

General Services



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Department of General Services

Description

The Department of General Services provides City departments with comprehensive fleet and facilities management services, largely by providing a dependable fleet of over 4,700 motive vehicles and equipment and maintaining approximately 1,600 buildings and City facilities. The Fleet Operations Division was recently ranked in the top 50 by Government Fleets Top 50 Leading Fleets Awards, 52nd in the Top 100 Best Fleets in the Americas, and 24th in the NAFA Green Fleet Awards. The Facilities Services Division provides a variety of maintenance, repair, modernization and improvements to City facilities and for all asset owning departments including General Fund, with the focus on customer service.

The Department provides the core services listed below in support of the City and overall City operations:

- Repair and Maintenance of over 4,700 Motive Vehicles and Equipment
- Repair and Maintenance of approximately 1,600 City Facilities
- Acquisition and Disposition Services for Motive Vehicles and Equipment
- Fuel System Management
- Telematics System Management
- 24 Hour Fuel Availability/Delivery
- 24 Hour Maintenance and Monitoring of 15 Fueling Locations
- 24 Hour Road Call Services
- 24 Hour Emergency Facilities Response
- Maintenance of 19 Car/Truck Wash Facilities
- Maintenance of a Citywide Rental Fleet, exceeding 100 motive vehicles and equipment Citywide
- Citywide Driver/Operator Training
- Citywide EV Operator Training
- Citywide Metal Fabrication Services
- Body Shop Services
- Citywide Mobile Welding Services
- Motive Vehicle and Equipment Lifecycle Analysis
- Asset Management including Maintenance and Repair Tracking and Lifecycle Analysis
- Forecasting, Analysis and Oversight of over \$100M annually in Operating, Vehicle Replacement and CIP Budget

General Services

The vision is:

An award-winning Department recognized for its excellent customer service, safety, dependability, and environmentally sound initiatives.

The mission is:

Provide our customers with comprehensive fleet and facility management services by delivering environmentally sustainable, safe, equitable and dependable solutions.

Goals and Objectives

Goal 1: Provide quality fleet services efficiently and economically.

- Install and prioritize Electrical and Electric Vehicle (EV) Infrastructure to support the City's fleet in underserved communities.

Goal 2: Advance a Green Fleet and Sustainable Building program.

- Continue to advocate and secure funding for the Zero Emissions Building Program which will improve the overall conditions and functions of our facilities for all residents.
- Continuing to introduce electric vehicles into the City's Fleet in alignment with the Strategic Plan & Climate Action Plan.

Goal 3: Continue to develop a trained and certified team of professionals.

- Recruit a workforce that is representative of the communities we serve.

Goal 4: Improve internal controls and accountability.

- Prioritize the implementation of Enterprise Asset Management systems and appropriate staffing to support ongoing improvements and roll out in order to improve facility conditions in underserved communities.
- Monitor costs associated with vehicle and facility repairs and maintenance to ensure their alignment with industry benchmarks.

Goal 5: Provide quality, safe, equitable and reliable facility services.

- Prioritize facility improvements in underserved communities.
- Prioritize capital projects in underserved communities.
- Continue to support the City's unsheltered population with maintenance and development of new shelters.
- Prioritize communities of concern as we implement the City's Zero Emissions Building Policy.

Budget Equity Impact Statement	
Budget Equity Lens Summary Base Budget	Budget Equity Lens Summary Budget Adjustment
<p><i>Is there an opportunity to adjust the department's ongoing Base Budget to address disparity?</i></p> <p>Yes</p> <p>1. Collaborating with Homelessness Strategies and Solutions to maintain and construct homeless</p>	<p><i>Do the Budget Adjustments address a disparity?</i></p> <p>Yes</p> <p>Budget Adjustments will address disparities that align with the following Tactical Equity Plan goals: 1.</p>

Budget Equity Impact Statement	
shelters in order to support the disparities within our unsheltered population. 2. Centralize IT and administrative functions within the Department with a focus on workflow management, tracking, and efficiencies in order to improve and address disparities among the DGS work force. 3. Collaborate with departments to order and place electric vehicles and infrastructure city-wide in order to support the City's Climate Action Plan goals and address climate disparities in underserved communities.	Provide quality, safe, equitable and reliable facility services. 2. Advance a Green Fleet and Sustainable Building program. 3. Improve internal controls and accountability. 4. Continue to develop a trained and certified team of professionals. 5. Provide quality Fleet services efficiently and economically. Budget Adjustment #1: Position Requests: An Associate Management Analyst and Assistant Director are being requested to address workload disparities in the department. Budget Adjustment #2: Infrastructure Repair & Maintenance Equity Lens Response: This funding is needed for repair and maintenance efforts for public facing buildings in underserved communities.

Key Performance Indicators

Performance Indicator	FY2019 Actual	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Actual	Goal
Percentage of fleet within designated lifecycle	68.00%	69.00%	66.00%	65.00%	64.22%	85.00%
Greenhouse Gas reduction from municipal vehicles (metric tons)	17,736	17,736	18,451	17,045	18,049	19,788
Number of OSHA Reportable Cases	0	0	0	0	0	0
Completion of scheduled preventative maintenance on time ¹	N/A	N/A	N/A	N/A	N/A	95%
Maintain availability of Priority 1 vehicles	N/A	89.00%	89.00%	87.00%	84.87%	90.00%
Percentage of preventative maintenance activities of overall facilities maintenance activities	19.0%	28.0%	19.7%	14.0%	12.5%	22.0%

1. Fleet Operations is in the process of updating the Preventative Maintenance (PM) Program of approximately 10% of the Fleet PM schedules annually. This process will also include more accurate monitoring and reporting of PM compliance. The overall long-term target will remain the same at 95% of PMs completed on-time. However, until the data in the PM Program is fully updated, this metric will not be available.

General Services

Department Summary

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
FTE Positions (Budgeted)	380.75	402.75	405.75	3.00
Personnel Expenditures	\$ 38,580,593	\$ 43,224,305	\$ 45,259,085	\$ 2,034,780
Non-Personnel Expenditures	82,726,632	120,451,470	127,604,541	7,153,071
Total Department Expenditures	\$ 121,307,225	\$ 163,675,775	\$ 172,863,626	\$ 9,187,851
Total Department Revenue	\$ 121,665,876	\$ 152,257,192	\$ 146,559,291	\$ (5,697,901)

General Fund

Department Expenditures

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
Facilities	\$ 22,224,387	\$ 25,559,094	\$ 26,076,632	\$ 517,538
Facilities Services	-	14,012	841,818	827,806
Total	\$ 22,224,387	\$ 25,573,106	\$ 26,918,450	\$ 1,345,344

Department Personnel

	FY2022 Budget	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
Facilities	174.50	177.50	179.50	2.00
Facilities Services	0.00	0.00	1.00	1.00
Total	174.50	177.50	180.50	3.00

Significant Budget Adjustments

	FTE	Expenditures	Revenue
Infrastructure Repair and Maintenance Addition of one-time non-personnel expenditures for repair and maintenance of various facilities citywide.	0.00	\$ 1,000,000	\$ -
Pedestrian Bridge Elevator Maintenance Addition of non-personnel expenditures for the repair of the pedestrian bridge elevators.	0.00	300,000	300,000
Non-Discretionary Adjustment Adjustment to expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	273,464	-
Assistant Director Addition of 1.00 Assistant Director to support the Department of General Services.	1.00	265,038	-
Associate Management Analyst Addition of 2.00 Associate Management Analysts to support the department's Capital Improvements Program and procurement processes.	2.00	204,512	-

General Services

Significant Budget Adjustments

	FTE	Expenditures	Revenue
Support for Information Technology Adjustment to expenditure allocations according to an annual review of information technology funding requirements.	0.00	30,657	-
Pay-in Lieu of Annual Leave Adjustments Adjustments to expenditures associated with projected compensation to employees in-lieu of the use of annual leave.	0.00	(10,237)	-
One-Time Additions and Annualizations Adjustment to reflect one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2023.	0.00	(161,730)	1,000,000
Salary and Benefit Adjustments Adjustments to reflect savings resulting from vacant positions for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiations.	0.00	(556,360)	-
Reduction of Revenue Reduction of revenue for reimbursements for city services as a result of vacant positions and a focus on General Fund facilities.	0.00	-	(1,000,000)
Total	3.00 \$	1,345,344 \$	300,000

Expenditures by Category

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
PERSONNEL				
Personnel Cost	\$ 8,979,598	\$ 10,921,237	\$ 11,049,310	\$ 128,073
Fringe Benefits	6,779,623	7,025,262	6,800,142	(225,120)
PERSONNEL SUBTOTAL	15,759,220	17,946,499	17,849,452	(97,047)
NON-PERSONNEL				
Supplies	\$ 1,626,304	\$ 2,131,923	\$ 2,869,146	\$ 737,223
Contracts & Services	3,258,389	3,915,128	4,519,140	604,012
<i>External Contracts & Services</i>	<i>1,146,884</i>	<i>2,059,079</i>	<i>2,457,451</i>	<i>398,372</i>
<i>Internal Contracts & Services</i>	<i>2,111,505</i>	<i>1,856,049</i>	<i>2,061,689</i>	<i>205,640</i>
Information Technology	696,199	661,757	692,414	30,657
Energy and Utilities	472,809	502,236	572,735	70,499
Other	904	5,000	5,000	-
Debt	410,562	410,563	410,563	-
NON-PERSONNEL SUBTOTAL	6,466,584	7,626,607	9,068,998	1,442,391
Total	\$ 22,224,387	\$ 25,573,106	\$ 26,918,450	\$ 1,345,344

Revenues by Category

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
Charges for Services	\$ 3,744,919	\$ 3,923,756	\$ 4,223,756	\$ 300,000
Other Revenue	70,154	-	-	-
Total	\$ 3,815,073	\$ 3,923,756	\$ 4,223,756	\$ 300,000

General Services

Personnel Expenditures

Job Number	Job Title / Wages	FY2022 Budget	FY2023 Budget	FY2024 Adopted	Salary Range	Total
FTE, Salaries, and Wages						
20000011	Account Clerk	2.00	2.00	2.00	\$ 45,627 - 54,916	\$ 101,367
20000012	Administrative Aide 1	1.00	1.00	1.00	51,126 - 61,583	60,659
20000024	Administrative Aide 2	1.00	1.00	1.00	58,888 - 70,962	69,898
20000245	Apprentice 1-HVACR Technician	1.00	0.00	0.00	51,345 - 68,441	-
20000242	Apprentice 2-Electrician (5 Yr)	2.00	2.00	2.00	65,951 - 77,619	131,902
20000246	Apprentice 2-HVACR Technician	0.00	1.00	0.00	64,188 - 81,284	-
20001140	Assistant Department Director	0.00	0.00	1.00	89,589 - 339,372	214,480
20000119	Associate Management Analyst	1.00	1.00	3.00	74,763 - 90,340	239,866
20000201	Building Maintenance Supervisor	10.00	10.00	10.00	96,360 - 116,555	1,152,140
20000205	Building Service Supervisor	2.00	2.00	2.00	57,349 - 69,352	137,664
20000224	Building Service Technician	21.00	20.00	20.00	41,404 - 49,273	938,803
20000202	Building Supervisor	4.00	4.00	4.00	49,869 - 59,867	219,472
20000234	Carpenter	15.00	15.00	15.00	59,502 - 71,221	1,003,530
20000235	Carpenter Supervisor	2.00	2.00	2.00	68,025 - 82,390	161,484
20000617	Construction Estimator	0.00	1.00	1.00	66,706 - 80,677	66,706
20000354	Custodian 2	17.50	17.50	17.50	36,489 - 41,783	692,797
20000355	Custodian 3	1.00	1.00	1.00	38,416 - 45,427	45,427
20001168	Deputy Director	1.00	1.00	1.00	67,740 - 249,134	184,341
20000408	Electrician	13.00	13.00	13.00	67,602 - 81,172	1,002,617
20000413	Electrician Supervisor	1.00	1.00	1.00	77,828 - 94,128	89,414
20000500	Heating, Ventilation, and Air Conditioning Supervisor	2.00	2.00	2.00	85,795 - 103,790	207,580
20000833	HVACR Technician	14.00	14.00	15.00	74,541 - 89,455	1,249,575
20000290	Information Systems Analyst 2	1.00	0.00	0.00	76,193 - 92,069	-
20000293	Information Systems Analyst 3	0.00	1.00	1.00	83,637 - 101,133	101,133
20000613	Locksmith	2.00	2.00	2.00	54,914 - 65,665	120,579
20000667	Painter	20.00	20.00	19.00	51,670 - 62,057	1,111,150
20000668	Painter Supervisor	2.00	2.00	2.00	59,427 - 71,821	138,731
20000680	Payroll Specialist 2	1.00	1.00	1.00	50,258 - 60,679	59,055
20000709	Plasterer	2.00	2.00	3.00	56,512 - 67,747	194,879
20000711	Plumber	12.00	12.00	12.00	67,602 - 81,172	941,837
20000713	Plumber Supervisor	1.00	1.00	1.00	77,828 - 94,128	94,128
20001234	Program Coordinator	0.00	1.00	1.00	36,489 - 198,900	116,027
20001222	Program Manager	1.00	1.00	1.00	67,740 - 249,134	143,241
20000761	Project Officer 1	2.00	3.00	3.00	90,364 - 109,135	308,634
20000842	Roofer	7.00	8.00	8.00	54,323 - 65,081	513,814
20000841	Roofing Supervisor	1.00	1.00	1.00	62,365 - 75,436	73,927
20000847	Safety Officer	1.00	1.00	1.00	72,628 - 87,711	87,711
20000222	Senior Building Maintenance Supervisor	1.00	1.00	1.00	96,462 - 116,654	116,654
20000966	Senior HVACR Technician	7.00	7.00	7.00	78,262 - 93,960	653,493
20000826	Senior Locksmith	1.00	1.00	1.00	57,699 - 69,030	57,699

General Services

Personnel Expenditures

Job Number	Job Title / Wages	FY2022 Budget	FY2023 Budget	FY2024 Adopted	Salary Range	Total
20000970	Supervising Management Analyst	1.00	1.00	1.00	87,965 - 106,585	106,585
	Budgeted Personnel					(2,082,957)
	Expenditure Savings					
	Electrician Cert Pay					7,766
	Night Shift Pay					6,099
	Overtime Budgeted					151,504
	Split Shift Pay					5,828
	Standby Pay					2,464
	Vacation Pay In Lieu					49,607
FTE, Salaries, and Wages Subtotal		174.50	177.50	180.50		\$ 11,049,310

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
Fringe Benefits				
Employee Offset Savings	\$ 17,500	\$ 18,973	\$ 20,480	\$ 1,507
Flexible Benefits	1,849,125	2,091,136	1,859,247	(231,889)
Long-Term Disability	38,074	37,381	38,217	836
Medicare	136,684	155,011	157,296	2,285
Other Post-Employment Benefits	947,870	944,374	818,742	(125,632)
Retiree Medical Trust	15,443	19,531	20,112	581
Retirement 401 Plan	10,722	20,701	73,020	52,319
Retirement ADC	2,440,736	2,384,525	2,998,011	613,486
Retirement DROP	13,860	14,544	14,153	(391)
Risk Management Administration	168,833	193,390	185,328	(8,062)
Supplemental Pension Savings Plan	621,894	696,451	226,733	(469,718)
Unemployment Insurance	12,979	13,558	12,346	(1,212)
Workers' Compensation	505,902	435,687	376,457	(59,230)
Fringe Benefits Subtotal	\$ 6,779,623	\$ 7,025,262	\$ 6,800,142	\$ (225,120)
Total Personnel Expenditures			\$ 17,849,452	

Fleet Operations Operating Fund

Department Expenditures

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
Fleet Administration	\$ 16,975,438	\$ 23,098,807	\$ 24,145,545	\$ 1,046,738
Fleet Maintenance	40,321,142	40,990,504	44,770,597	3,780,093
Vehicle Acquisition	707,788	1,015,340	809,975	(205,365)
Total	\$ 58,004,368	\$ 65,104,651	\$ 69,726,117	\$ 4,621,466

Department Personnel

	FY2022 Budget	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
Fleet Administration	33.00	38.00	40.00	2.00
Fleet Maintenance	167.25	180.25	179.25	(1.00)
Vehicle Acquisition	6.00	7.00	6.00	(1.00)
Total	206.25	225.25	225.25	0.00

General Services

Significant Budget Adjustments

	FTE	Expenditures	Revenue
Fleet Contracts and Supplies Addition of non-personnel expenditures to support fleet repair and maintenance.	0.00 \$	2,381,738 \$	-
Salary and Benefit Adjustments Adjustments to reflect savings resulting from vacant positions for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiations.	0.00	2,111,040	-
Fuel Expenditures Adjustment of non-personnel expenditures and revenue associated with a change in the cost of fuel.	0.00	1,432,469	1,367,030
Non-Discretionary Adjustment Adjustment to expenditure allocations that are determined outside of the department’s direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	373,624	-
Fleet Focus Upgrades Addition of non-personnel expenditures to support Fleet Focus upgrades for parts inventory and EV fuel focus.	0.00	100,000	-
Support for Information Technology Adjustment to expenditure allocations according to an annual review of information technology funding requirements.	0.00	74,637	-
Pay-in Lieu of Annual Leave Adjustments Adjustments to expenditures associated with projected compensation to employees in-lieu of the use of annual leave.	0.00	20,787	-
One-Time Additions and Annualizations Adjustment to reflect one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2023.	0.00	(1,872,829)	-
Revised Fleet Usage Fee Revenue Addition of revenue to reflect revised fleet usage revenue projections.	0.00	-	9,700,085
Vehicle/Accident Recovery Revenue Adjustment to redistribute vehicle/accident recovery revenue to the Fleet Operations Replacement Fund.	0.00	-	(330,000)
Vehicle Pool Rental Revenue Adjustment to redistribute vehicle pool rental revenue to the Fleet Operations Replacement Fund.	0.00	-	(791,988)
Total	0.00 \$	4,621,466 \$	9,945,127

General Services

Expenditures by Category

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
PERSONNEL				
Personnel Cost	\$ 12,577,282	\$ 14,456,286	\$ 16,318,089	\$ 1,861,803
Fringe Benefits	10,244,092	10,821,520	11,091,544	270,024
PERSONNEL SUBTOTAL	22,821,373	25,277,806	27,409,633	2,131,827
NON-PERSONNEL				
Supplies	\$ 14,608,749	\$ 14,190,203	\$ 16,167,456	\$ 1,977,253
Contracts & Services	6,052,523	6,450,369	5,448,592	(1,001,777)
<i>External Contracts & Services</i>	<i>3,786,037</i>	<i>4,764,523</i>	<i>4,104,088</i>	<i>(660,435)</i>
<i>Internal Contracts & Services</i>	<i>2,266,487</i>	<i>1,685,846</i>	<i>1,344,504</i>	<i>(341,342)</i>
Information Technology	1,181,138	2,173,601	2,222,138	48,537
Energy and Utilities	13,324,582	16,750,018	18,471,898	1,721,880
Other	4,789	4,000	6,400	2,400
Transfers Out	-	108,654	-	(108,654)
Capital Expenditures	11,215	150,000	-	(150,000)
NON-PERSONNEL SUBTOTAL	35,182,995	39,826,845	42,316,484	2,489,639
Total	\$ 58,004,368	\$ 65,104,651	\$ 69,726,117	\$ 4,621,466

Revenues by Category

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
Charges for Services	\$ 58,593,554	\$ 60,898,600	\$ 71,173,727	\$ 10,275,127
Other Revenue	687,595	368,349	38,349	(330,000)
Rev from Money and Prop	154,107	140,000	140,000	-
Transfers In	-	28,296	28,296	-
Total	\$ 59,435,256	\$ 61,435,245	\$ 71,380,372	\$ 9,945,127

Personnel Expenditures

Job Number	Job Title / Wages	FY2022 Budget	FY2023 Budget	FY2024 Adopted	Salary Range	Total
FTE, Salaries, and Wages						
20000011	Account Clerk	2.00	2.00	2.00	\$ 45,627 - 54,916	\$ 109,832
20000024	Administrative Aide 2	1.00	1.00	1.00	58,888 - 70,962	69,248
20000254	Apprentice 2-Fleet Technician	2.00	1.00	1.00	52,563 - 66,602	52,563
20000443	Assistant Fleet Technician	27.00	27.00	27.00	53,540 - 63,824	1,618,931
21000175	Assistant Trainer	0.00	1.00	0.00	61,503 - 74,763	-
20000119	Associate Management Analyst	2.00	2.00	2.00	74,763 - 90,340	136,351
21000754	Auto Parts Stock Clerk	0.00	0.00	1.00	37,695 - 45,493	37,695
20000193	Body and Fender Mechanic	5.00	5.00	5.00	59,319 - 71,125	351,560
20001101	Department Director	1.00	1.00	1.00	89,589 - 339,372	236,193
20001168	Deputy Director	1.00	1.00	1.00	67,740 - 249,134	181,899
20000430	Equipment Operator 2	1.00	1.00	1.00	57,730 - 69,020	69,020
20000438	Equipment Painter	2.00	2.00	2.00	59,319 - 71,125	140,620
20000433	Equipment Trainer	2.00	2.00	3.00	59,647 - 72,139	191,433
21000191	Fleet Attendant	2.00	2.00	2.00	39,757 - 47,263	87,020
20000774	Fleet Manager	4.00	5.00	5.00	103,648 - 125,567	602,917
20000183	Fleet Parts Buyer	4.00	6.00	6.00	55,980 - 67,812	367,774

General Services

Personnel Expenditures

Job Number	Job Title / Wages	FY2022 Budget	FY2023 Budget	FY2024 Adopted	Salary Range	Total
20000182	Fleet Parts Buyer Supervisor	1.00	1.00	1.00	64,389 - 78,299	78,299
2000062	Fleet Repair Supervisor	10.00	10.00	10.00	87,949 - 106,435	1,052,399
21000195	Fleet Team Leader	11.00	11.00	11.00	73,182 - 89,859	967,048
20000420	Fleet Technician	76.25	89.25	89.25	64,912 - 77,835	6,608,448
20000293	Information Systems Analyst 3	1.00	1.00	1.00	83,637 - 101,133	101,133
20000618	Machinist	1.00	1.00	1.00	61,690 - 73,914	73,914
20000439	Master Fleet Technician	16.00	16.00	16.00	69,809 - 83,629	1,290,295
20000620	Metal Fabrication Services Supervisor	0.00	0.00	1.00	78,275 - 94,800	78,274
20000644	Metal Fabrication Supervisor	2.00	2.00	2.00	68,105 - 82,357	164,714
20000445	Motive Service Technician	2.00	2.00	2.00	42,469 - 50,895	93,364
20000680	Payroll Specialist 2	1.00	1.00	1.00	50,258 - 60,679	60,679
20001234	Program Coordinator	2.00	2.00	1.00	36,489 - 198,900	116,027
20001222	Program Manager	1.00	2.00	2.00	67,740 - 249,134	299,807
20001042	Safety and Training Manager	0.00	0.00	1.00	83,726 - 101,449	83,726
20000847	Safety Officer	0.00	1.00	1.00	72,628 - 87,711	87,711
20000015	Senior Management Analyst	1.00	1.00	1.00	82,066 - 99,234	99,234
20000951	Stock Clerk	9.00	9.00	8.00	37,695 - 45,493	358,150
20000955	Storekeeper 1	4.00	4.00	4.00	43,415 - 52,069	205,094
20000970	Supervising Management Analyst	2.00	2.00	2.00	87,965 - 106,585	212,350
20001041	Training Supervisor	0.00	1.00	1.00	74,437 - 90,008	81,804
20001058	Welder	10.00	10.00	9.00	59,319 - 71,125	612,585
	ASE Cert					37,232
	ASE Master Cert					105,560
	Budgeted Personnel Expenditure Savings					(1,953,734)
	Class B					77,913
	Collison Repair Cert					1,664
	Exceptional Performance					3,000
	Pay-Classified					
	Night Shift Pay					190,134
	Overtime Budgeted					690,000
	Plant/Tank Vol Cert Pay					47,032
	Standby Pay					23,789
	Termination Pay Annual Leave					10,903
	Vacation Pay In Lieu					91,925
	Welding Certification					14,560
FTE, Salaries, and Wages Subtotal		206.25	225.25	225.25		\$ 16,318,089

General Services

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
Fringe Benefits				
Employee Offset Savings	\$ 27,803	\$ 31,549	\$ 34,984	\$ 3,435
Flexible Benefits	2,591,988	2,839,238	2,648,843	(190,395)
Insurance	1,324	-	-	-
Long-Term Disability	49,316	48,536	53,042	4,506
Medicare	181,978	206,933	224,076	17,143
Other Post-Employment Benefits	1,183,806	1,154,867	1,093,710	(61,157)
Retiree Medical Trust	16,510	20,073	22,183	2,110
Retirement 401 Plan	12,028	24,039	82,975	58,936
Retirement ADC	4,242,144	4,373,404	5,279,317	905,913
Retirement DROP	45,447	47,295	52,790	5,495
Risk Management Administration	210,988	236,495	247,426	10,931
Supplemental Pension Savings Plan	830,491	885,127	443,635	(441,492)
Unemployment Insurance	16,814	17,609	17,000	(609)
Workers' Compensation	833,456	936,355	891,563	(44,792)
Fringe Benefits Subtotal	\$ 10,244,092	\$ 10,821,520	\$ 11,091,544	\$ 270,024
Total Personnel Expenditures			\$ 27,409,633	

Fleet Operations Replacement Fund

Department Expenditures

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
Fleet Maintenance	\$ (56,646)	\$ -	\$ -	-
Vehicle Acquisition	41,135,116	72,998,018	76,219,059	3,221,041
Total	\$ 41,078,470	\$ 72,998,018	\$ 76,219,059	\$ 3,221,041

Significant Budget Adjustments

	FTE	Expenditures	Revenue
Non-Discretionary Adjustment Adjustment to expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	\$ 3,221,041	\$ -
One-Time Additions and Annualizations Adjustment to reflect one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2023.	0.00	-	1,684,162
Vehicle Pool Rental Revenue Adjustment to redistribute vehicle pool rental revenue to the Fleet Operations Replacement Fund.	0.00	-	791,988
Vehicle/Accident Recovery Revenue Adjustment to redistribute vehicle/accident recovery revenue to the Fleet Operations Replacement Fund.	0.00	-	330,000

General Services

Significant Budget Adjustments

	FTE	Expenditures	Revenue
Revised Fleet Assignment Fee Revenue	0.00	-	(8,662,355)
Adjustment to reflect revised fleet assignment fee revenue projections.			
Debt Service Reimbursement Revenue	0.00	-	(10,086,823)
Adjustment to reflect revised debt service reimbursements associated with the updated delivery schedule of financed vehicles.			
Total	0.00	\$ 3,221,041	\$ (15,943,028)

Expenditures by Category

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
NON-PERSONNEL				
Supplies	\$ 490,304	\$ -	\$ -	-
Contracts & Services	110,189	-	-	-
<i>External Contracts & Services</i>	2,436	-	-	-
<i>Internal Contracts & Services</i>	107,754	-	-	-
Capital Expenditures	26,854,004	58,251,465	58,251,465	-
Debt	13,623,972	14,746,553	17,967,594	3,221,041
NON-PERSONNEL SUBTOTAL	41,077,053	72,998,018	76,219,059	3,221,041
Total	\$ 41,078,470	\$ 72,998,018	\$ 76,219,059	\$ 3,221,041

Revenues by Category

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
Charges for Services	\$ 46,482,833	\$ 50,811,368	\$ 44,625,163	\$ (6,186,205)
Other Revenue	11,932,714	36,086,823	26,330,000	(9,756,823)
Total	\$ 58,415,547	\$ 86,898,191	\$ 70,955,163	\$ (15,943,028)

General Services

Revenue and Expense Statement (Non-General Fund)

Fleet Operations Operating Fund	FY2022 Actual	FY2023* Budget	FY2024** Adopted
BEGINNING BALANCE AND RESERVES			
Balance from Prior Year	\$ 3,520,203	\$ 4,559,289	\$ 777,232
Continuing Appropriation - CIP	1,125,483	1,088,066	1,520,308
TOTAL BALANCE AND RESERVES	\$ 4,645,686	\$ 5,647,355	\$ 2,297,540
REVENUE			
Charges for Services	\$ 58,593,554	\$ 60,898,600	\$ 71,173,727
Other Revenue	687,595	368,349	38,349
Revenue from Use of Money and Property	154,107	140,000	140,000
Transfers In	-	28,296	28,296
TOTAL REVENUE	\$ 59,435,256	\$ 61,435,245	\$ 71,380,372
TOTAL BALANCE, RESERVES, AND REVENUE	\$ 64,080,942	\$ 67,082,600	\$ 73,677,912
CAPITAL IMPROVEMENTS PROGRAM (CIP) EXPENSE			
CIP Expenditures	\$ 391,801	-	\$ 2,028,631
TOTAL CIP EXPENSE	\$ 391,801	-	\$ 2,028,631
OPERATING EXPENSE			
Personnel Expenses	\$ 12,577,282	\$ 14,456,286	\$ 16,318,089
Fringe Benefits	10,244,092	10,821,520	11,091,544
Supplies	14,608,749	14,190,203	16,167,456
Contracts & Services	6,052,523	6,450,369	5,448,592
Information Technology	1,181,138	2,173,601	2,222,138
Energy and Utilities	13,324,582	16,750,018	18,471,898
Other Expenses	4,789	4,000	6,400
Transfers Out	-	108,654	-
Capital Expenditures	11,215	150,000	-
TOTAL OPERATING EXPENSE	\$ 58,004,368	\$ 65,104,651	\$ 69,726,117
EXPENDITURE OF PRIOR YEAR FUNDS			
CIP Expenditures	\$ 37,417	-	-
TOTAL EXPENDITURE OF PRIOR YEAR FUNDS	\$ 37,417	-	-
TOTAL EXPENSE	\$ 58,433,586	\$ 65,104,651	\$ 71,754,748
RESERVES			
Continuing Appropriation - CIP	\$ 1,088,066	\$ 1,088,066	\$ 1,520,308
TOTAL RESERVES	\$ 1,088,066	\$ 1,088,066	\$ 1,520,308
BALANCE	\$ 4,559,289	\$ 889,883	\$ 402,856
TOTAL BALANCE, RESERVES, AND EXPENSE	\$ 64,080,942	\$ 67,082,600	\$ 73,677,912

* At the time of publication, audited financial statements for Fiscal Year 2023 were not available. Therefore, the Fiscal Year 2023 column reflects final budgeted revenue and expense amounts from the Fiscal Year 2023 Adopted Budget, while the beginning Fiscal Year 2023 balance amount reflects the audited Fiscal Year 2022 ending balance.

** Fiscal Year 2024 Beginning Fund Balance reflects the projected Fiscal Year 2023 Ending Fund Balance based on updated Revenue and Expenditures projections for Fiscal Year 2023.

General Services

Revenue and Expense Statement (Non-General Fund)

Fleet Operations Replacement Fund	FY2022 Actual	FY2023* Budget	FY2024** Adopted
BEGINNING BALANCE AND RESERVES			
Balance from Prior Year	\$ 40,562,020	\$ 26,008,557	\$ (1,520,717)
Continuing Appropriation - Operating	42,317,248	74,207,788	94,005,921
TOTAL BALANCE AND RESERVES	\$ 82,879,268	\$ 100,216,345	\$ 92,485,204
REVENUE			
Charges for Services	\$ 46,482,833	\$ 50,811,368	\$ 44,625,163
Other Revenue	11,932,714	36,086,823	26,330,000
TOTAL REVENUE	\$ 58,415,547	\$ 86,898,191	\$ 70,955,163
TOTAL BALANCE, RESERVES, AND REVENUE	\$ 141,294,815	\$ 187,114,536	\$ 163,440,367
OPERATING EXPENSE			
Supplies	\$ 490,304	\$ -	\$ -
Contracts & Services	110,189	-	-
Capital Expenditures	26,854,005	58,251,465	58,251,465
Debt Expenses	13,623,972	14,746,553	17,967,594
TOTAL OPERATING EXPENSE	\$ 41,078,470	\$ 72,998,018	\$ 76,219,059
EXPENDITURE OF PRIOR YEAR FUNDS			
Operating Expenditures	\$ 839,113	\$ -	\$ -
TOTAL EXPENDITURE OF PRIOR YEAR FUNDS	\$ 839,113	\$ -	\$ -
TOTAL EXPENSE	\$ 41,078,470	\$ 72,998,018	\$ 76,219,059
RESERVES			
Continuing Appropriation - Operating	\$ 74,207,788	\$ 74,207,788	\$ 94,005,921
TOTAL RESERVES	\$ 74,207,788	\$ 74,207,788	\$ 94,005,921
BALANCE***	\$ 26,008,557	\$ 39,908,730	\$ (6,784,613)
TOTAL BALANCE, RESERVES, AND EXPENSE	\$ 141,294,815	\$ 187,114,536	\$ 163,440,367

* At the time of publication, audited financial statements for Fiscal Year 2023 were not available. Therefore, the Fiscal Year 2023 column reflects final budgeted revenue and expense amounts from the Fiscal Year 2023 Adopted Budget, while the beginning Fiscal Year 2023 balance amount reflects the audited Fiscal Year 2022 ending balance.

** Fiscal Year 2024 Beginning Fund Balance reflects the projected Fiscal Year 2023 Ending Fund Balance based on updated Revenue and Expenditures projections for Fiscal Year 2023.

***The Fleet Ops Replacement Fund results in a negative ending balance/beginning balance and will be monitored throughout Fiscal Year 2024 to address negative balances.