



Budget Presentation to the City Council

General Services Department

City Council
May 3, 2016

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DEPARTMENT OPERATIONS



Admin



Airport



Building
Services



Capital
Projects



Fleet



Property
Services

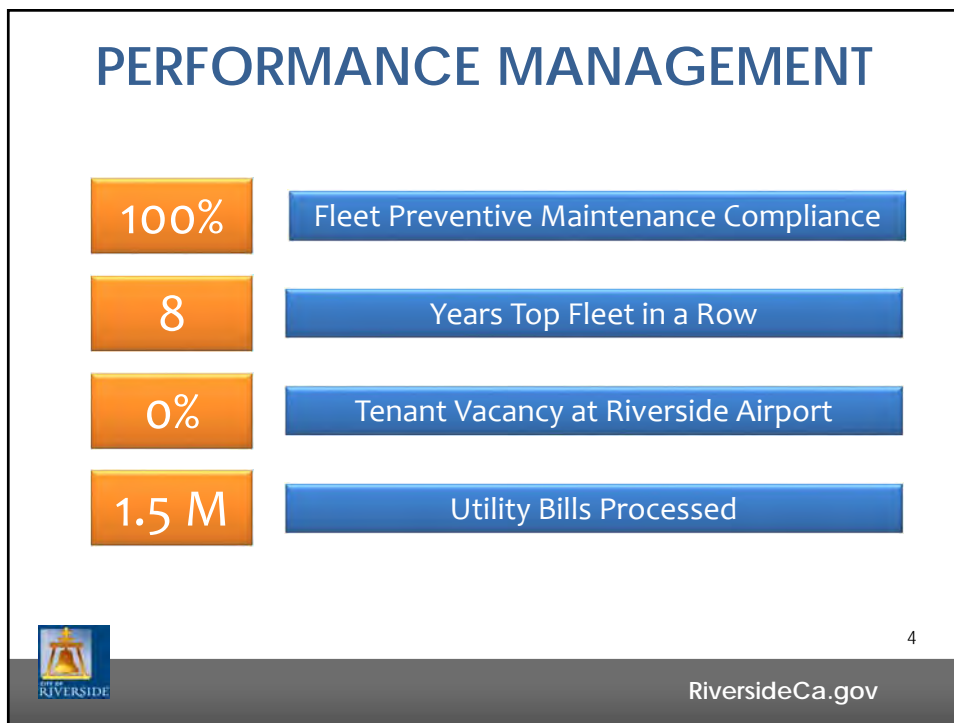
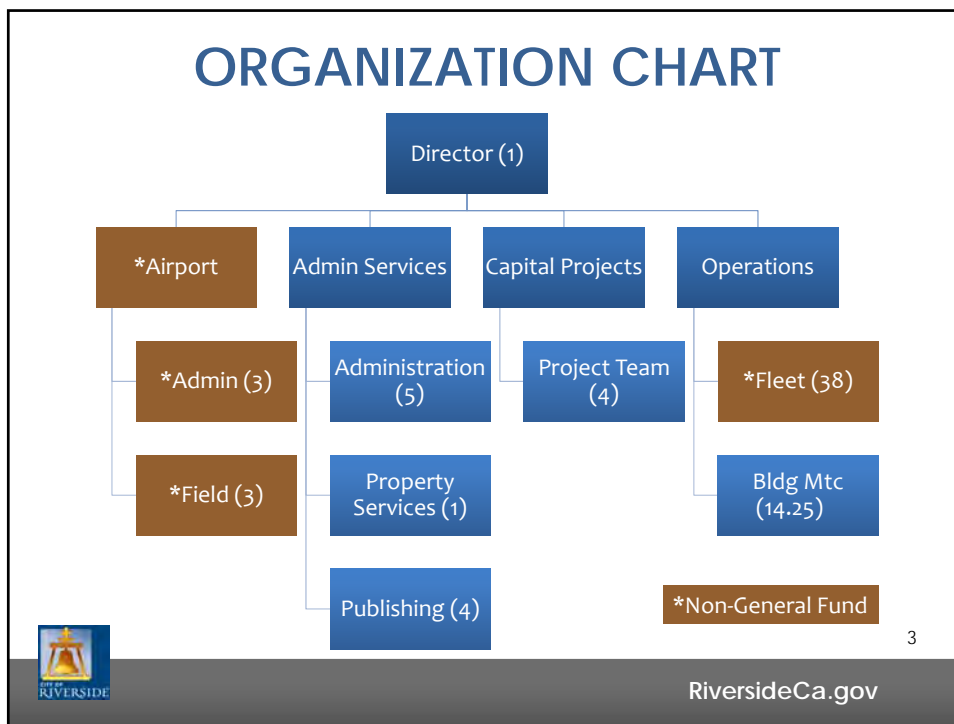


Publishing



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RIVERSIDE 2.0

- Expand alternative fuel infrastructure
- Implement energy efficient upgrades at facilities
- Seek economic development opportunity for west side of Airport
- Expand hangar complex at Fixed Based Operator at Airport
- Become more cost effective and efficient in the delivery of departmental services
- Facilitate capital improvement projects and facility maintenance
- Expand electric vehicle charging station
- Maximize leasing opportunities at City owned facilities and airport



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ACCOMPLISHMENTS



FLEET

- From 40% - 100% preventive maintenance compliance
- Program savings of \$300K

CAPITAL PROJECTS

- Implemented Hive project tracking

AIRPORT

- \$235K in new revenue from leasing program



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GOALS



FLEET

- Expand alternative fuel infrastructure by adding biodiesel and EV charging stations
- Improve efficiencies at Fire Maintenance
- Explore insourcing opportunities

CAPITAL PROJECTS

- Complete 100% of projects within estimated schedule
- Provide project management for new facilities (Library, Downtown Police Station, Chow Alley)

AIRPORT

- Initiate Westside development with substantial progress in 2 years

BUILDING SERVICES

- Complete implementation of work order tracking system
- Create and implement a preventative maintenance program
- Explore asset management software



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EXPENDITURES

GENERAL SERVICES	FY 2013-14 Actuals		FY 2014-15 Actuals		FY 2015-16 Adopted Budget	
Division Operational Expenditures	\$	FTEs	\$	FTEs	\$	FTEs
General Services-Admin	\$ 408,755	4	\$ 744,659	4	\$ 890,716	6
General Serv-Property Mgmt	\$ 133,038	1	\$ 142,002	1	\$ 143,604	1
Gen Svs-Bldg Svs-Maintenance	\$ 2,362,663	14	\$ 2,405,301	14	\$2,392,498	14
General Sev-Publishing Svcs	\$ 285,577	4	\$ 231,119	4	\$ 392,067	4
General Services-Broadcasting	\$ 487,080	3	\$ 1,018,753	3		0
Capital Projects	\$ 765,703	6	\$ 516,728	6	\$ 533,769	4
Gen Svs-Central Garage		34		34		38
Airport		6		6		6
Totals	\$ 4,442,815	72.25	\$ 5,058,561	72.25	\$4,352,654	73.25



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DEPARTMENTAL REDUCTIONS AND MANAGED SAVINGS



4% Reduction

\$152,930



Managed Savings Target

\$200,000



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4% Budget Reduction

- Administration (\$153,000)
 - Defer recruitment of vacant Assistant Director position for 5 months
 - Will impact department operations through minimized project oversight
 - Transfer Management Analyst from Admin to Fleet
 - Improves services to Fleet, may result in service impacts to Administration



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Managed Savings

- Building Services/Maintenance (\$98,500)
 - Charge unallocated 25% for Project Coordinator to Fleet Fund to oversee fleet facilities and infrastructure projects
 - May impact oversight of General Fund capital projects
 - Reduce purchase orders for facilities maintenance
 - This will result in service reductions and impact facilities maintenance and appearance



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Managed Savings

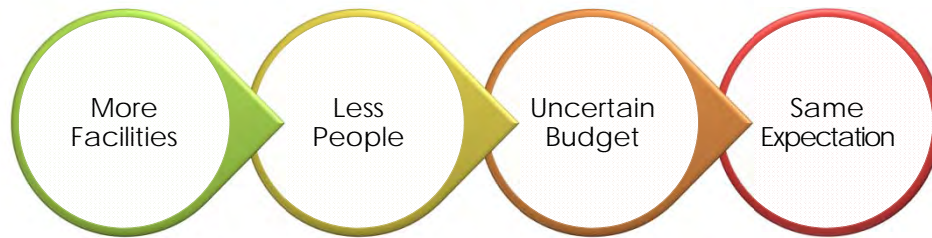
- Capital Projects (\$86,500)
 - Attrition through one expected retirement. Alternatively, defer recruitment of Assistant Director for remaining Fiscal Year or eliminate one staff
 - Reduction in service
- Publishing (\$15,000)
 - Delay purchase of publishing equipment
 - May impact mail processing



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CRITICAL UNFUNDED NEEDS



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SUMMARY OF CRITICAL UNFUNDED NEEDS

Priority Level	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
Highest	\$3,156,152	\$2,678,940	\$4,325,380	\$4,326,868	\$4,328,464
High	\$106,164	\$111,456	\$117,012	\$122,856	\$122,856
Important	\$333,300	\$183,948	\$190,572	\$197,700	\$202,116
Grand Total	\$3,595,616	\$2,974,344	\$4,632,964	\$4,647,424	\$4,653,436



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CRITICAL UNFUNDED NEEDS

HIGHEST

- Operating budget for maintenance (\$1.2 million over 5 years or approximately \$250,000 per year)
- Capital Construction & Improvement funds (\$14-\$16 million or ranging from \$2.5 - \$3 million+ per year)
- 2 Fire Mechanics (\$130,000 per year)

HIGH

- 2 Additional Maintenance Personnel (\$120,000 per year)

IMPORTANT

- 3 Additional Maintenance Personnel and Associated Equipment (\$600,000 per year)



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REVENUE PROPOSAL

Increase fuel rates (CNG & Propane) by .16 per gallon for internal external customers

Riverside provides lowest pricing for CNG and propane

- Regional prices average from \$1.88 to \$2.67 per gallon for CNG and \$2.50 for \$3.00 for Propane
- City price for CNG will increase from \$1.59 to \$1.75 per gallon
- Propane pricing will increase from \$1.50 to \$1.66 per gallon

CNG and Propane increase results in \$200,000 projected annual revenue

City Department impact approximately \$73,000 (largest user departments are not General Fund)

Proposed revenue to be used for fleet infrastructure projects, such as concrete paving at fuel Island, drive off protection for CNG dispensers, security at Acorn, wireless upgrades for Fuel Master System



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QUESTIONS FROM CITY COUNCIL



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