

Fund Summary

Fund Name : CIP Cost Recovery
Fund No./Bus. Area No. : 1001 / 2000 / 2500

	<u>FY2008 Current Budget</u>	<u>FY2008 Estimate</u>	<u>FY2009 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	33,141,566	29,028,205	36,424,601
Total Available Resources	<u>33,141,566</u>	<u>29,028,205</u>	<u>36,424,601</u>
Maintenance and Operations	33,141,566	29,028,205	36,424,601
Total Expenditures	<u>33,141,566</u>	<u>29,028,205</u>	<u>36,424,601</u>
Planned Ending Fund Balance	0	0	0
Total Budget	<u>33,141,566</u>	<u>29,028,205</u>	<u>36,424,601</u>

The above summarizes the FY2008 Budget, FY2008 Estimates and the FY2009 Budget for the CIP Cost Recovery Fund. Also included are the projected beginning and ending fund balances, total available resources and total expenditures.

The CIP Cost Recovery Fund was established to segregate those activities in the General Fund and Combined Utility Service (CUS) Fund that are in direct support of the City's CIP program. These activities encompass a variety of divisions within the department, with the majority of the activities being within the Engineering & Construction Division. The costs of these activities are recovered from the appropriate CIP fund through the use of time sheets provided by the operating divisions. Included in the charge-back is an overhead surcharge that pays for administrative costs provided by the fund's management and support staff. An additional amount is included in the surcharge that pays for the fund's indirect cost allocation as calculated by Finance Department as part of the indirect cost allocation program. Those funds collected for the indirect cost allocation will be remitted to the General Fund's General Government program at fiscal year-end.

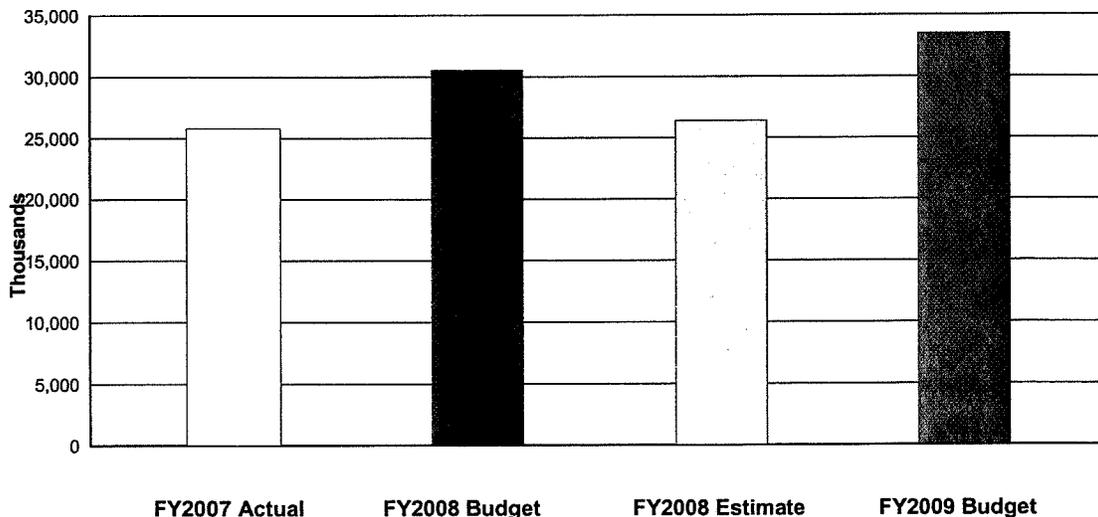
The primary areas of focus for the CIP Cost Recovery Fund are:

- o Continue to design and construct the City's public infrastructure so that quality capital projects are delivered in a timely fashion, within budget and with minimal inconvenience to the citizens of the City.
- o Continue to assess and revise policies and procedures in order to improve efficiency and effectiveness in the management of the City's CIP program.
- o Continue to refine the requirements for City's contractors so as to streamline the delivery of services.
- o Continue to coordinate infrastructure improvements within the City limits sponsored by other governmental entities in order to ensure quality work.

FISCAL YEAR 2009 BUDGET

Business Area Budget Summary					
Fund Name : CIP Cost Recovery					
Business Area Name : Public Works & Engineering					
Fund No./Bus. Area No. : 1001 / 2000		FY2007 Actual	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
Expenditures	Personnel Services	20,797,084	24,629,942	22,159,172	27,726,000
	Supplies	298,911	375,760	330,572	376,175
	Other Services and Charges	4,583,363	5,380,315	3,754,031	5,240,364
	Equipment	9,634	0	0	0
	Non-Capital Equipment	124,028	159,320	153,519	150,093
	Total M & O Expenditures	25,813,020	30,545,337	26,397,294	33,492,632
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	25,813,020	30,545,337	26,397,294	33,492,632
Revenues		25,755,440	30,545,337	26,397,294	33,492,632
Staffing	Full-Time Equivalents - Civilian	286.8	328.6	305.9	349.5
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	286.8	328.6	305.9	349.5
	Full-Time Equivalents-Overtime	7.0	7.5	6.0	5.5
Budget Highlights	<ul style="list-style-type: none"> o Concerted new effort to update standards for infrastructure (design guide details specifications). o Further development and implementation of management system for CIP projects and the Department's CIP programs. o The Division and Department refined procedures for engineer selection and procurement, and standard forms for engineering and construction management contracts, to improve the timely deliver of quality projects. o Continued implementation of electronic filing system. For at least the next two years, we will operate a hybrid filing system, with a hard-copy file room on each of the two floors at 611 Walker and an electronic filing system on the division's project management system (CIPMS). o Planning Division OCE continues to implement Standards Review Process. Planning Branch provides year round planning and appropriation tracking of CIP projects. Stormwater quality support for MS4 permit and pending TMDL improvements with PWE CIP projects. 				

**CIP Cost Recovery
Public Works & Engineering
Expenditure Summary**



FISCAL YEAR 2009 BUDGET

Business Area Cost Center Summary

Fund Name : CIP Cost Recovery
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

Cost Center Description	Cost Center Objectives
<p>PWE-Affimative Action Support Svcs 2000030008</p> <p>Provide quality certification, compliance, business development, and training programs, while maintaining high standards of customer service and accountability.</p>	<p>Monitors payment of prevailing wages on city and federally funded construction contracts. Administer the City's Minority/Women/Disadvantaged Business Enterprise Program(M/W/DBE) and Disabilities Business Enterprise Program(PDBE).</p>
<p>PWE - Small Business Development 2000030009</p> <p>Implement the program objective of the Mayor's Executive Order 1-7 "contractor's Pay or Play Program" within the Department. Develop and implement new strategies to expand the Small/Women and Minority Business Enterprises within the department.</p>	<p>Administer department-wide compliance with "Pay or Play Program". Design and manage the POP software system. Set flexibles goals to increase the number of PWE contracts awarded to minority and women owned businesses.</p>
<p>PWE-Financial Management 2000050002</p> <p>Provide financial reporting on CIP Projects, Grants and Revenues. Maintain cost recovery function and interfund accounting process. Closeout projects and contracts. Audit and prepare pay estimates and project reimbursements.</p>	<p>Process salary recovery timesheets and accounting documents in a timely manner. Monitor and account for CIP related revenues. Process pay estimate and project reimbursements in a timely manner. Provide financial reports on project and grant related activities.</p>
<p>PWE-Information Technology 2000050004</p> <p>Provide database and CIPMS application maintenance and support services to the E. & C. Branches. Provide technical and business development support for Engineering & Consturction CIPMS modules. Provide Systems Development support to Engineering and Construction.</p>	<p>To assist the CIPMS users of E&C branches to track projects, analyze data, produce reports, evaluate contractors, etc. To technically assist the City contractors to perform work and input data into CIPMS from remote sites. Moved to C/C 2000080001</p>
<p>PWE - Payroll Services 2000050021</p> <p>Provide overall payroll support to building inspections in the areas of personnel/payroll and financial information.</p>	<p>To efficiently deliver accurate reliable and a timely bi-weely payroll to ensure that all employees are paid correctly.</p>
<p>PWE-Office of the City Engineer 2000060007</p> <p>Receives, scans, copies and store plans and profiles for projects handled by or for the City of Houston such as development plans, Capital Improvement Project plans, subdivision plats, etc.Manages, inspects and accepts Developer Participation Contract (DPD) projects.</p>	<p>Ensure that plans received are numbered, scanned, and stored in the appropriate media. Provides customer service by researching and providing copies upon receipt of a fee. Ensure that projects are properly inspected and meet the City's specs and standards.</p>

FISCAL YEAR 2009 BUDGET

Business Area Cost Center Summary									
Fund Name : CIP Cost Recovery Business Area Name : Public Works & Engineering Fund No./Bus Area No. : 1001 / 2000									
Performance Measures	FY2007 Actual			FY2008 Estimate			FY2009 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Program supported		100%			100%			100%	
		2.7	129,858		0.0	183,375		0.0	191,237
See Fund 8300-2000030009		N/A			N/A			N/A	
		0.0	0		0.0	200,000		0.0	276,464
Salary Recovery Timesheets		100%			100%			100%	
Financial Reporting & Docs		100%			100%			100%	
Project Contract Closeout		100%			100%			100%	
Jt. Funded Reimbursement		100%			100%			100%	
Pay Estmates Processed		100%			100%			100%	
		12.7	3,002,069		14.0	1,291,159		16.0	2,753,342
Respond to req. 3 day(avg)		100%			N/A			N/A	
GIS data updates 1st mon.		100%			N/A			N/A	
Development on schedule		100%			N/A			N/A	
2 hour respond to helpdesk		100%			N/A			N/A	
Deliver maps w/i 3 days		100%			N/A			N/A	
		7.1	578,071		0.0	0		0.0	0
Quota pay out request processed.		N/A			N/A			25	
No. of payroll exemptions processed bi-weekly		N/A			N/A			8,417	
		0.0	0		0.0	0		1.0	42,131
No. customer requests		5,000			7,000			7,000	
No. of DPC Projects		30			31			35	
		14.4	1,470,739		15.3	1,570,032		15.5	1,703,388

Business Area Cost Center Summary

Fund Name : CIP Cost Recovery
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

Cost Center Description	Cost Center Objectives
<p>PWE-Planning 2000060008</p> <p>Coordinates planning initiatives and prepares long term 10 year planning goals for City's infrastructure improvements. Prepares City's 5-year rolling Capital Improvement Program for water, sanitary, storm drainage, and roadway projects.</p>	<p>Forecast long term funding needs and priorities; develop criteria and parameters for project ranking and prioritization; assess infrastructure needs; prioritize projects based on public need, selected ranking criteria, and effective utiliz.of available funds.</p>
<p>PWE-Real Estate 2000060010</p> <p>Acquire land in support of CIP projects. Recommend estimates of value for dangerous buildings and properties acquired, sold, exchanged or leased.</p>	<p>Acquire parcels of land for CIP projects. Prepare and review appraisal reports in support of dangerous buildings, CIP programs and sale/lease of City-owned properties.</p>
<p>PWE-Administration 2000070001</p> <p>Manage personnel, training, budget, purchasing, information technology, inventory, and safety for Engineering and Construction Division. Investigate and respond timely to 311 requests, coordinate RCA Contract Legal Review for division, manage the Substitute Services.</p>	<p>Provide administrative support for all E&C staff; provide prompt and thorough investigations of citizen complaints. Coordinate review by Legal Dept. of all RCA with construction contracts. Coordinate service requests for special services. Respond to TPIA requests.</p>
<p>PWE-Engineering 2000070002</p> <p>Provide engineering design services for street and bridge, water, wastewater and storm water infrastructure and award construction contracts for the above. In addition, coordinate infrastructure improvements sponsored by other government agencies in Houston Area.</p>	<p>Accomplish engineering and design of CIP projects for street and bridge, drainage, water, and wastewater system infrastructure on time and with quality. Award design contracts within 60 days of approval; award construction within 55 days of bid date.</p>
<p>PWE - Construction 2000070003</p> <p>Provide construction management for streets, bridges, sidewalks, stormwater, water and wastewater infrastructure. Provide land boundary and topographical survey, ROW document review, and plan reviewed for survey compliance for CIP program</p>	<p>Manage CIP construction to accomplish completed projects on time, with quality and minimal adverse impact to the community. Prepare and process pay estimates and change orders timely. Prepare and process Council action for accepting projects.</p>
<p>PWE-Engineer & Construction Mgmt. 2000070004</p> <p>Provide executive oversight for Engineering and Construction Division to ensure the efficient implementation of the CIP.</p>	<p>Manage and execute capital program for infrastructure so that scheduled projects are engineered with quality and value and that projects are built timely, with quality, within budget, and with minimum adverse impact on the public.</p>

FISCAL YEAR 2009 BUDGET

Business Area Cost Center Summary									
Fund Name : CIP Cost Recovery Business Area Name : Public Works & Engineering Fund No./Bus Area No. : 1001 / 2000									
Performance Measures	FY2007 Actual			FY2008 Estimate			FY2009 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Create CIP & track appropriation to meet targets		100%			100%			100%	
		7.3	689,218		8.3	742,697		10.0	972,893
Parcels of land acquired		483			420			425	
Appraisals prepare/review		803			896			750	
		26.0	2,189,234		29.9	2,400,359		41.6	3,714,348
Respond to 3-1-1 requests within 21 days		97%			97%			97%	
Closure on Serv. req. SSP		95%			95%			95%	
%Closure on TPIA Request		100%			100%			100%	
Complete status reports		99%			99%			99%	
		15.6	1,859,256		17.6	2,270,882		22.0	2,583,708
Prep. awards eng. contract		21			20			20	
Award Const. contracts		80			80			75	
Prep Interagency Ord.		30			30			25	
Con.asphalt overlay(miles)		75			75			65	
Con.sidewalks (miles)		16			16			16	
		87.4	7,160,422		90.8	7,610,880		99.7	9,176,211
Contract Completion on Sch		95%			95%			95%	
Process pay estimates		15			15			12	
Proj.completion w/i budget		95%			95%			95%	
No. of Surveys completed		300			300			300	
Initiate survey w/i 5 days		95%			95%			95%	
		100.2	7,487,529		109.7	8,084,724		117.7	9,559,383
Implement CIP		100%			100%			100%	
		2.8	334,328		3.8	431,268		6.0	658,605

FISCAL YEAR 2009 BUDGET

Business Area Cost Center Summary									
Fund Name : CIP Cost Recovery Business Area Name : Public Works & Engineering Fund No./Bus Area No. : 1001 / 2000									
Performance Measures	FY2007 Actual			FY2008 Estimate			FY2009 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Testing con. suppl. issued		80			80			80	
Projects Supported		100			100			100	
Assign testing con. 5 days		100%			100%			100%	
Monitoring well permits		100			100			100	
		10.6	912,296		11.5	985,919		12.0	1,151,089
Respond to req. 3 d (avg)		N/A			100%			100%	
GIS data updates 1st mon.		N/A			100%			100%	
Development on schedule		N/A			100%			100%	
2 hour respond to helpdesk		N/A			100%			100%	
Deliver maps w/i 3 days		N/A			100%			100%	
		0.0	0		5.0	625,999		8.0	709,833
Total		<u>286.8</u>	<u>25,813,020</u>		<u>305.9</u>	<u>26,397,294</u>		<u>349.5</u>	<u>33,492,632</u>

FISCAL YEAR 2009 BUDGET

Fund Name : CIP Cost Recovery
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

JOB DESCRIPTION	PAY GRADE	FY2008 Current Budget FTE	FY2009 Budget FTE	Change
ACCOUNTANT	17	0.0	1.0	1.0
ACCOUNTANT ASSOCIATE	14	1.0	1.0	
ADMINISTRATION MANAGER	26	5.0	5.0	
ADMINISTRATIVE AIDE	10	5.0	4.0	(1.0)
ADMINISTRATIVE ASSISTANT	17	20.0	21.0	1.0
ADMINISTRATIVE ASSOCIATE	13	9.0	7.0	(2.0)
ADMINISTRATIVE COORDINATOR	24	14.0	19.0	5.0
ADMINISTRATIVE SPECIALIST	20	12.0	12.0	
ADMINISTRATIVE SUPERVISOR	22	3.0	3.0	
ASSISTANT DIRECTOR (EXECUTIVE LEVEL)	32	2.0	6.0	4.0
ASSISTANT DIRECTOR-PUBLIC WORKS	34	5.0	6.0	1.0
ASSISTANT PROJECT MANAGER	20	4.0	4.0	
CHIEF INSPECTOR	27	1.0	1.0	
CHIEF SURVEYOR	28	1.0	1.0	
CLERK	5	1.0	1.0	
COMMUNITY SERVICE INSPECTOR	16	1.0	1.0	
CUSTOMER SERVICE REPRESENTATIVE I	13	2.0	3.0	1.0
CUSTOMER SERVICE REPRESENTATIVE II	15	0.0	1.0	1.0
CUSTOMER SERVICE REPRESENTATIVE III	16	1.0	1.0	
DEPUTY ASSISTANT DIRECTOR (EXECUTIVE LEVEL)	30	0.0	1.0	1.0
DEPUTY DIRECTOR-PUBLIC WORKS (EXEC. LEVEL)	36	1.0	1.0	
DIVISION MANAGER	29	4.0	5.0	1.0
ENGINEER	26	18.0	18.0	
EXECUTIVE OFFICE ASSISTANT	15	1.0	1.0	
EXECUTIVE STAFF ANALYST (EXECUTIVE LEVEL)	30	1.0	1.0	
FINANCIAL ANALYST II	18	0.0	1.0	1.0
FINANCIAL ANALYST III	21	2.0	1.0	(1.0)
FINANCIAL ANALYST IV	25	1.0	3.0	2.0
GIS ANALYST	20	1.0	1.0	
GIS TECHNICIAN	12	1.0	1.0	
GRADUATE ENGINEER	22	15.0	16.5	1.5
INSPECTOR	18	41.0	45.0	4.0
INSPECTOR TRAINEE	12	6.0	2.0	(4.0)
INSTRUMENT PERSON	11	4.0	4.0	
IT PROJECT MANAGER	28	1.0	1.0	
MANAGEMENT ANALYST I	15	0.0	1.0	1.0
MANAGEMENT ANALYST II	18	1.0	1.0	
MANAGEMENT ANALYST III	21	5.0	4.0	(1.0)
MANAGEMENT ANALYST IV	25	3.0	1.0	(2.0)
MANAGING ENGINEER	31	12.0	7.0	(5.0)
MESSENGER	6	2.0	2.0	
OFFICE SERVICE MANAGER	23	1.0	1.0	
OFFICE SUPERVISOR	17	3.0	3.0	
PARTY CHIEF	19	4.0	4.0	
PLANNER LEADER	24	1.0	1.0	
PROGRAMMER ANALYST II	19	1.0	1.0	
PROGRAMMER ANALYST III	22	1.0	0.0	(1.0)
PROGRAMMER ANALYST IV	25	0.0	2.0	2.0
PROJECT MANAGER	24	14.0	13.0	(1.0)
PROJECT TECHNICIAN I	8	1.0	1.0	

FISCAL YEAR 2009 BUDGET

Fund Name : CIP Cost Recovery
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

JOB DESCRIPTION	PAY GRADE	FY2008 Current Budget FTE	FY2009 Budget FTE	Change
PROJECT TECHNICIAN II	13	3.0	3.0	
PROJECT TECHNICIAN III	17	9.0	10.0	1.0
PROJECT TECHNICIAN IV	20	4.0	4.0	
PROPERTY AGENT		3.0	3.0	
REAL ESTATE SUPERVISOR		1.0	1.0	
RECORDS SUPERVISOR	18	1.0	1.0	
RECORDS TECHNICIAN	9	2.0	2.0	
RODPERSON	5	2.0	3.0	1.0
SENIOR ACCOUNT CLERK	13	3.0	2.0	(1.0)
SENIOR AUDITOR	21	0.0	1.0	1.0
SENIOR CLERK	8	1.0	1.0	
SENIOR CONTRACT ADMINISTRATOR	27	1.0	1.0	
SENIOR GIS TECHNICIAN	17	1.0	1.0	
SENIOR INSPECTOR	22	9.0	9.0	
SENIOR IT PROJECT MANAGER (EXECUTIVE LEVEL)	30	1.0	1.0	
SENIOR OFFICE ASSISTANT	12	1.0	1.0	
SENIOR PAVING ASSESSMENT SPECIALIST	20	0.0	1.0	1.0
SENIOR PAYROLL CLERK	13	0.0	1.0	1.0
SENIOR PROJECT MANAGER	27	17.0	19.0	2.0
SENIOR PROPERTY AGENT		5.0	7.0	2.0
SENIOR RODPERSON	9	4.0	3.0	(1.0)
SENIOR STAFF ANALYST	28	1.0	2.0	1.0
STAFF ANALYST	26	4.0	4.0	
STUDENT INTERN II	10	4.0	2.0	(2.0)
SUPERINTENDENT	24	1.0	1.0	
SUPERVISING ENGINEER	29	37.0	34.0	(3.0)
SYSTEMS CONSULTANT	26	1.0	0.0	(1.0)
SYSTEMS SUPPORT ANALYST I	16	3.0	3.0	
Total FTEs		352.0	363.5	11.5
Less adjustment for Civilian Vacancy Factor		23.4	14.0	(9.4)
Full-Time Equivalents		328.6	349.5	20.9

FISCAL YEAR 2009 BUDGET

Business Area Revenue Summary

Fund Name : CIP Cost Recovery
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

Commit Item	Description	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
2000060007	PWE-Office of the City Engineer			
424020	Interfund Engineering Services	215,174	185,953	235,936
2000060010	PWE-Real Estate			
457010	Interfund Land Acquisition	3,771,778	3,259,572	4,135,713
2000070001	PWE-Administration			
424020	Interfund Engineering Services	278,659	240,817	305,546
2000070002	PWE-Engineering			
424020	Interfund Engineering Services	12,319,168	10,646,231	13,507,835
2000070003	PWE - Construction			
424020	Interfund Engineering Services	12,387,609	10,705,378	13,582,880
2000070005	PWE-Geo-Environmental Services			
424020	Interfund Engineering Services	1,572,949	1,359,343	1,724,722
Total	Public Works & Engineering	<u>30,545,337</u>	<u>26,397,294</u>	<u>33,492,632</u>

FISCAL YEAR 2009 BUDGET

Business Area Expenditure Summary

Fund Name : CIP Cost Recovery
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1001 / 2000

Commit Item	Description	FY2007 Actual	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
500010	Salary Base Pay - Civilian	14,818,926	16,970,486	15,721,515	19,374,486
500030	Salary Part Time - Civilian	0	0	3,876	27,144
500060	Overtime - Civilian	435,972	399,268	432,531	448,066
500090	Premium Pay - Civilian	2,160	15,350	0	10,350
500110	Bilingual Pay - Civilian	5,808	5,104	4,779	6,007
500180	Temporary Employees	0	0	9,660	0
501070	Pension - Civilian	2,366,887	2,653,697	2,553,402	2,877,113
501120	Termination Pay - Civilian	82,245	530,200	52,770	551,800
501160	Vehicle Allowance - Civilian	125,672	132,200	109,429	122,500
502010	FICA - Civilian	1,134,862	1,313,632	1,249,594	1,515,370
503010	Health Ins-Act Civilian	1,657,313	2,144,284	1,793,211	2,330,346
503015	Basic Life Insurance - Active Civilian	4,792	0	19,608	26,524
503050	Health/Life Insurance - Retiree Civilian	16,470	17,000	25,612	25,000
503060	Long Term Disability-Civilian	41,723	47,090	39,565	29,780
503090	Workers Compensation-Civilian-Admin	85,221	77,701	68,033	76,447
503100	Workers Compensation-Civilian-Clm	0	98,547	47,304	80,081
504020	Compensation Contingency	0	213,884	0	212,770
504030	Unemployment Claims	19,033	11,499	28,283	12,216
Total	Personnel Services	20,797,084	24,629,942	22,159,172	27,726,000
511010	Chemical Gases & Special Fluids	1,055	1,000	500	1,000
511015	Cleaning & Sanitary Supplies	394	0	225	0
511020	Construction Materials	1,377	4,000	4,000	3,000
511025	Electrical Hardware & Parts	518	150	9	0
511030	Mechanical Hardware & Parts	19	0	0	0
511040	Audiovisual Supplies	4,249	6,700	4,300	4,400
511045	Computer Supplies	76,014	109,860	75,000	103,050
511050	Paper & Printing Supplies	30,936	38,800	40,300	45,800
511055	Publications & Printed Materials	6,853	6,000	8,500	9,700
511060	Postage	5,929	9,350	9,900	6,675
511070	Miscellaneous Office Supplies	87,447	92,600	78,500	90,000
511090	Medical & Surgical Supplies	51	100	100	100
511095	Small Technical & Scientific Equipment	473	800	900	500
511110	Fuel	67,200	81,700	87,038	89,150
511115	Vehicle Repair & Maintenance Supplies	396	2,200	500	2,000
511120	Clothing	4,630	9,200	8,300	6,900
511125	Food Supplies	553	0	0	0
511145	Small Tools & Minor Equipment	4,070	3,500	3,000	4,700
511150	Miscellaneous Parts & Supplies	6,747	9,800	9,500	9,200
Total	Supplies	298,911	375,760	330,572	376,175
520100	Temporary Personnel Services	33,882	90,000	152,600	95,000
520105	Accounting & Auditing Services	25,040	19,600	19,600	19,600
520107	Computer Info/Contr	565	95,000	114,800	145,000
520108	Information Resource Services	15,807	24,100	24,100	24,700
520109	Medical Dental & Laboratory Services	4,947	3,400	3,360	4,000
520110	Management Consulting Services	35,382	0	0	0
520114	Miscellaneous Support Services	22,864	52,000	51,500	51,000
520115	Real Estate Lease/Office Rental	1,329,026	1,391,117	1,391,117	1,455,592
520119	Computer Equipment/Software Maintenance	22,868	61,100	40,600	64,600
520120	Communications Equipment Services	0	1,400	1,400	5,000

FISCAL YEAR 2009 BUDGET

Business Area Expenditure Summary

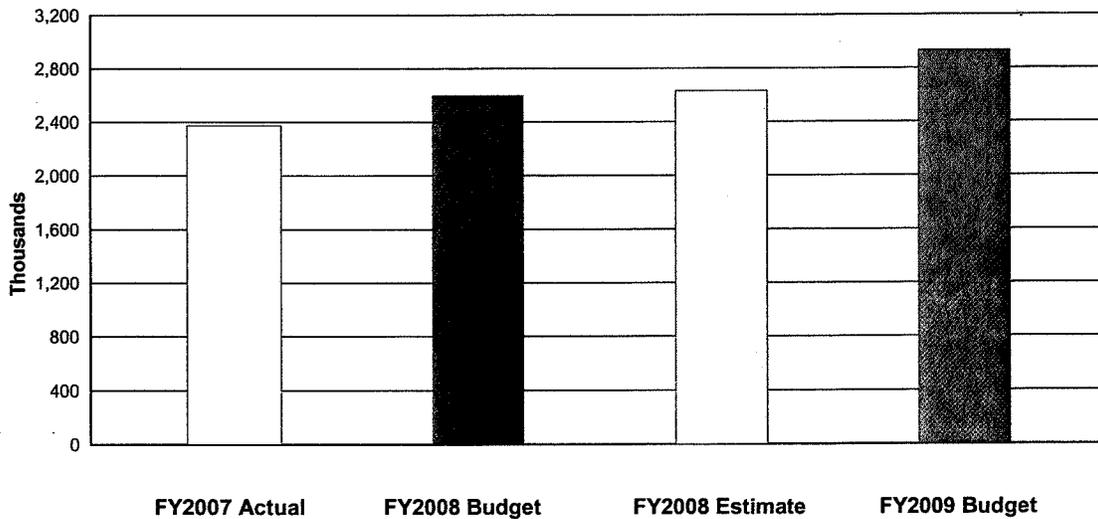
Fund Name : CIP Cost Recovery
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1001 / 2000

Commit Item	Description	FY2007 Actual	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
520121	IT Application Svcs	77,508	26,551	34,651	57,806
520122	Office Equipment Services	523	8,500	5,000	4,000
520123	Vehicle & Motor Equipment Services	77,436	108,500	138,860	99,000
520124	Other Equipment Services	389	500	300	500
520141	Engineering Services	(5,944)	3,000	0	0
520510	Mail/Delivery Services	490	3,100	2,041	3,200
520515	Print Shop Services	6,524	9,800	9,500	9,100
520520	Printing & Reproduction Services	4,791	18,000	18,600	14,700
520605	Advertising Services	6,422	12,200	11,877	10,850
520710	State/Federal Inspection Fees	2,705	4,000	3,000	3,000
520720	Fines	0	0	1,307	0
520765	Membership & Professional Fees	51,706	56,600	46,800	61,700
520805	Education & Training	53,036	118,100	123,364	119,850
520815	Tuition Reimbursement	10,085	18,000	20,000	25,500
520905	Travel - Training Related	11,473	14,100	16,600	21,400
520910	Travel - Non-Training Related	35,121	21,600	20,500	34,000
521305	Indirect Cost Recovery Payment	2,230,425	2,206,263	371,949	1,632,357
521405	Building Maintenance Services	975	20,000	16,000	25,500
521605	Data Services	8,881	32,325	25,600	24,690
521610	Voice Services	144,575	114,000	105,780	99,362
521620	Voice Equipment	0	13,435	13,385	10,190
521625	Voice Labor	0	0	0	10,000
521705	Vehicle/Equipment Rental/Lease	948	1,500	1,000	1,500
521715	Office Equipment Rental	111,735	131,600	116,587	124,100
521725	Other Rental	309	0	800	800
521730	Parking Space Rental	127,308	98,900	60,800	120,450
521905	Legal Services	8,813	120,500	120,500	500
522205	Metro Commuter Passes	19,702	90,300	81,844	98,900
522305	Freight Charges	150	0	5,500	0
522430	Miscellaneous Other Services & Charges	1,175	7,365	6,250	5,200
522735	Interfund Communication Equipment Repair	0	3,100	1,100	0
522765	Interfund Legal Services	105,721	184,984	184,984	184,984
522795	Other Interfund Services	0	183,375	383,375	563,833
522820	Interfund EB Cape Training	0	12,400	7,100	8,900
Total	Other Services and Charges	4,583,363	5,380,315	3,754,031	5,240,364
560230	Computer HW and Developed SW	9,634	0	0	0
Total	Equipment	9,634	0	0	0
551010	Non-Capital Office Furniture & Equipment	20,593	20,180	19,433	41,790
551015	Non-Capital Computer Equipment	103,435	139,140	134,086	108,303
Total	Non-Capital Equipment	124,028	159,320	153,519	150,093
Grand Total Expenditures		25,813,020	30,545,337	26,397,294	33,492,632

FISCAL YEAR 2009 BUDGET

Business Area Budget Summary					
Fund Name : CIP Cost Recovery					
Business Area Name : General Services					
Fund No./Bus. Area No. : 1001 / 2500					
		FY2007 Actual	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
Expenditures	Personnel Services	2,373,411	2,596,229	2,630,911	2,931,969
	Other Services and Charges	210	0	0	0
	Total M & O Expenditures	<u>2,373,621</u>	<u>2,596,229</u>	<u>2,630,911</u>	<u>2,931,969</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	<u>2,373,621</u>	<u>2,596,229</u>	<u>2,630,911</u>	<u>2,931,969</u>
Revenues		2,373,811	2,596,229	2,630,911	2,931,969
Staffing	Full-Time Equivalents - Civilian	23.4	29.0	29.5	32.0
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	<u>23.4</u>	<u>29.0</u>	<u>29.5</u>	<u>32.0</u>
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	<p>o The Design and Construction Division has reduced contract personnel to 1% of the division's personnel. Qualified professional City personnel are providing services for a savings of over 30% per position.</p> <p>o These city employees are funded by CIP funds.</p>				

**CIP Cost Recovery
General Services
Expenditure Summary**



FISCAL YEAR 2009 BUDGET

Business Area Cost Center Summary

Fund Name : CIP Cost Recovery
Business Area Name : General Services
Fund No./Bus Area No. : 1001 / 2500

Cost Center Description	Cost Center Objectives
<p> GSD - Design&Constr 2500030001 This fund recovers salary and benefit costs for City employees managing capital projects in the CIP. Personnel time is recorded and assigned to City assets. </p>	<p> Meet or exceed performance standards related to executing management of design and construction contracts. </p>

FISCAL YEAR 2009 BUDGET

Business Area Cost Center Summary									
Fund Name : CIP Cost Recovery Business Area Name : General Services Fund No./Bus Area No. : 1001 / 2500									
Performance Measures	FY2007 Actual			FY2008 Estimate			FY2009 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
N/A	N/A			N/A			N/A		
	23.4		2,373,621	29.5		2,630,911	32.0		2,931,969
Total	<u>23.4</u>		<u>2,373,621</u>	<u>29.5</u>		<u>2,630,911</u>	<u>32.0</u>		<u>2,931,969</u>

FISCAL YEAR 2009 BUDGET

Fund Name : CIP Cost Recovery
Business Area Name : General Services
Fund No./Bus Area No. : 1001 / 2500

JOB DESCRIPTION	PAY GRADE	FY2008 Current Budget FTE	FY2009 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	5.0	4.0	(1.0)
ADMINISTRATIVE ASSOCIATE	13	0.0	1.0	1.0
ADMINISTRATIVE SUPERVISOR	22	1.0	1.0	
ARCHITECT	25	0.0	1.0	1.0
ASSISTANT DIRECTOR (EXECUTIVE LEVEL)	32	2.0	2.0	
ASSISTANT PROJECT MANAGER	20	4.0	6.0	2.0
DEPUTY ASSISTANT DIRECTOR (EXECUTIVE LEVEL)	30	2.0	2.0	
DIVISION MANAGER	29	1.0	0.0	(1.0)
FINANCIAL ANALYST IV	25	1.0	0.0	(1.0)
INSPECTOR	18	0.0	1.0	1.0
PROJECT MANAGER	24	4.0	2.0	(2.0)
SENIOR PROJECT MANAGER	27	8.0	10.0	2.0
SENIOR STAFF ANALYST	28	1.0	1.0	
SENIOR STAFF ANALYST (EXECUTIVE LEVEL)	28	0.0	1.0	1.0
Total FTEs		29.0	32.0	3.0
Less adjustment for Civilian Vacancy Factor		0.0	0.0	0.0
Full-Time Equivalents		29.0	32.0	3.0

FISCAL YEAR 2009 BUDGET

Business Area Revenue Summary

Fund Name : CIP Cost Recovery
Business Area Name : General Services
Fund No./Bus Area No. : 1001 / 2500

Commit Item	Description	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
2500030001	GSD - Design&Constr			
424020	Interfund Engineering Services	<u>2,596,229</u>	<u>2,630,911</u>	<u>2,931,969</u>
Total	General Services	<u><u>2,596,229</u></u>	<u><u>2,630,911</u></u>	<u><u>2,931,969</u></u>

FISCAL YEAR 2009 BUDGET

Business Area Expenditure Summary

Fund Name : CIP Cost Recovery
Business Area Name : General Services
Fund No./Bus. Area No. : 1001 / 2500

Commit Item	Description	FY2007 Actual	FY2008 Current Budget	FY2008 Estimate	FY2009 Budget
500010	Salary Base Pay - Civilian	1,785,795	1,960,059	1,975,661	2,177,452
500060	Overtime - Civilian	233	0	2,241	0
500110	Bilingual Pay - Civilian	0	0	725	904
501070	Pension - Civilian	288,571	306,124	316,306	323,349
501120	Termination Pay - Civilian	8,989	0	0	0
502010	FICA - Civilian	134,079	148,221	148,428	166,647
503010	Health Ins-Act Civilian	138,935	169,819	167,458	220,038
503015	Basic Life Insurance - Active Civilian	554	0	2,491	3,036
503050	Health/Life Insurance - Retiree Civilian	7,891	0	6,077	0
503060	Long Term Disability-Civilian	3,735	4,147	4,439	2,720
503090	Workers Compensation-Civilian-Admin	4,629	6,844	7,085	6,976
504020	Compensation Contingency	0	0	0	29,727
504030	Unemployment Claims	0	1,015	0	1,120
Total	Personnel Services	2,373,411	2,596,229	2,630,911	2,931,969
520805	Education & Training	210	0	0	0
Total	Other Services and Charges	210	0	0	0
Grand Total Expenditures		2,373,621	2,596,229	2,630,911	2,931,969