

Facilities and Fleet Department

2024 Council Budget Presentation



2024 Budget Questions

1. Please provide a breakdown by: Permanent FTE (total FTE, how many are new in 2023, requested in 2024) and Temporary/Project (total FTE, how many are new in 2023, requested in 2024).
 - *Facilities and Fleet has 96 budgeted FTEs of which 2 are project FTEs in 2023, rolled over from the previous year. In the 2024 Executive Recommended Budget, 9 new FTE are requested in our Facilities Division with 2 project FTEs rolled over from this year. Total FTEs in the 2024 Executive Recommended Budget for Facilities and Fleet is 105.*
2. Of those positions, how many are filled, actively recruiting, or vacant? What unfunded positions from the 2023 budget are you requesting to fund/fill in 2024?
 - *We currently have 6 vacant FTEs we are actively recruiting for no unfunded position from 2023 in the 2024 Executive Recommended Budget*
3. What are your experiences with a hybrid/remote working environment?
 - *All our FTEs are office-based with occasional work from home as permitted with eligible positions.*
4. Please describe how much CARES/ARPA funds your department has requested or received in 2023 and 2024, and the utilization of those funds.
 - *We have received as of 2nd Quarter 2023, \$1.06 million of ARPA Funds. We have \$8.3 million of ARPA funds budgeted in our multi year fund 311 for the following projects: Auditor's Election Remodel, Superior Court and Clerk's Facilities Improvements and Medical Examiner's Scanner Purchase.*

FACILITIES AND FLEET FTE

		Filled Positions	Vacant Positions	Actively Recruiting	Unfunded Positions from 2023 Budget
TOTAL BUDGETED FTE 2023	96	89	7	6	0
Facilities FTE	45	41	4	3	
Fleet FTE	51	48	3	3	
New in 2023, Requested in 2024	0				
Temporary/Project (new in 2023, requested in 2024)	2				
2024 New FTE	9				
TOTAL FTEs in 2024 Executive Recommended Budget	105				

Fund Divisions and Programs

502

**Equipment Rental &
Revolving Fund**

- **Fleet Services Operations**
- **Fleet Stores**

511

**Facilities Services
Fund**

- **Administrative Services; Facilities Operations and Maintenance; Jail Maintenance; Parking Operations; Property Management; Employee Commuter Trip Reduction**

311/316

**Facility Construction/
Facility Improvement
Fund**

- **Facilities Projects**
- **Cumulative Reserve Funds (Medical Examiner, Gun Range, Corrections, DJJC)**

Revenues

FUND	DIVISION/PROGRAM	2023 ADOPTED	2024 PROPOSED	CHANGE
300/311/316	Facility Projects/Construction/Improvement	\$22,336,124	\$10,877,000	-\$11,459,124
502	Fleet Stores	\$11,325,618	\$13,342,502	\$2,016,884
502	Fleet Services	\$26,158,322	\$27,387,666	\$1,229,344
511	Parking Operations	\$1,447,977	\$1,711,191	\$263,214
511	Employee Commuter Trip Reduction	\$52,123	\$55,562	\$3,439
511	Administration	\$809,623	\$998,908	\$189,285
511	Property Management	\$511,485	\$528,070	\$16,585
511	Jail Facilities Maintenance	\$3,582,714	\$3,611,936	\$29,222
511	Facilities Maintenance	\$9,106,721	\$11,810,161	\$2,703,440
TOTAL		\$75,330,707	\$70,322,996	-\$5,007,711

Expenditures

FUND	DIVISION/PROGRAM	2023 ADOPTED	2024 PROPOSED	CHANGE
300/311/316	Facility Projects/Construction/Improvement	\$22,336,124	\$10,877,000	-\$11,459,124
502	Fleet Stores	\$11,325,618	\$13,342,502	\$2,016,884
502	Fleet Services	\$26,158,322	\$27,387,666	\$1,229,344
511	Parking Operations	\$1,447,977	\$1,711,191	\$263,214
511	Employee Commuter Trip Reduction	\$52,123	\$55,562	\$3,439
511	Administration	\$809,623	\$998,908	\$189,285
511	Property Management	\$511,485	\$528,070	\$16,585
511	Jail Facilities Maintenance	\$3,582,714	\$3,611,936	\$29,222
511	Facilities Maintenance	\$9,106,721	\$11,810,161	\$2,703,440
	TOTAL	\$75,330,707	\$70,322,996	-\$5,007,711

FTE

FUND	DIVISION/PROGRAM	2023 ADOPTED	2024 PROPOSED	CHANGE
300/311/316	Facility Projects/Construction/Improvement	1.00	2.00	1.00
502	Fleet Stores	8.00	7.00	-1.00
502	Fleet Services	43.00	44.00	1.00
511	Parking Operations	0.80	0.80	0.00
511	Employee Commuter Trip Reduction	0.15	0.15	0.00
511	Administration	4.10	4.10	0.00
511	Property Management	2.30	2.30	0.00
511	Jail Facilities Maintenance	11.75	12.75	1.00
511	Facilities Maintenance	24.90	31.90	7.00
TOTAL		96.0	105.0	9.0

2024 CIP Budget Questions

○ For CIP Presentations Only

1. What changes are included in the 2024 6-year CIP from the 2023 6-year CIP in terms of projects and associated funding sources? Please note projects completed/accomplished.

Funding for facility projects vary year to year. A core set of funding for MENG projects (facility deficiencies identified in a study conducted by MENG) of \$1.8 million is set aside annually, collected from facilities interfund rates . For 2024, the projects/items budgeted are

Project Manager - 2024 Personnel Cost Allowance	\$	200,000.00
Replace Server Room CRAC	\$	350,000.00
Refurbish Concrete Stairs at Jail	\$	225,000.00
Replace Security Server at DJJC	\$	150,000.00
Replace Kitchen Flooring at Jail	\$	200,000.00
Building Automated Systems Controls and Lighting Control Upgrades	\$	675,000.00
TOTAL	\$	1,800,000.00

- In addition, the following projects were also included in our capital budget:

		Funding Source
Health Building Remodel	\$ 3,000,000.00	Health Department Fund Balance
Auditor's Elections Remodel - Additional Funding	\$ 500,000.00	Auditor's Fund Balance
DJJC Remodel for Superior Court Project	\$ 900,000.00	REET
Jail Camera/Intercome Replacement - Sheriff	\$ 1,500,000.00	REET
Medical Examiners' Office - Additional FF&E and Improvements	\$ 644,000.00	Courthouse Project Residual Funds
Superior Court - 5th Floor Courthouse Upgrades	\$ 500,000.00	Courthouse Project Residual Funds
Clerk's Office - Work Space Reconfiguration	\$ 350,000.00	Courthouse Project Residual Funds

2024 CIP Budget Questions

Please connect your 2024 6-year CIP to the County's Comprehensive Plan CFP.

- ***Our 2024 CIP is consistent with the County's current Capital Facilities Plan (CFP). Facilities related capital needs outlook is discussed in section 3 of the CFP under the General Government Facilities category.***

If an aggressive implementation of the CIP is proposed, what is the anticipated outlook for resources to support the implementation in terms of FTEs and revenue sources?

- ***Facilities has sufficient staffing to implement the CIP as proposed in the 2024 Executive Recommended budget. However, we are also affected by the general economic outlook for County revenues the coming year, especially general fund revenues and REET 1 (real estate excise tax) proceeds. Material, supply and equipment shortages and backlogs can make it challenging to deliver projects on time and within budget.***

What grants have been applied for and what dollar amount do you anticipate receiving?

- ***We are working with DCNR for Charging and Fueling Infrastructure Discretionary Grant (FHWA), Department of Commerce Charge Where You Are Grant, Energy Block Grant for Facilities. We are pursuing all avenues with our energy partners on the local, state and federal levels for additional grant funding yet to be determined.***











