

FEE-SUPPORTED PROGRAM SUMMARY

In FY 2008, the Department of Community Planning, Housing and Development will begin its philosophical shift to higher customer service in the Department's organizational units that provide building and related services by creating an enterprise fund. The Department will take the necessary steps to move toward a self-sustaining enterprise fund for the major revenue generating departmental units, in order to enhance customer service. Those units are the Current Planning and Zoning Sections of the Planning Division and the Permit Processing, Code Compliance and Plan Review Sections of the Inspection Services Division. These sections charge fees for services rendered and collect revenue during the year. Ultimately, the fee-supported programs presented below will become part of an enterprise fund and will pay for personnel and non-personnel costs associated with those services. Any remaining departmental units will be supported by the General Fund, grant funding and other sources.

FEE-SUPPORTED PROGRAMS FINANCIAL SUMMARY

Division - Program Name	FTEs	Personnel	Non-Personnel	FY 2008 Proposed	Revenue	Net Tax Support
Planning - Current Planning	12.0	\$1,161,988	\$64,784	\$1,226,772	\$891,300	\$335,472
Planning - Zoning Administration	14.0	1,167,697	85,075	1,252,772	722,400	530,372
Inspection Services - Permit Processing	11.0	787,189	268,898	1,056,087	1,375,065	(318,978)
Inspection Services - Code Compliance	29.0	2,462,290	263,672	2,725,962	2,725,962	-
Inspection Services - Plan Review	11.0	1,062,838	287,235	1,350,073	1,350,073	-
Total	77.0	\$6,642,002	\$969,664	\$7,611,666	\$7,064,800	\$546,866

SIGNIFICANT BUDGET HIGHLIGHTS

- To ensure an enterprise fund is viable, the Department will undertake a comprehensive review of its fee structure during the year and complete a staffing analysis. It will also learn from other jurisdictions' best practices in establishing, implementing and maintaining enterprise funds. As a result of the review and analysis, the Department will make any needed refinements as to what specific components will be included in the enterprise fund.

FUTURE BUDGET CONSIDERATIONS

- A proposal has been submitted to the Virginia General Assembly to create a technology fee surcharge on all building and related fees to cover anticipated technology and other expenses associated with providing services. If enacted, the technology fee would be effective in FY 2008.
- The study recently completed by Matrix Consulting Group, Inc. indicates the need for additional technology, in order to effectively respond to customer needs.