

# **Public Works**



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## Department Description

The Public Works Department is comprised of three operational groups: the Contracts Division, Engineering & Capital Projects (E&CP Branch), and General Services Branch.

The Contracts Division is responsible for the procurement of Capital Improvements Program (CIP) construction and associated professional consulting services, as well as contract management functions to ensure that contracts are meeting City CIP needs. The Division manages the centralized advertising and award of CIP-related construction contracts and professional services in conformance with the City's Charter and Municipal Code.

The E&CP Branch is further divided into five divisions: Architectural Engineering & Parks, Right-of-Way Design, Project Implementation, Project & Operational Support, and Construction Management & Field Services. Activities include work on various public infrastructure assets to rehabilitate, restore, improve, and add to the City of San Diego's capital facilities. This branch provides a full range of engineering services for the City's capital investment in its various types of infrastructure. E&CP is responsible for the planning, design, project management, and construction management of public improvement projects; quality control and inspection of private work permitted in the right-of-way (ROW); and surveying and materials testing. Its work covers a wide range of projects including libraries; fire, lifeguard, and police stations; parks and recreation centers; lighting and traffic signals; street improvements, bikeways and other transportation projects; drainage and flood control facilities; the rebuilding and expansion of water and sewer pipelines, treatment plants, and pump stations; and dry utilities undergrounding projects.

The General Services Branch provides support to all City departments comprised of the following functions: Department Administration, Publishing Services, and the Facilities Division. The City relies on General Services for a range of services including facilities maintenance and repair, administering the copier program, publishing services, and internally supports the Department's information technology and administration needs.

The Department's mission is:

*To deliver high quality public infrastructure systems by cultivating expertise and leveraging our engineering responsibility in a collaborative environment*

# Public Works

The Department's vision is:

*To be the innovative industry leader in developing public infrastructure systems*

## Did you know?

- Over the next five years, the City's CIP is expected to grow by an additional \$468.3 million and includes major infrastructure investments in streets, sidewalks, water quality, libraries, parks, public safety, and other high priority neighborhood projects.
- By the middle of Fiscal Year 2016, 55 construction contracts had been awarded for a total value of \$170.0 million.
- The Facilities Division maintains and repairs over 1,600 structures throughout the City.
- Publishing Services supports publication of all printed materials ranging from event brochures to the adopted budget.

## Goals and Objectives

### *Goal 1: Provide quality, safe, reliable infrastructure and related services*

- Maintain facilities
- Provide high quality customer service

### *Goal 2: Provide timely and efficient delivery of projects*

- Deliver capital projects on time
- Deliver capital projects within budget
- Produce high quality capital projects

### *Goal 3: Effect change and promote innovation*

- Establish common goals with other City departments
- Partner with City departments to improve organizational effectiveness
- Engage regularly with industries
- Explore and utilize new technology in information management

### *Goal 4: Increase departmental effectiveness and resiliency and expand individual employee expertise*

- Provide training opportunities to staff
- Retain the workforce
- Actively recruit
- Support a positive culture/organization

## Key Performance Indicators

Performance Indicator	Actual <sup>1</sup> FY2015	Target <sup>2</sup> FY2016	Actual FY2016	Target FY2017
1. Percentage of preventative maintenance activities of overall facilities maintenance activities	20%	30%	17% <sup>3</sup>	30%
2. Percentage of Capital Improvement Projects delivered on baseline Project Charter schedule	N/A	N/A	70%	80%
3. Average number of days to award contracts	87	90	82	90
4. Percentage difference between total combined actual expenditures versus total combined estimated expenditures	N/A	N/A	N/A <sup>4</sup>	5%

1. During Fiscal Year 2016, new department tactical plans and key performance indicators were developed. As such, Fiscal Year 2015 data may be unavailable.
2. New performance indicators for Fiscal Year 2016. Some baseline data is currently under development.
3. Due to delays in hiring HVAC personnel.
4. There is no Fiscal Year 2016 data since this is a new performance indicator. The Department will be monitoring for Fiscal Year 2017.

## Managed Competition Performance Measures - Publishing

Performance Indicator	Actual FY2015	Target FY2016	Actual FY2016	Target <sup>1</sup> FY2017
1. Standard job turn-around times of approximately 80% within 10 days	9 days	8 days	9 days	N/A
2. Up-time for convenience copiers of 99%	99.0%	99.0%	99.0%	N/A
3. Customer satisfaction rates of 98%	98.0%	98.0%	98.0%	N/A

1. These indicators retire in Fiscal Year 2016 since Managed Competition is in fifth and final year.



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# Public Works - Contracts

## Department Summary

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
FTE Positions (Budgeted)	19.00	20.00	<b>21.00</b>	1.00
Personnel Expenditures	\$ 1,733,680	\$ 2,003,844	\$ <b>2,120,896</b>	\$ 117,052
Non-Personnel Expenditures	159,142	154,978	<b>181,825</b>	26,847
<b>Total Department Expenditures</b>	<b>\$ 1,892,822</b>	<b>\$ 2,158,822</b>	<b>\$ 2,302,721</b>	<b>\$ 143,899</b>
<b>Total Department Revenue</b>	<b>\$ 1,054,493</b>	<b>\$ 1,117,530</b>	<b>\$ 1,181,777</b>	<b>\$ 64,247</b>

## General Fund

### Department Expenditures

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
Public Works - Contracts	\$ 1,892,822	\$ 2,158,822	\$ <b>2,302,721</b>	\$ 143,899
<b>Total</b>	<b>\$ 1,892,822</b>	<b>\$ 2,158,822</b>	<b>\$ 2,302,721</b>	<b>\$ 143,899</b>

### Department Personnel

	FY2015 Budget	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
Public Works - Contracts	19.00	20.00	<b>21.00</b>	1.00
<b>Total</b>	<b>19.00</b>	<b>20.00</b>	<b>21.00</b>	<b>1.00</b>

### Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Capital Improvements Program Support</b> Addition of 1.00 Assistant Engineer-Civil and associated non-personnel expenditures and revenue to support the expansion of the Capital Improvements Program.	1.00	\$ 82,998	\$ 64,247
<b>Salary and Benefit Adjustments</b> Adjustments to reflect the annualization of the Fiscal Year 2016 negotiated salary compensation schedule, changes to savings resulting from positions to be vacant for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiation adjustments.	0.00	34,054	-
<b>Equipment/Support for Information Technology</b> Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00	24,874	-
<b>Employee Rewards and Recognition Program</b> Addition of non-personnel expenditures to comply with the employee Rewards and Recognition Program per Administrative Regulation 95.91.	0.00	2,435	-
<b>Non-Discretionary Adjustment</b> 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	(462)	-
<b>Total</b>	<b>1.00</b>	<b>\$ 143,899</b>	<b>\$ 64,247</b>

# Public Works - Contracts

## Expenditures by Category

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
<b>PERSONNEL</b>				
Personnel Cost	\$ 1,045,657	\$ 1,232,680	\$ 1,281,003	\$ 48,323
Fringe Benefits	688,023	771,164	839,893	68,729
<b>PERSONNEL SUBTOTAL</b>	<b>1,733,680</b>	<b>2,003,844</b>	<b>2,120,896</b>	<b>117,052</b>
<b>NON-PERSONNEL</b>				
Supplies	\$ 6,896	\$ 14,100	\$ 14,100	\$ -
Contracts	66,505	79,763	81,597	1,834
Information Technology	80,637	59,615	84,489	24,874
Energy and Utilities	1,690	500	639	139
Other	-	1,000	1,000	-
Capital Expenditures	3,415	-	-	-
<b>NON-PERSONNEL SUBTOTAL</b>	<b>159,142</b>	<b>154,978</b>	<b>181,825</b>	<b>26,847</b>
<b>Total</b>	<b>\$ 1,892,822</b>	<b>\$ 2,158,822</b>	<b>\$ 2,302,721</b>	<b>\$ 143,899</b>

## Revenues by Category

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
Charges for Services	\$ 1,054,314	\$ 1,117,530	\$ 1,181,777	\$ 64,247
Other Revenue	178	-	-	-
<b>Total</b>	<b>\$ 1,054,493</b>	<b>\$ 1,117,530</b>	<b>\$ 1,181,777</b>	<b>\$ 64,247</b>

## Personnel Expenditures

Job Number	Job Title / Wages	FY2015 Budget	FY2016 Budget	FY2017 Adopted	Salary Range	Total
<b>FTE, Salaries, and Wages</b>						
20000012	Administrative Aide 1	2.00	2.00	3.00	\$36,962 - \$44,533	\$ 127,067
20000024	Administrative Aide 2	2.00	2.00	1.00	42,578 - 51,334	50,231
20000071	Assistant Engineer-Civil	5.00	6.00	7.00	57,866 - 69,722	449,750
20000145	Associate Engineer-Civil	2.00	2.00	2.00	66,622 - 80,454	154,884
20000119	Associate Management Analyst	1.00	1.00	1.00	54,059 - 65,333	65,333
20000539	Clerical Assistant 2	2.00	2.00	2.00	29,931 - 36,067	65,457
20000545	Contracts Processing Clerk	1.00	1.00	1.00	32,968 - 39,811	39,214
20001168	Deputy Director	0.00	1.00	1.00	46,966 - 172,744	120,000
20001222	Program Manager	1.00	0.00	0.00	46,966 - 172,744	-
20000890	Senior Civil Engineer	2.00	2.00	2.00	76,794 - 92,851	185,702
20000015	Senior Management Analyst	1.00	1.00	1.00	59,363 - 71,760	71,760
	Budgeted Vacancy Savings					(57,866)
	Sick Leave - Hourly					186
	Termination Pay Annual Leave					9,285
<b>FTE, Salaries, and Wages Subtotal</b>		<b>19.00</b>	<b>20.00</b>	<b>21.00</b>		<b>\$ 1,281,003</b>

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
<b>Fringe Benefits</b>				
Employee Offset Savings	\$ 8,849	\$ 9,012	\$ 8,523	\$ (489)
Flexible Benefits	119,186	167,016	205,571	38,555
Long-Term Disability	9,204	4,019	4,044	25



## Public Works - Contracts

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
Medicare	15,165	17,872	18,497	625
Other Post-Employment Benefits	95,774	111,834	118,298	6,464
Retiree Medical Trust	676	1,203	1,424	221
Retirement 401 Plan	1,581	1,502	1,673	171
Retirement ADC	352,841	342,384	348,264	5,880
Retirement DROP	2,844	2,832	2,832	-
Risk Management Administration	13,955	19,950	20,440	490
Supplemental Pension Savings Plan	52,339	74,427	77,916	3,489
Unemployment Insurance	2,182	2,302	2,311	9
Workers' Compensation	13,427	16,811	30,100	13,289
<b>Fringe Benefits Subtotal</b>	<b>\$ 688,023</b>	<b>\$ 771,164</b>	<b>\$ 839,893</b>	<b>\$ 68,729</b>
<b>Total Personnel Expenditures</b>			<b>\$ 2,120,896</b>	



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# Public Works - Engineering & Capital Projects

## Department Summary

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
FTE Positions (Budgeted)	484.60	598.60	<b>644.70</b>	46.10
Personnel Expenditures	\$ 55,415,418	\$ 64,706,732	<b>\$ 69,262,802</b>	\$ 4,556,070
Non-Personnel Expenditures	7,067,018	11,028,154	<b>13,980,255</b>	2,952,101
<b>Total Department Expenditures</b>	<b>\$ 62,482,437</b>	<b>\$ 75,734,886</b>	<b>\$ 83,243,057</b>	<b>\$ 7,508,171</b>
<b>Total Department Revenue</b>	<b>\$ 60,697,413</b>	<b>\$ 75,734,886</b>	<b>\$ 83,243,057</b>	<b>\$ 7,508,171</b>

## Engineering & Capital Projects Fund

### Department Expenditures

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
Architectural Engineering & Parks	\$ 8,029,233	\$ 10,358,801	<b>\$ 10,137,988</b>	\$ (220,813)
Engineering & Capital Projects	1,021,582	234,378	<b>255,978</b>	21,600
Field Engineering	21,285,317	24,672,955	<b>26,730,879</b>	2,057,924
Project & Operational Support	-	-	<b>17,772,279</b>	17,772,279
Project Implementation	16,985,031	22,645,140	<b>10,949,497</b>	(11,695,643)
Right-of-Way Design	15,161,274	17,823,612	<b>17,396,436</b>	(427,176)
<b>Total</b>	<b>\$ 62,482,437</b>	<b>\$ 75,734,886</b>	<b>\$ 83,243,057</b>	<b>\$ 7,508,171</b>

### Department Personnel

	FY2015 Budget	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
Architectural Engineering & Parks	59.85	77.85	<b>81.50</b>	3.65
Engineering & Capital Projects	1.00	1.00	<b>1.00</b>	0.00
Field Engineering	161.65	200.65	<b>227.80</b>	27.15
Project & Operational Support	0.00	0.00	<b>84.35</b>	84.35
Project Implementation	132.55	165.70	<b>93.00</b>	(72.70)
Right-of-Way Design	129.55	153.40	<b>157.05</b>	3.65
<b>Total</b>	<b>484.60</b>	<b>598.60</b>	<b>644.70</b>	<b>46.10</b>

### Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Capital Improvements Program Support</b> Addition of 49.50 FTE positions and associated non-personnel expenditures and revenue to support the expansion of the Capital Improvements Program.	49.50	\$ 4,149,198	\$ 4,141,009
<b>Non-Discretionary Adjustment</b> 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	1,633,675	-
<b>Equipment/Support for Information Technology</b> Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00	1,574,865	-

# Public Works - Engineering & Capital Projects

## Significant Budget Adjustments (Cont'd)

	FTE	Expenditures	Revenue
<b>Salary and Benefit Adjustments</b>	0.00	659,284	-
Adjustments to reflect the annualization of the Fiscal Year 2016 negotiated salary compensation schedule, changes to savings resulting from positions to be vacant for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiation adjustments.			
<b>Tenant Improvements and Office Relocation</b>	0.00	615,430	615,430
Addition of non-personnel expenditures for tenant improvements, one-time relocation expenses, and IT related moving expenses.			
<b>Addition of Training Expenditures</b>	0.00	272,250	-
Addition of non-personnel expenditures for professional training.			
<b>Employee Rewards and Recognition Program</b>	0.00	17,773	1,838
Addition of non-personnel expenditures to comply with the Employee Rewards and Recognition Program per Administrative Regulation 95.91.			
<b>Non-Standard Hour Personnel Funding</b>	(3.40)	(179,912)	-
Adjustment to expenditures according to a zero-based annual review of non-standard hour personnel funding requirements.			
<b>One-Time Reductions and Annualizations</b>	0.00	(1,234,392)	(1,094,888)
Adjustment to reflect the removal of one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2016.			
<b>Revised Revenue</b>	0.00	-	3,313,794
Adjustment to reflect Fiscal Year 2017 revenue projections.			
<b>IAM Reimbursable Revenue</b>	0.00	-	530,988
Adjustment to reflect revised revenue projections for reimbursement of SAP Infrastructure Asset Management (IAM, formerly EAM) project labor.			
<b>Total</b>	<b>46.10</b>	<b>\$ 7,508,171</b>	<b>\$ 7,508,171</b>

## Expenditures by Category

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
<b>PERSONNEL</b>				
Personnel Cost	\$ 33,514,416	\$ 40,472,754	\$ 42,437,260	\$ 1,964,506
Fringe Benefits	21,901,002	24,233,978	26,825,542	2,591,564
<b>PERSONNEL SUBTOTAL</b>	<b>55,415,418</b>	<b>64,706,732</b>	<b>69,262,802</b>	<b>4,556,070</b>
<b>NON-PERSONNEL</b>				
Supplies	\$ 316,064	\$ 1,185,383	\$ 1,154,220	\$ (31,163)
Contracts	2,967,071	6,115,210	7,607,886	1,492,676
Information Technology	2,631,710	2,524,620	4,099,485	1,574,865
Energy and Utilities	405,255	386,991	342,114	(44,877)
Other	637,214	690,751	691,351	600
Transfers Out	473	-	-	-
Capital Expenditures	109,231	124,726	84,726	(40,000)
Debt	-	473	473	-
<b>NON-PERSONNEL SUBTOTAL</b>	<b>7,067,018</b>	<b>11,028,154</b>	<b>13,980,255</b>	<b>2,952,101</b>

# Public Works - Engineering & Capital Projects

## Expenditures by Category (Cont'd)

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
<b>Total</b>	<b>\$ 62,482,437</b>	<b>\$ 75,734,886</b>	<b>\$ 83,243,057</b>	<b>\$ 7,508,171</b>

## Revenues by Category

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
Charges for Services	\$ 60,650,505	\$ 75,734,886	\$ 83,243,057	\$ 7,508,171
Other Revenue	46,314	-	-	-
Rev from Money and Prop	594	-	-	-
<b>Total</b>	<b>\$ 60,697,413</b>	<b>\$ 75,734,886</b>	<b>\$ 83,243,057</b>	<b>\$ 7,508,171</b>

## Personnel Expenditures

Job Number	Job Title / Wages	FY2015 Budget	FY2016 Budget	FY2017 Adopted	Salary Range	Total
<b>FTE, Salaries, and Wages</b>						
20000011	Account Clerk	4.00	4.00	<b>5.00</b>	\$31,491 - \$37,918	\$ 175,029
20000012	Administrative Aide 1	1.00	4.00	<b>4.00</b>	36,962 - 44,533	162,011
20000024	Administrative Aide 2	3.00	4.00	<b>4.00</b>	42,578 - 51,334	176,856
20001140	Assistant Department Director	1.00	1.00	<b>1.00</b>	31,741 - 173,971	145,000
20001202	Assistant Deputy Director	2.00	3.00	<b>5.00</b>	23,005 - 137,904	580,000
20000070	Assistant Engineer-Civil	137.75	177.75	<b>186.75</b>	57,866 - 69,722	12,061,241
90000070	Assistant Engineer-Civil - Hourly	0.70	1.05	<b>1.05</b>	57,866 - 69,722	73,209
20000077	Assistant Engineer-Electrical	5.00	6.00	<b>6.00</b>	57,866 - 69,722	382,484
20000116	Assistant Engineer-Traffic	6.00	7.00	<b>7.00</b>	57,866 - 69,722	429,660
20000143	Associate Engineer-Civil	89.50	100.00	<b>110.00</b>	66,622 - 80,454	8,392,382
90000143	Associate Engineer-Civil - Hourly	0.35	0.35	<b>0.35</b>	66,622 - 80,454	28,159
20000150	Associate Engineer-Electrical	2.00	2.00	<b>3.00</b>	66,622 - 80,454	225,112
20000154	Associate Engineer-Mechanical	1.00	2.00	<b>1.00</b>	66,622 - 80,454	66,622
20000167	Associate Engineer-Traffic	4.00	4.00	<b>4.00</b>	66,622 - 80,454	317,194
20000119	Associate Management Analyst	11.00	17.00	<b>18.00</b>	54,059 - 65,333	1,021,257
90000119	Associate Management Analyst - Hourly	0.35	0.35	<b>0.00</b>	54,059 - 65,333	-
20000162	Associate Planner	5.00	7.00	<b>10.00</b>	56,722 - 68,536	602,922
20000110	Auto Messenger 2	0.00	0.00	<b>0.50</b>	29,931 - 36,067	14,966
20000649	Biologist 3	1.00	1.00	<b>1.00</b>	62,005 - 75,067	75,067
20000539	Clerical Assistant 2	6.00	6.00	<b>6.00</b>	29,931 - 36,067	202,000
90000544	Clerical Assistant 2 - Hourly	0.85	0.00	<b>0.00</b>	29,931 - 36,067	-
20000545	Contracts Processing Clerk	4.00	6.00	<b>8.00</b>	32,968 - 39,811	291,116
20001168	Deputy Director	4.00	4.00	<b>5.00</b>	46,966 - 172,744	615,000
90001168	Deputy Director - Hourly	0.35	0.00	<b>0.00</b>	46,966 - 172,744	-
20000290	Information Systems Analyst 2	3.00	4.00	<b>3.00</b>	54,059 - 65,333	191,892
20000293	Information Systems Analyst 3	1.00	1.00	<b>2.00</b>	59,363 - 71,760	131,123
20000998	Information Systems Analyst 4	1.00	1.00	<b>1.00</b>	66,768 - 80,891	80,891
20000377	Information Systems Technician	1.00	1.00	<b>1.00</b>	42,578 - 51,334	48,583
90000552	Junior Engineer-Civil - Hourly	0.00	0.00	<b>0.35</b>	50,003 - 60,549	21,192
20001018	Land Surveying Assistant	17.00	23.00	<b>27.00</b>	57,866 - 69,722	1,726,399

# Public Works - Engineering & Capital Projects

## Personnel Expenditures (Cont'd)

Job Number	Job Title / Wages	FY2015 Budget	FY2016 Budget	FY2017 Adopted	Salary Range	Total
20001019	Land Surveying Associate	5.00	6.00	<b>7.00</b>	66,622 - 80,454	546,932
90001073	Management Intern - Hourly	5.50	6.50	<b>6.00</b>	24,274 - 29,203	160,116
20000669	Park Designer	4.00	4.00	<b>4.00</b>	66,664 - 80,496	317,960
20000680	Payroll Specialist 2	3.00	3.00	<b>2.00</b>	34,611 - 41,787	82,738
20000173	Payroll Supervisor	0.00	0.00	<b>1.00</b>	39,686 - 48,069	48,069
20000743	Principal Engineering Aide	54.50	74.00	<b>75.00</b>	50,003 - 60,549	4,271,586
90000743	Principal Engineering Aide - Hourly	0.35	0.35	<b>0.00</b>	50,003 - 60,549	-
20001187	Principal Planner	0.00	1.00	<b>1.00</b>	46,966 - 172,744	110,000
20000518	Principal Survey Aide	10.00	13.00	<b>17.00</b>	50,003 - 60,549	960,411
20000748	Principal Traffic Engineering Aide	1.00	1.00	<b>1.00</b>	50,003 - 60,549	60,020
90000748	Principal Traffic Engineering Aide - Hourly	0.00	0.35	<b>0.00</b>	50,003 - 60,549	-
20001222	Program Manager	1.00	1.00	<b>0.00</b>	46,966 - 172,744	-
20000760	Project Assistant	8.00	18.00	<b>24.00</b>	57,866 - 69,722	1,487,891
20000761	Project Officer 1	7.00	7.00	<b>7.00</b>	66,622 - 80,454	548,139
20000763	Project Officer 2	6.00	6.00	<b>5.00</b>	76,794 - 92,851	464,255
90000779	Public Information Specialist - Hourly	0.00	0.00	<b>0.35</b>	32,968 - 39,811	13,934
20000869	Senior Account Clerk	1.00	1.00	<b>1.00</b>	36,067 - 43,514	42,861
20000885	Senior Civil Engineer	25.00	27.00	<b>28.00</b>	76,794 - 92,851	2,562,365
90000885	Senior Civil Engineer - Hourly	0.35	0.35	<b>0.00</b>	76,794 - 92,851	-
20000927	Senior Clerk/Typist	3.00	4.00	<b>3.00</b>	36,067 - 43,514	121,821
90000400	Senior Drafting Aide - Hourly	0.35	0.35	<b>0.00</b>	44,429 - 53,706	-
20000900	Senior Engineering Aide	3.00	4.00	<b>6.00</b>	44,429 - 53,706	284,322
90000830	Senior Engineering Geologist - Hourly	0.35	0.35	<b>0.35</b>	76,794 - 92,851	32,498
20001014	Senior Land Surveyor	2.00	2.00	<b>2.00</b>	76,794 - 92,851	182,916
20000015	Senior Management Analyst	8.00	9.00	<b>8.00</b>	59,363 - 71,760	567,623
90000015	Senior Management Analyst - Hourly	0.35	0.35	<b>0.00</b>	59,363 - 71,760	-
20000918	Senior Planner	4.00	4.00	<b>5.00</b>	65,354 - 79,019	350,764
20000929	Senior Survey Aide	3.00	3.00	<b>3.00</b>	44,429 - 53,706	133,287
20000926	Senior Traffic Engineer	2.00	2.00	<b>2.00</b>	76,794 - 92,851	184,309
90000964	Student Engineer - Hourly	5.00	5.50	<b>4.00</b>	26,707 - 32,011	116,816
20000970	Supervising Management Analyst	3.00	3.00	<b>4.00</b>	66,768 - 80,891	309,441
21000177	Trainer	1.00	0.00	<b>0.00</b>	54,059 - 65,333	-
20000756	Word Processing Operator	5.00	4.00	<b>7.00</b>	31,491 - 37,918	239,150
	Budgeted Vacancy Savings					(2,051,733)
	Engineering Geologist Pay					4,875
	Exceptional Performance Pay-Classified					5,486
	Landscape Architect Lic					24,148
	Overtime Budgeted					329,096
	Reg Pay For Engineers					1,547,282

# Public Works - Engineering & Capital Projects

## Personnel Expenditures (Cont'd)

Job Number	Job Title / Wages	FY2015 Budget	FY2016 Budget	FY2017 Adopted	Salary Range	Total
	Sick Leave - Hourly					14,377
	Termination Pay Annual Leave					126,138
<b>FTE, Salaries, and Wages Subtotal</b>		<b>484.60</b>	<b>598.60</b>	<b>644.70</b>		<b>\$ 42,437,260</b>
		FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change	
<b>Fringe Benefits</b>						
	Employee Offset Savings	\$ 255,245	\$ 240,200	\$ 246,782	\$	6,582
	Flexible Benefits	3,219,212	4,756,207	6,042,747		1,286,540
	Long-Term Disability	281,771	125,022	128,458		3,436
	Medicare	473,047	565,826	588,216		22,390
	Other Post-Employment Benefits	2,706,250	3,254,958	3,531,155		276,197
	Retiree Medical Trust	11,718	30,840	37,216		6,376
	Retirement 401 Plan	29,688	29,512	34,934		5,422
	Retirement ADC	12,257,174	11,684,415	12,255,530		571,115
	Retirement DROP	134,084	129,471	146,913		17,442
	Risk Management Administration	394,656	580,650	610,134		29,484
	Supplemental Pension Savings Plan	1,738,455	2,464,798	2,613,411		148,613
	Unemployment Insurance	65,524	71,650	73,455		1,805
	Workers' Compensation	334,179	300,429	516,591		216,162
<b>Fringe Benefits Subtotal</b>		<b>\$ 21,901,002</b>	<b>\$ 24,233,978</b>	<b>\$ 26,825,542</b>	<b>\$</b>	<b>2,591,564</b>
<b>Total Personnel Expenditures</b>					<b>\$</b>	<b>69,262,802</b>

# Public Works - Engineering & Capital Projects

## Revenue and Expense Statement (Non-General Fund)

Engineering & Capital Projects Fund	FY2015 Actual	FY2016* Budget	FY2017 Adopted
<b>BEGINNING BALANCE AND RESERVES</b>			
Balance from Prior Year	\$ -	\$ (1,785,023)	\$ (2,866,362)
<b>TOTAL BALANCE AND RESERVES</b>	<b>\$ -</b>	<b>\$ (1,785,023)</b>	<b>\$ (2,866,362)</b>
<b>REVENUE</b>			
Charges for Services	\$ 60,650,505	\$ 75,734,886	\$ 83,243,057
Other Revenue	46,314	-	-
Revenue from Use of Money and Property	594	-	-
<b>TOTAL REVENUE</b>	<b>\$ 60,697,413</b>	<b>\$ 75,734,886</b>	<b>\$ 83,243,057</b>
<b>TOTAL BALANCE, RESERVES, AND REVENUE</b>	<b>\$ 60,697,413</b>	<b>\$ 73,949,863</b>	<b>\$ 80,376,695</b>
<b>OPERATING EXPENSE</b>			
Personnel	\$ 33,514,416	\$ 40,472,754	\$ 42,437,260
Fringe Benefits	21,901,002	24,233,978	26,825,542
Supplies	316,064	1,185,383	1,154,220
Contracts	2,967,071	6,115,210	7,607,886
Information Technology	2,631,710	2,524,620	4,099,485
Energy and Utilities	405,255	386,991	342,114
Other Expenses	637,214	690,751	691,351
Transfers Out	473	-	-
Capital Expenditures	109,231	124,726	84,726
Debt Expenses	-	473	473
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 62,482,437</b>	<b>\$ 75,734,886</b>	<b>\$ 83,243,057</b>
<b>TOTAL EXPENSE</b>	<b>\$ 62,482,437</b>	<b>\$ 75,734,886</b>	<b>\$ 83,243,057</b>
<b>BALANCE</b>	<b>\$ (1,785,023)<sup>1</sup></b>	<b>\$ (1,785,023)</b>	<b>\$ (2,866,362)</b>
<b>TOTAL BALANCE, RESERVES, AND EXPENSE</b>	<b>\$ 60,697,413</b>	<b>\$ 73,949,863</b>	<b>\$ 80,376,695</b>

\* At the time of publication, audited financial statements for Fiscal Year 2016 were not available. Therefore, the Fiscal Year 2016 column reflects final budgeted revenue and expense amounts from the Fiscal Year 2016 Adopted Budget, while the beginning FY 2016 balance amount reflects the audited Fiscal Year 2015 ending balance.

<sup>1</sup>The Engineering & Capital Projects special revenue fund reflects a deficit financial position. This special revenue fund initiated in Fiscal Year 2015 and the deficit position will be adjusted with rate adjustments in future years.



# Public Works - General Services

## Department Summary

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
FTE Positions (Budgeted)	140.00	161.00	<b>184.00</b>	23.00
Personnel Expenditures	\$ 11,502,595	\$ 13,189,575	\$ <b>15,114,459</b>	\$ 1,924,884
Non-Personnel Expenditures	9,383,097	16,984,704	<b>12,955,205</b>	(4,029,499)
<b>Total Department Expenditures</b>	<b>\$ 20,885,692</b>	<b>\$ 30,174,279</b>	<b>\$ 28,069,664</b>	<b>\$ (2,104,615)</b>
<b>Total Department Revenue</b>	<b>\$ 6,523,395</b>	<b>\$ 6,895,047</b>	<b>\$ 7,362,575</b>	<b>\$ 467,528</b>

## General Fund

### Department Expenditures

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
Administration	\$ 1,060,428	\$ 1,444,869	\$ <b>1,390,744</b>	\$ (54,125)
Facilities	16,422,138	25,062,914	<b>22,746,273</b>	(2,316,641)
<b>Total</b>	<b>\$ 17,482,566</b>	<b>\$ 26,507,783</b>	<b>\$ 24,137,017</b>	<b>\$ (2,370,766)</b>

### Department Personnel

	FY2015 Budget	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
Administration	7.00	10.00	<b>8.00</b>	(2.00)
Facilities	123.00	141.00	<b>166.00</b>	25.00
<b>Total</b>	<b>130.00</b>	<b>151.00</b>	<b>174.00</b>	<b>23.00</b>

### Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Facilities Maintenance and Repair Support</b> Addition of 21.00 FTE positions and associated non-personnel expenditures to increase the facilities maintenance and repair service levels.	21.00	\$ 2,490,084	\$ -
<b>Transfer to Facilities CIP</b> Addition of non-personnel expenditures related to the transfer to the Capital Improvements Program (CIP) for the rehabilitation of the Thompson Medical Library/Eddy Auditorium building at Balboa Park.	0.00	1,500,000	-
<b>Public Facility Maintenance Projects</b> Addition of non-personnel expenditures to repair and maintain multiple General Fund facilities intended for public use.	0.00	757,768	-
<b>Salary and Benefit Adjustments</b> Adjustments to reflect the annualization of the Fiscal Year 2016 negotiated salary compensation schedule, changes to savings resulting from positions to be vacant for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiation adjustments.	0.00	267,950	-
<b>Carpet Replacement</b> Addition of non-personnel expenditures to replace the carpet in the City Administration Building.	0.00	255,000	-

# Public Works - General Services

## Significant Budget Adjustments (Cont'd)

	FTE	Expenditures	Revenue
<b>Facilities Condition Assessment</b> Addition of non-personnel expenditures for special reports associated with condition assessments of City facilities.	0.00	250,000	-
<b>Apprenticeship Program</b> Addition of 1.00 Apprentice 2 - Electrician and 1.00 Apprentice 2 - Refrigerator Mechanic for the Apprenticeship Program.	2.00	142,335	-
<b>Addition for Training Support</b> Addition of 1.00 Assistant Trainer, 1.00 Safety and Training Manager and associated non-personnel expenditures and revenue to support training of new employees, supervisory readiness, and manage risk of trade employees to meet OSHA standards. Reduction of 1.00 Executive Secretary position to offset expenditures.	1.00	107,408	85,000
<b>Equipment/Support for Information Technology</b> Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00	44,252	-
<b>IAM Training Expenditures</b> Addition of non-personnel expenditures associated with the Infrastructure Asset Management (IAM, formerly EAM).	0.00	25,452	-
<b>Employee Rewards and Recognition Program</b> Addition of non-personnel expenditures to comply with the Employee Rewards and Recognition Program per Administrative Regulation 95.91.	0.00	9,560	-
<b>Reduction of Expenditures</b> Reduction of non-personnel expenditures as a result of historical underspending in supplies.	0.00	(28,500)	-
<b>Non-Standard Hour Personnel Funding</b> Adjustment to expenditures according to a zero-based annual review of non-standard hour personnel funding requirements.	(1.00)	(53,710)	-
<b>Non-Discretionary Adjustment</b> 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	(1,084,281)	-
<b>One-Time Reductions and Annualizations</b> Adjustment to reflect the removal of one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2016.	0.00	(7,054,084)	(265,190)
<b>IAM Reimbursable Revenue</b> Adjustment to reflect revised revenue projections for reimbursement of SAP Infrastructure Asset Management (IAM, formerly EAM) project labor.	0.00	-	253,983
<b>Total</b>	<b>23.00</b>	<b>\$ (2,370,766)</b>	<b>\$ 73,793</b>

# Public Works - General Services

## Expenditures by Category

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
<b>PERSONNEL</b>				
Personnel Cost	\$ 6,504,290	\$ 7,639,683	\$ 8,793,128	\$ 1,153,445
Fringe Benefits	4,191,995	4,678,133	5,464,155	786,022
<b>PERSONNEL SUBTOTAL</b>	<b>10,696,285</b>	<b>12,317,816</b>	<b>14,257,283</b>	<b>1,939,467</b>
<b>NON-PERSONNEL</b>				
Supplies	\$ 1,763,150	\$ 1,919,637	\$ 2,181,245	\$ 261,608
Contracts	3,282,903	5,311,458	4,038,229	(1,273,229)
Information Technology	220,559	243,835	288,087	44,252
Energy and Utilities	916,445	1,098,451	1,039,094	(59,357)
Other	5,781	7,500	7,500	-
Transfers Out	-	5,264,086	2,119,000	(3,145,086)
Capital Expenditures	597,443	345,000	30,000	(315,000)
Debt	-	-	176,579	176,579
<b>NON-PERSONNEL SUBTOTAL</b>	<b>6,786,281</b>	<b>14,189,967</b>	<b>9,879,734</b>	<b>(4,310,233)</b>
<b>Total</b>	<b>\$ 17,482,566</b>	<b>\$ 26,507,783</b>	<b>\$ 24,137,017</b>	<b>\$ (2,370,766)</b>

## Revenues by Category

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
Charges for Services	\$ 2,731,986	\$ 3,673,786	\$ 3,747,579	\$ 73,793
Other Revenue	139,067	-	-	-
<b>Total</b>	<b>\$ 2,871,053</b>	<b>\$ 3,673,786</b>	<b>\$ 3,747,579</b>	<b>\$ 73,793</b>

## Personnel Expenditures

Job Number	Job Title / Wages	FY2015 Budget	FY2016 Budget	FY2017 Adopted	Salary Range	Total
<b>FTE, Salaries, and Wages</b>						
20000011	Account Clerk	1.00	2.00	2.00	\$31,491 - \$37,918	\$ 75,267
20000012	Administrative Aide 1	1.00	1.00	1.00	36,962 - 44,533	44,533
20000024	Administrative Aide 2	1.00	1.00	1.00	42,578 - 51,334	51,334
20000241	Apprentice 1-Electrician (5 Yr)	0.00	1.00	0.00	32,427 - 43,243	-
20000245	Apprentice 1-HVACR Technician	0.00	1.00	0.00	32,427 - 43,243	-
20000242	Apprentice 2-Electrician (5 Yr)	0.00	0.00	1.00	45,947 - 54,059	51,355
20000246	Apprentice 2-HVACR Technician	0.00	0.00	1.00	40,539 - 51,355	45,947
20000070	Assistant Engineer-Civil	1.00	0.00	0.00	57,866 - 69,722	-
21000175	Assistant Trainer	0.00	0.00	1.00	44,470 - 54,059	49,067
91000175	Assistant Trainer - Hourly	0.00	1.00	0.00	44,470 - 54,059	-
20000143	Associate Engineer-Civil	1.00	0.00	0.00	66,622 - 80,454	-
20000119	Associate Management Analyst	0.00	1.00	1.00	54,059 - 65,333	54,059
20000201	Building Maintenance Supervisor	6.00	6.00	6.00	61,859 - 74,797	446,538
20000224	Building Service Technician	17.00	12.00	13.00	33,322 - 39,666	493,668
20000202	Building Supervisor	1.00	1.00	1.00	39,770 - 47,736	47,736
20000232	Buyer's Aide 1	0.00	0.00	1.00	36,962 - 44,533	36,962
20000234	Carpenter	14.00	16.00	18.00	43,451 - 52,000	871,780
20000235	Carpenter Supervisor	1.00	1.00	2.00	49,192 - 59,571	105,049
20000617	Construction Estimator	2.00	2.00	2.00	53,706 - 64,958	128,942

# Public Works - General Services

## Personnel Expenditures (Cont'd)

Job Number	Job Title / Wages	FY2015 Budget	FY2016 Budget	FY2017 Adopted	Salary Range	Total
20000354	Custodian 2	9.00	13.00	<b>13.00</b>	26,250 - 31,242	385,053
20000355	Custodian 3	0.00	1.00	<b>1.00</b>	28,725 - 33,966	33,966
20001101	Department Director	1.00	1.00	<b>1.00</b>	59,155 - 224,099	170,000
20001168	Deputy Director	1.00	1.00	<b>1.00</b>	46,966 - 172,744	124,000
20000408	Electrician	13.00	15.00	<b>19.00</b>	47,091 - 56,534	1,004,700
20000413	Electrician Supervisor	1.00	1.00	<b>2.00</b>	53,706 - 64,958	117,616
20000924	Executive Secretary	1.00	1.00	<b>0.00</b>	43,555 - 52,666	-
20000833	HVACR Technician	10.00	14.00	<b>16.00</b>	47,091 - 56,534	802,974
20000499	Heating Technician	2.00	2.00	<b>2.00</b>	47,091 - 56,534	112,220
20000500	Heating, Ventilation, and Air Conditioning Supervisor	1.00	2.00	<b>2.00</b>	53,706 - 64,958	118,664
20000290	Information Systems Analyst 2	1.00	1.00	<b>1.00</b>	54,059 - 65,333	65,333
20000998	Information Systems Analyst 4	1.00	0.00	<b>0.00</b>	66,768 - 80,891	-
20000377	Information Systems Technician	1.00	1.00	<b>1.00</b>	42,578 - 51,334	46,372
20000613	Locksmith	2.00	2.00	<b>3.00</b>	44,221 - 52,853	148,341
20000667	Painter	9.00	14.00	<b>18.00</b>	41,600 - 49,962	827,605
20000668	Painter Supervisor	1.00	1.00	<b>2.00</b>	47,382 - 57,262	104,644
20000680	Payroll Specialist 2	1.00	1.00	<b>1.00</b>	34,611 - 41,787	40,116
20000709	Plasterer	1.00	2.00	<b>3.00</b>	45,490 - 54,538	145,518
20000711	Plumber	11.00	11.00	<b>13.00</b>	47,091 - 56,534	683,143
20000713	Plumber Supervisor	1.00	1.00	<b>1.00</b>	53,706 - 64,958	63,340
20001222	Program Manager	0.00	1.00	<b>2.00</b>	46,966 - 172,744	222,000
20000760	Project Assistant	0.00	2.00	<b>2.00</b>	57,866 - 69,722	115,732
20000842	Roofer	5.00	6.00	<b>7.00</b>	39,666 - 47,528	311,204
20000847	Safety Officer	1.00	1.00	<b>1.00</b>	57,907 - 69,930	69,930
20001042	Safety and Training Manager	0.00	0.00	<b>1.00</b>	66,768 - 80,891	73,445
20000222	Senior Building Maintenance Supervisor	1.00	1.00	<b>1.00</b>	76,918 - 93,018	93,018
20000966	Senior HVACR Technician	4.00	5.00	<b>5.00</b>	49,462 - 59,384	286,107
20000826	Senior Locksmith	1.00	1.00	<b>1.00</b>	46,446 - 55,578	55,578
20000015	Senior Management Analyst	1.00	1.00	<b>1.00</b>	59,363 - 71,760	71,760
20000313	Supervising Department Human Resources Analyst	1.00	1.00	<b>1.00</b>	66,768 - 80,891	80,891
20000970	Supervising Management Analyst	1.00	0.00	<b>0.00</b>	66,768 - 80,891	-
21000177	Trainer	0.00	1.00	<b>1.00</b>	54,059 - 65,333	65,333
20000756	Word Processing Operator	1.00	0.00	<b>0.00</b>	31,491 - 37,918	-
	Budgeted Vacancy Savings					(314,580)
	Night Shift Pay					1,562
	Overtime Budgeted					132,948
	Sick Leave - Hourly					2,439
	Termination Pay Annual Leave					29,919
<b>FTE, Salaries, and Wages Subtotal</b>		<b>130.00</b>	<b>151.00</b>	<b>174.00</b>		<b>\$ 8,793,128</b>

# Public Works - General Services

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
<b>Fringe Benefits</b>				
Employee Offset Savings	\$ 26,119	\$ 21,546	\$ 24,607	\$ 3,061
Flexible Benefits	846,725	1,186,976	1,605,625	418,649
Long-Term Disability	56,843	24,420	27,438	3,018
Medicare	91,762	105,610	122,945	17,335
Other Post-Employment Benefits	724,806	847,584	981,840	134,256
Retiree Medical Trust	5,373	8,513	11,784	3,271
Retirement 401 Plan	9,711	8,975	7,583	(1,392)
Retirement ADC	1,716,370	1,594,787	1,595,872	1,085
Retirement DROP	32,373	30,554	34,101	3,547
Risk Management Administration	104,563	151,200	169,652	18,452
Supplemental Pension Savings Plan	348,754	476,311	594,784	118,473
Unemployment Insurance	13,183	14,007	15,709	1,702
Workers' Compensation	215,413	207,650	272,215	64,565
<b>Fringe Benefits Subtotal</b>	<b>\$ 4,191,995</b>	<b>\$ 4,678,133</b>	<b>\$ 5,464,155</b>	<b>\$ 786,022</b>
<b>Total Personnel Expenditures</b>			<b>\$ 14,257,283</b>	

## Publishing Services Fund

### Department Expenditures

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
Publishing Services	\$ 3,403,126	\$ 3,666,496	\$ 3,932,647	\$ 266,151
<b>Total</b>	<b>\$ 3,403,126</b>	<b>\$ 3,666,496</b>	<b>\$ 3,932,647</b>	<b>\$ 266,151</b>

### Department Personnel

	FY2015 Budget	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
Publishing Services	10.00	10.00	10.00	0.00
<b>Total</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>0.00</b>

### Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Equipment Rental</b> Addition of non-personnel expenditures for copier equipment rental expenses.	0.00	\$ 189,769	\$ -
<b>Printing Outside Contract</b> Addition of non-personnel expenditures for third-party printing services.	0.00	108,392	-
<b>Equipment/Support for Information Technology</b> Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00	57,302	-
<b>Avanti System</b> Addition of non-personnel expenditures associated with training and update of the Avanti System.	0.00	46,507	-
<b>Print Shop Services</b> Addition of non-personnel expenditures for paper.	0.00	34,088	-

# Public Works - General Services

## Significant Budget Adjustments (Cont'd)

	FTE	Expenditures	Revenue
<b>Employee Rewards and Recognition Program</b> Addition of non-Personnel Expenditures to comply with the Employee Rewards and Recognition Program per Administrative Regulation 95.91.	0.00	2,050	-
<b>One-Time Reductions and Annualizations</b> Adjustment to reflect the removal of one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2016.	0.00	(4,666)	-
<b>Salary and Benefit Adjustments</b> Adjustments to reflect the annualization of the Fiscal Year 2016 negotiated salary compensation schedule, changes to savings resulting from positions to be vacant for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiation adjustments.	0.00	(14,583)	-
<b>Non-Discretionary Adjustment</b> 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	(152,708)	-
<b>Revised Revenue</b> Adjustment to reflect Fiscal Year 2017 revenue projections.	0.00	-	393,735
<b>Total</b>	<b>0.00</b>	<b>\$ 266,151</b>	<b>\$ 393,735</b>

## Expenditures by Category

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
<b>PERSONNEL</b>				
Personnel Cost	\$ 447,188	\$ 480,488	\$ 479,599	\$ (889)
Fringe Benefits	359,122	391,271	377,577	(13,694)
<b>PERSONNEL SUBTOTAL</b>	<b>806,310</b>	<b>871,759</b>	<b>857,176</b>	<b>(14,583)</b>
<b>NON-PERSONNEL</b>				
Supplies	\$ 306,341	\$ 329,914	\$ 329,464	\$ (450)
Contracts	2,149,550	2,026,072	2,260,135	234,063
Information Technology	25,653	308,519	365,821	57,302
Energy and Utilities	99,390	121,074	115,559	(5,515)
Other	186	4,666	-	(4,666)
Transfers Out	15,695	-	-	-
Debt	-	4,492	4,492	-
<b>NON-PERSONNEL SUBTOTAL</b>	<b>2,596,816</b>	<b>2,794,737</b>	<b>3,075,471</b>	<b>280,734</b>
<b>Total</b>	<b>\$ 3,403,126</b>	<b>\$ 3,666,496</b>	<b>\$ 3,932,647</b>	<b>\$ 266,151</b>

## Revenues by Category

	FY2015 Actual	FY2016 Budget	FY2017 Adopted	FY2016-2017 Change
Charges for Services	\$ 3,644,487	\$ 3,221,261	\$ 3,614,996	\$ 393,735
Other Revenue	3,746	-	-	-
Rev from Money and Prop	4,108	-	-	-
<b>Total</b>	<b>\$ 3,652,342</b>	<b>\$ 3,221,261</b>	<b>\$ 3,614,996</b>	<b>\$ 393,735</b>

# Public Works - General Services

## Personnel Expenditures

Job Number	Job Title / Wages	FY2015 Budget	FY2016 Budget	FY2017 Adopted	Salary Range	Total
<b>FTE, Salaries, and Wages</b>						
20000011	Account Clerk	1.00	1.00	1.00	\$31,491 - \$37,918	\$ 36,591
20000024	Administrative Aide 2	1.00	1.00	1.00	42,578 - 51,334	50,810
20000487	Graphic Designer	2.00	2.00	2.00	43,264 - 51,979	95,243
20000752	Print Shop Supervisor	1.00	1.00	1.00	57,158 - 68,120	68,120
21000193	Publishing Specialist 2	2.00	2.00	2.00	31,782 - 37,627	74,242
20000912	Senior Offset Press Operator	2.00	2.00	2.00	38,106 - 45,344	90,688
21000194	Senior Publishing Specialist	1.00	1.00	1.00	36,962 - 44,533	44,443
	Overtime Budgeted					19,462
<b>FTE, Salaries, and Wages Subtotal</b>		<b>10.00</b>	<b>10.00</b>	<b>10.00</b>		<b>\$ 479,599</b>
		<b>FY2015 Actual</b>	<b>FY2016 Budget</b>	<b>FY2017 Adopted</b>	<b>FY2016-2017 Change</b>	
<b>Fringe Benefits</b>						
	Employee Offset Savings	\$ 2,324	\$ 2,585	\$ 2,088	\$ (497)	
	Flexible Benefits	64,172	81,805	97,355	15,550	
	Long-Term Disability	2,908	1,503	1,463	(40)	
	Medicare	6,338	5,483	5,488	5	
	Other Post-Employment Benefits	55,821	58,860	59,150	290	
	Retiree Medical Trust	163	185	311	126	
	Retirement ADC	189,597	193,075	159,060	(34,015)	
	Retirement DROP	250	-	1,383	1,383	
	Risk Management Administration	7,990	10,500	10,220	(280)	
	Supplemental Pension Savings Plan	23,550	25,250	26,722	1,472	
	Unemployment Insurance	906	861	841	(20)	
	Workers' Compensation	5,103	11,164	13,496	2,332	
<b>Fringe Benefits Subtotal</b>		<b>\$ 359,122</b>	<b>\$ 391,271</b>	<b>\$ 377,577</b>	<b>\$ (13,694)</b>	
<b>Total Personnel Expenditures</b>					<b>\$ 857,176</b>	

# Public Works - General Services

## Revenue and Expense Statement (Non-General Fund)

Publishing Services Fund	FY2015 Actual	FY2016* Budget	FY2017 Adopted
<b>BEGINNING BALANCE AND RESERVES</b>			
Balance from Prior Year	\$ 466,693	\$ 715,909	\$ 850,839
<b>TOTAL BALANCE AND RESERVES</b>	<b>\$ 466,693</b>	<b>\$ 715,909</b>	<b>\$ 850,839</b>
<b>REVENUE</b>			
Charges for Services	\$ 3,644,487	\$ 3,221,261	\$ 3,614,996
Other Revenue	3,746	–	–
Revenue from Use of Money and Property	4,108	–	–
<b>TOTAL REVENUE</b>	<b>\$ 3,652,342</b>	<b>\$ 3,221,261</b>	<b>\$ 3,614,996</b>
<b>TOTAL BALANCE, RESERVES, AND REVENUE</b>	<b>\$ 4,119,035</b>	<b>\$ 3,937,170</b>	<b>\$ 4,465,835</b>
<b>OPERATING EXPENSE</b>			
Personnel	\$ 447,188	\$ 480,488	\$ 479,599
Fringe Benefits	359,122	391,271	377,577
Supplies	306,341	329,914	329,464
Contracts	2,149,550	2,026,072	2,260,135
Information Technology	25,653	308,519	365,821
Energy and Utilities	99,390	121,074	115,559
Other Expenses	186	4,666	–
Transfers Out	15,695	–	–
Debt Expenses	–	4,492	4,492
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 3,403,126</b>	<b>\$ 3,666,496</b>	<b>\$ 3,932,647</b>
<b>TOTAL EXPENSE</b>	<b>\$ 3,403,126</b>	<b>\$ 3,666,496</b>	<b>\$ 3,932,647</b>
<b>BALANCE</b>	<b>\$ 715,909</b>	<b>\$ 270,674</b>	<b>\$ 533,188</b>
<b>TOTAL BALANCE, RESERVES, AND EXPENSE</b>	<b>\$ 4,119,035</b>	<b>\$ 3,937,170</b>	<b>\$ 4,465,835</b>

\* At the time of publication, audited financial statements for Fiscal Year 2016 were not available. Therefore, the Fiscal Year 2016 column reflects final budgeted revenue and expense amounts from the Fiscal Year 2016 Adopted Budget, while the beginning FY 2016 balance amount reflects the audited Fiscal Year 2015 ending balance.