

FISCAL YEAR 2007 BUDGET

Fund Summary

Fund Name : Central Services Revolving
Fund/Department No. : 116 / 25 / 65 / 68 / 80

	<u>FY2006 BUDGET</u>	<u>FY2006 ESTIMATE</u>	<u>FY2007 BUDGET</u>
Beginning Fund Balance	0	0	0
Current Revenues	<u>220,996,505</u>	<u>206,610,099</u>	<u>241,504,266</u>
Total Available Resources	<u><u>220,996,505</u></u>	<u><u>206,610,099</u></u>	<u><u>241,504,266</u></u>
Maintenance and Operations	<u>220,996,505</u>	<u>206,610,099</u>	<u>241,504,266</u>
Total Expenditures	<u>220,996,505</u>	<u>206,610,099</u>	<u>241,504,266</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>220,996,505</u></u>	<u><u>206,610,099</u></u>	<u><u>241,504,266</u></u>

The above summarizes the FY2006 Budget, the FY2006 Estimate and the FY2007 Budget for the Central Services Revolving Fund. Also included are the beginning and ending fund balances, total available resources and total expenditures.

The Central Services Revolving Fund provides budgetary accounts for a centralized service function that provides for the purchase of goods and/or services for citywide operating departments. This method allows for the purchase of large quantities of goods and services for a high number of departments in a planned and well-managed manner. In addition, it provides for the efficient and effective audit of billings for such purchases.

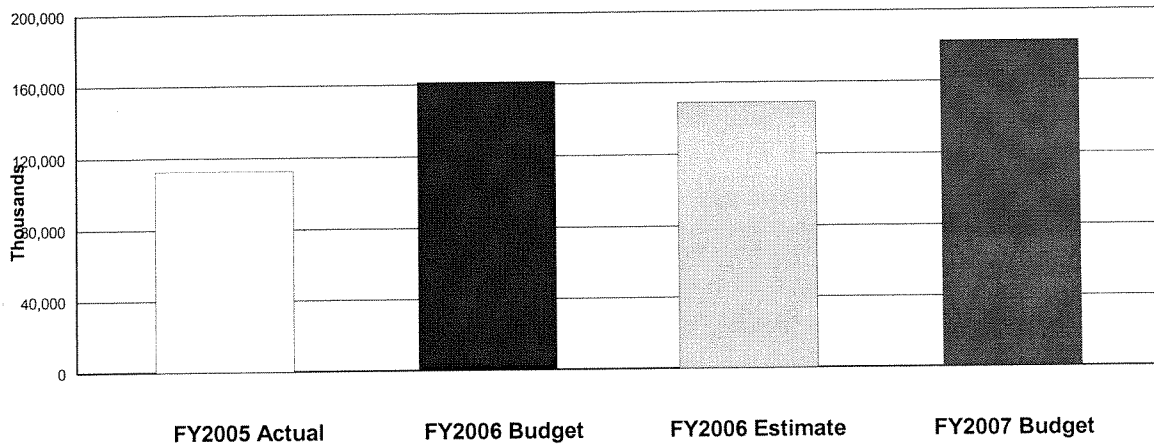
Appropriations for these accounts are made from the respective operating departmental budgets as a part of the general appropriations ordinance. Sufficient appropriations are authorized from each department to allow for minimal encumbrance balances in each supply and service account in the Central Services Revolving Fund. After the delivery of goods and services, the actual cost is billed to the operating departments. At the end of each fiscal year, the fund is treated as a sub-fund of the General Fund and is not shown as a separate entity in the Comprehensive Annual Financial Report.

The Building Services Department is responsible for administering the utilities accounts. The Finance and Administration Department manages the bulk fuel, reprographics and office services accounts. The communications and data services fees are administered by the Information Technology Department. The Human Resources Department administers the accounts for temporary personnel services and employee drug and alcohol testing. The revenue and expenditure summaries include Building Services, Finance and Administration, Information Technology Services and Human Resources.

Department Budget Summary

Fund Name : Central Services Revolving Fund					
Department Name : Building Services					
Fund/Department No. : 116 / 25					
		FY2005 Actual	FY2006 Budget	FY2006 Estimate	FY2007 Budget
Expenditure Summary	Personnel Services	296,585	295,308	295,308	303,127
	Supplies	311	2,550	2,550	2,400
	Other Services and Charges	112,417,594	161,166,100	148,713,946	182,272,041
	Total M & O Expenditures	112,714,490	161,463,958	149,011,804	182,577,568
	Debt Service & Other Uses	0	0	0	0
Total Expenditures	112,714,490	161,463,958	149,011,804	182,577,568	
Revenue Summary		112,733,451	161,463,958	149,011,804	182,577,568
Staffing Summary	Full-Time Equivalents - Civilian	1.5	4.0	4.0	4.0
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Total	1.5	4.0	4.0	4.0
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	<ul style="list-style-type: none"> o Electricity cost will increase due to higher prices in the natural gas market (fuel cost) and increase in rates from the transmission and distribution company (regulated cost). o Natural Gas costs have increased due to the spike in the natural gas market. 				

**Central Services Revolving Fund
Building Services
Expenditure Summary**



FISCAL YEAR 2007 BUDGET

Department Program Summary

Fund Name : **Central Services Revolving Fund**
 Department Name : **Building Services**
 Fund/Department No. : **116 / 25**

Program Description	Program Objectives
<p>Energy and Environmental Management 1200 Energy Services 1210</p> <p>Track, monitor and manage the City's electricity and natural gas consumption, select city-wide energy conservation projects on schedule and on budget; and provide citywide environmental services.</p>	<p>Identify and perform analysis on inefficient facilities to comply to acceptable standards; manage utility payment process to avoid late fees (97%); respond to utility management request within 2 days.</p>

FISCAL YEAR 2007 BUDGET

Department Program Summary									
Fund Name : Central Services Revolving Fund Department Name : Building Services Fund/Department No. : 116 / 25									
Program Performance Measures	FY2005 Actual			FY2006 Estimate			FY2007 Budget		
	Program Activities	Budget FTEs	Program Costs \$	Program Activities	Budget FTEs	Program Costs \$	Program Activities	Budget FTEs	Program Costs \$
Utility invoice payments		48,180			48,300			48,420	
Utility management (meter applications, connects, and disconnects)		325			325			350	
		1.5	112,714,490		4.0	149,011,804		4.0	182,577,568
Total		<u>1.5</u>	<u>112,714,490</u>		<u>4.0</u>	<u>149,011,804</u>		<u>4.0</u>	<u>182,577,568</u>

FISCAL YEAR 2007 BUDGET

Fund Name : : Central Services Revolving Fund
Department Name : : Building Services
Fund / Department No. : 116 / 25

<u>NO. of POSITIONS</u>	<u>JOB DESCRIPTION</u>	<u>JOB CLASS CODE</u>	<u>PAY GRADE</u>
1	FINANCIAL ANALYST IV	3564	25
1	GRADUATE ENGINEER	7780	22
1	MANAGEMENT ANALYST III	3084	21
1	SUPERVISING ENGINEER	7785	29
<hr/> 4.0	Total Positions		
0.0	Less adjustment for Vacancies and Part-Time Employees		
<hr/> 4.0	Full-Time Equivalent		

FISCAL YEAR 2007 BUDGET

Department Revenue Summary

Fund Name : Central Services Revolving Fund
Department Name : Building Services
Fund/Department No. : 116 / 25

Source	Description	Program Org	Program Name	FY2006 Budget	FY2006 Estimate	FY2007 Budget
7350	Other Intfd Services	1210	Energy Services	433,958	559,454	1,211,534
7374	Intfd Electricity	1210	Energy Services	145,000,000	133,364,707	161,866,034
7375	Intfd Natural Gas	1210	Energy Services	16,030,000	15,087,643	19,500,000
Total Building Services				<u>161,463,958</u>	<u>149,011,804</u>	<u>182,577,568</u>

FISCAL YEAR 2007 BUDGET

Fund Name : Central Services Revolving Fund
Department Name : Building Services
Fund/Department No. : 116 / 25

ACCT	DESCRIPTION	FY2005 Actual	FY2006 Budget	FY2006 Estimate	FY2007 Budget
1100	Salary-Base Pay-Civilian	215,848	217,029	217,642	222,654
1135	Pension-Civilian	37,044	35,593	35,819	36,515
1140	Social Security-Civilian	15,764	16,602	16,177	17,033
1145	Health/Life Ins Active Civilian	26,865	24,376	24,289	25,277
1405	Workers Compensation-Civilian	729	950	1,381	952
1420	Long Term Disability	335	758	0	696
Total Personnel Services		296,585	295,308	295,308	303,127
2305	Computer Supplies	0	1,000	1,000	1,000
2306	Paper & Printing Supplies	0	150	150	0
2315	Publications & Printed Materials	311	600	600	600
2325	Miscellaneous Office Supplies	0	800	800	800
Total Supplies		311	2,550	2,550	2,400
3315	Engineering Service	0	0	29,555	300,000
3330	Legal Services	0	5,000	0	400,000
3335	Management Consulting Services	19,442	450,600	225,000	500,000
3404	Metro Commuter Passes	0	0	941	941
3500	Electricity	101,016,202	144,674,400	133,364,707	161,565,000
3505	Natural Gas	11,381,294	16,030,000	15,087,643	19,500,000
3895	Misc Other Services & Charges	0	4,800	4,800	4,800
3900	Education & Training	0	500	500	500
3905	Membership & Professional Fees	540	800	800	800
3960	Motor Pool Charges	116	0	0	0
Total Other Services and Charges		112,417,594	161,166,100	148,713,946	182,272,041
Grand Total Expenditures		112,714,490	161,463,958	149,011,804	182,577,568

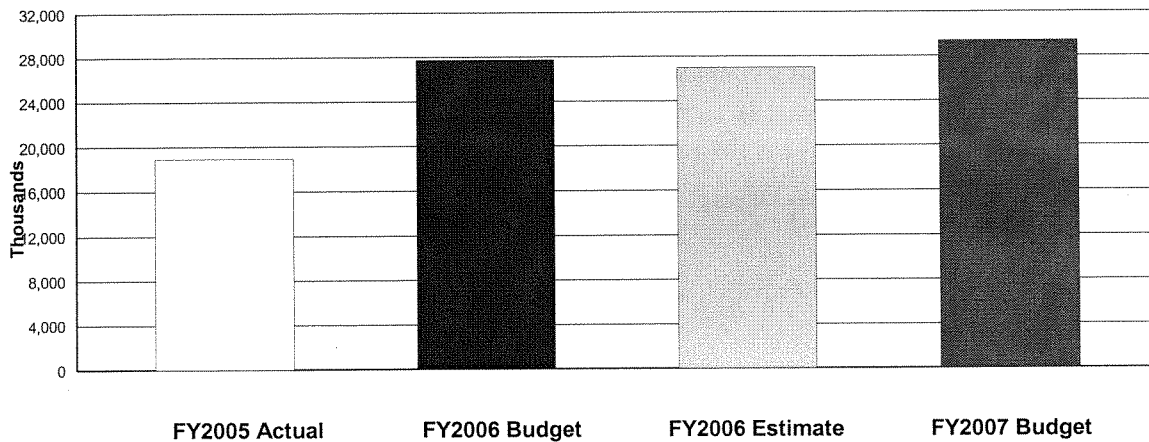
FISCAL YEAR 2007 BUDGET

Department Budget Summary

Fund Name : Central Services Revolving Fund
Department Name : Finance & Administration
Fund/Department No. : 116 / 65

		FY2005 Actual	FY2006 Budget	FY2006 Estimate	FY2007 Budget
Expenditure Summary	Personnel Services	288,730	279,566	301,219	245,857
	Supplies	16,011,222	24,254,700	24,074,292	27,003,000
	Other Services and Charges	2,644,618	3,205,820	2,620,632	2,144,939
	Total M & O Expenditures	18,944,570	27,740,086	26,996,143	29,393,796
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	18,944,570	27,740,086	26,996,143	29,393,796
Revenue Summary		18,937,024	27,740,086	26,996,143	29,393,796
Staffing Summary	Full-Time Equivalents - Civilian	5.5	6.2	6.0	4.0
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Total	5.5	6.2	6.0	4.0
	Full-Time Equivalents-Overtime	0.0	0.0	0.1	0.0
Budget Highlights	<ul style="list-style-type: none"> o Fuel costs for FY2007 compared to FY2006 are expected to increase significantly due to increases in the price of gasoline. o Full outsourcing of the Print Shop was completed during FY2006. o The on-site Quick Copy Center (now Image Solutions) will continue to provide City with copying services. 				

**Central Services Revolving Fund
Finance & Administration
Expenditure Summary**



FISCAL YEAR 2007 BUDGET

Department Program Summary

Fund Name : **Central Services Revolving Fund**
 Department Name : **Finance & Administration**
 Fund/Department No. : **116 / 65**

Program Description	Program Objectives
<p>Procurement Services 1400 Print Shop 1460</p> <p>Provide printing services to various departments including design, artwork, layout, offset printing/copying and a variety of finishing services and provide cost effective high volume copying services with on-site facility. The city has outsourced to a private vendor.</p>	<p>Provide City with highest quality of printed materials and service at competitive costs and expedite printing requests to meet spec and deadlines. Generate revenue thru outsourced contract to recover cost of operation.</p>
<p>Administrative Services 1800 Central Services 1880</p> <p>Provide a centralized service function for fuel and xerox copies for citywide operating departments. Select service vendors, administer service contracts and process related service billings.</p>	
	<p>Serve and support all the City departments in monitoring and managing costs and services related to fuel and xerox copies.</p>

FISCAL YEAR 2007 BUDGET

Department Program Summary									
Fund Name : Central Services Revolving Fund Department Name : Finance & Administration Fund/Department No. : 116 / 65									
Program Performance Measures	FY2005 Actual			FY2006 Estimate			FY2007 Budget		
	Program Activities	Budget FTEs	Program Costs \$	Program Activities	Budget FTEs	Program Costs \$	Program Activities	Budget FTEs	Program Costs \$
Outsourced Contract Goals Achieved	N/A			100%			100%		
	5.5		517,451	3.0		168,805	0.0		16,848
Transaction accuracy rate	99%			99%			99%		
	0.0		18,427,119	3.0		26,827,338	4.0		29,376,948
Total	<u>5.5</u>		<u>18,944,570</u>	<u>6.0</u>		<u>26,996,143</u>	<u>4.0</u>		<u>29,393,796</u>

FISCAL YEAR 2007 BUDGET

Fund Name : : Central Services Revolving Fund
Department Name : : Finance & Administration
Fund / Department No. : 116 / 65

<u>NO. of POSITIONS</u>	<u>JOB DESCRIPTION</u>	<u>JOB CLASS CODE</u>	<u>PAY GRADE</u>
1	ADMINISTRATIVE ASSISTANT	3022	17
1	ADMINISTRATIVE SUPERVISOR	3035	22
1	DEPUTY ASSISTANT DIRECTOR(EXE LEV)	3063	30
1	SENIOR ACCOUNT CLERK	3412	13
<hr/>			
4.0	Total Positions		
0.0	Less adjustment for Vacancies and Part-Time Employees		
<hr/>			
4.0	Full-Time Equivalents		

FISCAL YEAR 2007 BUDGET

Department Revenue Summary

Fund Name : Central Services Revolving Fund
Department Name : Finance & Administration
Fund/Department No. : 116 / 65

Source	Description	Program Org	Program Name	FY2006 Budget	FY2006 Estimate	FY2007 Budget
7388	Intfd Print Shop Operations	1460	Print Shop	156,699	168,805	16,848
7328	Intfd Billing & Collection Srv	1880	Central Services	3,100,000	2,564,426	2,100,291
7376	Intfd Postage	1880	Central Services	643,200	470,250	500,000
7378	Intfd Vehicle Fuel	1880	Central Services	23,840,187	23,792,662	26,776,657
Total Finance & Administration				<u>27,740,086</u>	<u>26,996,143</u>	<u>29,393,796</u>

FISCAL YEAR 2007 BUDGET

Fund Name : Central Services Revolving Fund
Department Name : Finance & Administration
Fund/Department No. : 116 / 65

ACCT	DESCRIPTION	FY2005 Actual	FY2006 Budget	FY2006 Estimate	FY2007 Budget
1100	Salary-Base Pay-Civilian	156,925	159,843	170,005	176,508
1105	Salary-Part Time-Civilian	36,488	30,032	31,490	0
1120	Overtime-Civilian	1,061	0	500	0
1135	Pension-Civilian	26,366	26,214	27,880	28,947
1140	Social Security-Civilian	14,279	14,526	13,006	13,503
1145	Health/Life Ins Active Civilian	31,392	26,941	25,990	25,251
1146	Health/Life Ins Retiree Civilian	17,190	17,900	29,913	0
1405	Workers Compensation-Civilian	4,492	874	1,564	952
1420	Long Term Disability	537	774	871	696
1981	Compensation Contingency	0	2,462	0	0
Total Personnel Services		288,730	279,566	301,219	245,857
2305	Computer Supplies	(7)	0	0	0
2306	Paper & Printing Supplies	132,642	0	3,842	0
2323	Postage	454,500	643,200	470,250	500,000
2325	Miscellaneous Office Supplies	574	1,000	100	0
2600	Fuel	15,423,489	23,610,000	23,600,000	26,500,000
2709	Small Tools & Minor Equipment	0	0	0	2,500
2738	Miscellaneous Parts & Supplies	24	500	100	500
Total Supplies		16,011,222	24,254,700	24,074,292	27,003,000
3100	Janitorial Services	2,138	0	2,148	2,148
3107	Temporary Personnel Services	0	90,000	40,880	30,600
3400	Real Estate Lease/Office Rental	4,368	0	4,400	4,400
3402	Parking Space Rental	0	1,000	0	0
3404	Metro Commuter Passes	1,763	920	2,348	0
3409	Office Equipment Rental	2,583,119	3,100,000	2,564,426	2,100,291
3500	Electricity	2,021	2,500	2,500	3,000
3510	Telephone	2,638	2,200	2,084	2,000
3515	Communication Lines	352	100	50	100
3525	Refuse Disposal	309	0	0	0
3600	Building Maintenance Services	2,500	1,500	1,500	1,500
3620	Enterprise Applications	44	0	96	100
3805	Printing & Reproduction Svcs	45,337	7,100	100	500
3895	Misc Other Services & Charges	29	500	100	300
Total Other Services and Charges		2,644,618	3,205,820	2,620,632	2,144,939
Grand Total Expenditures		18,944,570	27,740,086	26,996,143	29,393,796

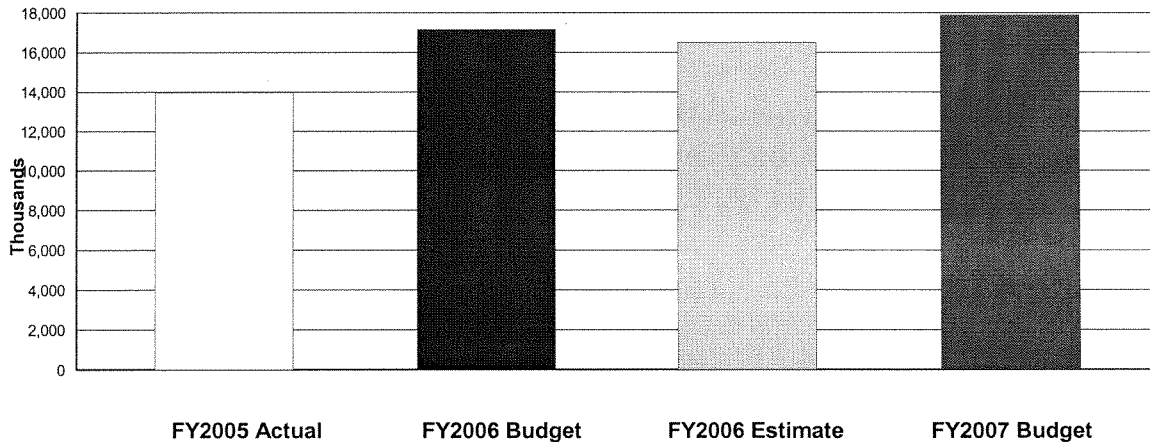
FISCAL YEAR 2007 BUDGET

Department Budget Summary

Fund Name : Central Services Revolving Fund
Department Name : Information Technology
Fund/Department No. : 116 / 68

		<u>FY2005 Actual</u>	<u>FY2006 Budget</u>	<u>FY2006 Estimate</u>	<u>FY2007 Budget</u>
Expenditure Summary	Personnel Services	155,161	207,413	207,413	187,333
	Supplies	4,687	16,150	10,000	16,150
	Other Services and Charges	13,825,018	16,942,062	16,298,212	17,682,000
	Total M & O Expenditures	13,984,866	17,165,625	16,515,625	17,885,483
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	13,984,866	17,165,625	16,515,625	17,885,483
Revenue Summary		13,978,790	17,165,625	16,515,625	17,885,483
Staffing Summary	Full-Time Equivalents - Civilian	1.6	2.0	2.0	2.0
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Total	1.6	2.0	2.0	2.0
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	<ul style="list-style-type: none"> o Managing operating cost increases related to the data network upgrade to minimize the impact on affected departments o As the phases of data network upgrades are completed, replace voice network assets that have reached end of life with technology that reduces operating costs o Continue to aggregate maintenance and support agreements Citywide to drive down costs o Improve charge back system in a timely manner 				

**Central Services Revolving Fund
Information Technology
Expenditure Summary**



FISCAL YEAR 2007 BUDGET

Department Program Summary

Fund Name : Central Services Revolving Fund
Department Name : Information Technology
Fund/Department No. : 116 / 68

Program Description	Program Objectives
<p> Administrative IT Services 1500 Network Services 1585 Network Services supports centralized IT voice and data communication services and functions per Exec 1-44 including enterprise maintenance, technical support, service contracts and related utility management. </p>	<p>Support citywide procurement and accounts payables associated with centralized IT Network Services effectively and efficiently.</p>
<p> Administrative IT Services 1500 Enterprise Applications 1595 Enterprise Applications supports centralized citywide and core application service and function per Exec 1-44 including enterprise maintenance, technical support, service contracts and related utility management. </p>	

FISCAL YEAR 2007 BUDGET

Department Program Summary										
Fund Name : Central Services Revolving Fund Department Name : Information Technology Fund/Department No. : 116 / 68										
Program Performance Measures	FY2005 Actual			FY2006 Estimate			FY2007 Budget			
	Program Activities	Budget FTEs	Program Costs \$	Program Activities	Budget FTEs	Program Costs \$	Program Activities	Budget FTEs	Program Costs \$	
Transaction accuracy rate		99%			99%			99%		
Prompt utility invoice pmt		99%			99%			99%		
			0.0	12,245,396		0.0	13,370,500		0.0	14,121,150
Transaction accuracy rate		99%			99%			99%		
Prompt invoice pmt		99%			99%			99%		
			1.6	1,739,470		2.0	3,145,125		2.0	3,764,333
Total			<u>1.6</u>	<u>13,984,866</u>		<u>2.0</u>	<u>16,515,625</u>		<u>2.0</u>	<u>17,885,483</u>

FISCAL YEAR 2007 BUDGET

Fund Name : : Central Services Revolving Fund
Department Name : : Information Technology
Fund / Department No. : 116 / 68

NO. of POSITIONS	JOB DESCRIPTION	JOB CLASS CODE	PAY GRADE
1	DATA BASE ADMINISTRATOR	4461	25
1	IRM MANAGER	4662	29
<hr/> 2.0	Total Positions		
0.0	Less adjustment for Vacancies and Part-Time Employees		
<hr/> 2.0	Full-Time Equivalents		

FISCAL YEAR 2007 BUDGET

Department Revenue Summary

Fund Name : Central Services Revolving Fund
Department Name : Information Technology
Fund/Department No. : 116 / 68

Source	Description	Program Org	Program Name	FY2006 Budget	FY2006 Estimate	FY2007 Budget
7316	Intfd Communicatn Equip Repair	1585	Network Services	3,241,580	2,582,955	3,510,000
7322	Intfd Computer Sys Dev & Oper	1585	Network Services	5,000	11,150	11,150
7372	Intfd Telephone	1585	Network Services	11,432,545	10,782,545	10,600,000
7322	Intfd Computer Sys Dev & Oper	1595	Enterprise Applications	5,000	5,000	5,000
7345	Intfd IT Network Services	1595	Enterprise Applications	2,479,808	3,132,283	3,757,333
7438	Indirect Cost Recovery Metro	1595	Enterprise Applications	1,692	1,692	2,000
Total Information Technology				<u>17,165,625</u>	<u>16,515,625</u>	<u>17,885,483</u>

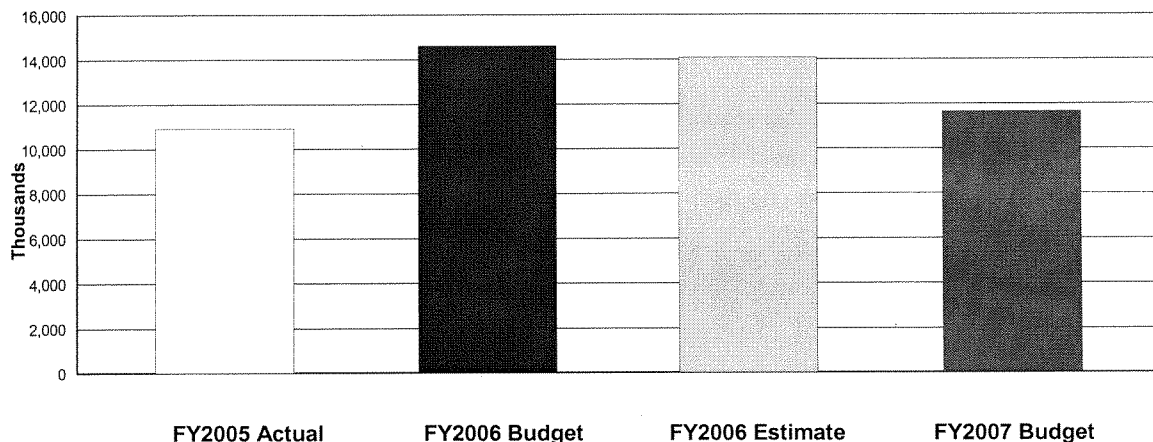
FISCAL YEAR 2007 BUDGET

Fund Name : Central Services Revolving Fund
Department Name : Information Technology
Fund/Department No. : 116 / 68

ACCT	DESCRIPTION	FY2005 Actual	FY2006 Budget	FY2006 Estimate	FY2007 Budget
1100	Salary-Base Pay-Civilian	118,095	151,494	151,494	136,053
1130	Termination Pay-Civilian	2,109	4,218	4,218	4,218
1135	Pension-Civilian	18,954	24,845	24,845	22,313
1140	Social Security-Civilian	9,106	11,589	11,589	10,408
1145	Health/Life Ins Active Civilian	6,539	11,578	11,578	9,828
1405	Workers Compensation-Civilian	211	0	0	476
1420	Long Term Disability	147	0	0	348
1981	Compensation Contingency	0	3,689	3,689	3,689
Total Personnel Services		155,161	207,413	207,413	187,333
2305	Computer Supplies	264	10,000	10,000	10,000
2325	Miscellaneous Office Supplies	784	4,000	0	4,000
2738	Miscellaneous Parts & Supplies	3,639	2,150	0	2,150
Total Supplies		4,687	16,150	10,000	16,150
3107	Temporary Personnel Services	146,928	501,052	501,052	500,000
3404	Metro Commuter Passes	21	1,692	1,692	2,000
3510	Telephone	10,440,597	11,432,545	10,782,545	10,600,000
3515	Communication Lines	1,675,540	2,449,838	2,449,838	2,000,000
3615	Computer Eq/Software Maint Svc	0	0	0	1,360,000
3620	Enterprise Applications	1,558,282	2,556,935	2,563,085	3,220,000
3895	Misc Other Services & Charges	200	0	0	0
3900	Education & Training	3,450	0	0	0
Total Other Services and Charges		13,825,018	16,942,062	16,298,212	17,682,000
Grand Total Expenditures		13,984,866	17,165,625	16,515,625	17,885,483

Department Budget Summary					
Fund Name		: Central Services Revolving Fund			
Department Name		: Human Resources			
Fund/Department No.		: 116 / 80			
		FY2005 Actual	FY2006 Budget	FY2006 Estimate	FY2007 Budget
Expenditure Summary	Personnel Services	210,036	240,511	212,448	229,469
	Supplies	533	2,000	2,000	2,000
	Other Services and Charges	10,677,735	14,383,200	13,870,150	11,413,550
	Non-Capital Equipment	3,594	1,125	1,929	2,400
	Total M & O Expenditures	10,891,898	14,626,836	14,086,527	11,647,419
	Debt Service & Other Uses	28,593	0	0	0
Total Expenditures	10,920,491	14,626,836	14,086,527	11,647,419	
Revenue Summary		10,886,555	14,626,836	14,086,527	11,647,419
Staffing Summary	Full-Time Equivalents - Civilian	4.8	5.0	4.6	5.0
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Total	4.8	5.0	4.6	5.0
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	<ul style="list-style-type: none"> o Temporary personnel utilization to the City continues to be managed through contract allocations, budget process, vendor management, and department authorization. o The Temporary Employee Services Program (TESP) web based system will continue to further promote administration efficiency by reducing paper usage, improving service delivery and record keeping. o Reduction of administrative overhead from 3.5% to 2.5%. 				

**Central Services Revolving Fund
Human Resources
Expenditure Summary**



FISCAL YEAR 2007 BUDGET

Department Program Summary

Fund Name : Central Services Revolving Fund
Department Name : Human Resources
Fund/Department No. : 116 / 80

Program Description	Program Objectives
<p>Temporary Services 1850</p> <p>Provide temporary employees to all departments as needed. Administer substance testing for all departments.</p>	<p>Provide temporary employees to departments through approved contracts. Charge-back substance test costs to appropriate departments.</p>

FISCAL YEAR 2007 BUDGET

Department Program Summary									
Fund Name : Central Services Revolving Fund									
Department Name : Human Resources									
Fund/Department No. : 116 / 80									
Program Performance Measures	FY2005 Actual			FY2006 Estimate			FY2007 Budget		
	Program Activities	Budget FTEs	Program Costs \$	Program Activities	Budget FTEs	Program Costs \$	Program Activities	Budget FTEs	Program Costs \$
Pymt. vouchers procd		984			2,508			2,600	
Inter-gov't vouchers procd		20,155			60,440			60,000	
Invoices processed		19,241			25,760			28,000	
Avg. number of temporaries		276			655			600	
Substance tests conducted		9,266			9,000			10,500	
		4.8	10,920,491		4.6	14,086,527		5.0	11,647,419
Total		<u>4.8</u>	<u>10,920,491</u>		<u>4.6</u>	<u>14,086,527</u>		<u>5.0</u>	<u>11,647,419</u>

FISCAL YEAR 2007 BUDGET

Fund Name : : Central Services Revolving Fund
Department Name : : Human Resources
Fund / Department No. : 116 / 80

<u>NO. of POSITIONS</u>	<u>JOB DESCRIPTION</u>	<u>JOB CLASS CODE</u>	<u>PAY GRADE</u>
1	ADMINISTRATIVE ASSISTANT	3022	17
1	ADMINISTRATIVE SUPERVISOR	3035	22
3	SENIOR ACCOUNT CLERK	3412	13
<hr/> 5.0	Total Positions		
0.0	Less adjustment for Vacancies and Part-Time Employees		
<hr/> 5.0	Full-Time Equivalents		

FISCAL YEAR 2007 BUDGET

Department Revenue Summary

Fund Name : Central Services Revolving Fund
Department Name : Human Resources
Fund/Department No. : 116 / 80

Source	Description	Program Org	Program Name	FY2006 Budget	FY2006 Estimate	FY2007 Budget
7382	Intfd Temporary Personnel	1850	Temporary Services	14,000,000	13,600,000	11,000,000
7383	Intfd Lab Services	1850	Temporary Services	360,000	235,000	385,000
7625	Other Service Charges	1850	Temporary Services	266,836	251,527	262,419
Total Human Resources				<u>14,626,836</u>	<u>14,086,527</u>	<u>11,647,419</u>

FISCAL YEAR 2007 BUDGET

Fund Name : Central Services Revolving Fund
 Department Name : Human Resources
 Fund/Department No. : 116 / 80

ACCT	DESCRIPTION	FY2005 Actual	FY2006 Budget	FY2006 Estimate	FY2007 Budget
1100	Salary-Base Pay-Civilian	142,170	168,261	149,849	160,053
1110	Premium Pay-Civilian	343	0	0	0
1120	Overtime-Civilian	2,224	0	1,536	0
1135	Pension-Civilian	23,720	27,595	24,641	26,248
1140	Social Security-Civilian	10,487	12,871	11,019	12,244
1145	Health/Life Ins Active Civilian	29,835	29,820	23,439	24,300
1405	Workers Compensation-Civilian	751	1,092	1,092	1,190
1415	Unemployment Claims	0	0	0	175
1420	Long Term Disability	506	872	872	870
1981	Compensation Contingency	0	0	0	4,389
Total Personnel Services		210,036	240,511	212,448	229,469
2325	Miscellaneous Office Supplies	533	2,000	2,000	2,000
Total Supplies		533	2,000	2,000	2,000
3107	Temporary Personnel Services	10,359,656	14,000,000	13,600,000	11,000,000
3305	Advertising Services	0	1,200	0	1,500
3335	Management Consulting Services	21,224	7,000	4,089	7,000
3402	Parking Space Rental	0	2,500	0	2,500
3404	Metro Commuter Passes	1,692	2,000	1,450	2,000
3615	Computer Eq/Software Maint Svc	2,040	10,000	29,133	15,000
3895	Misc Other Services & Charges	292,914	360,000	235,000	385,000
3900	Education & Training	209	500	478	550
Total Other Services and Charges		10,677,735	14,383,200	13,870,150	11,413,550
4820	Non-Capital Computer Equipment	3,594	1,125	1,929	2,400
Total Non-Capital Equipment		3,594	1,125	1,929	2,400
5675	Other Operating Fund Transfers	28,593	0	0	0
Total Debt Service and Other Uses		28,593	0	0	0
Grand Total Expenditures		10,920,491	14,626,836	14,086,527	11,647,419