

Fiscal Year 2023 - 2024  
Maintenance of Effort Budget



Board of Supervisors Early Budget Work Session

April 11, 2023

By Kimberly Gasaway, Director



# Mission Vision Values

- Our Mission is to emphasize the importance of organizational innovation, responsiveness, accountability, and efficiency in service delivery.
- Our Vision is to be valued as a Class A provider of logistical support services.
- Our Values are to satisfy County program staff through productive relationships and leading by example with equity and integrity.



# Vision 2026 Alignment



## Accessible Infrastructure

Prepare a Strategic Real Estate Master Plan for operational and administrative buildings to include reduction of underutilized space, consideration of hybrid work, demand for parking, decentralized services, and long-range operational plans.

Deliver maintenance and preservation of facility needs projects identified in the facility conditions assessments to protect the County's capital investment.



## Prosperous and Vibrant Economy

Perform a control assessment of the Small, Local, and Emerging Business policy waiver processes and procedures to ensure the integrity of the program.

Develop a construction trades apprentice program for County trades positions.

Develop an integrated web-based portal for procurement of goods, services, and construction contracts.



## Healthy Environment

Propose an updated Green Building Ordinance to implement the Built Environment measures in the County's Climate Action Plan for Government Operations.

Develop a County fleet electrification plan in preparation for the state's 2035 zero emission vehicle mandate to achieve a net-zero fleet by 2045.



# GSA Delivers Countywide Logistical Services and Support



## Building Maintenance

Provides full maintenance, landscaping, and janitorial services for the County's 5.6 million square feet of 130 owned buildings.

## Capital Programs

Manages capital improvements in County owned facilities. The department provides professional programs, and project management services to all County agencies.

## Procurement

Procures goods and services Countywide and manages programs to increase business opportunities for small, local, and women and minority vendors.

## Strategic Capital / Real Property

Manages Countywide short and long-range planning and utilization of real estate assets, and facility leases.

## Logistics Services

Operates the County's vehicle fleet, interdepartmental mail delivery, Property and Salvage, and County parking lots/garages.

## Sustainability

Oversees the implementation and reporting of the County's Climate Action Plan for Government Services. We create partnerships and programs to ensure the health and future of our communities.



# GSA Highlighted Accomplishments

- Finalized the 2023 – 2026 Climate Action Plan for Government Services and Operations.
- Achieved compliance with SB 1383 and AB 1826 organics recycling laws by adding compost and mixed recycling service to 131,000 square feet at three County facilities including Santa Rita Jail.
- Developed a Countywide Procurement training program through the County Education Center.
- Provided real estate services for non-congregant shelter in partnership with the Community Development and Health Care Services Agency under the State’s Room Key and Home Key Programs.
- Completed a County fleet Electrification Assessment and Plan for electronic vehicle infrastructure.
- Updated the County’s Portfolio Management Efficiency, Effectiveness, and Sustainability Policy to reduce employee space utilization rate to no more than 200 square foot per person and developed alternative workspace strategies including office hoteling models.
- Amended Administrative Code to increase the informal construction bid threshold from \$60K to \$200K, aligning the County with the California Public Contract Code.
- Procured \$8 million of job order contracts for facility major maintenance needs.





# Mandated Services



## Federal

- National Pollutant Discharge Elimination System
- Americans with Disabilities Act Projects



## State

- Hazardous Materials Abatement
- Energy Conservation
- Environmental Protection AB 32
- Facility Maintenance
- Real Property Management



## County Policies and Ordinances

- Procurement preference for small, local, emerging businesses
- Green building ordinance
- Waste reduction and recycling
- Local hazard mitigation plans



# Productivity & Revenue Enhancement Strategies

## **Space Reduction**

Develop, promote, and implement hybrid workspace environments for improved space utilization in County facilities.

## **Evaluation of parking revenue fee increases**

Propose parking revenue increases in County owned facilities to reduce the net County cost of operations, maintenance, and asset replacement needs.

## **Leverage State and Federal funding programs**

Lock in low Solar Net Energy metering (NEM 2.0) program rates by applying for permits with PG&E (utilities apply for relief/changes with the California Public Utilities Commission).

Combining energy efficiency, replacing deficient equipment, and installing solar will yield the best Return On Investment.



# Financial Summary FY 2023-2024

General Fund	FY 2022-23 Approved Budget	FY 2023-24 Maintenance of Effort Budget	Change from FY 2022-23 Approved to FY 2023-24 MOE	
			Amount	Percentage
Appropriations	\$22,586,708	\$23,283,698	\$696,990	3.1%
Revenue	\$11,136,183	\$10,509,405	(\$626,778)	-5.6%
Net County Cost	\$11,450,525	\$12,774,293	\$1,323,768	11.6%
FTE - Management	37.92	33.91	-4.01	-10.6%
FTE - Non- Management	54.69	54.52	-0.17	-0.3%
<b>Total</b>	<b>92.61</b>	<b>88.43</b>	<b>-4.18</b>	<b>-4.5%</b>



# Financial Summary FY 2023-2024

Internal Service Fund	FY 2022-23 Approved Budget	FY 2023-24 Maintenance of Effort Budget	Change from FY 2022-23 Approved to FY 2023-24 MOE	
			Amount	Percentage
Appropriations	\$157,119,842	\$156,555,743	(\$564,099)	-0.4%
Revenue	\$157,119,842	\$156,555,743	(\$564,099)	-0.4%
Net County Cost	\$0	\$0	\$0	0.0%
FTE – Management	66.17	66.32	0.15	0.2%
FTE – Non-Management	279.50	279.34	-0.16	-0.1%
<b>Total</b>	<b>345.67</b>	<b>345.66</b>	<b>-0.01</b>	<b>0.0%</b>



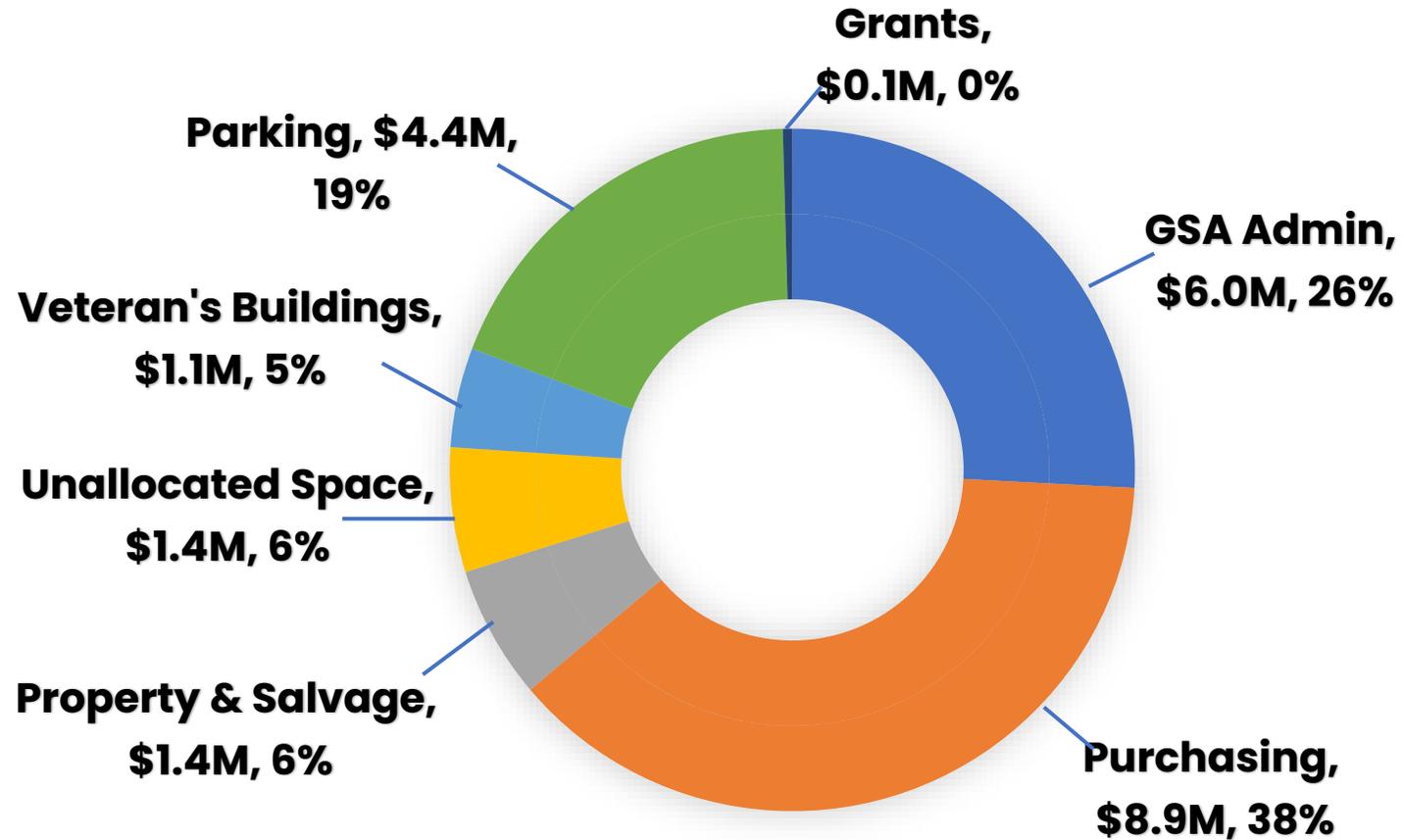
# Major Components of Net County Cost (NCC) in Millions

<b>Component</b>	<b>Net County Cost Change</b>
Salaries and Benefits	<b>\$0.4</b>
Increased costs in counsel charges and shuttle services contract	<b>\$0.3</b>
Internal Service Fund adjustments	<b>\$0.1</b>
Decreased revenue from County overhead reimbursement	<b>\$0.8</b>
Increased revenue in Parking and Veterans' Memorial Buildings	<b>(\$0.3)</b>
<b>Total</b>	<b>\$1.3</b>



# GENERAL FUND APPROPRIATION BY PROGRAM

Total Appropriations: \$23.3M

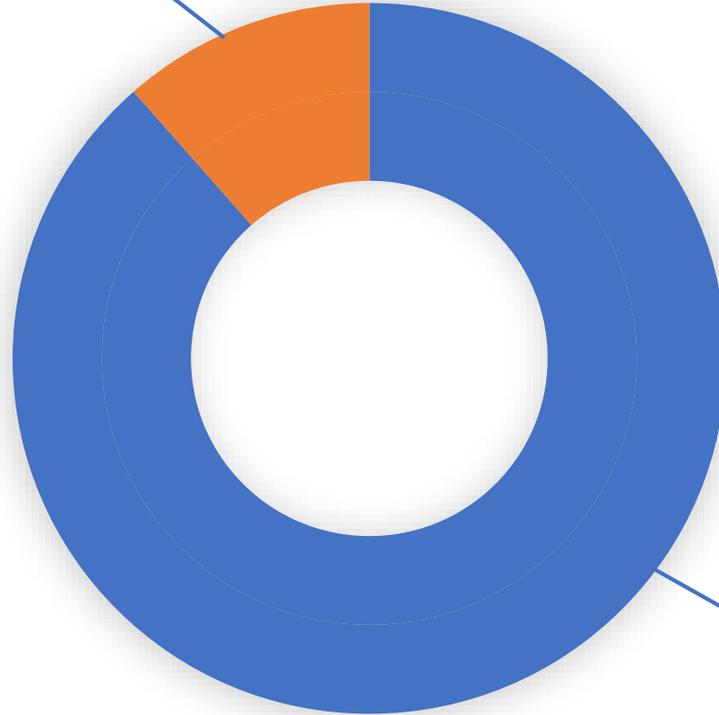




# INTERNAL SERVICE FUND APPROPRIATION BY PROGRAM

**Total Appropriations: \$156.6M**

**Motor Vehicles,  
\$18.0M, 11%**

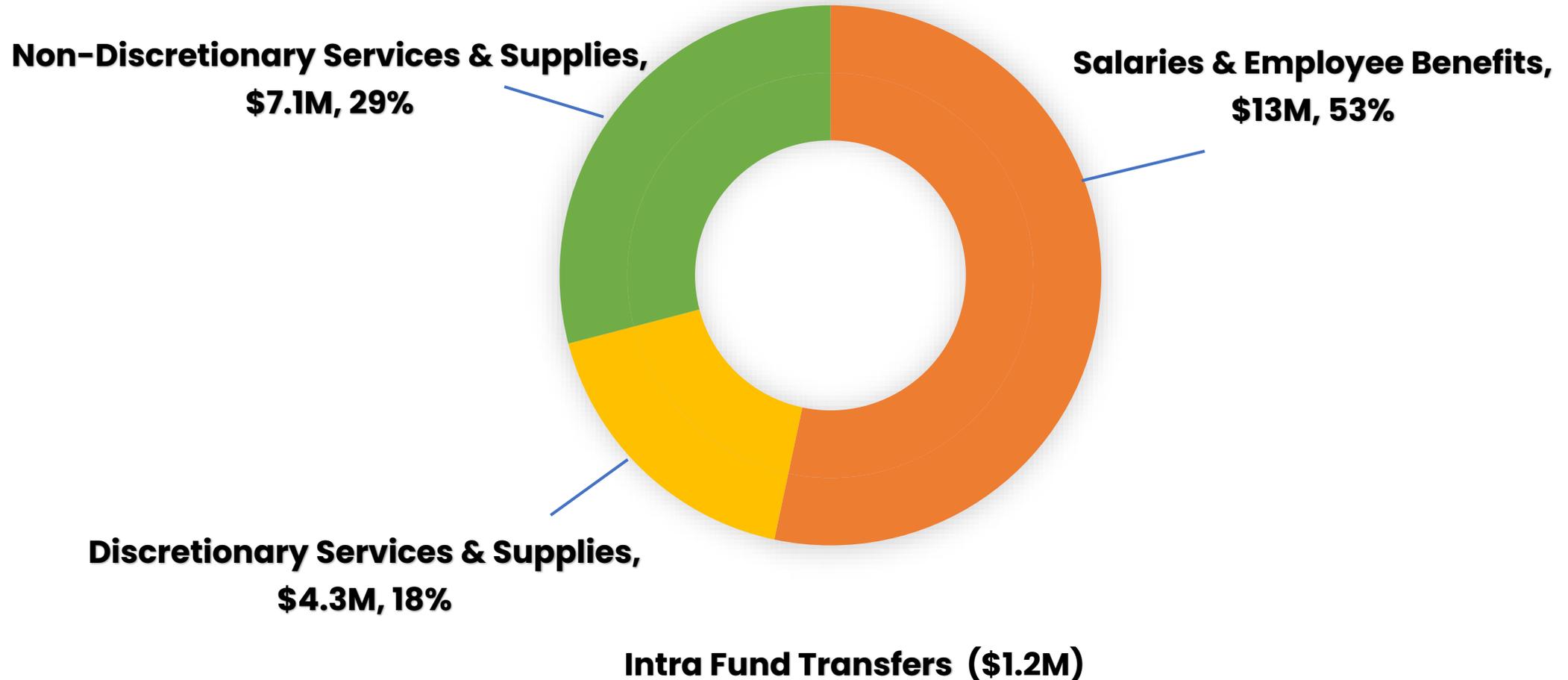


**Building Maintenance,  
\$138.6M, 89%**



# GENERAL FUND APPROPRIATION BY MAJOR OBJECT

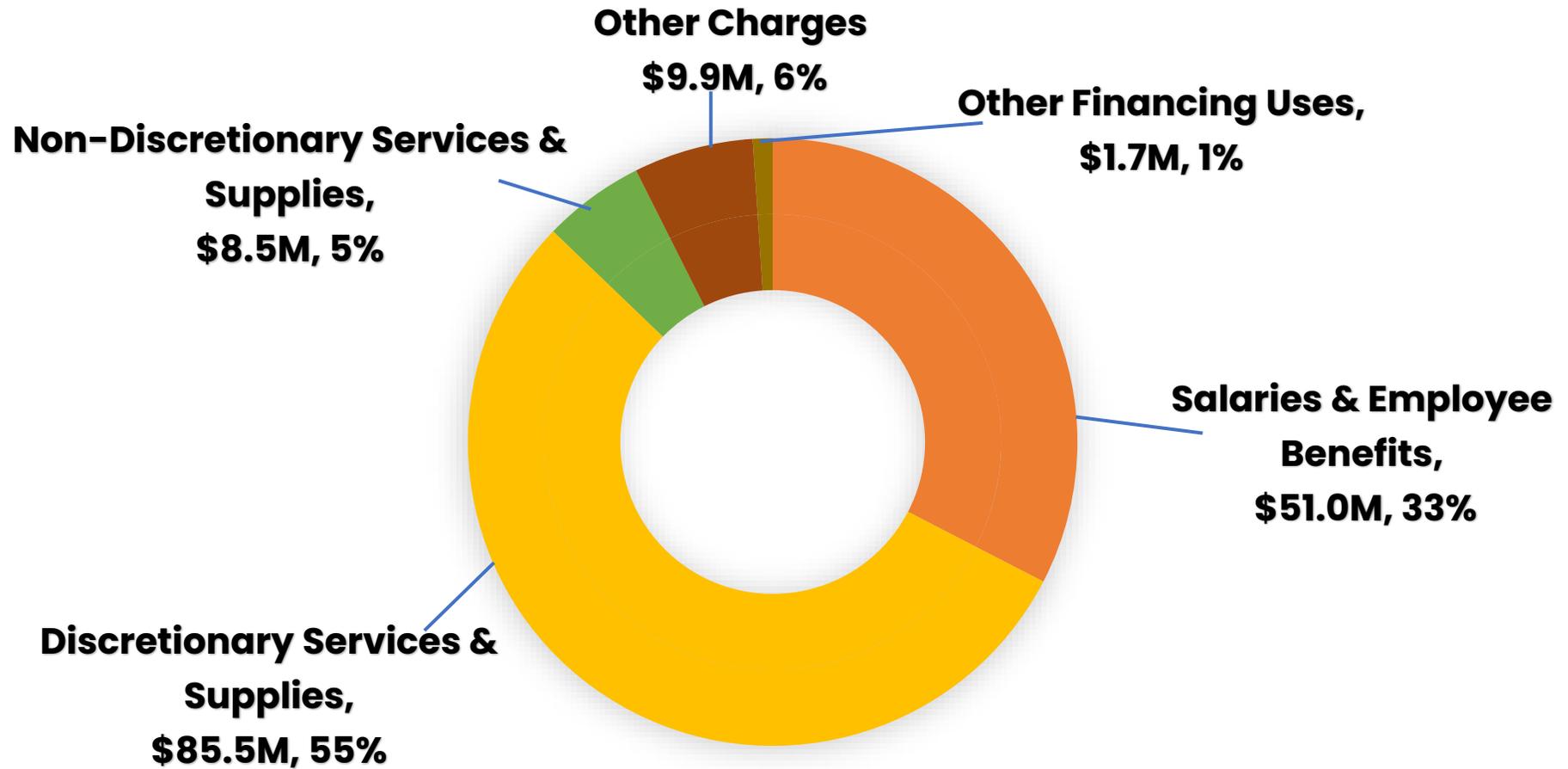
**Total Appropriations: \$23.3M**





# INTERNAL SERVICE FUND APPROPRIATION BY MAJOR OBJECT

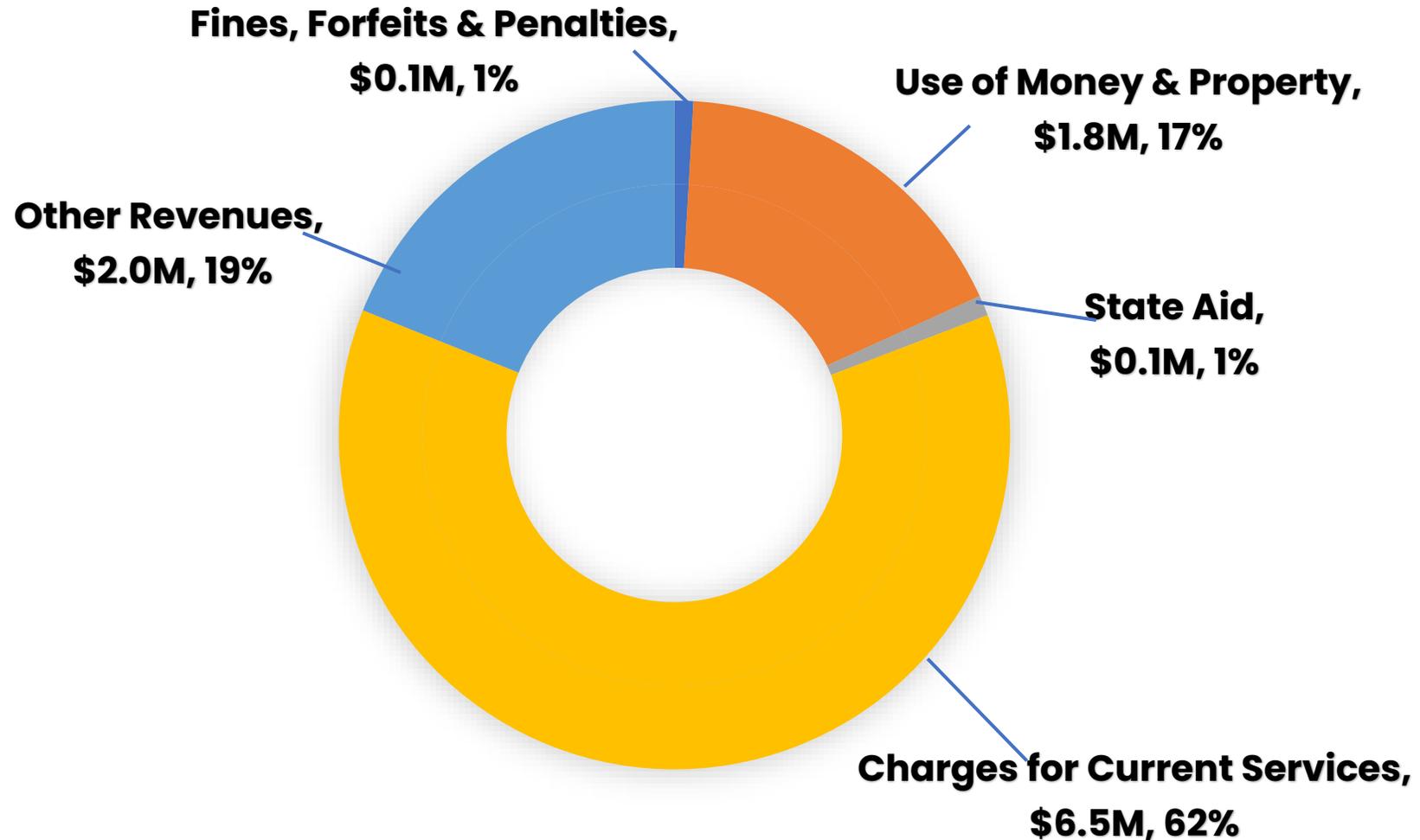
**Total Appropriations: \$156.6M**





# GENERAL FUND TOTAL REVENUE BY SOURCE

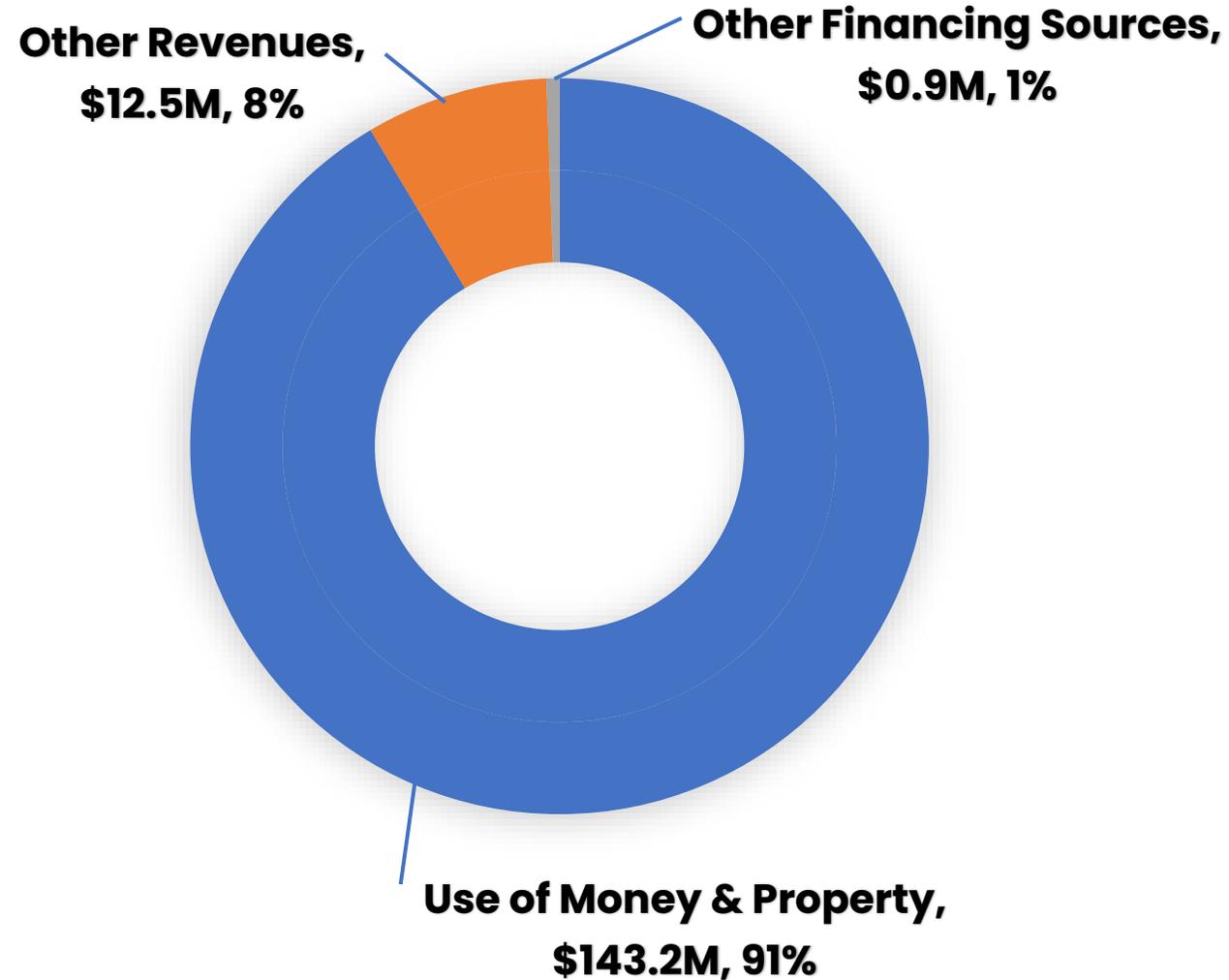
**Total Revenues: \$10.5M**





# INTERNAL SERVICE FUND TOTAL REVENUE BY SOURCE

**Total Revenues: \$156.6M**





ANOTHER  
DAY IN  
PARADISE

# Thank you!



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