 General Obligation-VRA	24,944,377	24,944,377	0.0%
	<u>36,036,885</u>	<u>35,602,375</u>	
<b>Total Bonds All Funds</b>	<b>63,807,762</b>	<b>63,373,252</b>	<b>0.7%</b>

## **Fund Balance Summary**

(Source: FY08 Comprehensive Annual Financial Report & FY10 Adopted Budget)

<b>GENERAL FUND</b>				
	<b>FY07 Actual</b>	<b>FY08 Actual</b>	<b>FY09 Estimate</b>	<b>FY10 Adopted</b>
Beginning Fund Balance	4,121,456	3,780,031	5,282,360	6,901,785
Revenues & Transfers In	6,833,786	7,092,429	11,817,983	7,656,632
Expenditures & Transfers Out	(7,175,211)	(8,155,700)	(8,062,103)	(8,180,953)
Proceeds/Use of GO Bonds	-	2,565,600	(2,136,455)	-
<b>Ending Fund Balance</b>	<b>3,780,031</b>	<b>5,282,360</b>	<b>6,901,785</b>	<b>6,377,464</b>
<b>Ending Fund Balance Detail:</b>				
<b>Unreserved, undesignated</b>	2,599,404	3,145,905	3,507,166	2,982,845
Unreserved, designated	260,116	-	3,394,619	3,394,619
Reserved for future capital outlay	920,511	2,136,455	-	-

<b>WATER FUND</b>				
	<b>FY07 Actual</b>	<b>FY08 Actual</b>	<b>FY09 Estimate</b>	<b>FY10 Adopted</b>
Beginning Net Assets	10,014,271	10,049,324	9,476,353	8,997,927
Revenues & Transfers In	2,568,594	1,882,660	2,289,826	3,174,144
Expenditures & Transfers Out	(2,533,541)	(2,455,631)	(2,768,252)	(3,434,245)
<b>Ending Net Assets</b>	<b>10,049,324</b>	<b>9,476,353</b>	<b>8,997,927</b>	<b>8,737,826</b>

<b>WASTE WATER FUND</b>				
	<b>FY07 Actual</b>	<b>FY08 Actual</b>	<b>FY09 Estimate</b>	<b>FY10 Adopted</b>
Beginning Net Assets	11,447,283	12,403,042	13,472,354	13,123,645
Revenues & Transfers In	2,907,963	3,140,928	2,406,986	3,129,650
Expenditures & Transfers Out	(1,952,204)	(2,071,616)	(2,755,695)	(2,768,573)
<b>Ending Net Assets</b>	<b>12,403,042</b>	<b>13,472,354</b>	<b>13,123,645</b>	<b>13,484,722</b>

## **Budget in Brief**

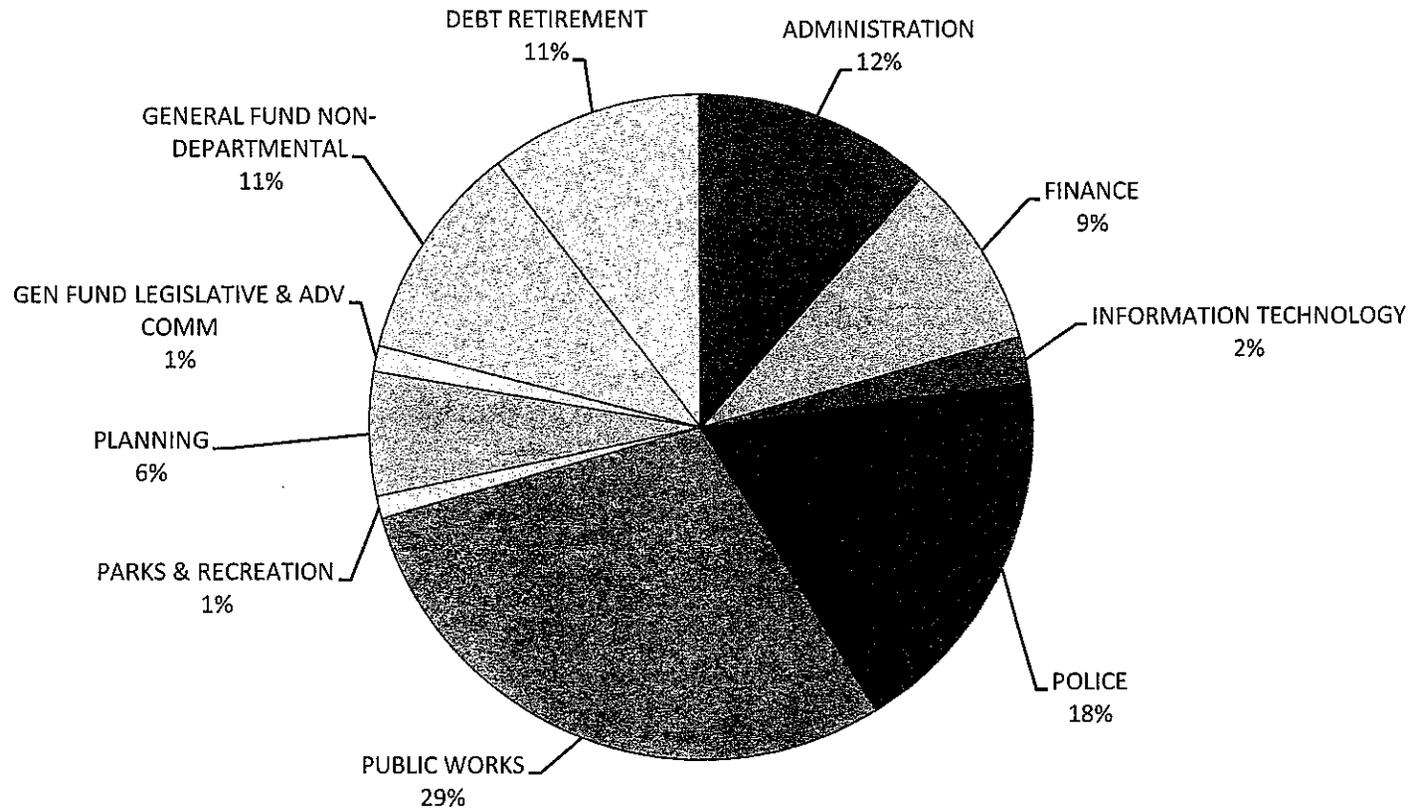
The budget in brief section provides a summary of the revenues and expenditures for the following funds:

- Expenditures by Fund
- Revenue by Fund
- Total Budget Summary

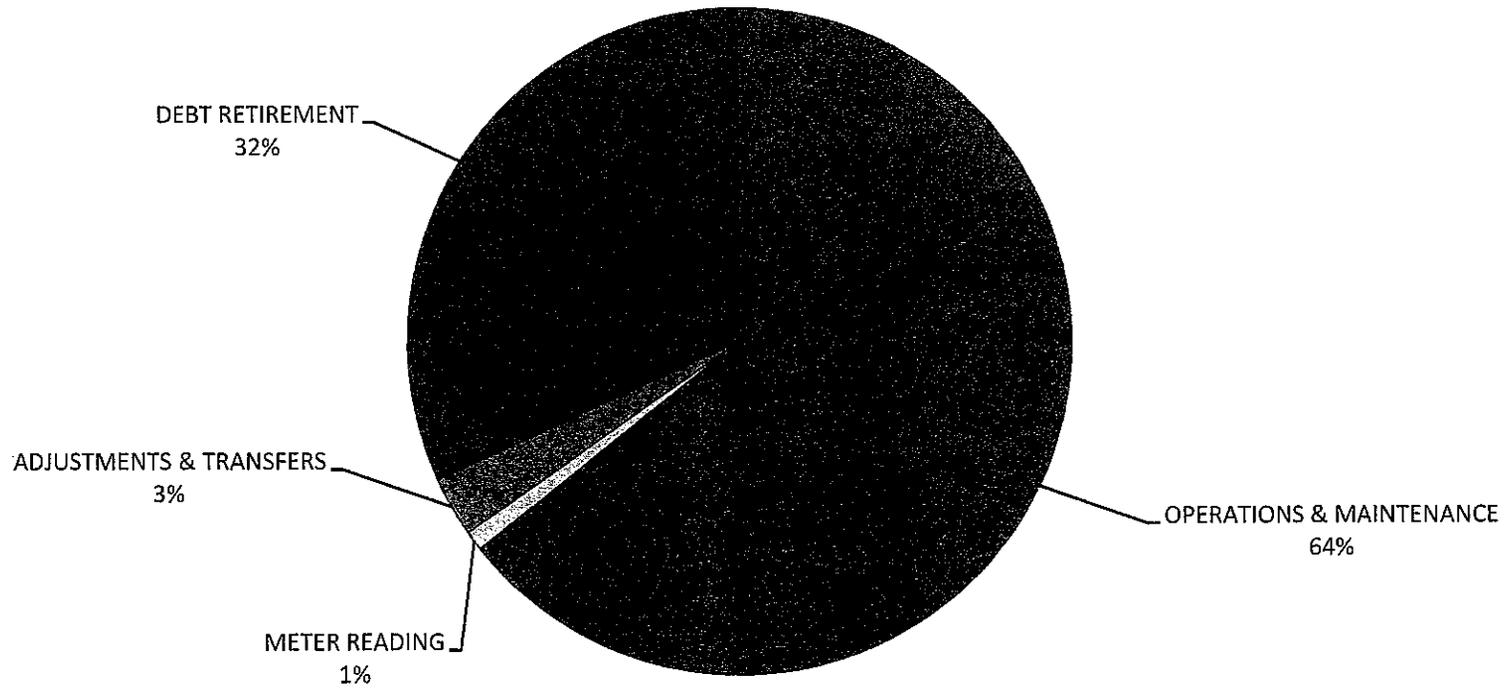
**FY 2009 - 2010 Operating Budget  
Budget Estimate Worksheet**

	Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of	FY 2010 Request			% Change From FY 09
				Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	
<b>GENERAL FUND</b>							
ADMINISTRATION	924,298	967,668	942,156	981,675	942,953	924,281	-3%
FINANCE	517,623	718,253	723,765	754,408	734,537	723,597	2%
INFORMATION TECHNOLOGY	136,649	175,684	179,637	194,904	181,849	174,213	4%
POLICE	1,407,193	1,536,463	1,470,328	1,525,184	1,490,081	1,481,158	-3%
PUBLIC WORKS	1,678,622	2,557,743	2,317,987	2,457,086	2,384,503	2,371,195	-7%
PARKS & RECREATION	71,321	91,400	92,360	97,800	88,260	70,135	-3%
PLANNING	514,583	629,226	492,271	508,305	490,499	482,730	-22%
GEN FUND LEGISLATIVE & ADV COMM	91,693	107,765	94,505	160,386	101,655	95,905	-6%
GENERAL FUND NON-DEPARTMENTAL	1,030,187	1,044,669	1,217,339	884,908	862,718	862,718	-17%
ADJUSTMENTS & TRANSFERS	1,459,222	1,418,134	86,400	70,000		150,242	-100%
DEBT RETIREMENT	324,324	559,320	445,355	861,278	844,778	844,778	51%
<b>TOTAL GENERAL FUND</b>	<b>8,155,715</b>	<b>9,806,325</b>	<b>8,062,103</b>	<b>8,495,934</b>	<b>8,121,833</b>	<b>8,180,953</b>	<b>-17%</b>
<b>WATER FUND</b>							
OPERATIONS & MAINTENANCE	1,489,084	2,033,333	2,005,833	2,257,997	2,209,672	2,153,027	9%
METER READING	39,490	48,500	27,000	43,500	32,950	32,950	-32%
ADJUSTMENTS & TRANSFERS	8,648	67,042	65,000	190,000	100,000	156,645	49%
DEBT RETIREMENT	547,087	725,180	670,419	1,271,623	1,091,623	1,091,623	51%
<b>TOTAL WATER FUND</b>	<b>2,084,309</b>	<b>2,874,055</b>	<b>2,768,252</b>	<b>3,763,120</b>	<b>3,434,245</b>	<b>3,434,245</b>	<b>19%</b>
<b>WASTEWATER FUND</b>							
OPERATIONS & MAINTENANCE	1,400,427	1,855,767	1,822,814	1,863,480	1,843,100	1,837,766	-1%
METER READING	4,718	32,500	30,500	30,500	28,500	28,500	-12%
ADJUSTMENTS & TRANSFERS		106,872	266,500	417,500	513,577	518,911	381%
DEBT RETIREMENT	644,120	640,068	635,881	744,472	744,473	744,473	16%
<b>TOTAL WASTEWATER FUND</b>	<b>2,049,265</b>	<b>2,635,207</b>	<b>2,755,695</b>	<b>3,055,952</b>	<b>3,129,650</b>	<b>3,129,650</b>	<b>19%</b>
<b>TOTAL ALL FUNDS</b>	<b>12,289,289</b>	<b>15,315,587</b>	<b>13,586,050</b>	<b>15,315,006</b>	<b>14,685,728</b>	<b>14,744,848</b>	<b>-4%</b>

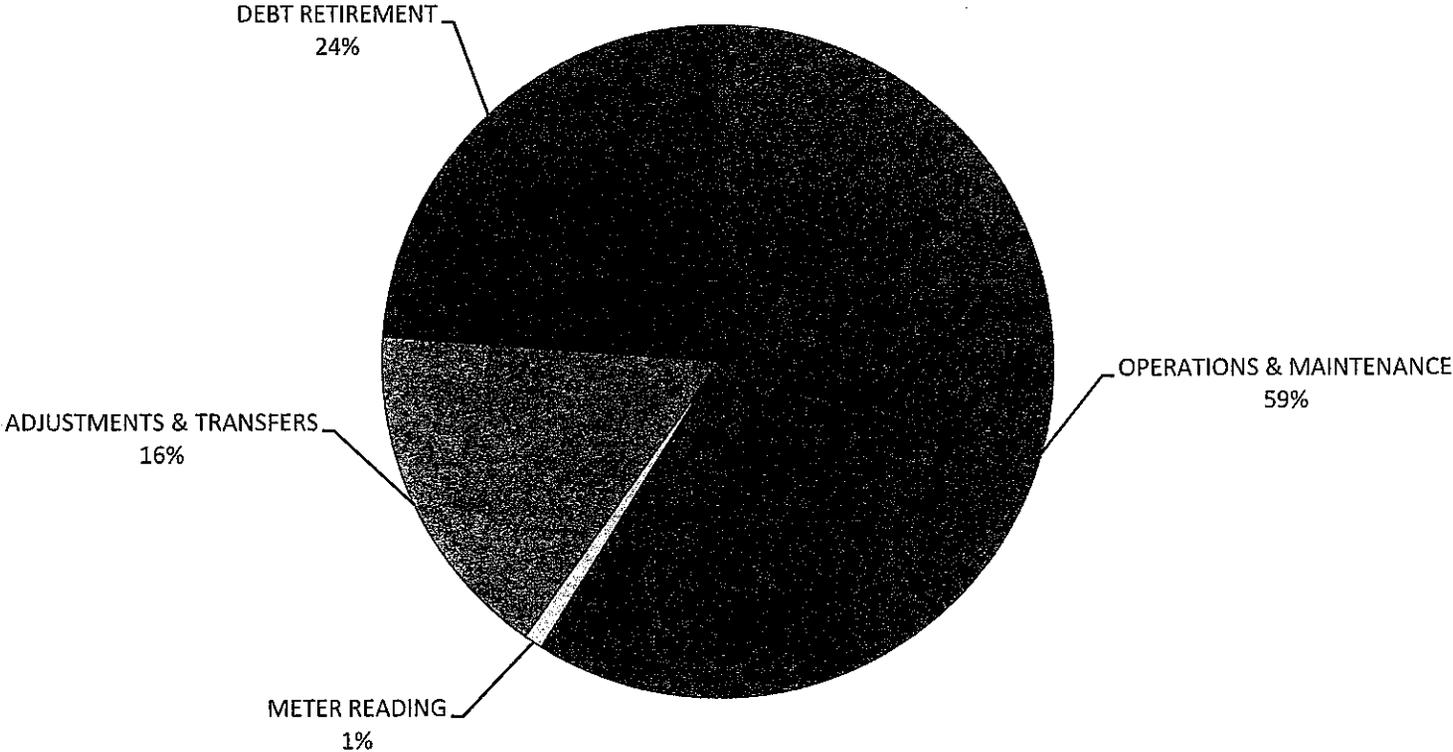
## FY 2010 General Fund Expenditures



## FY 2010 Water Fund Expenditures



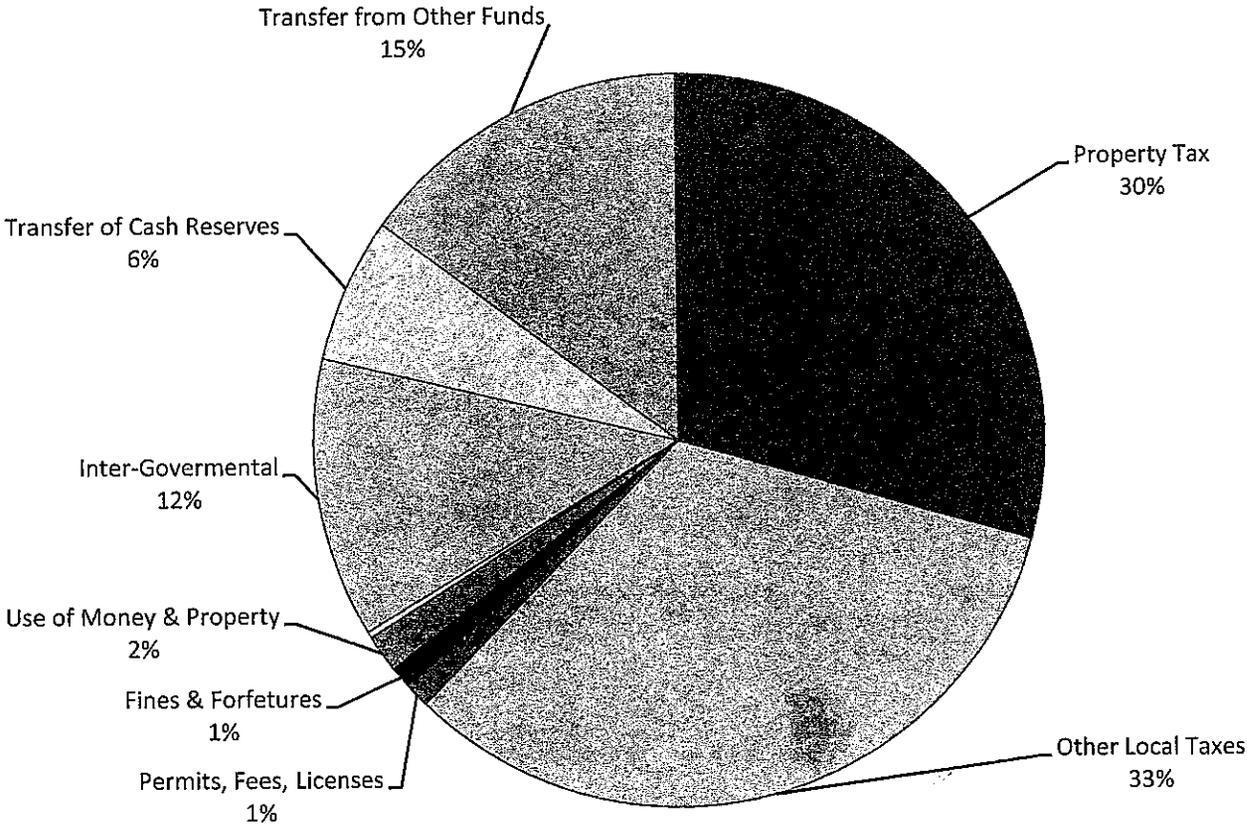
# FY 2010 Wastewater Fund Expenditures



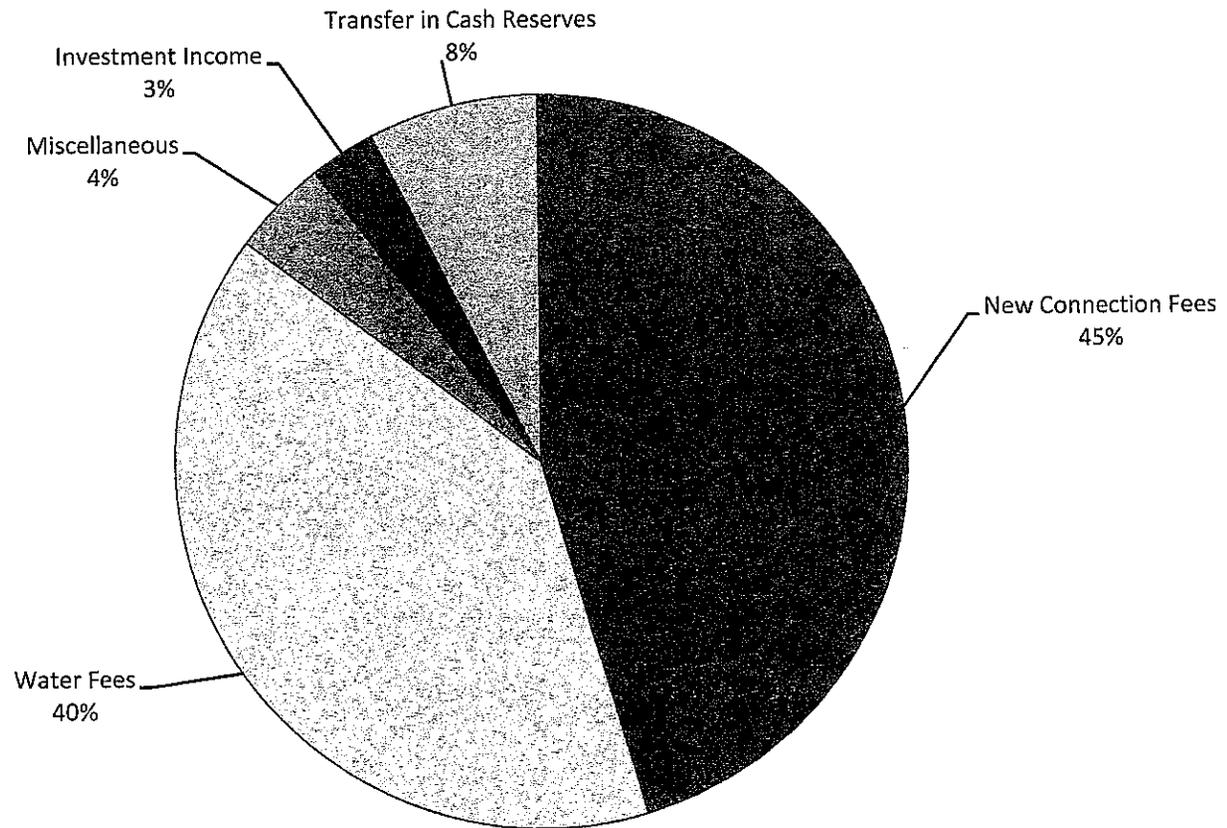
**FY 2009 & FY 2010 Revenue Budget Projections**

	FY 08 Actual	FY09 Budget	FY09 Estimate	FY10 Budget	% Change From FY 09
<b>GENERAL FUND</b>					
Property Tax	2,469,195	2,765,062	2,706,000	2,408,000	-12.9%
Other Local Taxes	2,898,001	2,814,000	2,727,000	2,691,500	-4.4%
Permits, Fees, Licenses	128,063	121,700	180,100	90,700	-25.5%
Fines & Forfeitures	83,729	78,000	77,000	77,000	-1.3%
Use of Money & Property	126,148	80,000	60,600	136,500	70.6%
Miscellaneous	60,354	1,284,950	45,160	22,200	-98.3%
Inter-Governmental	1,014,646	1,004,581	4,801,891	1,010,500	0.6%
Bond Proceeds	2,565,600	0	0	0	
Transfer of Cash Reserves	0	437,800	0	524,321	19.8%
Transfer from Other Funds	312,296	1,220,232	1,220,232	1,220,232	0.0%
<b>Total Revenues GENERAL FUND</b>	<b>6,780,133</b>	<b>9,806,325</b>	<b>11,817,983</b>	<b>8,180,953</b>	<b>-16.6%</b>
<b>WATER FUND</b>					
New Connection Fees	565,133	908,379	947,300	1,559,644	71.7%
Water Fees	947,456	1,188,000	1,094,000	1,367,500	15.1%
Miscellaneous	149,178	145,400	148,526	147,000	1.1%
Investment Income	220,893	200,000	100,000	100,000	-50.0%
Transfer in Cash Reserves	0	432,276	0	260,101	-39.8%
Transfer from Other Funds	531,655	0	0	0	
<b>Total Revenues WATER FUND</b>	<b>2,414,315</b>	<b>2,874,055</b>	<b>2,289,826</b>	<b>3,434,245</b>	<b>19.5%</b>
<b>WASTEWATER FUND</b>					
Wastewater Availabilities	470,400	756,000	788,000	1,296,000	71.4%
Wastewater Fees	1,322,697	1,520,000	1,475,000	1,696,250	11.6%
Miscellaneous	46,690	28,800	26,986	20,400	-29.2%
Investment Income	257,373	280,000	117,000	117,000	-58.2%
Grant Proceeds	959,271	0	0	0	
Transfer in Cash Reserves	0	50,407	0	0	-100.0%
Transfer from Other Funds	5,813,374	0	0	0	
<b>Total Revenues WASTEWATER FUND</b>	<b>8,869,805</b>	<b>2,635,207</b>	<b>2,406,986</b>	<b>3,129,650</b>	<b>18.8%</b>
<b>Total All Funds</b>	<b>18,064,253</b>	<b>15,315,587</b>	<b>16,514,795</b>	<b>14,744,848</b>	<b>-3.7%</b>

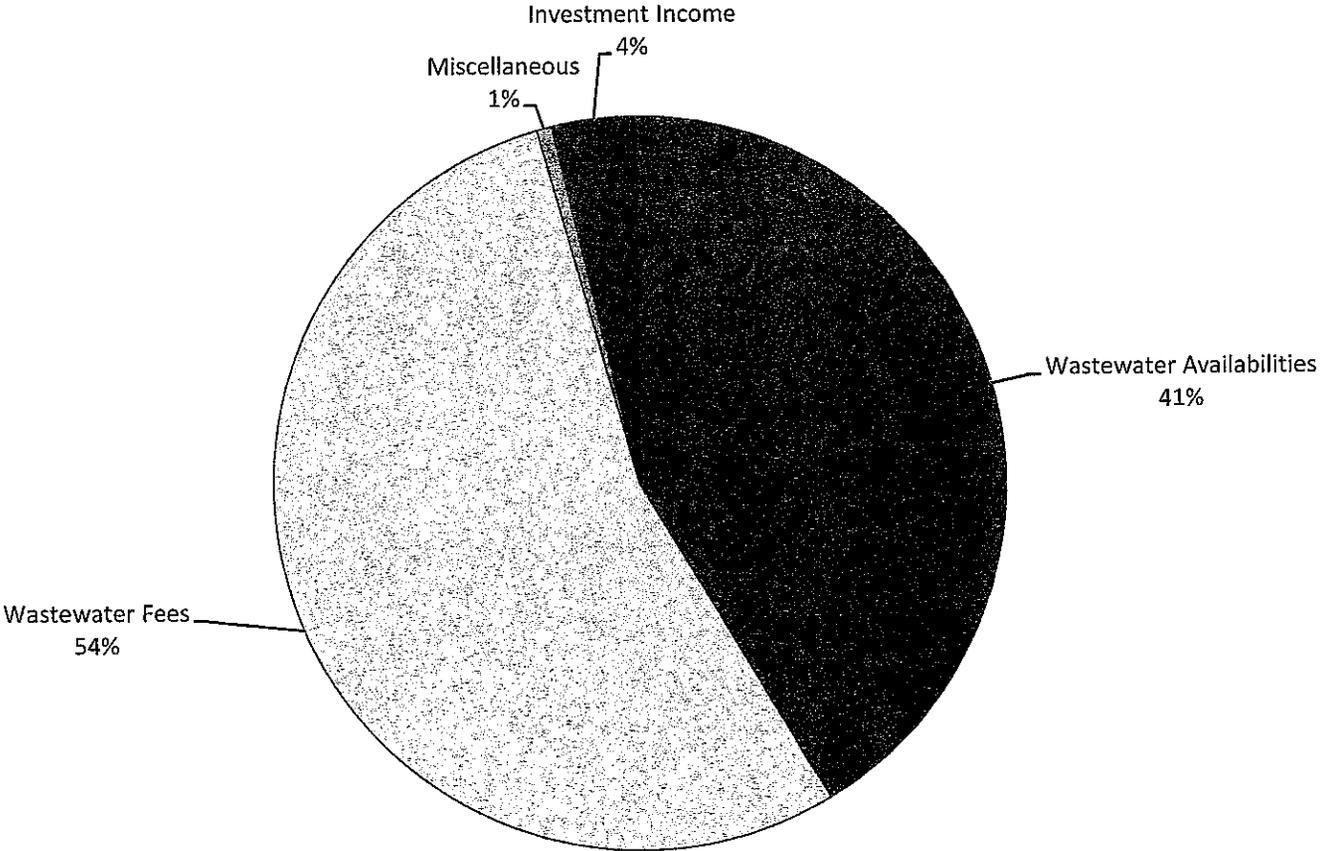
# General Fund Revenues



## Water Fund Revenues



# Wastewater Fund Revenue

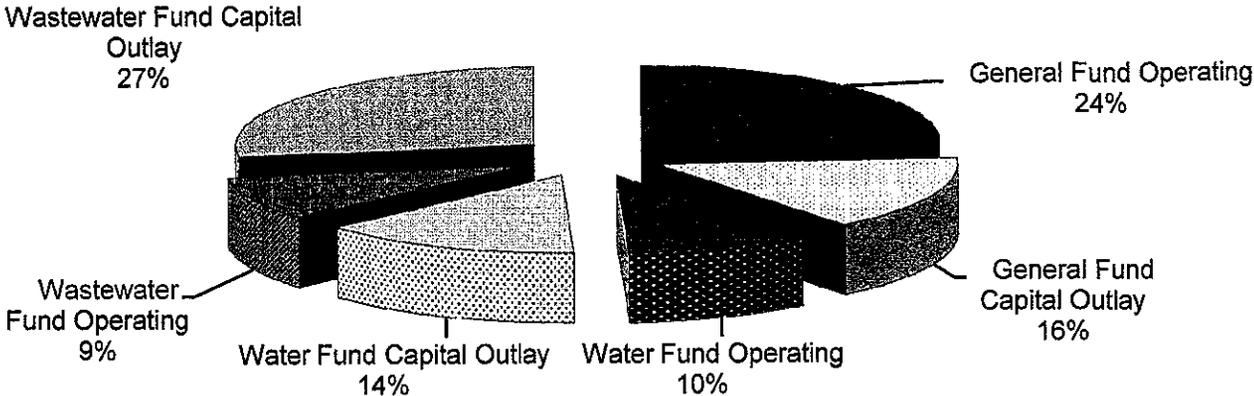


**Town of Purcellville  
 Budget Summary  
 Adopted FY 2009 - 2010 Fiscal Plan  
 &  
 Approved Capital Improvement Program FY 2010 - 2014**

	<b>Current Yr Adopted <u>FY 08-09</u></b>	<b>Budget Yr <u>FY 09-10</u></b>
<b><u>REVENUES</u></b>		
General Fund	18,662,206	13,545,500
Water Fund	6,726,055	8,303,395
Wastewater Fund	25,673,183	12,558,138
<b>TOTAL ALL FUNDS</b>	<b>51,061,444</b>	<b>34,407,033</b>
<b><u>EXPENDITURES</u></b>		
General Fund Operating	9,806,325	8,180,953
General Fund Capital Outlay	8,855,881	5,364,547
Water Fund Operating	2,874,055	3,434,245
Water Fund Capital Outlay	3,852,000	4,869,150
Wastewater Fund Operating	2,635,207	3,129,650
Wastewater Fund Capital Outlay	23,037,976	9,428,488
<b>TOTAL ALL FUNDS</b>	<b>51,061,444</b>	<b>34,407,033</b>
<b>TOTAL BUDGET ALL FUNDS</b>	<b>51,061,444</b>	<b>34,407,033</b>

March 12, 2009

Budget Summary  
FY 2009 - 2014 Fiscal Plan



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**General Fund**  
**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

**Town Of Purcellville**  
**FY09 & FY10 Revenue Budget Projections**  
**Data as of 12/31/2008**

		FY 08	FY09	FY09	FY10	% Change
		Actual	Budget	Estimate	Budget	From FY 09
<b>GENERAL FUND</b>						
100-3110101-0000	REAL ESTATE TAX	2,109,935	2,079,062	2,048,000	2,073,000	-0.3%
100-3110301-0000	PERSONAL PROPERTY TAX	329,794	670,000	633,000	310,000	-53.7%
100-3110601-0000	PENALTIES AND INTEREST	29,466	16,000	25,000	25,000	56.3%
100-3120101-0000	SALES TAX	678,260	660,000	657,000	638,000	-3.3%
100-3120150-0000	COMMUNICATIONS TAX	184,810	174,000	176,000	176,000	1.1%
100-3120201-0000	UTILITY TAX	200,388	200,000	190,000	190,000	-5.0%
100-3120202-0000	ROW USAGE FEE				20,000	
100-3120301-0000	BUSINESS LICENSES	625,138	525,000	525,000	509,000	-3.0%
100-3120401-0000	CABLE PEG GRANT	3,249	4,000	4,000	6,500	62.5%
100-3120501-0000	AUTO DECALS	134,023	135,000	130,000	130,000	-3.7%
100-3120601-0000	FRANCHISE TAX: BANK	151,156	170,000	150,000	150,000	-11.8%
100-3120801-0000	CIGARETTE TAX	238,446	246,000	233,000	230,000	-6.5%
100-3121101-0000	MEALS TAX	682,534	700,000	662,000	642,000	-8.3%
100-3130301-0000	ZONING FEES	91,070	110,000	174,000	90,000	-18.2%
100-3130302-0000	TOWN PROFFERS	586				
100-3130303-0000	PUBLIC SHARED PARKING REVENUE	36,875	11,000	0	0	-100.0%
100-3130340-0000	COMMUNITY EVENTS SIGN	1,455	1,300	600	600	-53.8%
100-3130350-0000	STREET FEES	-1,060	600	4,500	600	0.0%
100-3130380-0000	CALENDAR ADV/DONATIONS	11,535	10,000	10,000	10,000	0.0%
100-3130390-0000	PRAB FUND RAISER	4,343				
100-3130399-0000	MISCELLANEOUS	6,698	6,000	6,000	6,000	0.0%
100-3140100-0000	POLICE REVENUE	83,729	78,000	77,000	77,000	-1.3%
100-3150101-0000	INVESTMENT INCOME	126,148	60,000	60,000	121,000	101.7%
100-3150202-0000	FIREMANS FIELD REVENUE		20,000	0	15,000	-25.0%
100-3150203-0000	TRAIN STATION REVENUE		0	600	500	
100-3160301-0000	PD CHARGES TO OTHER LOCALITIES	24,156	24,000	24,000	0	-100.0%
100-3189902-0000	PAYMENTS IN LIEU OF TAX (PATRICK HENRY)	2,500	2,500	2,500	2,500	0.0%
100-3189903-0000	DONATIONS	592	100	1,600	100	0.0%
100-3189905-0000	PROCEEDS FROM PROPERTY	8,354	1,240,000	0	1,000	-99.9%
100-3189906-0000	GAS TAX FUNDING / LOCO	126,000	126,000	150,000	160,000	27.0%

**Town Of Purcellville  
FY09 & FY10 Revenue Budget Projections  
Data as of 12/31/2008**

		FY 08 Actual	FY09 Budget	FY09 Estimate	FY10 Budget	% Change From FY 09
100-3189907-0000	LITTER GRANT / LOCO	2,943	2,200	1,806	1,500	-31.8%
100-3189910-0000	SAFETY IMPROVEMENTS/LOCO		31,500	31,500	0	-100.0%
100-3189912-0000	SCHOOL SETTLEMENT/LOCO			3,780,000	0	
100-3189920-0000	VEHICLE COMP. REIMB.	1,118	1,100	1,800	2,000	81.8%
100-3189940-0000	GARNISHMENT FEE	230	50	260	100	100.0%
100-3189950-0000	OVER/SHORT	-36	0	0	0	
100-3220101-0000	ABC/WINE/LITER/ VA	4,303	4,000	0	0	-100.0%
100-3220108-0000	LAW ENFORCEMENT / VA	137,785	138,433	122,000	130,000	-6.1%
100-3220109-0000	PPTRA / VA	201,753	201,000	201,000	201,000	0.0%
100-3240201-0000	FIRE FUNDS / VA	9,448	9,448	9,753	10,000	5.8%
100-3240301-0000	STREET REVENUE / VA	514,248	487,000	505,832	500,000	2.7%
100-3240501-0000	OTHER FUNDS / VA	132	0	0	0	
100-3330101-0000	LAW ENFORCEMENT / FED	13,033			3,000	
100-3240703-0000	URBAN TREE CANOPY GRANT		0	0	0	
100-3330603-0000	ARTS GRANT / FED	5,000	5,000	0	5,000	0.0%
100-3410403-0000	BOND PROCEEDS-07 SUNTRUST	2,565,600				
100-3980000-0000	TRANSFER OF CASH RESERVES	0	437,800	0	524,321	19.8%
100-3990000-0000	TRANSFER FROM OTHER FUNDS	312,296	1,220,232	1,220,232	1,220,232	0.0%
<b>Total Revenues</b>	<b>GENERAL FUND</b>	<b>6,780,133</b>	<b>9,806,325</b>	<b>11,817,983</b>	<b>8,180,953</b>	<b>-16.6%</b>

<b>Department:</b>	<b>Town Administration</b>
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**MISSION**  
 To provide a high level of professional guidance and support to the Town Council, Committees, Commissions, Boards and staff in order to ensure the efficient and effective implementation of policies, programs and ordinances which guarantee the delivery of government services to our residents in a timely and efficient manner.

**CORE VALUES**  
 Trust, Unity of Purpose, Commitment and Professionalism

**DEPARTMENT DESCRIPTION / ACTIVITIES**  
 Primary duties include enforcement of Town policies and procedures, providing staff support to the Town Council, management of daily Town 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, Program Support Specialist, Information Clerk and internal management operations that include advanced part-time management support, human resources and special projects and programs.

- GOALS AND OBJECTIVES**
- To provide special reports and responses to Council inquiries within 14 days or less.
  - To provide Town Council agendas at least four days before the Town Council meeting (the Friday before the meeting on Tuesday).
  - 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 web sites to "cast a wide net" and receive multiple quality applications for each opening.
  - To fill positions within 60 days of the position post.
  - To communicate with the public via a quarterly newsletter.
  - To coordinate regularly-scheduled special events and programs such as the Christmas Parade and others that occur during the year.

<b>KEY PERFORMANCE MEASURES</b>				
<b>MEASURES</b>	<b>FY2006-07 ACTUAL</b>	<b>FY2007-08 ACTUAL</b>	<b>FY2008-09 ESTIMATED</b>	<b>FY2009-10 PROJECTED</b>
Percentage of information requests from Town Council answered within 14 days or less	new measure	new measure	100%	100%
Number of Town Council and Committee agenda packages prepared per year	new measure	new measure	50	50
Percentage of agenda packages delivered on time	new measure	new measure	100%	100%

<b>KEY PERFORMANCE MEASURES</b>				
<b>MEASURES</b>	<b>FY2006-07 ACTUAL</b>	<b>FY2007-08 ACTUAL</b>	<b>FY2008-09 ESTIMATED</b>	<b>FY2009-10 PROJECTED</b>
Percentage of minutes approved by the next Council meeting and available to the public	new measure	new measure	100%	100%
Percentage of information requests from the public answered within 14 days or less	new measure	new measure	100%	100%
Employee turnover rate	10%	12%	5%	5%
Average number of applications received per recruitment cycle	new measure	new measure	42	45
Average number of days from position post to date to hire	new measure	new measure	48	50
Percentage of Town Council meeting minutes posted online within one week of approval	new measure	new measure	75%	100%
Number of newsletters	new measure	new measure	3	4
Number of special events and programs	18	16	11	12

<b>PREVIOUS YEAR ACCOMPLISHMENTS</b>
<ul style="list-style-type: none"> <li>- Town awarded \$276,500 in new Transportation Enhancement funding for the Downtown Streetscape project.</li> <li>- Town awarded a Community Development Block Grant (CDBG) grant for \$17,000 for construction of two bus shelters.</li> <li>- Completed and submitted a new Transportation Enhancement grant application for the Downtown Streetscapes project requesting \$350,000.</li> <li>- Completed and submitted a new Community Development Block Grant (CDBG) grant application for the D Street Drainage and Sidewalk project requesting \$138,500.</li> <li>- Town awarded an "Arts Challenge Grant" of \$5,000.</li> <li>- Town awarded a Litter Prevention Grant to purchase recycling bins to give to Town residents.</li> <li>- Town awarded a grant for seven body armor vests for the Police department.</li> <li>- Registered the Town of Purcellville logo as a service mark with the State Corporation Commission.</li> <li>- Conducted a surplus property sale that grossed approximately \$12,000 for the Town.</li> <li>- Helped coordinate four Eagle Scout projects to enhance Fireman's Field.</li> <li>- Town become a certified Green Government and was presented a Go Green Award by VML.</li> <li>- Provided support to the Centennial Committee and Pride of Purcellville program.</li> <li>- Implemented the Town's first Pay-for-Performance and Performance Management programs.</li> <li>- Renewed the waste collection contract which saved the Town \$50,000 to \$100,000 in fuel surcharges and other increases.</li> <li>- Assisted Town Council with expansion of the Corporate Limits to promote a better mix of business vs. residential ratio.</li> <li>- Assisted with the 2008 "Centennial Tag Sale".</li> <li>- Held Economic Development Forums.</li> </ul>

**FY 2009 - 2010 Operating Budget Expenditures**

			FY 2010 Request						
			Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>Fund #100</b>	<b>GENERAL FUND</b>								
<b>100-4012100</b>	<b>ADMINISTRATION</b>								
100-4012100-1100	ADMINISTRATIVE STAFF		470,348	508,089	516,000	524,581	501,816	492,395	-3%
100-4012100-1200	OVERTIME-ADMINISTRATION		7,729	6,000	4,500	3,000	3,000	3,000	-50%
100-4012100-2100	SOCIAL SECURITY TAX		36,266	37,784	39,447	39,414	38,185	38,185	1%
100-4012100-2200	RETIREMENT		50,398	56,529	54,904	56,294	54,393	54,393	-4%
100-4012100-2300	HEALTH INSURANCE		72,225	75,731	75,730	71,746	75,334	78,202	3%
100-4012100-2400	LIFE INSURANCE		3,921	4,854	3,455	3,595	3,474	3,474	-28%
100-4012100-2700	WORKERS COMP INSURANCE		587	801	590	844	806	806	1%
100-4012100-2800	DEFERRED COMP MATCH		8,420	12,080	12,630	8,600	9,120	12,600	4%
100-4012100-3130	CONSULTING/GENERAL		26,455	20,000	18,000	20,000	16,000	16,000	-20%
100-4012100-3310	EQUIPMENT CONTRACTS		7,433	8,000	8,400	8,400	8,075	8,075	1%
100-4012100-3500	PRINTING		10,442	18,000	17,000	18,000	17,100	16,000	-11%
100-4012100-3600	LEGAL ADS		29,559	18,000	12,000	18,000	17,100	17,100	-5%
100-4012100-5210	POSTAGE		4,915	8,000	5,500	8,000	7,600	7,600	-5%
100-4012100-5308	INSURANCE-MUNICIPAL		100,115	110,000	108,200	112,000	112,000	103,500	-6%
100-4012100-5540	TRAVEL & TRAINING		8,676	8,000	5,000	8,000	4,600	4,600	-43%
100-4012100-5541	TWN MGR-TRAVEL & EXPENSE		8,095	8,300	7,500	8,300	7,000	7,000	-16%
100-4012100-5801	MISCELLANEOUS		867	1,000	200	1,000	950	950	-5%
100-4012100-5802	SPECIAL PROGRAMS		10,580	7,000	8,600	7,000	6,650	6,650	-5%
100-4012100-5808	COMPUTER OPERATIONS		4,066	1,500		1,500	1,425	1,425	-5%
100-4012100-5809	COMPUTER SOFTWARE			1,500		1,500	1,425	1,425	-5%
100-4012100-5810	DUES AND SUBSCRIPTIONS		8,911	8,500	7,800	8,500	8,075	8,075	-5%
100-4012100-5811	ADMIN EMERGENCY		2,365	3,000		3,000	2,850	2,850	-5%
100-4012100-5856	COMMUNITY EVENTS SIGN		2,308	1,500	500	1,500	1,425	1,425	-5%
100-4012100-6001	EQUIPMENT/SUPPLIES		20,744	20,000	13,000	20,000	17,000	15,000	-25%
100-4012100-6002	RECORDS MANAGEMENT				600	5,000	4,750	4,750	
100-4012100-6008	VEHICLE MAINT/GAS		4,248	3,500	3,600	3,800	3,800	3,800	9%
100-4012100-6013	PUBLIC INFORMATION		24,625	20,000	19,000	20,000	19,000	15,000	-25%
<b>TOTAL ADMINISTRATION</b>			<b>924,298</b>	<b>967,668</b>	<b>942,156</b>	<b>981,575</b>	<b>942,953</b>	<b>924,281</b>	<b>-4%</b>

<b>Department:</b> Finance	
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<b>MISSION</b>
To protect and maintain the Town's financial records to promote the sound fiscal management of the Town government.

<b>CORE VALUES</b>
Trust, Unity of Purpose, Commitment and Professionalism

<b>DEPARTMENT DESCRIPTION / ACTIVITIES</b>
<p>The Finance department includes Financial Services, Accounting, and Billing and Collections. The <u>Financial Services</u> division is responsible for the overall management of the Finance department. This area provides oversight to the billing and collections and accounting divisions and provides technical fiscal guidance to the Town's departments and policy makers. The division also prepares departmental activity and staff reports, coordinates the development of the Town's annual operating and capital budget, coordinates the Town's annual financial audit and CAFR preparation, assists departments with procurement of goods and services, invests Town funds and evaluates the Town's capital financing needs. The <u>Accounting</u> division is responsible for recording and reporting the Town's financial transactions, the preparation of monthly financial statements, account reconciliations, monthly bank statement reconciliation, fixed asset accounting, debt portfolio management, accounts payable and payroll. The area also provides financial analysis as required for proper financial management of Town programs, prepares required reports for federal, state and local agencies, coordinates and compiles information necessary to complete the annual audit and CAFR preparation. The <u>Billing and Collections</u> division is responsible for the processing, collection and deposit of all revenues resulting from utility billing, property tax billing, business tax licensing, meals tax collection and other receivables and fees. All receipts are reconciled to accounting records and funds are deposited each day. This area is also responsible for providing customer payment and account support at the front desk and by telephone.</p>

<b>GOALS AND OBJECTIVES</b>
<ul style="list-style-type: none"><li>- Complete and distribute monthly financial reports by the 15th of the following month.</li><li>- Develop and implement the Logics electronic Purchase Order system to improve documentation and control of encumbrances.</li><li>- Implement Logics tax system upon release to streamline billing and collection operations or research alternative tax systems.</li><li>- Implement DMV stop system to expand Town's revenue collection tools.</li><li>- Reduce average number of days for Accounts Payable to process department payment requests.</li><li>- Review and update the documentation and cross training of all critical tasks.</li></ul>

<b>KEY PERFORMANCE MEASURES</b>				
<b>MEASURES</b>	<b>FY2006-07 ACTUAL</b>	<b>FY2007-08 ACTUAL</b>	<b>FY2008-09 ESTIMATED</b>	<b>FY2009-10 PROJECTED</b>
Number of department meetings	3	5	6	6
Number of capital projects managed	35	42	50	29
Number of new debt issuances managed	0	3	2	1
Number of loans managed	6	8	7	8
Percent of budget deadlines met	100%	100%	100%	100%
CAFR received unqualified opinion from auditor	Yes	Yes	Yes	Yes
Number of AP transactions per year	5,885	6,157	6,465	6,700
Number of W-2's issued per year	105	104	110	110
Percent payroll deadlines met	100%	100%	100%	100%
Number of days for AP to process department payment requests	n/a	10	<10	<10
Percentage of bank accounts reconciled within 30 days from statement receipt	80%	100%	100%	100%
Number of utility bills issued	15,096	15,188	15,035	15,100
Number of real estate tax bills issued	5,172	5,431	5,534	5,535
Number of personal property tax bills issued	5,549	6,345	13,066	6,500
Number of business licenses issued	746	759	750	750
Percent of utility bill revenue collected	n/a	99%	99%	99%
Percent of real estate tax revenue collected	n/a	99%	99%	99%
Percent of personal property tax revenue collected	n/a	97%	97%	97%
Percent of bill deadlines met	100%	100%	100%	100%

#### **PREVIOUS YEAR ACCOMPLISHMENTS**

- Advanced the CIP budget schedule from winter to fall to facilitate and improve the annual budget process which improves the quality of information available to the public and Town Council.
- FY08 CAFR reflects the Town's strong fiscal position resulting in the undesignated General Fund balance of \$3.1 million total, an increase of \$546,000. The Town received an unqualified audit opinion which indicates good fiscal and accounting controls.
- Developed CIP Financing plan by debt issuance and project to better manage the CIP funding process.
- Improved the professionalism of the Town's financial reports by modifying the FY09 Budget and FY08 CAFR based on GFOA award criteria.
- Expanded payment options for utility customers by offering the ACH payment program (bank drafts).
- Successfully closed and managed three loans (VRA BSWF loan, Suntrust miscellaneous project loan, Rural Development Maintenance Facility loan) to finance the Town's capital improvement projects.

**PREVIOUS YEAR ACCOMPLISHMENTS**

- Upgraded the Town's manual utility service orders to the Logics electronic system to provide better tracking and management of utility account work orders.
- Finance staff held the Town's first Financial Summit to provide Town staff with an overview of the Town's financial operations.
- Developed and implemented the Finance Department's performance management plan.

**FY 2009 - 2010 Operating Budget Expenditures**

				FY 2010 Request				
				Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	Dept Head Request FY 10	Manager Recommend FY 10
<b>100-4012410</b>	<b>FINANCE</b>							
100-4012410-1100	FINANCE STAFF	343,412	466,439	470,387	480,716	467,559	460,885	-1%
100-4012410-1200	OVERTIME-FINANCE	518	5,000	3,000	5,000	5,000	2,000	-60%
100-4012410-1260	TEMPORARY STAFF	2,816	2,000		2,000			-100%
100-4012410-2100	SOCIAL SECURITY TAX	26,175	35,717	36,605	37,157	36,075	36,075	1%
100-4012410-2200	RETIREMENT	37,869	55,812	54,889	56,705	54,889	54,889	-2%
100-4012410-2300	HEALTH INSURANCE	48,894	76,506	84,275	80,894	84,939	88,173	15%
100-4012410-2400	LIFE INSURANCE	2,947	4,792	3,505	3,621	3,505	3,505	-27%
100-4012410-2700	WORKERS COMP INSURANCE	407	747	551	674	755	755	1%
100-4012410-2800	DEFERRED COMP MATCH	2,440	3,640	3,553	3,640	3,640	3,640	
100-4012410-3110	BANK SERVICE CHARGE	3,160	5,800	6,500	7,500	7,500	7,500	29%
100-4012410-3120	CREDIT COLLECTION	10	1,000	500	1,000	1,000	1,000	
100-4012410-3310	EQUIPMENT CONTRACTS	3,114	3,500	3,100	3,500	3,500	3,500	
100-4012410-3500	PRINTING	5,158	3,500	8,500	5,000	4,750	4,750	36%
100-4012410-3600	LEGAL ADVERTISEMENTS	1,445	2,000					-100%
100-4012410-5210	POSTAGE	7,790	10,000	9,500	10,000	9,500	9,500	-5%
100-4012410-5540	TRAVEL/TRAINING	3,145	4,800	2,500	6,000	3,000	3,000	-38%
100-4012410-5801	GENERAL EXPENSES-FINANCE	120	1,000	1,000	2,000	1,500	1,500	50%
100-4012410-5808	COMPUTER OPERATIONS/HDW	8,553	13,000	12,000	15,000	14,000	14,000	8%
100-4012410-5809	COMPUTER SOFTWARE/MAINT	14,282	16,000	16,000	25,500	25,500	21,000	31%
100-4012410-5810	DUES & SUBSCRIPTIONS	590	1,000	900	1,500	1,425	1,425	43%
100-4012410-6001	EQUIPMENT/SUPPLIES	4,778	6,000	6,500	7,000	6,500	6,500	8%
<b>TOTAL FINANCE</b>		<b>517,623</b>	<b>718,253</b>	<b>723,765</b>	<b>754,408</b>	<b>734,537</b>	<b>723,597</b>	<b>1%</b>

**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 / ACTIVITIES**  
 IT is responsible for the purchase, installation, maintenance and support of all technology equipment and software throughout the Town.

**GOALS AND OBJECTIVES**

- To expand the Town's scanners by four to support the implementation of Laserfische in Finance and Planning in FY09-10.
- To provide planning and technical support for the move to the new Town Hall.
- To revamp the Town's telecommunications system as part of the Town Hall move to increase capacity and speed.
- To reduce the number of Town PCs and laptops over 3.5 years old to zero by 2011.
- To install servers in Maintenance, Water Plant and Wastewater.
- To expand the Town network to create campus-type connectivity between Town Hall and remote buildings.
- To provide Town officials and managers access to Town servers from home.
- To post website requests within one day of receipt.
- To provide third party IT support for all Town IT operations.

<b>KEY PERFORMANCE MEASURES</b>				
<b>MEASURES</b>	<b>FY2006-07 ACTUAL</b>	<b>FY2007-08 ACTUAL</b>	<b>FY2008-09 ESTIMATED</b>	<b>FY2009-10 PROJECTED</b>
Percent of website requests posted within one day of receipt	75%	85%	90%	95%
Number of unsuccessful backups per month	5	4	2	2
Number of local area network sites supported	1	2	2	2
Number of servers supported	1	3	6	7
Laserfische records management system scanners	0	5	5	7
Number of personal computers supported	86	100	103	104

<b>KEY PERFORMANCE MEASURES</b>				
<b>MEASURES</b>	<b>FY2006-07 ACTUAL</b>	<b>FY2007-08 ACTUAL</b>	<b>FY2008-09 ESTIMATED</b>	<b>FY2009-10 PROJECTED</b>
Percent of PCs and laptops over 3.5 years old	28%	14%	18%	50%
Percent of IT operating budget allocated to third party support	0%	5%	15%	15%
Percent of Town officials and managers with access to Town servers from home	0%	0%	10%	20%
Number of Town buildings connected to the network	0	0	3	3

<b>PREVIOUS YEAR ACCOMPLISHMENTS</b>
<ul style="list-style-type: none"> <li>- Laserfiche system was installed and is fully operational in the Town's Administrative Department.</li> <li>- GIS system upgraded to version 9.2 with two concurrent licenses and installed on 12 desktops (two of which are remotely located at the Maintenance Plant).</li> <li>- Conducted significant research on the areas of cabling, telephones, internet access, and computer room design for the new Town Hall.</li> <li>- Conducted significant research on the County's plan to migrate to Windows and how this effects the Town's operations (new mail server options, conversion of current e-mail archives, lack of County technical support, internet options, and security considerations).</li> <li>- Served as primary liaison for the Town to the Verizon work group designated to resolve the Town's Verizon billing problems.</li> <li>- Coordinated installation of Comcast for automated gate operations at the Forbes Well and the Water Tower.</li> <li>- Installed new PCs and printers for various staff members in Finance, Planning, and Public Works.</li> <li>- New communication network devices in the Maintenance facility, Water Plant and Wastewater Plant to connect to the County network.</li> <li>- Developed a new website, <a href="http://www.firemansfield.com">www.firemansfield.com</a>, for the Town.</li> </ul>

**FY 2009 - 2010 Operating Budget Expenditures**

		Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	FY 2010 Request			
					Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>100-4012510</b>	<b>INFORMATION TECHNOLOGY</b>							
100-4012510-1100	IT STAFF	76,276	73,420	80,204	90,348	85,636	80,000	9%
100-4012510-1200	OVERTIME	1,292		585				
100-4012510-2100	SOCIAL SECURITY TAX	5,765	5,621	6,142	6,912	6,551	6,551	17%
100-4012510-2700	WORKERS COMP INSURANCE	93	118	106	145	137	137	16%
100-4012510-3141	WEBSITE DESIGN AND MAINT	4,500	5,500	4,800	5,000	4,000	4,000	-27%
100-4012510-3144	CONSULTING & TECHNICAL SUPPORT	1,372	8,500	8,000	5,000	4,750	4,750	-44%
100-4012510-3310	LASERFICHE SYS MAINT			4,400	7,000	6,650	6,650	
100-4012510-5250	COMMUNICATIONS		6,000	600	6,000	5,700	5,700	-5%
100-4012510-5540	TRAVEL AND TRAINING	534	3,500	4,500	3,000	500	500	-86%
100-4012510-5808	HARDWARE OPERATIONS	33,892	57,500	53,000	50,000	47,500	45,500	-21%
100-4012510-5809	SOFTWARE OPERATIONS	12,656	11,000	17,300	14,000	13,300	13,300	21%
100-4012510-5810	DUES & SUBSCRIPTIONS	269	525		1,000	950	950	81%
100-4012510-6004	PEG EQUIP & IMPROVEMENTS		4,000		6,500	6,175	6,175	54%
<b>TOTAL INFORMATION TECHNOLOGY</b>		<b>136,649</b>	<b>175,684</b>	<b>179,637</b>	<b>194,904</b>	<b>181,849</b>	<b>174,213</b>	<b>-1%</b>

<b>Department:</b> <b>Police</b>	
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<b>MISSION</b>
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.

<b>CORE VALUES</b>
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.

<b>DEPARTMENT DESCRIPTION / ACTIVITIES</b>
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.

<b>GOALS AND OBJECTIVES</b>
<ul style="list-style-type: none"> <li>- To maintain an ethical and professional workforce, representative of the community, emphasizing the importance of continual education and training.</li> <li>- To continue to offer more than five training and educational opportunities for staff development.</li> <li>- To schedule the PCST for training in CPR, AED, operation of police vehicles and traffic direction training.</li> <li>- 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.</li> <li>- To continue to build upon the partnerships established between the police and the community, emphasizing open communications and trust.</li> <li>- To coordinate at least 15 community engagement sessions this fiscal year.</li> <li>- To coordinate at least two Town Hall community training sessions this fiscal year.</li> <li>- To ensure that the Youth Explorer membership stays above seven participants.</li> </ul>

<b>KEY PERFORMANCE MEASURES</b>				
<b>MEASURES</b>	<b>FY2006-07 ACTUAL</b>	<b>FY2007-08 ACTUAL</b>	<b>FY2008-09 ESTIMATED</b>	<b>FY2009-10 PROJECTED</b>
Total offenses reported	809	922	934	950

<b>KEY PERFORMANCE MEASURES</b>				
<b>MEASURES</b>	<b>FY2006-07 ACTUAL</b>	<b>FY2007-08 ACTUAL</b>	<b>FY2008-09 ESTIMATED</b>	<b>FY2009-10 PROJECTED</b>
Number of traffic violations issued	1,635	1,619	1,750	1,795
Number of minutes per collision	28:50	24:31	24:20	24:19
Number of traffic collisions investigated	204	145	143	140
Number of parking violations	316	183	190	206
Number of training and educational opportunities for staff development	new measure	new measure	7	8
Number of training sessions for PCST	new measure	new measure	4	5
Percentage of time the 24 hour, seven day-a-week coverage is available	new measure	new measure	100%	100%
Attendance at community engagement sessions this fiscal year (number of persons)	new measure	new measure	125	160
Number of community training sessions this fiscal year	new measure	new measure	3	3
Percentage participation in Youth Explorer program	new measure	new measure	86%	100%

<b>PREVIOUS YEAR ACCOMPLISHMENTS</b>
<ul style="list-style-type: none"> <li>- Completed mock onsite for Virginia State Law Enforcement Accreditation.</li> <li>- Won first place in the DMV Chief's Challenge - Traffic Safety Programs for Police Agencies with 10-20 officers.</li> <li>- Department's first graduate from the Virginia Forensic Academy.</li> <li>- Programs: Homework Assistance, Youth Explorers Post #1908, National Night Out, Back to School Jam, Health and Public Safety Day.</li> <li>- DCJS Byrne Grant for police equipment.</li> <li>- Computer safety training for parents with Loudoun County Sheriff's Office.</li> </ul>

**FY 2009 - 2010 Operating Budget Expenditures**

				FY 2010 Request				
				Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	Dept Head Request FY 10	Manager Recommend FY 10
<b>100-4031100</b>	<b>POLICE</b>							
100-4031100-1100	POLICE STAFF	786,826	900,110	861,992	911,025	885,839	875,432	-3%
100-4031100-1200	OVERTIME-POLICE	69,141	65,000	70,454	60,000	60,000	60,000	-8%
100-4031100-2100	SOCIAL SECURITY TAX	65,561	73,639	72,598	74,283	72,357	72,357	-2%
100-4031100-2200	RETIREMENT	99,355	118,125	107,864	114,906	111,672	111,672	-5%
100-4031100-2300	HEALTH INSURANCE	133,753	139,866	148,172	130,132	136,542	141,666	1%
100-4031100-2400	LIFE INSURANCE	7,732	10,143	6,892	7,338	7,132	7,132	-30%
100-4031100-2700	WORKERS COMP INSURANCE	12,449	17,607	15,333	17,739	21,115	21,115	20%
100-4031100-2800	DEFERRED COMP MATCH	4,160	4,940	4,160	4,160	7,800	4,160	-16%
100-4031100-2810	UNIFORMS	15,372	13,000	10,000	13,000	11,000	11,000	-15%
100-4031100-3310	EQUIPMENT REPAIRS	3,243	4,000	3,700	4,000	4,000	4,000	
100-4031100-3320	TECHNICAL SUPPORT	9,238	3,000	1,000	3,500	3,500	3,500	17%
100-4031100-3600	LEGAL ADVERTISEMENTS	425	1,600	229	1,600	600	600	-63%
100-4031100-5230	TELEPHONE	12,372	11,000	13,000	14,000	13,300	13,300	21%
100-4031100-5420	RENT/CLEANING	63,192	75,000	75,000	80,000	80,000	80,000	7%
100-4031100-5540	TRAVEL AND TRAINING	16,216	14,000	12,000	14,000	8,500	8,500	-39%
100-4031100-5808	COMPUTER OPERATIONS	2,428	1,500	100	1,500	1,000	1,000	-33%
100-4031100-5809	COMPUTER SOFTWARE	834	1,500	100	1,500	1,000	1,000	-33%
100-4031100-5810	DUES AND SUBSCRIPTIONS	2,240	2,500	1,400	2,500	2,375	2,375	-5%
100-4031100-5811	POLICE EMERGENCY	11,970	3,000		3,000			-100%
100-4031100-5813	CITIZEN SUPPORT GROUP	4,395	2,000	1,360	2,000	1,900	1,900	-5%
100-4031100-5815	BURNE JUSTICE GRANT		1,933	1,900				-100%
100-4031100-5816	SMOOTH OPERATOR GRANT	3,790	8,500	8,000				-100%
100-4031100-6001	SUPPLIES	12,528	10,000	10,000	10,000	9,500	9,500	-5%
100-4031100-6008	VEHICLE MAINT/GAS	40,524	35,000	36,000	36,000	34,200	34,200	-2%
100-4031100-6009	TOWED VEHICLES		500	75	500	250	250	-50%
100-4031100-6010	EQUIPMENT	23,067	15,000	5,000	15,000	14,000	14,000	-7%
100-4031100-6013	PUBLIC EDUCATION	6,382	4,000	4,000	3,500	2,500	2,500	-38%
<b>TOTAL POLICE</b>		<b>1,407,193</b>	<b>1,536,463</b>	<b>1,470,328</b>	<b>1,525,184</b>	<b>1,490,081</b>	<b>1,481,158</b>	<b>-4%</b>

<b>Department:</b> Public Works	<b>Program:</b> 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 / ACTIVITIES**  
 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.

<b>KEY PERFORMANCE MEASURES</b>				
<b>MEASURES</b>	<b>FY2006-07 ACTUAL</b>	<b>FY2007-08 ACTUAL</b>	<b>FY2008-09 ESTIMATED</b>	<b>FY2009-10 PROJECTED</b>
Number of work orders issued	264	298	800	1,200
Number of hours providing administration of programs	new measure	new measure	3,300	3,300
Number of Town Council and Committee Meetings	new measure	new measure	48	48
Response time to contact customers after non-emergency complaints (hours)	new measure	new measure	5	3

**PREVIOUS YEAR ACCOMPLISHMENTS**

- Effective consolidation of the Streets and Maintenance and Utilities Departments.
- Completion of three Council priority initiatives: two traffic signals and the completion of the 20th Street sidewalk.
- Design and bid of the BSWF ENR project that resulted in bids \$4.2 million below design consultant estimate.
- Construction of the Basham Simms Water Reclamation Facility Enhanced Nutrient Reduction improvements.
- Completed design and construction underway for the Maintenance Facility.
- Approval of Comprehensive Water Resources Study.
- Initiation of next phase of Water Resources Study - the implementation of alternatives.

**PREVIOUS YEAR ACCOMPLISHMENTS**

- Completion of water distribution hydraulic model.
- Town removed from the Consent Order Agreement with DEQ.
- Initiated Town Wide Transportation Study and Plan.
- Procured transportation consultants.
- Developed core duties for operations of the various Public Works divisions.
- Established an Environmental Management System.
- Updated policies to better reflect current Town processes and needs.
- Improved efficiency and accountability in field operation through implementation of core duties program.
- Successfully removed Consent Order of Decree for Water.
- Increased awareness of and compliance with safety requirements.
- Conducted Drainage Study.

**FY 2009 - 2010 Operating Budget Expenditures**

			FY 2010 Request						
			Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>100-4041050</b>	<b>PW - ADMINISTRATION</b>								
100-4041050-1100	PW/ADMIN/ENG STAFF			313,706	321,871	313,383	307,025	300,744	-4%
100-4041050-1200	OVERTIME PW ADMIN/ENG			3,500	2,200				-100%
100-4041050-2100	SOCIAL SECURITY TAX			22,322	23,572	23,281	23,159	23,159	4%
100-4041050-2200	RETIREMENT			38,740	39,066	40,238	39,066	39,066	1%
100-4041050-2300	HEALTH INSURANCE			39,860	37,859	37,868	39,661	41,095	3%
100-4041050-2400	LIFE INSURANCE			3,326	2,495	2,570	2,495	2,495	-25%
100-4041050-2700	WORKERS COMP INSURANCE			4,427	3,147	4,704	4,508	4,508	2%
100-4041050-2800	DEFERRED COMP MATCH			2,080	2,051	2,080	2,080	2,080	
100-4041050-3142	CONSULTING/ENGINEERING			25,000	18,000	28,000	26,600	26,600	6%
100-4041050-5540	TRAVEL/TRAINING	150		3,500	2,600	3,500	2,250	2,250	-36%
100-4041050-5808	COMPUTER OPERATIONS			2,000	1,000	2,000	1,900	1,900	-5%
100-4041050-5809	COMPUTER SOFTWARE			1,000	500	1,500	1,200	1,200	20%
100-4041050-5810	DUES & SUBSCRIPTIONS			1,000	1,000	1,000	950	950	-5%
100-4041050-6001	SUPPLIES			2,000	2,000	2,000	1,900	1,900	-5%
100-4041050-6003	FIELD INSPECTIONS			2,000	1,300	2,000	1,900	1,900	-5%
100-4041050-6004	EQUIPMENT/FIELD SUPPLIES			2,000	1,200	2,000	1,900	1,900	-5%
100-4041050-6008	VEHICLE MAINT/GAS			3,000	3,200	3,500	3,325	3,325	11%
<b>TOTAL PW - ADMINISTRATION</b>			<b>150</b>	<b>469,461</b>	<b>463,062</b>	<b>469,624</b>	<b>459,920</b>	<b>455,073</b>	<b>-3%</b>

<b>Department:</b> Public Works	<b>Program:</b> 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 / ACTIVITIES**  
 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.

<b>KEY PERFORMANCE MEASURES</b>				
<b>MEASURES</b>	<b>FY2006-07 ACTUAL</b>	<b>FY2007-08 ACTUAL</b>	<b>FY2008-09 ESTIMATED</b>	<b>FY2009-10 PROJECTED</b>
Total number of capital projects	29	47	51	49
Total value of projects managed (in dollars)	9,354,200	18,239,274	36,116,857	22,529,740
Number of active projects inspected	new measure	new measure	62	60
Percent of projects completed within budget	new measure	new measure	90%	90%
Percent of projects that pass one year warranty	new measure	new measure	95%	95%
Number of days between solicitation issuance and Council award	new measure	new measure	14	14

**PREVIOUS YEAR ACCOMPLISHMENTS**

- Selection of construction and project management consultants that are well matched for the Town's objectives.
- Engineering oversight of additional well sources and capacity improvements to existing wells.
- Remediation of old firing range site.

**PREVIOUS YEAR ACCOMPLISHMENTS**

- GIS for water and sewer easements.
- Design of five sidewalk/trail projects underway.
- Approval of water conservation program and policy - water savings include over 100,000 gallons since the inception of the program.
- Begin easement and title catalogue system.
- Develop a comprehensive system for tracking status and funding of Town projects.
- Oversight of consultant studies: Emergency Response Plan, SCADA Communication Analysis, Elevated Tank Structural Analysis, GIS Needs.
- Assessment, Water Treatment Plant Evaluation, Spill Prevention Control Plan, Water Distribution Evaluation.

**FY 2009 - 2010 Operating Budget Expenditures**

		Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	FY 2010 Request			
					Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>100-4041100</b>	<b>PW - CAPITAL &amp; ENGINEERING</b>							
100-4041100-1100	PW/CAP & ENG STAFF	280,557	272,662	243,155	267,481	253,803	250,875	-8%
100-4041100-1200	OVERTIME-PW/CAP & ENG	674	3,000	1,000	3,000	3,000	3,000	
100-4041100-1260	TEMPORARY STAFF	2,477	6,000		5,800			-100%
100-4041100-2100	SOCIAL SECURITY TAX	20,721	21,118	18,417	20,692	19,645	19,645	-7%
100-4041100-2200	RETIREMENT	32,979	26,863	19,421	25,254	24,242	24,242	-10%
100-4041100-2300	HEALTH INSURANCE	36,856	28,979	21,928	27,454	28,827	29,925	3%
100-4041100-2400	LIFE INSURANCE	2,566	2,307	1,240	1,613	1,548	1,548	-33%
100-4041100-2700	WORKERS COMP INSURANCE	3,206	4,563	2,187	4,406	3,115	3,115	-32%
100-4041100-2800	DEFERRED COMP MATCH	1,920	1,560	1,069	1,040	1,560	1,040	-33%
100-4041100-3142	ENGIN/CONSULTING	132,126	112,500	83,125	119,500	54,000	54,000	-52%
100-4041100-3600	LEGAL ADVERTISRMENTS	372						
100-4041100-5540	TRAVEL/TRAINING	2,779	5,000	2,500	5,000	3,000	3,000	-40%
100-4041100-5808	COMPUTER OPERATIONS	71	3,300	1,500	3,300	3,000	3,000	-9%
100-4041100-5809	COMPUTER SOFTWARE		1,000	500	1,000	950	950	-5%
100-4041100-5810	DUES/SUBSCRIPTIONS	884	1,200	600	1,200	1,000	1,000	-17%
100-4041100-6001	SUPPLIES	2,572	3,000	3,347	3,500	3,300	3,300	10%
100-4041100-6003	FIELD INSPECTIONS	465	2,500	1,800	2,500	2,100	2,100	-16%
100-4041100-6004	EQUIPMENT/FIELD SUPPLIES	752	2,500	1,500	2,500	2,100	2,100	-16%
100-4041100-6008	VEHICLE MAINT/GAS	4,377	5,000	5,000	5,500	5,300	5,300	6%
<b>TOTAL PW - CAPITAL &amp; ENGINEERING</b>		<b>526,354</b>	<b>503,052</b>	<b>408,289</b>	<b>500,740</b>	<b>410,491</b>	<b>408,141</b>	<b>-19%</b>

<b>Department:</b> Public Works	<b>Program:</b> 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 / ACTIVITIES**  
 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.

<b>KEY PERFORMANCE MEASURES</b>				
<b>MEASURES</b>	<b>FY2006-07 ACTUAL</b>	<b>FY2007-08 ACTUAL</b>	<b>FY2008-09 ESTIMATED</b>	<b>FY2009-10 PROJECTED</b>
Number of work orders completed	264	298	800	1,200
Number of emergency call outs	new measure	new measure	60	75
Linear feet of collection lines	155,000	160,000	163,680	163,680
Total reportable overflow or backups	2	7	10	5
Percent of collection system inspected	new measure	25%	30%	30%
Percent of core duties complete	new measure	new measure	65%	70%
Total number of meters checked for accuracy	new measure	new measure	6	6

**PREVIOUS YEAR ACCOMPLISHMENTS**

- CMOM and I&I improvements to sewer system.
- Started CCTV inspection of sewer collection system.
- Installed eight radar speed signs.
- Made revisions to the Facility Standards Manual.

**PREVIOUS YEAR ACCOMPLISHMENTS**

- Tagged all fire hydrants in the town.
- Installed bus stop at Maple Avenue.
- Verified and exercised valves in the water distribution system.
- Replaced valve at 20th and A Street.
- Installed crosswalk on Hatcher Avenue.
- Converted all meters to radio read system.
- Confirmed meter sizes and identification numbers for all commercial accounts.
- Field verification of all water lines in town to update waterline schematic plans.
- Repaired five water main breaks.
- Replaced two fire hydrants.
- Developed core duties list.
- Started CCTV inspections of sewer collection system.

**FY 2009 - 2010 Operating Budget Expenditures**

		Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	FY 2010 Request			
					Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>100-4041200</b>	<b>PW-MAINTENANCE/STREETS/UTILITIES</b>							
100-4041200-1100	MAINTENANCE STAFF	446,473	538,742	511,628	528,001	506,279	500,437	-7%
100-4041200-1200	OVERTIME-MAINTENANCE	1,633	12,000	6,000	12,000	12,000	10,000	-17%
100-4041200-2100	SOCIAL SECURITY TAX	34,231	42,276	39,844	41,310	39,648	39,648	-6%
100-4041200-2200	RETIREMENT	55,673	69,506	65,011	67,051	65,006	65,006	-6%
100-4041200-2300	HEALTH INSURANCE	104,102	121,417	114,365	108,348	113,766	118,098	-3%
100-4041200-2400	LIFE INSURANCE	4,332	5,968	4,152	4,282	4,151	4,151	-30%
100-4041200-2700	WORKERS COMP INSURANCE	27,840	41,171	27,202	40,230	36,383	36,383	-12%
100-4041200-2800	DEFERRED COMP MATCH	2,600	2,860	2,600	2,600	5,200	2,600	-9%
100-4041200-2810	UNIFORMS	15,098	16,000	15,520	16,000	15,200	15,200	-5%
100-4041200-3310	EQUIPMENT REPAIRS	26,924	23,000	21,850	23,000	21,850	21,850	-5%
100-4041200-3330	WASTE DISPOSAL	3,915	7,500	3,750	4,000	3,800	3,800	-49%
100-4041200-3340	MISS UTILITY	2,049	4,000	4,000	2,000	1,900	1,900	-53%
100-4041200-3350	TREE REMOVAL CONTRACT	14,123	16,000	11,000	16,000	15,200	15,200	-5%
100-4041200-5110	ELECTRICITY/HEATING	12,390	8,500	10,000	8,500	8,075	8,075	-5%
100-4041200-5230	TELEPHONE	4,406	5,665	5,400	4,500	4,275	4,275	-25%
100-4041200-5540	TRAVEL AND TRAINING	2,885	4,000	3,190	3,000	2,100	2,100	-48%
100-4041200-5810	DUES AND SUBSCRIPTIONS	85	300	200	250	238	238	-21%
100-4041200-5811	MAINT. EMERGENCY	20	5,000	2,000	4,000	3,800	3,800	-24%
100-4041200-5814	SAFETY	17,038	20,000	12,000	17,000	16,150	16,150	-19%
100-4041200-5815	DRUG TESTING	582	1,500	1,500	1,500	1,425	1,425	-5%
100-4041200-5831	LAND USE PERMITS		400	400	400	380	380	-5%
100-4041200-5832	PARKING LOT MAINTENANCE	2,527	4,000	2,400	4,000	3,800	3,800	-5%
100-4041200-5866	HOUSE #/STREET STENCIL	40						
100-4041200-6001	SUPPLIES	23,551	14,000	12,600	12,000	11,400	11,400	-19%
100-4041200-6004	NEW EQUIPMENT & TOOLS	5,187	8,000	4,500	6,000	5,700	5,700	-29%
100-4041200-6007	BUILDING EXPENSES	4,019	5,000	4,500	3,500	3,325	3,325	-34%
100-4041200-6008	VEHICLE MAINT/GAS	41,808	43,000	43,000	43,000	40,850	40,850	-5%
<b>TOTAL PW-MAINTENANCE/STREETS/UTILITIES</b>		<b>853,531</b>	<b>1,019,805</b>	<b>928,612</b>	<b>972,472</b>	<b>941,902</b>	<b>935,792</b>	<b>-8%</b>

**FY 2009 - 2010 Operating Budget Expenditures**

			Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	FY 2010 Request			
						Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>100-4041300</b>	<b>MAINTENANCE STREETS</b>								
100-4041300-5901	ASPHALT/GENERAL(TOWN)		26,681	10,000	7,000	8,000	7,600	7,600	-24%
100-4041300-5902	CONCRETE-SIDWALK(TOWN)			7,000	2,000	5,000	4,750	4,750	-32%
100-4041300-5903	STREET SWEEPING(TOWN)			7,000	4,000	6,000	5,700	5,700	-19%
100-4041300-5906	ASPHALT/GENERAL(STATE)		117,153	215,000	215,000	215,000	225,000	225,000	5%
100-4041300-5907	CONCRETE-SIDEWALK(STATE)			49,000	49,000	49,000	59,000	59,000	20%
100-4041300-5908	STREET SWEEPING(STATE)			40,000	40,000	38,000	40,000	40,000	
100-4041300-5910	SNOW REMOVAL (TOWN)		1,069	2,500	2,500	2,500	2,375	2,375	-5%
100-4041300-5915	SNOW REMOVAL (STATE)		2,493	25,000	25,000	25,000	25,000	25,000	
100-4041300-5921	CONCRETE-C&G(TOWN)		6,595	8,000	2,000	5,000	4,750	4,750	-41%
100-4041300-5922	DRAINAGE(TOWN)			1,000	1,000	1,000	950	950	-5%
100-4041300-5926	CONCRETE-C&G(STATE)		3,706	15,000	15,000	15,000	20,000	20,000	33%
100-4041300-5927	DRAINAGE(STATE)			10,000	10,000	10,000	10,000	10,000	
100-4041300-5931	TREE REMOVAL(TOWN)		18,685	35,000	15,000	16,000	15,200	15,200	-57%
100-4041300-5936	TREE REMOVAL(STATE)		6,055	22,000	22,000	22,000	22,000	22,000	
100-4041300-5941	STREET SIGNAGE,ETC(TOWN)		44,963	4,250	4,250	4,250	4,040	4,040	-5%
100-4041300-5942	STRIPING(TOWN)			6,500	2,500	5,000	4,750	4,750	-27%
100-4041300-5946	STREET SIGNAGE,ETC(STATE)		28,550	31,400	10,000	10,000	14,000	14,000	-55%
100-4041300-5947	STRIPING(STATE)			10,000	10,000	10,000	10,000	10,000	
100-4041300-5948	SIGNAL MAINTENANCE(STATE)			5,000	5,000	5,000	5,000	5,000	
100-4041300-5950	ENGINEERING EXP (TOWN)		7,036	7,875	7,875	8,500	8,075	8,075	3%
100-4041300-5955	ENGINEERING EXP (STATE)		35,601	18,900	18,900	19,000	49,000	49,000	159%
100-4041300-5961	ELEC SVC:ST. LIGHTS/SIGNALS			35,000	50,000	35,000	35,000	35,000	
<b>TOTAL MAINTENANCE STREETS</b>			<b>298,587</b>	<b>565,425</b>	<b>518,025</b>	<b>514,250</b>	<b>572,190</b>	<b>572,190</b>	<b>1%</b>

**FY 2009 - 2010 Operating Budget Expenditures**

		Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	FY 2010 Request			
					Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>100-4071100</b>	<b>PARKS &amp; RECREATION</b>							
100-4071100-1100	ADMINISTRATIVE STAFF							
100-4071100-1200	OVERTIME-ADMINISTRATION							
100-4071100-2100	SOCIAL SECURITY TAX							
100-4071100-2200	RETIREMENT							
100-4071100-2300	HEALTH INSURANCE							
100-4071100-2400	LIFE INSURANCE							
100-4071100-2700	WORKERS COMP INSURANCE							
100-4071100-2800	DEFERRED COMP MATCH							
100-4071100-3130	MASTER PLAN/CONSULTING		20,000	20,000	20,000	19,000		-100%
100-4071100-3310	EQUIPMENT CONTRACTS							
100-4071100-3500	PRINTING							
100-4071100-5210	POSTAGE							
100-4071100-5308	INSURANCE-MUNICIPAL							
100-4071100-5540	TRAVEL & TRAINING							
100-4071100-5801	GENERAL EXPENSE-PARKS & REC	8,599	5,000	6,200	5,000	4,750	7,000	40%
100-4071100-5802	SPECIAL PROGRAMS							
100-4071100-5808	COMPUTER OPERATIONS							
100-4071100-5809	COMPUTER SOFTWARE							
100-4071100-5810	DUES AND SUBSCRIPTIONS							
100-4071100-6001	EQUIPMENT/SUPPLIES							
100-4071100-6008	VEHICLE MAINT/GAS							
100-4071100-6013	PUBLIC INFORMATION							
100-4071100-5802	TEEN CENTER	10,000						
100-4071100-5803	YOUTH SPORTS PROGRAM & DEV	5,075	5,000	5,000	5,000	4,750	4,750	-5%
100-4071100-5804	EMERICK PLAYGROUND	9,000						
100-4071100-5805	MOUNTAIN VIEW TRACK	4,500						
100-4071100-5806	SKATING RINK STUDY		15,000	15,000	15,000	14,250	14,250	-5%
100-4071100-5807	PIP PROGRAM		500	500	500	475		-100%
<b>TOTAL PARKS &amp; RECREATION</b>		<b>37,174</b>	<b>45,500</b>	<b>46,700</b>	<b>45,500</b>	<b>43,225</b>	<b>26,000</b>	<b>-43%</b>

**FY 2009 - 2010 Operating Budget Expenditures**

		Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	FY 2010 Request			
					Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>100-4071200</b>	<b>PARKS &amp; REC BUILDINGS</b>							
100-4071200-3310	REPAIRS							
100-4071200-3320	CLEANING							
100-4071200-3321	PEST CONTROL							
100-4071200-5110	ELECTRICITY							
100-4071200-5230	TELEPHONE							
100-4071200-6007	BUILDING SUPPLIES							
<b>TOTAL PARKS &amp; REC BUILDINGS</b>								
<b>100-4071300</b>	<b>RECREATION ACTIVITIES</b>							
100-4071300-5801	COMMUNITY CENTER		2,000	2,000	2,000	1,000	1,000	-50%
100-4071300-5802	ARTS GRANT PROGRAM	3,000	3,000	3,000	13,000	10,000	10,000	233%
100-4071300-5803	LVHS GRADUATION	500	500	225	500	225	225	-55%
100-4071300-5804	LVHS AFTER PROM	500	500	225	500	225	225	-55%
<b>TOTAL RECREATION ACTIVITIES</b>		<b>4,000</b>	<b>6,000</b>	<b>5,450</b>	<b>16,000</b>	<b>11,450</b>	<b>11,450</b>	<b>91%</b>
<b>100-4071400</b>	<b>TREE &amp; BEAUTIC COMMISSION</b>							
100-4071400-5540	TRAVEL/TRAINING	100	500	100	500	475	475	-5%
100-4071400-5801	GENERAL EXPENSE-TREE	369	500	600	500	475	475	-5%
100-4071400-5803	URBAN TREE CANOPY PROGRAM	14,748	15,000	15,000	15,000	14,250	14,250	-5%
100-4071400-5804	BENCHES, DECORATIONS & BANNERS		2,000		2,000	1,000	1,000	-50%
<b>TOTAL TREE &amp; BEAUTIC COMMISSION</b>		<b>15,217</b>	<b>18,000</b>	<b>15,700</b>	<b>18,000</b>	<b>16,200</b>	<b>16,200</b>	<b>-10%</b>

**FY 2009 - 2010 Operating Budget Expenditures**

				FY 2010 Request						
				Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>100-4071500</b>	<b>TRAIN STATION</b>									
100-4071500-3310	REPAIRS			2,162	5,000	5,300	5,000	4,750	4,750	-5%
100-4071500-3320	CLEANING			7,086	7,000	6,000	7,000	6,650	6,650	-5%
100-4071500-3321	PEST CONTROL			233	500	250	500	475	475	-5%
100-4071500-5110	ELECTRICITY			193	1,800	3,200	3,200	3,040	3,040	69%
100-4071500-5230	TELEPHONE/COMMUNICATIONS				600	260	600	570	570	-5%
100-4071500-5801	GENERAL EXPENSE-TRAIN ST									
100-4071500-6007	BUILDING SUPPLIES			256	2,000	2,000	2,000	1,900	1,000	-50%
<b>TOTAL TRAIN STATION</b>				<b>9,930</b>	<b>16,900</b>	<b>17,010</b>	<b>18,300</b>	<b>17,385</b>	<b>16,485</b>	<b>-2%</b>
<b>100-4071600</b>	<b>CENTENNIAL COMMISSION</b>									
100-4071600-5801	GENERAL EXPENSE-CENTENNIAL			5000	5000	7500				-100%
<b>TOTALCENTENNIAL COMMISSION</b>				<b>5000</b>	<b>5000</b>	<b>7500</b>				<b>-100%</b>
<b>TOTAL PARKS &amp; RECREATION DEPARTMENT</b>				<b>71,321</b>	<b>91,400</b>	<b>92,360</b>	<b>97,800</b>	<b>88,260</b>	<b>70,135</b>	<b>-23%</b>

<b>Department:</b>	<b>Planning and Zoning</b>
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<b>MISSION</b>
To protect and enhance the quality of Purcellville's natural and built environment through planning for the Town's future and through administration of Town development and zoning regulations in a professional, customer-friendly manner.

<b>CORE VALUES</b>
Trust, Unity of Purpose, Commitment and Professionalism

<b>DEPARTMENTAL DESCRIPTION / ACTIVITIES</b>
The Planning and Zoning Department consists of the Director, Assistant Director, Planning Technician, Zoning Officer and part-time Assistant Planning Technician. The department is responsible for processing all land development applications and permits, guiding revisions to the Town's comprehensive plan and land development regulations, and providing staff support to the Planning Commission, Board of Zoning Appeals, Board of Architectural Review, Economic Development Advisory Committee, Town Council and other Town boards and commissions as needed.

<b>GOALS AND OBJECTIVES</b>
<ul style="list-style-type: none"> <li>- To plan for and manage the long-term growth of the community.</li> <li>- Adopt Town Transportation Plan by December 2009.</li> <li>- Complete update of the Purcellville Area Management Plan (PUGAMP) by July 2010.</li> <li>- Review applications for comprehensive plan amendments, commission permits, rezoning and special use permits within 30 days from date of application acceptance.</li> <li>- To provide efficient and effective development review services that foster a sustainable residential and business environment.</li> <li>- Update development tracking report every two weeks, including on the Planning webpage.</li> <li>- Review submissions for site plans and subdivision plats within 30 days from date of application acceptance.</li> <li>- To provide efficient and effective zoning administrative and enforcement services that foster a sustainable residential and business environment.</li> <li>- Process complete permit applications within one business day.</li> <li>- Complete inspections and investigate complaints within three business days.</li> <li>- Process complete bond reduction and release applications within 10 business days.</li> </ul>

<b>KEY PERFORMANCE MEASURES</b>				
<b>MEASURES</b>	<b>FY2006-07 ACTUAL</b>	<b>FY2007-08 ACTUAL</b>	<b>FY2008-09 ESTIMATED</b>	<b>FY2009-10 PROJECTED</b>
Number of comprehensive plan amendments reviewed	3	5	3	3
Number of legislative applications reviewed	15	17	15	15

<b>KEY PERFORMANCE MEASURES</b>				
<b>MEASURES</b>	<b>FY2006-07 ACTUAL</b>	<b>FY2007-08 ACTUAL</b>	<b>FY2008-09 ESTIMATED</b>	<b>FY2009-10 PROJECTED</b>
Average time from initiation to adoption for planning projects (in months)	new measure	new measure	9	9
Percent of legislative applications reviewed by staff within 30 days	new measure	new measure	75%	85%
Average Town review time for legislative applications	new measure	new measure	14 days	10 days
Number of site plan and subdivision plat submissions reviewed	63	85	75	80
Average Town review time for development applications (in days)	new measure	new measure	10	10
Percent of site plan and subdivision applications reviewed within 30 days	new measure	new measure	95%	100%
Number of permit applications reviewed	594	664	460	525
Number of inspections completed	n/a	24	30	40
Number of complaints investigated	242	209	350	350
Average Town review time for permit applications (in days)	new measure	new measure	1	1/2
Average number of days to complete inspections	new measure	new measure	5	3
Percent of permit applications reviewed within one day	new measure	new measure	95%	100%
Percent of inspections and complaints investigated within three days	new measure	new measure	95%	95%

<b>PREVIOUS YEAR ACCOMPLISHMENTS</b>
<ul style="list-style-type: none"> <li>- Completion of Urban Tree Canopy Project and establishment of Town Urban Tree Canopy goal.</li> <li>- Adoption of Revised Zoning Map to implement Comprehensive Plan.</li> <li>- Support for Townwide Transportation Plan.</li> <li>- Adoption of Streamline Site Plan, Subdivision &amp; Special Use Permit Review Processes.</li> <li>- Creation of Site Plan Waiver and Minor Site Plan Processes.</li> <li>- Initiation of Town Land Management Information System (LMIS).</li> <li>- Expansion of Permitting and Development Review Resources on Planning webpage.</li> <li>- Recodification of Zoning Ordinance.</li> <li>- Processing of Multiple Zoning Ordinance Amendments.</li> </ul>

**FY 2009 - 2010 Operating Budget Expenditures**

				FY 2010 Request						
				Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>100-4081100</b>	<b>PLANNING</b>									
100-4081100-1100	PLANNING STAFF			324,721	392,885	314,000	315,706	303,275	297,881	-24%
100-4081100-1200	OVERTIME-PLANNING			5,690	4,000	1,200		4,000	2,000	-50%
100-4081100-2100	SOCIAL SECURITY TAX			24,674	30,100	25,057	24,151	23,369	23,369	-22%
100-4081100-2200	RETIREMENT			35,909	45,336	33,547	34,762	33,547	33,547	-26%
100-4081100-2300	HEALTH INSURANCE			40,219	48,302	34,200	32,400	34,021	35,317	-27%
100-4081100-2400	LIFE INSURANCE			2,795	3,893	2,142	2,220	2,142	2,142	-45%
100-4081100-2700	WORKERS COMP INSURANCE			369	630	364	505	489	489	-22%
100-4081100-2800	DEFERRED COMP MATCH			1,900	2,080	1,560	1,560	2,080	1,560	-25%
100-4081100-3141	PLAN REVIEW/FIELD INSPECT			8,224	13,000	12,000	12,000	8,000	8,000	-38%
100-4081100-3142	CONSULTING/ENGINEERING			30,846	50,000	40,000	50,000	47,500	47,500	-5%
100-4081100-3144	CONSULTING-ADMIN SUPPORT			1,481	3,000	2,800	3,000	2,850	2,850	-5%
100-4081100-3310	EQUIPMENT CONTRACTS			1,041	2,000	2,000	2,000	1,900	1,900	-5%
100-4081100-3600	LEGAL ADS/PLANNING			20,762	15,000	10,000	7,500	7,500	7,500	-50%
100-4081100-5540	TRAVEL/TRAINING			5,748	6,000	2,000	6,000	4,150	3,000	-50%
100-4081100-5801	GENERAL EXPENSE-PLANNING			1,866	2,500	2,000	3,000	2,850	2,850	14%
100-4081100-5807	ANNEXATION/COMP PLAN				1,000	500	1,000	950	950	-5%
100-4081100-5808	COMPUTER OPERATIONS/HDW			1,506	2,000	1,000	3,000	2,850	2,850	43%
100-4081100-5809	COMPUTER SOFTWARE			783	1,000	3,000	3,000	2,850	2,850	185%
100-4081100-5810	DUES & SUBSCRIPTIONS			1,600	3,000	1,800	2,500	2,375	2,375	-21%
100-4081100-6001	SUPPLIES			3,873	2,500	2,500	3,000	2,850	2,850	14%
100-4081100-6008	VEHICLE MAINT/GAS			576	1,000	600	1,000	950	950	-5%
<b>TOTAL PLANNING</b>				<b>514,583</b>	<b>629,226</b>	<b>492,271</b>	<b>508,305</b>	<b>490,499</b>	<b>482,730</b>	<b>-23%</b>

**FY 2009 - 2010 Operating Budget Expenditures**

				FY 2010 Request						
				Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>GENERAL FUND LEGISLATIVE &amp; ADVISORY COMMISSIONS</b>										
<b>100-4011100</b>	<b>COUNCIL</b>									
100-4011100-1100		MAYOR SALARY		5,594	5,525	5,525	6,500	5,525	5,525	
100-4011100-1200		COUNCIL SALARY		27,641	25,500	27,300	31,500	25,500	25,500	
100-4011100-2100		SOCIAL SECURITY TAX		2,512	2,373	2,512	2,869	2,373	2,373	0%
100-4011100-5801		COUNCIL TRAVEL & GENERAL EXP		8,160	15,000	15,000	15,000	12,750	10,000	-33%
100-4011100-5805		ELECTION EXPENSE		3,052				6,000	3,000	
100-4011100-5806		SPECIAL MEETINGS		85						
		<b>TOTAL COUNCIL</b>		<b>47,044</b>	<b>48,398</b>	<b>50,337</b>	<b>55,869</b>	<b>52,148</b>	<b>46,398</b>	<b>-4%</b>
<b>100-4081200</b>	<b>PLANNING COMMISSION</b>									
100-4081200-1100		PL COMMISSION SALARIES		10,960	12,900	10,900	12,900	12,900	12900	
100-4081200-2100		SOCIAL SECURITY TAX		838	987	834	987	987	986.85	0%
100-4081200-5540		TRAVEL / TRAINING		1,886	2,000	100	2,000	1,050	1050	-48%
100-4081200-5560		CERTIFICATION PROGRAMS		450	1,500	900	1,500	1,000	1000	-33%
100-4081200-5801		GENERAL EXPENSE-PL COMM		359	750	250	500	475	475	-37%
		<b>TOTAL PLANNING COMMISSION</b>		<b>14,493</b>	<b>18,137</b>	<b>12,984</b>	<b>17,887</b>	<b>16,412</b>	<b>16411.85</b>	<b>-10%</b>
<b>100-4081400</b>	<b>BD OF ZONING APPEALS</b>									
100-4081400-1100		BZA SALARIES			2,000	500	3,000	3,000	3,000	50%
100-4081400-5540		BZA TRAVEL / TRAINING			500		500	250	250	-50%
100-4081400-5801		BZA GENERAL			250	100	200	165	165	-34%
		<b>TOTAL BD OF ZONING APPEALS</b>			<b>2,750</b>	<b>600</b>	<b>3,700</b>	<b>3,415</b>	<b>3,415</b>	<b>24%</b>

**FY 2009 - 2010 Operating Budget Expenditures**

		Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
		FY 2010 Request						
<b>100-4081500</b>	<b>ECONOMIC DEVELOPMENT</b>							
100-4081500-5540	EDEV TRAVEL / TRAINING	8	1,000	600	1,000	950	950	-5%
100-4081500-5801	EDEV GENERAL EXPENSE	436	2,000	2,850	2,000	1,900	1,900	-5%
100-4081500-5802	EDEV SPECIAL PROJECTS/TOURISM	6,413	16,000	12,800	16,000	9,200	9,200	-43%
100-4081500-5803	BUS COMM SUPPORT & DEVELO		2,000	1,800	2,000	1,900	1,900	-5%
100-4081500-5804	HERITAGE DAY EXPENSES		2,000	2,000	2,000	1,000	1,000	-50%
100-4081500-5805	JULY 4TH PROGRAM	2,000	2,000		2,000	1,000	1,000	-50%
100-4081500-5806	WINTER HOLIDAY PROGRAM	1,177	4,000	2,600	4,000	1,000	1,000	-75%
100-4081500-5807	ARTS IN THE ALLEY	7,000	5,000	5,000				-100%
100-4081500-5808	BABE RUTH 07	10,000						
100-4081500-5808	EMANCIPATION DAY PROGRAM					1,000	1,000	
	<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>27,034</b>	<b>34,000</b>	<b>27,650</b>	<b>29,000</b>	<b>17,950</b>	<b>17,950</b>	<b>-47%</b>
<b>100-4081600</b>	<b>ARCHITECTURAL REVIEW</b>							
100-4081600-1100	ARB SALARIES	2,895	3,000	2,400	3,000	3,000	3,000	
100-4081600-2100	SOCIAL SECURITY TAX	222	230	184	230	230	230	0%
100-4081600-5540	ARB TRAVEL/TRAINING		1,000	100	700	500	500	-50%
100-4081600-5801	ARB GENERAL EXPENSE	5	250	250	50,000	8,000	8,000	3100%
	<b>TOTAL ARCHITECTURAL REVIEW</b>	<b>3,122</b>	<b>4,480</b>	<b>2,934</b>	<b>53,930</b>	<b>11,730</b>	<b>11,730</b>	<b>162%</b>
<b>TOTAL GEN FUND LEGISLATIVE &amp; ADV COMMISSIONS</b>		<b>91,693</b>	<b>107,765</b>	<b>94,505</b>	<b>160,386</b>	<b>101,655</b>	<b>95,905</b>	<b>-11%</b>

**FY 2009 - 2010 Operating Budget Expenditures**

	Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	FY 2010 Request			
				Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09

**GENERAL FUND NON-DEPARTMENTAL**

<b>100-4012200 ADMIN. BUILDING</b>									
100-4012200-3310	REPAIRS	6,472	12,000	8,000	12,000	11,400	11,400	-5%	
100-4012200-3320	CLEANING	14,703	22,000	22,000	22,000	20,900	20,900	-5%	
100-4012200-3321	PEST CONTROL	308	800	300	800	760	760	-5%	
100-4012200-5110	ELECTRICITY	21,644	16,500	18,000	18,000	17,100	17,100	4%	
100-4012200-5230	TELEPHONE	21,970	21,000	18,000	21,000	21,000	21,000		
100-4012200-6007	BUILDING SUPPLIES	677	3,000	2,000	3,000	2,850	2,850	-5%	
	<b>TOTAL ADMIN. BUILDING</b>	<b>65,774</b>	<b>75,300</b>	<b>68,300</b>	<b>76,800</b>	<b>74,010</b>	<b>74,010</b>	<b>-2%</b>	

<b>100-4012210 ADMINISTRATION LEGAL</b>								
100-4012210-3150	LEGAL SERVICES	389,060	280,000	450,000	175,000	166,250	166,250	-41%
	<b>TOTAL ADMINISTRATION LEGAL</b>	<b>389,060</b>	<b>280,000</b>	<b>450,000</b>	<b>175,000</b>	<b>166,250</b>	<b>166,250</b>	<b>-41%</b>

<b>100-4012240 ADMINISTRATION AUDIT</b>								
100-4012240-3120	AUDITING SERVICES	16,527	25,000	23,000	20,000	20,000	20,000	-20%
100-4012240-3130	OPEB ACTUARIAL REPORT		8,000	5,000				-100%
100-4012240-3140	FINANCIAL ADVISOR		20,000	20,000	20,000	20,000	20,000	
100-4012240-3150	FIXED ASSET INVENTORY				4,500	4,500	4,500	
	<b>TOTAL ADMINISTRATION AUDIT</b>	<b>16,527</b>	<b>53,000</b>	<b>48,000</b>	<b>44,500</b>	<b>44,500</b>	<b>44,500</b>	<b>-16%</b>

**FY 2009 - 2010 Operating Budget Expenditures**

		Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	FY 2010 Request			
					Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>100-4032100</b>	<b>FIRE EMERGENCY SVC</b>							
100-4032100-5801	FIRE DEPARTMENT	45,000	45,000	45,000	45,000	40,000	40,000	-11%
100-4032100-5857	FIRE DEPT - STATE FUNDS	9,448	9,448	10,000	10,000	10,000	10,000	6%
	<b>TOTAL FIRE EMERGENCY SVC</b>	<b>54,448</b>	<b>54,448</b>	<b>55,000</b>	<b>55,000</b>	<b>50,000</b>	<b>50,000</b>	<b>-8%</b>
<b>100-4032300</b>	<b>RESCUE EMERGENCY SVC</b>							
100-4032300-5801	RESCUE SQUAD	45,000	45,000	45,000	45,000	40,000	40,000	-11%
	<b>TOTAL RESCUE EMERGENCY SVC</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>40,000</b>	<b>40,000</b>	<b>-11%</b>
<b>100-4041500</b>	<b>MASS TRANSIT</b>							
100-4041500-5871	BUS STOP		5,000	5,000	5,000	4,750	4,750	-5%
100-4041500-5872	WESTERN LOUDOUN TROLLEY PROG		8,000	8,000	8,000	7,600	7,600	-5%
	<b>TOTAL MASS TRANSIT</b>		<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>12,350</b>	<b>12,350</b>	<b>-5%</b>
<b>100-4041501</b>	<b>SAFETY IMPROVEMENTS</b>							
100-4041501-5873	BRMS SAFETY IMPROVEMENTS		21,000	29,000				-100%
100-4041501-5874	LVHS SAFETY IMPROVEMENTS		32,000	41,000				-100%
	<b>TOTAL SAFETY IMPROVEMENTS</b>		<b>53,000</b>	<b>70,000</b>				<b>-100%</b>

**FY 2009 - 2010 Operating Budget Expenditures**

				FY 2010 Request						
				Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>100-4042100</b>	<b>REFUSE</b>									
100-4042100-3330	REFUSE CONTRACT			441,467	460,000	460,000	468,000	468,000	468,000	2%
	<b>TOTAL REFUSE</b>			<b>441,467</b>	<b>460,000</b>	<b>460,000</b>	<b>468,000</b>	<b>468,000</b>	<b>468,000</b>	<b>2%</b>
<b>100-4082100</b>	<b>ENVIRONMENTAL SVC</b>									
100-4082100-5801	ENVIR AUDIR & COMP			8,251						
	<b>TOTAL ENVIRONMENTAL SVC</b>			<b>8,251</b>						
<b>100-4091000</b>	<b>RETIREE BENEFITS</b>									
100-4091000-2330	RETIREE I			9,660	10,921	8,039	7,608	7,608	7,608	-30%
	<b>TOTAL RETIREE BENEFITS</b>			<b>9,660</b>	<b>10,921</b>	<b>8,039</b>	<b>7,608</b>	<b>7,608</b>	<b>7,608</b>	<b>-30%</b>

**FY 2009 - 2010 Operating Budget Expenditures**

		Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	FY 2010 Request			
					Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>100-4092000</b>	<b>ADJUST &amp; TRANSFERS</b>							
100-4092000-0100	COMPENSATION ADJUSTMENT		34,432					-100%
100-4092000-0200	TRANSFER TO CONTINGENCY		67,302					-100%
100-4092000-0200	TAX STABILIZATION FUND					150,242		
100-4092000-0300	TRANSFER TO CAPITAL FUND		1,316,400	86,400	70,000			-100%
Audit Trasfer Account (100-4920000-0001)		1,459,222						
<b>TOTAL ADJUST &amp; TRANSFERS</b>		<b>1,459,222</b>	<b>1,418,134</b>	<b>86,400</b>	<b>70,000</b>	<b>150,242</b>		<b>-89%</b>
<b>100-4095100</b>	<b>DEBT RETIREMENT</b>							
100-4095100-9100	DEBT RETIRE-PATRIOT BK-TH (03)		69,153	69,153	69,126	69,126	69,126	0%
100-4095100-9300	DEBT RETIRE- PRINCIPAL	224,322						
100-4095100-9400	DEBT RETIRE- INTEREST	97,113						
100-4095100-9500	DEBT RETIRE-BK AMERICA (05)		157,167	157,167	157,072	157,072	157,072	0%
100-4095100-9501	DEBT RETIRE- MAINT FACILITY		100,000	59,658	309,055	309,055	309,055	209%
100-4095100-9502	DEBT RETIRE-SUNTRUST (08)		148,000	74,377	224,526	224,526	224,526	52%
100-4095100-9503	FIREMAN'S FIELD (08)		85,000	85,000	85,000	85,000	85,000	
100-4095100-9504	FY 10 NEW LOAN DEBT RETIRE				16,500			
100-4095100-9505	BOND ISSUE COSTS	2,889						
<b>TOTAL DEBT RETIREMENT</b>		<b>324,324</b>	<b>559,320</b>	<b>445,355</b>	<b>861,278</b>	<b>844,778</b>	<b>844,778</b>	<b>51%</b>
<b>GENERAL FUND NON-DEPARTMENTAL</b>		<b>2,813,733</b>	<b>3,022,123</b>	<b>1,749,094</b>	<b>1,816,186</b>	<b>1,707,496</b>	<b>1,857,738</b>	<b>-39%</b>
<b>TOTAL GENERAL FUND OPERATING EXPENSE</b>		<b>8,155,715</b>	<b>9,806,325</b>	<b>8,062,103</b>	<b>8,495,834</b>	<b>8,121,833</b>	<b>8,180,953</b>	<b>-17%</b>

**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

**Town Of Purcellville**  
**FY09 & FY10 Revenue Budget Projections**  
**Data as of 12/31/2008**

		<b>FY 08</b>	<b>FY09</b>	<b>FY09</b>	<b>FY10</b>	<b>% Change</b>
		<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Budget</b>	<b>From FY 09</b>
<b>WATER FUND</b>						
501-3189920-0000	VEHICLE COMP. REIMB.	1304.42	900	1,326	1,000	11.1%
501-3810000-0000	WATER AVAILABILITIES	561696	901,390	940,000	1,545,240	71.4%
501-3825000-0000	WATER METER FEES	3,437	6,989	7,300	14,404	106.1%
501-3830000-0000	WATER FEES	947,456	1,188,000	1,094,000	1,367,500	15.1%
501-3840000-0000	MISCELLANEOUS INCOME	3,726	6,000	3,000	3,000	-50.0%
501-3910000-0000	PENALTIES & INTEREST	22,587	20,000	21,000	20,000	0.0%
501-3940000-0000	WATER FLUSHING	1,524	500	1,200	1,000	100.0%
501-3950000-0000	INVESTMENT INCOME	220,893	200,000	100,000	100,000	-50.0%
501-3960000-0000	CELLULAR LEASE	120,037	118,000	122,000	122,000	3.4%
501-3980000-0000	TRANSFER IN CASH RESERVE	0	432,276	0	260,101	-39.8%
501-3990000-0000	TRANSFERS FROM OTHER FUNDS	531,655				
<b>Total Revenues</b>	<b>WATER FUND</b>	<b>2,414,315</b>	<b>2,874,055</b>	<b>2,289,826</b>	<b>3,434,245</b>	<b>19.5%</b>

**WASTEWATER FUND**

502-3189920-0000	VEHICLE COMP. REIMB.	647	600	286	200	-66.7%
502-3810000-0000	SEWER AVAILABILITIES	470,400	756,000	788,000	1,296,000	71.4%
502-3830000-0000	SEWER FEES	1,322,697	1,520,000	1,475,000	1,696,250	11.6%
502-3840000-0000	MISCELLANEOUS INCOME	10,480	200	700	200	0.0%
502-3910000-0000	PENALTIES AND INTEREST	22,564	20,000	21,000	20,000	0.0%
502-3950000-0000	INVESTMENT INCOME	257,373	280,000	117,000	117,000	-58.2%
502-3971000-0000	WQIF GRANT PROCEEDS	959,271				
502-3975000-0000	PROFFERS	13,000	8,000	5,000	0	-100.0%
502-3980000-0000	TRANSFER IN CASH RESERVES	0	50,407	0	0	-100.0%
502-3990000-0000	TRANSFER FROM OTHER FUNDS	5,813,374				
<b>Total Revenues</b>	<b>WASTEWATER FUND</b>	<b>8,869,805</b>	<b>2,635,207</b>	<b>2,406,986</b>	<b>3,129,650</b>	<b>18.8%</b>

<b>Department:</b> Public Works	<b>Program:</b> Water
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<b>MISSION</b>
To provide cost efficient production of quality potable water to the residents and businesses in the community.

<b>CORE VALUES</b>
Trust, Unity of Purpose, Commitment and Professionalism

<b>DEPARTMENT DESCRIPTION / ACTIVITIES</b>
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.

<b>GOALS AND OBJECTIVES</b>
<ul style="list-style-type: none"> <li>- 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).</li> <li>- Achieve and maintain a total VDH and DEQ notice of violation count of zero regarding all water operational and maintenance issues.</li> <li>- Continue development of employees with emphasis on leadership opportunities, training and certification and safety awareness.</li> <li>- Achieve and maintain E2 status in the environmental compliance program.</li> </ul>

<b>KEY PERFORMANCE MEASURES</b>				
<b>MEASURES</b>	<b>FY2006-07 ACTUAL</b>	<b>FY2007-08 ACTUAL</b>	<b>FY2008-09 ESTIMATED</b>	<b>FY2009-10 PROJECTED</b>
Total number of official system bacteriological samples collected and analyzed within regulatory timeframe	new measure	new measure	126	126
Total number of VDH or DEQ Notices of Violation	new measure	new measure	0	0
Number of documented water operator training hours each employee	new measure	new measure	10	10
Percentage of official system bacteriological samples collected and analyzed with a result of negative (no e-coli present)	100%	100%	100%	100%
Percentage of E2 environmental compliance items completed and tracked	new measure	new measure	100%	100%
Percentage of operators that achieved a minimum of 10 hours of operator training this year	new measure	new measure	100%	100%

**PREVIOUS YEAR ACCOMPLISHMENTS**

- Added the Jeffries Well to the source water program.
- Added a Hach Aquatrend filter monitoring system to record filter performance data as required by Virginia Department of Health regulation.
- Rehabilitated filter #1 at the Water Treatment Plant.
- Continued recruitment and development plan with the recruitment of one additional Virginia Class I waterworks operator.
- Upgraded heat and ventilation system at the Water Plant.
- Upgraded multiple valves at the Hirst Well.
- Upgraded automated valve controllers for improved operations at the Water Plant.
- Process control and communications automation enhancements to provide individual well system monitoring and control from the Water Plant.
- Process control and automation improvements/upgrades to valves and valve controllers at the Water Plant and well stations.
- Implement monitoring plan for LT2 and DBPs requirements.
- Upgraded the security system connectivity at the Water Plant.

**FY 2009 - 2010 Operating Budget Expenditures**

			Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
			FY 2010 Request						
<b>Fund #501</b>	<b>WATER FUND</b>								
<b>501-4012100</b>	<b>WATER STAFF</b>								
501-4012100-1100	WATER STAFF		600,699	516,957	530,616	539,862	529,027	523,006	1%
501-4012100-1200	OVERTIME-WATER		39,994	35,000	32,323	35,000	35,000	35,000	
501-4012100-1500	CHARGE BACK TO GF		100,000	610,116	610,116	610,116	610,116	610,116	
501-4012100-2100	SOCIAL SECURITY TAX		47,990	42,381	43,381	43,977	43,148	43,148	2%
501-4012100-2200	RETIREMENT		71,742	67,984	66,553	69,318	67,927	67,927	0%
501-4012100-2300	HEALTH INSURANCE		110,243	111,750	103,922	100,456	105,378	109,314	-2%
501-4012100-2400	LIFE INSURANCE		5,583	5,838	4,259	4,427	4,338	4,338	-26%
501-4012100-2700	WORKERS COMP INSURANCE		13,634	20,387	20,860	21,155	15,511	15,511	-24%
501-4012100-2800	DEFERRED COMP MATCH		2,220	2,860	1,760	1,560	4,680	3,120	9%
	<b>TOTAL WATER STAFF</b>		<b>992,105</b>	<b>1,413,273</b>	<b>1,413,790</b>	<b>1,425,872</b>	<b>1,415,125</b>	<b>1,411,480</b>	<b>0%</b>
<b>501-4012200</b>	<b>PLANT</b>								
501-4012200-2810	UNIFORMS		8,487	9,450	9,450	9,000	8,550	8,550	-10%
501-4012200-3310	CONTRACTS		9,904	20,000	20,000	20,000	19,000	19,000	-5%
501-4012200-3320	SLUDGE DISPOSAL		5,092	8,000	8,000	14,000	13,300	13,300	66%
501-4012200-5110	ELECTRICITY		24,499	18,000	18,000	23,000	21,850	21,850	21%
501-4012200-5120	PROPANE		861	3,500	3,500	10,000	9,500	9,500	171%
501-4012200-5230	COMMUNICATIONS		5,126	7,500	7,500	7,000	6,650	6,650	-11%
501-4012200-5801	GENERAL EXPENSES		1,252	3,500	3,500	3,000	2,850	2,850	-19%
501-4012200-5808	COMPUTER UPGRADES		1,415	5,000	5,000	2,000	1,900	1,900	-62%
501-4012200-5814	SAFETY		7,732	11,500	11,500	10,000	9,500	9,500	-17%
501-4012200-5815	DRUG TESTING		785	450	450	715	715	715	59%
501-4012200-5831	PERMITS		1,267	6,800	6,800	6,800	6,460	6,460	-5%
501-4012200-5833	CROSS CONNECTIONS			2,000	2,000	1,000	950	950	-53%
501-4012200-5834	PLANT REPAIRS		33,738	44,000	44,000	40,000	38,000	38,000	-14%
501-4012200-5835	WATER LINE REPAIRS		17,659	29,000	29,000	20,000	19,000	19,000	-34%
501-4012200-5836	LEAK DETECTION		270	3,000	3,000	3,000	2,850	2,850	-5%
501-4012200-5841	GENERATOR		2,510	6,000	6,000	6,000	5,700	5,700	-5%
501-4012200-5842	CHEMICALS-PLANT		23,683	33,000	33,000	45,000	42,750	42,750	30%
501-4012200-5846	WATER SAMPLES		26,941	26,000	26,000	28,000	26,600	26,600	2%
501-4012200-6001	PLANT SUPPLIES		14,429	3,000	3,000	4,400	4,180	4,180	39%
501-4012200-6002	LAB SUPPLIES		13,372	8,000	8,000	12,000	11,400	11,400	43%

**FY 2009 - 2010 Operating Budget Expenditures**

				FY 2010 Request						
				Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
501-4012200-6003		PREV MAINT SUPPLIES		3,118	6,000	6,000	6,000	5,700	5,700	-5%
501-4012200-6004		NEW EQUIPMENT & TOOLS		30,947	38,000	38,000	26,000	24,700	24,700	-35%
501-4012200-6005		LAB EQUIPMENT		8,936	8,500	8,500	4,000	3,800	3,800	-55%
		<b>TOTAL PLANT</b>		<b>242,023</b>	<b>300,200</b>	<b>300,200</b>	<b>300,915</b>	<b>285,905</b>	<b>285,905</b>	<b>-5%</b>

501-4012250 OTHER										
501-4012250-3140		PROFESSIONAL SERVICES		40,001	40,000	30,000	30,000	28,500	28,500	-29%
501-4012250-3600		RECRUITING/ADVERTISING		2,706	4,100	2,090	2,100	1,995	1,995	-51%
501-4012250-5210		POSTAGE/MAILINGS		6,575	7,500	8,000	7,800	7,800	7,800	4%
501-4012250-5540		TRAINING		9,012	10,500	12,000	10,500	9,975	9,975	-5%
501-4012250-5810		DUES & SUBSCRIPTIONS		680	960	600	960	912	912	-5%
501-4012250-5811		WATER DEPT EMERGENCY		10,517	4,000	4,000	4,000	3,800	3,800	-5%
501-4012250-5826		MOWING		4,535	11,000	11,000	11,000	10,450	10,450	-5%
501-4012250-5843		VDH FEES		5,644	13,600	14,000	13,600	12,920	12,920	-5%
501-4012250-5847		CONSUMER REPORT		3,396	3,700	3,700	3,700	3,515	3,515	-5%
501-4012250-5849		WATERSHED MGT		7,350	4,500	2,000	4,500	4,275	4,275	-5%
501-4012250-5850		FORESTRY MGT			3,000	2,000	3,000	2,850	2,850	-5%
501-4012250-5851		ENVIRONMENTAL COMPLIANCE		372	4,500	4,500	4,500	4,275	4,275	-5%
501-4012250-6002		ADMIN SUPPLIES		3,247	3,000	500	1,000	950	950	-68%
501-4012250-6008		VEHICLE MAINT		18,222	13,500	15,000	17,500	16,625	16,625	23%
501-4012250-6013		PUBLIC EDUCATION		800	3,000	1,200	3,000	2,850	2,850	-5%
501-4012250-6014		Water Conservation Device/Rebates			20,000	8,953	20,000	12,000	12,000	-40%
501-4012250-6015		WLWC WELLS					106,025	106,025	106,025	
501-4012250-6016		MARSH WELL					106,025	106,025	53,025	
		<b>TOTAL OTHER</b>		<b>113,057</b>	<b>146,860</b>	<b>119,543</b>	<b>349,210</b>	<b>335,742</b>	<b>282,742</b>	<b>93%</b>

**FY 2009 - 2010 Operating Budget Expenditures**

				FY 2010 Request						
				Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>501-4012300</b>	<b>WELL</b>									
501-4012300-3310	CONTRACTS				10,000	4,000	10,000	9,500	9,500	-5%
501-4012300-5110	ELECTRICITY			49,202	35,000	38,000	43,000	40,850	40,850	17%
501-4012300-5230	TELEPHONE			1,187	1,500	1,300	1,500	1,425	1,425	-5%
501-4012300-5834	REPAIRS			41,538	38,000	45,000	38,000	36,100	36,100	-5%
501-4012300-5842	CHEMICALS			20,873	15,000	15,000	18,000	17,100	17,100	14%
501-4012300-5845	CARBON CHANGE-OUT			18,461	22,000	22,000	25,000	23,750	23,750	8%
501-4012300-5846	WATER SAMPLES			-38	12,500	8,000	12,500	11,875	11,875	-5%
501-4012300-6001	SUPPLIES			8,805	35,000	35,000	30,000	28,500	28,500	-19%
501-4012300-6004	SPARE PARTS			1,871	4,000	4,000	4,000	3,800	3,800	-5%
	<b>TOTAL WELL</b>			<b>141,899</b>	<b>173,000</b>	<b>172,300</b>	<b>182,000</b>	<b>172,900</b>	<b>172,900</b>	<b>0%</b>
<b>501-4012500</b>	<b>METER READING</b>									
501-4012500-3310	CONTRACTS				1,000	1,000	1,000	1,000	1,000	
501-4012500-5837	METER REPAIRS/TEST			1,195	3,500	2,000	3,500	3,000	3,000	-14%
501-4012500-5838	TOUCH READ HDW			3,955	6,000	3,000	6,000	6,000	6,000	
501-4012500-5839	NEW WATER METERS			33,537	37,000	20,000	32,000	22,000	22,000	-41%
501-4012500-6004	METER TOOLS & EQUIPMENT			803	1,000	1,000	1,000	950	950	-5%
	<b>TOTAL METER READING</b>			<b>39,490</b>	<b>48,500</b>	<b>27,000</b>	<b>43,500</b>	<b>32,950</b>	<b>32,950</b>	<b>-32%</b>
<b>501-4092000</b>	<b>ADJUSTMENTS &amp; TRANSFERS</b>									
501-4092000-0100	COMPENSATION ADJUSTMENT				2,042					-100%
501-4092000-0200	RATE STABILIZATION FUND							56,645		
501-4092000-0300	TRANSFER TO CAPITAL FUND				65,000	65,000	190,000	100,000	100,000	54%
Total Exp.	<b>TOTAL ADJUSTMENTS &amp; TRANSFERS</b>				<b>67,042</b>	<b>65,000</b>	<b>190,000</b>	<b>100,000</b>	<b>156,645</b>	<b>134%</b>

**FY 2009 - 2010 Operating Budget Expenditures**

		Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	FY 2010 Request			
					Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>501-4095100</b>	<b>DEBT RETIREMENT</b>							
501-4095100-0100	DEBT RETIRE- RDEV - WTP (96)		75,588					-100%
501-4095100-0300	DEBT RETIRE-VRA-WTP (00)		257,640	257,640	255,080	255,080	255,080	-1%
501-4095100-0500	DEBT RETIRE-BK AMERICA (05)		132,952	132,952	132,910	132,910	132,910	0%
501-4095100-0600	DEBT RETIRE-SUNTRUST (08)		259,000	279,827	703,633	703,633	703,633	172%
501-4095100-0700	FY 10 NEW LOAN DEBT RETIRE				180,000			
501-4095100-1000	DEPRECIATION EXP	237,163						
501-4095100-9200	INTEREST EXPENSE	309,924						
	<b>TOTAL DEBT RETIREMENT</b>	<b>547,087</b>	<b>725,180</b>	<b>670,419</b>	<b>1,271,623</b>	<b>1,091,623</b>	<b>1,091,623</b>	<b>51%</b>
<b>501-4096100</b>	<b>TRANSFERS</b>							
501-4096100-0000	TRANSFER TO GEN FUND	8,648						
Total Exp.	<b>TOTALS TRANSFERS</b>	<b>8,648</b>						
<b>TOTAL WATER FUND OPERATING EXPENSE</b>		<b>2,084,309</b>	<b>2,874,055</b>	<b>2,768,252</b>	<b>3,763,120</b>	<b>3,434,245</b>	<b>3,434,245</b>	<b>19%</b>

<b>Department:</b> Public Works	<b>Program:</b> 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 / ACTIVITIES**  
 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**

- 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 obtain NELAC lab certification.
- 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 plants preventative maintenance program.

<b>KEY PERFORMANCE MEASURES</b>				
<b>MEASURES</b>	<b>FY2006-07 ACTUAL</b>	<b>FY2007-08 ACTUAL</b>	<b>FY2008-09 ESTIMATED</b>	<b>FY2009-10 PROJECTED</b>
Total operating dollars	1,422,979	1,549,540	1,874,726	1,871,601
Daily average number of gallons treated	662,400	625,400	637,908	656,670
Total number of customer complaints	3	2	2	2
Total number of violations	0	0	0	0
Staff retention rate	86%	90%	100%	100%

#### **PREVIOUS YEAR ACCOMPLISHMENTS**

- Construction started on the upgrade to the BSWWF.
  - VIP Pump Station Upgrades.
  - Development of a CMOM program for the sewer system.
  - Completion of the Grid I&I improvements.
  - Comply with new regulations from DEQ to reduce nitrogen and phosphorous which will require construction of new costly treatment facilities.
- Removal of pharmaceuticals as part of the treatment is under EPQ consideration.
- Began in-house analysis for nitrates and nitrites for permit compliance.
  - No permit parameter violations for 2008.
  - Successfully completed and passed the 2008 DMRQA Study.
  - TMP analysis of the plants effluent passed with all parameters well below acceptance limits.
  - Started doing nitrate analysis in-house with all total nitrogen analysis being done at the facility.
  - Consent order was dropped.
  - Received E2 certification.
  - Process control and communications automation enhancements to provide system monitoring and control from the plant.
  - Upgraded the security system connectivity at the Wastewater Treatment Plant.

**FY 2009 - 2010 Operating Budget Expenditures**

			FY 2010 Request						
			Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>Fund #502</b>	<b>WASTEWATER FUND</b>								
<b>502-4012100</b>	<b>WASTEWATER STAFF</b>								
502-4012100-1000	SEWER STAFF		609,308	505,817	493,321	507,956	504,072	498,394	-1%
502-4012100-1200	OVERTIME-SEWER		28,671	35,000	29,553	35,000	35,000	35,000	
502-4012100-1500	CHARGE BACK TO GF		100,000	610,116	610,116	610,116	610,116	610,116	
502-4012100-2100	SOCIAL SECURITY TAX		47,888	41,592	41,592	41,536	41,239	41,239	-1%
502-4012100-2200	RETIREMENT		71,525	66,628	62,139	65,222	64,723	64,723	-3%
502-4012100-2300	HEALTH INSURANCE		88,240	81,897	72,715	62,598	65,631	68,055	-17%
502-4012100-2400	LIFE INSURANCE		5,565	5,721	3,972	4,165	4,133	4,133	-28%
502-4012100-2700	WORKERS COMP INSURANCE		9,989	12,940	12,940	12,922	12,992	12,992	0%
502-4012100-2800	DEFERRED COMP MATCH		3,300	2,860	2,600	2,600	4,680	2,600	-9%
	<b>TOTAL WASTEWATER STAFF</b>		<b>964,486</b>	<b>1,362,571</b>	<b>1,328,948</b>	<b>1,342,115</b>	<b>1,342,586</b>	<b>1,337,252</b>	<b>-2%</b>
<b>502-4012200</b>	<b>PLANT</b>								
502-4012200-2810	UNIFORMS		10,813	10,107	10,107	9,500	9,500	9,500	-6%
502-4012200-3310	CONTRACTS		194						
502-4012200-3320	SLUDGE REMOVAL		100,034	106,800	106,800	110,000	106,000	106,000	-1%
502-4012200-3330	WASTE DISPOSAL			1,500	1,739	1,750	1,750	1,750	17%
502-4012200-5110	ELECTRICITY		85,230	78,109	78,109	88,600	88,600	88,600	13%
502-4012200-5230	COMMUNICATIONS		4,298	11,000	11,000	10,000	8,000	8,000	-27%
502-4012200-5814	SAFETY		9,320	12,500	12,500	10,000	8,000	8,000	-36%
502-4012200-5815	DRUG TESTING		1,006	500	663	715	715	715	43%
502-4012200-5831	PERMITS		5,600	7,500	7,500	7,500	7,500	7,500	
502-4012200-5834	PLANT REPAIRS		26,920	37,000	35,000	37,000	33,250	33,250	-10%
502-4012200-5835	SEWER LINE REPAIRS		33,347	15,000	15,000	15,000	14,250	14,250	-5%
502-4012200-5840	LAB CERTIFICATION		1,402	4,750	4,750	3,000	3,000	3,000	-37%
502-4012200-5842	CHEMICALS		13,691	14,400	14,400	19,500	19,500	19,500	35%
502-4012200-5844	EQUIPMENT MAINTENANCE		8,427	12,500	12,500	12,500	12,000	12,000	-4%
502-4012200-5846	SAMPLE ANALYSIS		4,324	4,200	4,200	4,200	4,200	4,200	
502-4012200-5854	NEW LAB EQUIPMENT		4,668	5,000	5,000	5,000	5,000	5,000	
502-4012200-6001	PLANT SUPPLIES		4,956	7,500	7,500	7,500	7,500	7,500	
502-4012200-6002	LAB SUPPLIES		23,843	16,100	16,100	20,000	20,000	20,000	24%
502-4012200-6004	NEW PLANT EQUIPMENT		969	15,000	15,000	15,000	15,000	15,000	
	<b>TOTAL PLANT</b>		<b>339,042</b>	<b>359,466</b>	<b>357,868</b>	<b>376,765</b>	<b>363,765</b>	<b>363,765</b>	<b>1%</b>

**FY 2009 - 2010 Operating Budget Expenditures**

		Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
		FY 2010 Request						
<b>502-4012300</b>	<b>PLANT- OTHER</b>							
502-4012300-3140	PROFESSIONAL SERVICES	26,157	35,000	35,000	38,000	35,000	35,000	
502-4012300-3600	RECRUITING/ADVERTISE	3,689	3,100	3,100	3,200	3,000	3,000	-3%
502-4012300-5210	POSTAGE/MAILINGS	6,815	1,750	6,000	7,800	7,800	7,800	346%
502-4012300-5540	TRAINING	3,779	4,250	4,250	4,000	3,800	3,800	-11%
502-4012300-5810	DUES & SUBSCRIPTIONS		500	500	500	500	500	
502-4012300-5811	SEWER DEPT. EMERGENCY	2,370	3,000	3,000	3,000	3,000	3,000	
502-4012300-5826	MOWING	6,466	12,000	12,000	14,000	13,500	13,500	13%
502-4012300-5848	OTHER EXPENSE		6,000	6,000	6,000	5,700	5,700	-5%
502-4012300-5851	ENVIR COMPLIANCE	1,372	3,200	3,200	3,200	3,200	3,200	
502-4012300-6001	ADMINISTRATIVE SUPPLIES	16	2,700	2,700	2,700	2,700	2,700	
502-4012300-6008	VEHICLE MAINT	6,387	8,000	8,000	8,000	8,000	8,000	
502-4012300-6013	PUBLIC EDUCATION		2,000	2,000	2,000	1,000	1,000	-50%
	<b>TOTAL PLANT- OTHER</b>	<b>57,051</b>	<b>81,500</b>	<b>85,750</b>	<b>92,400</b>	<b>87,200</b>	<b>87,200</b>	<b>7%</b>
<b>502-4012400</b>	<b>PUMP STATIONS</b>							
502-4012400-3310	CONTRACTS/MAINTENANCE	4,669	10,000	10,000	10,000	9,000	9,000	-10%
502-4012400-5110	ELECTRICITY	10,500	10,300	10,300	10,200	9,600	9,600	-7%
502-4012400-5230	TELEPHONE	1,688	930	948	1,000	950	950	2%
502-4012400-5834	REPAIRS	16,769	20,000	18,000	20,000	19,000	19,000	-5%
502-4012400-6004	EQUIPMENT - PUMP STATION	849	7,500	7,500	7,500	7,500	7,500	
502-4012400-6008	GENERATOR FUEL	5,373	3,500	3,500	3,500	3,500	3,500	
	<b>TOTAL PUMP STATIONS</b>	<b>39,848</b>	<b>52,230</b>	<b>50,248</b>	<b>52,200</b>	<b>49,550</b>	<b>49,550</b>	<b>-5%</b>
<b>502-4012500</b>	<b>METER READING</b>							
502-4012500-3310	CONTRACTS		1,000	1,000	1,000	1,000	1,000	
502-4012500-5837	METER REPAIRS/TEST	595	3,500	3,500	3,500	3,000	3,000	-14%
502-4012500-5838	TOUCH READ HDW	3,955	6,000	6,000	6,000	5,500	5,500	-8%
502-4012500-5839	NEW WATER METERS		21,000	19,000	19,000	18,000	18,000	-14%
502-4012500-6004	METER TOOLS & EQUIPMENT	168	1,000	1,000	1,000	1,000	1,000	
	<b>TOTAL METER READING</b>	<b>4,718</b>	<b>32,500</b>	<b>30,500</b>	<b>30,500</b>	<b>28,500</b>	<b>28,500</b>	<b>-12%</b>

**FY 2009 - 2010 Operating Budget Expenditures**

			FY 2010 Request						
			Prior Year Actual FY 08	FY09 Approp Amount	FY 09 Estimate of End of Year	Dept Head Request FY 10	Manager Recommend FY 10	Council Approval FY 10	% Change From FY 09
<b>502-4092000</b>	<b>ADJUST &amp; TRANSFERS</b>								
502-4092000-0100		COMPENSATION ADJUSTMENT		2,872					-100%
502-4092000-0200		TRANSFER TO CONTINGENCY							
502-4092000-0200		RATE STABILIZATION FUND						5,334	
502-4092000-0300		TRANSFER TO CAPITAL FUND		104,000	266,500	417,500	367,500	152,500	47%
502-4921000-0100		TRANSFER TO SEWER RESERVES					146,077	361,077	
502-4921000-0100	<b>TOTAL ADJUST &amp; TRANSFERS</b>			<b>106,872</b>	<b>266,500</b>	<b>417,500</b>	<b>513,577</b>	<b>518,911</b>	<b>386%</b>

<b>502-4095100</b>	<b>DEBT RETIREMENT</b>								
502-4095100-0200		DEBT RETIRE- RDEV-BSWF (99)		430,356					-100%
502-4095100-0400		DEBT RETIRE-BK AMERICA (05)		119,712	119,712	119,675	119,676	119,676	0%
502-4095100-0600		DEBT RETIRE-SUNTRUST (08)		90,000	516,168	624,796	624,796	624,796	594%
502-4095100-1000		DEPRECIATION EXP	240,596						
502-4095100-9200		INTEREST EXPENSE	403,524						
	<b>TOTAL DEBT RETIREMENT</b>		<b>644,120</b>	<b>640,068</b>	<b>635,881</b>	<b>744,472</b>	<b>744,473</b>	<b>744,473</b>	<b>16%</b>

<b>TOTAL WASTEWATER FUND OPERATING EXPENSE</b>	<b>2,049,265</b>	<b>2,635,207</b>	<b>2,755,695</b>	<b>3,055,952</b>	<b>3,129,650</b>	<b>3,129,650</b>	<b>19%</b>
<b>GRAND TOTAL OPERATING EXPENSE</b>	<b>12,289,289</b>	<b>15,315,587</b>	<b>13,586,050</b>	<b>15,314,906</b>	<b>14,685,729</b>	<b>14,744,849</b>	<b>-4%</b>

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## **Capital Improvement Program**

Although not part of the annual operating budget process, the capital improvement program is included within this document in summary form to provide a fuller description of the planned Town's financial transactions.

- General Fund Projects
- Water Fund Projects
- Wastewater Fund Projects
- Financing Summary – All Funds

**Approved**  
**Capital Improvement Program Summary**  
**FY 2010 - 2014**

**GENERAL FUND PLANNED FINANCING**

<u>Sources</u>	Total Funding Required	Funded through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total 5-Yr-CIP
Grants	80,000		150,000	(150,000)			25,000	35,000	20,000		80,000
Grants - VDOT	3,092,800	195,631	2,321,042	(1,187,052)	1,133,990	1,469,379	293,800				1,763,179
Grants - CDBG	170,891	54,000	8,600		8,600	108,291					108,291
Grants - Loud. Co.	100,000	100,000									
Bonds - New loan	6,695,950					2,500,000	2,940,950	985,000	145,000	125,000	6,695,950
Lo. Co. Settlement	1,020,277					1,020,277					1,020,277
Un-Specified	9,532,434		(1,780,000)	1,406,267	(373,733)	(2,000,000)	603,200	7,039,650	2,574,645	1,688,672	9,906,167
Bonds - B of A	1,036,433	1,036,433									
Bonds - Sun Trust	2,932,745	407,877	2,372,774	(641,505)	1,731,269	793,600					793,600
Bonds - USDA RDA	5,544,707	89,920	3,711,479	270,308	3,981,787	1,473,000					1,473,000
Cash	1,129,400		291,986	(205,586)	86,400		636,000	221,000	102,000	84,000	1,043,000
Other	188,991	155,258		28,733	28,733		5,000				5,000
<b>TOTAL</b>	<b>31,524,628</b>	<b>2,039,118</b>	<b>7,075,881</b>	<b>(478,835)</b>	<b>6,597,046</b>	<b>5,364,547</b>	<b>4,503,950</b>	<b>8,280,650</b>	<b>2,841,645</b>	<b>1,897,672</b>	<b>22,888,464</b>

**GENERAL FUND PLANNED EXPENDITURES**

<u>Uses</u>	Total Project Cost	Expenses through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
<b>General Fund</b>	<b>31,524,628</b>	<b>2,039,118</b>	<b>7,075,881</b>	<b>(478,835)</b>	<b>6,597,046</b>	<b>5,364,547</b>	<b>4,503,950</b>	<b>8,280,650</b>	<b>2,841,645</b>	<b>1,897,672</b>	<b>22,888,464</b>

May 12, 2009

**Approved**  
**Capital Improvement Program Summary**  
**FY 2010 - 2014**

**WATER FUND PLANNED FINANCING**

<u>Sources</u>	Total Funding Required	Funded through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2,010	2,011	2,012	2,013	2,014	Total 5-Yr-CIP
<b>Bonds - Sun Trust</b>	6,618,994	979,468	3,787,000	(494,150)	3,292,850	2,346,676					2,346,676
<b>Bonds - New loan</b>	16,512,474					2,422,474	8,795,000	4,295,000	1,000,000		16,512,474
<b>Bonds - B of A</b>	398,553	398,553									
<b>Cash</b>	470,250	4,250	65,000		65,000	100,000	231,000	60,000	10,000		401,000
<b>Other</b>	43,851	43,851									
<b>TOTAL</b>	24,044,122	1,426,122	3,852,000	(494,150)	3,357,850	4,869,150	9,026,000	4,355,000	1,010,000		19,260,150

**WATER FUND PLANNED EXPENDITURES**

<u>Uses</u>	Total Project Cost	Expenses through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2,010	2,011	2,012	2,013	2,014	Total for 5-Yr-CIP
<b>Water Fund</b>	24,044,122	1,426,122	3,852,000	(494,150)	3,357,850	4,869,150	9,026,000	4,355,000	1,010,000		19,260,150

**Approved**  
**Capital Improvement Program Summary**  
**FY 2010 - 2014**

**WASTEWATER FUND PLANNED FINANCING**

<u>Sources</u>	Total Funding Required	Funded through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2,010	2,011	2,012	2,013	2,014	Total 5-Yr-CIP
Grants	4,793,732	791,741	3,900,000		2,470,240	1,531,751					1,531,751
Bonds-VRA	24,403,435	5,543,782	18,015,000	(7,799,344)	11,645,416	7,214,237					7,214,237
Bonds - Sun Trust	2,067,077	623,101	1,018,976	(105,000)	913,976	530,000					530,000
Bonds - New loan	600,000						600,000				600,000
Bonds - B of A	1,078,375	1,078,375									
Cash	1,144,000		104,000	162,500	266,500	152,500	650,000	75,000			877,500
Other											
<b>TOTAL</b>	<b>34,086,620</b>	<b>8,037,000</b>	<b>23,037,976</b>	<b>(7,741,844)</b>	<b>15,296,132</b>	<b>9,428,488</b>	<b>1,250,000</b>	<b>75,000</b>			<b>10,753,488</b>

**WASTEWATER FUND PLANNED EXPENDITURES**

<u>Uses</u>	Total Project Cost	Expenses through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2,010	2,011	2,012	2,013	2,014	Total for 5-Yr-CIP
Wastewater Fund	34,086,620	8,037,000	23,037,976	(7,741,844)	15,296,132	9,428,488	1,250,000	75,000			10,753,488

May 12, 2009

**Approved**  
**Capital Improvement Program Summary**  
**FY 2010 - 2014**

**FINANCING SUMMARY - ALL FUNDS**

<u>Sources</u>	Total Funding Required	Funded through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total 5-Yr-CIP
Grants- Various	4,873,732	791,741	4,050,000	(150,000)	2,470,240	1,531,751	25,000	35,000	20,000		1,611,751
Grants - VDOT	3,092,800	195,631	2,321,042	(1,187,052)	1,133,990	1,469,379	293,800				1,763,179
Grants - CDBG	170,891	54,000	8,600		8,600	108,291					108,291
Grants - Loud. Co.	100,000	100,000									
Bonds - New Loan	23,808,424					4,922,474	12,335,950	5,280,000	1,145,000	125,000	23,808,424
Lo. Co. Settlement	1,020,277					1,020,277					1,020,277
Un-Specified	9,532,434		(1,780,000)	1,406,267	(373,733)	(2,000,000)	603,200	7,039,650	2,574,645	1,688,672	9,906,167
Bonds-VRA	24,403,435	5,543,782	18,015,000	(7,799,344)	11,645,416	7,214,237					7,214,237
Bonds - B of A	2,513,362	2,513,362									
Bonds - Sun Trust	11,618,817	2,010,446	7,178,750	(1,240,655)	5,938,095	3,670,276					3,670,276
Bonds - USDA RDA	5,544,707	89,920	3,711,479	270,308	3,981,787	1,473,000					1,473,000
Cash	2,743,650	4,250	460,986	(43,086)	417,900	252,500	1,517,000	356,000	112,000	84,000	2,321,500
Other	232,842	199,109		28,733	28,733		5,000				5,000

<b>TOTAL</b>	89,655,370	11,502,240	33,965,857	(8,714,829)	25,251,028	19,662,185	14,779,950	12,710,650	3,851,645	1,897,672	52,902,102
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**EXPENDITURE SUMMARY - ALL FUNDS**

<u>Uses</u>	Total Project Cost	Expenses through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
General Fund	31,524,628	2,039,118	7,075,881	(478,836)	-6,597,046	5,364,547	4,503,950	8,280,650	2,841,645	1,897,672	22,888,464
Water Fund	24,044,122	1,426,122	3,852,000	(494,150)	3,357,850	4,869,150	9,026,000	4,355,000	1,010,000		19,260,150
Wastewater Fund	34,086,620	8,037,000	23,037,976	(7,741,844)	15,296,132	9,428,488	1,250,000	75,000			10,753,488

<b>TOTAL</b>	89,655,370	11,502,240	33,965,857	(8,714,830)	25,251,028	19,662,185	14,779,950	12,710,650	3,851,645	1,897,672	52,902,102
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May 12, 2009

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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
- Glossary of Budget Terms



	Utilities		
<i>*Minimum Fee in all categories is \$20.00</i>			
Cable PEG Grant			\$6,500
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	\$130,000
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	\$150,000
Cigarette Tax		.50 per pack	\$230,000
Transient Occupancy Tax Currently there are no hotel/motels located in the Town		3% (of hotel/motel rates)	\$0
Meals Tax		4% on all prepared food & drinks	\$642,000
Zoning Fees			\$90,000
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			\$600
Street Fees			\$600
Calendar Promotions			\$10,000
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 \$35	\$6,000
Police Revenue This is revenue that we collect from Police Department operations and includes tickets and traffic fines			\$77,000
Investment Income This is revenue earned on interest generating investments such as CD's, interest on checking account and LGIP. Also includes investment income on investment of Loudoun County Settlement funds.			\$121,000
Rent (Town Property)			\$0
Fireman's Field Revenue Proceeds from lease of skating rink facilities			\$15,000
Train Station Revenue Proceeds from facility rental fees			\$500
PD Charges to Other Communities			\$0
Payment in Lieu of Taxes			\$2,500
Donations			\$100
Proceeds from Property/Equipment Revenue generated from the sale of any surplus property			\$1,000
Gas Tax Funds			\$160,000

Revenue allocated by Loudoun County to make improvements to our Main Street Corridor		
Litter Grant		\$1,500
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 for FY09 and FY10.		\$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		\$130,000
Personal Property Tax Relief (State funding)		\$201,000
Virginia Fire Program's Fund (State funding) This program was created by the General Assembly to help fund volunteer fire departments by enabling local governments to help provide the local companies with funds transfer and reporting requirements		\$10,000
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.		\$500,000
Law Enforcement / FED		3,000
Arts Grant (Federal funding)		\$5,000
Transfer in Cash Reserves Includes transfer of funds from FY09 operating surplus		\$524,321
Transfer from other funds (charge back from Utility Funds).		\$1,220,232
<b>GENERAL FUND TOTAL</b>		<b>\$8,180,953</b>

## REVENUE PROFILE FY10

### WATER FUND

Source	Rate	Income
<b>Vehicle Compensation Reimbursement</b> Charge to employees who are assigned take home vehicle for emergency response to reimburse the Town for a portion of the commute costs		\$1,000
<b>Availabilities (Water Resource Recovery Fee)</b>	Rate set by meter size as recommend by the Town's Financial Consultant in the Rate Analysis Study and approved by Town Council	\$1,545,240
<b>Meter Fees</b>	Based on meter size (cost includes new radio read meter plus \$20 installation charge)	\$14,404
<b>User Fees</b>	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	\$1,367,500
<b>Miscellaneous</b> This is an open category that we use for revenue generated from various accounts that are too small or periodic to budget individually		\$3,000
<b>Penalties &amp; Interest</b>		\$20,000
<b>Water flushing fee</b> Fee charged to developers who flush water lines to comply with State regulations		\$1,000
<b>Investment Income</b> This is revenue earned on interest generating investments such as CD's, interest on checking account and LGIP		\$100,000
<b>Cellular Lease</b> Payments based on lease agreements telecommunication companies for reception chips on water tower		\$122,000
<b>Proffers</b> Determined through negotiations at time of rezoning/land use change		\$0
<b>Transfer in cash reserve</b>		\$260,101
<b>WATER FUND TOTAL</b>		<b>\$3,434,245</b>

## REVENUE PROFILE FY10

### 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		\$200
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	\$1,296,000
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	\$1,696,250
Miscellaneous This is an open category that we use for revenue generated from various accounts that are too small or periodic to budget individually		\$200
Penalties and Interest		\$20,000
Investment Income This is revenue earned on interest generating investments such as CD's, interest on checking account and LGIP		\$117,000
Proffers Detemined through negotiations at time of rezoning/land use change		\$0
Transfer in cash reserve		\$0
<b>WASTE WATER FUND TOTAL</b>		<b>\$3,129,650</b>

**TOWN OF PURCELLVILLE  
TAX RATE HISTORY**

**Real Estate:**

Tax Year	Tax Rate
1990-1995	0.24
1996	0.24
1997	0.24
1998	0.24
1999	0.24
2000	0.24
2001	0.24
2002	0.24
2003	0.22
2004	0.21
2005	0.20
2006	0.17
2007	0.18
2008	0.19
2009	0.225

**Personal Property:**

Tax Yr	Tax Rate
1996	1.05
1997	1.05
1998	1.05
1999	1.05
2000	1.05
2001	1.05/.55
2002	1.05/.55
2003	1.05/.55
2004	1.05/.55
2005	1.05/.55
2006	1.05/.55
2007	1.05/.55
2008	1.05/.55
2009	1.05/.55

**Meals Tax:**

Fiscal Yr	Rate
1996	3%
1997	3%
1998	3%
1999	3%
2000	3%
2001	3%
2002	4%
2003	4%
2004	3%
2005	3%
2006	4%
2007	4%
2008	4%
2009	4%

**Cig Tax:**

Fiscal Yr	Rate
2000	0.20
2001	0.20
2002	0.20
2003	0.20
2004	0.30
2005	0.30
2006	0.35
2007	0.45
2008	0.50
2009	0.50

**Business License:**

Tax Year	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
Manufacturer	0	0	0	0	0	0	0	0	0	0	0
Contractor	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14
Wholesale	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05
Retail	0.19	0.19	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
Business Serv	0.19	0.19	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
Repair	0.19	0.19	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17
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
Money Lending	0.19	0.19	0.19	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
Hotel Motel	n/a	n/a	0.19	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17
Itinerant Vendor	250.00/yr	250.00/yr	500.00/yr								
Fortune-teller	n/a	n/a	n/a	n/a	500.00/yr						
Carnivals/Amus	n/a	n/a	500.00/yr								
	\$10 min	\$10 min	\$20 min								

## 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 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** - 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** - Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase their useful life. Also called capital improvements.

**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.

**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.

**ADOPTED**  
**CAPITAL IMPROVEMENT PROGRAM**  
**FY 2010 - 2014**



**Town of Purcellville, Virginia**  
**May 12, 2009**

**ADOPTED  
CAPITAL IMPROVEMENT PROGRAM  
FY 2010 - 2014**

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**Approved**  
**Capital Improvement Program Summary**  
**FY 2010 - 2014**

**FINANCING SUMMARY - ALL FUNDS**

<u>Sources</u>	Total Funding Required	Funded through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total 5-Yr-CIP
<b>Grants- Various</b>	4,873,732	791,741	4,050,000	(150,000)	2,470,240	1,531,751	25,000	35,000	20,000		1,611,751
<b>Grants - VDOT</b>	3,092,800	195,631	2,321,042	(1,187,052)	1,133,990	1,469,379	293,800				1,763,179
<b>Grants - CDBG</b>	170,891	54,000	8,600		8,600	108,291					108,291
<b>Grants - Loud. Co.</b>	100,000	100,000									
<b>Bonds - New Loan</b>	23,808,424					4,922,474	12,335,950	5,280,000	1,145,000	125,000	23,808,424
<b>Lo. Co. Settlement</b>	1,020,277					1,020,277					1,020,277
<b>Un-Specified</b>	9,532,434		(1,780,000)	1,406,267	(373,733)	(2,000,000)	603,200	7,039,650	2,574,645	1,688,672	9,906,167
<b>Bonds-VRA</b>	24,403,435	5,543,782	18,015,000	(7,799,344)	11,645,416	7,214,237					7,214,237
<b>Bonds - B of A</b>	2,513,362	2,513,362									
<b>Bonds - Sun Trust</b>	11,618,817	2,010,446	7,178,750	(1,240,655)	5,938,095	3,670,276					3,670,276
<b>Bonds - USDA RDA</b>	5,544,707	89,920	3,711,479	270,308	3,981,787	1,473,000					1,473,000
<b>Cash</b>	2,743,650	4,250	460,986	(43,086)	417,900	252,500	1,517,000	356,000	112,000	84,000	2,321,500
<b>Other</b>	232,842	199,109		28,733	28,733		5,000				5,000

<b>TOTAL</b>	89,655,370	11,502,240	33,965,857	(8,714,829)	25,251,028	19,662,185	14,779,950	12,710,650	3,851,645	1,897,672	52,902,102
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**EXPENDITURE SUMMARY - ALL FUNDS**

<u>Uses</u>	Total Project Cost	Expenses through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
<b>General Fund</b>	31,524,628	2,039,118	7,075,881	(478,836)	6,597,046	5,364,547	4,503,950	8,280,650	2,841,645	1,897,672	22,888,464
<b>Water Fund</b>	24,044,122	1,426,122	3,852,000	(494,150)	3,357,850	4,869,150	9,026,000	4,355,000	1,010,000		19,260,150
<b>Wastewater Fund</b>	34,086,620	8,037,000	23,037,976	(7,741,844)	15,296,132	9,428,488	1,250,000	75,000			10,753,488

<b>TOTAL</b>	89,655,370	11,502,240	33,965,857	(8,714,830)	25,251,028	19,662,185	14,779,950	12,710,650	3,851,645	1,897,672	52,902,102
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**Approved**  
**Capital Improvement Program Summary**  
**FY 2010 - 2014**

**GENERAL FUND PLANNED FINANCING**

<u>Sources</u>	Total Funding Required	Funded through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total 5-Yr-CIP
<b>Grants</b>	80,000		150,000	(150,000)			25,000	35,000	20,000		80,000
<b>Grants - VDOT</b>	3,092,800	195,631	2,321,042	(1,187,052)	1,133,990	1,469,379	293,800				1,763,179
<b>Grants - CDBG</b>	170,891	54,000	8,600		8,600	108,291					108,291
<b>Grants - Loud. Co.</b>	100,000	100,000									
<b>Bonds - New loan</b>	6,695,950					2,500,000	2,940,950	985,000	145,000	125,000	6,695,950
<b>Lo. Co. Settlement</b>	1,020,277					1,020,277					1,020,277
<b>Un-Specified</b>	9,532,434		(1,780,000)	1,406,267	(373,733)	(2,000,000)	603,200	7,039,650	2,574,645	1,688,672	9,906,167
<b>Bonds - B of A</b>	1,036,433	1,036,433									
<b>Bonds - Sun Trust</b>	2,932,745	407,877	2,372,774	(641,505)	1,731,269	793,600					793,600
<b>Bonds - USDA RDA</b>	5,544,707	89,920	3,711,479	270,308	3,981,787	1,473,000					1,473,000
<b>Cash</b>	1,129,400		291,986	(205,586)	86,400		636,000	221,000	102,000	84,000	1,043,000
<b>Other</b>	188,991	155,258		28,733	28,733		5,000				5,000
<b>TOTAL</b>	31,524,628	2,039,118	7,075,881	(478,835)	6,597,046	5,364,547	4,503,950	8,280,650	2,841,645	1,897,672	22,888,464

**GENERAL FUND PLANNED EXPENDITURES**

<u>Uses</u>	Total Project Cost	Expenses through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
<b>General Fund</b>	31,524,628	2,039,118	7,075,881	(478,836)	6,597,046	5,364,547	4,503,950	8,280,650	2,841,645	1,897,672	22,888,464

**Approved**  
**Capital Improvement Program Summary**  
**FY 2010 - 2014**

**WATER FUND PLANNED FINANCING**

<u>Sources</u>	Total Funding Required	Funded through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2,010	2,011	2,012	2,013	2,014	Total 5-Yr-CIP
<b>Bonds - Sun Trust</b>	6,618,994	979,468	3,787,000	(494,150)	3,292,850	2,346,676					2,346,676
<b>Bonds - New loan</b>	16,512,474					2,422,474	8,795,000	4,295,000	1,000,000		16,512,474
<b>Bonds - B of A</b>	398,553	398,553									
<b>Cash</b>	470,250	4,250	65,000		65,000	100,000	231,000	60,000	10,000		401,000
<b>Other</b>	43,851	43,851									
<b>TOTAL</b>	24,044,122	1,426,122	3,852,000	(494,150)	3,357,850	4,869,150	9,026,000	4,355,000	1,010,000		19,260,150

**WATER FUND PLANNED EXPENDITURES**

<u>Uses</u>	Total Project Cost	Expenses through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2,010	2,011	2,012	2,013	2,014	Total for 5-Yr-CIP
<b>Water Fund</b>	24,044,122	1,426,122	3,852,000	(494,150)	3,357,850	4,869,150	9,026,000	4,355,000	1,010,000		19,260,150

**Approved**  
**Capital Improvement Program Summary**  
**FY 2010 - 2014**

**WASTEWATER FUND PLANNED FINANCING**

<u>Sources</u>	Total Funding Required	Funded through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2,010	2,011	2,012	2,013	2,014	Total 5-Yr-CIP
<b>Grants</b>	4,793,732	791,741	3,900,000		2,470,240	1,531,751					1,531,751
<b>Bonds-VRA</b>	24,403,435	5,543,782	18,015,000	(7,799,344)	11,645,416	7,214,237					7,214,237
<b>Bonds - Sun Trust</b>	2,067,077	623,101	1,018,976	(105,000)	913,976	530,000					530,000
<b>Bonds - New loan</b>	600,000						600,000				600,000
<b>Bonds - B of A</b>	1,078,375	1,078,375									
<b>Cash</b>	1,144,000		104,000	162,500	266,500	152,500	650,000	75,000			877,500
<b>Other</b>											
<b>TOTAL</b>	<b>34,086,620</b>	<b>8,037,000</b>	<b>23,037,976</b>	<b>(7,741,844)</b>	<b>15,296,132</b>	<b>9,428,488</b>	<b>1,250,000</b>	<b>75,000</b>			<b>10,753,488</b>

**WASTEWATER FUND PLANNED EXPENDITURES**

<u>Uses</u>	Total Project Cost	Expenses through 06/30/08	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2,010	2,011	2,012	2,013	2,014	Total for 5-Yr-CIP
<b>Wastewater Fund</b>	<b>34,086,620</b>	<b>8,037,000</b>	<b>23,037,976</b>	<b>(7,741,844)</b>	<b>15,296,132</b>	<b>9,428,488</b>	<b>1,250,000</b>	<b>75,000</b>			<b>10,753,488</b>

**Projects by Financing Source**

Sources		Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total 5-Yr-CIP
<b>GENERAL FUND</b>												
<b>Grants</b>												
Wayfinding Sign (Preserve America Grant)	119-4094100-0140	80,000						25,000	35,000	20,000		80,000
West Main -32nd St. (Gas tax special application-grant denied)	119-4094260			150,000	(150,000)							
<b>Total Grants</b>		<b>80,000</b>		<b>150,000</b>	<b>(150,000)</b>			<b>25,000</b>	<b>35,000</b>	<b>20,000</b>		<b>80,000</b>
<b>Grants - VDOT</b>												
Downtown Streetscape	119-4094100-0601	694,800		184,542	4,058	188,600	322,400	183,800				506,200
Main & Maple Int Imp	119-4094201	581,800		1,450,000	(868,200)	581,800						
Main St, Sidewalk Imp	119-4094202	252,722		48,000	(8,500)	39,500	213,222					213,222
S. Nursery Sidewalk	119-4094205	144,667			34,667	34,667		110,000				110,000
N. 21st Sidewalk	119-4094206	156,543		48,600	(2,057)	46,543	110,000					110,000
S. 32nd Sidewalk	119-4094207	135,637		24,900	2,980	27,880	107,757					107,757
Hatcher & Main Sig	119-4094257	75,926	75,926									
W. Main St. Sidewalk	119-4094262	471,000		99,000	41,000	140,000	331,000					331,000
Maple to W&OD Trail	119-4094267	460,000		466,000	(391,000)	75,000	385,000					385,000
23rd & Main Signal	119-4094252	119,705	119,705									
<b>Total Grants - VDOT</b>		<b>3,092,800</b>	<b>195,631</b>	<b>2,321,042</b>	<b>(1,187,052)</b>	<b>1,133,990</b>	<b>1,469,379</b>	<b>293,800</b>				<b>1,763,179</b>
<b>Grants - CDBG</b>												
14th St. Widen/G St.	119-4094200	54,000	54,000									
D St Drainage-Sidewalk	119-4094259	108,291					108,291					108,291
Bus Shelters	119-4094268	8,600		8,600		8,600						
<b>Total Grants - CDBG</b>		<b>170,891</b>	<b>54,000</b>	<b>8,600</b>		<b>8,600</b>	<b>108,291</b>					<b>108,291</b>
<b>Grants-Loudoun County</b>												
14th St. Widen/G St.	119-4094200	100,000	100,000									
<b>Total Grants - LOCO</b>		<b>100,000</b>	<b>100,000</b>									
<b>TOTAL ALL GRANTS</b>		<b>3,443,690</b>	<b>349,631</b>	<b>2,479,642</b>	<b>(1,337,052)</b>	<b>1,142,590</b>	<b>1,577,670</b>	<b>318,800</b>	<b>35,000</b>	<b>20,000</b>		<b>1,951,470</b>
<b>Bonds - Sun Trust</b>												
Public Safety Capital	119-4094100-0100	36,518	36,518									
GIS	119-4094100-0110	83,250	2,250	81,000		81,000						
Traffic Study	119-4094100-0130	281,741	103,741	122,000	56,000	178,000						
Downtown Streetscape	119-4094100-0601	300,173	2,973	46,136	63,464	109,600	187,600					187,600
Laser Microfiche	119-4094100-0604	67,675	37,675	30,000		30,000						
Maint Facility	119-4094101	130,000			130,000	130,000						
Stormwater Mgt Study	119-4094103	206,694	81,694	125,000		125,000						
14th St. Widen/G St.	119-4094200	143,632	65,916		77,716	77,716						
Main & Maple Int Imp	119-4094201	103,311	33,311	380,000	(310,000)	70,000						

**Projects by Financing Source**

Sources		Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total 5-Yr-CIP
Main St, Sidewalk Imp	119-4094202	81,367		48,000	33,367	81,367						
S. Nursery Sidewalk	119-4094205	38,516	5,959	61,224	(28,667)	32,557						
N. 21st Sidewalk	119-4094206	205,184	1,627		53,557	53,557	150,000					150,000
S. 32nd Sidewalk	119-4094207	25,997	677		18,320	18,320	7,000					7,000
23rd & Main Signal	119-4094252	54,390	52,828		1,562	1,562						
Southern Collector Rd	119-4094253	27,876	636		27,240	27,240						
Hatcher & Main Sig	119-4094257	(15,329)	(17,928)		2,599	2,599						
Nursery Ave Storm Sewer	119-4094258	134,000		190,000	(166,000)	24,000	110,000					110,000
D St Drainage-Sidewalk	119-4094259	43,000		35,000	8,000	43,000						

**Projects by Financing Source**

Sources		Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total 5-Yr-CIP
West Main/32nd Street	119-4094260			70,000	(70,000)							
Relocation of Town Hall	119-4094261	424,251		1,024,414	(600,163)	424,251						
W. Main St. Sidewalk	119-4094262	84,000		56,000	4,000	60,000	24,000					24,000
Fireman's Field Upgrade	119-4094263	50,000					50,000					50,000
FiremanFld Rink Renov	119-4094264	300,000		50,000		50,000	250,000					250,000
Maple to W&OD Trail	119-4094267	120,000		54,000	51,000	105,000	15,000					15,000
Bus Shelters	119-4094268	6,500			6,500	6,500						
<b>Total Bonds - Sun Trust</b>		<b>2,932,745</b>	<b>407,877</b>	<b>2,372,774</b>	<b>(641,505)</b>	<b>1,731,269</b>	<b>793,600</b>					<b>793,600</b>
<b>Bonds - USDA RDA</b>												
New Equip - PW	119-4094100-0120	363,500		176,500	30,000	206,500	157,000					157,000
Maint Facility	119-4094101	5,181,207	89,920	3,534,979	240,308	3,775,287	1,316,000					1,316,000
<b>Total Bonds - USDA RDA</b>		<b>5,544,707</b>	<b>89,920</b>	<b>3,711,479</b>	<b>270,308</b>	<b>3,981,787</b>	<b>1,473,000</b>					<b>1,473,000</b>
<b>Bonds - New loan</b>												
Public Safety Capital	119-4094100-0100											
New Equip - PW	119-4094100-0120											
Traffic Study	119-4094100-0130	75,000						75,000				75,000
Wayfinding Sign	119-4094100-0140	55,000						35,000	20,000			55,000
Downtown Streetscape	119-4094100-0601	65,950					65,950					65,950
Laser Microfiche	119-4094100-0604											
Trails and Pathways	119-4094100-0608											
Stormwater Mgt Study	119-4094103	500,000					125,000	125,000	125,000	125,000		500,000
Main & Maple Int Imp	119-4094201											
Main St, Sidewalk Imp	119-4094202											
S. Nursery Sidewalk	119-4094205	150,000					150,000					150,000
N. 21st Sidewalk	119-4094206											
S. 32nd Sidewalk	119-4094207											
Southern Collector Rd	119-4094253											
D St Drainage-Sidewalk	119-4094259											
West Main/32nd Street	119-4094260											
Relocation of Town Hall	119-4094261											
Fireman's Field Upgrade	119-4094263	350,000					250,000	100,000				350,000
FiremanFld Rink Renov	119-4094264	1,000,000					350,000	650,000				1,000,000
New Town Hall Purchase	119-4094269	2,500,000					2,500,000					2,500,000
New Town Hall Renovation	119-4094270	2,000,000						2,000,000				2,000,000
<b>Total Bonds - New loan</b>		<b>6,695,950</b>					<b>2,500,000</b>	<b>2,940,950</b>	<b>985,000</b>	<b>145,000</b>	<b>125,000</b>	<b>6,695,950</b>

**Projects by Financing Source**

Sources		Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total 5-Yr-CIP
<b>Bonds - B of A</b>												
New Equip - PW	119-4094100-0120	264,180	264,180									
Traffic Study	119-4094100-0130	12,936	12,936									
Wayfinding Sign	119-4094100-0140	2,452	2,452									
Maint Facility	119-4094101	191,498	191,498									
Stormwater Mgt Study	119-4094103	87,140	87,140									
14th St. Widen/G St.	119-4094200	30,948	30,948									
Main & Maple Int Imp	119-4094201	114,479	114,479									
23rd & Main Signal	119-4094252	166,359	166,359									
Southern Collector Rd	119-4094253	1,481	1,481									
Hatcher & Main Sig	119-4094257	164,961	164,961									
<b>Total Bonds - B of A</b>		<b>1,036,433</b>	<b>1,036,433</b>									
<b>Cash</b>												
Public Safety Capital	119-4094100-0100	497,750		65,000		65,000	180,750	126,000	42,000	84,000		432,750
Admin Vehicles	119-4094100-0115	95,000					60,000	35,000				95,000
New Equip - PW	119-4094100-0120	190,000					100,000	45,000	45,000			190,000
Wayfinding Sign	119-4094100-0140	20,000					20,000					20,000
Relocation of Town Hall	119-4094261			205,586	(205,586)							
Park Maint & Replac.Fund	119-4094266	20,000		20,000		20,000						
Bus Shelters	119-4094268	1,400		1,400		1,400						
Downtown Streetscape	119-4094100-0601	260,250					260,250					260,250
Laser Microfiche	119-4094100-0604	45,000					15,000	15,000	15,000			45,000
<b>Total Cash</b>		<b>1,129,400</b>		<b>291,986</b>	<b>(205,586)</b>	<b>86,400</b>	<b>636,000</b>	<b>221,000</b>	<b>102,000</b>	<b>84,000</b>		<b>1,043,000</b>
<b>Other</b>												
Public Safety Capital	119-4094100-0100	62,493	62,493									
Traffic Study	119-4094100-0130	1,301	1,301									
Wayfinding Sign	119-4094100-0140	5,000					5,000					5,000
Main & Maple Int Imp	119-4094201	59,967	59,967									
Main St, Sidewalk Imp	119-4094202	51,207	22,474		28,733	28,733						
S. Nursery Sidewalk	119-4094205	3,796	3,796									
N. 21st Sidewalk	119-4094206	2,314	2,314									
S. 32nd Sidewalk	119-4094207	2,060	2,060									
Southern Collector Rd	119-4094253	853	853									
<b>Total Other</b>		<b>188,991</b>	<b>155,258</b>		<b>28,733</b>	<b>28,733</b>	<b>5,000</b>					<b>5,000</b>
<b>Loudoun Co. Settlement</b>												
Southern Collector Road	119-4094253	580,000					580,000					580,000
Main St Sidewalk Improv	119-4094202	298,568					298,568					298,568
D St Drainage-Sidewalk	119-4094259	141,709					141,709					141,709
<b>Total Lo. Co. Settlement</b>		<b>1,020,277</b>					<b>1,020,277</b>					<b>1,020,277</b>

**Projects by Financing Source**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total 5-Yr-CIP
<b>Un-Specified</b>											
Future Projects-settlement	(4,373,733)		(1,780,000)	1,406,267	(373,733)	(2,000,000)	(2,000,000)				(4,000,000)
Main & Maple Intersection 119-4094201	8,681,167						1,683,200	2,734,650	2,574,645	1,688,672	8,681,167
Southern Collector Road 119-4094253	5,105,000						800,000	4,305,000			5,105,000
Trails and Pathways 119-4094100-0608	120,000						120,000				120,000
<b>Total Un-Specified</b>	<b>9,532,434</b>		<b>(1,780,000)</b>	<b>1,406,267</b>	<b>(373,733)</b>	<b>(2,000,000)</b>	<b>603,200</b>	<b>7,039,650</b>	<b>2,574,645</b>	<b>1,688,672</b>	<b>9,906,167</b>
<b>TOTAL GF</b>	<b>31,524,628</b>	<b>2,039,118</b>	<b>7,075,881</b>	<b>(478,835)</b>	<b>6,597,046</b>	<b>5,364,547</b>	<b>4,503,950</b>	<b>8,280,650</b>	<b>2,841,645</b>	<b>1,897,672</b>	<b>22,888,464</b>

**Projects by Financing Source**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total 5-Yr-CIP
<b>WATER FUND</b>											
<u>Grants</u>	NONE										
<b>Bonds - Sun Trust</b>											
Jeffries Well Develop.	599-4094504	481,208	21,208	30,000	20,000	50,000	410,000				410,000
S/Int. Term Water Invest	599-4094506	2,327,689	92,163	1,208,000		1,208,000	1,027,526				1,027,526
LT Water Res Implement	599-4094508	1,113,685	423,685	690,000		690,000					
Water Dist Sys. Eval/Impl	599-4094511	906,592	196,592	355,000	(255,000)	100,000	610,000				610,000
"A" St Water Line Loop	599-4094513	210,483	2,483	203,000	(170,000)	33,000	175,000				175,000
Vulnerability Assessment	599-4094514	182,799	122,799	60,000		60,000					
New Elevated Water Tank	599-4094515	378,817	28,817	350,000		350,000					
Switch to Hypochlorite	599-4094516	340,000		320,000	20,000	340,000					
Generation of GIS Layers	599-4094517	123,771	23,771	100,000		100,000					
Water/Sewer Master Plan	599-4094518	82,829	22,829	60,000		60,000					
Transition to SCADA	599-4094519	83,640	8,640	60,000	15,000	75,000					
Water Plant Upgrade	599-4094521	100,000		100,000		100,000					
New & Replacement Equip	599-4094522	36,481	36,481								
Intake - Hirst Reservoir	599-4094523	60,000		60,000		60,000					
Water Line Replace - 690	599-4094525	191,000		191,000	(124,150)	66,850	124,150				124,150
<b>Total Bonds - Sun Trust</b>		<b>6,618,994</b>	<b>979,468</b>	<b>3,787,000</b>	<b>(494,150)</b>	<b>3,292,850</b>	<b>2,346,676</b>				<b>2,346,676</b>
<b>Bonds - New Loan RQD</b>											
S/Int. Term Water Invest	599-4094506	4,672,474				1,772,474	2,800,000	100,000			4,672,474
LT Water Res Implement	599-4094508	5,135,000				650,000	1,775,000	2,710,000			5,135,000
Water Dist Sys. Eval/Impl	599-4094511	355,000					355,000				355,000
New Elevated Water Tank	599-4094515	2,390,000					2,390,000				2,390,000
Water Plant Improvements	599-4094521	2,750,000					1,475,000	1,275,000			2,750,000
Intake Str - Hirst Reservoir	599-4094523	1,210,000						210,000	1,000,000		1,210,000
<b>Total Bonds - New Loan RQD</b>		<b>16,512,474</b>				<b>2,422,474</b>	<b>8,795,000</b>	<b>4,295,000</b>	<b>1,000,000</b>		<b>16,512,474</b>
<b>Bonds - B of A</b>											
Jeffries Well Develop.	599-4094504	24,590	24,590								
LT Water Res Implement	599-4094508	237,329	237,329								
Water Dist Sys. Eval/Impl	599-4094511	105,030	105,030								
New Elevated Water Tank	599-4094515	23,704	23,704								
Water/Sewer Master Plan	599-4094518	7,900	7,900								
<b>Total Bonds - B of A</b>		<b>398,553</b>	<b>398,553</b>								
<b>Cash</b>											
Water Conservation Plan	599-4094510	24,250	4,250	20,000		20,000					
Vulnerability Assessment	599-4094514	150,000					50,000	50,000	50,000		150,000
Generation of GIS Layers	599-4094517	80,000					50,000	10,000	10,000	10,000	80,000
Compl. Disinfection Rule	599-4094520										

**Projects by Financing Source**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total 5-Yr-CIP
<b>New &amp; Replacement Equip</b>	<b>599-4094522</b>	96,000		45,000	45,000		51,000				51,000
<b>Tank Painting</b>	<b>599-4094524</b>	120,000					120,000				120,000
	<b>Total Cash</b>	<b>470,250</b>	<b>4,250</b>	<b>65,000</b>	<b>65,000</b>	<b>100,000</b>	<b>231,000</b>	<b>60,000</b>	<b>10,000</b>		<b>401,000</b>
 <b>Other</b>											
<b>S/Int. Term Water Invest</b>	<b>599-4094506</b>	43,851	43,851								
	<b>Total Other</b>	<b>43,851</b>	<b>43,851</b>								
 <b>TOTAL WF</b>	<b>24,044,122</b>	<b>1,426,122</b>	<b>3,852,000</b>	<b>(494,150)</b>	<b>3,357,850</b>	<b>4,869,150</b>	<b>9,026,000</b>	<b>4,355,000</b>	<b>1,010,000</b>		<b>19,260,150</b>

**Projects by Financing Source**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY 09 Budget	2010	2011	2012	2013	2014	Total 5-Yr-CIP
<b>WASTEWATER FUND</b>											
<b>Grants-WQIF</b>											
BSWF Exp / Improvements	600-4094600	4,793,732	791,741	3,900,000		2,470,240	1,531,751				1,531,751
<b>Total Grants</b>		<b>4,793,732</b>	<b>791,741</b>	<b>3,900,000</b>		<b>2,470,240</b>	<b>1,531,751</b>				<b>1,531,751</b>
<b>Bonds-VRA</b>											
BSWF Exp / Improvements	600-4094600	24,403,435	5,543,782	18,015,000	(7,799,344)	11,645,416	7,214,237				7,214,237
<b>Total Bonds</b>		<b>24,403,435</b>	<b>5,543,782</b>	<b>18,015,000</b>	<b>(7,799,344)</b>	<b>11,645,416</b>	<b>7,214,237</b>				<b>7,214,237</b>
<b>Bonds - Sun Trust</b>											
Vulnerability Assessment	699-4094100-0110	113,768	3,768	60,000		60,000	50,000				50,000
I & I Imp CMOM Compliance	603-4094603	1,364,223	554,223	460,000		460,000	350,000				350,000
West End Pump Sta Impr	603-4094604	77,439	8,439	69,000		69,000					
Sewer Master Plan	603-4094605	60,000	2,024	57,976		57,976					
Generation of GIS Layers	603-4094606	117,399	17,399	100,000		100,000					
Transition to SCADA Sys	603-4094607	85,625	5,625	60,000	20,000	80,000					
Nursery/690 Sewer L.ine	603-4094608	226,179	9,179	212,000	(125,000)	87,000	130,000				130,000
Equip Maint-Sewer Coll Sys	603-4094610	22,444	22,444								
<b>Bonds - Sun Trust</b>		<b>2,067,077</b>	<b>623,101</b>	<b>1,018,976</b>	<b>(105,000)</b>	<b>913,976</b>	<b>530,000</b>				<b>530,000</b>
<b>Bonds - New RQD</b>											
West End Pump Sta Impr	603-4094604	600,000					600,000				600,000
<b>Total Bonds - New RQD</b>		<b>600,000</b>					<b>600,000</b>				<b>600,000</b>
<b>Bonds - B of A</b>											
BSWF Exp / Improvements	600-4094600	622,259	622,259								
I & I Imp CMOM Compliance	603-4094603	287,112	287,112								
West End Pump Sta Impr	603-4094604	81	81								
Equip Maint-Sewer Coll Sys	603-4094610	168,923	168,923								
<b>Total Bonds - B of A</b>		<b>1,078,375</b>	<b>1,078,375</b>								
<b>Cash</b>											
Vulnerability Assessment	699-4094100-0110	100,000					50,000	50,000			100,000
BSWF Exp / Improvements	603-4094600	250,000			162,500	162,500	87,500				87,500
I & I Imp CMOM Compliance	603-4094603										
Generation of GIS Layers	603-4094606	100,000				50,000	25,000	25,000			100,000
New Equip-Maint of Sewer	603-4094610	604,000		104,000		104,000	500,000				500,000
BSWF Odor Control	603-4094611	90,000				15,000	75,000				90,000
<b>Total Cash</b>		<b>1,144,000</b>		<b>104,000</b>	<b>162,500</b>	<b>266,500</b>	<b>152,500</b>	<b>650,000</b>	<b>75,000</b>		<b>877,500</b>
<b>Other</b>											
<b>NONE</b>											
<b>TOTAL WWF</b>		<b>34,086,620</b>	<b>8,037,000</b>	<b>23,037,976</b>	<b>(7,741,844)</b>	<b>15,296,132</b>	<b>9,428,488</b>	<b>1,250,000</b>	<b>75,000</b>		<b>10,753,488</b>

**Equipment and Vehicle Purchase/Replacement Schedule**

<b>Fiscal Year 2009 On Hold- Purchases not made</b>				
<b>Department</b>	<b>Investment</b>	<b>R/A</b>		
Public Works	Purchase	R	Inspector Truck (#103A 1999 3/4 T Dodge Plow truck)	\$ 45,000
Water	Purchase	R	1 T Plow truck (#301 2000 1/2 T Dodge Pickup)	\$ 45,000
WWater	Purchase	A	6" Godwin Pump	\$ 65,000
WWater	Purchase	R	Pick Up Truck (#401 1999 Ford pickup)	\$ 25,000
WWater	Purchase	R	Utility Terrain Vehicle (#451 2000 Deere Gator)	\$ 14,000
<b>TOTAL FY09 On Hold</b>				<b>\$ 194,000</b>

<b>Fiscal Year 2010</b>				
<b>Department</b>	<b>Investment</b>	<b>R/A</b>		
Maintenance	Purchase	A	Special events trailer	\$ 12,000
Maintenance	Purchase	R	1 T plow Truck (#508 2003 GMC Truck)	\$ 45,000
Maintenance	Purchase	R	Skid loader (#566 1998 Case Loader)	\$ 70,000
Maintenance	Purchase	A	Vehicle for Asst Dir of Pub Works/Ops	\$ 30,000
<b>TOTAL FY10</b>				<b>\$ 157,000</b>

<b>Fiscal Year 2011</b>				
<b>Department</b>	<b>Investment</b>	<b>R/A</b>		
Admin	Purchase	R	Ford Escape (#101 1996 Crown Vic)	\$ 30,000
Admin	Purchase	R	Truck or SUV for Meter Tech (#102 1998 Explorer)	\$ 30,000
Police	Transfer	A	#205 2005 Crown Victoria (to PD Support Team)	\$ -
Police	Purchase	R	Crown Vic Cruiser (#209 to PD Support Team)	\$ 42,000
Police	Purchase	R	Ford Explorer with Police package (#219 2002 Ford Explorer)	\$ 42,000
Police	Purchase	R	New Chief Vehicle (#102P 2002 Trailblazer)	\$ 42,000
Police	Purchase	A	Camera equipment for Cruisers (5)	\$ 38,000
Police	Purchase	A	Mobile Field Reporting DaPro upgrade	\$ 16,750
Maintenance	Purchase	R	Back Hoe (#551 1998 JCB Backhoe)	\$ 100,000
Water	Purchase	R	Utility Terrain Vehicle (Polaris ATV )	\$ 6,000
Water	Purchase	A	Vehicle due to Additional Staffing (projected staffing)	\$ 45,000
WWater	Purchase	A	Vac Con Truck (#506 2002 Sterling Vac Con as backup)	\$ 300,000
WWater	Purchase	R	E. End Gnerator (replace 20 year old one)	\$ 200,000
<b>TOTAL FY11</b>				<b>\$ 891,750</b>

**Equipment and Vehicle Purchase/Replacement Schedule**

<b>Fiscal Year 2012</b>				
<b>Department</b>	<b>Investment</b>	<b>R/A</b>		
Admin	Purchase	R	Ford Escape (#203 2003 Intrepid)	\$ 35,000
Police	Purchase	R	Police Cruiser (#216 2006 Crown Victoria)	\$ 42,000
Police	Purchase	R	Police Cruiser (#226 2006 Crown Victoria)	\$ 42,000
Police	Purchase	R	Police Cruiser ( #206 2006 Crown Vic)	\$ 42,000
Maintenance	Purchase	R	Inspector Truck (#105 2003 Chevrolet Plow Truck-Inspections)	\$ 45,000
<b>TOTAL FY12</b>				<b>\$ 206,000</b>
<b>Fiscal Year 2013</b>				
<b>Department</b>	<b>Investment</b>	<b>R/A</b>		
Police	Purchase	R	Police Cruiser (#207 2007 Crown Victoria)	\$ 42,000
Maintenance	Purchase	R	1 Ton Plow Truck (2005 F350 Plow Truck)	\$ 45,000
<b>TOTAL FY13</b>				<b>\$ 87,000</b>
<b>Fiscal Year 2014</b>				
<b>Department</b>	<b>Investment</b>	<b>R/A</b>		
Police	Purchase	R	Police Cruiser (#208 2008 Crown Victoria)	\$ 42,000
Police	Purchase	R	Ford Explorer with police package (#218 2008 Explorer)	\$ 42,000
<b>TOTAL FY14</b>				<b>\$ 84,000</b>
<b>GRAND TOTAL FY10 - FY14</b>				<b>\$ 1,425,750</b>

\* R = Replacement, A = Addition  
(updated 7/15/2009)

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**GENERAL FUND**

**PROJECT DETAIL SHEETS**

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094100-0100**

**TITLE:** Public Safety Capital  
**DEPARTMENT:** Police  
**PROJECT MGR:** Darryl Smith

**FUND:** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 2009  
**ESTIMATED END DATE:**

**PROGRAM DESCRIPTION:****New equipment & Replacement of existing equipment**

	Vehicle for Added Patrol Sergeants	FY09	\$42,000	\$42,000
#205	2005 Crown Victoria (transfer to PD Support Team)	FY11	\$0	
	Crown Vic Cruiser (#209 to PD Support Team)	FY11	\$42,000	
Ford	Explorer with Police package (#219 2002 Ford Explorer)	FY11	\$42,000	
	New Chief Vehicle (#102P 2002 Trailblazer)	FY11	\$42,000	
	Vehicle Cameras (For 5 Vehicles)	FY11	\$38,000	
	Mobile Field Reporting DaPro upgrade	FY11	\$16,750	\$180,750
	Police Cruiser (#216 2006 Crown Victoria)	FY12	\$42,000	
	Police Cruiser (#226 2006 Crown Victoria)	FY12	\$42,000	
	Police Cruiser ( #206 2006 Crown Vic)	FY12	\$42,000	\$126,000
	Police Cruiser (#207 2007 Crown Victoria)	FY13	\$42,000	\$42,000
	Police Cruiser (#208 2008 Crown Victoria)	FY14	\$42,000	
Ford	Explorer with police package (#218 2008 Explorer)	FY14	\$42,000	\$84,000

**OPERATING IMPACT****Police Vehicles --**

The addition of these new police vehicles to the Purcellville Police Fleet will continue to improve the overall performance of the emergency response vehicles that are available to our police force. The 2009 vehicle is meant for use by new patrol sergeants. Note: All vehicles from 2010 on will be replacement vehicles.

**Vehicle Cameras --**

The addition of this new in-vehicle camera system to the Purcellville Police Fleet will provide a substantial value to the department by enhancing officer safety, improving agency accountability, reducing agency liability, simplifying incident review, advancing prosecution/case resolution, and enhancing officer performance and professionalism.

**Mobile Field Reporting --**

This software upgrade will improve Field Reporting accuracy and timeliness by allowing officers to prepare reports in their vehicles and transmit them from their vehicles directly to the PPD server for a review by their sergeants.

**FUNDING- SOURCE & TIMING****GOALS ADDRESSED**

Public Safety

**PRIORITY**

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094100-0100**

**TITLE:** Public Safety Capital

**FUND** General

**PLANNED FINANCING**

<u>Sources</u>	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds-Sun Trust Loan	36,518	36,518			0						0
Bonds-New Loan	0				0						0
Cash Fund	497,750		65,000		65,000		180,750	126,000	42,000	84,000	432,750
	0				0						0
Other	62,493	62,493			0						0
<b>TOTAL</b>	<b>596,761</b>	<b>99,011</b>	<b>65,000</b>	<b>0</b>	<b>65,000</b>	<b>0</b>	<b>180,750</b>	<b>126,000</b>	<b>42,000</b>	<b>84,000</b>	<b>432,750</b>

**PLANNED EXPENDITURES**

<u>Uses</u>	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0				0						0
Prof. Services	0				0						0
Construction	0				0						0
Equipment	596,761	99,011	65,000		65,000	0	180,750	126,000	42,000	84,000	432,750
<b>TOTAL</b>	<b>596,761</b>	<b>99,011</b>	<b>65,000</b>	<b>0</b>	<b>65,000</b>	<b>0</b>	<b>180,750</b>	<b>126,000</b>	<b>42,000</b>	<b>84,000</b>	<b>432,750</b>

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094100-0110**

**TITLE:** GIS  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND:** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 2nd Quarter | 2007  
**ESTIMATED END DATE:** 4th Quarter | 2010

**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.

**PROJECT STATUS:** The study is underway. KCI was awarded the contract.

**OPERATING IMPACT**

Provide integrated maps for sewer and water easements.  
Map water facilities. Map storm drainage easements.  
Map street lights, street signs and guardrails.  
Will improve the efficiency, time spent researching information.  
Operational expense of \$5,000 annually to maintain software licenses.

**FUNDING- SOURCE & TIMING**

**GOALS ADDRESSED**

This project will assist with the effective, integrated utility planning and growth management for the Town.  
**Comp Plan Goal:** "Purcellville will set the regional standard for effective, integrated utility planning and growth management.

**PRIORITY**

Improve Efficiency: Reduce staff time spent by consolidating information used daily. Work in 2010 to implement electronic processing of maintenance work orders and customer complaints.

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094100-0110**

**TITLE:** GIS

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds-Sun Trust Loan	83,250	2,250	81,000		81,000	0					0
	0				0						0
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>83,250</b>	<b>2,250</b>	<b>81,000</b>	<b>0</b>	<b>81,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0				0						0
Prof. Services	83,250	2,250	81,000		81,000	0					0
Construction	0				0						0
Equipment	0				0						0
<b>TOTAL</b>	<b>83,250</b>	<b>2,250</b>	<b>81,000</b>	<b>0</b>	<b>81,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094100-0115**

**TITLE:** Vehicles and Equipment Schedule  
**DEPARTMENT:** Administration  
**PROJECT MGR:** Patrick Childs

**FUND** General**STATUS:** Future Plan(FY10 fwd)**PROJECT START DATE:** 1st Quarter (Jul-Sep)**ESTIMATED END DATE:** 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. The schedule included in the CIP lists the inventory of needs for vehicles and equipment exceeding \$10,000. In regards to vehicles, the Town will make every effort to evaluate whether there are suitable hybrids or alternative fuel vehicles available before purchasing non-hybrids or non-alternative vehicles.

- Replacement of 1996 Crown Vic with Ford Escape - \$30,000 in FY2011
- Replacement of 1998 Explorer with Truck/SUV - \$30,000 in FY2011
- Replacement of 2003 Intrepid with Ford Escape - \$35,000 in FY2012

**OPERATING IMPACT**

Regular and appropriate replacement cycles of vehicles and equipment ensure an efficient service delivery system that is not hampered by time lost to repairs, broken parts or maintaining outdated equipment and vehicles.

**FUNDING- SOURCE & TIMING**

This expense is proposed to be partially funded with cash with the remainder financed through issuance of bonds.

**GOALS ADDRESSED**

Maintenance of capital assets is one of many important criteria used by credit rating agencies to assess the fiscal health and credit rating of an organization. The Town should provide for the adequate maintenance of vehicles and equipment in accordance with the adopted vehicle replacement policy to ensure efficient and effective service delivery.

**PRIORITY**

Safety, maintenance and improve efficiency. When vehicles or equipment are not replaced on a consistent schedule, excessive downtime or staff labor may be used toward maintaining broken equipment and vehicles. This could disrupt services in a detrimental way that affects service delivery or causes safety or liability concerns.

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094100-0115**

**TITLE:** Vehicles and Equipment Schedule

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds-Sun Trust Loan	0	0			0						0
Bonds-New Loan	0				0	0					0
Cash Fund	95,000				0	0	60,000	35,000			95,000
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>95,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>60,000</b>	<b>35,000</b>	<b>0</b>	<b>0</b>	<b>95,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0				0						0
Prof. Services	0				0						0
Construction	0				0						0
Equipment	95,000	0	0		0		60,000	35,000			95,000
<b>TOTAL</b>	<b>95,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>60,000</b>	<b>35,000</b>	<b>0</b>	<b>0</b>	<b>95,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094100-0120**

**TITLE:** New Equipment for Maintenance  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND:** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Quarter (Ju) 2008  
**ESTIMATED END DATE:** 4th Quarter (A) 2013

**PROGRAM DESCRIPTION:**

FY 2010: Special Events Trailer (\$12,000); Replacement Pick-up (\$45,000); Replacement Skid Loader (\$70,000)-cash;  
Replacement Vehicle for Public Works Dept. (\$30,000);  
FY 2011: Replacement Backhoe (\$100,000)  
FY 2012: Replacement Inspector Pick-up (\$45,000);  
FY 2013: Replacement Maintenance Pick-up (45,000)  
<2 New Vehicles for added Maintenance Staff pending approval of additional maintenance staff members (\$80,000)>

**OPERATING IMPACT**

Equipment will increase safety levels, allow for improved responses, and/or make operations more efficient.

**FUNDING- SOURCE & TIMING**

USDA Rural Development Loan  
Remaining fund requirements beyond USDA Rural Development need to be identified- either cash or bonds.

**GOALS ADDRESSED**

This project will help improve the safety of all of Purcellville's citizens.

**PRIORITY**

Maintenance: Replace aging equipment and vehicles to maintain a reliable fleet  
Improve Efficiency: Addition of Special Events Trailer.

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094100-0120**

**TITLE:** New Equipment for Maintenance

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds - USDA RD	363,500		176,500	30,000	206,500	157,000					157,000
Bonds-New Loan	0				0						0
Bonds - B of A	264,180	264,180									
Cash Fund	190,000				0	0	100,000	45,000	45,000		190,000
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>817,680</b>	<b>264,180</b>	<b>176,500</b>	<b>30,000</b>	<b>206,500</b>	<b>157,000</b>	<b>100,000</b>	<b>45,000</b>	<b>45,000</b>	<b>0</b>	<b>347,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0				0						0
Prof. Services	0				0						0
Construction	0				0						0
Equipment	817,680	264,180	176,500	30,000	206,500	157,000	100,000	45,000	45,000		347,000
<b>TOTAL</b>	<b>817,680</b>	<b>264,180</b>	<b>176,500</b>	<b>30,000</b>	<b>206,500</b>	<b>157,000</b>	<b>100,000</b>	<b>45,000</b>	<b>45,000</b>	<b>0</b>	<b>347,000</b>

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094100-0130**

**TITLE:** Town-wide Traffic Study  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Quarter (Jl) 2007  
**ESTIMATED END DATE:** 4th Quarter (Al) 2012

**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.

**PROJECT STATUS:** The study is near completion and the draft will be presented to the Transportation Committee in January 2009.

**OPERATING IMPACT**

This document will help identify improvements needed to better manage the Town's traffic. It should provide guidance on future capital projects for transportation.

**FUNDING- SOURCE & TIMING**

Funding for this project is from GO bonds.

**GOALS ADDRESSED**

This project was #1 on the 2007 Town Council Priority List.  
This project will help meet the goal for an effective intermodal transportation system.  
**Comp Plan Goal:** Connected, Efficient Street Network: Provide a connected network of attractive public streets in Town that efficiently and effectively manage traffic flow. Encourage the routing of through traffic to transportation corridors outside of the Town to minimize effects on the internal street system. Maintain and meet acceptable levels of service on all streets in Town.

**PRIORITY**

Improve Efficiency: Evaluate needs for traffic improvements.

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094100-0130**

**TITLE:** Town-wide Traffic Study

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
Bonds-New Loan	75,000				0			75,000			75,000
Bonds-Sun Trust Loan	281,741	103,741	122,000	56,000	178,000						0
Bonds - B of A	12,936	12,936			0						0
Cash Fund	0				0						0
	0				0						0
Other	1,301	1,301			0						0
<b>TOTAL</b>	<b>370,978</b>	<b>117,978</b>	<b>122,000</b>	<b>56,000</b>	<b>178,000</b>	<b>0</b>	<b>0</b>	<b>75,000</b>	<b>0</b>	<b>0</b>	<b>75,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0				0						0
Prof. Services	370,978	117,978	122,000	56,000	178,000			75,000			75,000
Construction	0				0						0
Equipment	0				0						0
<b>TOTAL</b>	<b>370,978</b>	<b>117,978</b>	<b>122,000</b>	<b>56,000</b>	<b>178,000</b>	<b>0</b>	<b>0</b>	<b>75,000</b>	<b>0</b>	<b>0</b>	<b>75,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094100-0140**

**TITLE:** Wayfinding Sign System  
**DEPARTMENT:** Planning  
**PROJECT MGR:** Martha Mason Semmes

**FUND** General**STATUS:** Future Plan(FY10 fwd)**PROJECT START DATE:** 1st Quarter (Ju) 2009**ESTIMATED END DATE:** 2nd Quarter (C) 2012**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.  
Include interpretive signage for historic features of Fireman's Field.

**OPERATING IMPACT**

Project design and installation is a one-time expense proposed to be financed through grant funds and a cash match. Grant funding will be sought to partially offset design, sign fabrication and installation costs. There will be some continuing sign maintenance and replacement costs over time.

**FUNDING- SOURCE & TIMING**

Preserve America Grant funds will be sought in 2009. A 50% local match is required; Cash & in-kind match is proposed. Grant funding with 50% match from bond funding is suggested for sign fabrication & installation in FY2011 & 2012.

**GOALS ADDRESSED**

Comprehensive Plan Economic Development Implementation Strategy #8.2:  
Develop an attractive, coordinated directional signage plan for destinations.

**PRIORITY**

New Service:  
New directional & interpretative signs in selected Town locations to improve public safety and facilitate tourism.

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094100-0140**

**TITLE:** Wayfinding Sign System

**FUND** General

**PLANNED FINANCING**

<u>Sources</u>	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grant-Preserve America	80,000				0	0	25,000	35,000	20,000		80,000
Bonds-Bank of America	2,452	2,452			0						0
Bonds-New Loan	55,000				0			35,000	20,000		55,000
Cash Fund	20,000				0	0	20,000				20,000
	0				0						0
Other: In-Kind Match	5,000				0	0	5,000				5,000
<b>TOTAL</b>	<b>162,452</b>	<b>2,452</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>70,000</b>	<b>40,000</b>	<b>0</b>	<b>160,000</b>

**PLANNED EXPENDITURES**

<u>Uses</u>	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	50,000				0	0	50,000				50,000
Prof. Services	2,452	2,452			0						0
Construction	110,000				0			70,000	40,000		110,000
Equipment	0				0						0
<b>TOTAL</b>	<b>162,452</b>	<b>2,452</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>70,000</b>	<b>40,000</b>	<b>0</b>	<b>160,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094100-0601**

**TITLE:** Downtown Streetscapes Enhancements  
**DEPARTMENT:** Streets & Maintenance/Admin  
**PROJECT MGR:** Department of Public Works  
Marty Kloeden (Grants Administration)

**FUND:** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Quarter (Jl) 2008  
**ESTIMATED END DATE:** 4th Quarter (A) 2011

**PROGRAM DESCRIPTION:**

A multi-phased project to enhance the streetscapes in Downtown Purcellville. Funding is through the Federal Transportation Enhancement Grant program. Three phases have been funded to date with funding staggered by the federal fiscal year. The Town is applying for a fourth grant to update the overall project budget due to increased costs and prices for construction and labor. The Town will not learn if it shall be awarded additional funding until May 2009. The preliminary Engineering Phases of the project are now underway.

**PROJECT STATUS:** The study is underway. Kimely Horn was awarded the contract.

**OPERATING IMPACT**

Completed project will require additional resources for maintenance.

**FUNDING- SOURCE & TIMING**

Transportation Enhancement Grants have been awarded and applications for additional funding are in progress. The Town will be reimbursed for 80% of eligible project expenses. Grant and Town (matching) funding will be spent in the following order: design phase, right of way phase, then construction phase. VDOT approval is required prior to proceeding from one phase to the next. Right of way costs are unknown until scope of design is complete. Any right of way funds required would be deducted from available construction funds.

**GOALS ADDRESSED**

This project is a major component in addressing the Town Council's Priority Project to develop a "Public/Private" partnership for the redevelopment of North 21st Street. The project will upgrade sidewalks, lighting, landscaping and crosswalks in the area.

**PRIORITY** New Service:

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094100-0601**

**TITLE:** Downtown Streetscapes Enhancements

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants-VDOT	694,800		184,542	4,058	188,600	322,400	183,800				506,200
	0				0						0
Bonds-Sun Trust Loan	300,173	2,973	46,136	63,464	109,600	187,600					187,600
Bonds-New Loan	65,950				0		65,950				65,950
Cash Fund	260,250				0		260,250				260,250
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>1,321,173</b>	<b>2,973</b>	<b>230,678</b>	<b>67,522</b>	<b>298,200</b>	<b>510,000</b>	<b>510,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,020,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	508,200			278,200	278,200	190,000	40,000				230,000
Prof. Services	62,973	2,973	159,465	(139,465)	20,000	20,000	20,000				40,000
Construction	750,000		71,213	(71,213)	0	300,000	450,000				750,000
Equipment	0				0						0
<b>TOTAL</b>	<b>1,321,173</b>	<b>2,973</b>	<b>230,678</b>	<b>67,522</b>	<b>298,200</b>	<b>510,000</b>	<b>510,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,020,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094100-0604**

**TITLE:** LASER MICROFICHE  
**DEPARTMENT:** Admin/IT  
**PROJECT MGR:** J. Helbert

**FUND** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 2nd Quarter (Oct-Dec)  
**ESTIMATED END DATE:** 4th Quarter (Apr-Jun)

**PROGRAM DESCRIPTION:**

This is a program that was put into place to save on storage needed for records as well as to make our records or accessible for the public and for staff. This will eventually be a Town wide scanning system that will work with other systems purchased by the Town for records management. This project could also be considered as part of an environmental friendly initiative by the Town.

**OPERATING IMPACT**

As the program is introduced into each department there will be training of staff and back scanning of documents, however once the program is in full use it will dramatically cut back on the time spent searching for records and documents.

**FUNDING- SOURCE & TIMING****GOALS ADDRESSED**

**PRIORITY** Improve Efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094100-0604**

**TITLE:** LASER MICROFICHE

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds-Sun Trust Loan	67,675	37,675	30,000		30,000						0
Bonds-New Loan	0				0						0
Cash Fund	45,000				0		15,000	15,000	15,000		45,000
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>112,675</b>	<b>37,675</b>	<b>30,000</b>	<b>0</b>	<b>30,000</b>	<b>0</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>	<b>45,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0				0						0
Prof. Services	20,000		20,000		20,000						0
Construction	0				0						0
Equipment	92,675	37,675	10,000		10,000		15,000	15,000	15,000		45,000
<b>TOTAL</b>	<b>112,675</b>	<b>37,675</b>	<b>30,000</b>	<b>0</b>	<b>30,000</b>	<b>0</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>	<b>45,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094100-0608**

**TITLE:** Trails and Pathways Project  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** Future Plan(FY10 fwd)  
**PROJECT START DATE:** 1st Quarter (Jl) 2007  
**ESTIMATED END DATE:** 4th Quarter (A) 2010

**PROGRAM DESCRIPTION:**

Allocation of \$110,000 to begin planning, acquisition and construction of Phase I of our Trails/Pathways Partnership and link with other modes of transportation.

**PROJECT STATUS:** Deferred until revenue source can be identified.

**OPERATING IMPACT**

Impact of increased maintenance and future capital replacement.

**FUNDING- SOURCE & TIMING**

Not identified

**GOALS ADDRESSED**

**Comp Plan Goal:** Pedestrian and Bicycle Friendly Town: Promote Purcellville as a pedestrian and bicycle friendly Town. Provide quality pedestrian and bicycle facilities and experiences for residents and visitors. Provide safe facilities that exhibit adequate separation of vehicles, bicycles and pedestrians.

**PRIORITY** New Service

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094100-0608**

**TITLE:** Trails and Pathways Project

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds-Sun Trust Loan	0				0						0
Bonds-New Loan	0				0						0
Cash Fund	0				0						0
Un-Specified Source	120,000				0		120,000				120,000
Other	0				0						0
<b>TOTAL</b>	<b>120,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	10,000				0		10,000				10,000
Engr. Study/Design	10,000				0		10,000				10,000
Prof. Services	0	0			0						0
Construction	100,000				0		100,000				100,000
Equipment	0				0						0
<b>TOTAL</b>	<b>120,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094101**

**TITLE:** Maintenance Facility  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** In Progress  
**PROJECT START DATE:**  
**ESTIMATED END DATE:** 2nd Quarter (C 2010

**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.

**PROJECT STATUS:** Design complete & construction contract issued.

**OPERATING IMPACT**

The project will increase the debt burden due to its initial cost. But in the long run it should decrease operating costs by: 1) allowing for the bulk purchasing of salt, sand, and other supplies at reduced rates, 2) lower the repair costs by allowing equipment/vehicle in "out-of-the-weather" storage, and 3) lower future capital costs by extended equipment/vehicle life through "out-of-the-weather" storage, 4) lowers the need and cost of rental equipment due to improved maintenance and reliability on town owned equipment

**FUNDING- SOURCE & TIMING**

Rural Development Loan-USDA

**GOALS ADDRESSED**

This project will help improve the safety of all of Purcellville's citizens, and improve responsiveness to citizen's needs.

**PRIORITY**

Improve Efficiency: Better protect materials and equipment resulting in more efficient responses.  
Maintenance: Construction contract has been awarded

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094101**

**TITLE:** Maintenance Facility

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
Bonds-Sun Trust Loan	130,000			130,000	130,000						0
Bonds USDA RD	5,181,207	89,920	3,534,979	240,308	3,775,287	1,316,000					1,316,000
Bonds - B of A	191,498	191,498			0						0
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>5,502,705</b>	<b>281,418</b>	<b>3,534,979</b>	<b>370,308</b>	<b>3,905,287</b>	<b>1,316,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,316,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	296,870	204,583	44,979	31,558	76,537	15,750					15,750
Prof. Services	553,834	76,834		394,750	394,750	82,250					82,250
Construction	4,652,000		3,370,000	64,000	3,434,000	1,218,000					1,218,000
Equipment	0				0						0
Miscellaneous	0		120,000	(120,000)	0						0
<b>TOTAL</b>	<b>5,502,705</b>	<b>281,418</b>	<b>3,534,979</b>	<b>370,308</b>	<b>3,905,287</b>	<b>1,316,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,316,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094103**

**TITLE:** Stormwater Management Study  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND:** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 2nd Quarter (C) 2007  
**ESTIMATED END DATE:** 4th Quarter (A) 2013

**PROGRAM DESCRIPTION:**

Based on the 2006 Wiley Wilson Stormwater Assessment, the purpose of this Stormwater Management Project is to identify problems with ditch overflow, wet basements or standing water caused by storm drains that are undersized, in need of repair, or constructed of an inappropriate material, and propose a plan and course of action to mitigate the problems.

**PROJECT STATUS:** The study is underway. William Gordon & Associates were awarded the contract.

**OPERATING IMPACT**

Similar to the Infiltration and Inflow analysis of the sanitary sewer system recently completed, this project will provide an inventory of the stormwater system (pipes, inlets, culverts, ditches) that the town is responsible for. This inventory will allow for a more organized approach to maintenance and troubleshooting, a more focused identification of problem areas and a priority list of recommended repairs and improvements to the system.

**FUNDING- SOURCE & TIMING****GOALS ADDRESSED**

This project helps obtain the goals of high environmental standards, improved living environment, and safe streets.  
**Comp Plan Implementaion Strategy:** Develop and implement a Storm Water Management Plan. Include regional storm water management strategies for managing storm water runoff quantity and quality, particularly on East Main Street

**PRIORITY** Mandatory

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094103**

**TITLE:** Stormwater Management Study

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds-Sun Trust Loan	206,694	81,694	125,000		125,000						0
Bonds-New Loan	500,000				0		125,000	125,000	125,000	125,000	500,000
Bonds - B of A	87,140	87,140			0						0
Cash Fund	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>793,834</b>	<b>168,834</b>	<b>125,000</b>	<b>0</b>	<b>125,000</b>	<b>0</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>	<b>500,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	793,668	168,668	125,000		125,000		125,000	125,000	125,000	125,000	500,000
Prof. Services	166	166			0						0
Construction	0				0						0
Equipment	0				0						0
<b>TOTAL</b>	<b>793,834</b>	<b>168,834</b>	<b>125,000</b>	<b>0</b>	<b>125,000</b>	<b>0</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>	<b>500,000</b>

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094200**

**TITLE:** 14<sup>th</sup> Street Widening/G Street Sidewalk  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** Complete  
**PROJECT START DATE:** 2nd Quarter (C 2007  
**ESTIMATED END DATE:**

**PROGRAM DESCRIPTION:**

This project will widen 14th Street so it has full-width improvements along its entire length, improve the storm drainage system, and install connecting sidewalk to G St./12th St. intersection.

**PROJECT STATUS:** The project is complete. Last payment to be processed in the next few weeks

**OPERATING IMPACT**

This project will widen 14th Street so it has full-width improvements along its entire length, improve the storm drainage system, and install connecting sidewalk to G St./12th St. intersection.

**FUNDING- SOURCE & TIMING**

CDBG Grant in amount of \$52,000 received 2008.  
Loudoun County in the amount of \$100,000 received 2007.

**GOALS ADDRESSED**

**Comp Plan Goal:** Pedestrian and Bicycle Friendly Town: Promote Purcellville as a pedestrian and bicycle friendly Town. Provide quality pedestrian and bicycle facilities and experiences for residents and visitors. Provide safe facilities that exhibit adequate separation of vehicles, bicycles and pedestrians.  
**Comp Plan Implementaion Strategy:** Provide sidewalks where lacking. Adopt a sidewalk improvement plan in conjunction with the Capital Improvement Plan that includes prioritized projects. Give priority to a sidewalk program that addresses school access.

**PRIORITY** Improve Efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094200**

**TITLE:** 14<sup>th</sup> Street Widening/G Street Sidewalk

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants CDBG	54,000	54,000			0						0
Loudoun County	100,000	100,000			0						0
Bonds-Sun Trust Loan	143,632	65,916		77,716	77,716						0
Bonds - B of A	30,948	30,948			0						0
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>328,579</b>	<b>250,863</b>	<b>0</b>	<b>77,716</b>	<b>77,716</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	46,434	43,629		2,805	2,805						0
Prof. Services	83,409	75,909		7,500	7,500						0
Construction	198,738	131,327	0	67,411	67,411						0
Equipment	0				0						0
<b>TOTAL</b>	<b>328,580</b>	<b>250,864</b>	<b>0</b>	<b>77,716</b>	<b>77,716</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094201**

**TITLE:** Main & Maple Intersect Improvements  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** In Progress  
**PROJECT START DATE:**  
**ESTIMATED END DATE:**

**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.

**PROJECT STATUS:** Engineer design underway. Construction deferred until funding acquired.  
Direction to be obtained by the Transportation Committee.

**OPERATING IMPACT**

The traffic improvements should reduce the amount of oversight by the Police Department to control traffic during rush hour. There may be some additional costs associated with preventative maintenance activities.

**FUNDING- SOURCE & TIMING**

- 1) VDOT 6-year plan inclusion, which would total around \$2.8 million.
- 2) Un-specified

**GOALS ADDRESSED**

This project is #10 on the 2007 Town Council Priority List.  
**Comp Plan Goal:** Connected, Efficient Street Network: Provide a connected network of attractive public streets in Town that efficiently and effectively manage traffic flow. Encourage the routing of through traffic to transportation corridors outside of the Town to minimize effects on the internal street system. Maintain and meet acceptable levels of service on all streets in Town.

**PRIORITY**

Improve efficiency: Improve traffic flow and capacity at the Main St and Maple Ave intersection.

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094201**

**TITLE:** Main & Maple Intersect Improvements

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants-VDOT	581,800		1,450,000	(868,200)	581,800						0
	0				0						0
Bonds-Sun Trust Loan	103,311	33,311	380,000	(310,000)	70,000						0
Bonds-New Loan	0				0						0
Un-Specified Source	8,681,167				0	0	1,683,200	2,734,650	2,574,645	1,688,672	8,681,167
Bonds - B of A	114,479	114,479			0						0
Cash Fund	0				0						0
Other	59,967	59,967			0						0
<b>TOTAL</b>	<b>9,540,724</b>	<b>207,757</b>	<b>1,830,000</b>	<b>(1,178,200)</b>	<b>651,800</b>	<b>0</b>	<b>1,683,200</b>	<b>2,734,650</b>	<b>2,574,645</b>	<b>1,688,672</b>	<b>8,681,167</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	1,338,200		1,490,000	(1,490,000)	0	0	1,338,200	0	0	0	1,338,200
Engr. Study/Design	777,829	156,029		621,800	621,800	0	0	0	0	0	0
Prof. Services	141,688	11,688		30,000	30,000	0	25,000	30,000	30,000	15,000	100,000
Construction	7,283,008	40,041	340,000	(340,000)	0	0	320,000	2,704,650	2,544,645	1,673,672	7,242,967
Equipment	0				0						0
<b>TOTAL</b>	<b>9,540,724</b>	<b>207,757</b>	<b>1,830,000</b>	<b>(1,178,200)</b>	<b>651,800</b>	<b>0</b>	<b>1,683,200</b>	<b>2,734,650</b>	<b>2,574,645</b>	<b>1,688,672</b>	<b>8,681,167</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094202**

**TITLE:** Main St Sidewalk Improvements  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Quarter (Jl) 2009  
**ESTIMATED END DATE:** 4th Quarter (Al) 2010

**PROGRAM DESCRIPTION:**

The purpose of this project is to construct missing sidewalk segments around the Town to promote pedestrian access. Northside of E. Main Street from Pickwick Dr to Maple Ave. (2400 linear feet)

**PROJECT STATUS:** The design is underway. Construction to commence near the end of FY 2010 into 2011.

**OPERATING IMPACT**

The Town will be responsible for maintaining the additional sidewalks. This will require additional funding for maintenance and upkeep of the sidewalks on an annual basis.

**FUNDING- SOURCE & TIMING**

VDOT Revenue Sharing will reimburse the Town for 50% of eligible expenses up to \$252,722.

**NOTE:** \$28,733 received from Washington & Stang (Loudoun Veterinary Service) for Main Street improvements. Moved from zoning escrow funds to 119-3130399-0000 Misc. GF CIP revenue with JE#60 in FY09.  
**2010- funding is from Loudoun County Field's Farm Settlement**

**GOALS ADDRESSED**

This project will help meet the goal for an effective intermodal transportation system.  
**Comp Plan Implementaion Strategy:** Provide sidewalks where lacking. Adopt a sidewalk improvement plan in conjunction with the Capital Improvement Plan that includes prioritized projects. Give priority to a sidewalk program that addresses school access.

**PRIORITY** New Service: Design and construct missing sidewalk segments

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094202**

**TITLE:** Main St Sidewalk Improvements

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants-VDOT	252,722		48,000	(8,500)	39,500	213,222					213,222
Loudoun Co. Settmnt	298,568				0	298,568					298,568
Bonds-Sun Trust Loan	81,367		48,000	33,367	81,367						0
Bonds-New Loan	0				0	0					0
Cash Fund	0				0						0
	0				0						0
Other^	51,207	22,474		28,733	28,733						0
<b>TOTAL</b>	<b>683,864</b>	<b>22,474</b>	<b>96,000</b>	<b>53,600</b>	<b>149,600</b>	<b>511,790</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>511,790</b>

^ See Funding NOTE

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	39,600		39,600	0	39,600						0
Engr. Study/Design	99,882	4,882	56,400	38,600	95,000						0
Prof. Services	54,236	14,236		15,000	15,000	25,000					25,000
Construction	490,145	3,355			0	486,790					486,790
Equipment	0				0						0
<b>TOTAL</b>	<b>683,864</b>	<b>22,474</b>	<b>96,000</b>	<b>53,600</b>	<b>149,600</b>	<b>511,790</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>511,790</b>

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094205**

**TITLE:** S. Nursery Avenue Sidewalk Improvements  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Quarter (J) 2009  
**ESTIMATED END DATE:** 4th Quarter (A) 2010

**PROGRAM DESCRIPTION:**

The purpose of this project is to construct missing sidewalk segments around the Town to promote pedestrian access. S. Nursery Avenue from Fireman’s Field to School Street (1000 linear feet). This sidewalk section will connect Emerick Elementary School and the Community Center to Downtown. Project is from the 2004 Sidewalk Priority List Developed by the Parks and Recreation Advisory Board.

**PROJECT STATUS:** The design is underway. Construction to commence near the end of FY 2010 into 2011.

**OPERATING IMPACT**

The Town will be responsible for maintaining the additional sidewalks this will require additional funding for maintenance and upkeep of the sidewalks on an annual basis.

**FUNDING- SOURCE & TIMING**

This project is one of three projects (along with S 32nd Street Sidewalk and N 21st Street Sidewalk) funded in majority by a VDOT Bike/Pedestrian Safety grant which provides \$450,000 in Federal funds that VDOT matched with \$49,000 and the Town must match with \$1,000 for a total of \$500,000. These grants are split among various projects(205/206/207).

**GOALS ADDRESSED**

This project will help meet the goal for an effective intermodal transportation system.  
**Comp Plan Implementaion Strategy:** Provide sidewalks where lacking. Adopt a sidewalk improvement plan in conjunction with the Capital Improvement Plan that includes prioritized projects. Give priority to a sidewalk program that addresses school access.

**PRIORITY** New Service: New sidewalk.

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094205**

**TITLE:** S. Nursery Avenue Sidewalk Improvements

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants-VDOT	144,667			34,667	34,667	0	110,000				110,000
	0				0						0
Bonds-Sun Trust Loan	38,516	5,959	61,224	(28,667)	32,557						0
Bonds-New Loan	150,000				0	0	150,000				150,000
Cash Fund	0				0						0
	0				0						0
Other	3,796	3,796			0						0
<b>TOTAL</b>	<b>336,979</b>	<b>9,755</b>	<b>61,224</b>	<b>6,000</b>	<b>67,224</b>	<b>0</b>	<b>260,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>260,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	16,700		16,700		16,700						0
Engr. Study/Design	44,779	255	44,524		44,524						0
Prof. Services	35,500	9,500		6,000	6,000	0	20,000				20,000
Construction	240,000				0	0	240,000				240,000
Equipment	0				0						0
<b>TOTAL</b>	<b>336,979</b>	<b>9,755</b>	<b>61,224</b>	<b>6,000</b>	<b>67,224</b>	<b>0</b>	<b>260,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>260,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094206**

**TITLE:** N. 21st Street Sidewalk Improvements  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Quarter (Jl) 2009  
**ESTIMATED END DATE:** 4th Quarter (A) 2010

**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.

**PROJECT STATUS:** The design is underway. Construction to commence near the end of FY 2010 into 2011.

**OPERATING IMPACT**

The Town will be responsible for maintaining the additional sidewalks this will require additional funding for maintenance and upkeep of the sidewalks on an annual basis.

**FUNDING- SOURCE & TIMING**

This project is one of three projects (along with S 32nd Street Sidewalk and Nursery Ave Sidewalk) funded in majority by a VDOT Bike/Pedestrian Safety grant which provides \$450,000 in Federal funds that VDOT matched with \$49,000 and the Town must match with \$1,000 for a total of \$500,000. These grants are split among various projects(205/206/207).

**GOALS ADDRESSED**

This project will help meet the goal for an effective intermodal transportation system.  
**Comp Plan Implementaion Strategy:** Provide sidewalks where lacking. Adopt a sidewalk improvement plan in conjunction with the Capital Improvement Plan that includes prioritized projects. Give priority to a sidewalk program that addresses school access.

**PRIORITY** New Service: New sidewalk.

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094206**

**TITLE:** N. 21st Street Sidewalk Improvements

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants-VDOT	156,543		48,600	(2,057)	46,543	110,000					110,000
	0				0						0
Bonds-Sun Trust Loan	205,184	1,627		53,557	53,557	150,000					150,000
Bonds-New Loan	0				0						0
Cash Fund	0				0						0
	0				0						0
Other	2,314	2,314			0						0
<b>TOTAL</b>	<b>364,041</b>	<b>3,941</b>	<b>48,600</b>	<b>51,500</b>	<b>100,100</b>	<b>260,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>260,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	28,600		28,600		28,600						0
Engr. Study/Design	66,812	1,312	20,000	45,500	65,500						0
Prof. Services	28,629	2,629		6,000	6,000	20,000					20,000
Construction	240,000				0	240,000					240,000
Equipment	0				0						0
<b>TOTAL</b>	<b>364,041</b>	<b>3,941</b>	<b>48,600</b>	<b>51,500</b>	<b>100,100</b>	<b>260,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>260,000</b>

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094207**

**TITLE:** S. 32nd Street Sidewalk Improvements  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Quarter (Jl) 2009  
**ESTIMATED END DATE:** 4th Quarter (A) 2010

**PROGRAM DESCRIPTION:**

The purpose of this project is to construct missing sidewalk segments around the Town to promote pedestrian access. S. 32nd Street between Rugby Court and Nursery Avenue (600 linear feet). This sidewalk section will connect 2 residential developments to the Downtown. Project is from the 2004 Sidewalk Priority List Developed by the Parks and Recreation Advisory Board.

**PROJECT STATUS:** The design is underway. Construction to commence near the end of FY 2010 into 2011.

**OPERATING IMPACT**

The Town will be responsible for maintaining the additional sidewalks this will require additional funding for maintenance and upkeep of the sidewalks on an annual basis.

**FUNDING- SOURCE & TIMING**

This project is one of three projects (along with Nursery Ave Sidewalk and N 21st Street Sidewalk) funded in majority by a VDOT Bike/Pedestrian Safety grant which provides \$450,000 in Federal funds that VDOT matched with \$49,000 and the Town must match with \$1,000 for a total of \$500,000. These grants are split among various projects(205/206/207).

**GOALS ADDRESSED**

This project will help meet the goal for an effective intermodal transportation system.  
**Comp Plan Implementaion Strategy:** Provide sidewalks where lacking. Adopt a sidewalk improvement plan in conjunction with the Capital Improvement Plan that includes prioritized projects. Give priority to a sidewalk program that addresses school access.

**PRIORITY** New Service: New sidewalk.

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094207**

**TITLE:** S. 32nd Street Sidewalk Improvements

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants-VDOT	135,637		24,900	2,980	27,880	107,757					107,757
	0				0						0
Bonds-Sun Trust Loan	25,997	677	0	18,320	18,320	7,000					7,000
Bonds-New Loan	0				0						0
Cash Fund	0				0						0
	0				0						0
Other	2,060	2,060			0						0
<b>TOTAL</b>	<b>163,694</b>	<b>2,737</b>	<b>24,900</b>	<b>21,300</b>	<b>46,200</b>	<b>114,757</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>114,757</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	9,900		9,900		9,900						0
Engr. Study/Design	33,530	230	15,000	18,300	33,300						0
Prof. Services	12,507	2,507		3,000	3,000	7,000					7,000
Construction	107,757				0	107,757					107,757
Equipment	0				0						0
<b>TOTAL</b>	<b>163,694</b>	<b>2,737</b>	<b>24,900</b>	<b>21,300</b>	<b>46,200</b>	<b>114,757</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>114,757</b>

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094252**

**TITLE:** Traffic Signals on N23rd/Main  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General

**STATUS:** Complete

**PROJECT START DATE:**  
**ESTIMATED END DATE:**

**PROGRAM DESCRIPTION:**

Installation of traffic signals with Opticom pre-emptive devices at N 23rd Main Street intersections will improve the overall level of service for those intersections and should provide traffic gaps for vehicles at the Teardrop. Left-hand turn lanes will also be installed on east bound Main at 23rd, and south bound 23rd Street.

**PROJECT STATUS:** The project is complete.

**OPERATING IMPACT**

The Town is responsible for maintenance of this signals.

**FUNDING- SOURCE & TIMING**

This was a VDOT Revenue Sharing Project.

**GOALS ADDRESSED**

This project is #8 on the 2007 Town Council Priority List.  
**Comp Plan Goal:** Connected, Efficient Street Network: Provide a connected network of attractive public streets in Town that efficiently and effectively manage traffic flow. Encourage the routing of through traffic to transportation corridors outside of the Town to minimize effects on the internal street system. Maintain and meet acceptable levels of service on all streets in Town.

**PRIORITY**

Improve efficiency: Improve traffic flow

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094252**

**TITLE:** Traffic Signals on N23rd/Main

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants-VDOT	119,705	119,705			0						0
	0				0						0
Bonds-Sun Trust Loan	54,390	52,828		1,562	1,562						0
Bonds - B of A	166,359	166,359			0						0
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>340,454</b>	<b>338,892</b>	<b>0</b>	<b>1,562</b>	<b>1,562</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	40	40			0						0
Engr. Study/Design	46,946	46,946			0						0
Prof. Services	293,468	291,907	0	1,562	1,562						0
Construction	0		0		0						0
Equipment	0				0						0
<b>TOTAL</b>	<b>340,454</b>	<b>338,892</b>	<b>0</b>	<b>1,562</b>	<b>1,562</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094253**

**TITLE:** Southern Collector Road  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** Future Plan(FY10 fwd)  
**PROJECT START DATE:** 1st Quarter (Jl) 2010  
**ESTIMATED END DATE:** 4th Quarter (A) 2011

**PROGRAM DESCRIPTION:**

Acquire land for Maple Avenue A Street Roundabout; Improvements to A Street from 32nd Street to connection with Main Street; Addition of Roundabouts and concomitant road enhancements.

**PROJECT STATUS:** No funding is allocated for this FY. Staff recommends completing the engineer design and property acquisition in FY 2010

**OPERATING IMPACT**

This project would require the Town to maintain the new roads

**FUNDING- SOURCE & TIMING**

Anticipated VDOT & NVTC funding of \$3.8 million. On hold.

**GOALS ADDRESSED**

**Comp Plan Goal:** Connected, Efficient Street Network: Provide a connected network of attractive public streets in Town that efficiently and effectively manage traffic flow. Encourage the routing of through traffic to transportation corridors outside of the Town to minimize effects on the internal street system. Maintain and meet acceptable levels of service on all streets in Town.

**Comp Plan Implementaion Strategy:** Pursue the connection of A Street to Route 287 in a manner that is consistent with the design and conservation recommendations

**PRIORITY**

Improve Efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094253**

**TITLE:** Southern Collector Road

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
Loudoun Co. Settmnt	580,000				0	580,000					580,000
Bonds-Sun Trust Loan	27,876	636		27,240	27,240						0
Bonds-New Loan	0				0						0
Un-Specified Source	5,105,000					0	800,000	4,305,000			5,105,000
Bonds - B of A	1,481	1,481			0						0
Cash Fund	0				0						0
Other	853	853			0						0
<b>TOTAL</b>	<b>5,715,209</b>	<b>2,970</b>	<b>0</b>	<b>27,240</b>	<b>27,240</b>	<b>580,000</b>	<b>800,000</b>	<b>4,305,000</b>	<b>0</b>	<b>0</b>	<b>5,685,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	575,470	470	0		0	115,000	460,000				575,000
Engr. Study/Design	822,240			27,240	27,240	455,000	340,000				795,000
Prof. Services	217,500	2,500	0		0	10,000		205,000			215,000
Construction	4,100,000				0			4,100,000			4,100,000
Equipment	0				0						0
<b>TOTAL</b>	<b>5,715,209</b>	<b>2,970</b>	<b>0</b>	<b>27,240</b>	<b>27,240</b>	<b>580,000</b>	<b>800,000</b>	<b>4,305,000</b>	<b>0</b>	<b>0</b>	<b>5,685,000</b>

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094257**

**TITLE:** Traffic Signals on Hatcher/Main  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General

**STATUS:** Complete

**PROJECT START DATE:**  
**ESTIMATED END DATE:**

**PROGRAM DESCRIPTION:**

Installation of traffic signals with Opticom pre-emptive devices at the Hatcher Ave. and Main Street intersection will improve the overall level of service for this intersection and should provide traffic gaps for vehicles at the Teardrop. Left-hand turn lanes will also be installed on Hatcher.

**PROJECT STATUS:** The project is complete.

**OPERATING IMPACT**

The Town is responsible for maintenance of this signals.

**FUNDING- SOURCE & TIMING**

This was a VDOT Revenue Sharing Project.

**GOALS ADDRESSED**

This project is #8 on the 2007 Town Council Priority List.  
**Comp Plan Goal:** Connected, Efficient Street Network: Provide a connected network of attractive public streets in Town that efficiently and effectively manage traffic flow. Encourage the routing of through traffic to transportation corridors outside of the Town to minimize effects on the internal street system. Maintain and meet acceptable levels of service on all streets in Town.

**PRIORITY**

Improve efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094257**

**TITLE:** Traffic Signals on Hatcher/Main

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants-VDOT	75,926	75,926			0						0
	0				0						0
Bonds-Sun Trust Loan	(15,329)	(17,928)		2,599	2,599						0
Bonds - B of A	164,961	164,961			0						0
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>225,558</b>	<b>222,959</b>	<b>0</b>	<b>2,599</b>	<b>2,599</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	542	542			0						0
Engr. Study/Design	38,321	38,321			0						0
Prof. Services	186,434	183,834		2,599	2,599						0
Construction	47	47			0						0
Equipment	0				0						0
Miscellaneous	215	215			0						0
<b>TOTAL</b>	<b>225,558</b>	<b>222,959</b>	<b>0</b>	<b>2,599</b>	<b>2,599</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094258**

**TITLE:** Nursery Avenue Storm Sewer  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND:** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Quarter (Jl 2007  
**ESTIMATED END DATE:** 2nd Quarter (C 2010

**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 S 32nd Street and Nursery Ave.

**PROJECT STATUS:** IFB for design work to be issued shortly. Design work to be completed in April. The construction will span over the end of FY09 into the next budget cycle.

**OPERATING IMPACT**

This project will reduce the Maintenance costs associated with repairs due to poor drainage.

**FUNDING- SOURCE & TIMING**

Funding for this project is from GO bonds.

**GOALS ADDRESSED**

**Comp Plan Goal:** Physical Infrastructure: Provide sufficient physical infrastructure to accommodate future business growth and new economic development opportunities. Ensure that physical infrastructure enhances the town's appearance.

**Comp Plan Implementaion Strategy:** Upgrade and maintain, water, sewer and storm drainage facilities and systems to promote the public health, welfare and safety.

**PRIORITY** Maintenance

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094258**

**TITLE:** Nursery Avenue Storm Sewer

**FUND** General

**PLANNED FINANCING**

<u>Sources</u>	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds-Sun Trust Loan	134,000		190,000	(166,000)	24,000	110,000					110,000
	0				0						0
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
	0				0						0
<b>TOTAL</b>	134,000	0	190,000	(166,000)	24,000	110,000	0	0	0	0	110,000

**PLANNED EXPENDITURES**

<u>Uses</u>	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0	0			0						0
Prof. Services	20,000			10,000	10,000	10,000					10,000
Construction	114,000		190,000	(176,000)	14,000	100,000					100,000
Equipment	0				0						0
<b>TOTAL</b>	134,000	0	190,000	(166,000)	24,000	110,000	0	0	0	0	110,000

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094259**

**TITLE:** D Street Drainage & Sidewalk  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Quarter (JL) 2009  
**ESTIMATED END DATE:** 4th Quarter (A) 2010

**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.

**PROJECT STATUS:** The design is underway. Construction will be pushed back until funding can be identified.

**OPERATING IMPACT**

This project will reduce the Maintenance costs associated with repairs due to poor drainage. The Town will be responsible for maintaining the additional sidewalks this will require additional funding for maintenance and upkeep of the sidewalks on an annual basis.

**FUNDING- SOURCE & TIMING**

CDBG application will be submitted.

**GOALS ADDRESSED**

This project will help meet the goal for an effective intermodal transportation system.  
**Comp Plan Implementaion Strategy:** Provide sidewalks where lacking. Adopt a sidewalk improvement plan in conjunction with the Capital Improvement Plan that includes prioritized projects. Give priority to a sidewalk program that addresses school access.  
**Comp Plan Implementaion Strategy:** Upgrade and maintain, water, sewer and storm drainage facilities and systems to promote the public health, welfare and safety.

**PRIORITY**

New Service: New sidewalk.

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094259**

**TITLE:** D Street Drainage & Sidewalk

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants-CDBG	108,291				0	108,291					108,291
Loudoun Co. Settmnt	141,709				0	141,709					141,709
Bonds-Sun Trust Loan	43,000		35,000	8,000	43,000						0
Bonds-New Loan	0				0						0
Cash Fund	0				0						0
Un-Specified Source	0				0		0				0
Other	0				0						0
<b>TOTAL</b>	<b>293,000</b>	<b>0</b>	<b>35,000</b>	<b>8,000</b>	<b>43,000</b>	<b>250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	40,000	0	35,000	5,000	40,000						0
Prof. Services	18,000			3,000	3,000	15,000	0				15,000
Construction	235,000				0	235,000	0				235,000
Equipment	0				0						0
<b>TOTAL</b>	<b>293,000</b>	<b>0</b>	<b>35,000</b>	<b>8,000</b>	<b>43,000</b>	<b>250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094260**

**TITLE:** West Main & 32nd Street Intersection  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** Future Plan(FY10 fwd)  
**PROJECT START DATE:** 1st Quarter (JL) 2013  
**ESTIMATED END DATE:** 4th Quarter (A) 2013

**PROGRAM DESCRIPTION:**

Installation of traffic signals with Opticom pre-emptive devices at West Main Street and 32nd Street intersection will improve the overall level of service for this intersection and should provide traffic gaps for vehicles. Turn lanes may also be installed on Main Street or 32nd Street.

**PROJECT STATUS:**

Deferred until revenue source can be identified.  
*November 19, 2008 Budget Committee meeting- approved removing from CIP since no VDOT support or funding available in foreseeable future.*

**OPERATING IMPACT**

The Town is responsible for maintenance of this signals.

**FUNDING- SOURCE & TIMING**

Recommend deferring project to 2013. Previously expected Gas Tax funds not available for this project.

**GOALS ADDRESSED**

**Comp Plan Goal:** Connected, Efficient Street Network: Provide a connected network of attractive public streets in Town that efficiently and effectively manage traffic flow. Encourage the routing of through traffic to transportation corridors outside of the Town to minimize effects on the internal street system. Maintain and meet acceptable levels of service on all streets in Town.

**PRIORITY**

New Service: New traffic signal.

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094260**

**TITLE:** West Main & 32nd Street Intersection

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0		150,000	(150,000)	0						0
	0				0						0
Bonds-Sun Trust Loan	0		70,000	(70,000)	0						0
Bonds-New Loan	0				0						0
Cash Fund	0				0						0
Un-Specified Source	0				0				0		0
Other	0				0						0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>220,000</b>	<b>(220,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0	0	40,000	(40,000)	0				0		0
Prof. Services	0				0				0		0
Construction	0	0	180,000	(180,000)	0				0		0
Equipment	0				0						0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>220,000</b>	<b>(220,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094261**

**TITLE:** Relocation of Town Hall  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** Future Plan(FY10 fwd)  
**PROJECT START DATE:** 4th Quarter (A) 2010  
**ESTIMATED END DATE:**

**PROGRAM DESCRIPTION:**

This project will entail the study and design needed to meet the space requirements of the town staff and to provide adequate storage for town documents.

**PROJECT STATUS:**

Tied to the lease/purchase agreement. Work to commence date unknown at this time  
Reducing funding of SunTrust loan to transfer to other current projects moving forward before the SunTrust abritrage loan end date of May 2010.

**OPERATING IMPACT**

The new town hall should improve interaction between staff and the customers that they serve.

**FUNDING- SOURCE & TIMING**

Funding will come from either the sale or lease of the existing Town Hall facility.

**GOALS ADDRESSED**

This project will ensure that the Town has adequate space to conduct daily business and activities to enhance customer service and improve responsiveness to the residents.

**PRIORITY**

Improves Efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094261**

**TITLE:** Relocation of Town Hall

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds-Sun Trust Loan	424,251		1,024,414	(600,163)	424,251						0
Bonds-New Loan	0				0						0
Cash Fund	0		205,586	(205,586)	0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>424,251</b>	<b>0</b>	<b>1,230,000</b>	<b>(805,749)</b>	<b>424,251</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	62,836	0	30,000	32,836	62,836						0
Prof. Services	0				0						0
Construction	0	0	1,100,000	(1,100,000)	0						0
Equipment	0				0						0
Miscellaneous	361,415		100,000	261,415	361,415						0
<b>TOTAL</b>	<b>424,251</b>	<b>0</b>	<b>1,230,000</b>	<b>(805,749)</b>	<b>424,251</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094262**

**TITLE:** West Main Street - Sidewalk from 28th to 33rd St.  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND:** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Quarter (Jl) 2009  
**ESTIMATED END DATE:** 4th Quarter (A) 2010

**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.

**PROJECT STATUS:** The design is underway. Construction to commence near the end of FY 2010 into 2011.

**OPERATING IMPACT**

The Town will be responsible for maintaining the additional sidewalks.

**FUNDING- SOURCE & TIMING**

The Town was awarded a \$499,000 VDOT(Federal 90%) Bike/Pedestrian Safety grant in October 2006. Project costs above \$474,000 will need to be from Town funds.

**GOALS ADDRESSED**

This project will help meet the goal for an effective intermodal transportation system.  
**Comp Plan Implementaion Strategy:** Provide sidewalks where lacking. Adopt a sidewalk improvement plan in conjunction with the Capital Improvement Plan that includes prioritized projects. Give priority to a sidewalk program that addresses school access.

**PRIORITY**

New Service: New sidewalk.

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094262**

**TITLE:** West Main Street - Sidewalk from 28th to 33rd St.

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants-VDOT	471,000		99,000	41,000	140,000	331,000					331,000
	0				0						0
Bonds-Sun Trust Loan	84,000		56,000	4,000	60,000	24,000					24,000
	0				0						0
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>555,000</b>	<b>0</b>	<b>155,000</b>	<b>45,000</b>	<b>200,000</b>	<b>355,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>355,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	100,000	0	100,000		100,000						0
Engr. Study/Design	90,000	0	55,000	35,000	90,000						0
Prof. Services	34,000			10,000	10,000	24,000					24,000
Construction	331,000				0	331,000					331,000
Equipment	0				0						0
<b>TOTAL</b>	<b>555,000</b>	<b>0</b>	<b>155,000</b>	<b>45,000</b>	<b>200,000</b>	<b>355,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>355,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094263**

**TITLE:** Fireman's Field Upgrades  
**DEPARTMENT:** Administration  
**PROJECT MGR:** Samer Beidas

**FUND:** General  
**STATUS:** Future Plan(FY10 fwd)  
**PROJECT START DATE:** 1st Quarter (Jul-Sep)  
**ESTIMATED END DATE:** 4th Quarter (Apr-Jun)

**PROGRAM DESCRIPTION:**

In FY08-09, the Town finalized the acquisition of Fireman's Field from the Purcellville Volunteer Fire Department. The upgrades included in this project are lights at the smaller baseball field in FY2010-11 and paving and lighting the larger parking lot along Nursery Avenue in FY2009-2010.

FY10 = lighting related expenditures

Paving pushed to later years until re-location of Town office scheduled

**OPERATING IMPACT**

Increased electrical costs and maintenance for ballfield and parking lot lighting.

**FUNDING- SOURCE & TIMING**

These projects are proposed to be financed through the issuance of bonds.

**GOALS ADDRESSED**

Comprehensive Plan references include the following: Parks and Recreation - Enhanced Quality of Life and Protection of Open Space and Sensitive Resources; Expanded Opportunities for Recreation Programs, Facilities and Access; Adequate Recreation Facilities.

**PRIORITY**

Mandatory, maintenance, improve efficiency, new service

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094263**

**TITLE:** Fireman's Field Upgrades

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
Bonds-Sun Trust Loan	50,000				0	50,000					50,000
Bonds-New Loan	350,000				0	0	250,000	100,000			350,000
	0				0						0
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>400,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>250,000</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>400,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	50,000				0	50,000					50,000
Prof. Services	0				0						0
Construction	350,000				0	0	250,000	100,000			350,000
Equipment	0				0						0
<b>TOTAL</b>	<b>400,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>250,000</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>400,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094264**

**TITLE:** Fireman's Field Skating Rink Renovation  
**DEPARTMENT:** Administration  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Quarter (Jul-Sep)  
**ESTIMATED END DATE:** 4th Quarter (Apr-Jun)

**PROGRAM DESCRIPTION:**

In FY08-09, the Town finalized the acquisition of Fireman's Field from the Purcellville Volunteer Fire Department. In April 2007, Building Diagnostics, Inc. completed an inspection report with observations and some conclusions on repairs. The original structure - the skating rink - is a post and beam design with wood siding with block foundation walls and concrete footings as additions on the east and west sides. The main structure is estimated to be about 100 years old. The interior of the roof framing shows signs of stress. In the crawlspaces, some joists are cracked and need repairs and recommendations include improving crawlspace ventilation. The roof has many significant sags and the shingles need replacement which indicates possible structural problems. The general fusing of the electrical system is satisfactory but the panels need doors installed. The A/C has four units - three dated 1998 and one dated 1995 with a life expectancy of 10-12 years. Therefore, the A/C units will need to be replaced. The baseball and foot-ball concession general condition is satisfactory. Roof(s) remaining life is estimated at six years. The appliances were not evaluated at that time and will need to be as soon as the Town is the owner. The main conclusion from this report is that the main structure appears to have major problems in both roof structure and floor system, the roof needs replacement and that major repairs are anticipated. In FY08-09, the Town is working with a structural engineering firm to perform the structural inspection and evaluation.

**OPERATING IMPACT**

The orderly replacement and maintenance of facilities and associated equipment minimizes the additional maintenance costs incurred when facilities are in a state of disrepair. Failure to make major repairs such as roof repairs results in safety issues and cost escalation if the work is deferred to a later date.

**FUNDING- SOURCE & TIMING**

These projects are proposed to be financed through the issuance of bonds. The Town is working to identify potential grants to cover construction costs.

**GOALS ADDRESSED**

Comprehensive Plan references include the following: Parks and Recreation - Enhanced Quality of Life and Protection of Open Space and Sensitive Resources; Expanded Opportunities for Recreation Programs, Facilities and Access; Adequate Recreation Facilities; Historic Preservation.

**PRIORITY**

Mandatory, maintenance, improve efficiency.

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094264**

**TITLE:** Fireman's Field Skating Rink Renovation

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds-Sun Trust Loan	300,000		50,000		50,000	250,000					250,000
Bonds-New Loan	1,000,000				0	0	350,000	650,000			1,000,000
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>1,300,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	<b>250,000</b>	<b>350,000</b>	<b>650,000</b>	<b>0</b>	<b>0</b>	<b>1,250,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	50,000	0	50,000		50,000						0
Prof. Services	0				0						0
Construction	1,250,000				0	250,000	350,000	650,000			1,250,000
Equipment	0				0						0
<b>TOTAL</b>	<b>1,300,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	<b>250,000</b>	<b>350,000</b>	<b>650,000</b>	<b>0</b>	<b>0</b>	<b>1,250,000</b>

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094266**

**TITLE:** Park Maintenance and Replacement Fund  
**DEPARTMENT:** Administration  
**PROJECT MGR:** Samer Beidas

**FUND:** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Quarter (JL) 2008  
**ESTIMATED END DATE:**

**PROGRAM DESCRIPTION:**

This annual project includes funds to address maintenance work and upgrades to the Town's park facilities. As the Town's parks and greenways age, renovations and upgrades become necessary in order to provide the level of service that meets resident expectations. The renovations and upgrades will preserve and protect the Town's facilities and make them safe and accessible for patrons. Also, in FY08-09, the Town acquired Firemans Field which will expand the Town's recreation opportunities as well as maintenance responsibilities. The ongoing contingency funds of \$10,000 per year are requested to fund small park repairs as needed.

**PROJECT STATUS:** Should be moved to operations.

**November 19, 2008 Budget Committee meeting- approved eliminating from CIP & moving to operations going forward**

**OPERATING IMPACT**

The orderly replacement and maintenance of facilities and associated equipment minimizes the additional maintenance costs incurred when facilities are in a state of disrepair.

**FUNDING- SOURCE & TIMING**

Cash

**GOALS ADDRESSED**

Comprehensive Plan references include the following: Parks and Recreation - Enhanced Quality of Life and Protection of Open Space and Sensitive Resources; Expanded Opportunities for Recreation Programs, Facilities and Access; Adequate Recreation Facilities.

**PRIORITY**

Maintenance: Maintenance and upgrades to park facilities.

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094266**

**TITLE:** Park Maintenance and Replacement Fund

**FUND** General

**PLANNED FINANCING**

<u>Sources</u>	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds	0				0						0
	0				0						0
Cash Fund	20,000		20,000		20,000	0	0	0	0	0	0
	0				0						0
Other	0				0						0
	0				0						0
<b>TOTAL</b>	<b>20,000</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANNED EXPENDITURES**

<u>Uses</u>	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0				0						0
Prof. Services	0				0						0
Construction	20,000	0	20,000		20,000	0	0	0	0	0	0
Equipment	0				0						0
	0				0						0
<b>TOTAL</b>	<b>20,000</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094267**

**TITLE:** Maple to W&OD Trail  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** In Progress  
**PROJECT START DATE:** 2008  
**ESTIMATED END DATE:** 4th Quarter (A) 2010

**PROGRAM DESCRIPTION:**

Bicycle and pedestrian improvements are proposed along North Maple Avenue(Route 722), from the Purcellville Volunteer Fire Department to approximately 100 LF north of the W&OD. 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&ODRRP's trails, consisting of the realignment of approximately 365 LF of trail to intersect perpendicular to North Maple Avenue. Pedestrian crossing striping and signage will also be added.

**PROJECT STATUS:** Design underway. Project linked to grant.

**OPERATING IMPACT**

Town will be responsible for Maintenance

**FUNDING- SOURCE & TIMING**

The Town will receive funds from the 2004 Federal Bicycle & Pedestrian Grant.

**GOALS ADDRESSED**

This project is part of the Main Maple Intersection Project and is #10 on the 2007 Town Council Priority List.  
**Comp Plan Goal:** Pedestrian and Bicycle Friendly Town: Promote Purcellville as a pedestrian and bicycle friendly Town. Provide quality pedestrian and bicycle facilities and experiences for residents and visitors. Provide safe facilities that exhibit adequate separation of vehicles, bicycles and pedestrians.

**PRIORITY**

New Service: New sidewalk/trail.

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094267**

**TITLE:** Maple to W&OD Trail

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants-VDOT	460,000		466,000	(391,000)	75,000	385,000					385,000
	0				0						0
Bonds-Sun Trust Loan	120,000		54,000	51,000	105,000	15,000					15,000
	0				0						0
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>580,000</b>	<b>0</b>	<b>520,000</b>	<b>(340,000)</b>	<b>180,000</b>	<b>400,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>400,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	75,000	0	75,000		75,000						0
Engr. Study/Design	100,000	0	20,000	80,000	100,000						0
Prof. Services	20,000			5,000	5,000	15,000					15,000
Construction	385,000	0	425,000	(425,000)	0	385,000					385,000
Equipment	0				0						0
<b>TOTAL</b>	<b>580,000</b>	<b>0</b>	<b>520,000</b>	<b>(340,000)</b>	<b>180,000</b>	<b>400,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>400,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 119-4094268**

**TITLE:** Bus Shelters  
**DEPARTMENT:** Public Works  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** Complete  
**PROJECT START DATE:** 1st Quarter (Jl 2008  
**ESTIMATED END DATE:**

**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.

**PROJECT STATUS:** Near completion.

**OPERATING IMPACT**

Maintaining and upkeep of the bus shelter.

**FUNDING- SOURCE & TIMING**

CDBG funding for \$10,000 for the Maple Avenue Apartments and Cardinal Bank locations. VRTA is supplying the Bus Shelter structures.

**GOALS ADDRESSED**

This project will help meet the goal for an effective intermodal transportation system.

**PRIORITY** New Service

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094268**

**TITLE:** Bus Shelters

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants CDBG	8,600		8,600		8,600						0
	0				0						0
Bonds-Sun Trust Loan	6,500			6,500	6,500						0
	0				0						0
Cash Fund	1,400		1,400		1,400						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>16,500</b>	<b>0</b>	<b>10,000</b>	<b>6,500</b>	<b>16,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0				0						0
Prof. Services	6,500			6,500	6,500						0
Construction	10,000	0	10,000		10,000						0
Equipment	0				0						0
<b>TOTAL</b>	<b>16,500</b>	<b>0</b>	<b>10,000</b>	<b>6,500</b>	<b>16,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094269**

**TITLE:** New Town Hall Purchase  
**DEPARTMENT:** Administration  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** Future Plan(FY10 fwd)  
**PROJECT START DATE:** 1st Quarter (Jl 2009  
**ESTIMATED END DATE:** 2nd Quarter (C 2009

**PROGRAM DESCRIPTION:**

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

**PROJECT STATUS:**

**OPERATING IMPACT**

None until FY11 or FY12

**FUNDING- SOURCE & TIMING**

Private placement bond with capitalized interest for a three year period then converted to permanent financing.

**GOALS ADDRESSED**

Community Facilities and Services: Pursue the necessary street connections and property acquisitions that will enable the future realignment of 20th street/Nursery Avenue at Main Street and the potential development of a new expanded Town hall and public green.

**PRIORITY**

Top Town Council priority

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094269**

**TITLE:** New Town Hall Purchase

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds - NEW LOAN	2,500,000				0	2,500,000					2,500,000
	0				0						0
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>2,500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,500,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	2,000,000				0	2,000,000					2,000,000
Engr. Study/Design	200,000				0	200,000					200,000
Prof. Services	100,000				0	100,000					100,000
Construction	200,000				0	200,000					200,000
Equipment	0				0						0
<b>TOTAL</b>	<b>2,500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,500,000</b>

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094270**

**TITLE:** New Town Hall Renovation  
**DEPARTMENT:** Administration  
**PROJECT MGR:** Samer Beidas

**FUND** General  
**STATUS:** Future Plan(FY10 fwd)  
**PROJECT START DATE:** 1st Quarter (Jl) 2010  
**ESTIMATED END DATE:** 4th Quarter (A) 2010

**PROGRAM DESCRIPTION:**

Renovation of old Purcellville Baptist Church as new Town Hall.

**PROJECT STATUS:**

**OPERATING IMPACT**

None until FY12 - FY13

**FUNDING- SOURCE & TIMING**

Private placement bond with capitalized interest for a three year period then converted to permanent financing.

**GOALS ADDRESSED**

Community Facilities and Services: Pursue the necessary street connections and property acquisitions that will enable the future realignment of 20th street/Nursery Avenue at Main Street and the potential development of a new expanded Town hall and public green.

**PRIORITY**

Top Town Council priority

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094270**

**TITLE:** New Town Hall Renovation

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds - NEW LOAN	2,000,000				0		2,000,000				2,000,000
	0				0						0
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	100,000				0		100,000				100,000
Prof. Services	100,000				0		100,000				100,000
Construction	1,500,000				0		1,500,000				1,500,000
Equipment	300,000				0		300,000				300,000
<b>TOTAL</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094271**

**TITLE:** Future Projects-Loudoun County Settlement  
**DEPARTMENT:** Council  
**PROJECT MGR:**

**FUND** General  
**STATUS:** Future Plan(FY10 fwd)  
**PROJECT START DATE:** 1st Quarter (Jl) 2010  
**ESTIMATED END DATE:** 1st Quarter (Jl) 2011

**PROGRAM DESCRIPTION:**

Including this project detail sheet in the Capital Improvement Program reflects a reduction to the overall CIP since these funds will be applied to future transportation related projects.  
(Shown as negative because it will reduce overall CIP funding load)

**PROJECT STATUS:**

**OPERATING IMPACT**

**FUNDING- SOURCE & TIMING**

Loudoun County Settlement \$2 million at annexation (approx. June 2009) & \$2 million at final occupancy permit (approx. Sep. 2010)

**GOALS ADDRESSED**

**PRIORITY**

**CAPITAL PROJECT DETAIL**

**PROJECT #: 119-4094271**

**TITLE:** Future Projects-Loudoun County Settlement

**FUND** General

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	RECEIVED in 2009	Proposed Designation to Projects	Remaining Undesignated Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds - NEW LOAN	0				0						0
	0				0						0
Cash Fund	0				0						0
Loudoun Co. Settlement	(4,373,733)		(1,780,000)	1,406,267	(373,733)	(2,000,000)	(2,000,000)				(4,000,000)
Other	0				0						0
<b>TOTAL</b>	<b>(4,373,733)</b>	<b>0</b>	<b>(1,780,000)</b>	<b>1,406,267</b>	<b>(373,733)</b>	<b>(2,000,000)</b>	<b>(2,000,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(4,000,000)</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0				0						0
Prof. Services	0				0						0
Construction	(4,373,733)		(1,780,000)	1,406,267	(373,733)	(2,000,000)	(2,000,000)				(4,000,000)
Equipment	0				0						0
<b>TOTAL</b>	<b>(4,373,733)</b>	<b>0</b>	<b>(1,780,000)</b>	<b>1,406,267</b>	<b>(373,733)</b>	<b>(2,000,000)</b>	<b>(2,000,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(4,000,000)</b>

**WATER FUND**

**PROJECT DETAIL SHEETS**

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094504**

**TITLE:** Jeffries Well Development  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas  
 Norm Hutchison

**FUND:** Water  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Qtr(Jul-Sep) 2008  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2009

**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 pretreatment building to be constructed and will involve approval from both the Virginia Department of Health and Loudoun County's Department of Building & Development.

**PROJECT STATUS:** Contract awarded for the design work and is proceeding as scheduled.

**OPERATING IMPACT**

The well is expected to increase the water capacity of the Town System by 36,000 gpd. Mixing the well water with the reservoir water may also decrease the alkalinity adjustment needed thus decreasing costs for soda ash. Operations of the well will increase electricity, permanganate chemical costs and maintenance costs. Estimated to be less than \$40,000/yr.

**FUNDING- SOURCE & TIMING**

Funding for this project will come from GO Bonds.

**GOALS ADDRESSED**

Additional water sources are needed to meet the water demands for the Town of Purcellville. The following specific goals will also be addressed: #5 of the Top Ten Priorities developed by Town Council in July, 2006 states "Establish an aggressive strategy to search for water resources."  
**Comp Plan Goal:** "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."  
**Comp Plan Goal:** "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."

**PRIORITY** New Service

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094504**

**TITLE:** Jeffries Well Development

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bond-Sun Trust loan	481,208	21,208	30,000	20,000	50,000	410,000					410,000
Bond- B of A	24,590	24,590			0						0
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>505,798</b>	<b>45,798</b>	<b>30,000</b>	<b>20,000</b>	<b>50,000</b>	<b>410,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>410,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	20,000		20,000		20,000						0
Engr. Study/Design	75,047	45,047	10,000	20,000	30,000						0
Prof. Services	10,000				0	10,000					10,000
Construction	400,166	166			0	400,000					400,000
Equipment	0				0						0
Miscellaneous	585	585			0						0
<b>TOTAL</b>	<b>505,798</b>	<b>45,798</b>	<b>30,000</b>	<b>20,000</b>	<b>50,000</b>	<b>410,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>410,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094506**

**TITLE:** Short & Intermediate Water Investments  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas  
 Norm Hutchison

**FUND** Water  
**STATUS:** Future Plan(FY10 fwd)  
**PROJECT START DATE:** 3rd Qtr(Jan-Mar) 2011  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2013

**PROGRAM DESCRIPTION:**

This project will involve the feasibility review, design and construction of a new water source system that can meet the long term 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. In FY 2009, money is budgeted to initiate the process of implementing those sources identified in the water resources study.

**PROJECT STATUS:** Contract awarded and work is underway. See descriptions below for more detail

**OPERATING IMPACT**

The new water source is expected to provide a water supply to meet the needs of the community through build out. Several of the options in the Water Resource Study will require additional electrical costs for pumping, manpower for general maintenance like mowing, road improvements and equipment and transmission maintenance. Estimated cost is \$50,000/year or more plus staff time. In order to take advantage of the total additional supply, the existing Water Treatment Plant will need to be expanded or replaced with a larger facility. Costs will need to be determined during the Preliminary Engineering Report phase of that project.

**FUNDING- SOURCE & TIMING**

Funding for this project is through GO Bonds. Funding from availability fees should be considered. Projections for funding may vary and change as one or more alternatives may get eliminated as others choices become more probable for completion.

**GOALS ADDRESSED**

The following goals are addressed by this project: #5 of the Top Ten Priorities developed by Town Council in July, 2006 states Establish an aggressive strategy to search for water resources.  
**Comp Plan Goal:** "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."  
**Comp Plan Goal:** "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."

**PRIORITY** Mandatory  
 New Service

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094506**

**TITLE:** Short & Intermediate Water Investments

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bond-Sun Trust loan	2,327,689	92,163	1,208,000		1,208,000	1,027,526					1,027,526
Bond-New loan	4,672,474				0	1,772,474	2,800,000	100,000			4,672,474
	0				0						0
Cash Fund	0				0						0
	0				0						0
Other	43,851	43,851			0						0
<b>TOTAL</b>	<b>7,044,014</b>	<b>136,014</b>	<b>1,208,000</b>	<b>0</b>	<b>1,208,000</b>	<b>2,800,000</b>	<b>2,800,000</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>5,700,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	1,215,663	15,663			0		1,200,000				1,200,000
Engr. Study/Design	1,366,617	58,617	1,208,000		1,208,000	0	100,000				100,000
Prof. Services	446,507	46,507			0	300,000		100,000			400,000
Construction	4,000,000				0	2,500,000	1,500,000				4,000,000
Equipment	0				0						0
Miscellaneous	15,227	15,227			0						0
<b>TOTAL</b>	<b>7,044,014</b>	<b>136,014</b>	<b>1,208,000</b>	<b>0</b>	<b>1,208,000</b>	<b>2,800,000</b>	<b>2,800,000</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>5,700,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094508**

**TITLE:** Long Term Water Resource Implementation  
**DEPARTMENT:** Water  
**PROJECT MGR:** Samer Beidas  
 Alex Vanegas  
 Norm Hutchison

**FUND** Water  
**STATUS:** In Progress  
**PROJECT START DATE:** 3rd Qtr(Jan-Mar) 2007  
**ESTIMATED END DATE:** 1st Qtr(Jul-Sep) 2011  
 for short-term water supply solutions

**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.

**PROJECT STATUS:** Contract awarded and work is underway. See descriptions below for more detail

**OPERATING IMPACT**

Additional operational costs will occur with the new facilities.

**FUNDING- SOURCE & TIMING**

Funding for this project will come from GO Bonds.

**GOALS ADDRESSED**

The following goals are addressed by this project: #5 of the Top Ten Priorities developed by Town Council in July, 2006 states Establish an aggressive strategy to search for water resources.

**Comp Plan Goal:** "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."

**Comp Plan Goal:** "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."

**PRIORITY**

Mandatory

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094508**

**TITLE:** Long Term Water Resource Implementation

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bond-Sun Trust loan	1,113,685	423,685	690,000		690,000						0
Bond-New loan	5,135,000				0	650,000	1,775,000	2,710,000			5,135,000
Bond- B of A	237,329	237,329			0						0
Cash Fund	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>6,486,014</b>	<b>661,014</b>	<b>690,000</b>	<b>0</b>	<b>690,000</b>	<b>650,000</b>	<b>1,775,000</b>	<b>2,710,000</b>	<b>0</b>	<b>0</b>	<b>5,135,000</b>

\* Does not include the costs associated with the implementation of the Long Term recommendations

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	200,000		50,000		50,000	50,000		100,000			150,000
Engr. Study/Design	2,701,014	661,014	640,000		640,000	600,000	400,000	400,000			1,400,000
Prof. Services	1,000,000				0			1,000,000			1,000,000
Construction	2,585,000				0	0	1,375,000	1,210,000			2,585,000
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>6,486,014</b>	<b>661,014</b>	<b>690,000</b>	<b>0</b>	<b>690,000</b>	<b>650,000</b>	<b>1,775,000</b>	<b>2,710,000</b>	<b>0</b>	<b>0</b>	<b>5,135,000</b>

The budgeted amounts for 2008 and beyond are very preliminary and will need to be updated upon completion of the Water Resources Study.

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094510**

**TITLE:** Water Conservation Plan  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas  
 Norm Hutchison

**FUND** Water  
**STATUS:** In Progress  
**PROJECT START DATE:** 4th Qtr(Apr-Jun) 2008  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2013

**PROGRAM DESCRIPTION:**

A conservation program will be developed to include a broad spectrum of water conservation methods that the Town will implement. The program is hoped to increase awareness of water conservation and in turn reduce overall everyday water demand to the Town's system. This plan will be an element of the Water Resource Study.

**PROJECT STATUS:** Should be moved to operations.

*November 19, 2008 Budget Committee meeting- approved eliminating from CIP & moving to operations going forward*

**OPERATING IMPACT**

The desired impact will be an overall reduction in the everyday and drought period water demand by the users. Budget allocation are needed for rebates as incentives to improve participation. Staffing time will also be necessary to develop, implement and keep the program current. This would be a program upgrade that current staffing resources won't be sufficient to support. Once the plan is completed, yearly operational support will be better defined. It is likely that expenditures will be needed each year but will likely be funded as an operational expense.

**FUNDING- SOURCE & TIMING**

Funding should be from the operating fund.

**GOALS ADDRESSED**

The following goals are addressed by this project: #5 of the Top Ten Priorities developed by Town Council in July, 2006 states Establish an aggressive strategy to search for water resources.

**Comp Plan Goal:** "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."

**Comp Plan Goal:** "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."

**PRIORITY**

New Service

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094510**

**TITLE:** Water Conservation Plan

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds	0				0						0
	0				0						0
Cash Fund	24,250	4,250	20,000		20,000	0	0	0	0		0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>24,250</b>	<b>4,250</b>	<b>20,000</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	4,250	4,250			0						0
Prof. Services	0				0						0
Construction	0				0						0
Equipment	0				0						0
Miscellaneous	20,000		20,000		20,000	0	0	0	0		0
<b>TOTAL</b>	<b>24,250</b>	<b>4,250</b>	<b>20,000</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094511**

**TITLE:** Water Distribution System Evaluation and Implementation  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas  
 Andrea Broshkevitch

**FUND** Water  
**STATUS:** In Progress  
**PROJECT START DATE:** 3rd Qtr(J: 2007  
**ESTIMATED END DATE:** 2nd Qtr(C 2011

**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.

**PROJECT STATUS:** Design to commence in the Spring 2009 and construction to be shifted out one year.

**OPERATING IMPACT**

Maintenance of a GIS database system is key to keeping the water map and model accurate and therefore useful. A full-time staff person will be required to operate and maintain the GIS system for all the maps for the Town including the water line map. Operating budget impact is estimated to be equivalent to 1/3 of a staff person. Additional funding will be needed to obtain coordinates for any new elements that are added to the system.

**FUNDING- SOURCE & TIMING**

Funding for this project is from GO bonds. Upgrades or replacement to pipes from FY 2012 forward should be from the operating fund.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."  
**Comp Plan Goal:** "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."

**PRIORITY** Maintenance Mandatory

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094511**

**TITLE:** Water Distribution System Evaluation and Implementation

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
Bond-New loan	355,000				0		355,000				355,000
Bond-Sun Trust loan	906,592	196,592	355,000	(255,000)	100,000	610,000					610,000
Bond- B of A	105,030	105,030			0						0
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>1,366,622</b>	<b>301,622</b>	<b>355,000</b>	<b>(255,000)</b>	<b>100,000</b>	<b>610,000</b>	<b>355,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>965,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	456,562	301,562	55,000	(5,000)	50,000	50,000	55,000				105,000
Prof. Services	10,000			5,000	5,000	5,000					5,000
Construction	900,000		300,000	(255,000)	45,000	555,000	300,000				855,000
Equipment	0				0						0
Miscellaneous	60	60			0						0
<b>TOTAL</b>	<b>1,366,622</b>	<b>301,622</b>	<b>355,000</b>	<b>(255,000)</b>	<b>100,000</b>	<b>610,000</b>	<b>355,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>965,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094513**

**TITLE:** A Street Water Line Loop  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas

**FUND:** Water  
**STATUS:** New  
**PROJECT START DATE:** 1st Qtr(Jul-Sep) 2009  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2010

**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. 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 in identifying the best hydraulic location for the line and the possible placement of a water tank at the Blue Ridge Middle School. Planned expenditures will need to be updated after completion of the Water Distribution Evaluation is completed.

**PROJECT STATUS:** IFB for design work to be issued shortly.

**OPERATING IMPACT**

This project will improve the reliability of the system as well as the water quality of the system. It will reduce interruptions of service to users in the southern section of Town. Operational costs and time are not expected to be affected by the completion of this project.

**FUNDING- SOURCE & TIMING**

Funding for this project will come from GO Bonds.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."

**Comp Plan Goal:** "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."

**PRIORITY** Improve efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094513**

**TITLE:** A Street Water Line Loop

**FUND** Water

**PLANNED FINANCING**

<u>Sources</u>	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
Bond-Sun Trust loan	210,483	2,483	203,000	(170,000)	33,000	175,000					175,000
Cash Fund	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>210,483</b>	<b>2,483</b>	<b>203,000</b>	<b>(170,000)</b>	<b>33,000</b>	<b>175,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>175,000</b>

**PLANNED EXPENDITURES**

<u>Uses</u>	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	30,483	2,483	28,000		28,000						0
Prof. Services	5,000			5,000	5,000						0
Construction	175,000		175,000	(175,000)	0	175,000					175,000
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>210,483</b>	<b>2,483</b>	<b>203,000</b>	<b>(170,000)</b>	<b>33,000</b>	<b>175,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>175,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094514**

**TITLE:** Vulnerability Assessment  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas  
 Eileen Boeing

**FUND:** Water  
**STATUS:** In Progress  
**PROJECT START DATE:** 3rd Qtr(Jan-Mar) 2007  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2012

**PROGRAM DESCRIPTION:**

After the 911 terrorist attacks, 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 assessment was completed in June, 2005 and the Town is now working to implement recommendations made in the Assessment.

\*\*\*The assessment has identified items that could be completed to reduce the vulnerabilities at the facilities. Due to the sensitive nature of this information it is not possible to go into details on what those improvements might be.\*\*\*

**PROJECT STATUS:** Items continue to be evaluated. FY 2010 forward funding to come from cash.

**OPERATING IMPACT**

Additional operating budget and staff time will be needed to operate and maintain some of the recommended improvements. For some of the items, new positions will be needed and equipment will need to go on an every 3-4 year replacement program.

**FUNDING- SOURCE & TIMING**

FY 2009 funding is from the GO Bonds. FY 2010 forward: recommend funding be from the operating fund.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."

**PRIORITY** Mandatory

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094514**

**TITLE:** Vulnerability Assessment

**FUND** Water

**PLANNED FINANCING**

<u>Sources</u>	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
Bond-Sun Trust loan	182,799	122,799	60,000		60,000						0
Cash Fund	150,000				0	50,000	50,000	50,000			150,000
Other	0				0						0
<b>TOTAL</b>	<b>332,799</b>	<b>122,799</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>150,000</b>

**PLANNED EXPENDITURES**

<u>Uses</u>	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	10,000		10,000		10,000	0	0	0			0
Prof. Services	0				0						0
Construction	322,799	122,799	50,000		50,000	50,000	50,000	50,000			150,000
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>332,799</b>	<b>122,799</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>150,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094515**

**TITLE:** New Elevated Water Tank  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas  
 Andrea Broshkevitch

**FUND:** Water  
**STATUS:** New  
**PROJECT START DATE:** 1st Qtr(Jul-Sep) 2009  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2011

**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 and begin acquisition of a tank site. Costs for land acquisition, design and construction will be updated after the additional evaluation with the model is completed.

**PROJECT STATUS:** On hold to be pushed back to FY 2011 or FY 2012

**OPERATING IMPACT**

Installation of this tank will provide additional finished water storage to the town and additional fire flow capacity. Additional operational costs include: every 10 - 15 years the tank will need to be painted (approximately \$150,000), cost for electricity and communications for water level (approximately \$1000/yr), and cost for security access to tank (approximately \$6,000/yr). Possible revenue through rental of cell phone sites (approximately \$2400/month/site).  
 Every 10 - 15 years the tank needs to be painted (approximately \$150,000)  
 Cost for electricity and communications for water level (approximately \$1000/yr)  
 Cost for security access to tank (approximately \$6,000/yr)  
 Possible revenue through rental of cell phone sites (approximately \$2400/month/site)

**FUNDING- SOURCE & TIMING**

Funding should come from the GO bonds. Repayment should come from leasing location on tower for cell phone antennas.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."

**Comp Plan Goal:** "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."

**PRIORITY** Mandatory

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094515**

**TITLE:** New Elevated Water Tank

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bond-Sun Trust loan	378,817	28,817	350,000		350,000						0
Bond-New loan	2,390,000				0		2,390,000				2,390,000
Bond- B of A	23,704	23,704			0						0
Cash Fund	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>2,792,521</b>	<b>52,521</b>	<b>350,000</b>	<b>0</b>	<b>350,000</b>	<b>0</b>	<b>2,390,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,390,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	100,000	0	100,000		100,000						0
Engr. Study/Design	342,185	52,185	250,000		250,000		40,000				40,000
Prof. Services	0				0						0
Construction	2,350,335	335			0		2,350,000				2,350,000
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>2,792,521</b>	<b>52,521</b>	<b>350,000</b>	<b>0</b>	<b>350,000</b>	<b>0</b>	<b>2,390,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,390,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094516**

**TITLE:** Switch to Hypochlorite  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas

**FUND** Water  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Qtr(Jul-Sep) 2008  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2009

**PROGRAM DESCRIPTION:**

This project involves replacing gas chlorine with liquid hypochlorite. Gas chlorine 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. Planned Expenditures will need to be updated after the design is completed.

**PROJECT STATUS:** Design is underway. Construction has not yet been procured.

**OPERATING IMPACT**

Liquid Chlorine will cost more to purchase, however, the increase in safety to both staff and the public offset the cost difference. The first phase of the design will provide cost impact numbers for future budgeting purposes.

**FUNDING- SOURCE & TIMING**

Funding for this project is through GO Bonds.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."

**PRIORITY** Mandatory

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094516**

**TITLE:** Switch to Hypochlorite

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
Bond-Sun Trust loan	340,000		320,000	20,000	340,000						0
Cash Fund	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>340,000</b>	<b>0</b>	<b>320,000</b>	<b>20,000</b>	<b>340,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	40,000	0	20,000	20,000	40,000						0
Prof. Services	0				0						0
Construction	300,000		300,000		300,000						0
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>340,000</b>	<b>0</b>	<b>320,000</b>	<b>20,000</b>	<b>340,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094517**

**TITLE:** Generation of GIS layers for Water Easements  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas  
 Andrea Broshkevitch

**FUND** Water  
**STATUS:** In Progress  
**PROJECT START DATE:** 3rd Qtr(Jan-Mar) 2007  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2009  
 \* may need to change based on progress made in first year.

**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.

**PROJECT STATUS:** Partial underway. KCI completed report and implementing recommendations. Can defer out years.

**OPERATING IMPACT**

Generation of a GIS layer for the water line easements will reduce staff time to research a particular item and will aid in defining land and easement acquisition needs for some CIP projects. Maintenance of a GIS system is key to keeping it accurate and therefore useful. A full-time staff person will be required to operate and maintain the GIS system for all the maps for the Town including the easements and water and wastewater lines. Operating budget impact to the Water Fund is estimated to be equivalent to 1/3 of a staff person and maintenance of extensive computer equipment and software. (Assume \$30,000 total cost/year).

**FUNDING- SOURCE & TIMING**

Funding for this project is through GO Bonds.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."  
**Comp Plan Goal:** "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."

**PRIORITY** Improve efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094517**

**TITLE:** Generation of GIS layers for Water Easements

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bond-Sun Trust loan	123,771	23,771	100,000		100,000						0
Bond-New loan	0				0						0
Cash Fund	80,000				0	50,000	10,000	10,000	10,000		80,000
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>203,771</b>	<b>23,771</b>	<b>100,000</b>	<b>0</b>	<b>100,000</b>	<b>50,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>80,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	60,359	20,359	100,000	(60,000)	40,000						0
Prof. Services	68,412	3,412		10,000	10,000	25,000	10,000	10,000	10,000		55,000
Construction	50,000			50,000	50,000						0
Equipment	25,000				0	25,000					25,000
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>203,771</b>	<b>23,771</b>	<b>100,000</b>	<b>0</b>	<b>100,000</b>	<b>50,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>80,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094518**

**TITLE:** Water Master Plan  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas

**FUND:** Water  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Qtr(Jul-Sep) 2009  
**ESTIMATED END DATE:** 3rd Qtr(Jan-Mar) 2010

**PROGRAM DESCRIPTION:**

The project involves the updating of the Water Master Plan to show future needs for the system that is consistent with the Town's Comprehensive Plan & PUGAMP plan. This project will provide the Town with a roadmap for capacity demand for the Town's water treatment and distribution system through build out. Much of the needed background for the plan will be collected as part of the Water Distribution Evaluation and Water Resources Study. This project budget has been budgeted for several years but has been delayed in anticipation of a new Comprehensive Plan and PUGAMP plan.

**PROJECT STATUS:** Push back to FY 2010 after annexation efforts are addressed

**OPERATING IMPACT**

Completion of an updated Water Master Plan will aid in discussions with future developers to better define the water needs, lines sizes requirements, and associated upgrades to the distribution & treatment system.

**FUNDING- SOURCE & TIMING**

Funding for this project is through GO Bonds.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."  
**Comp Plan Implementaion Strategy:** Review and update fundamental utility infrastructure plans at least every 5 years to ensure effective long-term planning and implementation of public systems.  
Mandatory

**PRIORITY** Improve efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094518**

**TITLE:** Water Master Plan

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bond-Sun Trust loan	82,829	22,829	60,000		60,000						0
Bond- B of A	7,900	7,900			0						0
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>90,729</b>	<b>30,729</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	90,729	30,729	60,000		60,000						0
Prof. Services	0				0						0
Construction	0				0						0
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>90,729</b>	<b>30,729</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094519**

**TITLE:** Transition to a SCADA system  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas

**FUND** Water  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Qtr(Jul-Sep) 2007  
**ESTIMATED END DATE:** 2nd Qtr(Oct-Dec) 2009

**PROGRAM DESCRIPTION:**

This project involves installing a SCADA (Supervisory Control and Data Acquisition) system for all remote facilities. The SCADA system will permit the water plants to wirelessly communicate and operate the remote well stations through a base computer at the main facilities. This system will facilitate operations tremendously.

**PROJECT STATUS:** Construction has not yet been procured.

**OPERATING IMPACT**

This project will allow operators to monitor remote facilities and will alert them to problems sooner. Operations costs for operators will be reduced by decreasing site visits needed. Budget will be necessary to maintain the electronic equipment that is needed and replacement of parts may be needed every 3-5 years.

**FUNDING- SOURCE & TIMING**

Funding for this project is through GO Bonds.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."

**PRIORITY** Improve efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094519**

**TITLE:** Transition to a SCADA system

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
Bond-Sun Trust loan	83,640	8,640	60,000	15,000	75,000						0
Cash Fund	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>83,640</b>	<b>8,640</b>	<b>60,000</b>	<b>15,000</b>	<b>75,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	8,640	8,640			0						0
Prof. Services	0				0						0
Construction	75,000		60,000	15,000	75,000						0
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>83,640</b>	<b>8,640</b>	<b>60,000</b>	<b>15,000</b>	<b>75,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094520**

**TITLE:** Compliance with Groundwater Disinfection Rule  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas

**FUND** Water  
**STATUS:** Future Plan(FY10 fwd)  
**PROJECT START DATE:** 1st Qtr(Jul-Sep) 2010  
**ESTIMATED END DATE:** 2nd Qtr(Oct-Dec) 2011

**PROGRAM DESCRIPTION:**

This project involves identification and implementation of changes that will be needed to meet a pending regulation concerning disinfection requirements of groundwater sources. It is expected that adjustments will need to be made to the Main Street Well System only as the other two well systems were designed to meet this pending rule. It is unknown when the rule will go into effect but consultants have indicated that it would not be before 2010.

**PROJECT STATUS:** On hold pending implementation of the Groundwater Disinfection Rule.

**OPERATING IMPACT**

Completion of this project will ensure the Main Street Well System meets the disinfection contact times for the expected Groundwater Disinfection Rule. No operating impact is expected.

**FUNDING- SOURCE & TIMING**

Funding for this project should come from the operating fund.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."

**PRIORITY** Mandatory

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094520**

**TITLE:** Compliance with Groundwater Disinfection Rule

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
Bonds	0				0						0
Cash Fund	0	0	0		0	0	0				0
Other	0				0						0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0				0	0					0
Prof. Services	0	0	0		0		0				0
Construction	0				0		0				0
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094521**

**TITLE:** Water Treatment Plant Improvements  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas

**FUND** Water  
**STATUS:** In Progress  
**PROJECT START DATE:** 2nd Qtr(Oct-Dec) 2008  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2013

**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. The new facility will likely involve addition of flexibility of treatment options for future needs of the Town. If the Water Resource Study identifies continuing to use Hirst Reservoir or an additional surface water source in that area, an upgrade or replacement to the facility will be necessary which will include filtration and potentially alternative disinfection/organic removal. The Water Resource Study will help to identify options for the continued use of the facility. Budget expenditures will be updated after completion of the Water Resource Study.

**PROJECT STATUS:** Design work linked to timing of the Water Resource implementation process.

**OPERATING IMPACT**

The operating budget increase is unknown at this time but will be substantial, as more water treatment will require additional chemicals, electricity, and manpower. It will likely double our current budgets in these categories.

**FUNDING- SOURCE & TIMING**

Funding for this project is through GO Bonds.

**GOALS ADDRESSED**

The following goals are addressed by this project: #5 of the Top Ten Priorities developed by Town Council in July, 2006 states Establish an aggressive strategy to search for water resources.

**Comp Plan Goal:** "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."

**Comp Plan Goal:** "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."

**PRIORITY** Mandatory

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094521**

**TITLE:** Water Treatment Plant Improvements

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bond-Sun Trust loan	100,000	0	100,000		100,000						0
Bond-New loan	2,750,000				0		1,475,000	1,275,000	0		2,750,000
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>2,850,000</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>1,475,000</b>	<b>1,275,000</b>	<b>0</b>	<b>0</b>	<b>2,750,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	500,000				0		500,000				500,000
Engr. Study/Design	400,000	0	100,000		100,000		150,000	150,000			300,000
Prof. Services	150,000				0		75,000	75,000	0		150,000
Construction	1,800,000				0		750,000	1,050,000	0		1,800,000
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>2,850,000</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>1,475,000</b>	<b>1,275,000</b>	<b>0</b>	<b>0</b>	<b>2,750,000</b>

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094522**

**TITLE:** New & Replacement Equipment  
**DEPARTMENT:** Water  
**PROJECT MGR:** Brian Lutton

**FUND:** Water  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Qtr(Jul-Sep) 2007  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2010

**PROGRAM DESCRIPTION:**

These items are large purchases under capital and will be funded through short term loans.

			FY	
	Replacement of Pickup Truck	Truck is needed to replace the 1999 Ford	2008 \$	40,000.00
	Replace Well Pump at HF 2	Due to poor water quality, pump is replaced - 5yrs	2008 \$	8,800.00
	Replacement of Jon Boat	Boat needed to replace boat for chemical application	2008 \$	5,950.00
	Direct Automatic Flush	Devices used to fix stagnant areas for water quality improvement	2008 \$	8,170.00
	Honda Generator	Needed to provide mobile and temporary power	2008 \$	5,306.00
ON HOLD in 2009	Replacement Truck	Replaces 2000 Dodge truck	2009 \$	45,000.00
	Replace Polaris ATV	Replaces ATV used to check water line easements	2011 \$	6,000.00
	New Truck	New vehicle to support additional staff	2011 \$	45,000.00

**PROJECT STATUS:** Vehicle purchase on hold.

**OPERATING IMPACT**

Regular maintenance will be required for the equipment after the 1st year warranty. Replacement of the existing pickup truck is expected to result in a reduction in maintenance costs as the truck is requiring regular maintenance currently.

**FUNDING- SOURCE & TIMING**

Funding for this project should come from the operating fund.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."

**PRIORITY** Improve efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094522**

**TITLE:** New & Replacement Equipment

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bond-Sun Trust loan	36,481	36,481			0						0
	0				0						0
Cash Fund	96,000		45,000		45,000		51,000				51,000
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>132,481</b>	<b>36,481</b>	<b>45,000</b>	<b>0</b>	<b>45,000</b>	<b>0</b>	<b>51,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>51,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0				0						0
Prof. Services	0				0						0
Construction	0				0						0
Equipment	132,481	36,481	45,000		45,000		51,000				51,000
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>132,481</b>	<b>36,481</b>	<b>45,000</b>	<b>0</b>	<b>45,000</b>	<b>0</b>	<b>51,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>51,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094523**

**TITLE:** Intake Structure for Hirst Reservoir  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas

**FUND** Water  
**STATUS:** Future Plan(FY10 fwd)  
**PROJECT START DATE:** 4th Qtr(Apr-Jun) 2012  
**ESTIMATED END DATE:** 2nd Qtr(Oct-Dec) 2012

**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. Installation of a new structure will be a challenge if the Town wishes to keep the reservoir full and in operation during the project. To accomplish this the project will involve underwater construction or dewatering of an area around the intake structure area. Both these options are quite expensive. Planned Expenditures will need to be updated upon completion of the design work. The funding for this project can be used for a new intake at another location in the event that this reservoir is not used as a backup source.

**PROJECT STATUS:** Design work linked to timing of the Water Resource implementation process.

**OPERATING IMPACT**

Installation of a new intake structure will provide flexibility to the water operators to draw water from the reservoir at the appropriate level to maximize water quality. During the project, the drain line from the reservoir will also be maintained and made operational. Minimal staff time will be needed to maintain the structure with the main activity being annual valve exercising.

**FUNDING- SOURCE & TIMING**

Funding is from GO Bonds.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."

**PRIORITY** Mandatory

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094523**

**TITLE:** Intake Structure for Hirst Reservoir

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bond-Sun Trust loan	60,000	0	60,000		60,000						0
Bond-New loan	1,210,000				0		0	210,000	1,000,000		1,210,000
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>1,270,000</b>	<b>0</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>210,000</b>	<b>1,000,000</b>	<b>0</b>	<b>1,210,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	190,000	0	10,000		10,000		0	180,000			180,000
Prof. Services	30,000				0		0	30,000			30,000
Construction	1,050,000	0	50,000		50,000			0	1,000,000		1,000,000
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>1,270,000</b>	<b>0</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>210,000</b>	<b>1,000,000</b>	<b>0</b>	<b>1,210,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094524**

**TITLE:** Tank Painting  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas

**FUND** Water  
**STATUS:** Future Plan(FY10 fwd)  
**PROJECT START DATE:** 4th Qtr(Apr-Jun) 2011  
**ESTIMATED END DATE:** 1st Qtr(Jul-Sep) 2012

**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.

**PROJECT STATUS:** Funding not allocated this FY.

**OPERATING IMPACT**

The funding for this project will come from the user fee revenue as it is a purely operational and maintenance cost.

**FUNDING- SOURCE & TIMING**

Funding for this project should come from the operating fund.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."

**PRIORITY** Mandatory

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094524**

**TITLE:** Tank Painting

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds	0				0						0
	0				0						0
Cash Fund	120,000	0	0		0		120,000				120,000
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>120,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0				0						0
Prof. Services	20,000	0	0		0		20,000				20,000
Construction	100,000	0	0		0		100,000				100,000
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>120,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 599-4094525**

**TITLE:** Water Line replacement on 690 (part of Nursery/690 sewer project)  
**DEPARTMENT:** Water  
**PROJECT MGR:** Alex Vanegas  
 Larry Burns

**FUND:** Water  
**STATUS:** In Progress  
**PROJECT START DATE:** 4th Qtr(Apr-Jun) 2008  
**ESTIMATED END DATE:** 2nd Qtr(Oct-Dec) 2008

**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 up in that area.

**PROJECT STATUS:** IFB for design work to be issued shortly. Design work to be completed in April. The construction will span over the end of FY09 into the next budget cycle.

**OPERATING IMPACT**

This project will improve the reliability of the system as well as the water quality of the system. It will reduce interruptions of service to users in the southern section of Town. Operational costs and time are not expected to be affected.

**FUNDING- SOURCE & TIMING**

Funding for this project should come from the operating fund.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."  
**Comp Plan Goal:** "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."

**PRIORITY** Improve efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 599-4094525**

**TITLE:** Water Line replacement on 690 (part of Nursery/690 sewer project)

**FUND** Water

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
Bond-Sun Trust loan	191,000		191,000	(124,150)	66,850	124,150					124,150
Cash Fund	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>191,000</b>	<b>0</b>	<b>191,000</b>	<b>(124,150)</b>	<b>66,850</b>	<b>124,150</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>124,150</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	5,000	0	5,000	(3,250)	1,750	3,250					3,250
Prof. Services	0				0						0
Construction	186,000	0	186,000	(120,900)	65,100	120,900					120,900
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>191,000</b>	<b>0</b>	<b>191,000</b>	<b>(124,150)</b>	<b>66,850</b>	<b>124,150</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>124,150</b>

**WASTEWATER FUND**  
**PROJECT DETAIL SHEETS**

**CAPITAL PROJECT DETAIL****PROJECT #: 699-4094100-0110**

**TITLE:** Vulnerability Assessment  
**DEPARTMENT:** Wastewater  
**PROJECT MGR:** Alex Vanegas  
 Eileen Boeing

**FUND** Sewer  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Qtr(Jul-Sep) 2007  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2013

**PROGRAM DESCRIPTION:**

After the 911 terrorist attacks, 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 now working to implement recommendations made in the Assessment.

*\*\*\*The assessment has identified items that could be completed to reduce the vulnerabilities at the facilities. Due to the sensitive nature of this information it is not possible to go into details on what those improvements might be.\*\*\**

**PROJECT STATUS:** Items continue to be evaluated. FY 2010 forward funding to come from cash.

**OPERATING IMPACT**

Additional operating budget and staff time will be needed to operate and maintain some of the recommended improvements. For some of the items, new positions will be needed and equipment will need to go on a every 3-4 year replacement program.

**FUNDING- SOURCE & TIMING**

In years previous to FY 2010, this was funded via GO bonds. For FY 2011 and forward this will be a funded through cash as part of operation sewer fund

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."

**PRIORITY** Mandatory

**CAPITAL PROJECT DETAIL**

**PROJECT #: 699-4094100-0110**

**TITLE:** Vulnerability Assessment

**FUND** Sewer

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
Bond-Sun Trust loan	113,768	3,768	60,000		60,000	50,000					50,000
Cash Fund	100,000				0		50,000	50,000			100,000
Other	0				0						0
<b>TOTAL</b>	<b>213,768</b>	<b>3,768</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>150,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	3,220	3,220			0						0
Prof. Services	20,000		10,000		10,000	10,000	0	0			10,000
Construction	190,000		50,000		50,000	40,000	50,000	50,000			140,000
Equipment	547	547			0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>213,768</b>	<b>3,768</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>150,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 699-4094600**

**TITLE:** BSWF ENR and Expansion Improvements  
**DEPARTMENT:** Wastewater  
**PROJECT MGR:** Samer Beidas  
Alex Vanegas  
Scott House

**FUND:** Sewer  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Qtr(Jul-Sep) 2007  
**ESTIMATED END DATE:** 1st Qtr(Jul-Sep) 2010

**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. The facility is planned to be funded through a State Revolving Loan and approximately \$6,000,000 is expected from the state's Water Quality Initiative Fund as a grant.

**PROJECT STATUS:** Construction underway to comply with regulations to meet the 2010 deadline.

**OPERATING IMPACT**

This project will increase the flow capability of the plant from 1.0 mgd to 1.5 mgd. The facility will also provide better treatment capabilities and will be less susceptible to toxic hits, cold temperatures and high flows than the current design. The facility will have a substantial amount of new equipment and new processes to operate. Additional manpower will be needed as well as additional operations budget for chemicals, power and maintenance. At a flow of 1.5 MGD, the additional O & M cost is estimated to be \$1,480,000 from PER dated January 2006 which includes additional staff.

**FUNDING- SOURCE & TIMING**

WQIF Grant - \$5,185,503  
DEQ -VRA Loan- \$24,944,377

**GOALS ADDRESSED**

Comp Plan Goal: "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."  
Comp Plan Goal: "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."

**PRIORITY** Mandatory

**CAPITAL PROJECT DETAIL**

**PROJECT #: 699-4094600**

**TITLE:** BSWF ENR and Expansion Improvements

**FUND** Sewer

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants*WQIF	4,793,732	791,741	3,900,000		2,470,240	1,531,751					1,531,751
	0				0						0
Bonds* VRA	24,403,435	5,543,782	18,015,000	(7,799,344)	11,645,416	7,214,237					7,214,237
	0				0						0
Cash Fund**	250,000			162,500	162,500	87,500					87,500
Bank of America Bond	622,259	622,259			0						0
Other	0				0						0
<b>TOTAL</b>	<b>30,069,427</b>	<b>6,957,783</b>	<b>21,915,000</b>	<b>(7,636,844)</b>	<b>14,278,156</b>	<b>8,833,488</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,833,488</b>

\*Please note that this loan amount is not guaranteed only an estimate.

\*\*Cash Funds will cover expenses in-eligible to the Grant or Loan

Loan Amount- \$24,944,377

WQIF Grant- \$5,185,503

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	360	360			0						0
Engr. Study/Design	3,403,000	2,461,673	915,000	(303,138)	611,862	329,465					329,465
Prof. Services	1,813,108	602,191		787,096	787,096	423,821					423,821
Construction	23,705,310	3,891,160	21,000,000	(8,120,802)	12,879,198	6,934,952					6,934,952
Equipment	0				0						0
Miscellaneous	1,147,649	2,399			0	1,145,250					1,145,250
<b>TOTAL</b>	<b>30,069,427</b>	<b>6,957,783</b>	<b>21,915,000</b>	<b>(7,636,844)</b>	<b>14,278,156</b>	<b>8,833,488</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,833,488</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 699-4094603**

**TITLE:** I & I Improvements & CMOM Compliance  
**DEPARTMENT:** Wastewater  
**PROJECT MGR:** Alex Vanegas

**FUND:** Sewer  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Qtr(Jul-Sep) 2005  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2012

**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. Corrections will include: plugging manholes that are inundated during rain events, lining or replacing leaking manholes and sliplining or replacing broken sewer line. A pending regulation from the federal government will require all communities to keep a CMOM, which is a program to manage the maintenance and operations of the sewer collection system. It is unclear when this regulation will be promulgated as it has been poised for implementation for some time but has not been made into law. Activity connected to the CMOM will be considered operational expense.

**PROJECT STATUS:** Construction complete. Design work to start for next phase. This project was integral in the removing of the consent order.

**OPERATING IMPACT**

Completion of the I&I recommendations will decrease the stormwater flows to the BSWF. This will improve the treatment effectiveness of the facility during these events and will reduce the emergency manpower needed to operate the facility during storms. Implementation of an aggressive CMOM program will hopefully reduce sewer blockages and backups in the system and help to identify areas where pipe deterioration is triggering a need for repairs or replacement. Currently operating costs include \$10,000 per year to keep the current CMOM program, up to date. Additional operating budget of \$100,000 is estimated to provide the additional staff member needed to oversee the full CMOM maintenance program once it is developed. \$50,000/year is estimated for Maintenance manpower to conduct the CMOM maintenance required and \$20,000/year is estimated for maintenance material costs. These costs will need to be updated as part of the final engineering work to develop the CMOM program.

**FUNDING- SOURCE & TIMING**

This project will be funded through the GO Bond until FY 2011 at that point the funding should be derived from cash source as an operational activity.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."

**Comp Plan Goal:** "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."

**PRIORITY** Mandatory Maintenance

**CAPITAL PROJECT DETAIL**

**PROJECT #: 699-4094603**

**TITLE:** I & I Improvements & CMOM Compliance

**FUND** Sewer

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bond-Sun Trust loan	1,364,223	554,223	460,000		460,000	350,000					350,000
Bond- B of A	287,112	287,112			0						0
Cash Fund	0				0		0	0	0		0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>1,651,335</b>	<b>841,335</b>	<b>460,000</b>	<b>0</b>	<b>460,000</b>	<b>350,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>350,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	9,625	9,625			0						0
Engr. Study/Design	187,683	87,683	60,000	(5,000)	55,000	45,000					45,000
Prof. Services	21,026	11,026		5,000	5,000	5,000					5,000
Construction	1,432,861	732,861	400,000		400,000	300,000	0	0	0		300,000
Equipment	0				0						0
Miscellaneous	140	140			0						0
<b>TOTAL</b>	<b>1,651,335</b>	<b>841,335</b>	<b>460,000</b>	<b>0</b>	<b>460,000</b>	<b>350,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>350,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 699-4094604**

**TITLE:** West End Pump Station Improvements  
**DEPARTMENT:** Wastewater  
**PROJECT MGR:** Alex Vanegas  
Scott House

**FUND:** Sewer  
**STATUS:** In Progress  
**PROJECT START DATE:** 3rd Qtr(Jan-Mar) 2008  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2009

**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 and uses a different type of pump technology than the other pump stations in town. Initial improvements completed in FY06/07 will involve replacement of the pumps, control box and wiring. Unfortunately, more land is needed to meet the Facilities Standards Manual (FSM) requirements for a building, etc. Trees, powerlines, sidewalks/trails, and storm structures may require moving the pump station in order to accomplish bringing the station up to FSM standards. Location of the pump station and land negotiations will be the next step for this project. Planned Expenditures will require updating after the next step is completed.

**PROJECT STATUS:** Design work near completion. Construction to be pushed back to FY 2011.

**OPERATING IMPACT**

Upgrading the pump station will result in improved maintenance.  
This should reduce operations costs and overtime for emergency call outs.

**FUNDING- SOURCE & TIMING**

Funding for FY 2009 - FY 2010 will come through GO Bonds.  
FY11- New Loan required

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."

**PRIORITY** Improve Efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 699-4094604**

**TITLE:** West End Pump Station Improvements

**FUND** Sewer

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bond-Sun Trust loan	77,439	8,439	69,000		69,000		0				0
Bond-New loan	600,000				0		600,000				600,000
Bond- B of A	81	81			0						0
Cash Fund	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>677,520</b>	<b>8,520</b>	<b>69,000</b>	<b>0</b>	<b>69,000</b>	<b>0</b>	<b>600,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>600,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	10,000				0		10,000				10,000
Engr. Study/Design	77,520	8,520	69,000		69,000						0
Prof. Services	10,000				0		10,000				10,000
Construction	580,000				0		580,000				580,000
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>677,520</b>	<b>8,520</b>	<b>69,000</b>	<b>0</b>	<b>69,000</b>	<b>0</b>	<b>600,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>600,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 699-4094605**

**TITLE:** Sewer Master Plan  
**DEPARTMENT:** Wastewater  
**PROJECT MGR:** Alex Vanegas

**FUND:** Sewer  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Qtr(Jul-Sep) 2009  
**ESTIMATED END DATE:** 3rd Qtr(Jan-Mar) 2010

**PROGRAM DESCRIPTION:**

The project involves the updating of the Sewer Master Plan to show future needs for the system that is consistent with the Town's Comprehensive Plan & PUGAMP plan. This project will provide the Town with a roadmap for capacity demand for the Town's sewer treatment and collection system through build out. Much of the needed background information has been collected as part of the Capacity Maintenance & Operations Management program & data projections from the Planning Department. This project has been budgeted for several years but has been delayed in anticipation of a new Comprehensive Plan and PUGAMP plan. Town Council scheduled this project in FY09 in anticipation of revisions to the PUGAMP that are expected to commence shortly.

**PROJECT STATUS:** Contract awarded and project underway

**OPERATING IMPACT**

Completion of a new Water and Sewer Master Plan will aid in discussions with future developers to better define the water and sewer needs, lines sizes, etc.

**FUNDING- SOURCE & TIMING**

This project will be funded through a GO bond. Future Master Plans to be funded out of the operating fund.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."  
**Comp Plan Implementaion Strategy:** Review and update fundamental utility infrastructure plans at least every 5 years to ensure effective long-term planning and implementation of public systems.

**PRIORITY** Mandatory

**CAPITAL PROJECT DETAIL**

**PROJECT #: 699-4094605**

**TITLE:** Sewer Master Plan

**FUND** Sewer

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bond-Sun Trust loan	60,000	2,024	57,976		57,976						0
	0				0						0
Cash Fund	0				0						0
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>60,000</b>	<b>2,024</b>	<b>57,976</b>	<b>0</b>	<b>57,976</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	60,000	2,024	57,976		57,976						0
Prof. Services	0				0						0
Construction	0				0						0
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>60,000</b>	<b>2,024</b>	<b>57,976</b>	<b>0</b>	<b>57,976</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 699-4094606**

**TITLE:** Generation of GIS layer for Sewer Easements  
**DEPARTMENT:** Wastewater  
**PROJECT MGR:** Alex Vanegas  
 Andrea Broshkevitch

**FUND:** Sewer  
**STATUS:** In Progress  
**PROJECT START DATE:** 3rd Qtr(Jan-Mar) 2007  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2009  
 \* may need to change based on progress made in first year.

**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.

**OPERATING IMPACT**

Generation of a GIS layer for the water line easements will reduce staff time to research a particular item and will aid in defining land and easement acquisition needs for some CIP projects. Maintenance of a GIS system is a critical component to keeping it accurate and therefore useful. A full-time staff person will be required to operate and maintain the GIS system for all the maps for the Town including the easements and water and wastewater lines. Operating budget impact to the Water Fund is estimated to be equivalent to 1/3 of a staff person and maintenance of extensive computer equipment and software. (Assume \$30,000 total cost/year).

**FUNDING- SOURCE & TIMING**

Currently funded through GO Bonds. After FY 2010, it becomes an operational expense to maintain.

**PROJECT STATUS:** Partial underway. KCI completed report and implementing recommendations. Can defer out years.

**GOALS ADDRESSED**

Comp Plan Goal: "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."

**PRIORITY** Improve efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 699-4094606**

**TITLE:** Generation of GIS layer for Sewer Easements

**FUND** Sewer

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bond-Sun Trust loan	117,399	17,399	100,000		100,000						0
Bond-New loan	0				0						0
Cash Fund	100,000				0	50,000	25,000	25,000			100,000
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>217,399</b>	<b>17,399</b>	<b>100,000</b>	<b>0</b>	<b>100,000</b>	<b>50,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	<b>100,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	213,994	13,994	100,000		100,000	50,000	25,000	25,000			100,000
Prof. Services	3,405	3,405			0						0
Construction	0				0						0
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>217,399</b>	<b>17,399</b>	<b>100,000</b>	<b>0</b>	<b>100,000</b>	<b>50,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	<b>100,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 699-4094607**

**TITLE:** Transition to a SCADA system  
**DEPARTMENT:** Wastewater  
**PROJECT MGR:** Alex Vanegas

**FUND:** Sewer  
**STATUS:** In Progress  
**PROJECT START DATE:** 1st Qtr(Jul-Sep) 2007  
**ESTIMATED END DATE:** 2nd Qtr(Oct-Dec) 2009

**PROGRAM DESCRIPTION:**

This project involves installing a SCADA (Supervisory Control and Data Acquisition) system for all remote facilities. The SCADA system will permit the sewer plant to wirelessly communicate and operate the remote pump stations through a base computer at the main facilities. This system will improve operations by being able to potential identify problems immediately or before they occur.

**PROJECT STATUS:** Construction has not yet been procured.

**OPERATING IMPACT**

This project will allow operators to monitor remote facilities and will alert them to problems sooner. Operations costs for operators will be reduced by decreasing site visits needed. Budget will be necessary to maintain the electronic equipment that is needed and replacement of parts may be needed every 3-5 years.

**FUNDING- SOURCE & TIMING**

Funding is through GO Bonds. The upgrade and replacement parts to be funded through the sewer operating fund.

**GOALS ADDRESSED**

Comp Plan Goal: "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."

**PRIORITY** Improve Efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 699-4094607**

**TITLE:** Transition to a SCADA system

**FUND** Sewer

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
Bond-Sun Trust loan	85,625	5,625	60,000	20,000	80,000						0
Cash Fund	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>85,625</b>	<b>5,625</b>	<b>60,000</b>	<b>20,000</b>	<b>80,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	5,625	5,625			0						0
Prof. Services	0				0						0
Construction	80,000		60,000	20,000	80,000						0
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>85,625</b>	<b>5,625</b>	<b>60,000</b>	<b>20,000</b>	<b>80,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 699-4094608**

**TITLE:** Nursery/690 Sewer Line Project  
**DEPARTMENT:** Wastewater  
**PROJECT MGR:** Alex Vanegas

**FUND:** Sewer  
**STATUS:** In Progress  
**PROJECT START DATE:** 4th Qtr(Apr-Jun) 2009  
**ESTIMATED END DATE:** 1st Qtr(Jul-Sep) 2009

**PROGRAM DESCRIPTION:**

This project will involve the design and installation of a gravity sewer line from the Holly Hill and Davis Drive pump stations to Hirst Farm sewer system. As part of the Locust Grove and Hirst Farm Subdivisions, the developer is committed to installing a line from Holly Hill Pump Station to a line in Locust Grove. The Town will be paying for the effort to extend the gravity system to include Davis Drive PS. This will result in elimination of two older pump stations. These two pump stations do not meet FSM standards for pump stations and would require major upgrades if they are not eliminated.

**PROJECT STATUS:** IFB for design work to be issued shortly. Design work to be completed in April. The construction will span over the end of FY09 into the next budget cycle.

**OPERATING IMPACT**

This project will result in elimination of two older pump stations (Holly Hill and Davis Drive). These two pump stations do not meet FSM standards for pump stations and would require major upgrades if they are not eliminated. The life cycle cost analysis has been requested to demonstrate long term savings by eliminating the pump stations and thus reducing operations and maintenance costs. (approximately \$15,000/yr) Since we currently have 8 pump stations, an estimated savings would be 1/4 of the total cost of that category. There would be the additional cost savings of not having to upgrade the pump stations and conduct repairs. A life cycle cost analysis that is almost done will provide additional information.

**FUNDING- SOURCE & TIMING**

This project is funded through GO bonds.

**GOALS ADDRESSED**

Comp Plan Goal: "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."

**PRIORITY** Improve Efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 699-4094608**

**TITLE:** Nursery/690 Sewer Line Project

**FUND** Sewer

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
Bond-Sun Trust loan	226,179	9,179	212,000	(125,000)	87,000	130,000					130,000
Cash Fund	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>226,179</b>	<b>9,179</b>	<b>212,000</b>	<b>(125,000)</b>	<b>87,000</b>	<b>130,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>130,000</b>

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	19,969	7,969	12,000		12,000						0
Prof. Services	11,210	1,210		5,000	5,000	5,000					5,000
Construction	195,000		200,000	(130,000)	70,000	125,000					125,000
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>226,179</b>	<b>9,179</b>	<b>212,000</b>	<b>(125,000)</b>	<b>87,000</b>	<b>130,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>130,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 699-4094610**

**TITLE:** New Equipment for Maintenance of Sewer Collection System  
**DEPARTMENT:** Wastewater  
**PROJECT MGR:** Samer Beidas  
 Jim Kelly  
 Scott House

**FUND:** Sewer  
**STATUS:** New  
**PROJECT START DATE:** 1st Qtr(Jul-Sep) 2007  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2011

**PROGRAM DESCRIPTION:**

			FY
	Replacement CCTU Sewer Inspection Camera & Truck	\$162,000 Current camera is not operational and is not repairable. TV camera is essential to determining the state of the sewer system and the problems that may be present.	2008
	Building Renovations for CCTU Camera	\$15,000 New CTU requires protected storage location	2008
	Pipe Patching Tool	\$10,000 Will allow town to repair pipes without excavation reducing disruption to citizens	2008
	Pick Up Truck	\$25,000 Replaces 1996 Ford	2008
On HOLD	Pick Up Truck	\$25,000 Replaces 1999 Ford	2009
On HOLD	6" Godwin Pump	\$65,000 New Equipment used for emergency situations	2009
On HOLD	Plant Utility Vehicle	\$14,000 Replaces Gator	2009
On HOLD	Vac Con Truck	\$300,000 New Equipment to supplement older Vac Truck	2011
On HOLD	Generator	\$200,000 Replace E. End Generator which will be 20 years old	2011

**PROJECT STATUS:** Vac Truck purchase delayed to 2011**OPERATING IMPACT**

These tools will require regular maintenance and periodic repair after the first year warranty perhaps \$5000 may be appropriate.

**FUNDING- SOURCE & TIMING**

Funded through the operation fund.

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."

**PRIORITY**

Imrpove efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 699-4094610**

**TITLE:** New Equipment for Maintenance of Sewer Collection System

**FUND** Sewer

**PLANNED FINANCING**

Sources	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bond-Sun Trust loan	22,444	22,444			0						0
Bond- B of A	168,923	168,923			0						0
Cash Fund	604,000		104,000		104,000	0	500,000				500,000
	0				0						0
Other	0				0						0
<b>TOTAL</b>	<b>795,367</b>	<b>191,367</b>	<b>104,000</b>	<b>0</b>	<b>104,000</b>	<b>0</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500,000</b>

\* Short Term Financing

**PLANNED EXPENDITURES**

Uses	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0				0						0
Prof. Services	0				0						0
Construction	0				0						0
Equipment	795,367	191,367	104,000		104,000	0	500,000				500,000
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>795,367</b>	<b>191,367</b>	<b>104,000</b>	<b>0</b>	<b>104,000</b>	<b>0</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500,000</b>

**CAPITAL PROJECT DETAIL****PROJECT #: 699-4094611**

**TITLE:** BSWF Odor Control  
**DEPARTMENT:** Wastewater  
**PROJECT MGR:** Scott House  
Alex Vanegas

**FUND:** Sewer  
**STATUS:** New  
**PROJECT START DATE:** 1st Qtr(Jul-Sep) 2010  
**ESTIMATED END DATE:** 4th Qtr(Apr-Jun) 2011

**PROGRAM DESCRIPTION:**

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

**PROJECT STATUS:** Funds are not appropriated this FY.

**OPERATING IMPACT**

This project will improve relations with neighbors who may currently experience days when they can smell odors from the plant. The odor control elements will be additional equipment to maintain and will have a regular expense in supplies.

**FUNDING- SOURCE & TIMING**

Funding should come from operating fund

**GOALS ADDRESSED**

**Comp Plan Goal:** "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."

**Comp Plan Goal:** "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."

**PRIORITY**

Improve efficiency

**CAPITAL PROJECT DETAIL**

**PROJECT #: 699-4094611**

**TITLE:** BSWF Odor Control

**FUND** Sewer

**PLANNED FINANCING**

<u>Sources</u>	Total Funding Required	Funded through 6/30/2008	Approved Budget 2009	Revision Amount (Amendment)	Revised FY09 Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Grants	0				0						0
	0				0						0
Bonds	0				0						0
	0				0						0
Cash Fund	90,000				0	15,000	75,000				90,000
	0				0						0
Other	0	0	0		0						0
	0				0						0
<b>TOTAL</b>	<b>90,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>75,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>90,000</b>

**PLANNED EXPENDITURES**

<u>Uses</u>	Total Project Cost	Expenses through 6/30/2008	Approved Budget 2009	(Amendment)	Budget	2010	2011	2012	2013	2014	Total for 5-Yr-CIP
Land / ROW /Legal	0				0						0
Engr. Study/Design	0				0						0
Prof. Services	15,000	0	0		0	15,000					15,000
Construction	75,000				0		75,000				75,000
Equipment	0				0						0
Miscellaneous	0				0						0
<b>TOTAL</b>	<b>90,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>75,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>90,000</b>