

# FY 2021/22 PRELIMINARY BUDGET OVERVIEW

## General Services Department

Budget Engagement Commission  
March 31, 2021

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## DEPARTMENT FUNCTIONS

79.00 FTE



**Building Services –**  
Maintains the City's Facilities



**Capital Projects –**  
Plans and Oversees Major Building Improvement and Construction Projects



**Fleet Management –**  
Buys and services City fleet and provides alternative fueling options for the City and public



**Publishing And Mail Services –**  
Provides mail delivery and assists with printing materials



**Riverside Municipal Airport –**  
Manages airport operations for private and business pilots, and offers competitive leasing rates on airport hangars.



**Property Management**  
Ensures the City's real estate assets are monitored and maintained



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## ALIGNMENT WITH CITY COUNCIL STRATEGIC PRIORITIES

### 3.3 Economic Opportunity



- Property Management Leases
- Cell Tower Agreements
- Airport Leases

### 4.1 Environmental Stewardship



- Green Fleet
- Alternative Fuel Provision

### 5.3 High Performing Government



- Commission on Disabilities
- Airport Commission

### 6.2 Infrastructure, Mobility & Connectivity



- Facility Maintenance
- Facility Security
- Capital Projects



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## BUDGET SCENARIOS – GENERAL FUND

	FY 2021/22 Baseline	Structural Deficit Balanced	Conceptual Contingency Scenario to Operations Regarding Potential Loss of GFT
Personnel	\$3,502,926	\$3,502,926	\$3,502,926
Non-Personnel	1,573,010	1,573,010	1,573,010
Net Charges To/From*	(347,629)	(347,629)	(347,629)
<b>Balancing Measure</b>	-	<b>(175,207)</b>	<b>(735,867)</b>
<b>TOTAL BUDGET</b>	<b>\$4,728,307</b>	<b>\$4,553,100</b>	<b>\$3,992,440</b>
<i>% Adjustment (Balancing Measure)</i>		3.7%	15.6%

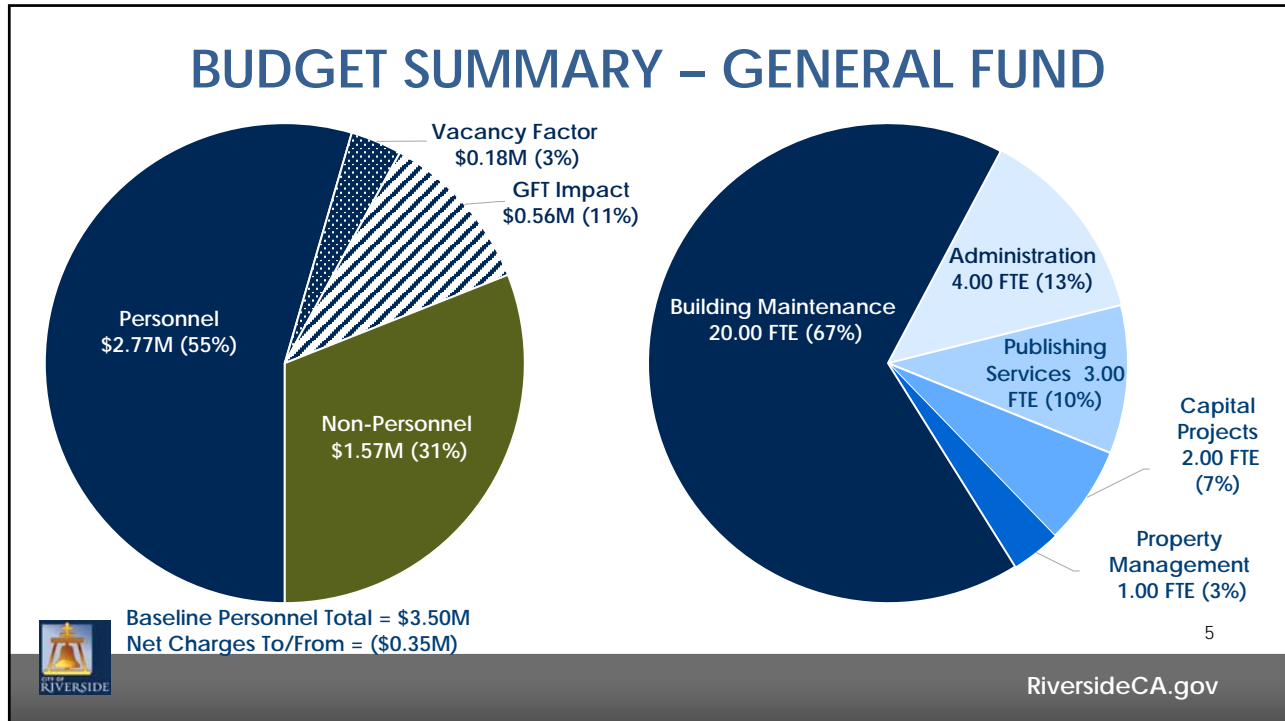


\* Charges To another department and/or fund

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## MEASURE Z SUPPORT

- Annual Deferred Maintenance
  - Roof repair/replacement, HVAC repair/replacement, security improvements
    - \$1,000,000 annually
  - Police Fleet Mechanics (2 FTEs)
    - \$194,687 salaries & benefits annually
  - Fire Fleet Mechanics (2 FTEs)
    - \$214,595 salaries & benefits annually

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## GENERAL FUND BUDGET: ADDRESSING THE STRUCTURAL DEFICIT

- Impact: 3.7% of total department budget
- Impact to Alignment with Strategic Priorities
  - Timeliness in handling tenant issues
  - Timeliness in processing new cell tower leases and updates to existing leases
  - Timeliness in responding to facilities maintenance requests
- Realignment of Resources / Strategies
  - Administrative staff absorb property management duties



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## GENERAL FUND BUDGET: CONCEPTUAL CONTINGENCY SCENARIO

- Potential Impact: 15.6% of total department budget
- Impact to Alignment with Strategic Priorities:
  - Significant delays to facilities maintenance
  - Delays in completing capital projects
  - Significant delays in addressing tenant issues



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## PRIORITY BASED BUDGETING INSIGHTS

- Revenue Increase Opportunities:
  - Increase Alternative Fuel Markup for non-General Fund departments and the public
  - Cell Tower Leasing Audit
- Efficiencies and Reallocation of Resources:
  - Pilot Vehicle Lease Program



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## MUNICIPAL BUILDINGS AND FACILITIES CIP

Category	Projects	Funding Source	Funded
Airport	Airport Improvements (Taxiway/Runway Rehabilitation, Emergency Generator, Signage)	Airport/Federal & State Grants	\$ 1,442,122
Major Capital	Police Headquarters, Museum Renovation/Expansion, Cheech Renovation, Eastside Library Design	Measure Z & State Grants	\$ 59,595,953
Minor Capital	Central Garage Improvements, Fire Station Improvements (dormitories, apparatus bay expansion, exhaust system)	Measure Z & State and Federal Grants	\$ 2,906,973
Annual Deferred Maintenance	Roof Repair/Replacement, HVAC Repair/Replacement, Security Improvements	Measure Z	\$ 1,000,000
Unfunded Needs	Improvements and maintenance at City owned facilities including Harada House/Robinson House, Convention Center, Fox Theater, Municipal Auditorium, Magnolia Shopping Center. Approximate need: \$178 million	TBD	\$ 0



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