Facts about the Budget

**Development of the Annual Budget**

Each year, the County publishes two budget documents: the *Proposed Budget* and the *Adopted Budget*. The *Proposed Budget* is proposed by the County Executive for County government operations for the upcoming fiscal year, which runs from July 1 through June 30. The proposed budget is based on estimates of projected expenditures for County programs, as well as the means of paying for those expenditures (estimated revenues). Following extensive review and deliberation, the Board of County Supervisors formally approves the *Adopted (or final) Budget*.

As required by the Code of Virginia, Sections §15.2-2503 and §15.2-516, the County Executive must submit to the Board of County Supervisors the *Proposed Budget* on or before April 1 of each year for the fiscal year beginning July 1. After an extensive budget review and deliberation process and a public hearing to receive citizen input, the Board of County Supervisors finalizes the *Adopted Budget*. The budget must be adopted on or before May 1 of each year per the Code of Virginia Section §22.1-93 (this code requires the school annual budget be adopted by this date). All local governments in Virginia must adopt a balanced budget as a requirement of State law. A calendar of events for budget development activities for Fiscal Year 2013 (July 1, 2012 - June 30, 2013) is included on the following page to describe the budget development process in greater detail.

**The Budget in General**

The budget reflects the estimated costs of operation for those programs and activities that received funding during the budget development process. To adequately pay for County services to a growing population, the total budget adopted for the upcoming fiscal year normally shows an increase over the budget for the current fiscal year.

The budget is comprised of four fund types: the General Fund, Special Revenue Funds, the Capital Projects Fund and Proprietary Funds. Functionally, the County government services and expenditures are organized into the following sections within the budget document:

1. General Government
2. Administration
3. Judicial Administration
4. Planning and Development
5. Public Safety
6. Human Services
7. Parks and Library
8. General Debt/Capital Improvement Program
9. Non-Departmental

**The Relationship between the Capital Improvement Program and the Budget**

Each year and in conjunction with the budget, the County also prepares a six-year Capital Improvement Program (CIP) which is adopted by the Board of County Supervisors and published as a separate document. The CIP specifies those capital improvements and construction projects which are scheduled for funding over the next six years in order to maintain or enhance the County’s capital assets and delivery of services. In addition, the CIP describes the funding source for those projects. Financial resources used to meet priority needs established by the CIP are accounted for through the Capital Projects Fund.

The primary type of operating expenditure included in the budget relating to the CIP is funding to cover debt service payments for general obligation bonds or other types of debt required to fund specific CIP projects. The General Debt/Capital Improvement Program section of the budget document provides detailed information on debt management considerations.

The CIP also identifies the facility operating costs, program operating costs and operating revenues associated with each approved capital project. Funding for capital facility operating requirements is included in the operating budgets for the appropriate agencies consistent with costs projected in the CIP.

A summary of the CIP is also included in the Debt/Capital Improvement Program section of the budget document.

**Amending the Budget**

The County provides for amendment of the adopted budget in two ways. First, the budget for any fund, agency, program or project can be increased or decreased by formal Board of County Supervisors action (budget and appropriation resolution).

As required by the Code of Virginia, Sections §15.2-2507, any budget amendment which involves an amount exceeding one percent of the total expenditures shown in the current adopted budget may not be enacted.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug 5</td>
<td>Budget instructions and performance budget targets, including outcomes, service levels, revenues, expenditures and County tax support are distributed to agencies.</td>
</tr>
<tr>
<td>Oct 17</td>
<td>Beginning of Phase II: Budget instructions and performance budget targets are distributed to agencies.</td>
</tr>
<tr>
<td>Nov 14</td>
<td>Agencies Phase II budget requests are due to OMB.</td>
</tr>
<tr>
<td>Nov 22</td>
<td>Board of County Supervisors (BOCS) retreat to discuss budget and other financial issues.</td>
</tr>
<tr>
<td>Dec 6</td>
<td>BOCS Budget Guidance.</td>
</tr>
<tr>
<td>Aug 1</td>
<td>CIP request forms are sent out to agencies.</td>
</tr>
<tr>
<td>Sept 30</td>
<td>Agencies submit existing CIP project updates and new project requests to OMB for review, analysis and recommendations.</td>
</tr>
<tr>
<td>Nov 22</td>
<td>Board of County Supervisors (BOCS) retreat to discuss budget and other financial issues.</td>
</tr>
<tr>
<td>Jan 17</td>
<td>County Executive presents Proposed CIP to the BOCS.</td>
</tr>
<tr>
<td>Feb 14</td>
<td>County Executive presents the proposed budget to the BOCS.</td>
</tr>
<tr>
<td>Feb 16</td>
<td>OMB conducts a community meeting with the public and briefs Citizen Budget Committees regarding the proposed budget.</td>
</tr>
<tr>
<td>Feb 21</td>
<td>BOCS authorizes the advertisement of proposed tax and levy rates.</td>
</tr>
<tr>
<td>Mar 13</td>
<td>BOCS conducts budget work sessions with County government staff to review and deliberate the budget.</td>
</tr>
<tr>
<td>Mar 20</td>
<td>BOCS conducts budget work sessions with County government staff to review and deliberate the budget.</td>
</tr>
<tr>
<td>Mar 27</td>
<td>BOCS conducts budget work sessions with County government staff to review and deliberate the budget.</td>
</tr>
<tr>
<td>Mar 29</td>
<td>BOCS conducts public hearings regarding the proposed budget, tax and levy rates.</td>
</tr>
<tr>
<td>Apr 10</td>
<td>Budget recap.</td>
</tr>
<tr>
<td>Apr 17</td>
<td>Budget markup.</td>
</tr>
<tr>
<td>Apr 24</td>
<td>BOCS adopts the budget.</td>
</tr>
<tr>
<td>Jul 1</td>
<td>Adopted budget available online.</td>
</tr>
</tbody>
</table>

**FY 2013 Budget Development Process**

**July - August**
- Beginning of Phase I: Agencies report to Office of Management and Budget (OMB) on prior fiscal year performance in achieving adopted agency outcomes and service levels.

**September - Mid November**
- Dept Directors/Dept Budget Contacts meet with Budget Director/Budget Staff to review prior fiscal year performance and upcoming fiscal year goals, objectives, activities, outcomes, and service levels.

**December - Mid January**
- OMB meets with agencies to discuss Phase II budget issues and recommendations.

**End of Phase II**
- Feb 14: County Executive presents the proposed budget to the BOCS.
- Feb 16: OMB conducts a community meeting with the public and briefs Citizen Budget Committees regarding the proposed budget.
- Feb 21: BOCS authorizes the advertisement of proposed tax and levy rates.
- Mar 13: BOCS conducts budget work sessions with County government staff to review and deliberate the budget.
- Mar 20: BOCS conducts budget work sessions with County government staff to review and deliberate the budget.
- Mar 27: BOCS conducts budget work sessions with County government staff to review and deliberate the budget.
- Mar 29: BOCS conducts budget work sessions with County government staff to review and deliberate the budget.
- Apr 10: BOCS conducts public hearings regarding the proposed budget, tax and levy rates.
- Apr 17: Budget recap.
- Apr 24: BOCS adopts the budget.
- Jul 1: Adopted budget available online.

**End of Budget Process**
without first advertising and then conducting a public hearing. The advertisement must be published once in a newspaper with general circulation in the County at least seven days prior to the public hearing. The advertisement must state the governing body’s intent to amend the budget and include a brief synopsis of the proposed amendment. After obtaining input from citizens at the public hearing, the Board of County Supervisors may then amend the budget by formal action.

Second, existing authorized budget amounts can be transferred within agencies and programs or between agencies and programs upon various levels of authority as set forth in County Executive Policy 4.11 (Budget Transfer Policy). The authority level required for budget transfers varies depending on the nature and amount of the budget transfer involved and is specified in the budget transfer matrix governing implementation of the policy (see matrix below). Budget transfers affecting internal service funds and administrative transfers require the approval of the Office of Management and Budget and the Finance Department. Administrative transfers can be authorized in order to correct coding errors; comply with generally accepted accounting principles and mandated legal and accounting requirements, or to accommodate administrative reorganizations previously approved by the Board of County Supervisors and the County Executive.

The policy provides operating flexibility while ensuring adequate fiscal control.

### Budget Transfer Matrix

A. Transfers Within Fund, Department and Expenditure Category (Object Level 1)

<table>
<thead>
<tr>
<th>Transfer Category</th>
<th>Department Head Approval</th>
<th>BOCS Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within expenditure category</td>
<td>$1 +</td>
<td>NA</td>
</tr>
</tbody>
</table>

B. Transfers Within Fund and Department Between Expenditure Categories (Object Level 1)

<table>
<thead>
<tr>
<th>Transfer Category</th>
<th>Department Head Approval</th>
<th>BOCS Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>All</td>
<td>$1 to $19,999</td>
<td>$20,000 +</td>
</tr>
</tbody>
</table>

C. Transfers Within Fund Between Departments

<table>
<thead>
<tr>
<th>Transfer Category</th>
<th>Department Head Approval</th>
<th>BOCS Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>All</td>
<td>$1 to $19,999</td>
<td>$20,000 +</td>
</tr>
</tbody>
</table>

D. Transfers Between Funds, Subfunds and Projects

<table>
<thead>
<tr>
<th>Transfer Category</th>
<th>Department Head Approval</th>
<th>BOCS Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>All</td>
<td>$1 to $19,999</td>
<td>$20,000 +</td>
</tr>
</tbody>
</table>

1 Transfers between subfunds within funds 11 - 39 do not require Board of County Supervisors (BOCS) approval if > $19,999 and within an expenditure category (object level 1), BOCS approval required only if between expenditure categories (object level 1) as specified in (B) above.
Prince William County
Accounting System

A. Basis of Budgeting

The County’s governmental functions and accounting system are organized and controlled on a fund basis. The basis of budgeting for each of these funds is a non-GAAP basis that is similar to the basis of accounting which is described below. However, it excludes the effect of fair-value adjustments to the carrying amounts of investments.

Accounts are maintained on the modified accrual basis of accounting for governmental, expendable trust and agency funds. Revenues are recognized when measurable and available as current assets. Expenditures are generally recognized when the related services or goods are received and the liability is incurred.

Proprietary funds are accounted for on the full accrual basis of accounting, which requires that revenues be recognized in the period in which service is given and that expenses be recorded in the period in which the expenses are incurred.

B. Fund Types

The County has three kinds of funds:

1. Governmental Funds - Most of the County’s governmental functions are accounted for in Governmental Funds. These funds measure changes in financial position rather than net income. All of these funds are appropriated. The following are the County’s Governmental Funds:
   a. General Fund - The general fund is used to account for all financial transactions and resources except those required to be accounted for in another fund. Revenues are derived primarily from property and other local taxes, State and Federal distributions, license and permit fees, charges for services and interest income. A significant part of the fund’s revenues are transferred to other funds to finance the operations of the County Public Schools and the Regional Adult Detention Center. Debt service expenditures for payments of principal and interest of the County’s general long-term debt (bonds and other long-term debt not serviced by proprietary or special revenue funds) are included in the general fund.
   b. Special Revenue Funds - Special revenue funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes. Special revenue funds are used to account for volunteer fire and rescue levies, school operations and the Regional Adult Detention Center.
   c. Capital Projects Fund - The capital projects fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Proprietary Fund Types as discussed on the following page). The capital projects fund accounts for all current construction projects including improvements to and the construction of schools, roads and various other projects.

## Operational Funds: Government Fund Types

### General Fund

- General Government
  - Board of County Supervisors
  - Executive Management, Office of
  - County Attorney
  - Audit Services

- Judicial Administration
  - Circuit Court Judges
  - Criminal Justice Services, Office of
  - General District Court
  - Juvenile Court Service Unit
  - Law Library
  - Magistrates

- Public Safety
  - Fire and Rescue
  - Police
  - Public Safety Communications
  - Sheriff’s Office
  - Transfer to Adult Detention Center

- Parks and Library
  - Library
  - Park Authority

- Debt/CIP
  - Capital Improvement Program
  - General Debt
  - Transfer to Construction Funds

### Administration

- Board of Equalization
- Contingency Reserve
- Finance
- General Registrar
- Human Resources
- Human Rights Office
- Information Technology, Department of
- Management and Budget, Office of
- Self-Insurance
- Unemployment Insurance Reserve

### Planning and Development

- Transfer to Convention & Visitors Bureau
- Economic Development, Department of
- Planning
- Public Works
- Transportation
- Transfer to Transportation

### Human Services

- Area Agency on Aging
- At-Risk Youth and Family Services
- Community Services
- Cooperative Extension
- Public Health
- Social Services

### Non-Departmental

- Unclassified Administrative
Note: The County does not maintain special assessment funds. The debt service fund was eliminated on July 1, 1985 because it was not required.

2. **Proprietary Funds** - Proprietary funds account for county activities, which operate similarly to private sector businesses. These funds measure net income, financial position and changes in financial position. The following are the county’s proprietary fund types:

a. **Enterprise Funds** - These funds are used to account for operations that are: (a) financed and operated in a manner similar to private business enterprises - where the intent of the Board of County Supervisors is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the Board of County Supervisors has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. The following are enterprise funds: Prince William County Parks and Recreation (which provides recreational services), Prince William County Landfill (which provides solid waste disposal for the County) and Innovation Technology Park (which sells county owned land to businesses relocating to the Innovation area).

b. **Internal Service Funds** - These funds are used to account for financing of goods or services provided by one county department or agency to other departments and agencies on an allocated cost recovery basis. Internal service funds are established for data processing, vehicle maintenance, road construction and self-insurance.

3. **Fiduciary Funds (Trust and Agency Funds)** - These funds are used to account for assets held by the County in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds. The County has established agency and expendable trust funds to account for library donations, special welfare and certain other activities. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. Expendable trust funds are accounted for in essentially the same manner as governmental funds.
Users Guide: How to Read the Budget Document

The agency detail section of the budget document consists of the following elements that describe each agency’s organization, budget and service delivery for FY 13.

A. **Agency Organization Chart** - The chart presents the agency’s organizational structure and the agency’s relationship to the county government organization as a whole.

B. **Mission Statement** - The mission statement is a brief description of the purpose and functions of the agency.

C. **Agency and Program Locator** - The text indicates the agency’s location within the budget’s functional areas.

**MISSION STATEMENT**

The mission of the Finance Department is to promote excellence, quality and efficiency by maximizing available resources and providing innovative financial and risk management services to a broad range of internal and external customers through sound financial management practices, effective leadership and a team of employees committed to maintaining fiscal integrity and financial solvency of the County government.
D. **Expenditure and Revenue Summary** - The revenue and expenditure summary provides historical and estimated expenditure and revenue information for each agency. Four types of information are summarized for each fiscal year displayed:

1. **Expenditure by Program** - These figures represent the amounts appropriated or expended for each program within the agency.

2. **Expenditure by Classification** - All County agency expenditures are grouped into eight major categories shown in this summary.
   a. **Personal Services**: Salaries for all full-time, part-time and temporary employees, including overtime, Sunday and holiday pay, shift differentials and per diem compensation for members of certain boards and commissions.
   
   b. **Fringe Benefits**: Compensatory payments on behalf of agency employees including social security, health and life insurance and retirement benefits.
   
   c. **Contractual Services**: Payments for products and services procured by the agency from contractors.
   
   d. **Internal Services**: Payments for certain goods and services provided by one agency of county government to other agencies; an example is data processing services.
   
   e. **Other Services**: Expenditures to supply equipment and train employees to deliver agency services; certain Social Services public assistance and service payments and contributions to outside organizations are also included under this classification.
   
   f. **Capital Outlay**: Expenditures for tangible goods valued at $5,000 or greater.
   
   g. **Leases and Rentals**: Payments for leases and rentals of goods, equipment and property.
   
   h. **Transfers (Out)**: Operating transfers of monies from the agency to another agency, fund or sub fund.

3. **Funding Sources (revenues)** - County agency revenues are grouped into as many as nine major categories shown in this summary.
   a. **Permits, Privilege Fees and Regulatory Licenses**: Revenues received from entities or persons engaged in an activity or enterprise which is regulated by the County
government to ensure the public’s health, safety or welfare.

b. **Fines and Forfeitures**: Revenues received from persons guilty of infractions of the law.

c. **Revenue from use of Money and Property**: Monies received from interest income or proceeds from the sale, lease or rental of an agency’s property.

d. **Charges for Services**: Fees that agencies charge the users of their products or services to recover some or all of the cost of the product or service rendered by the agency.

e. **Miscellaneous Revenue**: Various recovered costs, expenditure reimbursements, gifts and donations.

f. **Revenue from Other Localities**: Funds received from other units of local government.

g. **Revenue from the Commonwealth**: Funds received from the State of Virginia.

h. **Revenue from the Federal Government**: Funds received from the United States government.

i. **Transfers (In)**: Operating transfers of monies to the agency from another agency, fund or sub fund.

4. **Net General County Tax Support** - The operating subsidy received by the agency; this amount is calculated by subtracting total agency funding sources (revenues) from total agency expenditures for each fiscal year.

For historical reference, final budget (appropriated) and actual expenditures and revenues are reported for FY 11 to allow comparisons. Adopted budget information is displayed for FY 12 and FY 13. The FY 12 and FY 13 adopted budgets are compared in the final column, which calculates the percentage change between those two fiscal years.

E. **Agency Expenditure Budget History Graph** - Bar graph of the adopted expenditure budget for each fiscal year from FY 09 to FY 13. Unless otherwise noted, the amounts of net tax support and other funding sources which support each year’s expenditure budget are displayed within the bar representing each year’s expenditure budget.

F. **Agency Staff History Graph** - Bar graph of the total authorized full-time and part-time positions
Understanding the Budget

for FY 09 through FY 13 for each agency. Values are expressed in FTEs (full-time equivalents). One FTE is equal to one full-time position.

G. Agency Staff by Program - Total authorized full-time and part-time positions for FY 11, FY 12 and FY 13 adopted are summarized for each agency by program. Values are expressed in FTE (full-time equivalent) positions. One FTE is equal to one full-time position.

H. Major Issues - Narrative discussion summarizing major changes to the budget and other issues in the agency for FY 13.

I. Budget Adjustments - There are three types of budget adjustments.

1. Compensation adjustments - Compensation and benefit increases. Additional detail concerning these increases can be found in the Unclassified Administrative section of Non-Departmental.

2. Budget savings - Areas that have been reduced resulting in expenditure savings. The savings amounts, including FTE (full-time equivalent) savings are detailed in the five lines immediately after the title of the reduction:
   a. Expenditure Savings: The total budgeted expenditure reduction.
   b. Budget Shift: The amount of budget, if any, transferred as part of the reduction.
   c. Supporting Revenue: The total budgeted revenue reduction, including revenue adjustments that do not change the expenditure budget.
   d. PWC Savings: This amount refers to general fund savings only. Since this row only records general fund savings, any reductions in non-general fund areas (for example, Solid Waste or Development Fee areas) would show $0. This does not mean there

Finance Department
Major Issues

I. Major Issues

A. Revision of Internal Services Fund (ISF) Technology - The Department of Information Technology’s (DoIT) formula to develop each agency’s ISF bill has been revised to better align actual costs with activities, and to include telephones and radios for FY 13. Telephone costs are based on the number of phones and voicemail boxes in each agency, and hand-held radios are expressed in FTE (full-time equivalent) positions. One FTE is equal to one full-time position.

II. Budget Adjustments

A. Compensation Adjustments

| Total Cost       | $499,368 |
| Supporting Revenue | $0       |
| Total PWC Cost   | $499,368 |
| Additional FTE Positions | 0.00     |

1. Description - Compensation adjustments totaling $499,368 are made to support the following rate increases:
   - 9% Dental Insurance
   - 5% Retiree Health

B. Description

1. Add Two Tax Compliance Inspectors

   Added Expenditure: $123,230
   Budget Shift: $0
   Supporting Revenue: $0
   PWC Cost: $123,230

C. Service Level Impacts - The tax administration have the following impact:

   a. Amount of audit/discovery

      FY 13 Base
      FY 13 Adopted

Businesses and assesses new personal business taxes through compliance audits of tenants lists, business lists and assess the proper amount through voluntary compliance or statutory assessment process. This additional $500,000 to increase Business Personal, Business, Professional, and Occupational (BPOL) tax by $500,000.
is no County savings. In the case of non-
general fund areas, the total savings can be
calculated by using the following formula;
Total PWC Savings = (Expenditure Savings - Budget Shift - Supporting Revenue).

e. **FTE Positions:** The total number of FTE (full-time equivalent) positions eliminated by the reduction. Budget savings fall into one of five categories, including Base Reduction, Fees/Revenue Increase, Five-Year Plan Reduction, Resource Shifts and State Cuts.

3. **Budget additions** - Additional activities or initiatives that result in increased expenditures. The addition amounts, including FTE (full-
time equivalent) additions are detailed in the five lines immediately after the title of the addition:

a. **Added Expenditure:** The total budgeted expenditure addition.

b. **Budget Shift:** The amount of budget, if any, transferred to support the addition.

### Activities/Service Level Trends Table

#### 1. Risk Management

Identity and analyze loss exposures to implement appropriate loss prevention and reduction programs, thereby reducing the County’s exposure to financial loss. Additionally, Risk Management has changed its program to manage claims internally to reduce costs.

<table>
<thead>
<tr>
<th>FY 10</th>
<th>FY 11</th>
<th>FY 12</th>
<th>FY 13</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actual</td>
<td>Adopted</td>
<td>Actual</td>
<td>Adopted</td>
</tr>
<tr>
<td>Total Activity Annual Cost</td>
<td>$758,899</td>
<td>$785,063</td>
<td>$758,104</td>
</tr>
<tr>
<td>Employees trained</td>
<td>1,451</td>
<td>1,750</td>
<td>1,540</td>
</tr>
<tr>
<td>Safety inspections made</td>
<td>73</td>
<td>60</td>
<td>64</td>
</tr>
<tr>
<td>Dangerous/hazardous situations identified</td>
<td>54</td>
<td>30</td>
<td>77</td>
</tr>
<tr>
<td>Required programs in place</td>
<td>73%</td>
<td>80%</td>
<td>77%</td>
</tr>
<tr>
<td>Claims</td>
<td>377</td>
<td>404</td>
<td>394</td>
</tr>
<tr>
<td>Average cost per property claim</td>
<td>$1,022</td>
<td>$3,400</td>
<td>$4,236</td>
</tr>
<tr>
<td>Incidents reported</td>
<td>1,112</td>
<td>1,108</td>
<td>&lt;1,200</td>
</tr>
</tbody>
</table>
Understanding the Budget

c. **Supporting Revenue:** The total budgeted revenue addition, including revenue adjustments that do not change the expenditure budget.

d. **PWC Cost:** This amount refers to costs impacting the general fund only. Since this row only records general fund cost, any additions in non-general fund areas (for example, Solid Waste or Development Fee areas) would show $0. This does not mean there is no County savings. In the case of non-general fund areas, the total cost can be calculated by using the following formula; Total PWC Cost = (Added Expenditure - Budget Shift - Supporting Revenue).

e. **FTE Positions:** The total number of FTE (full-time equivalent) positions added as part of this addition. Budget additions fall into three categories, including Base Addition, Fees/Revenue Increase and Resource Shifts.

J. **Program Budget Summary** - Each agency program has a box displayed under the title of the program that summarizes the program’s expenditure budget and authorized staffing for FY 12 and FY 13. The dollar change and percent change between these two fiscal years’ expenditure budgets are also shown. In addition, the change in the number of authorized FTEs between fiscal years is displayed.

K. **Desired Strategic Plan Community Outcomes** - Key outcomes with targets that demonstrate how the community or individual will benefit or change based on achieving the goal. Community outcomes are adopted by the Board of County Supervisors in the Strategic Plan, taken from the citizen survey, or developed by agencies based on their mission and goals.

L. **Outcome Targets/Trends** - Multi-year trends for the community and program outcomes. The unit of measure is stated and the numerical targets shown for FY 11, FY 12 and FY 13 as adopted by the Board of County Supervisors. Actual results are shown for FY 10 and FY 11.

M. **Activities/Service Level Trends Table** - Measurable statements describing the activity performed by each program to achieve the stated objectives. Performance measures are displayed for each activity. Service level targets represent agency performance objectives for the year. The unit of measure is stated and the numerical targets shown for FY 11, FY 12 and FY 13 as adopted by the Board of County Supervisors. Actual results are shown for FY 10 and FY 11.
Strategic Based Outcome Budget Process

Prince William Financial and Program Planning Ordinance

In 1994, the Prince William Board of County Supervisors adopted the Financial and Program Planning Ordinance, providing a framework for planning government services, funding these planned services and achieving desired community outcomes. This framework also links the County’s strategic planning and budgeting processes, resulting in the implementation of strategic-based, outcome budgeting in Prince William County. This type of budgeting implements the community’s vision for accountable and efficient government and accomplishes two major objectives. First, it provides County leaders and residents with a blueprint for the current and future direction of the County government. Second, it enables decision-makers to make budget decisions based on achieving community outcomes.

Community Vision and Values

A. The Comprehensive Plan

Since 1974, Prince William County has had a Comprehensive Plan that provides general guidance to land use and the location, character and extent of supporting infrastructure and public facilities for a 20-year period. In accordance with State law, the Comprehensive Plan is reviewed every five years and updated as conditions or community expectations require new or different action strategies. The current Comprehensive Plan has 15 elements - Community Design, Cultural Resources, Economic Development, Environment, Fire and Rescue, Housing, Land Use, Libraries, Parks/Open Space/Trails, Police, Potable Water, Sanitary Sewer, Schools, Telecommunications, and Transportation - and each element states the community’s goal for that specific area and the recommended action strategies to achieve that goal. A major implementation tool for the Comprehensive Plan is the annual Capital Budget and the six-year Capital Improvement Program.

B. The Future Report

In 1989, the Prince William Board of County Supervisors approved a process to involve the community in envisioning the physical and aesthetic characteristics of life, as well as the amenities and opportunities that should exist in Prince William, in the year 2010. The Board appointed fifteen citizens to the County’s Commission on the Future to oversee this process. When completed, this “visioning” process involved over 3,000 citizens. The Future Report covered nearly every aspect of life in Prince William and contained hundreds of vision statements.
With 2010 on the horizon and many of the benchmarks from the first Future Commission process already achieved, the Board of County Supervisors established a new Commission on the Future in 2006. Sixteen citizens led a community process that would envision Prince William County’s preferred future in the year 2030. The Commission began its work in August 2006 and spent the next 16 months developing a report that serves as a collective vision of what the citizens want life to be like in Prince William County in 2030.

**C. The Community Survey**

A formal visioning process is only one way the County gauges citizens’ views on vision and values. The County regularly conducts a survey, asking citizens to rate the overall County Government and various County services and facilities. This survey provides valuable information to the Board of County Supervisors and to staff and ties directly into agencies’ service level targets.

**D. Community Dialogues**

A key reason as to why the County has been so successful in achieving its vision is its commitment to community engagement. The Board consistently encourages citizen input and participation throughout the planning and budget processes. In addition to the citizen survey, this includes:

1. Annual public hearings to provide citizens with reports on progress towards implementation of the Strategic Plan and to get input on changes to the plan;
2. Community meetings and public hearings on the recommendations contained in the annual budget;
3. Ongoing presentations and dialogue with civic, business and community groups on the Strategic Plan and budget;
4. Annual meetings with all County board, committee and commission members to get their input into these processes;
5. Dialogue with the Board’s budget committees regarding recommendations in the proposed budget.

---

**Prince William County Strategic Plan**

**A. Strategic Planning Process**

Strategic planning leads to focused achievement of the community’s vision because it:

1. Concentrates on a limited number of strategic goals;
2. Explicitly considers resource availability;
3. Assesses internal strengths and weaknesses;
4. Considers major events and changes occurring outside the jurisdiction;
5. Explores different alternatives for achieving strategic goals; and
6. Is action oriented with a strong emphasis on achieving practical outcomes.

The Board of County Supervisors adopted the County’s first Strategic Plan in October 1992. The 1992-1996 Strategic Plan guided the development of the FY 94-97 Fiscal Plans. Each subsequent Strategic Plan provided guidance for the respective four budget cycles. The current 2009-2012 Strategic Plan provided the community outcomes and many of the service levels targets for the FY 2013 Budget. A 2013-2016 Strategic Plan is under development, based on the recent community input for the Comprehensive Plan and the Future Report, with adoption anticipated in 2013.

**B. Strategic Plan Elements**

The Prince William County Strategic Plan is a four-year document designed to help the County achieve its long-term vision. As such, it provides crucial policy guidance for service delivery and resource allocation decisions during the Board of County Supervisors’ four-year term. The Prince William County Strategic Plan defines:

1. The community vision;
2. The mission statement for County government;
3. Strategic goals for the County;
4. Community outcomes which measure success in achieving the strategic goals; and
5. Strategies to achieve the goals.
C. Strategic Goals

The adopted Strategic Goals are the service delivery areas in which Prince William County will place its emphasis over the next several years - particularly in its annual budget and capital improvement program. Prince William County’s 2012 Strategic Plan Goals are as follows:

**Economic Development and Transportation**

The County will create a community that will attract quality businesses that bring high-paying jobs and investment by maintaining a strong economic development climate and creating necessary multi-modal transportation infrastructure that supports our citizens and our business community. Over the next four years we will focus on, in order:

- Completing road bond construction projects that are currently underway
- Attracting targeted businesses
- Multi-modal transportation that supports economic development and alleviates congestion

**Education**

The County will provide a quality educational environment and opportunities, in partnership with the School Board, the education community, and businesses to provide our citizens with job readiness skills and/or the academic qualifications for post-secondary education and the pursuit of life-long learning. Over the next four years we will focus on, in the following order:

- K-12 Education
- Post-Secondary Education particularly George Mason University and Northern Virginia Community College
- Vocational Training and Skills

**Human Services**

The County will provide human services that protect the community from risk and help families in crisis. These services will maximize state and federal funding and effective public/private partnerships. Over the next four years we will focus on, in order:

- Those human services designed to protect the community as a whole
- Those human services designed to protect individual clients
- Those human services designed to generate individual convenience or quality of life
- The County should consider a means-tested fee system or qualifications for service
- Maximize effective public/private partnerships
- State or federal mandates should be analyzed to establish whether or not the County is providing service beyond that which is mandated and if so look to the risk matrix to determine County investment

**Public Safety**

The County will continue to be a safe community, reduce criminal activity and prevent personal injury and loss of life and property. Over the next four years, we will focus on, in this order:

- Emergency response/Loss of Life and Limb
- Keeping safe those who keep us safe
- Reducing and preventing illegal activity
- Neighborhood Services that impact the public health and safety
- Optional/discretionary activities

D. Strategic Plan Accomplishments

1. The National Association of Counties (NACO) presented a 1992 Achievement Award for the County’s Strategic Plan.
2. Over 2,000 citizens were involved in developing the 2001-2005 Strategic Plan.
3. Over 2,300 citizens were involved in developing the 2004-2008 Strategic Plan.
4. Nearly 2,400 citizens were involved in the development of the 2012 Strategic Plan.
Measuring Performance

When done well and used well, performance measurement contributes to service delivery, decision-making, evaluating program performance and results, communicating program goals, and perhaps most importantly, improving program effectiveness.

A. Strategic Plan Community Outcomes

Performance measurement was taken one step further when the Board of County Supervisors incorporated community outcome measures into the 1996-2000 Strategic Plan. Keeping with the concept of community-based planning, these community outcome measures were recommended by citizens and adopted by the Board. These outcomes show how the community will benefit or change based on achieving the strategic goal. Annual reports tell the County how successful it has been relative to those goals.

The community outcomes for each goal in the 2012 Strategic Plan are listed on the following pages. Included in this representation are agency linkages to each outcome. Agencies related their services, where appropriate, as either:

- Primary: The agency’s critical services directly impact the community outcome’s success
- Secondary: The agency’s missions and programs support the success of the community outcome

The primary and secondary agencies form interagency teams who then consult on how to advance the community outcome over the four year period. This collaborative effort helps the teams identify issues that may be prohibiting any outcome’s success and discuss potential changes in processes or resource allocation.

B. Goals, Objectives and Activities

The County takes budget accountability one step further by identifying the activities within each agency program and the costs associated with these activities. The components of this format based on the adopted 2012 Strategic Plan are as follows:

1. Strategic Goals - Statements of public policy adopted by the Board of County Supervisors.

There are four County strategic goal areas: Economic Development and Transportation, Education, Human Services and Public Safety.

2. Desired Community Outcomes - Key outcomes with targets that demonstrate how the community or individual will benefit or change based on achieving the goal. Community outcomes are adopted by the Board of County Supervisors in the strategic plan, taken from the citizen survey or developed by agencies based on their mission and goals.

3. Outcome Trends - Multi-year trends for the community and program outcomes are provided. The unit of measure is stated and the numerical targets shown for FYs 10, 11, 12 and 13 as adopted by the Board of County Supervisors. Actual data is shown for FYs 10 and 11. The 2012 Strategic Plan was adopted March 3, 2009; the FY 11 Budget was the first to show trend data for the 2012 Strategic Plan Community Outcomes.

4. Objectives - Measurable statements of what the program will accomplish during the fiscal year to achieve the larger goal and community outcomes targets.

5. Activities - Measurable statements describing the jobs performed in order to achieve the objectives.

6. Activity Costs - Statement of the expenditure budget for each activity.

7. Service Levels - Performance measures are displayed for each program and activity. Service level targets represent agency performance objectives for the year. The unit of measure is stated and the Board of County Supervisors’ adopted numerical targets are shown for FYs 11, 12 and 13; actual data is reported for FYs 10 and 11.
### Economic Development and Transportation Goal

<table>
<thead>
<tr>
<th>Outcome Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Increase economic development capital investment by $420 million from the attraction of new business (non-retail) and the expansion of existing businesses (non-retail).</strong></td>
</tr>
<tr>
<td><strong>Add and expand 80 targeted businesses to Prince William County.</strong></td>
</tr>
<tr>
<td><strong>Add 4,440 new jobs from the attraction of new and expansion of existing businesses (non-retail).</strong></td>
</tr>
<tr>
<td><strong>Increase the average wage of jobs (non-retail) by 12% at the end of four years adjusted for inflation.</strong></td>
</tr>
<tr>
<td><strong>Prioritize road bond projects in order to serve economic development needs.</strong></td>
</tr>
<tr>
<td><strong>Achieve 9.16 million passenger trips by bus, rail, and ridesharing (i.e., carpools [including slugging] and vanpools) assuming prevailing service levels. This is broken down as follows: bus – 2.39 million; rail – 1.43 million; and ridesharing – 5.34 million.</strong></td>
</tr>
<tr>
<td><strong>Achieve a rate of 55% of citizens satisfied with their ease of getting around Prince William County, as measured by the annual citizen satisfaction survey.</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Board of County Supervisors</th>
<th>OEM - County Executive</th>
<th>Finance</th>
<th>OEM - Human Resources</th>
<th>OEM - Audit</th>
<th>OEM - Budget and Analysis</th>
<th>OEM - Training and Development</th>
<th>Office of Technology</th>
<th>Human Rights Office</th>
<th>Registrar</th>
<th>Planning</th>
<th>Economic Development</th>
<th>Public Works</th>
<th>Transportation</th>
<th>Development Services</th>
<th>Park Authority</th>
<th>Public Safety Communications</th>
<th>Adult Detention Center</th>
<th>Criminal Justice Services</th>
<th>Fire and Rescue</th>
<th>Volunteer Fire and Rescue</th>
<th>Social Services</th>
<th>Agency on Aging</th>
<th>Public Health</th>
<th>Community Services Board</th>
<th>Virginia Cooperative Extension</th>
<th>At Risk Youth &amp; Family Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>P</td>
<td>P</td>
<td>S</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Outcome Measure

#### Human Services

<table>
<thead>
<tr>
<th>Outcome Measure</th>
<th>Board of County Supervisors</th>
<th>OEM - County Executive</th>
<th>OEM - Finance</th>
<th>OEM - Human Resources</th>
<th>OEM - Budget and Analysis</th>
<th>Office of Technology</th>
<th>Registrar</th>
<th>Library</th>
<th>Planning</th>
<th>Economic Development</th>
<th>Public Works</th>
<th>Public Safety Communications</th>
<th>Adult Detention Center</th>
<th>Juvenile Detention Center</th>
<th>Criminal Justice Services</th>
<th>Fire and Rescue</th>
<th>Volunteer Fire and Rescue</th>
<th>Housing &amp; Community Development</th>
<th>Social Services</th>
<th>Agency on Aging</th>
<th>Public Health</th>
<th>Community Services Board</th>
<th>At Risk Youth &amp; Family Services</th>
<th>Virginia Cooperative Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>By CY 2010, 100% of programs that can charge fees do charge fees, pro-rated on the ability of the client to pay, with an increase annually over the previous year until 100% is met</td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
</tr>
<tr>
<td>By 2012, 83% of adult substance abusers undergoing County-funded treatment are substance free upon completion; the rate should increase annually throughout the planning period</td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
</tr>
<tr>
<td>By 2012, no more than 6% of all births in PWC will be low birth weight; the percentage will decrease annually over the planning period</td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
</tr>
<tr>
<td>By 2012, ensure that the rate of founded cases of child abuse, neglect or exploitation does not exceed 1.5 per 1,000 population under the age of 18; the rate should decrease annually throughout the planning period and that not more than 1.75% are repeat cases of founded abuse</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
</tr>
<tr>
<td>By 2012, ensure that the rate of founded cases of adult abuse, neglect or exploitation does not exceed 0.25 per 1,000 population age 18 or older; the rate should decrease annually throughout the planning period</td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
</tr>
<tr>
<td>By 2012, 58% of children completing early intervention services do not require special education; the percentage should increase annually over the planning period</td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
</tr>
</tbody>
</table>
**Understanding the Budget**

**By 2012, ensure that the percentage of the
highlights of non-compliance of food
establishments operating without founded complaint of food borne illness annually exceeds those shelters.**

**By 2012, no more than 7% of all adult
home patient days per adult population to
complain of food borne illness annually.**

**Ensure that the rate of admissions to State-
sheltered psychiatric beds does not exceed
65%, the rate should decrease annually over the planning period.**

**By 2012, reduce the percent of nursing home patient days per adult population to.**

**Ensure that 95% of PWC food
establishments operate without founded complaint of food borne illness annually.**

**By 2012, provide day support or employment service to 33% of PWCS' special education graduates aged 18 to 22 classified as intellectually disabled within one year of their graduation; the rate should increase annually over the planning period.**

**By 2012, no more than 7% of all adult
home patient days per adult population to
complain of food borne illness annually.**

**By 2012, no more than 7% of all adult
home patient days per adult population to
complain of food borne illness annually.**

**By 2012, ensure that the percentage of the nights when the number of homeless
requesting shelter at county-funded shelters exceeds those shelters' capacity does not exceed 60%; the percentage should decrease annually over the planning period.**

**By 2012, reduce the percent of nursing home patient days per adult population to.**

**Ensure that the rate of admissions to State-
sheltered psychiatric beds does not exceed
65%, the rate should decrease annually over the planning period.**
## Outcome Measure

### Public Safety

| Objective                                                                 | P | P | S | S | S | S | S | S | P | S | S | P | S | S | P | P | S | S | S |
| Achieve a rate of residential fire-related deaths that is less than 2 per year |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Achieve a rate of fire injuries at 8 or fewer per 100,000 population per year |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Attain a witnessed cardiac arrest survival rate of 15% or greater          |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Reach 70% of the population 90% of the time annually by attaining:        |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| ► Fire and Rescue turnout time of <= 1 minute                             |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| ► Emergency incident response <= 4 minutes                               |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| ► First engine on scene-suppressions <= 4 minutes                        |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| ► Full first-alarm assignment on scene-suppression <= 8 minutes          |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| ► Advance Life Support (ALS) Response <= 8 minutes                       |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Maintain a Police Emergency response time of 7 minutes or less annually   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Decrease OSHA recordable incident per 100 Public Safety employees by 20% by 2012 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| By 2012, decrease County Public Safety vehicle preventable collision frequency by 10% |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
### Outcome Measure

<table>
<thead>
<tr>
<th>Public Safety</th>
<th>Board of County Supervisors</th>
<th>OEM - County Executive</th>
<th>County Attorney</th>
<th>Finance</th>
<th>OEM - Communications</th>
<th>OEM - Human Resources</th>
<th>OEM - Budget and Analysis</th>
<th>OEM - Training and Development</th>
<th>Office of Technology</th>
<th>Human Rights Office</th>
<th>Registrar</th>
<th>Library</th>
<th>Planning</th>
<th>Housing &amp; Community Development</th>
<th>Public Safety Communications</th>
<th>Adult Detention Center</th>
<th>Public Health</th>
<th>Community Services Board</th>
<th>At Risk Youth &amp; Family Service</th>
<th>Virginia Cooperative Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Decrease Public Safety DART (Days Away Restricted or Transferred) cases by 15% by 2012</strong></td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td><strong>Public Safety will retain uniform and sworn staff at a rate of 93% over the four year period</strong></td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td><strong>Decrease rate of adult and juvenile recidivism rate by 5% by 2012</strong></td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>S</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td><strong>Prince William will rank in the lowest third of the Council of Governments (COG) Region Crime Rate Index with Part 1 crime rate of less than 24 per 1,000 population.</strong></td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
</tr>
<tr>
<td><strong>Prince William County will attain a closure rate of 60% for Part 1 violent crimes</strong></td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
</tr>
<tr>
<td><strong>All inmates committed to the jail are checked for foreign born status. Of those foreign born, 100% are screened by the 287(g) program to determine immigration status.</strong></td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
</tr>
<tr>
<td><strong>Maintain the satisfaction rate of 67.8% with the Job the County is doing in preventing neighborhoods from deteriorating and being kept safe.</strong></td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
</tr>
<tr>
<td><strong>Maintain rate of 93% founded Property Code Enforcement cases resolved or moved to court action within 100 days</strong></td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>P</td>
<td>P</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
<td>S</td>
</tr>
</tbody>
</table>
Resource Allocation

A. From Line Item Budgeting to Outcome Budgeting

Over the course of several years, Prince William County has moved from traditional line item budgets to outcome budgets. In line item budgets, performance and accountability are measured by whether or not an agency spent what it said it would spend on supplies, personnel, travel, etc. Outcome budgets increase accountability by measuring whether an agency achieved its targets. This enables decision-makers to make budget decisions based on the desired community outcomes (contained in the Strategic Plan) and service level targets found in agency program budgets. Outcome budgets also allow citizens to see the County’s future direction and, most importantly, what their tax dollars are really buying.

B. Defining Short-Term Initiatives

When new dollars are allocated for agency initiatives the impact to the base performance measure is described in the agency detail section of the budget document. Service level impact, or service level target, represents the short-term fiscal year initiatives expected to occur with the new resource allocation. These initiatives are directly linked to achieving the desired community outcomes contained in the Strategic Plan.

C. An Outcome Budgeting Example

An example of outcome budget decision-making is the addition of patrol officers to the Police Department. In traditional line-item budgets, the focus would be on salary and equipment costs for those officers. Outcome budgets take this a step further to focus on the outcomes produced by those officers, e.g., eventual reduction in crime rate, increase in case closure rate and an increased percentage of citizens feeling safe in their neighborhoods (a citizen survey question).

D. Measuring Outcome Budget Success

Two measures of success in outcome budgeting in recent years have been the decline in the overall cost of government and the shifting of resources
to strategic goal areas. The County has had much
success in recent years minimizing the cost of
government. When costs for general County
services, including the schools transfer, are adjusted
for inflation, taxpayers are paying $269 less per capita
in FY 13 than they did in FY 92. Not adjusted for
inflation, the general budgeted cost per capita for
County services was $1,284 in FY 92, as compared
to $2,159 in FY 13.

E. Citizen Satisfaction

The County is also constantly receiving input
from its citizens on what services are appropriate
for government to provide. This input is received
through the strategic planning process and through
the community survey. In 2010, the survey showed
that 91.9% of County residents were satisfied or
very satisfied with the services provided by Prince
William County Government. Also in 2010,
satisfaction with the value for their tax dollar was
83.1%. The next survey will be conducted during
the summer of 2012.

F. Resource Allocation Accomplishments

1. The Strategic Plan has guided resource allocation
in the County by shifting resources to strategic
service areas and away from those service areas
considered to be non-strategic.

2. The Strategic Plan guides the development of
the Capital Improvement Program (CIP); 90%
of the funding in the County’s CIP support
strategies and objectives in the Strategic Plan.
In FY 06, Prince William County received a
“Special Capital Recognition” award by the
Government Finance Officers’ Association.

3. Prince William County has received the
Certificate of Achievement of Distinguished
Budget Presentation from the Government
Finance Officers’ Association (GFOA) for
every budget year from FY 87 through FY
12. This is the highest form of recognition in
governmental budgeting. In FY 98 and again
in FY 01, the County received an upgraded
award when the GFOA recognized the Prince
William County Fiscal Plan as an “Outstanding
Operations Guide.” Also in both FY 01 and FY
06, the GFOA recognized the County’s Fiscal
Plan as an “Outstanding Policy Document.” In
FY 05, the County’s Fiscal Plan received special
recognition as an “Outstanding Communication
Device” as well as “Special Performance Measure
Recognition” which was also recognized in FY
06. In FY 06, FY 07 and FY 08, the County’s
Fiscal Plan received “Special Performance
Measures Recognition.”

4. The National Association of Counties (NACO)
presented a 1995 Achievement Award to the
County for Prince William’s budgeting process
which focuses on outcomes (Budgeting for
Results).

Principles of Sound Financial Management

A. Basis for Sound Financial Management

The “Principles of Sound Financial Management”
guides financial decisions. The County has a
long standing commitment to sound financial
management. These principles were first adopted
in 1988 and receive regular updates to ensure their
continued usefulness as a guide for decision-making.
The sound financial management of the County’s
resources is achieved by following the consistent
and coordinated approach provided by this policy
document. Further, by following these principles
the County’s image and credibility with the public,
bond rating agencies and investors is enhanced. The
County’s improved credibility is reflected by its two
AAA credit ratings. Three factors make this prudent
financial planning imperative:

1. Public demand for services and facilities in a
rapidly urbanizing environment tend to escalate
at a more rapid rate than population growth and
revenues;

2. State and Federal mandates for services and
standards are often not accompanied by
sufficient funds to provide the required services
or to meet imposed standards; and

3. Changes in national or local economic conditions
can impact the revenue base.

B. County Bond Rating

The County’s earned its second AAA bond rating,
the highest that can be bestowed on a government
agency. Some factors required for a high bond
rating, such as a stabilized rate of population growth and diversification of the County’s tax base, can be influenced but not controlled by County government. However, the County government should ensure that the factors under its control - the quality of its financial and overall management - meet the standards required of highly rated communities. The County, through its adoption of the Principles of Sound Financial Management, ensures that the characteristics of the County’s financial operation enable the County to progress toward achieving and maintaining a high bond rating.

C. Adopted Policies

The following is a synopsis of the adopted Principles of Sound Financial Management. The complete text of the principles is available at www.pwcgov.org/finance.

1. Fund Balance

- Maintain a minimum General Fund Balance equal to 7.5% of General Fund revenues over the preceding year; and
- Limit the use of this General Fund Balance to non-recurring operating expenditures of an emergency nature.

2. Budgeting (Virginia Code: section 15.2-515)

- Produce a balanced budget. A balanced budget has its funding sources (revenues plus other resources) equal to its funding uses (expenditures plus other allocations).
- Establish a Contingency Appropriation at a minimum of $500,000 to be only allocated by resolution of the Board of County Supervisors;
- Prepare annual five year projection of General Fund revenues and expenditures;
- Implement a formal budget review process to monitor the status of the current year’s fiscal plan include a quarterly report on the status of the General Fund;
- Integrate performance measurement and production indicators where possible within the annual budget process;
- Replace capital assets on a cost effective and scheduled basis; and
- Prepare an annual budget consistent with guidelines established by the Government Finance Officers Association.

3. Revenues

- Maintain a diversified and stable revenue system;
- Recognize the full cost of services provided when establishing user charges and services;
- Pursue intergovernmental aid for only those programs or activities that address recognized needs and are consistent with the County’s long-term strategic objectives; and
- Consider Surplus Revenues to be “one-time revenues” to be used only for non-recurring expenditures.

4. Capital Improvement Program

- Adopt annually an updated comprehensive multi-year capital improvement program; and
- Invest a minimum of 10% of the annual General Fund revenues allocated to the County’s operating budget in the Capital Improvement Program, the amount invested can include debt service.

5. Debt Management

- Limit debt outstanding to a maximum 3% of the net assessed value of all taxable property; and
- Limit debt service expenditures to a maximum 10% of revenues.

6. Cash Management

- Maximize investment yield only after legal, safety and liquidity criteria are met;
- Invest a minimum 100% of total book cash balances at all times; and
- Shall maintain a written investment policy approved by the Board of County Supervisors.

7. Assessments

- Maintain sound appraisal procedures to keep property values current and equitable;
Assess all property at 100% of market value; and

Assess Real Property according to fair market value annually as of January 1 in accordance with Title 58.1 of the Code of Virginia.

8. Property Tax Collection

- Monitor all taxes to ensure they are equitably administered and collections are timely and accurate;
- Aggressively collect property taxes and related penalties and interest as authorized by the Code of Virginia.

9. Procurement

- Make all purchases in accordance with the County’s purchasing policies and procedures and applicable state and federal laws;
- Endeavor to obtain supplies, equipment, and services as economically as possible;
- Maintain a purchasing system which provides needed materials in a timely manner to avoid interruptions in the delivery of services; and
- Pay all invoices within 30 days in accordance with prompt payment requirements of the Code of Virginia.

10. Risk Management

- Make diligent efforts to protect and preserve County assets against losses that could deplete County resources or impair the County’s ability to provide services to its citizens; and
- Reduce the County’s exposure to liability through training, safety, risk financing, and the transfer of risk when cost effective.

Debt Management Policy Statement

Proper Debt Management provides a locality and its citizens with fiscal advantages. The State does not impose a debt limitation on the County. However, a debt policy has been adopted by the Board to ensure that no undue burden is placed on the County and its taxpayers. The following administrative policies provide the framework to limit the use of debt in Prince William County:

The County will maintain a high credit rating in the financial community to: 1) assure the County’s taxpayers that the County government is well managed and financially sound; and 2) obtain reduced borrowing costs. The County will consider long-term debt financing when appropriate.

5.01 The County will consider the project and its useful life and utilize the most appropriate method to finance the project. Financing may include debt financing or “pay as you go” or other financing sources.

5.02 Whenever the County finds it necessary to issue tax supported bonds, the following policy will be adhered to:

a) Tax supported bonds will, whenever feasible, be issued on a competitive basis unless market conditions favor negotiated sales.

b) Average weighted maturities for general obligation bonds of the County, and whenever possible for any type of annual appropriation debt, will be maintained at ten and one half (10 1/2) years.

c) General obligation bond issues, and whenever possible for any type of annual appropriation debt, will be structured to allow an equal principal amount to be retired each year over the life of the issue thereby producing a total debt service with an annual declining balance.

d) Annual tax supported debt service expenditures for all debt of the County shall not exceed 10% of annual revenues.

e) Total bonded debt will not exceed 3% of the net assessed valuation of taxable real and personal property in the County.

f) Bond financing will be confined to projects which would not otherwise be financed from current revenues.

g) The term of any bond note or lease obligation issue will not exceed the useful life of the capital project/facility or equipment for which the borrowing is intended.

5.03 The County shall comply with all U.S. Internal Revenue Service rules and regulations regarding issuance of tax exempt debt including arbitrage rebate requirements for bonded indebtedness, and with all
5.08 The County will not use debt financing to fund current operations.

5.09 The County does not intend to issue bond anticipation notes (BANs), tax anticipation notes (TANs), or revenue anticipation notes (RANs) for a period longer than two years. If the BAN is issued for a capital project, the BAN will be converted to a long-term bond or redeemed at its maturity.

Securities and Exchange Commission requirements for continuing disclosure of the County’s financial condition, and with all applicable Municipal Securities Rulemaking Board requirements.

5.04 The County shall comply with all requirements of the Public Finance Act as included in Title 15.2 of the Code of Virginia and other legal requirements regarding the issuance of bonds and certificates of the County or its debt issuing authorities.

5.05 The County shall employ the “Principles of Sound Financial Management” in any request from a County agency or outside jurisdiction or authority for the issuance of debt.

5.06 The issuance of variable rate debt by the County will be subject to the most careful review and will be issued only in a prudent and fiscally responsible manner.

5.07 The County will adhere to the following guidelines when it finds it necessary to issue revenue bonds,

a) For any bonds or lease anticipation or appropriation debt in which the debt service is partially paid from revenue generated by the project and partially paid from tax sources, the portion of the bond or lease to the extent that its debt service is paid from non-tax sources shall be deemed to be revenue bonds and are excluded from the calculation of the annual debt service limitation in Policy 5.02d and 5.02e.

b) Revenue bonds of the County and any of its agencies will be analyzed carefully by the Department of Finance for fiscal soundness. The issuance of County revenue bonds will be subject to the most careful review and must be secured by covenants sufficient to protect the bondholders and the credibility of the County.

c) Revenue bonds will, whenever feasible, be issued on a competitive basis and will be structured to allow an approximately equal annual debt service amount over the life of the issue.

d) Reserve funds, when required, will be provided to adequately meet debt service requirements in the subsequent years.

e) Interest earnings on the reserve fund balances will only be used to pay debt service on the bonds.

f) The term of any revenue bond or lease obligation issue will not exceed the useful life of the capital project or equipment for which the borrowing is intended.
Background and Supplemental Statistical Information

Economic Indicators

Employment
Prince William County’s average annual 2011 unemployment rate was 5.1%. The unemployment rate continues to remain below national and state averages. The annual average unemployment rate in Virginia in 2011 was 6.2%, and in the United States, the overall rate was 8.9%.

The services, government and retail sectors reflect the greatest sources of employment within Prince William County. Employment in the retail/wholesale industry represents 21.23% in 2011, the latest year of available data. The services sector has shown the greatest rate of increase, moving from 15.0% of the labor market in 1986 to 37.19% in 2011. Employment in the government sector shifted from 23.71% in 2010 to 23.53% in 2011, a 0.18% decrease.

The construction sector showed a slight decrease from the previous year. Employment in the construction sector shifted from 9.81% in 2010 to 9.71% in 2011, a 0.10% decrease.

Unemployment Rates

<table>
<thead>
<tr>
<th>YEAR</th>
<th>PWC</th>
<th>VA</th>
<th>U.S.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1993</td>
<td>3.5%</td>
<td>5.2%</td>
<td>6.9%</td>
</tr>
<tr>
<td>1994</td>
<td>3.2%</td>
<td>4.7%</td>
<td>6.1%</td>
</tr>
<tr>
<td>1995</td>
<td>3.2%</td>
<td>4.5%</td>
<td>5.6%</td>
</tr>
<tr>
<td>1996</td>
<td>2.8%</td>
<td>4.3%</td>
<td>5.4%</td>
</tr>
<tr>
<td>1997</td>
<td>2.5%</td>
<td>3.7%</td>
<td>4.9%</td>
</tr>
<tr>
<td>1998</td>
<td>2.0%</td>
<td>2.8%</td>
<td>4.5%</td>
</tr>
<tr>
<td>1999</td>
<td>1.8%</td>
<td>2.7%</td>
<td>4.2%</td>
</tr>
<tr>
<td>2000</td>
<td>1.8%</td>
<td>2.3%</td>
<td>4.0%</td>
</tr>
<tr>
<td>2001</td>
<td>2.4%</td>
<td>3.2%</td>
<td>4.7%</td>
</tr>
<tr>
<td>2002</td>
<td>3.3%</td>
<td>4.2%</td>
<td>5.8%</td>
</tr>
<tr>
<td>2003</td>
<td>3.3%</td>
<td>4.1%</td>
<td>6.0%</td>
</tr>
<tr>
<td>2004</td>
<td>2.9%</td>
<td>3.7%</td>
<td>5.5%</td>
</tr>
<tr>
<td>2005</td>
<td>2.7%</td>
<td>3.5%</td>
<td>5.1%</td>
</tr>
<tr>
<td>2006</td>
<td>2.4%</td>
<td>3.0%</td>
<td>4.6%</td>
</tr>
<tr>
<td>2007</td>
<td>2.4%</td>
<td>3.0%</td>
<td>4.6%</td>
</tr>
<tr>
<td>2008</td>
<td>3.3%</td>
<td>3.9%</td>
<td>5.8%</td>
</tr>
<tr>
<td>2009</td>
<td>5.5%</td>
<td>6.8%</td>
<td>9.3%</td>
</tr>
<tr>
<td>2010</td>
<td>5.8%</td>
<td>6.9%</td>
<td>9.6%</td>
</tr>
<tr>
<td>2011</td>
<td>5.1%</td>
<td>6.2%</td>
<td>8.9%</td>
</tr>
</tbody>
</table>

Note: Data are annual averages.

* F.I.R.E. = Finance, Insurance, and Real Estate

Source: Virginia Employment Commission, Economic Information Services Division, Prince William County Community Profile, June 5, 2011
Quarterly Census of Employment and Wages (QCEW), 4th Quarter (October, November, December) 2009.
Note: Data are annual averages.

Note: Educational Employment was undisclosed in the 2005 QCEW data resulting in no data for Government and Unclassified.
Real Estate Development

The total inventory of commercial and industrial space (excluding hotels) is approximately 55.4 million square feet. The make-up of the commercial and industrial space in Prince William is 46.4% retail, 29.0% industrial, and 24.6% office. Table 1 shows new office, industrial and retail space construction from 1989 through 2011.

<table>
<thead>
<tr>
<th>Calendar Year</th>
<th>Office (In Square Feet)</th>
<th>Industrial (In Square Feet)</th>
<th>Retail (In Square Feet)</th>
<th>Total (In Square Feet)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before 1989</td>
<td>4,376,200</td>
<td>6,915,956</td>
<td>9,311,065</td>
<td>20,603,221</td>
</tr>
<tr>
<td>1989</td>
<td>620,408</td>
<td>834,320</td>
<td>1,008,303</td>
<td>2,463,031</td>
</tr>
<tr>
<td>1990</td>
<td>306,222</td>
<td>461,345</td>
<td>1,071,688</td>
<td>1,839,255</td>
</tr>
<tr>
<td>1991</td>
<td>25,331</td>
<td>133,887</td>
<td>552,428</td>
<td>711,646</td>
</tr>
<tr>
<td>1992</td>
<td>141,464</td>
<td>79,598</td>
<td>765,374</td>
<td>986,436</td>
</tr>
<tr>
<td>1993</td>
<td>62,760</td>
<td>32,460</td>
<td>1,145,925</td>
<td>1,241,145</td>
</tr>
<tr>
<td>1994</td>
<td>34,323</td>
<td>36,796</td>
<td>166,089</td>
<td>237,208</td>
</tr>
<tr>
<td>1995</td>
<td>12,826</td>
<td>128,260</td>
<td>822,584</td>
<td>936,670</td>
</tr>
<tr>
<td>1996</td>
<td>35,277</td>
<td>16,175</td>
<td>580,266</td>
<td>631,718</td>
</tr>
<tr>
<td>1997</td>
<td>77,806</td>
<td>64,400</td>
<td>556,700</td>
<td>698,906</td>
</tr>
<tr>
<td>1998</td>
<td>65,334</td>
<td>128,498</td>
<td>958,953</td>
<td>1,152,785</td>
</tr>
<tr>
<td>1999</td>
<td>494,480</td>
<td>50,263</td>
<td>322,083</td>
<td>866,826</td>
</tr>
<tr>
<td>2000</td>
<td>808,478</td>
<td>261,301</td>
<td>642,983</td>
<td>1,712,762</td>
</tr>
<tr>
<td>2001</td>
<td>242,582</td>
<td>537,834</td>
<td>222,921</td>
<td>1,003,337</td>
</tr>
<tr>
<td>2002</td>
<td>410,694</td>
<td>751,041</td>
<td>1,048,255</td>
<td>2,209,990</td>
</tr>
<tr>
<td>2003</td>
<td>581,246</td>
<td>791,577</td>
<td>1,629,797</td>
<td>2,995,620</td>
</tr>
<tr>
<td>2004</td>
<td>957,548</td>
<td>1,075,727</td>
<td>807,717</td>
<td>2,840,992</td>
</tr>
<tr>
<td>2005</td>
<td>1,065,229</td>
<td>505,740</td>
<td>624,096</td>
<td>2,195,065</td>
</tr>
<tr>
<td>2006</td>
<td>1,207,623</td>
<td>1,049,435</td>
<td>828,687</td>
<td>3,085,745</td>
</tr>
<tr>
<td>2007</td>
<td>1,283,011</td>
<td>1,457,177</td>
<td>1,189,497</td>
<td>3,929,685</td>
</tr>
<tr>
<td>2008</td>
<td>459,691</td>
<td>199,795</td>
<td>866,053</td>
<td>1,415,539</td>
</tr>
<tr>
<td>2009</td>
<td>143,812</td>
<td>0</td>
<td>2,260</td>
<td>146,072</td>
</tr>
<tr>
<td>2010</td>
<td>87,256</td>
<td>356,098</td>
<td>56,960</td>
<td>500,314</td>
</tr>
<tr>
<td>2011</td>
<td>175,054</td>
<td>352,032</td>
<td>541,432</td>
<td>1,068,518</td>
</tr>
<tr>
<td>Total</td>
<td>13,654,655</td>
<td>16,199,715</td>
<td>25,715,116</td>
<td>55,479,486</td>
</tr>
</tbody>
</table>

Real Estate Tax Base

Between 2011 and 2012, the total valuation of residential real estate increased 4.01%, attributable to 2.77% increase from appreciation and 1.24% increase from growth. Of the new housing units constructed in 2011, 71.7% were assessed at over $300,000. The total real estate assessments in Prince William County, including Public Service parcels, increased from $41.49 billion in tax year 2011 to $43.46 billion in tax year 2012.

The FY 13 adopted rate for current real estate taxes uses the $1.209 per $100 of assessed value real estate tax adopted by the Board of County Supervisors. Each penny on the rate generates approximately $4.275 million in real estate revenue in FY 13.

Prince William County continues to have a heavy reliance on residential real estate. In 2012, the commercial and industrial property represented 14.25% of the real estate tax base. However, through the County’s economic development plan and its on-going aggressive implementation of that plan, the County anticipates the expansion and diversification of its economic base. Expansion and further diversification of the tax base through commercial and industrial development will provide further employment stability and reduce the County’s reliance on residential real estate tax revenue.

<table>
<thead>
<tr>
<th>2011 - 2012 Tax Year Comparisons</th>
<th>2011</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Property as a % of Total Real Estate Tax Base</td>
<td>14.14%</td>
<td>14.25%</td>
</tr>
<tr>
<td>Average Assessed Value Existing Residential Property</td>
<td>$265,842</td>
<td>$273,275</td>
</tr>
<tr>
<td>Average Real Estate Tax Existing Residential Property tax year 2011 rate is $1.204; tax year 2012 rate is $1.209</td>
<td>$3,187</td>
<td>$3,304</td>
</tr>
<tr>
<td>Average Change Existing Residential Property Value Assessment</td>
<td>5.36%</td>
<td>2.80%</td>
</tr>
<tr>
<td>Average Change Existing Commercial Property Value Assessment</td>
<td>0.69%</td>
<td>3.59%</td>
</tr>
</tbody>
</table>

Source: Prince William County Real Estate Assessments Office
**Housing Characteristics**

There were 98,052 housing units in the County as of April 1, 2000, according to the Census 2000. In 1990, there were 74,759 units. The number of housing units in the County grew more than 31% from 1990 to 2000.

The 2010 Census Bureau’s 2010 American Community Survey reported 133,878 housing units in Prince William County. This represents an additional 35,826 units since April 2000.

Of the total number of housing units in the County, it is estimated that 76,632 (57.3%) are single-family detached; 34,264 (25.6%) are townhouses; and 21,731 (16.2%) are units in multi-family structures. Some 1,251 (0.9%) are reported as “mobile home” or “boat, RV, van, etc.”

According to the Census Bureau's 2010 American Community Survey, the estimated median value of owner-occupied housing units in Prince William County was approximately $377,700, a decrease of $57,400 since 2007, when the median value of owner-occupied units was $435,100. By comparison, the 2009 Virginia median value of owner-occupied housing units was $247,100 (down from $262,100 in 2007) and the U.S. median in 2009 was $185,400 (up from $181,800 in 2007).

According to the 2010 Census there are 130,785 households (occupied housing units) in Prince William County and 76.9% of the County’s households are occupied by families. Approximately 41.7% of the County’s households are family households occupied by parents with their own children under 18 years old living in them. Prince William County’s 2000 average household size was 2.94 persons, which is down from 3.04 persons per household in 1990. The 2010 Census reports an average household size of 3.05 for Prince William County.

<table>
<thead>
<tr>
<th>Year</th>
<th>Housing Units</th>
<th>Growth Over Past Decade</th>
</tr>
</thead>
<tbody>
<tr>
<td>1950</td>
<td>5,755</td>
<td>62.3%</td>
</tr>
<tr>
<td>1960</td>
<td>13,207</td>
<td>129.5%</td>
</tr>
<tr>
<td>1970</td>
<td>29,885</td>
<td>126.3%</td>
</tr>
<tr>
<td>1980</td>
<td>46,490</td>
<td>55.6%</td>
</tr>
<tr>
<td>1990</td>
<td>74,759</td>
<td>60.8%</td>
</tr>
<tr>
<td>2000</td>
<td>98,052</td>
<td>31.2%</td>
</tr>
<tr>
<td>2010</td>
<td>137,115</td>
<td>39.8%</td>
</tr>
</tbody>
</table>


**Household Types: 1990, 2000, 2010**

<table>
<thead>
<tr>
<th>Household Type</th>
<th>1990 (total)</th>
<th>1990 (% of total)</th>
<th>2000 (total)</th>
<th>2000 (% of total)</th>
<th>2010 (total)</th>
<th>2010 (% of total)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Households</td>
<td>69,709</td>
<td>100.0%</td>
<td>94,570</td>
<td>100.0%</td>
<td>130,785</td>
<td>100.0%</td>
</tr>
<tr>
<td>Family Households</td>
<td>56,289</td>
<td>80.7%</td>
<td>72,737</td>
<td>76.9%</td>
<td>100,598</td>
<td>76.9%</td>
</tr>
<tr>
<td>Non-Family Households</td>
<td>13,420</td>
<td>19.3%</td>
<td>21,833</td>
<td>23.1%</td>
<td>30,187</td>
<td>23.1%</td>
</tr>
</tbody>
</table>

Sources: U.S. Department of Commerce, Bureau of the Census, 1990 Census of Population and Housing, STF 1A; Census 2000 Summary File 1, Census 2010 Demographic Profile Data
**Population Characteristics**

**Annual Population of Prince William County**

![Annual Population of Prince William County graph](image)

**Population and CPI Information**

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Prince William (including towns)</th>
<th>Manassas</th>
<th>Manassas Park</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fiscal Year 1993</td>
<td>231,537</td>
<td>31,294</td>
<td>7,798</td>
<td>270,629</td>
</tr>
<tr>
<td>Fiscal Year 1994</td>
<td>240,237</td>
<td>31,953</td>
<td>7,971</td>
<td>280,141</td>
</tr>
<tr>
<td>Fiscal Year 1995</td>
<td>246,595</td>
<td>32,304</td>
<td>8,291</td>
<td>287,190</td>
</tr>
<tr>
<td>Fiscal Year 1996</td>
<td>253,487</td>
<td>32,557</td>
<td>8,616</td>
<td>294,660</td>
</tr>
<tr>
<td>Fiscal Year 1997</td>
<td>260,313</td>
<td>33,043</td>
<td>8,954</td>
<td>302,310</td>
</tr>
<tr>
<td>Fiscal Year 1998</td>
<td>268,894</td>
<td>33,656</td>
<td>9,546</td>
<td>312,096</td>
</tr>
<tr>
<td>Fiscal Year 1999</td>
<td>277,359</td>
<td>34,777</td>
<td>10,002</td>
<td>321,938</td>
</tr>
<tr>
<td>Fiscal Year 2000</td>
<td>285,871</td>
<td>35,388</td>
<td>10,472</td>
<td>331,731</td>
</tr>
<tr>
<td>Fiscal Year 2001</td>
<td>294,798</td>
<td>36,400</td>
<td>11,200</td>
<td>342,398</td>
</tr>
<tr>
<td>Fiscal Year 2002</td>
<td>309,351</td>
<td>36,600</td>
<td>11,900</td>
<td>357,851</td>
</tr>
<tr>
<td>Fiscal Year 2003</td>
<td>321,570</td>
<td>36,600</td>
<td>12,300</td>
<td>370,470</td>
</tr>
<tr>
<td>Fiscal Year 2004</td>
<td>336,820</td>
<td>37,000</td>
<td>12,700</td>
<td>386,520</td>
</tr>
<tr>
<td>Fiscal Year 2005</td>
<td>354,383</td>
<td>36,510</td>
<td>13,369</td>
<td>404,262</td>
</tr>
<tr>
<td>Fiscal Year 2006</td>
<td>371,178</td>
<td>36,228</td>
<td>13,845</td>
<td>421,251</td>
</tr>
<tr>
<td>Fiscal Year 2007</td>
<td>381,221</td>
<td>36,197</td>
<td>13,861</td>
<td>431,279</td>
</tr>
<tr>
<td>Fiscal Year 2008</td>
<td>388,269</td>
<td>35,604</td>
<td>13,884</td>
<td>437,757</td>
</tr>
<tr>
<td>Fiscal Year 2009</td>
<td>392,900</td>
<td>36,213</td>
<td>14,026</td>
<td>443,139</td>
</tr>
<tr>
<td>Fiscal Year 2010</td>
<td>400,002</td>
<td>37,821</td>
<td>14,273</td>
<td>445,096</td>
</tr>
<tr>
<td>Fiscal Year 2011</td>
<td>409,245</td>
<td>38,219</td>
<td>14,380</td>
<td>441,944</td>
</tr>
<tr>
<td>Fiscal Year 2012</td>
<td>416,176</td>
<td>38,725</td>
<td>14,510</td>
<td>460,611</td>
</tr>
<tr>
<td>Fiscal Year 2013</td>
<td>423,403</td>
<td>39,505</td>
<td>14,666</td>
<td>477,574</td>
</tr>
</tbody>
</table>

Source: Population Division, U.S. Census Bureau; Release Date: April 17, 2002.

(!) The FY 2000 (June 15, 2000) County population estimate is from the OIT Policy presentation on 8/30/2004 (page 18 of the handout, dated 8/27/2004).

(!) FY 2008 for PWC: PWC population revised 2nd Quarter 2008 from 390,844 to 388,269 in PWC Demographic Fact Sheet.

(!) FY2010: PWC and Cities: U.S. Census Bureau, Census 2010 for population as of April 1, 2010

(!) FY 2011: PWC population based on estimate from the Prince William County Finance Department - Prince William County Standard Data Set; cities population estimates based on the average annual change during the previous 4 years (from 2006 - 2010).

(!) FY 2012-13 for PWC and cities: Based on the average annual change during the previous 4 years (from 2007 - 2011).

Source city population figures:

- FY 1993 - FY 1999: Table CO-EST2001-12-51 - Time Series of Virginia Intercensal Population Estimates by County: April 1, 1990 to April 1, 2000; Source: Population Division, U.S. Census Bureau; Release Date: April 17, 2002.
- FY 2010: PWC and Cities: U.S. Census Bureau, Census 2010 for population as of April 1, 2010
- FY 2011: PWC population based on estimate from the Prince William County Finance Department - Prince William County Standard Data Set; cities population estimates based on the average annual change during the previous 4 years (from 2006 - 2010).
- FY 2012-13 for PWC and cities: Based on the average annual change during the previous 4 years (from 2007 - 2011).

Note: County figures are as of June 15 (Example: June 15, 2001 population used for FY 2001).

Note: City figures are as of July 1 (Example: July 1, 2001 population used for FY 2001).
County residents comprise one of the best educated and most highly skilled work forces in the nation. According to the Census Bureau’s 2010 American Community Survey, 14.7% of County residents 25 or older hold a graduate or professional degree; 22.8% of adults have a Bachelor’s degree, 7.0% of adults hold an Associate’s degree, and 21.8% have some college but no degree.

**Median Income**

According to the U.S. Census Bureau’s 2010 American Community Survey, the estimated median household income for Prince William County was $91,098, an 84.5% increase from 1990 when the median income was $49,370. The 2010 median income estimate for the Commonwealth of Virginia was $61,406. The 2010 per capita income estimate for Prince William County was $35,737, 11.2% greater than that of the Commonwealth of Virginia.

---

**Number of Registered Students in Prince William County by School Year**

<table>
<thead>
<tr>
<th>School Year</th>
<th>Number of Registered Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>2002-2003</td>
<td>60,229</td>
</tr>
<tr>
<td>2003-2004</td>
<td>63,099</td>
</tr>
<tr>
<td>2004-2005</td>
<td>66,093</td>
</tr>
<tr>
<td>2005-2006</td>
<td>68,234</td>
</tr>
<tr>
<td>2006-2007</td>
<td>70,683</td>
</tr>
<tr>
<td>2007-2008</td>
<td>72,654</td>
</tr>
<tr>
<td>2008-2009</td>
<td>73,657</td>
</tr>
<tr>
<td>2009-2010</td>
<td>76,656</td>
</tr>
<tr>
<td>2010-2011</td>
<td>79,115</td>
</tr>
<tr>
<td>2011-2012</td>
<td>81,635</td>
</tr>
<tr>
<td>2012-2013 projected</td>
<td>83,837</td>
</tr>
</tbody>
</table>
Indicators of Financial Condition

The County’s revenues have remained strong and have accommodated continued growth in population and school enrollment. A few indicators of financial condition are presented in the table below. More detailed financial information is available in the Comprehensive Annual Financial Report (CAFR) and the FITNIS, or Financial Trends Report, available from the Finance Department and online through the County website, www.pwc.gov/finance.

One key financial factor is the amount of funds unexpended and available to finance future operations or to provide for unforeseen expenditures. There are restrictions on all of these funds except the undesignated fund balance. The County’s FY 11 undesignated general fund balance is 7.5% as a percent of general fund revenues.

A second measure of financial condition is the County’s debt ratios. The amount of debt service as a percent of annual revenues is shown in the table below. Debt service as a percent of revenue has begun increasing due to acceleration in Road and School project construction. County policies require that the amount of debt service not exceed 10.0% of annual revenues. The ratio of actual revenues to revenue estimates highlights the accuracy of the County’s revenue estimates. Accurate estimates enable the County to better plan its expenditures and provide consistent services to its citizens.

The bond rating is reflective of the commercial financial marketplace’s perception of the economic, administrative, and character strengths of the County. The County maintains an AAA from Fitch Ratings and Standard and Poors on its general obligation bonds. AAA is the highest rating awarded by a credit rating agency and certifies the County’s sound, consistent, and excellent financial management practices. The County also maintains a general obligation bond rating of Aaa from Moody’s Investors Service.

<table>
<thead>
<tr>
<th>Trends in Selected Financial Indicators</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ratio of Debt Service to Revenues (1)</strong></td>
</tr>
<tr>
<td>-----------------</td>
</tr>
<tr>
<td>FY 97</td>
</tr>
<tr>
<td>FY 98</td>
</tr>
<tr>
<td>FY 99</td>
</tr>
<tr>
<td>FY 00</td>
</tr>
<tr>
<td>FY 01</td>
</tr>
<tr>
<td>FY 02</td>
</tr>
<tr>
<td>FY 03</td>
</tr>
<tr>
<td>FY 04</td>
</tr>
<tr>
<td>FY 05</td>
</tr>
<tr>
<td>FY 06</td>
</tr>
<tr>
<td>FY 07</td>
</tr>
<tr>
<td>FY 08</td>
</tr>
<tr>
<td>FY 09</td>
</tr>
<tr>
<td>FY 10</td>
</tr>
<tr>
<td>FY 11</td>
</tr>
</tbody>
</table>

1 - Department of Finance, Fiscal Year 2011 CAFR, Table 14, Pages 172-173
2 - Department of Finance, Fiscal Year 2011 CAFR, Page 38 & 40
3 - Department of Finance, Fiscal Year 2011 CAFR, Page 40 & 111
4 - Department of Finance, Fiscal Year 2011 CAFR, Page 29
Past Trends in County Service Efforts

Spending Adjustment for Inflation

It is widely recognized that inflation reduces the purchasing power of a dollar, and growth in the population of a community increases demands for services. The table below illustrates the per capita less inflation expenditures between FY 93 and FY 13 for the General Fund.

<table>
<thead>
<tr>
<th>FY 93-13 Cost Per Capita General Fund</th>
<th>Cost Per Capita</th>
<th>Cost Per Capita Less Inflation</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 93</td>
<td>$1,223</td>
<td>$1,200</td>
</tr>
<tr>
<td>FY 94</td>
<td>$1,243</td>
<td>$1,189</td>
</tr>
<tr>
<td>FY 95</td>
<td>$1,242</td>
<td>$1,154</td>
</tr>
<tr>
<td>FY 96</td>
<td>$1,307</td>
<td>$1,194</td>
</tr>
<tr>
<td>FY 97</td>
<td>$1,317</td>
<td>$1,163</td>
</tr>
<tr>
<td>FY 98</td>
<td>$1,331</td>
<td>$1,153</td>
</tr>
<tr>
<td>FY 99</td>
<td>$1,370</td>
<td>$1,157</td>
</tr>
<tr>
<td>FY 00</td>
<td>$1,419</td>
<td>$1,164</td>
</tr>
<tr>
<td>FY 01</td>
<td>$1,478</td>
<td>$1,165</td>
</tr>
<tr>
<td>FY 02</td>
<td>$1,541</td>
<td>$1,173</td>
</tr>
<tr>
<td>FY 03</td>
<td>$1,689</td>
<td>$1,251</td>
</tr>
<tr>
<td>FY 04</td>
<td>$1,814</td>
<td>$1,292</td>
</tr>
<tr>
<td>FY 05</td>
<td>$1,922</td>
<td>$1,310</td>
</tr>
<tr>
<td>FY 06</td>
<td>$2,062</td>
<td>$1,305</td>
</tr>
<tr>
<td>FY 07</td>
<td>$2,249</td>
<td>$1,361</td>
</tr>
<tr>
<td>FY 08</td>
<td>$2,217</td>
<td>$1,265</td>
</tr>
<tr>
<td>FY 09</td>
<td>$2,275</td>
<td>$1,175</td>
</tr>
<tr>
<td>FY 10</td>
<td>$2,103</td>
<td>$1,102</td>
</tr>
<tr>
<td>FY 11</td>
<td>$2,062</td>
<td>$1,054</td>
</tr>
<tr>
<td>FY 12</td>
<td>$2,138</td>
<td>$1,046</td>
</tr>
<tr>
<td>FY 13</td>
<td>$2,159</td>
<td>$1,015</td>
</tr>
</tbody>
</table>

For FY 13, budgeted expenditures per capita decreased in the majority of the service areas, including judicial administration ($0.07), administration ($3.86), general government ($4.27), parks and library ($22.53), planning and development ($25.22), and human services ($35.87). Overall budgeted expenditures per capita, adjusted for inflation, have increased $242.64 between FY 00 and FY 13.

General County Government Staffing

Prince William County has 8.77 employees per 1,000 residents for FY 13, reflecting a slight increase from the FY 12 statistic of 8.76. This increase reflects agency recommended and BOCS approved staff adjustments to respond to the needs of the community. Employees per 1,000 residents declined in the mid and late 1990’s due to County population rising much faster than staffing. Staffing had been increasing since FY 01, due in large part to public safety initiatives.

Authorized Staffing and Employees per 1,000 Residents

<table>
<thead>
<tr>
<th></th>
<th>Staffing</th>
<th>Employees Per 1,000 Residents</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 95</td>
<td>2,332.29</td>
<td>9.46</td>
</tr>
<tr>
<td>FY 96</td>
<td>2,411.60</td>
<td>9.51</td>
</tr>
<tr>
<td>FY 97</td>
<td>2,469.21</td>
<td>9.49</td>
</tr>
<tr>
<td>FY 98</td>
<td>2,536.30</td>
<td>9.43</td>
</tr>
<tr>
<td>FY 99</td>
<td>2,631.69</td>
<td>9.49</td>
</tr>
<tr>
<td>FY 00</td>
<td>2,729.86</td>
<td>9.55</td>
</tr>
<tr>
<td>FY 01</td>
<td>2,829.04</td>
<td>9.60</td>
</tr>
<tr>
<td>FY 02</td>
<td>2,928.88</td>
<td>9.47</td>
</tr>
<tr>
<td>FY 03</td>
<td>3,043.33</td>
<td>9.46</td>
</tr>
<tr>
<td>FY 04</td>
<td>3,131.19</td>
<td>9.30</td>
</tr>
<tr>
<td>FY 05</td>
<td>3,242.16</td>
<td>9.15</td>
</tr>
<tr>
<td>FY 06</td>
<td>3,393.21</td>
<td>9.14</td>
</tr>
<tr>
<td>FY 07</td>
<td>3,552.27</td>
<td>9.32</td>
</tr>
<tr>
<td>FY 08</td>
<td>3,586.42</td>
<td>9.24</td>
</tr>
<tr>
<td>FY 09</td>
<td>3,700.72</td>
<td>9.42</td>
</tr>
<tr>
<td>FY 10</td>
<td>3,570.03</td>
<td>8.88</td>
</tr>
<tr>
<td>FY 11</td>
<td>3,600.96</td>
<td>8.80</td>
</tr>
<tr>
<td>FY 12</td>
<td>3,645.43</td>
<td>8.76</td>
</tr>
<tr>
<td>FY 13</td>
<td>3,714.37</td>
<td>8.77</td>
</tr>
</tbody>
</table>
**Capital Improvement Program**

The County has continued to invest in Capital Improvements. Since 2001, general fund cash to capital expenditures, exclusive of Schools, increased to a peak of $42.7 million in 2008, decreasing to $19.7 million in 2012.

**General Debt Service**

General debt service has increased since 2001 as a result of increased capital investment, but remains below the 10% limit established by the Principles of Sound Financial Management.
**Cost Per Capita**

The following graphs show the change in cost per capita between the FY 00 and FY 13 budgets by County service area. The first graph shows these changes not adjusted for inflation; the second graph shows the same information with the numbers adjusted for inflation.

The following graph shows that the cost per capita of the general fund budget for FY 13 when adjusted for inflation is 21.0% less than the cost per capita in FY 92. This is an average decrease of 1.0% per year over the past 21 fiscal years. During that same period the population in the County increased from 225,735 in FY 92 to a projected 423,403 in FY 13 for an 87.6% increase. This is an average rate of increase of 4.2% per year over the past 21 fiscal years.

![Graph showing cost per capita changes for general fund budgets](#32 Cost per Capita 13 $ change by Serv Area No Inflation Adj.ppt)

The following graph shows the cost per capita of County budgets for FY 13 when adjusted for inflation is a 15.6% less than the cost per capita in FY 92. This is an average rate of decrease of 0.74% per year over the past 21 fiscal years. During that same period the population in the County increased from 225,735 in FY 92 to a projected 423,403 in FY 13 for an 87.6% increase. This is an average increase of 4.2% per year over the past 21 fiscal years.

![Graph showing cost per capita changes for County budgets](#33 Cost per Capita 13 $ change by Serv Area With Inflation Adj.ppt)
The following graph shows the actual dollar change by County service area from FY 00 through the FY 13 adopted budget. These figures are not adjusted for inflation. The largest growth areas correspond directly with the County’s adopted strategic goals: Economic Development, Transportation (these two areas are represented primarily in increases in Planning and Development and Debt / CIP), Public Safety, Human Services and Schools, which has experienced the largest growth over this time period.

### Community Resources

#### State and Federal Parks in Prince William County

Prince William County has a significant amount of land dedicated to state and national parks. The table below lists the parks and other federal land accessible to the public and the amount of acreage dedicated to each one.

### State Parks

- Conway-Robinson: 400 acres
- Leesylvania: 537 acres
- Merrimack Farm: 302 acres

Total State Land Acres: 1,239 acres

### Federal Parks

- **Prince William Forest Park**
  - (Federal land): 10,854 acres
  - (Non-federal land): 1,329 acres
  - Total Acres: 12,183

- **Manassas National Battlefield Park**
  - (Federal land): 4,313 acres
  - (Non-federal land): 136 acres
  - Total Acres: 4,449

- **Occoquan Bay National Wildlife Preserve**
  - Total Acres: 643

- **Marine Corps Heritage Center**
  - Total Acres: 135

### Other Federal Land

- Quantico Marine Base: 22,970 acres

Total Federal Land Acres: 40,380

---

[Understanding the Budget] Prince William County | FY 2013 Budget
Understand the Budget

**Universities and Colleges**
Prince William County has several colleges and universities that offer various degree and certificate programs. Below are listed some of the colleges and universities located in Prince William County.

**Public Colleges, Universities and Community Colleges**
- George Mason University - Prince William Campus
- Northern Virginia Community College - Manassas and Woodbridge Campus

**Private Colleges and Universities**
- American Public University System
- Aviation Institute of Maintenance
- ECPI College of Technology
- Heritage Institute
- Park University
- Stratford University
- Strayer University
- The College of St. George
- University of Oklahoma - Command Education Center
- Valley Forge Christian College at Christ Chapel

**Libraries**
The Prince William Public Library System provides access to a world of information through its collection of library materials, by connecting users to information sources and offering a variety of programs for all ages. Located throughout the County are ten library branches of varying sizes offering different services.

![Bull Run Regional Library](image)

**Regional Libraries (2 locations)**
The regional libraries provide large collections of circulating and reference materials in a variety of formats, staff to answer information questions, Internet and on-line information services, quiet study rooms, free programs on various topics for all ages, meeting rooms with kitchens for public use, and specialized reference collections and services - MAGIC and RELIC.

**Community Libraries (2 locations)**
The community libraries provide large collections of circulating and reference materials in a variety of formats, staff to answer information questions, Internet and on-line information services, public computer labs, free programs for adults and children on many topics, and meeting rooms with kitchens for public use.

**Neighborhood Libraries (6 locations)**
The neighborhood libraries provide small circulating collections of popular library materials in a variety of formats, Internet service, some children’s programs, and fax service.

**Historical Sites**
Outside of the state and federal park lands listed earlier which have historical value, Prince William County has invested funds for the renovation and restoration of several historical sites located within the County.

**Ben Lomond Historic Site**
Ben Lomond Historic was constructed in 1832 by B. T. Chinn. A 2,000 acre plantation before the Civil War, the recently renovated dairy, smokehouse, and slave quarters were important buildings. In 1861 with the first battle of
the American Civil War taking place only a mile away, the house was hastily converted into a Confederate field hospital. Today the buildings are furnished as in 1861. The site is open daily from dawn to dusk. Tours are available from May through October, Thursday-Monday. For more information please call (703) 367-7872.

Bennett School
Built in 1909, Bennett School served as a public school until the 1970's.

Brentsville Courthouse Historic Centre
The Brentsville Courthouse was constructed in 1822 and was the County’s fourth courthouse. The historic site contains the Courthouse, jail, the 1870’s Union Church, the 1920’s one room schoolhouse, and the 1840’s Hall-Haislip cabin. The site is open daily from dawn to dusk. Tours are available from May through October, Thursday-Monday. For more information please call (703) 365-7895.

Bristoe Station Battlefield Heritage Park
This 133 acre Civil War heritage park was the site of intense fighting on October 14, 1863. Confederate troops attacked Union forces entrenched along the railroad line causing heavy casualties. The site has been developed for public use. This includes 3.7 miles of interpretive trail to highlight the battles of Bristoe Station in 1863 and Kettle Run in 1862. The site also has two Confederate graveyards associated with an 1862 encampment and a rich natural environment. The site is open daily from dawn to dusk. Guided tours are given on weekends, for more information, please call (703) 366-3049.
**Rippon Lodge**
Built by Richard Blackburn, circa 1745, this colonial home was added to in the early 1800's and again in 1924. The 15 room restored home overlooks the Neabsco Creek and Potomac River. Tours are available from May through October, Thursday-Monday. Special group tours are given by appointment. For more information please call (703) 499-9812.

**Williams Ordinary**
Williams Ordinary was built in the form of an eighteenth century mansion, it is thought to have been built around 1765 and served as a tavern in the colonial port town of Dumfries. Over the years it was also known as Love's Tavern, the Dumfries Hotel and the Stage Coach Inn. During the Civil War, the building was used as a Confederate Headquarters during the blockade of Washington, D.C. along the Potomac River. Prince William County acquired the tavern and 1.7 acres in December 2006. The tavern will be rehabilitated and transformed into a restaurant. The building currently houses the Historic Preservation Division offices. For more information please call (703) 792-4754.

**Lucasville School**
Lucasville School is Prince William County's last remaining school built specifically for African-American children. The original one-room school was built in 1883 for citizens living in the Lucas neighborhood and operated until 1926. The County in partnership with Pulte Homes reconstructed the property as a museum in 2008. It is open on weekends in February or by appointment. For more information please call (703) 792-4754.
Old Manassas Courthouse
The Old Manassas Courthouse was the fifth County courthouse in Prince William County. The courthouse and County seat were moved to Manassas in 1897, and this building was used as the County courthouse until 1982. In 2001, restoration and rehabilitation were completed, and the Courthouse was reopened to the public as a rental facility. For more information about booking the Old Manassas Courthouse for a meeting, wedding reception or special event, call 703-792-5546.