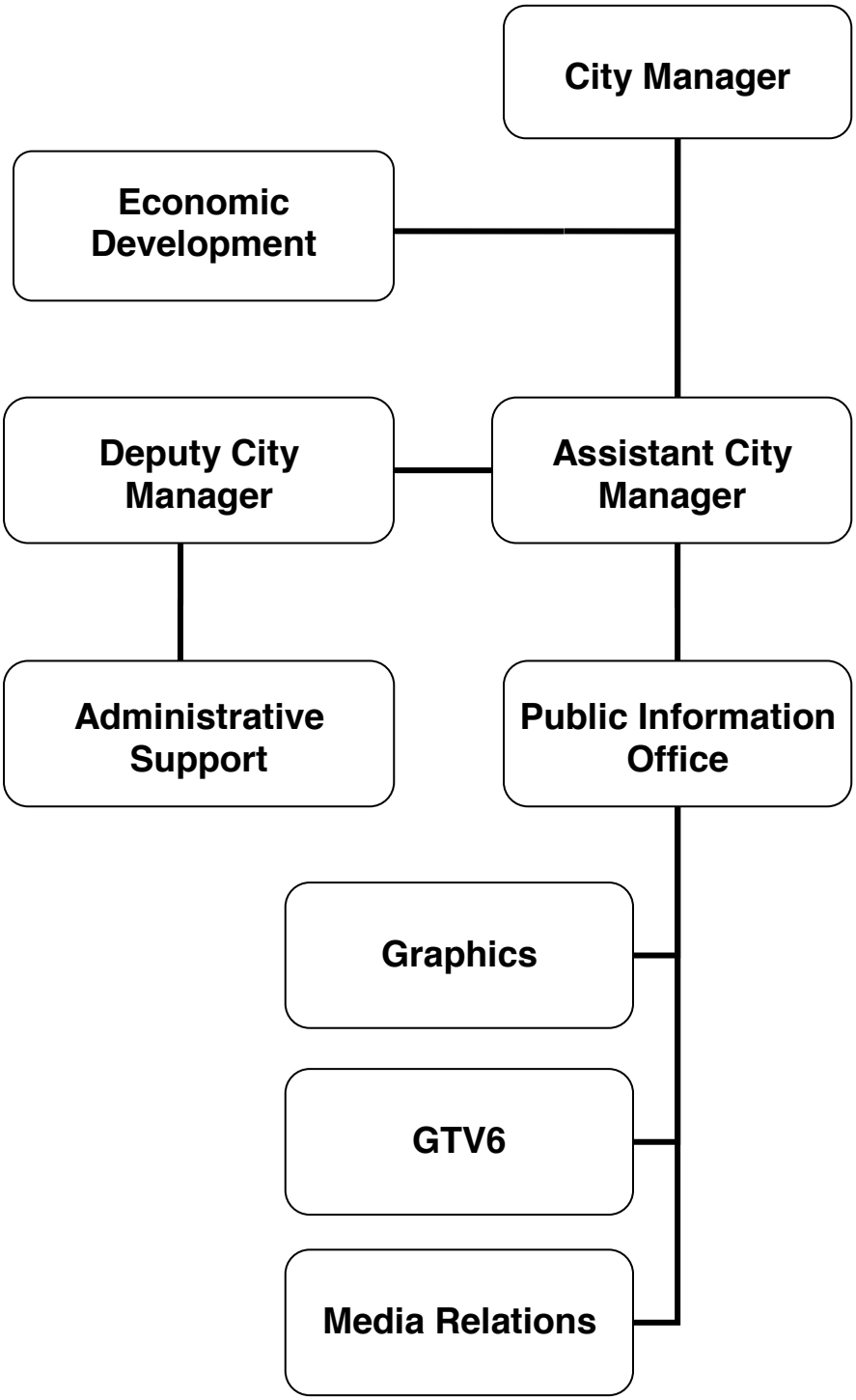
ADOPTED BUDGET 2015-16

glendale
california

MANAGEMENT SERVICES

Management Services



CITY OF GLENDALE
MANAGEMENT SERVICES

MISSION STATEMENT

To implement City Council policy directives, provide leadership, promote the health, safety, and well-being of the community, administer prudent fiscal management through the efficient and cost effective management of City operations to meet the short and long term needs of the community, and to strengthen communications and partnerships with the community.

DEPARTMENT DESCRIPTION

The City Manager's Office is the Department through which the City Manager, the Chief Administrative Officer of the City, directs and coordinates the official services and business affairs of the City. Staff works closely with the City Council, recommending policy alternatives and assuring the proper and efficient implementation of Council-approved policies, programs, and directives. This Department coordinates the development of new departments and sections, assists in their management, and is responsible for the preparation and presentation of the annual City budget for the City Council's review and adoption. Additionally, within Management Services is the Economic Development Division which coordinates Citywide business retention, attraction, expansion, assistance activities and filming requests. Finally, the Public Relations Office oversees the dissemination of information to the public through various media platforms such as the City's Government Access Channel 6, Facebook, and Instagram, and serves as the liaison with the media.

RELATIONSHIP TO STRATEGIC GOALS

Exceptional Customer Service

Management Services is committed to providing its residents with extraordinary customer service centered on the principles of speed, quality, and customer satisfaction through the delivery of flawless and seamless services to every customer served. As such, the City manages a robust performance management initiative. Through the development and tracking of Citywide key performance indicators, City officials and the public have access to ongoing performance data, providing the opportunity to track trends and identify opportunities for improvement. This allows us to better measure our successes, failures, and areas in need of improvement. Another key initiative led by Management Services is the implementation of the Citywide Exceptional Customer Service Policy. The goal is to ensure Citywide processes and procedures are designed and implemented in a manner that ensures residents receive the same level of customer service regardless of the department they contact.

Fiscal Responsibility

Management Services is committed to conducting the City's financial affairs in a prudent and responsible manner to ensure adequate resources are available to meet current obligations and long term financial stability. To support this goal, the Management Services Department regularly informs Council of items that could impact the City's budget, monitors legislation that could have financial implications for the City, and ensures the annual budget is developed in accordance with Council's priorities and directives.

Informed & Engaged Community

The Management Services Department works closely with the Offices of the City Clerk and City Attorney to ensure that all public meetings are held in compliance with all applicable laws and accessible for the citizenry to participate in. Furthermore, Management Services ensures that City business is conducted in a manner that is in the best interest of the public, with integrity, openness, and inclusion.

Economic Vibrancy

The Management Services Department works closely with all other City Departments to continually search for ways of improving services while reducing costs. Through fiscally prudent management practices, the City maintains a healthy $437 million investment portfolio as of June 30, 2013 and continues to retain high credit and bond ratings. Through the efforts of the Economic Development program and the Glendale Economic Development Corporation, the City is creating an environment where businesses can develop and prosper. Recognizing the important relationship between the health of the business community and the maintenance of a high quality of life for its residents, activities in developing the economy are aimed at maintaining and expanding on that positive relationship.

Arts & Culture

The City hosts a number of annual events to recognize and celebrate the diverse cultures within the community and is home to a large number of businesses and non-profit organizations which provide services that serve the unique and diverse needs of our residents.

CITY OF GLENDALE
SUMMARY OF APPROPRIATIONS
MANAGEMENT SERVICES DEPARTMENT
FOR THE YEARS ENDING JUNE 30

	Actual 2013-14	Adopted 2014-15	Revised 2014-15	Adopted 2015-16
General Fund				
GTV6 (101-111)	$ 516,256	$ 443,448	$ 445,726	$ 452,250
Membership & Dues (101-114)	58,821	100,000	100,000	100,000
City Manager (101-140)	2,089,218	2,319,085	2,424,984	2,695,677
City Auditor (101-141)****	987,873	1,092,187	1,099,625	-
Special Events-Other Programs (101-142-00000)	3,784	44,250	44,250	44,250
Military Banner Program (101-142-93200)	4,258	-	-	-
Graphics (101-163)	505,306	582,614	585,056	576,885
Economic Development (101-702-00000)**	594,802	-	-	-
Total General Fund	**$ 4,760,317**	**$ 4,581,584**	**$ 4,699,641**	**$ 3,869,062**
Other Funds				
Economic Development* **				
Economic Development (215-702)	$ -	$ 1,182,955	$ 1,387,112	$ 2,098,755
Economic Development Projects (215-718)	-	-	-	371,950
Total Economic Development	**$ -**	**$ 1,182,955**	**$ 1,387,112**	**$ 2,470,705**
Filming Fund - Filming (217-705-00000)*****	$ -	$ -	$ -	$ 500,852
Cable Access Fund				
Cable Access Fund (280-111)	$ -	$ -	$ -	$ -
Cable Access Fund (280-195)	-	-	-	-
Total Cable Access Fund	**$ -**	**$ -**	**$ -**	**$ -**
Capital Improvement Fund (401-111)	$ 182,252	$ -	$ 318,861	$ -
Total Other Funds	**$ 182,252**	**$ 1,182,955**	**$ 1,705,973**	**$ 2,971,557**
Department Grand Total	**$ 4,942,569**	**$ 5,764,539**	**$ 6,405,614**	**$ 6,840,619**

Notes:

* Effective within FY13-14, Commission on the Status of Women function moved from the Management Services Department (101-144) to the Community Services & Parks Department (101-608).

** Effective 7/1/2013, Economic Development function moved from the Community Development Department to the Management Services Department.

**** Effective FY 2014-15, the Internal Audit Function moved from Management Services to Administrative Services (101-160).

***** Effective 7/1/2015, new fund created for Filming (217) to centralize Filming Activity in the City. Previously, Filming was housed in the Special Events Fund (267).

CITY OF GLENDALE
MANAGEMENT SERVICES DEPARTMENT
GENERAL FUND - GTV6
101-111

		Actual 2013-14	Adopted 2014-15	Revised 2014-15	Adopted 2015-16
Salaries & Benefits					
41100	Salaries	$ 252,396	$ 201,444	$ 201,444	$ 219,839
41200	Overtime	3,114	-	-	-
41300	Hourly wages	35,944	40,794	40,794	44,288
Various	Benefits	76,744	68,233	70,511	71,036
42700, 42702	PERS Retirement	43,241	38,072	38,072	51,274
42701	PERS cost sharing	(6,777)	(6,541)	(6,541)	(7,363)
Salaries & Benefits Total		$ 404,661	$ 342,002	$ 344,280	$ 379,074
Maintenance & Operation					
43050	Repairs-bldgs & grounds	$ -	$ 917	$ 917	$ 917
43110	Contractual services	7,241	8,200	8,200	8,200
44100	Repairs to equipment	1,292	2,000	2,000	2,000
44351	Fleet / equip rental charge	-	3,489	3,489	-
44352	ISD service charge	78,811	66,233	66,233	41,734
44450	Postage	12	150	150	150
44750	Liability Insurance	10,551	9,157	9,157	8,875
44800	Membership & dues	(80)	200	200	200
45050	Periodicals & newspapers	-	100	100	100
45150	Furniture & equipment	8,220	5,000	5,000	5,000
45250	Office supplies	70	2,500	2,500	2,500
45300	Small tools	6	-	-	-
45350	General supplies	2,761	1,000	1,000	1,000
46900	Business meetings	219	500	500	500
47000	Miscellaneous	2,492	2,000	2,000	2,000
Maintenance & Operation Total		$ 111,594	$ 101,446	$ 101,446	$ 73,176
	TOTAL	**$ 516,256**	**$ 443,448**	**$ 445,726**	**$ 452,250**

CITY OF GLENDALE
MANAGEMENT SERVICES DEPARTMENT
GENERAL FUND - MEMBERSHIP & DUES
101-114

		Actual 2013-14	Adopted 2014-15	Revised 2014-15	Adopted 2015-16
Maintenance & Operation					
44800	Membership & dues	$ 58,421	$ 100,000	$ 100,000	$ 100,000
47000	Miscellaneous	400	-	-	-
Maintenance & Operation Total		$ 58,821	$ 100,000	$ 100,000	$ 100,000
	TOTAL	**$ 58,821**	**$ 100,000**	**$ 100,000**	**$ 100,000**

CITY OF GLENDALE
MANAGEMENT SERVICES DEPARTMENT
GENERAL FUND - CITY MANAGER
101-140

		Actual 2013-14	Adopted 2014-15	Revised 2014-15	Adopted 2015-16
Salaries & Benefits					
41100	Salaries	$ 1,044,843	$ 1,172,454	$ 1,214,850	$ 1,309,347
41200	Overtime	10,822	-	-	-
41300	Hourly wages	7,733	17,900	17,900	29,120
Various	Benefits	450,332	499,627	515,380	518,681
42700, 42702	PERS Retirement	181,813	204,442	204,442	278,878
42701	PERS cost sharing	(31,536)	(35,122)	(35,122)	(40,047)
Salaries & Benefits Total		$ 1,664,007	$ 1,859,301	$ 1,917,450	$ 2,095,979
Maintenance & Operation					
43110	Contractual services	$ 159,667	$ 207,000	$ 254,750	$ 238,200
44100	Repairs to equipment	-	1,000	1,000	1,000
44120	Repairs to office equip	20	500	500	500
44200	Advertising	1,995	1,000	1,000	1,000
44351	Fleet / equip rental charge	3,152	-	-	3,410
44352	ISD service charge	121,246	96,380	96,380	201,615
44450	Postage	533	1,000	1,000	1,000
44550	Travel	34,432	40,000	40,000	40,000
44650	Training	9,769	10,000	10,000	10,000
44750	Liability Insurance	38,494	44,904	44,904	44,973
44800	Membership & dues	4,411	4,000	4,000	4,000
45050	Periodicals & newspapers	331	500	500	500
45100	Books	74	500	500	500
45150	Furniture & equipment	402	2,500	2,500	2,500
45250	Office supplies	6,616	8,000	8,000	8,000
45350	General supplies	5,077	15,000	15,000	15,000
45450	Printing and graphics	4,570	-	-	-
46900	Business meetings	23,603	13,000	13,000	13,000
47000	Miscellaneous	10,817	14,500	14,500	14,500
Maintenance & Operation Total		$ 425,211	$ 459,784	$ 507,534	$ 599,698
	TOTAL	**$ 2,089,218**	**$ 2,319,085**	**$ 2,424,984**	**$ 2,695,677**

CITY OF GLENDALE
MANAGEMENT SERVICES DEPARTMENT
GENERAL FUND - CITY AUDITOR
101-141

		Actual 2013-14	Adopted 2014-15	Revised 2014-15	Adopted 2015-16
Salaries & Benefits					
41100	Salaries	$ 568,449	$ 666,822	$ 666,822	$ -
41200	Overtime	524	-	-	-
41300	Hourly wages	68,662	-	-	-
Various	Benefits	180,313	190,945	198,383	-
42700, 42702	PERS Retirement	93,138	111,805	111,805	-
42701	PERS cost sharing	(17,266)	(19,204)	(19,204)	-
Salaries & Benefits Total		$ 893,820	$ 950,368	$ 957,806	$ -
Maintenance & Operation					
43110	Contractual services	$ 22,363	$ 71,200	$ 71,200	$ -
44352	ISD service charge	35,100	33,124	33,124	-
44450	Postage	7	-	-	-
44650	Training	6,594	8,000	8,000	-
44750	Liability Insurance	23,082	24,245	24,245	-
44800	Membership & dues	2,443	2,500	2,500	-
45100	Books	-	100	100	-
45150	Furniture & equipment	3,176	750	750	-
45250	Office supplies	957	1,200	1,200	-
45350	General supplies	108	300	300	-
46900	Business meetings	223	200	200	-
47000	Miscellaneous	-	200	200	-
Maintenance & Operation Total		$ 94,053	$ 141,819	$ 141,819	$ -
	TOTAL	**$ 987,873**	**$ 1,092,187**	**$ 1,099,625**	**$ -**

CITY OF GLENDALE
MANAGEMENT SERVICES DEPARTMENT
GENERAL FUND - SPECIAL EVENTS
101-142-00000

		Actual 2013-14	Adopted 2014-15	Revised 2014-15	Adopted 2015-16
Salaries & Benefits					
41300	Hourly wages	$ 441	$ -	$ -	$ -
Various	Benefits	55	-	-	-
Salaries & Benefits Total		$ 496	$ -	$ -	$ -
Maintenance & Operation					
43110	Contractual services	$ 500	$ -	$ -	$ -
44450	Postage	57	-	-	-
44550	Travel	662	-	-	-
44750	Liability Insurance	16	-	-	-
45250	Office supplies	-	150	150	150
46900	Business meetings	1,835	150	150	150
47000	Miscellaneous	218	43,950	43,950	43,950
Maintenance & Operation Total		$ 3,288	$ 44,250	$ 44,250	$ 44,250
	TOTAL	**$ 3,784**	**$ 44,250**	**$ 44,250**	**$ 44,250**

CITY OF GLENDALE
MANAGEMENT SERVICES DEPARTMENT
GENERAL FUND - SPECIAL EVENTS - MILITARY BANNER PROGRAM
101-142-93200

		Actual 2013-14	Adopted 2014-15	Revised 2014-15	Adopted 2015-16
Maintenance & Operation					
43110	Contractual services	$ 4,258	$ -	$ -	$ -
Maintenance & Operation Total		$ 4,258	$ -	$ -	$ -
	TOTAL	**$ 4,258**	**$ -**	**$ -**	**$ -**

CITY OF GLENDALE
MANAGEMENT SERVICES DEPARTMENT
GENERAL FUND - GRAPHICS
101-163

		Actual 2013-14	Adopted 2014-15	Revised 2014-15	Adopted 2015-16
Salaries & Benefits					
41100	Salaries	$ 200,524	$ 200,832	$ 200,832	$ 204,038
41300	Hourly wages	60,680	71,363	71,363	69,313
Various	Benefits	55,574	58,188	60,630	60,092
42700, 42702	PERS Retirement	37,467	41,668	41,668	56,793
42701	PERS cost sharing	(5,858)	(7,158)	(7,158)	(8,156)
Salaries & Benefits Total		$ 348,387	$ 364,893	$ 367,335	$ 382,080
Maintenance & Operation					
43110	Contractual services	$ 65,955	$ 68,000	$ 68,000	$ 68,000
44120	Repairs to office equip	12,887	30,000	30,000	30,000
44352	ISD service charge	31,813	56,046	56,046	34,234
44450	Postage	324	150	150	150
44550	Travel	950	1,100	1,100	1,100
44650	Training	294	1,000	1,000	1,000
44750	Liability Insurance	9,456	10,290	10,290	9,186
45050	Periodicals & newspapers	398	500	500	500
45150	Furniture & equipment	-	500	500	500
45200	Maps & blue prints	3,488	10,000	10,000	10,000
45250	Office supplies	29,418	32,535	32,535	32,535
45350	General supplies	361	-	-	-
45450	Printing and graphics	1,679	-	-	-
46900	Business meetings	40	300	300	300
47000	Miscellaneous	-	7,300	7,300	7,300
47010	Discount earned & lost	(145)	-	-	-
Maintenance & Operation Total		$ 156,918	$ 217,721	$ 217,721	$ 194,805
	TOTAL	**$ 505,306**	**$ 582,614**	**$ 585,056**	**$ 576,885**

CITY OF GLENDALE
MANAGEMENT SERVICES DEPARTMENT
GENERAL FUND - ECONOMIC DEVELOPMENT
101-702-00000

		Actual 2013-14	Adopted 2014-15	Revised 2014-15	Adopted 2015-16
Salaries & Benefits					
41100	Salaries	$ 327,073	$ -	$ -	$ -
41200	Overtime	265	-	-	-
41300	Hourly wages	27,321	-	-	-
Various	Benefits	65,563	-	-	-
42700, 42702	PERS Retirement	54,116	-	-	-
42701	PERS cost sharing	(9,853)	-	-	-
Salaries & Benefits Total		$ 464,486	$ -	$ -	$ -
Maintenance & Operation					
43110	Contractual services	$ 24,651	$ -	$ -	$ -
44200	Advertising	16,611	-	-	-
44352	ISD service charge	33,591	-	-	-
44450	Postage	661	-	-	-
44550	Travel	10,195	-	-	-
44650	Training	2,517	-	-	-
44750	Liability Insurance	12,839	-	-	-
44800	Membership & dues	5,867	-	-	-
45050	Periodicals & newspapers	60	-	-	-
45250	Office supplies	444	-	-	-
45350	General supplies	3,555	-	-	-
45400	Reports & publications	4,424	-	-	-
45450	Printing and graphics	6,694	-	-	-
46900	Business meetings	2,542	-	-	-
47000	Miscellaneous	5,666	-	-	-
Maintenance & Operation Total		$ 130,316	$ -	$ -	$ -
	TOTAL	**$ 594,802**	**$ -**	**$ -**	**$ -**

CITY OF GLENDALE
MANAGEMENT SERVICES DEPARTMENT
ECONOMIC DEVELOPMENT FUND
215-702

		Actual 2013-14	Adopted 2014-15	Revised 2014-15	Adopted 2015-16
Salaries & Benefits					
41100	Salaries	$ -	$ 334,622	$ 334,622	$ 407,901
41300	Hourly wages	-	31,200	31,200	31,200
Various	Benefits	-	70,287	74,444	92,469
42700, 42702	PERS Retirement	-	63,823	63,823	91,449
42701	PERS cost sharing	-	(10,965)	(10,965)	(13,131)
Salaries & Benefits Total		$ -	$ 488,967	$ 493,124	$ 609,888
Maintenance & Operation					
43110	Contractual services	$ -	$ 400,000	$ 600,000	$ 940,000
43150	Cost allocation charge	-	172,111	172,111	422,879
44120	Repairs to office equip	-	500	500	500
44200	Advertising	-	1,000	1,000	1,000
44352	ISD service charge	-	28,799	28,799	31,939
44450	Postage	-	1,000	1,000	1,000
44550	Travel	-	20,000	20,000	20,000
44650	Training	-	2,500	2,500	2,500
44750	Liability Insurance	-	13,828	13,828	14,754
44800	Membership & dues	-	25,000	25,000	25,000
45050	Periodicals & newspapers	-	250	250	250
45250	Office supplies	-	1,000	1,000	1,000
45350	General supplies	-	1,000	1,000	1,000
45400	Reports & publications	-	1,000	1,000	1,000
45450	Printing and graphics	-	-	-	45
46900	Business meetings	-	1,000	1,000	1,000
47000	Miscellaneous	-	25,000	25,000	25,000
Maintenance & Operation Total		$ -	$ 693,988	$ 893,988	$ 1,488,867
	TOTAL	**$ -**	**$ 1,182,955**	**$ 1,387,112**	**$ 2,098,755**

CITY OF GLENDALE
MANAGEMENT SERVICES DEPARTMENT
ECONOMIC DEVELOPMENT FUND - ECONOMIC DEVELOPMENT PROJECTS
215-718

		Actual 2013-14	Adopted 2014-15	Revised 2014-15	Adopted 2015-16
Capital Improvement					
53300	Other expenditures	$ -	$ -	$ -	$ 371,950
Capital Improvement Total		$ -	$ -	$ -	$ 371,950
	TOTAL	**$ -**	**$ -**	**$ -**	**$ 371,950**

CITY OF GLENDALE
MANAGEMENT SERVICES DEPARTMENT
ECONOMIC DEVELOPMENT FUND-ECONOMIC DEVELOPMENT PROJECTS (215-718)

Project	Project Description	A Overall Project/Grant Budget as of 6/30/2015	B Life to Date Actuals Total (A-B)	C Remaining balance as of 6/30/2015 (A-B)	D Prior Years Expenditures	E FY 2014-15 Expenditures	F FY 2015-16 Adopted Budget
51577	Laemmle Project	$ 728,050	$ -	$ 728,050	$ -	$ -	$ 371,950
	Total:	**$ 728,050**	**$ -**	**$ 728,050**	**$ -**	**$ -**	**$ 371,950**

CITY OF GLENDALE
MANAGEMENT SERVICES DEPARTMENT
FILMING FUND - FILMING -
217-705-00000

		Actual 2013-14	Adopted 2014-15	Revised 2014-15	Adopted 2015-16
Salaries & Benefits					
41100	Salaries	$ -	$ -	$ -	$ 68,027
41200	Overtime	-	-	-	339,140
Various	Benefits	-	-	-	70,109
42700, 42702	PERS Retirement	-	-	-	14,223
42701	PERS cost sharing	-	-	-	(2,042)
Salaries & Benefits Total		$ -	$ -	$ -	$ 489,457
Maintenance & Operation					
44750	Liability Insurance	$ -	$ -	$ -	$ 11,395
Maintenance & Operation Total		$ -	$ -	$ -	$ 11,395
	TOTAL	**$ -**	**$ -**	**$ -**	**$ 500,852**

Notes:

* Effective 7/1/2015, new fund created for Filming (217) to centralize Filming Activity in the City. Previously, Filming was housed in the Special Events Fund (267).

CITY OF GLENDALE
MANAGEMENT SERVICES DEPARTMENT
CAPITAL IMPROVEMENT FUND
401-111

		Actual 2013-14	Adopted 2014-15	Revised 2014-15	Adopted 2015-16
Maintenance & Operation					
43111	Construction services	$ -	$ -	$ 124,850	$ -
45170	Computer hardware	182,252	-	-	-
Maintenance & Operation Total		$ 182,252	$ -	$ 124,850	$ -
Capital Outlay					
51000	Capital outlay	$ -	$ -	$ 194,011	$ -
Capital Outlay Total		$ -	$ -	$ 194,011	$ -
	TOTAL	**$ 182,252**	**$ -**	**$ 318,861**	**$ -**

CITY OF GLENDALE
MANAGEMENT SERVICES DEPARTMENT**
PERSONNEL CLASSIFICATION DETAIL

Classification	Actual 2013-14		Adopted 2014-15		Revised 2014-15		Adopted 2015-16	
Salaried Positions								
Administrative Assistant	-		-		-		1.00	
Assistant City Manager	1.00		1.00		1.00		1.00	
Broadcast Coordinator	1.00		1.00		1.00		1.00	
Broadcast Production Assistant	2.00		1.00		1.00		-	
Broadcast Production Associate							1.00	
City Auditor	1.00		1.00		1.00		-	
City Manager	1.00		1.00		1.00		1.00	
Community Outreach Assistant	0.50		0.50		0.50		-	
Community Outreach Associate							1.00	
Community Relations Coordinator	1.00		1.00		1.00		1.00	
Community Service Officer							0.50	
Councilmember***	5.00		5.00		5.00		5.00	
Deputy City Manager	1.00		1.00		1.00		1.00	
Deputy Director of Community Dev.	-		-		-		-	
Director of Communications & Comm Rel							1.00	
Director of Economic Development	0.20		0.20		0.20		0.30	
Duplicating Machine Operator	1.00		1.00		1.00		1.00	
Economic Development Coordinator	1.00		1.00		1.00		1.00	
Exec Officer - EconDev&Asset Mgmt							-	
Executive Assistant to City Council	1.00		1.00		1.00		1.00	
Internal Auditor****	1.00		2.00		2.00		-	
Motion Graphics Designer	1.00		1.00		1.00		1.00	
Office Services Secretary	-		-		-		-	
Office Services Specialist II	1.00		1.00		1.00		1.00	
Office Specialist I	2.00		2.00		2.00		2.00	
Permit Specialist/Filming							0.70	
Police Sergeant	0.50		1.00		1.00		-	
Principal Economic Dev Officer	2.00		2.00		2.00		2.00	
Principal Internal Auditor	1.00		-		-		-	
Program Supervisor	1.00		1.00		1.00		-	
Secretary to City Manager	1.00		1.00		1.00		1.00	
Sr. Administrative Analyst							1.00	
Sr. Assistant to City Council							1.00	
Sr. Economic Development Coord.	-		-		-		-	
Sr. Graphics Illustrator	1.00		1.00		1.00		1.00	
Sr. Internal Auditor****	2.00		2.00		2.00		-	
Sr. Investigator	1.00		1.00		1.00		-	
Total Salaried Positions	31.20		30.70		30.70		28.50	
Hourly Positions		*		*		*		*
Administrative Intern							1.36	(2)
Broadcast Productions Assistant	0.36	(2)	0.77	(2)	0.77	(2)	0.60	(1)
Hourly City Worker	2.02	(3)	2.84	(5)	2.84	(5)	2.20	(3)

CITY OF GLENDALE
MANAGEMENT SERVICES DEPARTMENT**
PERSONNEL CLASSIFICATION DETAIL

Classification	Actual 2013-14		Adopted 2014-15	Revised 2014-15	Adopted 2015-16
Office Specialist I	-		-	-	-
Sr. Investigator	0.23	(1)	-	-	-
Total Hourly Positions	2.61		3.61	3.61	4.16
Management Services Total	33.81		34.31	34.31	32.66

Notes:

* Indicates number of positions corresponding to the stated Full-Time Equivalence (FTE)

** Effective 7/1/13, Economic Development function moved from the Community Development Department to the Management Services Department.

*** Elected Officials

**** Effective FY 2014-15, the Internal Audit Function moved from Management Services to Administrative Services.