

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 and 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. Their 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; rebuilding and expanding 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 | Target ¹ FY2015 | Actual ¹ FY2015 | Estimated ² FY2016 | Target FY2017 |
|--|-------------------------------|-------------------------------|----------------------------------|------------------|
| 1. Percentage of preventative maintenance activities of overall facilities maintenance activities | N/A | 20% | 30% | 30% |
| 2. Percentage of Capital Improvement Projects delivered on baseline Project Charter schedule | N/A | N/A | 80% | 80% |
| 3. Average number of days to award contracts | 90 | 87 | 94 | 90 |
| 4. Percentage difference between total combined actual expenditures versus total combined estimated expenditures | N/A | N/A | N/A | 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.

Managed Competition Performance Measures - Publishing

| Performance Indicator | Target FY2015 | Actual FY2015 | Estimated FY2016 | Target ¹ 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% | 99.0% | 99.0% | N/A |

1. The five year Managed Competition is complete in Fiscal Year 2016.



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Public Works - Contracts

Department Summary

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|--------------------------------------|---------------------|---------------------|---------------------|-----------------------|
| FTE Positions (Budgeted) | 19.00 | 20.00 | 21.00 | 1.00 |
| Personnel Expenditures | \$ 1,733,680 | \$ 2,003,844 | \$ 2,119,885 | \$ 116,041 |
| Non-Personnel Expenditures | 159,142 | 154,978 | 181,825 | 26,847 |
| Total Department Expenditures | \$ 1,892,822 | \$ 2,158,822 | \$ 2,301,710 | \$ 142,888 |
| Total Department Revenue | \$ 1,054,493 | \$ 1,117,530 | \$ 1,181,777 | \$ 64,247 |

General Fund

Department Expenditures

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|--------------------------|---------------------|---------------------|---------------------|-----------------------|
| Public Works - Contracts | \$ 1,892,822 | \$ 2,158,822 | \$ 2,301,710 | \$ 142,888 |
| Total | \$ 1,892,822 | \$ 2,158,822 | \$ 2,301,710 | \$ 142,888 |

Department Personnel

| | FY2015 Budget | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|--------------------------|------------------|------------------|--------------------|-----------------------|
| Public Works - Contracts | 19.00 | 20.00 | 21.00 | 1.00 |
| Total | 19.00 | 20.00 | 21.00 | 1.00 |

Significant Budget Adjustments

| | FTE | Expenditures | Revenue |
|---|-------------|-------------------|------------------|
| Capital Improvements Program Support 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 | \$ 82,127 | \$ 64,247 |
| Salary and Benefit Adjustments 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 | 33,914 | - |
| Equipment/Support for Information Technology Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements and priority analyses. | 0.00 | 24,874 | - |
| Employee Rewards and Recognition Program Addition of non-personnel expenditures to comply with the employee Rewards and Recognition Program per Administrative Regulation 95.91. | 0.00 | 2,435 | - |
| 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 | (462) | - |
| Total | 1.00 | \$ 142,888 | \$ 64,247 |

Public Works - Contracts

Expenditures by Category

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|-------------------------------|---------------------|---------------------|---------------------|-----------------------|
| PERSONNEL | | | | |
| Personnel Cost | \$ 1,045,657 | \$ 1,232,680 | \$ 1,281,003 | \$ 48,323 |
| Fringe Benefits | 688,023 | 771,164 | 838,882 | 67,718 |
| PERSONNEL SUBTOTAL | 1,733,680 | 2,003,844 | 2,119,885 | 116,041 |
| NON-PERSONNEL | | | | |
| 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 | - | - | - |
| NON-PERSONNEL SUBTOTAL | 159,142 | 154,978 | 181,825 | 26,847 |
| Total | \$ 1,892,822 | \$ 2,158,822 | \$ 2,301,710 | \$ 142,888 |

Revenues by Category

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

Personnel Expenditures

| Job Number | Job Title / Wages | FY2015 Budget | FY2016 Budget | FY2017 Proposed | Salary Range | Total |
|--|------------------------------|------------------|------------------|--------------------|---------------------|-----------------------|
| FTE, Salaries, and Wages | | | | | | |
| 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 |
| FTE, Salaries, and Wages Subtotal | | 19.00 | 20.00 | 21.00 | | \$ 1,281,003 |
| | | FY2015 Actual | FY2016 Budget | FY2017 Proposed | | FY2016-2017 Change |
| Fringe Benefits | | | | | | |
| | Employee Offset Savings | \$ 8,849 | \$ 9,012 | \$ 8,523 | | \$ (489) |
| | Flexible Benefits | 119,186 | 167,016 | 204,071 | | 37,055 |
| | Long-Term Disability | 9,204 | 4,019 | 4,056 | | 37 |

Public Works - Contracts

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|-------------------------------------|-------------------|-------------------|---------------------|-----------------------|
| Medicare | 15,165 | 17,872 | 18,497 | 625 |
| Other Post-Employment Benefits | 95,774 | 111,834 | 118,380 | 6,546 |
| 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 | 349,235 | 6,851 |
| Retirement DROP | 2,844 | 2,832 | 2,832 | - |
| Risk Management Administration | 13,955 | 19,950 | 20,460 | 510 |
| Supplemental Pension Savings Plan | 52,339 | 74,427 | 77,916 | 3,489 |
| Unemployment Insurance | 2,182 | 2,302 | 2,328 | 26 |
| Workers' Compensation | 13,427 | 16,811 | 29,487 | 12,676 |
| Fringe Benefits Subtotal | \$ 688,023 | \$ 771,164 | \$ 838,882 | \$ 67,718 |
| Total Personnel Expenditures | | | \$ 2,119,885 | |



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Public Works - Engineering & Capital Projects

Department Summary

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|--------------------------------------|----------------------|----------------------|----------------------|-----------------------|
| FTE Positions (Budgeted) | 484.60 | 598.60 | 644.70 | 46.10 |
| Personnel Expenditures | \$ 55,415,418 | \$ 64,706,732 | \$ 69,293,719 | \$ 4,586,987 |
| Non-Personnel Expenditures | 7,067,018 | 11,028,154 | 13,984,335 | 2,956,181 |
| Total Department Expenditures | \$ 62,482,437 | \$ 75,734,886 | \$ 83,278,054 | \$ 7,543,168 |
| Total Department Revenue | \$ 60,697,413 | \$ 75,734,886 | \$ 83,278,054 | \$ 7,543,168 |

Engineering & Capital Projects Fund

Department Expenditures

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|-----------------------------------|----------------------|----------------------|----------------------|-----------------------|
| Architectural Engineering & Parks | \$ 8,029,233 | \$ 10,358,801 | \$ 1,001,645 | \$ (9,357,156) |
| Engineering & Capital Projects | 1,021,582 | 234,378 | 9,393,507 | 9,159,129 |
| Field Engineering | 21,285,317 | 24,672,955 | 26,737,811 | 2,064,856 |
| Project & Operational Support | - | - | 17,762,056 | 17,762,056 |
| Project Implementation | 16,985,031 | 22,645,140 | 10,947,946 | (11,697,194) |
| Right-of-Way Design | 15,161,274 | 17,823,612 | 17,435,089 | (388,523) |
| Total | \$ 62,482,437 | \$ 75,734,886 | \$ 83,278,054 | \$ 7,543,168 |

Department Personnel

| | FY2015 Budget | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|-----------------------------------|------------------|------------------|--------------------|-----------------------|
| Architectural Engineering & Parks | 59.85 | 77.85 | 4.00 | (73.85) |
| Engineering & Capital Projects | 1.00 | 1.00 | 78.50 | 77.50 |
| Field Engineering | 161.65 | 200.65 | 227.80 | 27.15 |
| Project & Operational Support | 0.00 | 0.00 | 84.35 | 84.35 |
| Project Implementation | 132.55 | 165.70 | 93.00 | (72.70) |
| Right-of-Way Design | 129.55 | 153.40 | 157.05 | 3.65 |
| Total | 484.60 | 598.60 | 644.70 | 46.10 |

Significant Budget Adjustments

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

Public Works - Engineering & Capital Projects

Significant Budget Adjustments (Cont'd)

| | FTE | Expenditures | Revenue |
|--|--------------|---------------------|---------------------|
| Salary and Benefit Adjustments | 0.00 | 704,220 | - |
| 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. | | | |
| Tenant Improvements and Office Relocation | 0.00 | 615,430 | 615,430 |
| Addition of non-personnel expenditures for tenant improvements, one-time relocation expenses, and IT related moving expenses. | | | |
| Addition of Training Expenditures | 0.00 | 272,250 | - |
| Addition of non-personnel expenditures for professional training. | | | |
| Employee Rewards and Recognition Program | 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. | | | |
| Non-Standard Hour Personnel Funding | (3.40) | (181,662) | - |
| Adjustment to expenditures according to a zero-based annual review of non-standard hour personnel funding requirements. | | | |
| One-Time Reductions and Annualizations | 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. | | | |
| Revised Revenue | 0.00 | - | 3,348,791 |
| Adjustment to reflect Fiscal Year 2017 revenue projections. | | | |
| IAM Reimbursable Revenue | 0.00 | - | 530,988 |
| Adjustment to reflect revised revenue projections for reimbursement of SAP Infrastructure Asset Management (IAM, formerly EAM) project labor. | | | |
| Total | 46.10 | \$ 7,543,168 | \$ 7,543,168 |

Expenditures by Category

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|-------------------------------|-------------------|-------------------|--------------------|-----------------------|
| PERSONNEL | | | | |
| Personnel Cost | \$ 33,514,416 | \$ 40,472,754 | \$ 42,437,260 | \$ 1,964,506 |
| Fringe Benefits | 21,901,002 | 24,233,978 | 26,856,459 | 2,622,481 |
| PERSONNEL SUBTOTAL | 55,415,418 | 64,706,732 | 69,293,719 | 4,586,987 |
| NON-PERSONNEL | | | | |
| Supplies | \$ 316,064 | \$ 1,185,383 | \$ 1,154,220 | \$ (31,163) |
| Contracts | 2,967,071 | 6,115,210 | 7,611,966 | 1,496,756 |
| 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 | - |
| NON-PERSONNEL SUBTOTAL | 7,067,018 | 11,028,154 | 13,984,335 | 2,956,181 |

Public Works - Engineering & Capital Projects

Expenditures by Category (Cont'd)

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|--------------|----------------------|----------------------|----------------------|-----------------------|
| Total | \$ 62,482,437 | \$ 75,734,886 | \$ 83,278,054 | \$ 7,543,168 |

Revenues by Category

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|-------------------------|----------------------|----------------------|----------------------|-----------------------|
| Charges for Services | \$ 60,650,505 | \$ 75,734,886 | \$ 83,278,054 | \$ 7,543,168 |
| Other Revenue | 46,314 | - | - | - |
| Rev from Money and Prop | 594 | - | - | - |
| Total | \$ 60,697,413 | \$ 75,734,886 | \$ 83,278,054 | \$ 7,543,168 |

Personnel Expenditures

| Job Number | Job Title / Wages | FY2015 Budget | FY2016 Budget | FY2017 Proposed | Salary Range | Total |
|---------------|-------------------|------------------|------------------|--------------------|--------------|-------|
|---------------|-------------------|------------------|------------------|--------------------|--------------|-------|

FTE, Salaries, and Wages

| | | | | | | |
|----------|---------------------------------------|--------|--------|---------------|---------------------|------------|
| 20000011 | Account Clerk | 4.00 | 4.00 | 5.00 | \$31,491 - \$37,918 | \$ 175,029 |
| 20000012 | Administrative Aide 1 | 1.00 | 4.00 | 4.00 | 36,962 - 44,533 | 162,011 |
| 20000024 | Administrative Aide 2 | 3.00 | 4.00 | 4.00 | 42,578 - 51,334 | 176,856 |
| 20001140 | Assistant Department Director | 1.00 | 1.00 | 1.00 | 31,741 - 173,971 | 145,000 |
| 20001202 | Assistant Deputy Director | 2.00 | 3.00 | 5.00 | 23,005 - 137,904 | 580,000 |
| 20000070 | Assistant Engineer-Civil | 137.75 | 177.75 | 186.75 | 57,866 - 69,722 | 12,061,241 |
| 90000070 | Assistant Engineer-Civil - Hourly | 0.70 | 1.05 | 1.05 | 57,866 - 69,722 | 73,209 |
| 20000077 | Assistant Engineer-Electrical | 5.00 | 6.00 | 6.00 | 57,866 - 69,722 | 382,484 |
| 20000116 | Assistant Engineer-Traffic | 6.00 | 7.00 | 7.00 | 57,866 - 69,722 | 429,660 |
| 90000143 | Associate Engineer-Civil - Hourly | 0.35 | 0.35 | 0.35 | 66,622 - 80,454 | 28,159 |
| 20000143 | Associate Engineer-Civil | 89.50 | 100.00 | 110.00 | 66,622 - 80,454 | 8,392,382 |
| 20000150 | Associate Engineer-Electrical | 2.00 | 2.00 | 3.00 | 66,622 - 80,454 | 225,112 |
| 20000154 | Associate Engineer-Mechanical | 1.00 | 2.00 | 1.00 | 66,622 - 80,454 | 66,622 |
| 20000167 | Associate Engineer-Traffic | 4.00 | 4.00 | 4.00 | 66,622 - 80,454 | 317,194 |
| 90000119 | Associate Management Analyst - Hourly | 0.35 | 0.35 | 0.00 | 54,059 - 65,333 | - |
| 20000119 | Associate Management Analyst | 11.00 | 17.00 | 18.00 | 54,059 - 65,333 | 1,021,257 |
| 20000162 | Associate Planner | 5.00 | 7.00 | 10.00 | 56,722 - 68,536 | 602,922 |
| 20000110 | Auto Messenger 2 | 0.00 | 0.00 | 0.50 | 29,931 - 36,067 | 14,966 |
| 20000649 | Biologist 3 | 1.00 | 1.00 | 1.00 | 62,005 - 75,067 | 75,067 |
| 90000544 | Clerical Assistant 2 - Hourly | 0.85 | 0.00 | 0.00 | 29,931 - 36,067 | - |
| 20000539 | Clerical Assistant 2 | 6.00 | 6.00 | 6.00 | 29,931 - 36,067 | 202,000 |
| 20000545 | Contracts Processing Clerk | 4.00 | 6.00 | 8.00 | 32,968 - 39,811 | 291,116 |
| 90001168 | Deputy Director - Hourly | 0.35 | 0.00 | 0.00 | 46,966 - 172,744 | - |
| 20001168 | Deputy Director | 4.00 | 4.00 | 5.00 | 46,966 - 172,744 | 615,000 |
| 20000290 | Information Systems Analyst 2 | 3.00 | 4.00 | 3.00 | 54,059 - 65,333 | 191,892 |
| 20000293 | Information Systems Analyst 3 | 1.00 | 1.00 | 2.00 | 59,363 - 71,760 | 131,123 |
| 20000998 | Information Systems Analyst 4 | 1.00 | 1.00 | 1.00 | 66,768 - 80,891 | 80,891 |
| 20000377 | Information Systems Technician | 1.00 | 1.00 | 1.00 | 42,578 - 51,334 | 48,583 |
| 90000552 | Junior Engineer-Civil - Hourly | 0.00 | 0.00 | 0.35 | 50,003 - 60,549 | 21,192 |
| 20001018 | Land Surveying Assistant | 17.00 | 23.00 | 27.00 | 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 Proposed | Salary Range | Total |
|------------|---|---------------|---------------|-----------------|------------------|-------------|
| 20001019 | Land Surveying Associate | 5.00 | 6.00 | 7.00 | 66,622 - 80,454 | 546,932 |
| 90001073 | Management Intern - Hourly | 5.50 | 6.50 | 6.00 | 24,274 - 29,203 | 160,116 |
| 20000669 | Park Designer | 4.00 | 4.00 | 4.00 | 66,664 - 80,496 | 317,960 |
| 20000680 | Payroll Specialist 2 | 3.00 | 3.00 | 2.00 | 34,611 - 41,787 | 82,738 |
| 20000173 | Payroll Supervisor | 0.00 | 0.00 | 1.00 | 39,686 - 48,069 | 48,069 |
| 90000743 | Principal Engineering Aide - Hourly | 0.35 | 0.35 | 0.00 | 50,003 - 60,549 | - |
| 20000743 | Principal Engineering Aide | 54.50 | 74.00 | 75.00 | 50,003 - 60,549 | 4,271,586 |
| 20001187 | Principal Planner | 0.00 | 1.00 | 1.00 | 46,966 - 172,744 | 110,000 |
| 20000518 | Principal Survey Aide | 10.00 | 13.00 | 17.00 | 50,003 - 60,549 | 960,411 |
| 20000748 | Principal Traffic Engineering Aide | 1.00 | 1.00 | 1.00 | 50,003 - 60,549 | 60,020 |
| 90000748 | Principal Traffic Engineering Aide - Hourly | 0.00 | 0.35 | 0.00 | 50,003 - 60,549 | - |
| 20001222 | Program Manager | 1.00 | 1.00 | 0.00 | 46,966 - 172,744 | - |
| 20000760 | Project Assistant | 8.00 | 18.00 | 24.00 | 57,866 - 69,722 | 1,487,891 |
| 20000761 | Project Officer 1 | 7.00 | 7.00 | 7.00 | 66,622 - 80,454 | 548,139 |
| 20000763 | Project Officer 2 | 6.00 | 6.00 | 5.00 | 76,794 - 92,851 | 464,255 |
| 90000779 | Public Information Specialist - Hourly | 0.00 | 0.00 | 0.35 | 32,968 - 39,811 | 13,934 |
| 20000869 | Senior Account Clerk | 1.00 | 1.00 | 1.00 | 36,067 - 43,514 | 42,861 |
| 90000885 | Senior Civil Engineer - Hourly | 0.35 | 0.35 | 0.00 | 76,794 - 92,851 | - |
| 20000885 | Senior Civil Engineer | 25.00 | 27.00 | 28.00 | 76,794 - 92,851 | 2,562,365 |
| 20000927 | Senior Clerk/Typist | 3.00 | 4.00 | 3.00 | 36,067 - 43,514 | 121,821 |
| 90000400 | Senior Drafting Aide - Hourly | 0.35 | 0.35 | 0.00 | 44,429 - 53,706 | - |
| 20000900 | Senior Engineering Aide | 3.00 | 4.00 | 6.00 | 44,429 - 53,706 | 284,322 |
| 90000830 | Senior Engineering Geologist - Hourly | 0.35 | 0.35 | 0.35 | 76,794 - 92,851 | 32,498 |
| 20001014 | Senior Land Surveyor | 2.00 | 2.00 | 2.00 | 76,794 - 92,851 | 182,916 |
| 90000015 | Senior Management Analyst - Hourly | 0.35 | 0.35 | 0.00 | 59,363 - 71,760 | - |
| 20000015 | Senior Management Analyst | 8.00 | 9.00 | 8.00 | 59,363 - 71,760 | 567,623 |
| 20000918 | Senior Planner | 4.00 | 4.00 | 5.00 | 65,354 - 79,019 | 350,764 |
| 20000929 | Senior Survey Aide | 3.00 | 3.00 | 3.00 | 44,429 - 53,706 | 133,287 |
| 20000926 | Senior Traffic Engineer | 2.00 | 2.00 | 2.00 | 76,794 - 92,851 | 184,309 |
| 90000964 | Student Engineer - Hourly | 5.00 | 5.50 | 4.00 | 26,707 - 32,011 | 116,816 |
| 20000970 | Supervising Management Analyst | 3.00 | 3.00 | 4.00 | 66,768 - 80,891 | 309,441 |
| 21000177 | Trainer | 1.00 | 0.00 | 0.00 | 54,059 - 65,333 | - |
| 20000756 | Word Processing Operator | 5.00 | 4.00 | 7.00 | 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 Proposed | Salary Range | Total |
|--|-----------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| | Sick Leave - Hourly | | | | | 14,377 |
| | Termination Pay Annual Leave | | | | | 126,138 |
| FTE, Salaries, and Wages Subtotal | | 484.60 | 598.60 | 644.70 | | \$ 42,437,260 |
| | | FY2015 Actual | FY2016 Budget | FY2017 Proposed | | FY2016-2017 Change |
| Fringe Benefits | | | | | | |
| | Employee Offset Savings | \$ 255,245 | \$ 240,200 | \$ 246,782 | | \$ 6,582 |
| | Flexible Benefits | 3,219,212 | 4,756,207 | 6,041,236 | | 1,285,029 |
| | Long-Term Disability | 281,771 | 125,022 | 128,831 | | 3,809 |
| | Medicare | 473,047 | 565,826 | 588,026 | | 22,200 |
| | Other Post-Employment Benefits | 2,706,250 | 3,254,958 | 3,533,643 | | 278,685 |
| | 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 | 12,289,503 | | 605,088 |
| | Retirement DROP | 134,084 | 129,471 | 146,913 | | 17,442 |
| | Risk Management Administration | 394,656 | 580,650 | 610,731 | | 30,081 |
| | Supplemental Pension Savings Plan | 1,738,455 | 2,464,798 | 2,613,411 | | 148,613 |
| | Unemployment Insurance | 65,524 | 71,650 | 73,939 | | 2,289 |
| | Workers' Compensation | 334,179 | 300,429 | 511,294 | | 210,865 |
| Fringe Benefits Subtotal | | \$ 21,901,002 | \$ 24,233,978 | \$ 26,856,459 | | \$ 2,622,481 |
| Total Personnel Expenditures | | | | | \$ 69,293,719 | |

Public Works - Engineering & Capital Projects

Revenue and Expense Statement (Non-General Fund)

| Engineering & Capital Projects Fund | FY2015 Actual | FY2016 [*] Budget | FY2017 Proposed |
|---|-----------------------------------|-------------------------------|-----------------------|
| BEGINNING BALANCE AND RESERVES | | | |
| Balance from Prior Year | \$ — | \$ (1,785,023) | \$ (3,736,249) |
| TOTAL BALANCE AND RESERVES | \$ — | \$ (1,785,023) | \$ (3,736,249) |
| REVENUE | | | |
| Charges for Current Services | \$ 60,650,505 | \$ 75,734,886 | \$ 83,278,054 |
| Other Revenue | 46,314 | — | — |
| Revenue from Use of Money and Property | 594 | — | — |
| TOTAL REVENUE | \$ 60,697,413 | \$ 75,734,886 | \$ 83,278,054 |
| TOTAL BALANCE, RESERVES, AND REVENUE | \$ 60,697,413 | \$ 73,949,863 | \$ 79,541,805 |
| OPERATING EXPENSE | | | |
| Personnel Expenses | \$ 33,514,416 | \$ 40,472,754 | \$ 42,437,260 |
| Fringe Benefits | 21,901,002 | 24,233,978 | 26,856,459 |
| Supplies | 316,064 | 1,185,383 | 1,154,220 |
| Contracts | 2,967,071 | 6,115,210 | 7,611,966 |
| 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 |
| TOTAL OPERATING EXPENSE | \$ 62,482,437 | \$ 75,734,886 | \$ 83,278,054 |
| TOTAL EXPENSE | \$ 62,482,437 | \$ 75,734,886 | \$ 83,278,054 |
| BALANCE | \$ (1,785,023)¹ | \$ (1,785,023) | \$ (3,736,249) |
| TOTAL BALANCE, RESERVES, AND EXPENSE | \$ 60,697,413 | \$ 73,949,863 | \$ 79,541,805 |

* 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.

¹The 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 Proposed | FY2016-2017 Change |
|--------------------------------------|----------------------|----------------------|----------------------|-----------------------|
| FTE Positions (Budgeted) | 140.00 | 161.00 | 184.00 | 23.00 |
| Personnel Expenditures | \$ 11,502,595 | \$ 13,189,575 | \$ 14,919,763 | \$ 1,730,188 |
| Non-Personnel Expenditures | 9,383,097 | 16,984,704 | 10,699,477 | (6,285,227) |
| Total Department Expenditures | \$ 20,885,692 | \$ 30,174,279 | \$ 25,619,240 | \$ (4,555,039) |
| Total Department Revenue | \$ 6,523,395 | \$ 6,895,047 | \$ 6,968,840 | \$ 73,793 |

General Fund

Department Expenditures

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|----------------|----------------------|----------------------|----------------------|-----------------------|
| Administration | \$ 1,060,428 | \$ 1,444,869 | \$ 1,385,538 | \$ (59,331) |
| Facilities | 16,422,138 | 25,062,914 | 20,297,425 | (4,765,489) |
| Total | \$ 17,482,566 | \$ 26,507,783 | \$ 21,682,963 | \$ (4,824,820) |

Department Personnel

| | FY2015 Budget | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|----------------|------------------|------------------|--------------------|-----------------------|
| Administration | 7.00 | 10.00 | 8.00 | (2.00) |
| Facilities | 123.00 | 141.00 | 166.00 | 25.00 |
| Total | 130.00 | 151.00 | 174.00 | 23.00 |

Significant Budget Adjustments

| | FTE | Expenditures | Revenue |
|---|-------|--------------|---------|
| Facilities Maintenance and Repair Support | 21.00 | \$ 2,463,931 | \$ - |
| Addition of 21.00 FTE positions and associated non-personnel expenditures to increase the facilities maintenance and repair service levels. | | | |
| Carpet Replacement | 0.00 | 255,000 | - |
| Addition of non-personnel expenditures to replace the carpet in the City Administration Building. | | | |
| Facilities Condition Assessment | 0.00 | 250,000 | - |
| Addition of non-personnel expenditures for special reports associated with condition assessments of City facilities. | | | |
| Apprenticeship Program | 2.00 | 139,352 | - |
| Addition of 1.00 Apprentice 2 - Electrician and 1.00 Apprentice 2 - Refrigerator Mechanic for the Apprenticeship Program. | | | |
| Addition for Training Support | 1.00 | 107,418 | 85,000 |
| 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. | | | |

Public Works - General Services

Significant Budget Adjustments (Cont'd)

| | FTE | Expenditures | Revenue |
|--|--------------|-----------------------|------------------|
| Salary and Benefit Adjustments | 0.00 | 100,790 | - |
| 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. | | | |
| Equipment/Support for Information Technology | 0.00 | 44,252 | - |
| Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements and priority analyses. | | | |
| IAM Training Expenditures | 0.00 | 25,452 | - |
| Addition of non-personnel expenditures associated with the Infrastructure Asset Management (IAM, formerly EAM). | | | |
| Employee Rewards and Recognition Program | 0.00 | 9,560 | - |
| Addition of non-personnel expenditures to comply with the Employee Rewards and Recognition Program per Administrative Regulation 95.91. | | | |
| Reduction of Expenditures | 0.00 | (28,500) | - |
| Reduction of non-personnel expenditures as a result of historical underspending in supplies. | | | |
| Non-Standard Hour Personnel Funding | (1.00) | (53,710) | - |
| Adjustment to expenditures according to a zero-based annual review of non-standard hour personnel funding requirements. | | | |
| Non-Discretionary Adjustment | 0.00 | (1,084,281) | - |
| 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. | | | |
| One-Time Reductions and Annualizations | 0.00 | (7,054,084) | (265,190) |
| Adjustment to reflect the removal of one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2016. | | | |
| IAM Reimbursable Revenue | 0.00 | - | 253,983 |
| Adjustment to reflect revised revenue projections for reimbursement of SAP Infrastructure Asset Management (IAM, formerly EAM) project labor. | | | |
| Total | 23.00 | \$ (4,824,820) | \$ 73,793 |

Expenditures by Category

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|---------------------------|-------------------|-------------------|--------------------|-----------------------|
| PERSONNEL | | | | |
| Personnel Cost | \$ 6,504,290 | \$ 7,639,683 | \$ 8,793,128 | \$ 1,153,445 |
| Fringe Benefits | 4,191,995 | 4,678,133 | 5,267,869 | 589,736 |
| PERSONNEL SUBTOTAL | 10,696,285 | 12,317,816 | 14,060,997 | 1,743,181 |
| NON-PERSONNEL | | | | |
| Supplies | \$ 1,763,150 | \$ 1,919,637 | \$ 2,181,245 | \$ 261,608 |
| Contracts | 3,282,903 | 5,311,458 | 3,280,461 | (2,030,997) |
| Information Technology | 220,559 | 243,835 | 288,087 | 44,252 |

Public Works - General Services

Expenditures by Category (Cont'd)

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|-------------------------------|----------------------|----------------------|----------------------|-----------------------|
| 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 | 619,000 | (4,645,086) |
| Capital Expenditures | 597,443 | 345,000 | 30,000 | (315,000) |
| Debt | - | - | 176,579 | 176,579 |
| NON-PERSONNEL SUBTOTAL | 6,786,281 | 14,189,967 | 7,621,966 | (6,568,001) |
| Total | \$ 17,482,566 | \$ 26,507,783 | \$ 21,682,963 | \$ (4,824,820) |

Revenues by Category

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

Personnel Expenditures

| Job Number | Job Title / Wages | FY2015 Budget | FY2016 Budget | FY2017 Proposed | Salary Range | Total |
|---------------------------------|---------------------------------|------------------|------------------|--------------------|---------------------|-----------|
| FTE, Salaries, and Wages | | | | | | |
| 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 |
| 20000354 | Custodian 2 | 9.00 | 13.00 | 13.00 | 26,250 - 31,242 | 385,053 |
| 20000355 | Custodian 3 | 0.00 | 1.00 | 1.00 | 28,725 - 33,966 | 33,966 |
| 20001101 | Department Director | 1.00 | 1.00 | 1.00 | 59,155 - 224,099 | 170,000 |
| 20001168 | Deputy Director | 1.00 | 1.00 | 1.00 | 46,966 - 172,744 | 124,000 |
| 20000408 | Electrician | 13.00 | 15.00 | 19.00 | 47,091 - 56,534 | 1,004,700 |
| 20000413 | Electrician Supervisor | 1.00 | 1.00 | 2.00 | 53,706 - 64,958 | 117,616 |
| 20000924 | Executive Secretary | 1.00 | 1.00 | 0.00 | 43,555 - 52,666 | - |
| 20000833 | HVACR Technician | 10.00 | 14.00 | 16.00 | 47,091 - 56,534 | 802,974 |

Public Works - General Services

Personnel Expenditures (Cont'd)

| Job Number | Job Title / Wages | FY2015 Budget | FY2016 Budget | FY2017 Proposed | Salary Range | Total |
|--|---|----------------------|----------------------|------------------------|---------------------------|---------------------|
| 20000499 | Heating Technician | 2.00 | 2.00 | 2.00 | 47,091 - 56,534 | 112,220 |
| 20000500 | Heating, Ventilation, and Air Conditioning Supervisor | 1.00 | 2.00 | 2.00 | 53,706 - 64,958 | 118,664 |
| 20000290 | Information Systems Analyst 2 | 1.00 | 1.00 | 1.00 | 54,059 - 65,333 | 65,333 |
| 20000998 | Information Systems Analyst 4 | 1.00 | 0.00 | 0.00 | 66,768 - 80,891 | - |
| 20000377 | Information Systems Technician | 1.00 | 1.00 | 1.00 | 42,578 - 51,334 | 46,372 |
| 20000613 | Locksmith | 2.00 | 2.00 | 3.00 | 44,221 - 52,853 | 148,341 |
| 20000667 | Painter | 9.00 | 14.00 | 18.00 | 41,600 - 49,962 | 827,605 |
| 20000668 | Painter Supervisor | 1.00 | 1.00 | 2.00 | 47,382 - 57,262 | 104,644 |
| 20000680 | Payroll Specialist 2 | 1.00 | 1.00 | 1.00 | 34,611 - 41,787 | 40,116 |
| 20000709 | Plasterer | 1.00 | 2.00 | 3.00 | 45,490 - 54,538 | 145,518 |
| 20000711 | Plumber | 11.00 | 11.00 | 13.00 | 47,091 - 56,534 | 683,143 |
| 20000713 | Plumber Supervisor | 1.00 | 1.00 | 1.00 | 53,706 - 64,958 | 63,340 |
| 20001222 | Program Manager | 0.00 | 1.00 | 2.00 | 46,966 - 172,744 | 222,000 |
| 20000760 | Project Assistant | 0.00 | 2.00 | 2.00 | 57,866 - 69,722 | 115,732 |
| 20000842 | Roofer | 5.00 | 6.00 | 7.00 | 39,666 - 47,528 | 311,204 |
| 20000847 | Safety Officer | 1.00 | 1.00 | 1.00 | 57,907 - 69,930 | 69,930 |
| 20001042 | Safety and Training Manager | 0.00 | 0.00 | 1.00 | 66,768 - 80,891 | 73,445 |
| 20000222 | Senior Building Maintenance Supervisor | 1.00 | 1.00 | 1.00 | 76,918 - 93,018 | 93,018 |
| 20000966 | Senior HVACR Technician | 4.00 | 5.00 | 5.00 | 49,462 - 59,384 | 286,107 |
| 20000826 | Senior Locksmith | 1.00 | 1.00 | 1.00 | 46,446 - 55,578 | 55,578 |
| 20000015 | Senior Management Analyst | 1.00 | 1.00 | 1.00 | 59,363 - 71,760 | 71,760 |
| 20000313 | Supervising Department Human Resources Analyst | 1.00 | 1.00 | 1.00 | 66,768 - 80,891 | 80,891 |
| 20000970 | Supervising Management Analyst | 1.00 | 0.00 | 0.00 | 66,768 - 80,891 | - |
| 21000177 | Trainer | 0.00 | 1.00 | 1.00 | 54,059 - 65,333 | 65,333 |
| 20000756 | Word Processing Operator | 1.00 | 0.00 | 0.00 | 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 |
| FTE, Salaries, and Wages Subtotal | | 130.00 | 151.00 | 174.00 | | \$ 8,793,128 |
| | | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change | |

Fringe Benefits

| | | | | |
|--------------------------------|-----------|-----------|-----------|----------|
| Employee Offset Savings | \$ 26,119 | \$ 21,546 | \$ 24,607 | \$ 3,061 |
| Flexible Benefits | 846,725 | 1,186,976 | 1,404,625 | 217,649 |
| Long-Term Disability | 56,843 | 24,420 | 27,506 | 3,086 |
| Medicare | 91,762 | 105,610 | 122,945 | 17,335 |
| Other Post-Employment Benefits | 724,806 | 847,584 | 982,554 | 134,970 |
| 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 | 1,600,313 | 5,526 |

Public Works - General Services

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|-------------------------------------|---------------------|---------------------|----------------------|-----------------------|
| Retirement DROP | 32,373 | 30,554 | 34,101 | 3,547 |
| Risk Management Administration | 104,563 | 151,200 | 169,818 | 18,618 |
| Supplemental Pension Savings Plan | 348,754 | 476,311 | 594,784 | 118,473 |
| Unemployment Insurance | 13,183 | 14,007 | 15,772 | 1,765 |
| Workers' Compensation | 215,413 | 207,650 | 271,477 | 63,827 |
| Fringe Benefits Subtotal | \$ 4,191,995 | \$ 4,678,133 | \$ 5,267,869 | \$ 589,736 |
| Total Personnel Expenditures | | | \$ 14,060,997 | |

Publishing Services Fund

Department Expenditures

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|---------------------|---------------------|---------------------|---------------------|-----------------------|
| Publishing Services | \$ 3,403,126 | \$ 3,666,496 | \$ 3,936,277 | \$ 269,781 |
| Total | \$ 3,403,126 | \$ 3,666,496 | \$ 3,936,277 | \$ 269,781 |

Department Personnel

| | FY2015 Budget | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|---------------------|------------------|------------------|--------------------|-----------------------|
| Publishing Services | 10.00 | 10.00 | 10.00 | 0.00 |
| Total | 10.00 | 10.00 | 10.00 | 0.00 |

Significant Budget Adjustments

| | FTE | Expenditures | Revenue |
|--|------|--------------|---------|
| Equipment Rental Addition of non-personnel expenditures for copier equipment rental expenses. | 0.00 | \$ 189,769 | \$ - |
| Printing Contract Addition of non-personnel expenditures for third-party printing services. | 0.00 | 108,392 | - |
| Equipment/Support for Information Technology Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements and priority analyses. | 0.00 | 57,302 | - |
| Avanti System Addition of non-personnel expenditures associated with training and update of the Avanti System. | 0.00 | 46,507 | - |
| Print Shop Services Addition of non-personnel expenditures for paper. | 0.00 | 34,088 | - |
| Employee Rewards and Recognition Program Addition of non-Personnel Expenditures to comply with the Employee Rewards and Recognition Program per Administrative Regulation 95.91. | 0.00 | 2,050 | - |
| One-Time Reductions and Annualizations 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) | - |

Public Works - General Services

Significant Budget Adjustments (Cont'd)

| | FTE | Expenditures | Revenue |
|--|-------------|-------------------|-------------|
| Salary and Benefit Adjustments | 0.00 | (10,953) | - |
| 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. | | | |
| Non-Discretionary Adjustment | 0.00 | (152,708) | - |
| 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. | | | |
| Total | 0.00 | \$ 269,781 | \$ - |

Expenditures by Category

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|-------------------------------|---------------------|---------------------|---------------------|-----------------------|
| PERSONNEL | | | | |
| Personnel Cost | \$ 447,188 | \$ 480,488 | \$ 479,599 | \$ (889) |
| Fringe Benefits | 359,122 | 391,271 | 379,167 | (12,104) |
| PERSONNEL SUBTOTAL | 806,310 | 871,759 | 858,766 | (12,993) |
| NON-PERSONNEL | | | | |
| Supplies | \$ 306,341 | \$ 329,914 | \$ 329,464 | \$ (450) |
| Contracts | 2,149,550 | 2,026,072 | 2,262,175 | 236,103 |
| 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 | - |
| NON-PERSONNEL SUBTOTAL | 2,596,816 | 2,794,737 | 3,077,511 | 282,774 |
| Total | \$ 3,403,126 | \$ 3,666,496 | \$ 3,936,277 | \$ 269,781 |

Revenues by Category

| | FY2015 Actual | FY2016 Budget | FY2017 Proposed | FY2016-2017 Change |
|-------------------------|---------------------|---------------------|---------------------|-----------------------|
| Charges for Services | \$ 3,644,487 | \$ 3,221,261 | \$ 3,221,261 | \$ - |
| Other Revenue | 3,746 | - | - | - |
| Rev from Money and Prop | 4,108 | - | - | - |
| Total | \$ 3,652,342 | \$ 3,221,261 | \$ 3,221,261 | \$ - |

Personnel Expenditures

| Job Number | Job Title / Wages | FY2015 Budget | FY2016 Budget | FY2017 Proposed | Salary Range | Total |
|---------------------------------|------------------------------|------------------|------------------|--------------------|---------------------|-----------|
| FTE, Salaries, and Wages | | | | | | |
| 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 |

Public Works - General Services

Personnel Expenditures (Cont'd)

| Job Number | Job Title / Wages | FY2015 Budget | FY2016 Budget | FY2017 Proposed | Salary Range | | Total |
|-----------------------------------|-----------------------------------|---------------|---------------|-----------------|-----------------|---------|--------------------|
| 21000194 | Senior Publishing Specialist | 1.00 | 1.00 | 1.00 | 36,962 - | 44,533 | 44,443 |
| | Overtime Budgeted | | | | | | 19,462 |
| FTE, Salaries, and Wages Subtotal | | 10.00 | 10.00 | 10.00 | | \$ | 479,599 |
| | | FY2015 Actual | | FY2016 Budget | FY2017 Proposed | | FY2016–2017 Change |
| Fringe Benefits | | | | | | | |
| | Employee Offset Savings | \$ 2,324 | \$ | 2,585 | \$ 2,088 | \$ | (497) |
| | Flexible Benefits | 64,172 | | 81,805 | 98,451 | | 16,646 |
| | Long-Term Disability | 2,908 | | 1,503 | 1,469 | | (34) |
| | Medicare | 6,338 | | 5,483 | 5,488 | | 5 |
| | Other Post-Employment Benefits | 55,821 | | 58,860 | 59,190 | | 330 |
| | Retiree Medical Trust | 163 | | 185 | 311 | | 126 |
| | Retirement ADC | 189,597 | | 193,075 | 159,497 | | (33,578) |
| | Retirement DROP | 250 | | - | 1,383 | | 1,383 |
| | Risk Management Administration | 7,990 | | 10,500 | 10,230 | | (270) |
| | Supplemental Pension Savings Plan | 23,550 | | 25,250 | 26,722 | | 1,472 |
| | Unemployment Insurance | 906 | | 861 | 842 | | (19) |
| | Workers' Compensation | 5,103 | | 11,164 | 13,496 | | 2,332 |
| Fringe Benefits Subtotal | | \$ 359,122 | \$ | 391,271 | \$ 379,167 | \$ | (12,104) |
| Total Personnel Expenditures | | | | | \$ | 858,766 | |

Public Works - General Services

Revenue and Expense Statement (Non-General Fund)

| Publishing Services Fund | FY2015 Actual | FY2016* Budget | FY2017 Proposed |
|---|---------------------|---------------------|---------------------|
| BEGINNING BALANCE AND RESERVES | | | |
| Balance from Prior Year | \$ 466,693 | \$ 715,909 | \$ 800,829 |
| TOTAL BALANCE AND RESERVES | \$ 466,693 | \$ 715,909 | \$ 800,829 |
| REVENUE | | | |
| Charges for Current Services | \$ 3,644,487 | \$ 3,221,261 | \$ 3,221,261 |
| Other Revenue | 3,746 | — | — |
| Revenue from Use of Money and Property | 4,108 | — | — |
| TOTAL REVENUE | \$ 3,652,342 | \$ 3,221,261 | \$ 3,221,261 |
| TOTAL BALANCE, RESERVES, AND REVENUE | \$ 4,119,035 | \$ 3,937,170 | \$ 4,022,090 |
| OPERATING EXPENSE | | | |
| Personnel Expenses | \$ 447,188 | \$ 480,488 | \$ 479,599 |
| Fringe Benefits | 359,122 | 391,271 | 379,167 |
| Supplies | 306,341 | 329,914 | 329,464 |
| Contracts | 2,149,550 | 2,026,072 | 2,262,175 |
| 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 |
| TOTAL OPERATING EXPENSE | \$ 3,403,126 | \$ 3,666,496 | \$ 3,936,277 |
| TOTAL EXPENSE | \$ 3,403,126 | \$ 3,666,496 | \$ 3,936,277 |
| BALANCE | \$ 715,909 | \$ 270,674 | \$ 85,813 |
| TOTAL BALANCE, RESERVES, AND EXPENSE | \$ 4,119,035 | \$ 3,937,170 | \$ 4,022,090 |

* 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.