



FY 2020-21 Budget

Budget Workshops

General Services

Department Overview

FY 2019-20 ADOPTED: \$41,168,219

FY 2020-21 RECOMMENDED + SUPP: \$42,424,162

NET CHANGE : 1,255,943

TOTAL FTE: 109

Caroline Judy
Director

Energy &
Sustainability

9 FTEs

Fleet
Operations

23 FTEs

Purchasing

8 FTEs

Veterans
Buildings

3.0 FTEs

Facilities
Development &
Management

53.5 FTEs

Administration

12.5 FTEs



Departmental Funding Sources Impacts

Funding Source	Rcmd. Budget	Adjusted Amt.	% of Source
General Fund Contribution	\$17,968,796	-\$1,003,793	-5.6%
State, Federal & Other Funds	\$1,438,644	\$0	-0.9%
Fees & Charges for Services	\$3,721,076	-\$10,039	-0.3%
Other Departmental Revenue	\$2,746,087	-\$12,500	-5.1%
Departmental Fund Balance	\$1,049,029	-\$139,206	0%
Internal Reimbursements & Transfers	\$15,500,530	-\$236,846	-1.5%
Total Sources	\$42,424,162	-\$1,402,384	-3.3%



Summary of Proposed Adjustments Aligning to Reduced Estimated Sources

Description	Amount	FTE Allocation	Possible FTE Layoff
Discontinue Fuel Cell Maintenance Contract	\$238,497		
Veterans Buildings non-operational for 6 months - anticipate no mass gatherings due to Covid-19	\$380,148		
Reduce Fleet fuel/gas/oil based on 5% decrease in County departments vehicles and equipment	\$163,729		
Delete Department Analyst	\$146,780	1.0	1.0
Delete partial Assistant Purchasing Agent	\$95,000	0.5	0.5
Reduce Fleet equipment maintenance based on 5% decrease in County departments vehicles and equipment	\$46,970		



Summary of Proposed Adjustments Aligning to Reduced Estimated Sources – Continued

Description	Amount	FTE Allocation	Possible FTE Layoff
Delete partial Senior Account Clerk	\$43,096	0.5	0
Delete overtime Capital Project Management	\$42,818		
Reduce Fleet Operations training	\$6,000		
Reduce Fleet tools and equipment	\$2,500		
Delete Senior Capital Project Manager	\$236,846	1.0	0
Total	\$1,402,384	3.0	1.5



Summary of Impacts of Proposed Adjustments

Proposed reductions minimize impacts on core services and disaster support, but have consequences:

- Shutting down fuel cell increases utility costs and greenhouse gas emissions, but nets to an overall reduction due to annual maintenance contract cost savings.
- Veterans Buildings will be closed for all indoor and outdoor uses, including Veteran organization gatherings, farmers markets, etc. (even if Health Order is modified prior to December 2020).
- Reduced capacity and longer lead times in Purchasing and Capital Project divisions.
- Potential reduction in General Fund Capital Project funding could impact our response to emergent system failures and high priority needs.
 - Examples: Admin Building Roof, Airflow and HVAC system improvements, Generator Projects, etc.

