

INTERNAL SERVICE FUNDS SUMMARY 2015-2016

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INTERNAL SERVICE FUNDS

MISSION

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Mission

Internal Service Funds were established to finance and account for services, materials, and supplies furnished to the various departments of the City and on a limited basis, to other local governmental agencies. These services are provided on a cost reimbursement basis. The mission of the Internal Service Funds is to provide these services in the most cost effective manner.

PINNACLE ISSUES FOR FY 2016

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1. **Continue Fleet modernization with the purchase of CNG, Bi-Fuel and Eco-friendly vehicles.**
2. **Identify and secure funding for capital facility improvements.**
3. **Website Redesign.**
4. **Cloud Services impact to Organization.**
5. **Recruitment and retainage of qualified technology personnel.**
6. **Affordable Care Act (ACA) employer mandate reporting.**
7. **Continue to refine offerings to part time and temporary employees to bring us into compliance with the next phase of ACA Compliance.**
8. **Expansion of drive-cam program.**
9. **Implementation and monitoring of Workers' Compensation Physician panel.**

MAJOR ACCOMPLISHMENTS FOR FY 2015

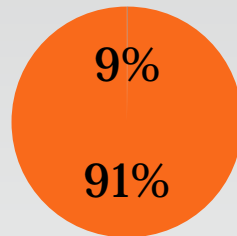
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1. Safety and risk assessment and Best practice visits in Print Shop Area.
2. Maintained a 92% operational ready rate for vehicles in the Fleet while experiencing a 40% past service life Fleet Age Factor.
3. Increased the alternative fuel capability from 6% to 10% of the Fleet.
4. Identified and sorted out potential facility inventory surplus properties.
5. Completed operations and maintenance strategies in performing repairs in high traffic public buildings.
6. No rate increase in 2 years.
7. Cost avoidance and recoveries of \$2.4 million.
8. Driving behavior of City employees improved by 35%, six months post implementation of *DriveCam*.
9. Trending the lowest number of workers' compensation claims in 10 years.
10. Completed Design and Initiated Construction Contracts for Bond 2014, Prop 1.
11. Initiated Street Preventative Maintenance Program (SPMP) Year 2 Execution and Year 3 Design.

EMPLOYEES

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	FY 2013-2014	FY 2014-2015	FY2015-2016
Municipal Info Systems	93	96	96
Maintenance Services	59	59	59
Facility Maintenance Srvs	20	23	29
Engineering Services	59	75	76
Liability & Employee Benefits – Admin	20	19	19
Stores	20	20	20
Liability / Employee Benefits – General Liability	3	0	0
Total	274	292	299



Total Enterprise

- Fund - 299
- City - 3,227

REVENUE

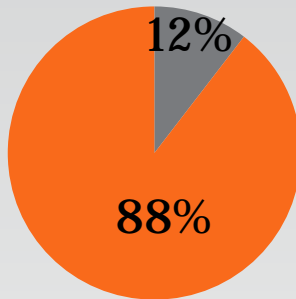
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Source	Actual (14 Mo.) FY 2014	Estimated FY 2015	Proposed FY 2016
Charges to Other Funds	\$29,498,127	\$25,572,629	\$26,227,317
Maintenance Services			
Operations	\$16,392,926	\$14,180,638	\$16,052,591
Health Contributions - General	\$17,749,070	\$15,944,181	\$14,701,293
Health Contributions - Fire	\$7,687,327	\$6,473,679	\$6,579,150
Health Contributions - Police	\$6,724,421	\$5,660,334	\$5,797,351
Engineering Services	\$3,784,605	\$7,637,902	\$7,362,220
Facilities Maintenance			
Services	\$4,363,366	\$4,146,880	\$4,599,696
Stores Sales	\$4,934,090	\$3,856,724	\$4,063,359
Transfers for Capital	\$5,655,533	\$2,768,706	\$2,783,247
Transfers from Other			
Funds	\$4,400,062	\$3,070,321	\$0

REVENUE

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Source	Actual (14 Mo.) FY 2014	Estimated FY 2015	Proposed FY 2016
Dental Contributions	\$848,967	\$719,542	\$743,678
Miscellaneous	\$700,112	\$319,113	\$352,712
Grants Health Contributions	\$535,934	\$472,895	\$427,582
Stop Loss Reimbursements	\$169,596	\$473,475	\$323,455
Total	\$103,444,136	\$91,297,020	\$90,013,651



Internal Service

- Internal Service - \$90,013,651
- Enterprise - \$862,000,000

TOTAL EXPENDITURES

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Fund	Actual (14 Mo.) FY 2014	Estimated FY 2015	Proposed FY 2016
Maintenance Services Fund	\$21,289,049	\$20,632,717	\$18,736,282
Municipal Information System Fund	\$20,921,309	\$20,202,286	\$16,699,164
Liability/Employee Benefits Health -Citicare	\$15,888,550	\$14,633,800	\$14,379,808
Engineering Services Fund	\$6,267,779	\$6,417,548	\$7,363,169
Employee Benefits -Police	\$6,800,198	\$6,422,546	\$6,481,642
Employee Benefits -Fire	\$6,025,113	\$5,907,099	\$5,871,210
Liability/Employee Benefits General Liability	\$8,890,347	\$5,741,942	\$6,101,225

TOTAL EXPENDITURES

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Fund	Actual (14 Mo.) FY 2014	Estimated FY 2015	Proposed FY 2016
Facilities Maintenance Services Fund	\$3,509,062	\$5,435,588	\$5,296,198
Stores Fund	\$4,935,218	\$4,079,347	\$4,154,340
Liability/Employee Benefits -Worker's Compensation	\$3,613,726	\$2,713,718	\$3,215,082
Other Employee Benefits	\$1,796,877	\$2,077,981	\$2,411,685
Risk Management Administration	\$1,860,986	\$1,146,303	\$1,141,984
Health Benefits Administration	\$0	\$499,604	\$574,837
Total	\$101,798,215	\$95,910,479	\$92,426,626

TOTAL EXPENDITURES

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	Actual (14 Mo.) FY 2014		Estimated FY 2015		Proposed FY 2016	
	\$	%	\$	%	\$	%
Personnel	\$18,692,868	18%	\$17,917,622	19%	\$19,395,019	21%
Materials/Supplies	\$41,732,799	41%	\$36,999,082	39%	\$35,923,774	39%
Capital Outlay	\$3,830,282	4%	\$6,411,200	6%	\$2,681,084	3%
Health Costs - Other	\$30,072,820	30%	\$29,253,563	30%	\$29,266,753	31%
Other	\$7,469,446	7%	\$5,329,012	6%	\$5,159,996	6%
Total	\$101,798,215	100%	\$95,910,479	100%	\$92,426,626	100%

SUMMARY OF FUND BALANCES

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Fund	Estimated Beginning Fund Balance at 10/1/15	Net Budget	Projected Ending Fund Balance at 9/30/16	Total \$ (Target + Restricted)	Net
EMP BEN HLTH - CITICARE (5610)	\$14,019,928	(\$861,872)	\$13,158,056	\$3,838,564	\$9,319,492
FLEET MAINT SVCS (5110)	\$11,303,894	\$205,045	\$11,508,939	\$10,113,114	\$1,395,825
EMP BEN HLTH - POLICE (5609)	\$7,762,855	(\$491,876)	\$7,270,979	\$1,154,653	\$6,116,326
EMP BEN HLTH - FIRE (5608)	\$7,037,256	\$844,225	\$7,881,481	\$1,337,328	\$6,544,153
LIAB/EMP BENEFIT - GEN LIAB (5611)	\$6,022,994	(\$450,697)	\$5,572,297	\$5,248,338	\$323,959
LIAB/EMP BENEFITS - WC (5612)	\$5,251,845	(\$520,590)	\$4,731,255	\$4,182,003	\$549,252

SUMMARY OF FUND BALANCES

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Fund	Estimated Beginning Fund Balance at 10/1/15	Net Budget	Projected Ending Fund Balance at 9/30/16	Total \$ (Target + Restricted)	Net
OTHER EMPLOYEE BENEFITS (5614)	\$1,928,461	\$51	\$1,928,512	\$0	\$1,928,512
FACILITES MAINT SVC FD (5115)	\$1,084,337	\$(696,502)	\$387,835	\$151,942	\$235,893
MUNICIPAL INFO. SYSTEM (5210)	\$838,823	\$(326,012)	\$512,811	\$500,975	\$11,837
ENGINEERING SVCS FUND (5310)	\$811,625	\$(949)	\$810,676	\$220,895	\$589,781
STORES FUND (5010)	\$432,597	\$(90,581)	\$342,016	\$123,323	\$218,694
LIAB/EMP BENEFITS - ADMIN (5613)	\$36,290	\$(18,748)	\$17,542	\$0	\$17,542
HEALTH BENEFITS ADMIN (5618)	\$5,769	\$(4,469)	\$1,300	\$0	\$1,300
Total	\$56,536,674	\$(2,412,975)	\$54,123,699	\$26,871,135	\$27,252,564

PROJECTED CHANGE IN FUND BALANCE

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• Estimated Beginning Balance 10/1/15		<u>\$ 56,536,674</u>
• Projected Changes		<u>\$ (2,412,975)</u>
• Total Projected Ending Balance 9/30/2016		<u>\$ 54,123,699</u>
• Restricted	<u>\$26,871,135</u>	
• Reserve Catastrophic Loss/ GASB45 Liability	<u>\$14,984,793</u>	
• Total Restricted and Reserve		<u>\$41,855,928</u>

DECISION PACKAGES FOR FY 2016

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Department	Title	Impact
RECOMMENDED		
Stores	<i>Temp Staff (1 Sr. Buyer, 1 Buyer, 2 Jr Buyers, 2 Mgmt. Aides, & 1 P-Card Assistant)</i>	\$308,556
	Total	\$308,556

QUESTIONS

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