

City of Alexandria, Virginia
FY 2026 Proposed Operating Budget & CIP
Budget Questions & Answers

April 2, 2025

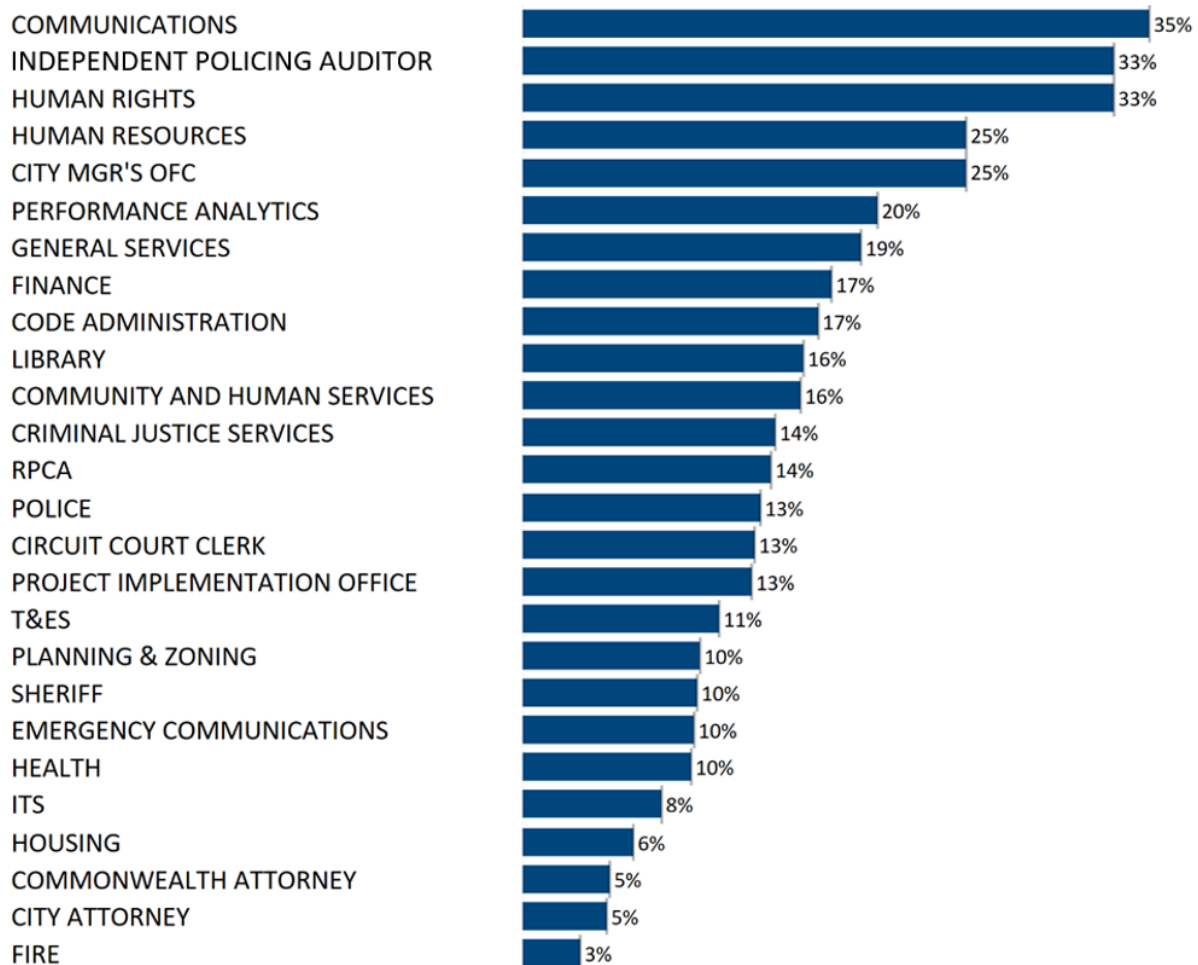
Question:

What is the vacancy rate by department? What is the historical trend of these vacancies for context? Do any departments of the City have a higher vacancy rate today than they did a year ago?

Response:

Current Vacancy Rates

Departmental vacancy rates for full-time positions as of February 28, 2025, are listed below. These vacancy rates have not been adjusted to account for positions that are in the process of being recruited, are difficult to fill, or have been placed on hold pending reclassifications.



Historical Trends

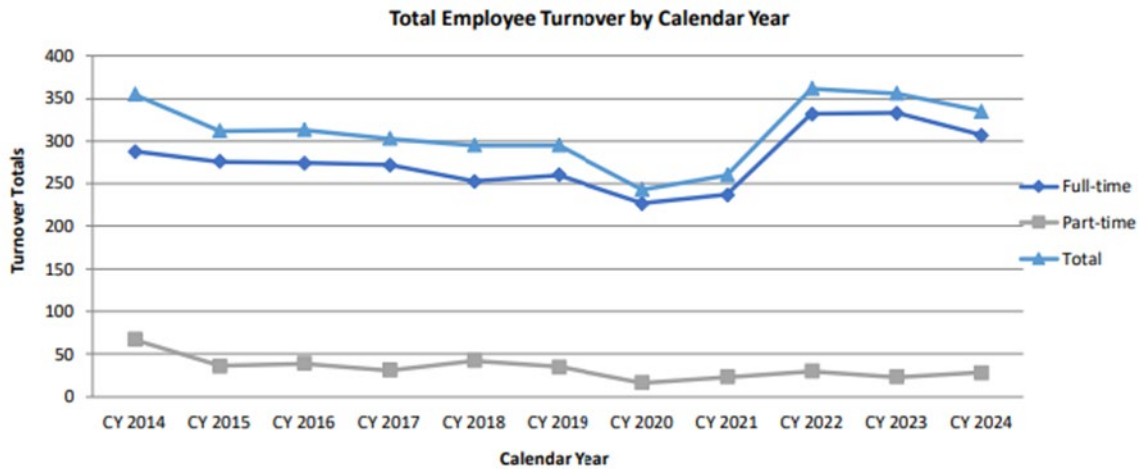
In July of 2024, the Department of Human Resources (DHR) and the Office of Performance Analytics (OPA) partnered to develop a system to track employee vacancies, resulting in a vacancy dashboard that provides a biweekly vacancy rate. Vacancy rates from before July 2024 are unavailable on a rolling basis due to inconsistencies in historical data; however, sufficient records are available to provide an estimate of vacancy rates for the second pay period of March 2024:

	March 2024 Vacancy Rate	Trend
CIRCUIT COURT CLERK	4%	Increase by 5% or more
CIRCUIT COURT JUDGES	10%	Decrease
CITY ATTORNEY	0%	Increase
CITY MANAGER'S OFFICE	13%	Increase by 5% or more
CODE ADMINISTRATION	23%	Decrease
COMMONWEALTH ATTORNEY	11%	Decrease
COMMUNICATIONS	31%	Increase
COMMUNITY AND HUMAN SERVICES	17%	Decrease
CRIMINAL JUSTICE SERVICES	22%	Decrease
EMERGENCY COMMUNICATIONS	23%	Decrease
FINANCE	16%	Increase
FIRE	12%	Decrease
GENERAL SERVICES	10%	Increase by 5% or more
HEALTH	14%	Decrease
HISTORIC ALEXANDRIA	6%	Decrease
HOUSING	13%	Decrease
HUMAN RESOURCES	29%	Decrease
HUMAN RIGHTS	0%	Increase by 5% or more*
ITS	13%	Decrease
LIBRARY	11%	Increase by 5% or more
INDEPENDENT POLICING AUDITOR	0%	Increase by 5% or more*
MANAGEMENT AND BUDGET	17%	Decrease
PERFORMANCE ANALYTICS	0%	Increase by 5% or more*
PLANNING & ZONING	8%	Increase
POLICE	8%	Increase
PROJECT IMPLEMENTATION	16%	Decrease
RPCA	15%	Decrease
SHERIFF	9%	Increase
T&ES	13%	Decrease

** Departments with fewer than 10 FTEs will see large changes in vacancy rate for even minor changes in staffing.*

For a longer-term estimate of turnover, the following charts from page 10.4 of the FY 2026 Proposed Budget illustrate the number of separations since calendar year 2014:

CY 2024 Employee Turnover Totals			
	General Scale & Public Safety Full-Time	General Scale Part-Time	Overall
Voluntary Turnover	221	17	238
Involuntary Turnover	26	1	27
Retirement	51	6	57
Total Turnover CY 2024	307	28	335
Total Turnover CY 2023	333	23	356



Methodology

Vacancies are tracked by reviewing payroll data to determine which positions are or are not staffed by paid employees. Only budgeted, permanent positions as determined by OMB are considered for this analysis. Temporary, seasonal, and other positions are not included.