

ENTERPRISE FUNDS



Depicted above is the pre and post construction view of the Galm Road project in Precinct 2. The project's scope of work included widening of the existing roadway and roundabout intersection at the Government Canyon State Natural Area entrance. The project also includes a new bridge and earthen channel along the Culebra creek.

Bexar County, Texas
 Self Insured - Health and Life Fund (501)
 Fiscal Year Ending September 30, 2019

FY 2016-17 Actuals	FY 2017-18 Estimates	FY 2018-19 Budget
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AVAILABLE FUNDS

Beginning Balance			
Undesignated Funds	\$ (2,401,349)	\$ (1,880,509)	\$ (525,618)
Total Beginning Balance	\$ (2,401,349)	\$ (1,880,509)	\$ (525,618)
Revenue			
Other Revenue	\$ 2,274,374	\$ 1,500,000	\$1,000,000
Insurance Premiums Revenue	\$ 40,135,514	\$ 48,500,783	\$ 52,998,822
Subtotal	\$ 42,409,888	\$ 50,000,783	\$ 53,998,822
Interfund Transfers	\$ 4,113,683	\$ 84,133	\$ 579,133
Total Revenues	\$ 46,523,571	\$ 50,084,916	\$ 54,577,955
TOTAL AVAILABLE FUNDS	\$ 44,122,222	\$ 48,204,407	\$ 54,052,337

APPROPRIATIONS

General Government	\$ 46,002,731	\$ 48,730,025	\$ 52,748,183
Subtotal	\$ 46,002,731	\$ 48,730,025	\$ 52,748,183
TOTAL OPERATING APPROPRIATIONS	\$ 46,002,731	\$ 48,730,025	\$ 52,748,183
Appropriated Fund Balance	\$ (1,880,509)	\$ (525,618)	\$ 1,304,154
TOTAL APPROPRIATIONS	\$ 44,122,222	\$ 48,204,407	\$ 54,052,337

SELF-INSURED – HEALTH AND LIFE FUND

Program Description: Self-Insurance is an alternate financing system in which an employer remits only a portion of the conventional premium to an insurer to cover the cost of administering the benefits program and of providing specific and aggregate stop-loss insurance. The employer, usually referred to in this case as the self-insured, funds a "bank account" that the insurance company draws upon for the payment of claims. Employee and County contributions as well as payments from retirees and COBRA participants are deposited into the account.

Each year Bexar County examines the health insurance plans offered to employees to determine if the benefits plans offered are consistent with those being offered by other employers in Bexar County, if the premiums required of employees is competitive and financially responsible, and if the overall cost of the plan meets the demands of the County's budgeting requirements. The County also provides life insurance that is equal to the employee's annual salary up to a maximum of \$200,000. There is a double indemnity accidental death and dismemberment clause, which provides for additional coverage equal to the employee's annual salary with a maximum of \$200,000 in the event of the employee's accidental death.

Appropriations:

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget
Personnel Services	\$ 287,442	\$ 390,790	\$ 354,656	\$ 415,291
Operational Expenses	45,715,289	45,010,005	48,375,369	52,332,892
Total	\$ 46,002,731	\$ 45,400,795	\$ 48,730,025	\$ 52,748,183

Program Justification and Analysis:

- The Self-Insured Health and Life Fund Adopted Budget for FY 2018-19 increased by about 8.2 percent when compared to FY 2017-18 Estimates, as described below.
 - The Personnel Services group increased by 17.1 percent when compared to FY 2017-18 Estimates. This is due to turnover experienced in FY 2017-18. All authorized positions are fully funded for FY 2018-19.
 - The Operational Expenses group increased by 8.2 percent when compared to FY 2017-18 Estimates. This is as a result of an anticipated increase in the cost of medical claims of 7.6 percent.

Policy Consideration:

Health Insurance claims costs are anticipated to increase by about 7.6 percent in FY 2018-19. In order to maintain an 80/20 split between Employer/Employee, a 4 percent increase to premiums on the PPO plans (Premium PPO and Base PPO) is proposed. The increase is in-line with Commissioners Court direction to staff to bring forward manageable increases on an annual basis.

Another change proposed for health insurance plan year 2019 is implementation of a new Accountable Care Organization (ACO) plan. An ACO is a group of doctors, hospitals, and other health care providers that join together to provide high-quality care with established quality and cost benchmarks. Payments for care provided by the ACO are tied to those benchmarks, which results in more efficient spending of health care dollars.

The County’s third-party administrator, Aetna, has established an ACO with the Baptist Health Network. Premiums for the plan will be 15.5 percent less than proposed premiums for the PPO plans. Co-pays and deductibles will be equivalent to those on the Premium PPO plan.

Authorized Positions:

	FY 2016-17 Actual	FY 2017-18 Estimate	FY 2018-19 Budget
Assistant County Manager*	.25	.25	.25
Benefits Coordinator	1	1	1
Human Resources Administrator	1	1	1
Human Resources Technician I	1	1	1
Human Resources Technician II**	1	1	1
Wellness Coordinator	0	1	1
Total – Health and Life Fund	4.25	5.25	5.25

**This position is 25% General funded in each of the following departments: Human Resources, Budget, Management & Finance, and 25% funded out of Fund 501 Self-Insured – Health and Life.*

***This position is 50% General funded in Human Resources and 50% funded out of Fund 501 Self-Insured – Health and Life.*

Bexar County, Texas
 Self Insured - Workers' Comp Fund (502)
 Fiscal Year Ending September 30, 2019

FY 2016-17 Actuals	FY 2017-18 Estimate	FY 2018-19 Budget
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AVAILABLE FUNDS

Beginning Balance			
Undesignated Funds	\$139,511	(\$820,333)	(\$871,415)
Total Beginning Balance	\$139,511	(\$820,333)	(\$871,415)
Revenue			
Service Fees	\$15,770	\$17,720	\$17,720
Other Revenue	6,232	0	0
Insurance Premiums Revenue	2,240,042	2,338,245	2,385,010
Subtotal	\$2,262,044	\$2,355,965	\$2,402,730
Interfund Transfers	\$0	\$441,293	\$1,596,293
Total Revenues	\$2,262,044	\$2,797,258	\$3,999,023
TOTAL AVAILABLE FUNDS	\$2,401,555	\$1,976,925	\$3,127,608

APPROPRIATIONS

General Government	\$3,221,888	\$2,848,340	\$2,983,827
Subtotal	\$3,221,888	\$2,848,340	\$2,983,827
TOTAL OPERATING APPROPRIATIONS	\$3,221,888	\$2,848,340	\$2,983,827
Appropriated Fund Balance	(\$820,333)	(\$871,415)	\$143,781
TOTAL APPROPRIATIONS	\$2,401,555	\$1,976,925	\$3,127,608

SELF-INSURED – WORKERS’ COMPENSATION FUND

Program Description: The goal of the Workers’ Compensation Self-Insurance Program is to ensure that employees who are injured or disabled on the job are provided with adequate monetary compensation, eliminating the need for litigation. The Bexar County Management and Finance Department administers the County’s Workers’ Compensation Program. Numerous measures to control workers’ compensation related expenses have been established. The Workers’ Compensation Program will continue to increase the review of outstanding workers’ compensation claims and to monitor decisions regarding claims. Strong support from adjusters, supervisors, and managers working with the staff of Management and Finance, employees, and medical groups has created a team approach to manage workers’ compensation. Early intervention assists employees in returning to work more quickly either through modified duty programs or full duty return to work.

Several years ago the Workers’ Compensation Program was expanded to provide increased training for employees and supervisors in an effort to prevent accidents resulting in workers’ compensation claims. Classes are conducted in CPR and first aid, ergonomics, back lifting, defensive driving, fire extinguisher training and fire evacuation procedures. Workers’ compensation training is also offered to supervisors and employees. The Sheriff’s Office, Public Works and Facilities Management Department have provided modified duty jobs that have resulted in reduced indemnity and medical claims. Workstation evaluation has resulted in minimized occupational repetitive motion trauma and has helped reduce high cost claims for upper extremities. Education and evaluation continues with all offices and departments. Early intervention by case managers has resulted in returning injured employees back to work – often in less than seven days. This has also reduced indemnity and medical costs.

All lost-time cases are assigned case managers who work directly with the employee and the medical provider to provide the best quality medical attention and assist the employee in returning to work in a more timely fashion. Through discussions with offices and departments, the Third Party Administrator and staff have developed better understanding of work requirements, causes of injuries, and remedies. Peer reviews are utilized to challenge cases taken to the Workers’ Compensation Commission, making it more difficult for one medical provider to keep an employee off work unnecessarily.

Appropriations:

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget
Personnel Services	\$ 76,250	\$ 74,123	\$ 75,415	\$77,103
Travel, Training, and Remunerations	\$ 494	\$ 500	\$ 811	\$1,000
Operational Expenses	\$ 3,141,485	\$ 2,569,770	\$ 2,769,614	\$2,903,724
Supplies and Materials	\$ 3,659	\$ 3,000	\$ 2,500	\$2,000
Total	\$ 3,221,888	\$ 2,647,393	\$ 2,848,340	\$2,983,827

Program Justification and Analysis:

- The FY 2018-19 Adopted Budget increased by 4.8 percent when compared to FY 2017-18 Estimates, as described below.

- The Personnel Services group increased slightly when compared to FY 2017-18 Estimates. This is due to changes in the cost of health insurance plans as selected by the employees.
- The Travel, Training, and Remunerations group increased by 23.3 percent when compared to FY 2017-18 Estimates. Additional funding is provided for the full-year cost of mileage expenses incurred by the new Wellness Coordinator.
- The Operational Expenses group increased by 4.8 percent when compared to FY 2017-18 Estimates. This is as a result of an anticipated increase in workers' compensation claims.
- The Supplies and Materials group decreased by 20 percent when compared to FY 2017-18 Estimates. This is due to one-time expenses associated with the purchase of office equipment in FY 2017-18.

Policy Consideration:

Offices and departments are charged a workers' compensation fee for each of their employees. The standard fee is \$400 per employee. Offices and departments with above average workers' compensation claims are charged a higher rate. Below is a table reflecting the fee schedule for those offices and departments.

Office/Department	Fee
County Parks	\$450
Public Works	\$450
Juvenile Detention	\$500
Sheriff LE	\$500
Sheriff Detention	\$500

Authorized Positions:

	FY 2016-17 Actual	FY 2017-18 Estimate	FY 2018-19 Budget
Workers' Compensation Specialist	1	1	1
<i>Total – Workers' Compensation Fund</i>	1	1	1

Bexar County, Texas
Records Management Center Fund (505)
Fiscal Year Ending September 30, 2019

FY 2016-17 Actual	FY 2017-18 Estimate	FY 2018-19 Budget
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AVAILABLE FUNDS

Beginning Balance

Undesignated Funds	\$292,661	\$266,074	\$108,759
Total Beginning Balance	\$292,661	\$266,074	\$108,759

Revenue

Service Fees	\$100,000	\$100,000	\$100,000
Subtotal	\$100,000	\$100,000	\$100,000
Interfund Transfers	\$214,531	\$100,000	\$175,000
Total Revenues	\$314,531	\$200,000	\$275,000

TOTAL AVAILABLE FUNDS	\$607,192	\$466,074	\$383,759
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APPROPRIATIONS

General Government	\$321,762	\$342,377	\$355,085
Capital Expenditures	\$19,356	\$14,938	\$0
Subtotal	\$341,118	\$357,315	\$355,085

TOTAL OPERATING APPROPRIATIONS	\$341,118	\$357,315	\$355,085
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Appropriated Fund Balance	\$266,074	\$108,759	\$28,674
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TOTAL APPROPRIATIONS	\$607,192	\$466,074	\$383,759
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RECORDS MANAGEMENT CENTER FUND

Mission: The Records Management Committee will provide leadership through the Records Facility Manager in the development, allocation and management of resources to meet County office records storage and document conversion needs while securing and preserving the records of Bexar County in accordance with the Local Government Records Act of 1989.

Vision: The Bexar County Records Management Committee envisions having a state-of-the-art Records Management Facility that will meet the records storage needs of all County offices and departments, be in compliance with the Local Government Records Act of 1989 for the preservation and maintenance of local government records, and provide convenient access and retrieval of County records to County offices and the general public.

Program Description: The Records Management Facility Fund is an enterprise fund created to provide space to County offices and departments for the storage of records. The facility, located at 232 Iowa Street, allows the County to consolidate all its records in one facility. In the future, the facility will also become a records technology center where records currently stored on paper can be microfilmed for storage or imaged into an appropriate format so they can be electronically delivered to the offices or departments requesting them.

Performance Indicators:

	FY 2016-17 Actual	FY 2017-18 Estimate	FY 2018-19 Budget
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Work Load Indicators:

Daily Training Room preparation	2	2	2
Number of daily phone calls	15	10	5
Number of Training classes held	150	103	n/a

Efficiency Indicators:

Monthly Bulletin board preparation	12	12	12
Weekly Requisition Creation	3	1	2
Daily P-Card balance and paperwork	5	2	2
Daily entry of data into computer	16	16	10

Effectiveness Indicators:

Daily Security Monitor	100%	100%	100%
Daily interoffice copies	100%	100%	100%

Appropriations:

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget
Personnel Services	\$197,634	\$204,053	\$208,844	\$206,294
Travel, Training and Remunerations	0	1,000	1,000	1,000
Operational Expenses	116,240	123,181	123,374	126,612
Supplies and Materials	7,888	9,176	9,159	21,179
Capital Expenditures	19,356	15,000	14,938	0
Total	\$341,118	\$352,410	\$357,315	\$355,085

Program Justification and Analysis:

- The FY 2018-19 Adopted Budget is flat when compared to FY 2017-18 Estimates, as described below.
 - The Personnel Services group decreased by 1.2 percent when compared to FY 2017-18 Estimates. This is due to changes in the cost of health insurance plans as selected by employees.
 - The Travel, Training and Remunerations group is flat when compared to FY 2017-18 Estimates.
 - The Operational Costs group increased by 2.6 percent when compared to FY 2017-18 Estimates. This is due to anticipated increases in utility and shredding service costs.
 - The Supplies and Materials group increased significantly when compared to FY 2017-18 Estimates. Funding is provided for the purchase of a scissor lift at the Records Storage Center.

Authorized Positions:

	FY 2016-17 Actual	FY 2017-18 Estimate	FY 2018-19 Budget
Records Management Center Manager	1	1	1
Maintenance Mechanic I	1	1	1
Office Assistant II	1	1	1
Total – Records Management Center Fund	3	3	3

Bexar County, Texas
 Other Post Employment Benefit (OPEB) Fund (506)
 Fiscal Year Ending September 30, 2019

FY 2016-17 Actuals	FY 2017-18 Estimates	FY 2018-19 Budget
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AVAILABLE FUNDS

Beginning Balance			
Undesignated Funds	\$ (1,734,818)	\$ (392,108)	\$ 1,286,226
Total Beginning Balance	\$ (1,734,818)	\$ (392,108)	\$ 1,286,226
Revenue			
Other Revenue	\$ 15,570	\$ 66,812	\$ 10,000
Insurance Premiums Revenue	\$ 2,631,965	\$ 2,783,092	\$ 2,659,106
Subtotal	\$ 2,647,535	\$ 2,849,904	\$ 2,669,106
Interfund Transfers	\$ 8,025,721	\$ 6,725,171	\$ 5,075,171
Total Revenues	\$ 10,673,256	\$ 9,575,075	\$ 7,744,277
TOTAL AVAILABLE FUNDS	\$ 8,938,438	\$ 9,182,967	\$ 9,030,503

APPROPRIATIONS

General Government	\$ 9,330,546	\$ 7,896,741	\$ 8,630,302
Subtotal	\$ 9,330,546	\$ 7,896,741	\$ 8,630,302
TOTAL OPERATING APPROPRIATIONS	\$ 9,330,546	\$ 7,896,741	\$ 8,630,302
Appropriated Fund Balance	\$ (392,108)	\$ 1,286,226	\$ 400,201
TOTAL APPROPRIATIONS	\$ 8,938,438	\$ 9,182,967	\$ 9,030,503

SELF-INSURED – OTHER POST-EMPLOYMENT BENEFITS

Program Description: GASB Statement 45 was issued in 2004 as a result of a growing concern that state and local governments were not recognizing the liability of post-employment benefits, such as retiree health benefits, in their annual financial statements. The Statement requires that these liabilities now be reported. Bexar County is required to recognize other post-employment benefits (OPEB) earned by employees during the time they were actually employed. In order to comply with GASB 45, Bexar County has established an OPEB fund.

Appropriations:

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget
Operational Expenses	\$ 9,330,546	\$ 8,684,005	\$ 7,896,741	\$ 8,630,302
Total	\$ 9,330,546	\$ 8,684,005	\$ 7,896,741	\$ 8,630,302

Program Justification and Analysis:

- The FY 2018-19 Adopted Budget increased by about 9.2 percent when compared to FY 2017-18 Estimates. This is as a result of an anticipated increase in retiree health insurance claims of about 9.2 percent.

Policy Consideration:

Health Insurance claims costs are anticipated to increase by about 7.6 percent in FY 2018-19. In order to maintain an 80/20 split between Employer/Employee, a 4 percent increase to premiums on the PPO plans (Premium PPO and Base PPO) only applicable to retirees who are not Medicare eligible. The increase is in-line with Commissioners Court direction to staff to bring forward manageable increases on an annual basis. Premiums for the Medicare Advantage plan for Medicare eligible retirees will remain the same for plan year 2019.

Another change proposed for health insurance plan year 2019 is implementation of a new Accountable Care Organization (ACO) plan. An ACO is a group of doctors, hospitals, and other health care providers that join together to provide high-quality care with established quality and cost benchmarks. Payments for care provided by the ACO are tied to those benchmarks, which results in more efficient spending of health care dollars.

The County's third-party administrator, Aetna, has established an ACO with the Baptist Health Network. Premiums for the plan will be 15.5 percent less than proposed premiums for the PPO plans. Co-pays and deductibles will be equivalent to those on the Premium PPO plan.

Bexar County, Texas
Firing Range Fund (512)
Fiscal Year Ending September 30, 2019

FY 2016-17	FY 2017-18	FY 2018-19
Actual	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance

Undesignated Funds	\$20,635	\$66,515	\$26,822
Total Beginning Balance	\$20,635	\$66,515	\$26,822

Revenue

Service Fees	\$3,070	\$1,500	\$2,500
Proceeds from Sales of Assets	2,155	0	0
Other Revenue	750	2,329	1,500
Subtotal	\$5,975	\$3,829	\$4,000

Interfund Transfers	\$220,576	\$158,610	\$175,749
Total Revenues	\$226,551	\$162,439	\$179,749

TOTAL AVAILABLE FUNDS	\$247,186	\$228,954	\$206,571
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APPROPRIATIONS

General Government	\$180,671	\$202,132	\$206,571
Subtotal	\$180,671	\$202,132	\$206,571

TOTAL OPERATING APPROPRIATIONS	\$180,671	\$202,132	\$206,571
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Appropriated Fund Balance	\$66,515	\$26,822	\$0
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TOTAL APPROPRIATIONS	\$247,186	\$228,954	\$206,571
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FIRING RANGE FUND

Program Description: The Bexar County Firing Range Facility serves Deputies and Officers from the Bexar County Sheriff, Constable, Fire Marshal, and Probation Offices. This multi-purpose, multi-yardage facility is designed to support existing and future firearm (handgun and shotgun) training requirements for day or night scenarios. The facility is also equipped with a roof to support training during inclement weather. Facilities and Parks Management is responsible for the operation of the facility. The Firing Range facility is available for use by other law enforcement entities. Revenues collected from these entities will be deposited into this fund to pay the costs associated with the operations of this facility.

Appropriations:

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget
Personnel Services	\$105,048	\$120,365	\$114,425	\$163,204
Travel, Training and Remunerations	\$125	\$1,000	\$1,040	\$1,100
Operational Expenses	\$67,011	\$76,127	\$70,530	\$25,567
Supplies and Materials	\$8,487	\$16,700	\$16,137	\$16,700
Total	\$180,671	\$214,192	\$202,132	\$206,571

Program Justification and Analysis:

- The FY 2018-19 Adopted Budget increased by 2.2 percent when compared to FY 2017-18 Estimates, as described below.
 - The Personnel Services group increased by 42.6 percent when compared to FY 2017-18 Estimates. This increase is due to turnover in personnel experienced in FY 2017-18. All authorized positions are fully funded for the full fiscal year, as well as the program change described below.
 - The Travel, Training and Remunerations group is flat when compared to FY 2017-18 Estimates.
 - The Operational Expenses group decreased significantly when compared to FY 2017-18 Estimates. Security services will no longer be needed at the facility, as a new capital project is planned for FY 2018-19 that, once implemented, will protect the Tactical House from damages and vandalism.

- The Supplies and Materials group increased by 3.5 percent when compared to FY 2017-18 Estimates. Additional funding is provided for Tools and Hardware in order to support maintenance and range safety operations.
- The FY 2018-19 Adopted Budget included one program change for a total cost of \$35,659, as described below.
 - This program change added one part-time Range Safety Officer (NE-08) in the amount of \$35,659, including salary and benefits. This operation is currently managed and operated by one Range Master (E-07) position. The addition of this position allows for more coverage and enhanced operation of the range.

Authorized Positions:

	FY 2016-17 Actual	FY 2017-18 Estimate	FY 2018-19 Budget
Field Maintenance Worker	1	1	1
Rangemaster	1	1	1
Range Safety Officer	0	0	0.5
Total – Firing Range Fund	2	2	2.5

Note: One existing Maintenance Mechanic II position is funded 75 percent from the General Fund and 25 percent from the Firing Range Fund. This position can be found in the authorized positions list of the General Fund – Juvenile Institutions Maintenance Division.

Bexar County, Texas
Print Shop Fund (513)
Fiscal Year Ending September 30, 2019

FY 2016-17	FY 2017-18	FY 2018-19
Actuals	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance

Undesignated Funds	\$0	\$0	\$0
Total Beginning Balance	\$0	\$0	\$0

Revenue

Transfers In	\$0	\$0	\$383,232
Total Revenues	\$0	\$0	\$383,232

TOTAL AVAILABLE FUNDS	\$0	\$0	\$383,232
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APPROPRIATIONS

General Government	\$0	\$0	\$383,232
Subtotal	\$0	\$0	\$383,232
Interfund Transfer	\$0	\$0	\$0

TOTAL OPERATING APPROPRIATIONS	\$0	\$0	\$383,232
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Appropriated Fund Balance	\$0	\$0	\$0
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TOTAL APPROPRIATIONS	\$0	\$0	\$383,232
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PRINT SHOP FUND

Program Description: The Print Shop Fund was created in FY 2018-19. Revenues for printing and binding services performed by the Print Shop will be collected in this fund. The costs associated with printing and binding services will also be incurred in this fund. These revenues and costs were previously budgeted in the General Fund. However, to ensure the print shop function generates sufficient internal revenue to cover operating expenses, this new fund was created to allow for better tracking of expenses and revenues.

Appropriations:

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Budget
Personnel Services	\$0	\$0	\$0	\$128,205
Travel, Training and Remunerations	0	0	0	0
Operational Expenses	0	0	0	190,764
Supplies and Materials	0	0	0	64,263
Total	\$0	\$0	\$0	\$383,232

- The initial six months of funding to support the print shop was transferred from the General Fund to the Print Shop Fund. Once the Print Shop function becomes self-sustaining, funds to pay for the operation will come from fees charged to print shop users for printing and binding services. Should sufficient revenues not be generated to allow the print shop to support itself before April 1, 2019, the Print Shop Fund, authorized positions and funding will expire and the print shop function will be deleted.

Authorized Positions:

	FY 2016-17 Actual	FY 2017-18 Estimate	FY 2018-19 Budget
Data Control Supervisor	0	0	1
Web/Print Graphics Designer	0	0	1
Total – Print Shop Fund	0	0	2