

REAL ESTATE SERVICES

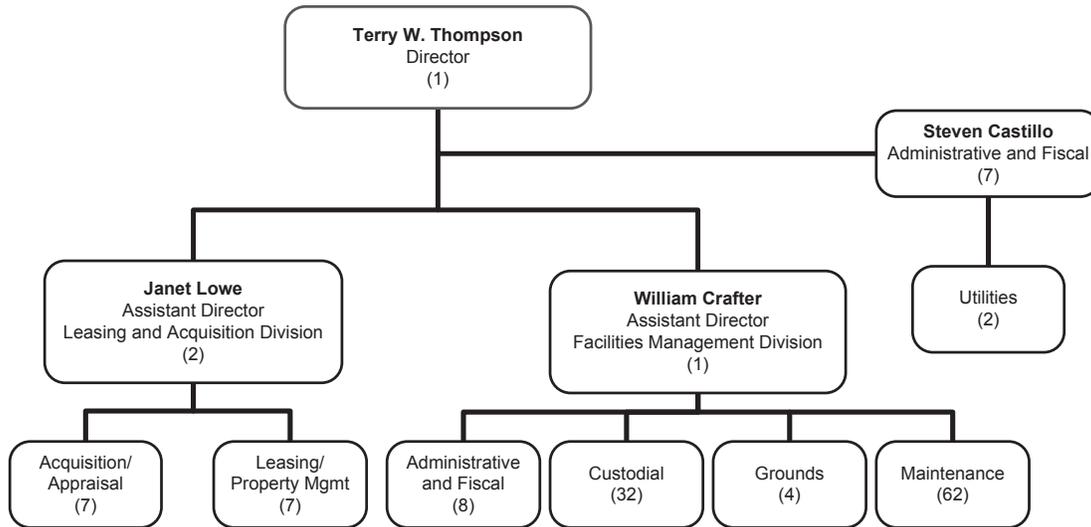
Terry W. Thompson

DEPARTMENT MISSION STATEMENT

The Real Estate Services Department is committed to providing an outstanding level of customer service to all of the County of San Bernardino departments and agencies that rely on us for their leasing, property and facilities management, acquisitions and dispositions, and project management of commercial real estate property throughout the County. We endeavor to maximize value, seek cost effective solutions, and be efficient, proactive and responsive to the commercial real estate needs of the County.



ORGANIZATIONAL CHART



2015-16 SUMMARY OF BUDGET UNITS

	2015-16					
	Requirements	Sources	Net County Cost	Use of / (Contribution to) Fund Balance	Use of / (Contribution to) Net Position	Staffing
General Fund						
Real Estate Services Department	1,237,791	1,237,791	0	0	0	24
Rents and Leases	943,284	943,284	0	0	0	0
Courts Property Management	2,064,941	2,064,941	0	0	0	0
Facilities Management Division	15,915,558	15,707,558	208,000	0	0	107
Utilities	20,893,815	347,495	20,546,320	0	0	2
Total General Fund	41,055,389	20,301,069	20,754,320	0	0	133
Special Revenue Funds						
Chino Agricultural Preserve	1,929,771	501,516	0	1,428,255	0	0
Total Special Revenue Funds	1,929,771	501,516	0	1,428,255	0	0
Total - All Funds	42,985,160	20,802,585	20,754,320	1,428,255	0	133



2014-15 MAJOR ACCOMPLISHMENTS

- Completed a total of 32 lease deals and 71 renewal lease deals totaling in excess of 1.3 million square feet of space on behalf of 23 County Departments
- Partnered agreement between the City of San Bernardino, San Bernardino City Unified School District, and the County of San Bernardino for the conveyance of City and County-owned property (6.7 acres and three buildings) to the school district for various City programs in San Bernardino
- Completed the sale of two County-owned properties, acquired through Community Development Block Grant (CDBG) funds, to existing tenants operating non-profit operations on the premises:
 - Vocational Improvement Program, Inc. in Hesperia - three industrial buildings totaling 15,072 square feet of space on 1.67 acres of land in Hesperia for \$200,000
 - Pomona Valley Workshop in Montclair consisting of 8,950 square feet of space for \$200,000
- Auctioned one 6,000 square foot County-owned commercial building in Fontana for \$650,000
- Completed a lease amendment with the new owner, Moss Colton Properties, for 46,500 square feet of office space for Human Services in Colton, scheduled to open mid-summer 2015
- Completed construction of approximately 59,000 square feet of leased office, medical and lab space for the Department of Public Health in Ontario
- Completed a ten-year revenue lease at Chino Airport with Mooney International Corporation for two commercial hangars and office space for total revenue in the amount of \$4.6 million
- Completed Phase II of the Slover Avenue Widening Project in Bloomington:
 - Impacting 43 parcels and 38 property owners
 - Acquired 25 road easements and 36 temporary construction easements
 - Acquired one property and relocated residents in accordance with the Uniform Act

DEPARTMENT PERFORMANCE MEASURES

COUNTY GOAL: IMPROVE COUNTY GOVERNMENT OPERATIONS		Measure	2013-14 Actual	2014-15 Target	2014-15 Actual	2015-16 Target
OBJECTIVE	Monitor and evaluate operations and implement strategies to continually improve efficiency, effectiveness, and collaboration.	Number of preventative maintenance tasks completed	8,803	8,713	8,489	9,000
STRATEGY	Increase number of preventative maintenance tasks for County equipment and building systems to extend useful life					
COUNTY GOAL: IMPROVE COUNTY GOVERNMENT OPERATIONS		Measure	2013-14 Actual	2014-15 Target	2014-15 Actual	2015-16 Target
OBJECTIVE	Monitor and evaluate operations and implement strategies to continually improve efficiency, effectiveness, and collaboration.	Percentage of lease renewal processes initiated not later than 6 months prior to the termination date	100%	100%	100%	100%
STRATEGY	Renew leases or relocate County departments prior to the lease termination date					
COUNTY GOAL: IMPROVE COUNTY GOVERNMENT OPERATIONS		Measure	2013-14 Actual	2014-15 Target	2014-15 Actual	2015-16 Target
OBJECTIVE	Monitor and evaluate operations and implement strategies to continually improve efficiency, effectiveness, and collaboration.	Percentage of lease relocation processes initiated not later than 18 months prior to the termination date	100%	100%	100%	100%
STRATEGY	Renew leases or relocate County departments prior to the lease termination date					



Real Estate Services Department

DESCRIPTION OF MAJOR SERVICES

The Real Estate Services Department (RES D) consists of the Leasing and Acquisition Division, Administrative and Fiscal section, Facilities Management Division, and the Architecture and Engineering Department (shown elsewhere in the County budget).

Budget at a Glance	
Requirements Less Reimbursements	\$3,268,645
Sources/Reimbursements	\$3,268,645
Net County Cost	\$0
Total Staff	24
Funded by Net County Cost	0%

The Leasing/Property Management section negotiates and administers revenue and expenditure leases on behalf of County departments. Revenue leases allow for the use of County-owned facilities, generally at County parks and airports, to generate revenue to offset expenses incurred to provide such facilities to residents and users. Expenditure leases provide space in leased facilities throughout the County for departments and their employees to support the delivery of services in locations convenient to the residents served. In addition, the division is responsible for the property management of court facilities within the County and the County-owned land and dairy facilities in the Chino Agricultural Preserve.

The Acquisition/Appraisal section provides appraisal, acquisition, and relocation assistance for County departments and, upon request, to other agencies including San Bernardino Associated Governments (SANBAG), the State of California, and various cities. Staff establishes values and acquires the necessary rights-of-way needed to complete public safety projects, including the construction and maintenance of transportation corridors and floodways. This Division also acquires land and facilities for various functions and disposes of property determined to be surplus to the County's needs.

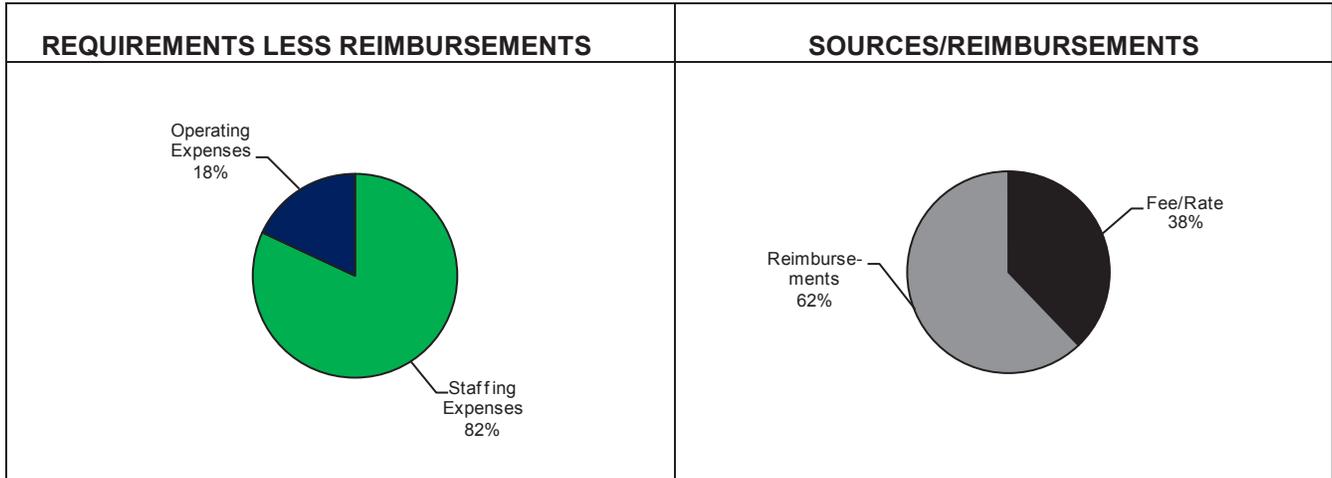
The activities of the Leasing and Acquisition Division are conducted in accordance with, and in support of, the County goals to operate in a fiscally responsible and business-like manner, to maintain public safety, to provide for the health and social service needs of County residents, and to pursue County goals and objectives by working with governmental agencies.

The Administrative and Fiscal section is responsible for maintaining an inventory of all County land and buildings, including leased facilities, and provides all support functions including budgeting, personnel administration and automation services.

The Facilities Management Division serves the public by providing quality custodial, grounds and maintenance services that enable County departments and staff to effectively meet the expectations of their employees and customers.



2015-16 ADOPTED BUDGET



ANALYSIS OF 2015-16 ADOPTED BUDGET

GROUP: Operations and Community Services
 DEPARTMENT: Real Estate Services
 FUND: General

BUDGET UNIT: AAA RPR
 FUNCTION: General
 ACTIVITY: Property Management

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Final Budget	2015-16 Adopted Budget	Change From 2014-15 Final Budget
Requirements							
Staffing Expenses	2,376,998	2,456,624	2,527,520	2,361,329	2,526,459	2,679,149	152,690
Operating Expenses	380,674	311,174	313,709	434,530	475,875	589,496	113,621
Capital Expenditures	0	0	0	79,988	85,000	0	(85,000)
Total Exp Authority	2,757,672	2,767,798	2,841,229	2,875,847	3,087,334	3,268,645	181,311
Reimbursements	(1,639,941)	(1,612,260)	(1,639,570)	(1,876,070)	(1,922,695)	(2,030,854)	(108,159)
Total Appropriation	1,117,731	1,155,538	1,201,659	999,777	1,164,639	1,237,791	73,152
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	1,117,731	1,155,538	1,201,659	999,777	1,164,639	1,237,791	73,152
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	1,226,221	1,244,450	1,214,215	1,160,426	1,164,639	1,237,791	73,152
Other Revenue	50	41,826	0	1,762	0	0	0
Total Revenue	1,226,271	1,286,276	1,214,215	1,162,188	1,164,639	1,237,791	73,152
Operating Transfers In	0	0	0	0	0	0	0
Total Financing Sources	1,226,271	1,286,276	1,214,215	1,162,188	1,164,639	1,237,791	73,152
Net County Cost	(108,540)	(130,738)	(12,556)	(162,411)	0	0	0
Budgeted Staffing*	22	23	23	26	26	24	(2)

* Data represents final budgeted staffing

MAJOR EXPENDITURES AND REVENUE IN 2015-16 ADOPTED BUDGET

Staffing expenses of \$2.7 million make up a majority of Real Estate Services Department's expenditures within this budget unit. Operating expenses of \$589,496 will fund services and supplies, central services, travel and transfers. Reimbursements of \$2.0 million are from the Architecture and Engineering Department and Facilities Management Division for department overhead for shared administrative and fiscal staff, and from the Rents budget for administration of expenditure leases (based on 3% of annual lease costs in excess of \$36,000). Sources of \$1.2 million are for billable labor hours for leases with annual lease cost less than \$36,000 and for acquisition and appraisal services billed at an hourly rate.



BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are increasing by \$73,152 primarily due to increases in salaries and benefits and operating expenses for computer software and consulting fees offset by a reduction in capital expenditures for capitalized software and an increase in reimbursements for administrative expenses transferred from the Rents budget for lease management. Sources are increasing by \$73,152 primarily due to additional billable labor hours at an increased rate charged to departments.

2015-16 POSITION SUMMARY*

Division	2014-15				2015-16		Limited	Regular
	Final Staffing	Adds	Deletes	Reorgs	Adopted			
Administrative and Fiscal	9	0	-1	0	8	0	8	
Leasing and Acquisition Division	17	0	-1	0	16	0	16	
Total	26	0	-2	0	24	0	24	

*Detailed classification listing available in Appendix D

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$2.7 million fund 24 budgeted regular positions. Changes include the deletion of one Staff Analyst II from the Administrative and Fiscal section and one Real Property Agent II from the Leasing and Acquisition Division.



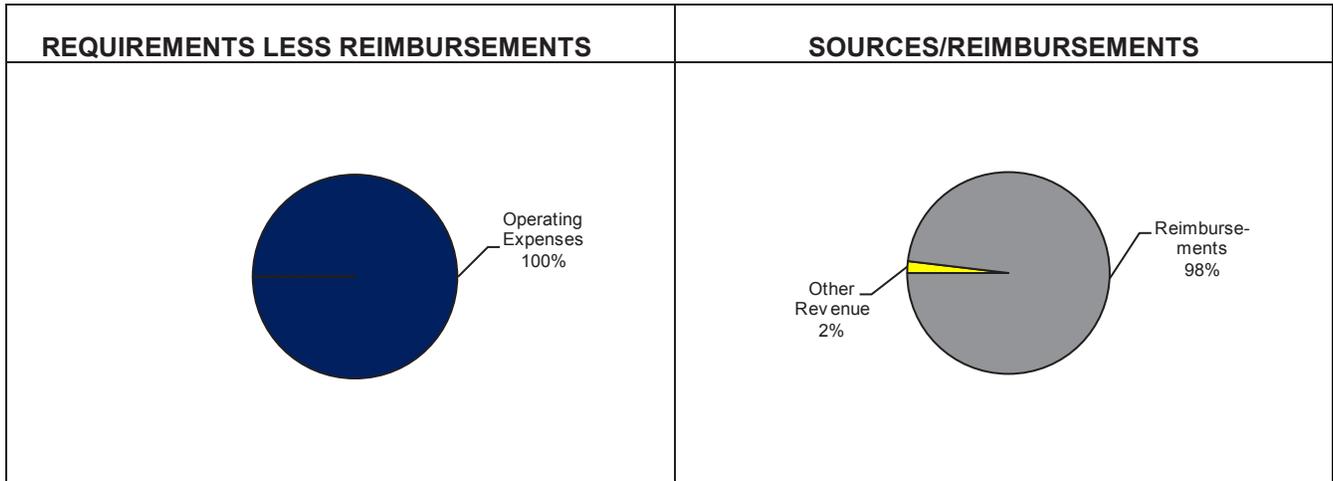
Rents and Leases

DESCRIPTION OF MAJOR SERVICES

This budget unit pays rental payments for leased space utilized by County departments. Leases payment expenses are reimbursed from various user departments. This budget unit also collects rental income for leases of County-owned property.

Budget at a Glance	
Requirements Less Reimbursements	\$50,379,427
Sources/Reimbursements	\$50,379,427
Net County Cost	\$0
Total Staff	0
Funded by Net County Cost	0%

2015-16 ADOPTED BUDGET



ANALYSIS OF 2015-16 ADOPTED BUDGET

GROUP: Operations and Community Services
 DEPARTMENT: Real Estate Services - Rents and Leases
 FUND: General

BUDGET UNIT: AAA RNT
 FUNCTION: General
 ACTIVITY: Property Management

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Final Budget	2015-16 Adopted Budget	Change From 2014-15 Final Budget
Requirements							
Staffing Expenses	0	0	0	0	0	0	0
Operating Expenses	41,694,408	42,928,640	44,441,205	48,712,171	49,038,479	50,329,249	1,290,770
Capital Expenditures	0	0	0	0	0	0	0
Total Exp Authority	41,694,408	42,928,640	44,441,205	48,712,171	49,038,479	50,329,249	1,290,770
Reimbursements	(41,172,713)	(42,022,549)	(43,406,267)	(47,833,107)	(48,123,753)	(49,436,143)	(1,312,390)
Total Appropriation	521,695	906,091	1,034,938	879,064	914,726	893,106	(21,620)
Operating Transfers Out	1,315,730	627,822	1,150,000	93,307	93,307	50,178	(43,129)
Total Requirements	1,837,425	1,533,913	2,184,938	972,371	1,008,033	943,284	(64,749)
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	0	75	252	76	0	0	0
Other Revenue	1,910,190	1,807,514	2,332,451	1,030,677	1,008,033	943,284	(64,749)
Total Revenue	1,910,190	1,807,589	2,332,703	1,030,753	1,008,033	943,284	(64,749)
Operating Transfers In	0	0	0	0	0	0	0
Total Financing Sources	1,910,190	1,807,589	2,332,703	1,030,753	1,008,033	943,284	(64,749)
Net County Cost	(72,765)	(273,676)	(147,765)	(58,382)	0	0	0
Budgeted Staffing*	0	0	0	0	0	0	0

* Data represents final budgeted staffing

MAJOR EXPENDITURES AND REVENUE IN 2015-16 ADOPTED BUDGET

Operating expenses of \$50.3 million primarily include rent and lease payments paid to landlords. In addition, expenditures include transfers to Facilities Management for operating expenses of non-billable vacant and tenant space, transfers to Real Estate Services for property lease management, and transfers to the Sheriff/Coroner/Public Administrator for the 303 W. 3rd Street Office Building security costs. Reimbursements of \$49.4 million represent payments from County departments for lease payments and administrative fees. Sources of \$943,284 represent lease payments from tenants for the lease of County-owned property.

BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are decreasing \$64,749 primarily due to a reduction of Operating Transfers Out to the general fund as a result of reduced excess rent revenue. Sources are decreasing by the same amount, primarily due to the termination of various tenant leases previously occupying space at the 268 Hospitality building in San Bernardino.

STAFFING CHANGES AND OPERATIONAL IMPACT

There are no staffing costs associated with this budget unit.



Courts Property Management

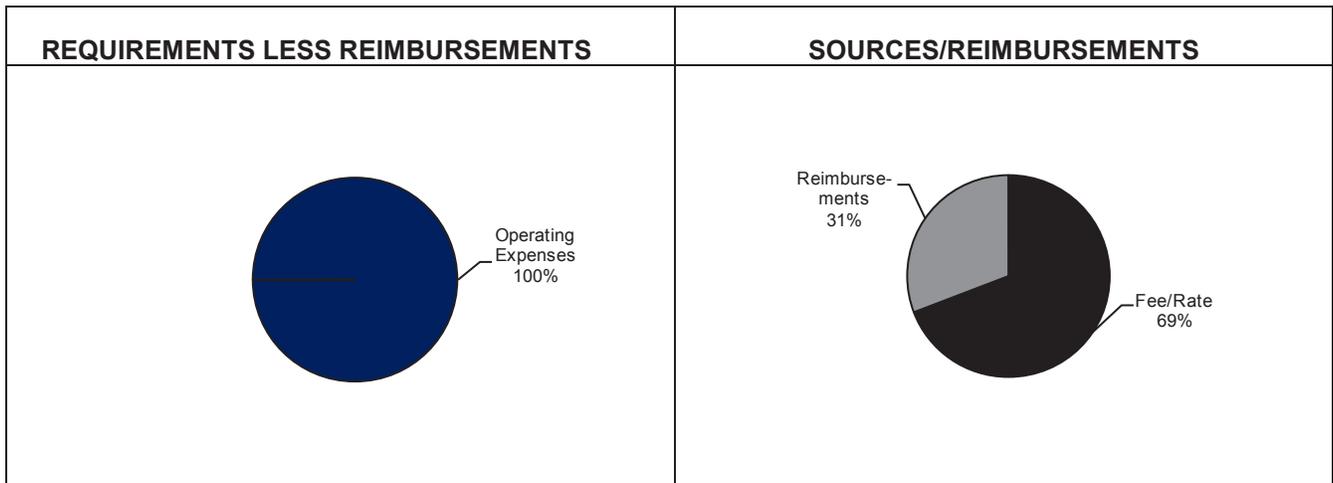
DESCRIPTION OF MAJOR SERVICES

The Trial Court Facilities Act of 2002, SB 1732, required the transfer of responsibility for funding and operation of trial court facilities from all counties to the State of California on behalf of the Judicial Council of California (JCC). In addition, as each transfer occurred, the County and JCC entered into an agreement that defined whether the County or the JCC manages the operations and maintenance of the building.

This budget unit is used to manage and account for reimbursements from the JCC for maintenance, utilities, insurance, overhead expenditures and work order requests for space occupied by the local court in County-managed facilities. This budget unit is also used to manage and account for payments to the JCC for costs associated with the space occupied by County departments in JCC-managed facilities.

Budget at a Glance	
Requirements Less Reimbursements	\$2,985,952
Sources/Reimbursements	\$2,985,952
Net County Cost	\$0
Total Staff	0
Funded by Net County Cost	0%

2015-16 ADOPTED BUDGET



ANALYSIS OF 2015-16 ADOPTED BUDGET

GROUP: Operations and Community Services
 DEPARTMENT: Real Estate Services - Courts Property Management
 FUND: General

BUDGET UNIT: AAA CRT
 FUNCTION: Public Protection
 ACTIVITY: Judicial

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Final Budget	2015-16 Adopted Budget	Change From 2014-15 Final Budget
Requirements							
Staffing Expenses	0	0	0	0	0	0	0
Operating Expenses	3,552,861	3,526,603	3,155,526	3,452,621	3,505,011	2,985,952	(519,059)
Capital Expenditures	0	0	0	0	0	0	0
Total Exp Authority	3,552,861	3,526,603	3,155,526	3,452,621	3,505,011	2,985,952	(519,059)
Reimbursements	(1,178,626)	(1,106,595)	(1,050,484)	(1,217,348)	(1,212,491)	(921,011)	291,480
Total Appropriation	2,374,235	2,420,008	2,105,042	2,235,273	2,292,520	2,064,941	(227,579)
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	2,374,235	2,420,008	2,105,042	2,235,273	2,292,520	2,064,941	(227,579)
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	2,374,236	2,420,008	2,102,852	2,237,942	2,292,520	2,064,941	(227,579)
Other Revenue	0	0	37,716	0	0	0	0
Total Revenue	2,374,236	2,420,008	2,140,568	2,237,942	2,292,520	2,064,941	(227,579)
Operating Transfers In	0	0	0	0	0	0	0
Total Financing Sources	2,374,236	2,420,008	2,140,568	2,237,942	2,292,520	2,064,941	(227,579)
Net County Cost	(1)	0	(35,526)	(2,669)	0	0	0
Budgeted Staffing*	0	0	0	0	0	0	0

* Data represents final budgeted staffing

MAJOR EXPENDITURES AND REVENUE IN 2015-16 ADOPTED BUDGET

This budget unit acts as a clearinghouse between County departments and the JCC for management of court facilities. Operating expenses of \$3.0 million include maintenance and utility costs of \$1.2 million for space occupied by County departments in JCC-managed court facilities and transfers of \$1.8 million for the JCC's share of operations, maintenance, utility and administrative costs in County-managed court facilities. Reimbursements of \$921,011 are from the Facilities Management and Utilities budgets for County maintenance and utility costs in JCC-managed court facilities. Sources of \$2.1 million represent the JCC's share of operations, maintenance, utility, administrative and insurance costs for County-managed court facilities.

BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements and sources are decreasing by \$227,579 due to an anticipated decrease in operations and maintenance costs as a result of court building closures and a decrease in maintenance and repair projects over \$5,000 shifted from Facilities Management to the Architecture and Engineering Department capital improvement program funds.

STAFFING CHANGES AND OPERATIONAL IMPACT

There is no staffing associated with this budget unit.



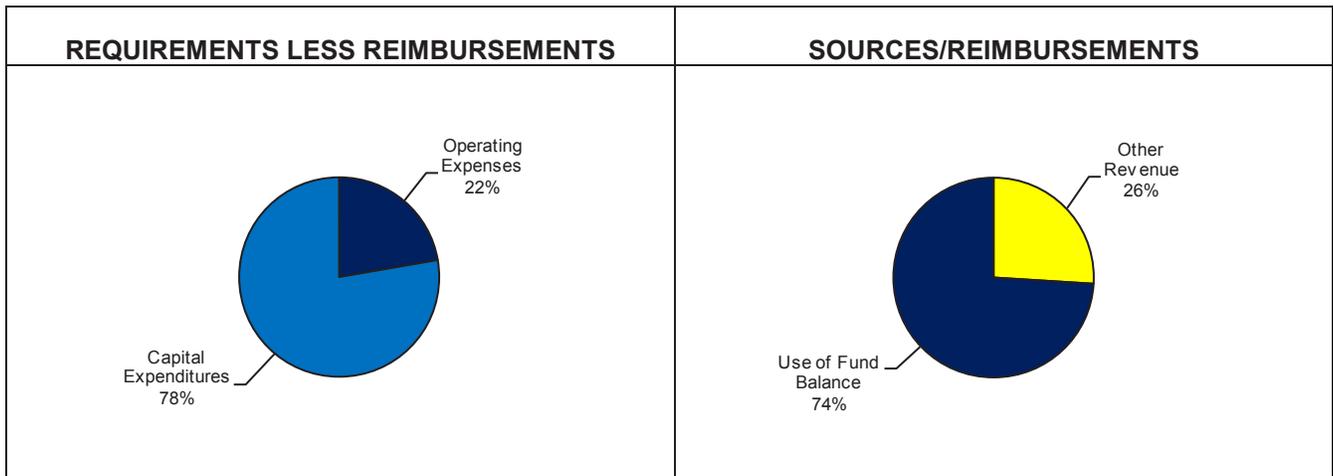
Chino Agricultural Preserve

DESCRIPTION OF MAJOR SERVICES

The Real Estate Services Department administers a special revenue fund to continue the Agricultural Land Acquisition and Preservation Program under the California Wildlife, Coastal and Parkland Conservation Act (Proposition 70). The Department is responsible for negotiating and managing leases for the dairy properties acquired, and developing recommendations for the ultimate use/disposition of these properties. Property management activities include arranging for all ordinary and emergency repairs and improvements necessary to preserve and maintain the properties in their present condition and improve operating efficiency, or altering them to enhance lease potential and/or comply with lease requirements. Expenditures are fully funded through revenues received from the lease of acquired properties.

Budget at a Glance	
Requirements Less Reimbursements	\$1,929,771
Sources/Reimbursements	\$501,516
Use of/ (Contribution to) Fund Balance	\$1,428,255
Total Staff	0

2015-16 ADOPTED BUDGET



ANALYSIS OF 2015-16 ADOPTED BUDGET

GROUP: Operations and Community Services
 DEPARTMENT: Real Estate Services Department
 FUND: Chino Agricultural Preserve

BUDGET UNIT: SIF INQ
 FUNCTION: Public Ways and Facilities
 ACTIVITY: Public Ways

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Final Budget	2015-16 Adopted Budget	Change From 2014-15 Final Budget
Requirements							
Staffing Expenses	0	0	0	0	0	0	0
Operating Expenses	208,743	275,922	325,732	209,943	371,630	429,771	58,141
Capital Expenditures	0	0	0	0	0	1,500,000	1,500,000
Total Exp Authority	208,743	275,922	325,732	209,943	371,630	1,929,771	1,558,141
Reimbursements	0	0	0	0	0	0	0
Total Appropriation	208,743	275,922	325,732	209,943	371,630	1,929,771	1,558,141
Operating Transfers Out	1,035,906	0	0	0	0	0	0
Total Requirements	1,244,649	275,922	325,732	209,943	371,630	1,929,771	1,558,141
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	0	0	0	700	0	0	0
Other Revenue	662,889	601,734	6,879,007	526,695	587,617	501,516	(86,101)
Total Revenue	662,889	601,734	6,879,007	527,395	587,617	501,516	(86,101)
Operating Transfers In	0	0	0	0	0	0	0
Total Financing Sources	662,889	601,734	6,879,007	527,395	587,617	501,516	(86,101)
Fund Balance							
Use of / (Contribution to) Fund Balance	581,760	(325,812)	(6,553,275)	(317,452)	(215,987)	1,428,255	1,644,242
Available Reserves					15,892,836	14,568,046	(1,324,790)
Total Fund Balance					15,676,849	15,996,301	319,452
Budgeted Staffing*	0	0	0	0	0	0	0

*Data represents final budgeted staffing

MAJOR EXPENDITURES AND REVENUE IN 2015-16 ADOPTED BUDGET

Operating expenses of \$429,771 represent the cost to maintain County Dairies, such as utility costs associated with vacant properties, property management charges, County Counsel fees, professional services, and maintenance expenses. Capital Expenditures of \$1.5 million represent the anticipated cost to acquire easement interests over 47 acres of dairy replacement land near Prado Regional Park in Chino planned to be improved at a later date with expanded recreational vehicle (RV) parking for Prado Regional Park using Proposition 70 funds. Sources of \$501,516 include lease revenue from dairy properties and interest revenue.

BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are increasing by \$1.6 million primarily for the anticipated acquisition of Easements/Right of Ways. Sources are decreasing by \$86,101 due to a decrease in anticipated earned interest.

ANALYSIS OF FUND BALANCE

The use of Fund Balance of \$1.4 million is for one-time costs related to the acquisition of easement rights over 47 acres near Prado Regional Park in Chino.

STAFFING CHANGES AND OPERATIONAL IMPACT

There is no staffing associated with this budget unit.



Facilities Management Division

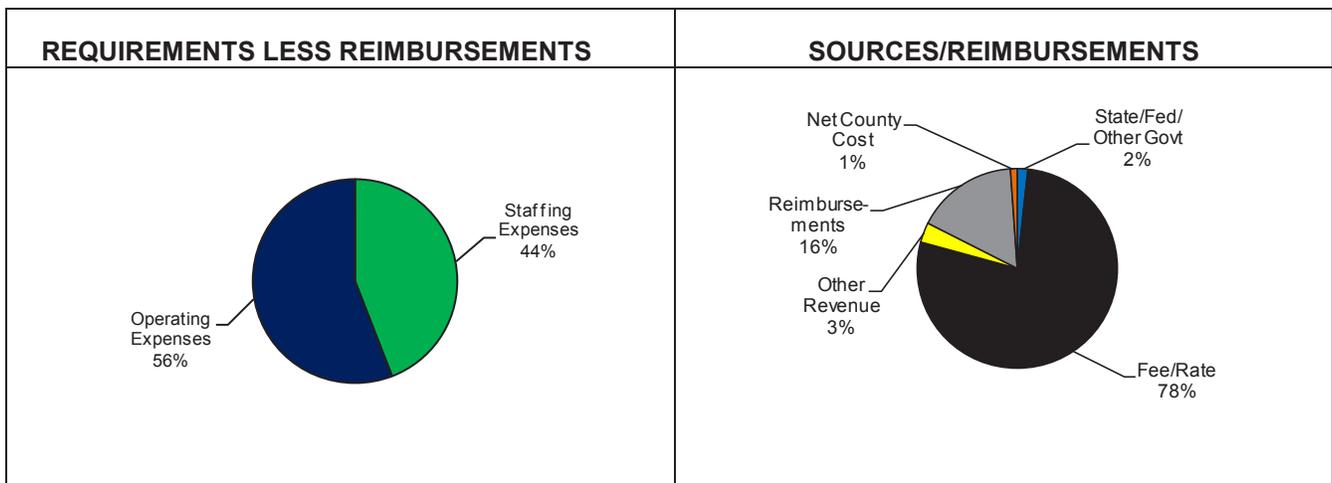
DESCRIPTION OF MAJOR SERVICES

The Facilities Management Division (FMD) provides routine maintenance, grounds and custodial services to ensure County facilities are well maintained, including 24 hours per day – 7 days per week emergency building maintenance. Services also include repairing building structures, equipment, and fixtures.

Budget at a Glance	
Requirements Less Reimbursements	\$19,046,622
Sources/Reimbursements	\$18,838,622
Net County Cost	\$208,000
Total Staff	107
Funded by Net County Cost	1%

FMD's focus is on asset protection. Using data and support systems, it maintains the County's valuable facilities and equipment, preserves a high level of functionality, supports sustainability projects, and promotes responsible and efficient use of resources.

2015-16 ADOPTED BUDGET



ANALYSIS OF 2015-16 ADOPTED BUDGET

GROUP: Operations and Community Services
 DEPARTMENT: Real Estate Services - Facilities Management Division
 FUND: General

BUDGET UNIT: AAA FMD
 FUNCTION: General
 ACTIVITY: Property Management

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Final Budget	2015-16 Adopted Budget	Change From 2014-15 Final Budget
Requirements							
Staffing Expenses	7,483,124	7,743,227	8,422,233	7,687,188	7,850,605	8,400,721	550,116
Operating Expenses	7,068,796	8,061,333	9,119,159	9,526,641	9,547,939	10,645,901	1,097,962
Capital Expenditures	0	0	0	77,073	110,125	0	(110,125)
Total Exp Authority	14,551,919	15,804,560	17,541,392	17,290,902	17,508,669	19,046,622	1,537,953
Reimbursements	(2,766,254)	(2,994,605)	(3,195,967)	(3,357,483)	(3,159,438)	(3,131,064)	28,374
Total Appropriation	11,785,665	12,809,955	14,345,425	13,933,419	14,349,231	15,915,558	1,566,327
Operating Transfers Out	0	4,095	0	0	0	0	0
Total Requirements	11,785,665	12,814,050	14,345,425	13,933,419	14,349,231	15,915,558	1,566,327
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	621,004	1,203,715	915,695	331,768	600,000	325,000	(275,000)
Fee/Rate	11,637,129	11,161,422	11,562,527	12,373,972	12,419,930	14,770,558	2,350,628
Other Revenue	8,421	1,918,135	1,079,940	1,577,560	716,242	612,000	(104,242)
Total Revenue	12,266,554	14,283,272	13,558,162	14,283,300	13,736,172	15,707,558	1,971,386
Operating Transfers In	(10,471)	0	0	0	0	0	0
Total Financing Sources	12,256,083	14,283,272	13,558,162	14,283,300	13,736,172	15,707,558	1,971,386
Net County Cost	(470,418)	(1,469,222)	787,263	(349,881)	613,059	208,000	(405,059)
Budgeted Staffing*	103	106	110	102	102	107	5

* Data represents final budgeted staffing

MAJOR EXPENDITURES AND REVENUE IN 2015-16 ADOPTED BUDGET

Staffing expenses of \$8.4 million constitute nearly half of FMD's expenditure authority. Operating expenses of \$10.6 million fund contracts for grounds, maintenance and custodial services; materials for repairs and maintenance of County facilities and equipment; and vehicles, tools, supplies, systems development charges, overhead and administrative costs. Reimbursements of \$3.1 million and sources of \$15.7 million are from County departments, the Judicial Council of California, and local courts who are billed for services provided.

BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are increasing by \$1.6 million primarily due to the addition of providing maintenance services at the High Desert Detention Center (HDDC), including contracted services, material purchases, and the addition of five staffing positions.

Sources are increasing by \$2.0 million primarily due to an increase in basic service charges to County departments for grounds, custodial and maintenance services including rate increases in each service division and the addition of the HDDC.

FMD will receive \$208,000 in Net County Cost for Information Services Department (ISD) charges for additional phases of support and maintenance of the financial reporting system, and to cover basic services for vacant or tenant-occupied County offices.



2015-16 POSITION SUMMARY*

Division	2014-15 Final Staffing	Adds	Deletes	Reorgs	2015-16 Adopted	Limited	Regular
Administrative and Fiscal	9	0	0	0	9	0	9
Maintenance	57	5	0	0	62	0	62
Custodial	32	0	0	0	32	0	32
Grounds	4	0	0	0	4	0	4
Total	102	5	0	0	107	0	107

*Detailed classification listing available in Appendix D

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$8.4 million fund 107 regular positions. This includes the addition of 5 positions (1 Supervising Building Plant Operator, 1 Building Plant Operator, 1 Air Conditioning Mechanic, 1 General Maintenance Mechanic, and 1 General Maintenance Worker) that will assist in providing services at the HDDC facility.



Utilities

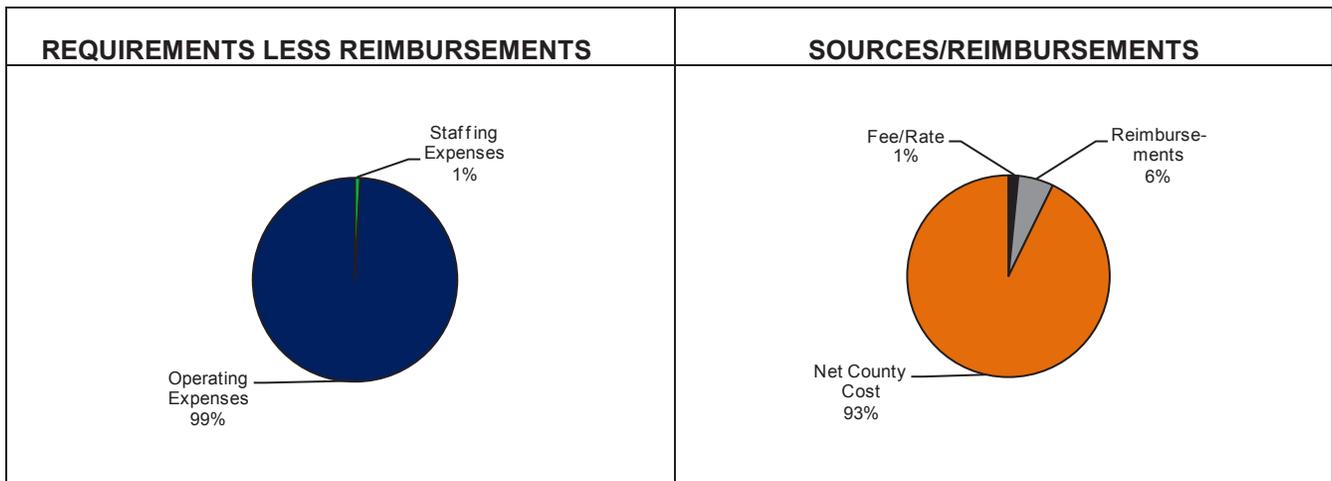
DESCRIPTION OF MAJOR SERVICES

The County's utilities budget unit funds the cost of electricity, natural and propane gas, water, sewer, refuse disposal and other related costs for County-owned and leased facilities.

Budget at a Glance

Requirements Less Reimbursements	\$22,145,061
Sources/Reimbursements	\$1,598,741
Net County Cost	\$20,546,320
Total Staff	2
Funded by Net County Cost	93%

2015-16 ADOPTED BUDGET



ANALYSIS OF 2015-16 ADOPTED BUDGET

GROUP: Operations and Community Services
DEPARTMENT: Real Estate Services - Utilities
FUND: General

BUDGET UNIT: AAA UTL
FUNCTION: General
ACTIVITY: Property Management

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Final Budget	2015-16 Adopted Budget	Change From 2014-15 Final Budget
Requirements							
Staffing Expenses	116,285	152,064	164,163	160,809	163,187	183,202	20,015
Operating Expenses	17,120,450	17,624,452	19,698,984	18,521,900	21,337,804	21,911,859	574,055
Capital Expenditures	0	0	126,600	166,523	166,523	50,000	(116,523)
Total Exp Authority	17,236,735	17,776,516	19,989,747	18,849,232	21,667,514	22,145,061	477,547
Reimbursements	(1,233,232)	(1,411,052)	(1,118,760)	(1,233,598)	(1,295,193)	(1,251,246)	43,947
Total Appropriation	16,003,503	16,365,464	18,870,987	17,615,634	20,372,321	20,893,815	521,494
Operating Transfers Out	1,210,658	125,543	0	0	0	0	0
Total Requirements	17,214,161	16,491,007	18,870,987	17,615,634	20,372,321	20,893,815	521,494
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	1,291,109	125,543	0	0	0	0	0
Fee/Rate	181,467	312,040	328,510	176,242	283,329	347,495	64,166
Other Revenue	38,067	30,019	40,723	55,749	0	0	0
Total Revenue	1,510,643	467,602	369,233	231,991	283,329	347,495	64,166
Operating Transfers In	0	0	0	0	0	0	0
Total Financing Sources	1,510,643	467,602	369,233	231,991	283,329	347,495	64,166
Net County Cost	15,703,518	16,023,405	18,501,754	17,383,643	20,088,992	20,546,320	457,328
Budgeted Staffing*	2	2	2	2	2	2	0

* Data represents final budgeted staffing

MAJOR EXPENDITURES AND REVENUE IN 2015-16 ADOPTED BUDGET

Operating expenses of \$21.9 million represent utility costs for County facilities and constitute the largest portion of the expenses. Staffing expenses of \$183,202 and capital expenses of \$50,000 constitute the remainder of the expenses. Sources of \$347,495 are from utility costs passed on to customers and third parties that occupy County-owned space.

BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are increasing by \$521,494 primarily due to anticipated rate increases for various utilities and increases in central services cost. Capital expenditures are decreasing by \$116,523 due to the completion of enhancements to the Utilities payables system and procurement of energy management software in 2014-15. Reimbursements are decreasing by \$43,947 due to lower utility costs in third party occupied County space and the termination of utility services for previously-owned County space.

Sources are increasing \$64,166 for utility costs passed on to customers and third parties that occupy County-owned space. Net County Cost is increasing \$457,328 due to increased utility costs for County facilities occupied by general fund departments.



2015-16 POSITION SUMMARY*

Division	2014-15 Final Staffing	Adds	Deletes	Reorgs	2015-16 Adopted	Limited	Regular
Utilities	2	0	0	0	2	0	2
Total	2	0	0	0	2	0	2

*Detailed classification listing available in Appendix D

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$183,202 fund 2 regular positions. There is no change in budgeted staffing for 2015-16.

