

# Sanitary Sewer Fund

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*FY2018 Proposed Budget*

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The Sewer Fund’s programs are managed by the Department of Public Works.

The Sewer Fund’s FY2018 proposed budget includes the following:

- Rates remain flat at \$9.87 per 1,000 gallons.
- An allocation of \$550,000 has been made in FY2018 to continue the City’s sanitary sewer rehabilitation efforts using cured-in-place lining.
- Reserve for Repairs, Replacement and Rehabilitation for \$173,000.
- A reduction in debt service of approximately \$190,000 as a result of the refunding of several bonds and a note payable to Fairfax County in 2016.
- A reduction in appropriation from the FY2017 budget due to the appropriation for the replacement of a sewer vacuum, funded with capital reserves in FY2017.

## SEWER FUND REVENUES

	<b>FY2016 Actual</b>	<b>FY2017 Adopted</b>	<b>FY2018 Proposed</b>	<b>Percent Change</b>
Service Charges	\$ 3,866,485	\$ 3,748,000	\$ 3,800,000	1.39%
Other Charges	206,763	175,000	200,000	14.29%
<b>Total Charges for Services</b>	<b>4,073,248</b>	<b>3,923,000</b>	<b>4,000,000</b>	<b>1.96%</b>
Availability Fees	2,124,800	100,000	100,000	0.00%
Investment Revenues	83,867	10,000	10,000	0.00%
Use of Fund Balance	-	305,000	-	-100.00%
<b>TOTAL REVENUE - SEWER FUND</b>	<b>\$ 6,281,915</b>	<b>\$ 4,338,000</b>	<b>\$ 4,110,000</b>	<b>-5.26%</b>

**SEWER FUND EXPENDITURES**

	<b>FY2016 Actual</b>	<b>FY2017 Adopted</b>	<b>FY2018 Proposed</b>	<b>Percent Change</b>
Sewer Management	\$ 438,167	\$ 477,842	\$ 504,523	5.58%
Collection and Disposal	1,479,743	1,917,699	1,632,424	-14.88%
Debt Service	1,238,673	1,288,459	1,247,250	-3.20%
Other Post-Employment Benefits	4,200	4,000	3,000	-25.00%
Transfers to CIP	2,674,800	650,000	650,000	0.00%
Reserves	-	-	72,803	-
<b>TOTAL EXPENDITURES - SEWER FUND</b>	<b>\$ 5,835,583</b>	<b>\$ 4,338,000</b>	<b>\$ 4,110,000</b>	<b>-5.26%</b>

A detailed look at expenditures follows.

## SEWER MANAGEMENT

**SUMMARY OF SERVICES PROVIDED**

The Department of Public Works administers and manages the City’s sanitary sewer system, including planning, design, construction, and rehabilitation of the system, which serves all of the City’s residents and several hundred households in Fairfax County. The sanitary sewer system is comprised of nearly 4,000 accounts, 47 miles of sewer mains, and more than 1,000 manholes. Approximately 1.4 million gallons of wastewater is collected per day and sent to treatment plants in Alexandria and Arlington County.

**TRENDS AND ISSUES**

- Rehabilitation of the sanitary sewer system through lining has increased the capacity in existing pipe; however the system is continually under pressure from redevelopment along the commercial corridor. The City is analyzing these impacts and projecting the impacts to the system from future potential land use.

**SIGNIFICANT CHANGES IN FY2018**

- City staff is working on a city-wide sanitary sewer model that will identify capacity needs based on current and future land use. This model will assist Public Works with prioritizing capital improvement projects.

**FY2018 DELIVERABLES**

- The City is updating the Sewer System Rate Study, last updated in 2012
- The City is developing sewer capacity model to plan for new development.
- Construction of the Dorchester/Great Falls Sewer Capacity project.

**PROPOSED POSITIONS BY FTE – 0.85 TOTAL**

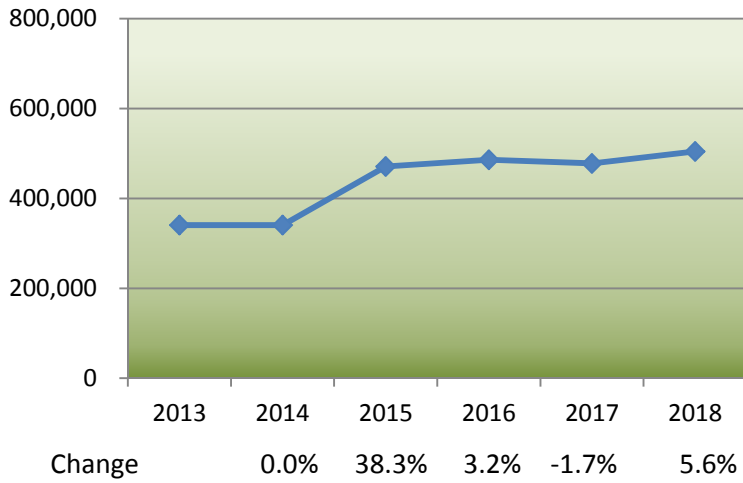
- 0.10 Director, Public Works
- 0.25 GIS Manager
- 0.25 Engineering Manager
- 0.05 Senior Administrative Assistant
- 0.20 Public Resources Manager

**PROPOSED BUDGET**

	FY2016 Actual	FY2017 Adopted	FY2018 Proposed	Percent Change
Expenditures				
Salaries and Wages	\$ 76,826	\$ 93,281	\$ 89,792	-3.74%
Benefits	27,584	29,134	23,681	-18.72%
Professional and Contractual	185,454	195,232	221,550	13.48%
Materials, Supplies, and Other	11,278	40,195	34,500	-14.17%
Admin Fees to General Fund	137,025	120,000	135,000	12.50%
<b>Net Expenditures</b>				
<b>Supported by General Revenues</b>	<b>\$ 438,167</b>	<b>\$ 477,842</b>	<b>\$ 504,523</b>	<b>5.58%</b>

Sewer Management

**BUDGET TREND: FY2013-2018**



**Notes:**

- FY2015 reflects the absorption of the Customer Service Cost Center into Administration and assumption of costs traditionally split with the Water fund. It also includes fees paid to Fairfax Water for billing and collections.

## COLLECTION AND DISPOSAL

**SUMMARY OF SERVICES PROVIDED**

This Department of Public Works operates and maintains the City’s sanitary sewer system. The system includes approximately 47 miles of pipeline ranging from 8” to 21” in diameter, and more than 1,000 manholes.

Maintenance activities include flushing the entire system several times a year to eliminate grease and debris build-up and keep sewer mains flowing at their full capacity, and television inspections of problem areas. Small repair activities such as manhole repairs and casting replacements are performed by the sanitary sewer crew. Larger repairs such as manhole replacement or pipe excavation and replacement are performed by contractors.

Costs in this cost center also include payments to our Inter-Jurisdictional (IJ) partners for conveyance and treatment of the City’s wastewater. The Sewer rehabilitation CIP program which utilizes a “trenchless” technology known as Cured In Place Pipe (CIPP) is also run out of this cost center. This technology inserts a resin impregnated fiberglass sleeve into existing sewers and then utilizes steam or hot water to inflate and cure the sleeve resulting in a new pipe within the existing pipe at 20%-30% the cost of traditional replacement.

**TRENDS AND ISSUES**

- Rehabilitation of the sanitary sewer system through lining has increased the capacity in existing pipe; however the system is continually under pressure from redevelopment along the commercial corridor. The addition of new fats, oils, and grease (FOG) generators like restaurants require additional maintenance like flushing and calls for emergency service due to blockages.

**SIGNIFICANT CHANGES IN FY2018**

- The City will begin the implementation of an inspection campaign to reduce Fat Oil and Grease (FOG) that clogs the collection system, and causes problems in the treatment plants.

**FY2018 DELIVERABLES**

- Flush entire system 3-4 times
- Convey approximately 1.4 Million Gallons per Day to our partner plants
- Nearly 3 miles of sewer rehabilitation

**PROPOSED POSITIONS BY FTE – 3.55 TOTAL**

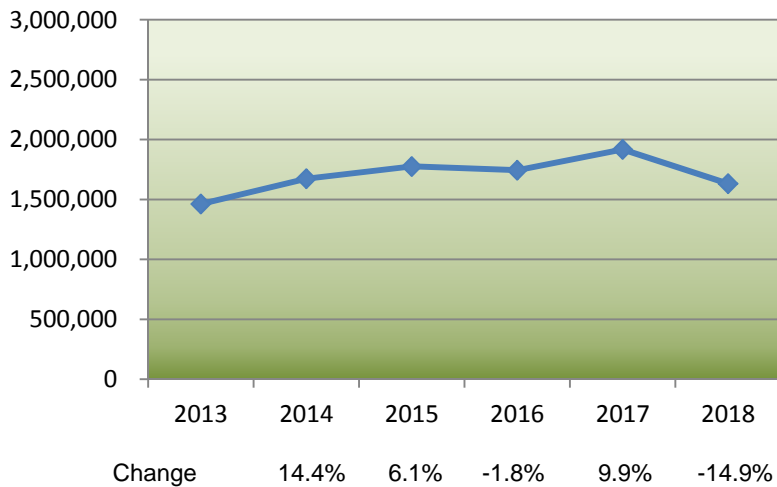
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| • 0.25 Public Works Superintendent       | • 1.00 Crew Leader         |
| • 0.20 Asst. Public Works Superintendent | • 2.00 Maintenance Workers |
| • 0.10 Sr. Administrative Assistant      |                            |

Collection And Disposal

**PROPOSED BUDGET**

	<b>FY2016 Actual</b>	<b>FY2017 Adopted</b>	<b>FY2018 Proposed</b>	<b>Percent Change</b>
Expenditures				
Salaries and Wages	\$ 233,723	\$ 224,284	\$ 233,101	3.93%
Benefits	94,225	86,659	90,899	4.89%
Professional and Contractual	1,100,949	1,235,234	1,239,824	0.37%
Materials, Supplies, and Other	47,054	66,522	68,600	3.12%
Capital Outlay	3,791	305,000	-	-100.00%
<b>Net Expenditures</b>				
<b>Supported by General Revenues</b>	<b>\$ 1,479,743</b>	<b>\$ 1,917,699</b>	<b>\$ 1,632,424</b>	<b>-14.88%</b>

**BUDGET TREND: FY2013 - 2018**



**Notes:**

- FY2014 reflects increased wastewater treatment costs
- FY2015 reflects increased wastewater treatment costs
- FY2017 includes the replacement of a vacuum sewer funded with capital reserves



## DEBT SERVICE

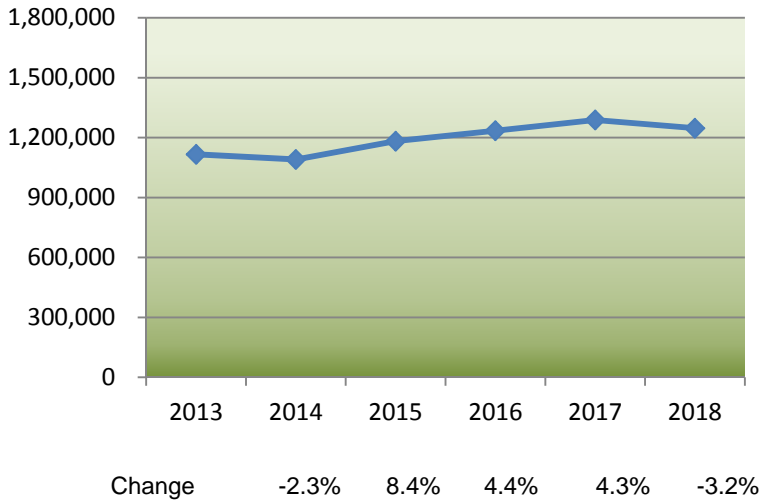
In prior years, debt was issued by the Sewer Fund to finance its share of the cost of Arlington County's and the Alexandria Renew wastewater treatment plants improvement.

In 2016, the City refunded prior debt and saved over \$660,000 in debt service over the next 15 years, with a net present value savings of \$548,755.

**PROPOSED BUDGET**

	FY2016 Actual	FY2017 Adopted	FY2018 Proposed	Percent Change
Expenditures				
Professional and Contractual	\$ 12,875	\$ -	\$ -	0.00%
Principal	771,876	834,609	951,968	14.06%
Interest	453,922	453,850	295,282	-34.94%
<b>Net Expenditures</b>				
<b>Supported by General Revenues</b>	<b>\$ 1,238,673</b>	<b>\$ 1,288,459</b>	<b>\$ 1,247,250</b>	<b>-3.20%</b>

**BUDGET TREND: FY2013 - 2018**



Current debt service requirements over the next several years are as follows:

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
FY2018	\$ 951,968	\$ 295,282	\$ 1,247,250
FY2019	985,280	257,495	1,242,775
FY2020	1,002,734	233,995	1,236,729
FY2021	1,026,333	208,756	1,235,089
FY2022	1,043,082	183,082	1,226,164
FY2023-FY2027	4,527,822	588,435	5,116,257
FY2028-FY2032	2,466,298	195,176	2,661,474
FY2033-FY2036	455,338	20,643	475,981
<b>Total</b>	<b>\$ 12,458,855</b>	<b>\$ 1,982,864</b>	<b>\$ 14,441,719</b>

## OTHER POST-EMPLOYMENT BENEFITS

In addition to pension, the City provides health insurance and life insurance benefits of \$5,000 for employees who have both vested in the City’s pension plan and retire from the City. Together, these are referred to as “Other Post-Employment Benefit” (OPEB).

For employees hired prior to April 1, 2008 the City pays 50% of the retiree’s health insurance premium and 100% of the premiums for life insurance policy with the benefit vesting after either five years of credible service or eligibility to retire, whichever comes first. For employees hired on or after April 1, 2008 the City pays 20% of the retiree’s health insurance premium after 10 years’ credible service and the benefit increases by 2% per year up to 50% at 25 years of service.

The following table shows the portion of this ARC that is allocable to current retirees. Throughout the Sewer Fund Expenditures budget, a portion of the ARC has been allocated to active employees. The total amount budgeted for the Sewer Fund for all active employees and retirees is approximately \$8 thousand. Portions of the ARC are also allocated to the employees and retirees of the General and Stormwater Funds.

**PROPOSED BUDGET**

	FY2016 Actual	FY2017 Adopted	FY2018 Proposed	Percent Change
Expenditures				
Benefits	\$ 4,200	\$ 4,000	\$ 3,000	-25.00%
<b>Net Expenditures</b>				
<b>Supported by General Revenues</b>	<b>\$ 4,200</b>	<b>\$ 4,000</b>	<b>\$ 3,000</b>	<b>-25.00%</b>

## TRANSFERS & RESERVES

The Sewer Fund transfers funds to its Capital Improvements Project (CIP) Fund in order to pay for projects that are not debt-funded or grant-funded. In FY2018, the Sewer Fund budget includes a transfer of \$550,000 to its CIP fund to pay for sewer pipe rehabilitation. These improvements are being funded out of current year revenues. An additional \$100,000 is transferred for estimated receipt of availability fees. These fees are designated for system expansion costs.

Due to the reduction in debt service, the Sewer Fund is able to set aside \$73,000 towards future capital expenditures.

**PROPOSED BUDGET**

	FY2016 Actual	FY2017 Adopted	FY2018 Proposed	Percent Change
Expenditures				
Transfer to CIP	\$ 2,674,800	\$ 650,000	\$ 650,000	0.00%
Reserves:				
Repairs, Replacement & Rehabilitation	-	-	72,803	-
<b>Net Expenditures</b>				
<b>Supported by General Revenues</b>	<b>\$ 2,674,800</b>	<b>\$ 650,000</b>	<b>\$ 722,803</b>	<b>11.20%</b>

# Storm Water Fund

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*FY2018 Proposed Budget*

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The City's stormwater facilities are managed by the Department of Public Works. In 2014, the City created a storm water enterprise fund to manage the growing costs of regulatory compliance, flood mitigation, water quality improvement, and to maintain aging stormwater infrastructure. Revenues for this fund are generated by a new fee based on impervious coverage.

The management of stormwater in the City includes administering the following programs:

- VA DEQ/MS4 Permit
- Compliance, BMP Management
- Stormwater Conveyance Infrastructure Rehabilitation/Replacement
- TMDL Compliance
- Private Development Oversight
  - Chesapeake Bay Program
  - Erosion and Sediment Control
  - Site Plan / Grading Plan Review
- Capital Improvement Program
- National Flood Insurance Program / Community Rating System Program
- Street Sweeping
- Geographic Information Systems

The greatest need of the City's stormwater conveyance system is capital maintenance. The system has aged or was built with insufficient conveyance capacity and, consequently, in many parts of the City fails to adequately carry a 2-year storm event (ie, a storm with a 50% chance of occurring during any given year). Approximately 28% of the system is composed of corrugated metal piping (CMP). Given the age of the system much of the CMP is at or past its service life and is responsible for many of the service calls Operations receives. The City will address these critical needs through a comprehensive conditions assessment and planned infrastructure upgrades.

Compliance with state and federal mandates to reduce sediment, nitrogen, and phosphorus from stormwater runoff will be a challenge for the City. Staff estimates the City will need to spend \$15 million on stormwater quality projects by 2025 in order to meet the Chesapeake Bay water quality targets set by the state. City staff administer various programs and activities in order to comply with an array of related regulations that include the Federal Clean Water Act (e.g., National Pollutant Discharge Elimination System (NPDES), Municipal Separate Storm Sewer System (MS4) Permit, Total Maximum Daily Load (TMDL) and the Federal Emergency Management (FEMA) Flood Insurance Program where the City actively participates in the Community Rating System (CRS) to provide a flood insurance discount for its residents.

The City's Geographic Information Systems program is also supported by the Stormwater fund. GIS is integral to the stormwater utility, as it is used to establish billing units by analyzing imagery to determine impervious coverage of parcels. GIS is also used to catalogue data about all manner of operations on the stormwater system.

**STORMWATER FUND REVENUES**

	<b>FY2016 Actual</b>	<b>FY2017 Adopted</b>	<b>FY2018 Proposed</b>	<b>Percent Change</b>
Service Charges	\$ 1,562,666	\$ 1,582,373	\$ 1,590,000	0.48%
Inspection Fees	-	-	45,000	-
Revenue from Use of Money and Property	9,030	-	8,000	-
Use of Fund Balance	-	-	48,000	-
<b>TOTAL REVENUE - STORMWATER FUND</b>	<b>\$ 1,571,696</b>	<b>\$ 1,582,373</b>	<b>\$ 1,691,000</b>	<b>6.86%</b>

The FY2018 budget includes the fee of \$18.36 per 200 square feet of impervious coverage, the same as the FY2017 fee. The FY2018 budget also proposes to use \$48,000 of fund balance to purchase a vacuum sweeper for sidewalks and gutter pans. Other charges in FY2018 represents fees estimated to be collected for erosion and siltation inspections.

**STORMWATER FUND EXPENDITURES**

	<b>FY2016 Actual</b>	<b>FY2017 Adopted</b>	<b>FY2018 Proposed</b>	<b>Percent Change</b>
Management	\$ 643,178	\$ 624,146	\$ 661,202	5.94%
Operations	433,749	712,422	879,805	23.49%
Debt Service	155,337	221,087	149,993	-32.16%
Reserves	-	24,718	-	-100.00%
<b>TOTAL EXPENDITURES - STORMWATER FUND</b>	<b>\$ 1,232,264</b>	<b>\$ 1,582,373</b>	<b>\$ 1,691,000</b>	<b>6.86%</b>

A detailed look at expenditures follows.



## STORMWATER MANAGEMENT

### SUMMARY OF SERVICES PROVIDED

The Department of Public Works provides management and operation of the City’s stormwater conveyance system, including planning, design, construction, and rehabilitation of the system. In addition, funding is used to develop and implement capital improvements needed to provide high quality and reliable service. The department also manages the day-to-day operations of the Stormwater Utility Fund, which includes outreach, customer service, impervious coverage mapping updates, and credit program.

### TRENDS AND ISSUES

- Debt service costs from recent stormwater capital projects is coming online and pressuring the operating budget. Small increases in revenue will be needed in out years to continue investments in the infrastructure.
- The fund’s operating budget continues the trend of shifting expenses from the engineering to operation group to focus on system repairs and rehabilitation.

### SIGNIFICANT CHANGES IN FY2018

- Staff time allocations were shifted with a restructuring of the department. This was done to free up staff resources to implement a busy capital project workload. Elements of the stormwater management program, specifically tasks related to the MS4 Permit and erosion and sediment control inspections, will be performed by an engineering consultant.
- Staff positions reduced from 3.27 to 1.75 FTE

### FY2018 DELIVERABLES

- Construction of the W. Westmoreland, 4 Mile Run Retaining Wall repair, and Harrison Branch projects
- Submittal of Annual MS4 Report
- Processing of Stormwater Credit Applications

### PRIORITIES FOR FUTURE FUNDING

1. Capital funding (\$1,000,000 annual) – Capital funding for stormwater facilities reinvestment to address capacity, structural integrity, and compliance issues

### PROPOSED POSITIONS BY FTE – 1.75 TOTAL

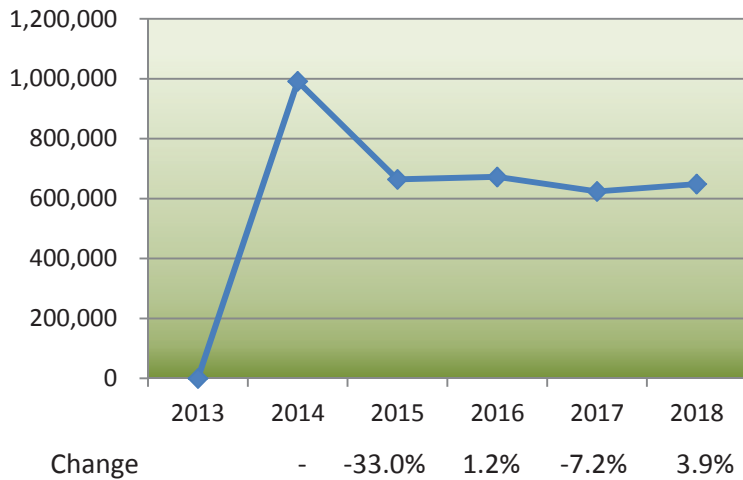
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| • 0.10 Director of Public Works    | • 0.50 Senior Engineer                 |
| • 0.25 Engineering Manager         | • 0.05 Senior Administrative Assistant |
| • 0.20 Civil Engineering Inspector | • 0.50 GIS Manager                     |
| • 0.10 Public Resources Manager    | • 0.05 CIP Grants Administrator        |

Stormwater Management

**PROPOSED BUDGET**

	FY2016 Actual	FY2017 Adopted	FY2018 Proposed	Percent Change
Expenditures				
Salaries and Wages	\$ 286,823	\$ 274,457	\$ 163,975	-40.25%
Benefits	100,063	84,891	78,340	-7.72%
Professional and Contractual	78,920	97,829	243,447	148.85%
Materials, Supplies, and Other	19,691	36,369	26,450	-27.27%
Capital Outlay	7,422	600	6,500	983.33%
Admin Fees to General Fund	150,259	130,000	130,000	0.00%
<b>Total Expenditures</b>	<b>\$ 643,178</b>	<b>\$ 624,146</b>	<b>\$ 648,712</b>	<b>3.94%</b>

**BUDGET TREND: FY2013 – 2018**



**Notes:**

- Budget amounts prior to FY2014 are amounts budgeted for stormwater management in the General Fund.
- FY2014 reflects the beginning of the stormwater enterprise fund when more funding was received as a result of the fees established for stormwater.
- FY2015 decrease reflects declining revenue due to a reduction in the rate from \$19.80/billing unit to \$18.00/billing unit

## STORM SEWER OPERATIONS AND MAINTENANCE

### SUMMARY OF SERVICES PROVIDED

The operations crew is responsible for inspection, cleaning and repairing the stormwater system, which includes more than 26 miles of storm drain, 1,400 appurtenances and 8,100 feet of stream channel in the Four Mile Run and Tripps Run watersheds. The vast majority of the City’s stormwater system was originally installed as the City grew during the 1930s through the 1960s. Today, many of these stormwater pipes and structures are beyond their expected life span and in some locations have failed or are near failing.

The Stormwater Crew utilizes vacuum and flusher trucks to clean structures and pipes, and to keep debris out of our streams. The crew also uses a television inspection truck to inspect and catalogue the condition of the infrastructure and diagnose problems, develop maintenance and repair priorities, and establish a record of system condition.

### TRENDS AND ISSUES

- A four man stormwater crew was established in May of 2014. Since its creation the crew has mainly focused on the City’s greatest immediate needs; inspecting and cleaning storm pipes and performing repairs to stormwater inlets and manholes.
- The crew also coordinates with Stormwater Administration to systematically collect hundreds of feet of pipe condition data using closed circuit television inspections.

### SIGNIFICANT CHANGES IN FY2018

- None anticipated

### FY2018 DELIVERABLES

- Sweep each street 5 times
- Clean 700 structures
- Flush 13 miles of pipe
- Video inspect 6 miles of pipe

### PROPOSED POSITIONS BY FTE – 4.55 TOTAL

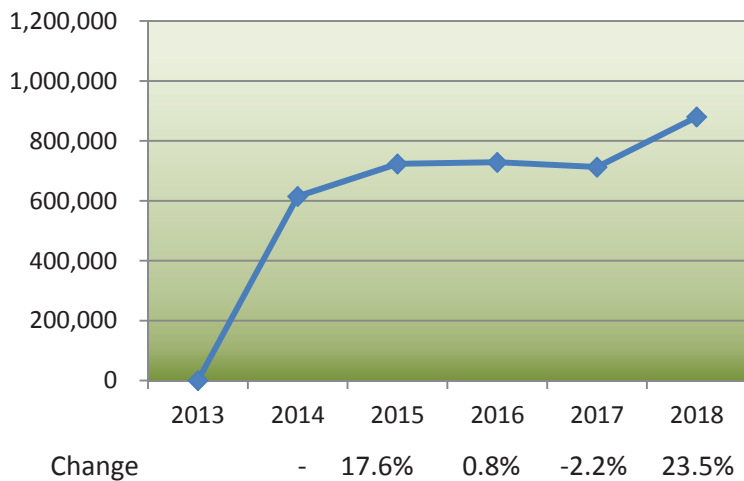
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|---|---------------------------|
| • 0.25 Superintendent of Public Works       | • 1.00 Crew Leader        |
| • 0.20 Asst. Superintendent of Public Works | • 3.00 Maintenance Worker |
| • 0.10 Sr. Administrative Assistant         |                           |

Operations and Maintenance

**PROPOSED BUDGET**

	FY2016 Actual	FY2017 Adopted	FY2018 Proposed	Percent Change
Expenditures				
Salaries and Wages	\$ 177,315	\$ 243,706	\$ 244,954	0.51%
Benefits	90,407	117,636	130,291	10.76%
Professional and Contractual	105,878	270,000	355,000	31.48%
Materials, Supplies, and Other	53,147	81,080	101,560	25.26%
Capital Outlay	7,003	-	48,000	-
<b>Total Expenditures</b>	<b>\$ 433,749</b>	<b>\$ 712,422</b>	<b>\$ 879,805</b>	<b>23.49%</b>

**BUDGET TREND: FY2013 - 2018**



**Notes:**

- FY2014 reflects the beginning of the stormwater enterprise fund when more funding was received as a result of the fees established for stormwater.
- FY2015 reflects the reallocation of staff from other funds to the Stormwater fund. In FY2015, we also moved street sweeping costs from the General Fund to the Stormwater Fund.

## DEBT SERVICE

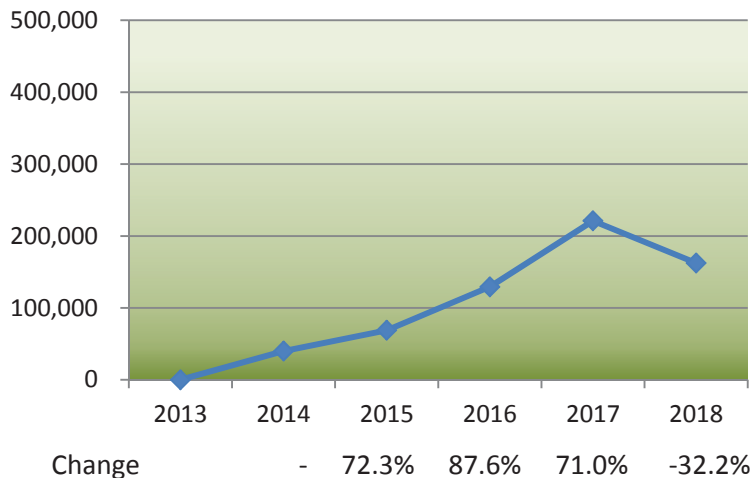
Over the past three years, the City issued General Obligation Bonds to fund the capital projects for the Stormwater Fund. The principal and interest payment on these bonds are included in the FY2018 budget below.

In 2015, bonds in the principal amount of \$1,315,000 were issued for the Stormwater Fund. However, as the projects for which they were intended were further evaluated, the time schedules for spending the proposed all of funds were reconsidered along with departmental priorities for delivery of capital projects. To defray the cost of debt service while the new projects are being planned, \$700,000 of these bonds were transferred to the Sewer Fund. The Sewer Fund would have otherwise issued bonds in 2016 to pay for its share of upgrade costs at the treatment plant at Alexandria Renew (formerly Alexandria Sanitation Authority). This is reflected in the reduced debt service budget in FY2018.

### PROPOSED BUDGET

	FY2016 Actual	FY2017 Adopted	FY2018 Proposed	Percent Change
Expenditures				
Professional and Contractual	\$ 8,096	\$ -	\$ -	0.00%
Principal	75,000	144,512	92,478	-36.01%
Interest	72,241	76,575	57,515	-24.89%
<b>Net Expenditures</b>				
<b>Supported by General Revenues</b>	<b>\$ 155,337</b>	<b>\$ 221,087</b>	<b>\$ 149,993</b>	<b>-32.16%</b>

### BUDGET TREND: FY2013 – 2018



**Notes:**

- The decrease in FY2018 is due to the transfer of bond proceeds from the stormwater fund to the sewer fund, as well as the associated annual debt service.

**Debt Service**

Current debt service requirements over the next several years are as follows:

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
FY2018	\$ 92,478	\$ 57,515	\$ 149,993
FY2019	92,478	55,246	147,724
FY2020	97,478	52,326	149,804
FY2021	97,478	48,581	146,059
FY2022	97,478	44,837	142,315
FY2023-FY2027	486,974	166,029	653,003
FY2028-FY2032	484,062	82,303	566,365
FY2033-FY2036	266,168	11,880	278,048
<b>Total</b>	<b>\$ 1,714,594</b>	<b>\$ 518,717</b>	<b>\$ 2,233,311</b>

# Cable Access Fund

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*FY2018 Proposed Budget*

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## CABLE ACCESS FUND

### SUMMARY OF SERVICES PROVIDED

Falls Church Community Television (FCCTV), administratively managed by the Office of Communications (OCOM), operates under a tripartite agreement between the City government, the public schools, and the public (represented by the Falls Church Cable Access Corporation). FCCTV delivers programming via cable channels (Cox channel 11, RCN channel 2, Verizon channel 35), YouTube video uploads, and public broadcasting and online streaming of City Council, School Board, Planning Commission and other public meetings.

FCCTV is supported by Public-Education-Government (PEG) Grant funds provided by Cox and Verizon via the franchise agreements with the City government. PEG Grants may be spent only on capital expenditures for FCCTV. Operating expenditures are supported by the local taxes from the General Fund.

FCCTV provides services to the government by recording and editing City Council and Planning Commission meetings, town hall-style meetings, marketing promotions, special events, program and services demonstrations, and more. Recorded meetings help the government achieve transparency and accessibility for the community.

FCCTV provides services to the public schools by recording and editing School Board meetings, town hall-style meetings, special events, program and services demonstrations, and more.

FCCTV provides services to the public in conjunction with the Cable Access Corporation by providing classes on studio production, field production, and editing and providing studio space and equipment library.

All programs have the potential to be broadcast via FCCTV channels.

### TRENDS AND ISSUES

- Increased requests from City staff and City Council for informational videos about public projects and programs in the City.
- Developing appropriate studio space in potential new high school or other location. Note: the “head-ends” from the cable companies are located on the high school campus and would need to be moved if studio moves in the future.
- Shared desire by three members of the Tripartite PEG Agreement to more fully realize the potential community benefits of FCCTV.

### FY2018 DELIVERABLES

- Produce 6 or more videos by FCCTV that promote, market, or communicate government programs and services (aside from regularly recorded meetings and town halls).
- Increase FCCTV programming quality.

### PRIORITIES FOR FUTURE FUNDING

1. Operating funds - \$7,000: More operating funds are needed so the station can function, much less succeed. Most of the TV Station’s non-compensation directed funding are from the PEG Grants, which are restricted to capital purchases by law and cannot be used for maintenance. We can buy new equipment with the grant but if a part breaks, we have to pay for it out of local funds. We currently do not have sufficient funds to maintain equipment and software. Currently, we have annual and monthly software licenses that need to be paid for but there is not sufficient funds to pay for them.

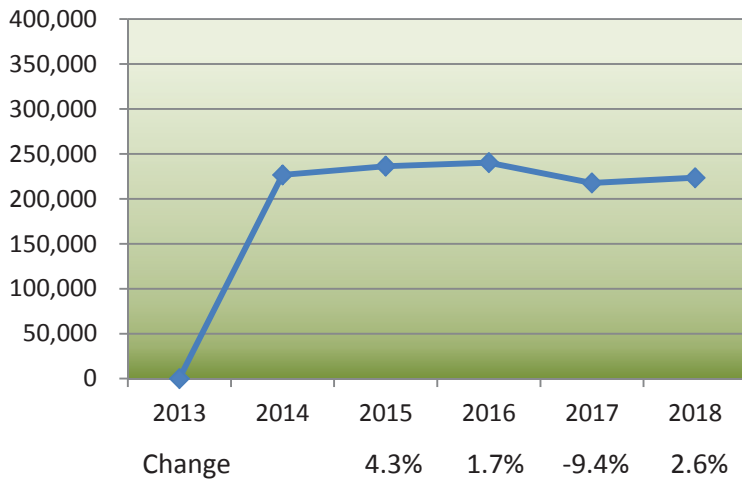
**PROPOSED POSITIONS BY FTE - 2.00 TOTAL**

- 2.00 Cable TV Videographer

**PROPOSED BUDGET**

	FY2016 Actual	FY2017 Adopted	FY2018 Proposed	Percent Change
Expenditures				
Salaries and Wages	\$ 108,553	\$ 119,919	\$ 123,006	2.57%
Benefits	27,159	29,927	32,581	8.87%
Professional and Contractual	120	-	-	-
Materials, Supplies, and Other	2,219	2,799	2,799	0.00%
Capital Outlay	30,647	65,000	65,000	0.00%
<b>Net Expenditures</b>				
<b>Supported by General Revenues</b>	<b>\$ 168,698</b>	<b>\$ 217,645</b>	<b>\$ 223,386</b>	<b>2.64%</b>

**BUDGET TREND: FY2013 - 2018**



**Notes:**

- Prior to FY2014, the FCCTV activities were accounted for by the School Board in their Community Services Fund.
- In FY2017, the TV Station Supervisor position was eliminated and replaced with a Videographer.