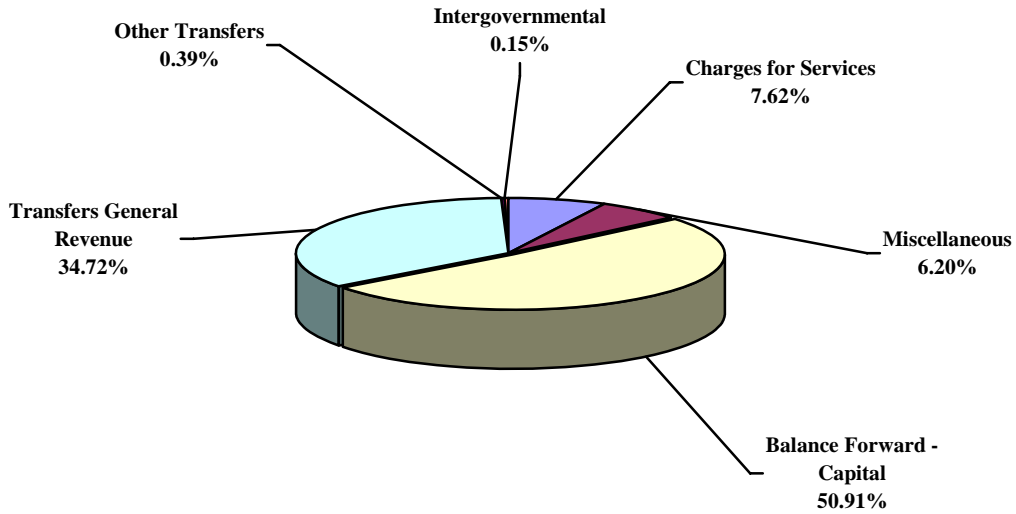
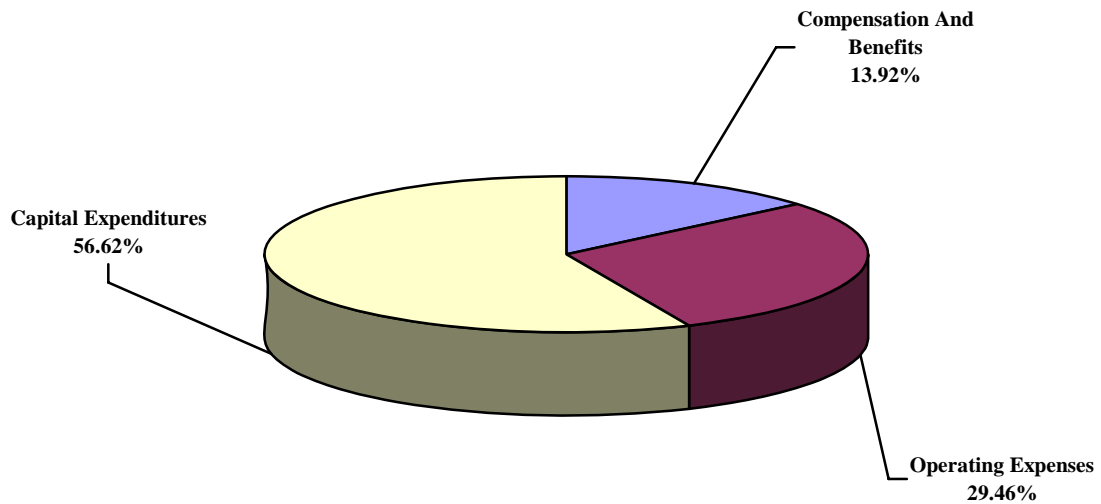


# FACILITIES DEPARTMENT

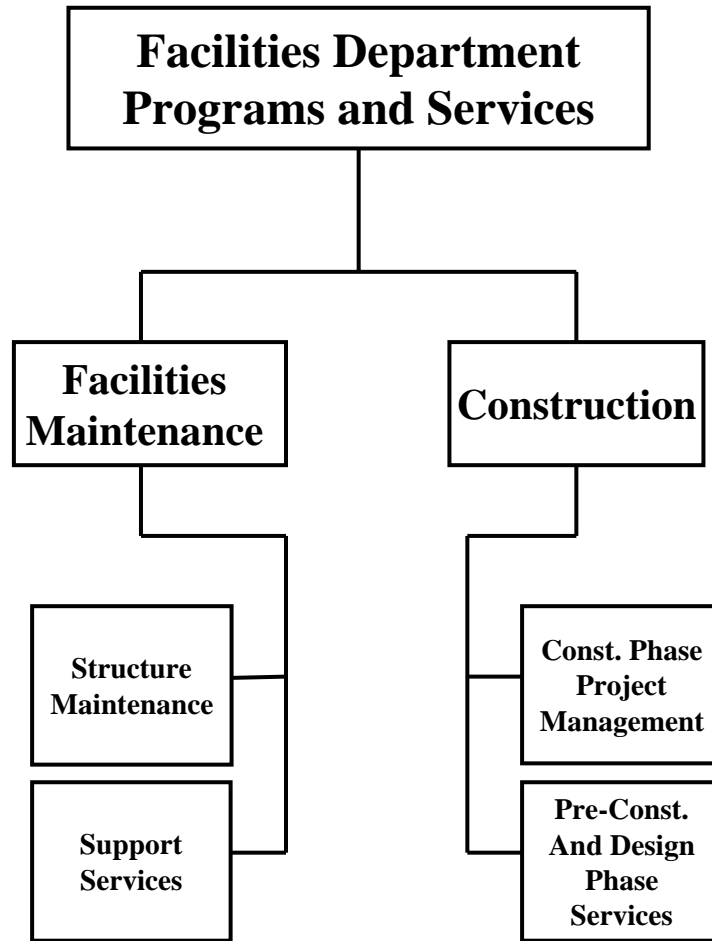
## OPERATING REVENUES (SOURCES) FY 2005-2006 TOTAL BUDGET \$30,775,172



## OPERATING EXPENDITURES (USES) FY 2005-2006 TOTAL BUDGET \$30,775,172



Note: Total percentage may not equal 100% due to rounding.



## FACILITIES DEPARTMENT: SUMMARY

### MISSION STATEMENT:

Provide functional, safe and attractive facilities that support County agencies in their efforts to provide quality services to the public.

### PROGRAMS AND SERVICES:

#### Facilities Management-Mandated

- Building Services
- Building Maintenance
- Building Operations

#### Facilities Construction-Mandated

- Pre-construction design and permitting
- Project Management
- Facilities Planning
- Procurement of contracts, construction management, architectural and engineering, and design build services.

### TRENDS AND ISSUES:

Facilities continues to face the challenge of maintaining 385 buildings with a budget that is steadily devalued by the escalating costs of materials, utilities, fuel and contracted services in today's market (including janitorial, security, equipment maintenance.) The current number of maintenance staff is well below the nationally recognized standard for the amount of square footage maintained. The manpower shortage forces Facilities to perform in a reactive mode as routine and preventative maintenance are deferred until longer than recommended.

In FY 2004-2005, Facilities completed the construction of the County Service Complex-Palm Bay, which opened in April 2005. With the addition of this building and the expansion of the Detention Center, the Facilities Department will continue to require additional resources to maintain and provide quality buildings.

The SAP integration for Plant Maintenance will streamline the work order process by allowing the department to utilize one software system to process work orders, enter requisitions, and post labor. The SAP system will positively affect Facilities Management by enabling the department to track the maintenance expense of each building, plan for future years and track deferred maintenance.

The Board's obligation to provide space for non-Board users has required the reallocation of planned Board expansion space to court-related functions, Sheriff's offices, storage and others. The State Attorney and Public Defender now occupy space at the Government Center that was to have provided Board expansion through 2010. State records management required archives are spread throughout the County. Rental units and office space is in use for storage. Brevard's rapid upsurge in construction and court needs will continue to drive the need for space allocation decisions. An immediate need for an archive facility has been submitted with this year's unfunded CIP request, and an unfunded Program Change has also been submitted to rent archive and warehouse space for the Supervisor of Elections.

The Facilities Department will continue to make operational modifications to the Detention Center. In FY 04-05, commercial paper was issued to make major operational modifications at the Detention Center. In FY 05-06, Facilities will carry forward the balance of these funds and complete the renovations. After these modifications are complete, there will continue to be numerous additional repairs that need to be made, including installing new door controls and sliders, replacing the kitchen floor, replacing cell door locks, replacing the fire alarm system, upgrading water supply and backflows, and replacing toilets with new stainless steel toilets. Without proactive maintenance, there is an increased potential for security, operational, health, and safety concerns.

Facilities Construction will continue the role of Project Management, acting as the General Contractor for the Detention Center Expansion and continuing to supervise and manage construction and renovation projects for other County agencies. Other County agencies and municipalities continue to utilize Facilities Construction's continuing contracts.

## **FACILITIES DEPARTMENT: BUDGET ANALYSIS**

### **FACILITIES MAINTENANCE AND OPERATIONS**

#### **REVENUES:**

Operating Revenues decrease by 11.68% primarily due to a decrease in billable revenues due to methodology changes from the implementation of the Plant Maintenance Module in SAP and a decrease in anticipated intergovernmental revenue from FEMA.. This amount is partially offset by anticipated revenue from the Sheriff for the detention center expansion and an increase in Facilities maintenance revenue.

Non-Operating Revenues remain significantly the same. Debt proceeds and Charges for Services received in FY 2004-2005 are shown as Balance Forward in FY 2005-2006 for the detention center expansion and the construction of the Clerk's archive building in Titusville respectively. The General Fund transfer increases for additional services to be provided for the County Service Complex-Palm Bay and the Detention Center Expansion. These increases are partially offset by a decrease in other transfers due to completed impact fee projects.

#### **EXPENDITURES:**

Operating Expenditures increase by 1.07% primarily due to increases in Compensation and Benefits for four additional maintenance positions for new facilities, and in Capital Expenditures associated with the construction of the Clerk's Archive Building.

### **FACILITIES CONSTRUCTION**

#### **REVENUES:**

Operating Revenues remain significantly unchanged.

Non-Operating Revenues increase 3.89% primarily due to a transfer of expenses to this Program formerly paid by Facilities Management.

#### **EXPENDITURES:**

Operating Expenditures increase 2.34% primarily due to pay increases approved by the Board in FY 2004-2005, projected pay increases for FY 2005-2006, retirement and health insurance increases.

## FACILITIES DEPARTMENT: SUMMARY

DEPARTMENT REVENUES AND EXPENDITURES:					
	Actual FY 2003-2004	Final Budget FY 2003-2004	Final Budget FY 2004-2005	Adopted Budget FY 2005-2006	% Inc (Dec)
<b>REVENUES:</b>					
Taxes	\$0	\$0	\$0	\$0	
Licenses And Permits	\$0	\$0	\$0	\$0	
Intergovernmental	\$0	\$0	\$717,271	\$50,000	(93.03%)
Charges For Services	\$1,159,297	\$1,342,501	\$3,140,835	\$2,463,400	(21.57%)
Fines and Forfeits	\$0	\$0	\$0	\$0	
Miscellaneous	\$1,251,734	\$1,279,360	\$1,191,660	\$2,003,777	68.15%
Statutory Reduction	\$0	(\$128,683)	(\$161,702)	(\$148,359)	(8.25%)
<i>Operating Revenues:</i>	\$2,411,031	\$2,493,178	\$4,888,064	\$4,368,818	(10.62%)
Balance Forward - Operating	\$1,133,320	\$1,133,320	\$139,365	\$0	(100.00%)
Balance Forward - Capital	\$2,970,468	\$2,970,468	\$359,569	\$15,627,441	4246.16%
Balance Forward - Restricted	\$0	\$0	\$0	\$0	
Transfers - General Revenue	\$9,197,466	\$9,354,280	\$9,950,988	\$10,658,913	7.11%
Transfers - Others	\$810,742	\$1,424,500	\$940,521	\$120,000	(87.24%)
Other Finance Sources	\$0	\$0	\$14,156,000	\$0	(100.00%)
<i>Non-Operating Revenues:</i>	\$14,111,996	\$14,882,568	\$25,546,443	\$26,406,354	3.37%
<b>TOTAL REVENUES</b>	\$16,523,027	\$17,375,746	\$30,434,507	\$30,775,172	1.12%
<b>EXPENDITURES:</b>					
Compensation And Benefits	\$3,498,059	\$4,094,540	\$4,083,146	\$4,282,383	4.88%
Operating Expenses	\$7,177,502	\$7,232,007	\$9,066,206	\$9,066,992	0.01%
Capital Expenditures	\$4,575,672	\$6,049,199	\$17,285,155	\$17,425,797	0.81%
<i>Operating Expenditures:</i>	\$15,251,233	\$17,375,746	\$30,434,507	\$30,775,172	1.12%
Debt Service	\$0	\$0	\$0	\$0	
Reserves - Operating	\$0	\$0	\$0	\$0	
Reserves - Capital	\$0	\$0	\$0	\$0	
Reserves - Restricted	\$0	\$0	\$0	\$0	
Transfers	\$0	\$0	\$0	\$0	
<i>Non-Operating Expenditures:</i>	\$0	\$0	\$0	\$0	
<b>TOTAL EXPENDITURES</b>	\$15,251,233	\$17,375,746	\$30,434,507	\$30,775,172	1.12%
<b>PERSONNEL:</b>					
Full-time Positions	62.00	62.00	58.00	62.00	6.90%
Part-time Positions	0.00	0.00	0.00	0.00	
Internal Support Services FTE	10.00	10.00	11.00	11.00	0.00%
Full-time Equivalent (FTE)	72.00	72.00	69.00	73.00	5.80%
Temporary FTE	0.00	0.00	0.75	2.00	166.67%
Seasonal FTE	0.00	0.00	0.00	0.00	

## FACILITIES MAINTENANCE AND OPERATIONS: PROGRAM PROFILE

<b>GOALS:</b>			
Maintain and operate County Buildings to meet the needs of Brevard County citizens, staff, and visitors.			
<b>OBJECTIVES:</b>			
<ol style="list-style-type: none"> <li>1. Provide timely response to occupant repair request, at a competitive rate.</li> <li>2. Manage utility expenses and conservation efforts to reduce operating costs.</li> <li>3. Inspect facilities and perform routine preventative and corrective maintenance at the lowest possible cost.</li> <li>4. Coordinate and monitor lease agreements, including recurring services, to ensure that tenant's needs are met.</li> </ol>			
<b>PERFORMANCE MEASUREMENTS:</b>	ACTUAL FY 2003-2004	PROJECTED FY 2004-2005	PROJECTED FY 2005-2006
<b>Maintenance Structure, Mandated</b>			
• <i>Output</i> : Square Footage of Buildings Maintained	1,238,552	1,253,552	1,293,552
• <i>Outcome</i> : Cost to Provide Building Maintenance	\$5,176,740	\$5,212,795	\$5,369,179
• <i>Efficiency</i> : Cost Per Square Foot	\$4.18	\$4.16	\$4.15
<b>Support Service, Mandated</b>			
• <i>Output</i> : Square Footage of Buildings Serviced	724,432	757,432	768,662
• <i>Outcome</i> : Cost to Provide Custodial Service	\$632,827	\$773,156	\$801,743
• <i>Efficiency</i> : Cost Per Square Foot	0.87	\$1.02	\$0.96
<b>Court Services, Mandated</b>			
• <i>Output</i> : Square Footage of Buildings Serviced	357,795	357,795	357,795
• <i>Outcome</i> : Cost to Provide Maintenance & Utilities	\$1,747,894	\$1,985,463	\$1,866,296
• <i>Efficiency</i> : Cost Per Square Foot	\$4.89	\$5.55	\$5.22
<b>PROGRAM CHANGES:</b>			
<b>FUNDED</b>			
1 Increase Maintenance Budget for the Detention Center Expansion-District 1			\$350,000
2 Increase Maintenance Budget for the County Service Complex-Palm Bay-District 3			\$110,000
3 Plumber Position for Detention Center			\$45,369
<b>TOTAL FUNDED</b>			<b>\$505,369</b>
<b>UNFUNDED</b>			
1 Rent Archive and Warehouse Space for the Supervisor of Elections-District 4			\$70,000
2 Replace Roof at Brevard County Detention Center-District 1			\$700,000
3 Roof Replacement/Repairs-Countywide			\$1,218,840
4 Air Conditioning Modifications-Countywide			\$1,664,091
5 Increase Maintenance Staffing			\$847,960
6 Building Renovations and Repairs for the North Area-District 1			\$1,287,000
7 Building Renovations and Repairs for the South Area-District 5			\$128,500
8 Building Renovations and Repairs for the Central Area-Districts 2 & 4			\$1,517,810
9 Seal and Stripe Parking Lots-Countywide			\$535,855
<b>TOTAL UNFUNDED</b>			<b>\$7,970,056</b>

## FACILITIES MAINTENANCE: PROGRAM PROFILE

PROGRAM REVENUES AND EXPENDITURES:					
	Actual FY 2003-2004	Final Budget FY 2003-2004	Final Budget FY 2004-2005	Adopted Budget FY 2005-2006	% Inc (Dec)
<b>REVENUES:</b>					
Taxes	\$0	\$0	\$0	\$0	
Licenses And Permits	\$0	\$0	\$0	\$0	
Intergovernmental	\$0	\$0	\$717,271	\$50,000	(93.03%)
Charges For Services	\$1,077,536	\$1,271,053	\$2,677,388	\$1,999,648	(25.31%)
Fines and Forfeits	\$0	\$0	\$0	\$0	
Miscellaneous	\$1,251,734	\$1,279,360	\$1,191,660	\$2,003,777	68.15%
Statutory Reduction	\$0	(\$125,110)	(\$138,530)	(\$125,171)	(9.64%)
<i>Operating Revenues:</i>	\$2,329,270	\$2,425,303	\$4,447,789	\$3,928,254	(11.68%)
Balance Forward - Operating	\$1,133,320	\$1,133,320	\$139,365	\$0	(100.00%)
Balance Forward - Capital	\$2,970,468	\$2,970,468	\$359,569	\$15,627,441	4246.16%
Balance Forward - Restricted	\$0	\$0	\$0	\$0	
Transfers - General Revenue	\$8,408,041	\$8,564,855	\$9,304,432	\$9,987,178	7.34%
Transfers - Others	\$810,742	\$1,424,500	\$940,521	\$120,000	(87.24%)
Other Finance Sources	\$0	\$0	\$14,156,000	\$0	(100.00%)
<i>Non-Operating Revenues:</i>	\$13,322,571	\$14,093,143	\$24,899,887	\$25,734,619	3.35%
<b>TOTAL REVENUES</b>	\$15,651,841	\$16,518,446	\$29,347,676	\$29,662,873	1.07%
<b>EXPENDITURES:</b>					
Compensation And Benefits	\$2,796,728	\$3,295,738	\$3,452,545	\$3,619,150	4.83%
Operating Expenses	\$7,136,837	\$7,178,313	\$8,619,976	\$8,617,926	(0.02%)
Capital Expenditures	\$4,569,501	\$6,044,395	\$17,275,155	\$17,425,797	0.87%
<i>Operating Expenditures:</i>	\$14,503,066	\$16,518,446	\$29,347,676	\$29,662,873	1.07%
Debt Service	\$0	\$0	\$0	\$0	
Reserves - Operating	\$0	\$0	\$0	\$0	
Reserves - Capital	\$0	\$0	\$0	\$0	
Reserves - Restricted	\$0	\$0	\$0	\$0	
Transfers	\$0	\$0	\$0	\$0	
<i>Non-Operating Expenditures:</i>	\$0	\$0	\$0	\$0	
<b>TOTAL EXPENDITURES</b>	\$14,503,066	\$16,518,446	\$29,347,676	\$29,662,873	1.07%

<b>PERSONNEL:</b>					
Full-time Positions	51.00	51.00	50.00	54.00	8.00%
Part-time Positions	0.00	0.00	0.00	0.00	
Internal Support Services FTE	8.80	8.80	9.79	9.63	(1.67%)
Full-time Equivalent (FTE)	59.80	59.80	59.79	63.63	6.42%
Temporary FTE	0.00	0.00	0.75	2.00	166.67%
Seasonal FTE	0.00	0.00	0.00	0.00	













