

FISCAL YEAR 2011 BUDGET

Fund Summary

Fund Name : Central Service Revolving Fund
Fund No./Bus. Area No. : 1002 / 2500 / 6500 / 6800 / 7000 / 8000

	<u>FY2010 Current Budget</u>	<u>FY2010 Estimate</u>	<u>FY2011 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	242,303,809	225,911,117	224,171,361
Total Available Resources	<u>242,303,809</u>	<u>225,911,117</u>	<u>224,171,361</u>
Maintenance and Operations	242,303,809	225,911,117	224,171,361
Total Expenditures	<u>242,303,809</u>	<u>225,911,117</u>	<u>224,171,361</u>
Planned Ending Fund Balance	0	0	0
Total Budget	<u>242,303,809</u>	<u>225,911,117</u>	<u>224,171,361</u>

The above summarizes the FY2010 Current Budget, the FY2010 Estimate and the FY2011 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.

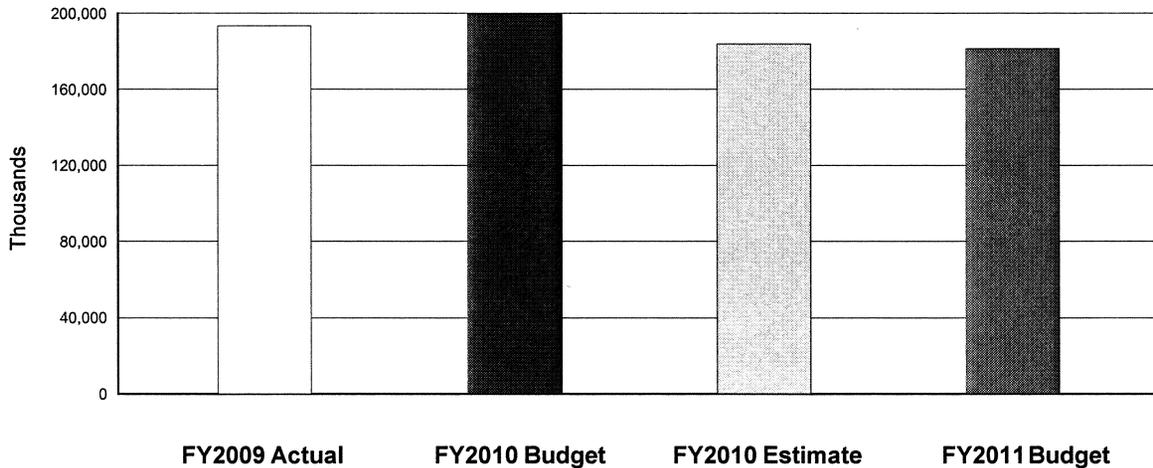
Appropriations for these accounts are made from the respective operating departmental budgets as a part of the general appropriations ordinance. Sufficient appropriations are authorized from each department to allow for minimal encumbrance balances in each supply and service account in the Central Services 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 General Services Department is responsible for administering the utilities and bulk fuel accounts. The Administration and Regulatory Affairs Department manages the reprographics and office services accounts. The communications and data services fees are administered by the Information Technology Department. The Planning and Development Department provides a centralized service for geographic information system purchases. The Human Resources Department administers the accounts for temporary personnel services and employee drug and alcohol testing. The revenue and expenditure summaries include General Services, Administration and Regulatory Affairs, Information Technology, Planning and Development, and Human Resources.

FISCAL YEAR 2011 BUDGET

Business Area Budget Summary					
Fund Name : Central Service Revolving Fund					
Business Area Name : General Services					
Fund No./Bus. Area No. : 1002 / 2500					
		FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
Expenditures	Personnel Services	843,723	1,047,725	1,044,565	1,114,621
	Supplies	26,614,279	34,360,791	26,660,502	29,436,686
	Other Services and Charges	166,003,899	164,189,305	156,228,430	150,915,074
	Equipment	16,631	0	0	0
	Non-Capital Equipment	0	1,050	1,050	0
	Total M & O Expenditures	193,478,532	199,598,871	183,934,547	181,466,381
	Debt Service & Other Uses	0	0	0	0
Total Expenditures	193,478,532	199,598,871	183,934,547	181,466,381	
Revenues		193,478,532	199,598,871	183,934,547	181,466,381
Staffing	Full-Time Equivalents - Civilian	12.0	13.0	13.0	13.0
	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	12.0	13.0	13.0	13.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.1
Significant Budget Changes and Highlights	o Electricity, natural gas and fuel costs are based on market conditions.				
	o The FY2011 Budget provides funding for the HOPE 3% (\$24,531) increase and 1.25% Pay for Performance (\$11,142) increase.				

**Central Service Revolving Fund
General Services
Expenditure Summary**



Business Area Cost Center Summary

Fund Name : Central Service Revolving Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1002 / 2500

Cost Center Description	Cost Center Objectives
<p>GSD - Energy Mgmt. 2500040001</p> <p>Track, monitor, manage and report the City's electricity and natural gas consumption and select citywide energy conservation projects. Prepare citywide cost projection reports.</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 requests within 2 days.</p>
<p>GSD - Fuel 2500040002</p> <p>Provide a centralized service function for fuel for citywide operating departments.</p>	

FISCAL YEAR 2011 BUDGET

Business Area Cost Center Summary

Fund Name : Central Service Revolving Fund
 Business Area Name : General Services
 Fund No./Bus Area No. : 1002 / 2500

Performance Measures	FY2009 Actual			FY2010 Estimate			FY2011 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Utility invoice payments		49,320		49,400			49,400		
Utility management (meter applications, connects, and disconnects)		320		310			310		
	5.0	166,363,119		6.0	156,648,109		6.0	151,172,278	
Transaction accuracy rate		99%		99%			99%		
	7.0	27,115,413		7.0	27,286,438		7.0	30,294,103	
Total	<u>12.0</u>	<u>193,478,532</u>		<u>13.0</u>	<u>183,934,547</u>		<u>13.0</u>	<u>181,466,381</u>	

FISCAL YEAR 2011 BUDGET

Business Area Roster Summary

Fund Name : Central Service Revolving Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1002 / 2500

Job Description	Pay Grade	FY2010 Current Budget FTE	FY2011 Budget FTE	Change
ACCOUNTANT ASSOCIATE	14	1.0	1.0	
ADMINISTRATION MANAGER	26	1.0	1.0	
ADMINISTRATIVE AIDE	10	1.0	1.0	
ADMINISTRATIVE ASSISTANT	17	1.0	2.0	1.0
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	1.0	
FINANCIAL ANALYST IV	25	1.0	1.0	
GRADUATE ENGINEER	22	1.0	1.0	
INSPECTOR	18	1.0	1.0	
MANAGEMENT ANALYST III	21	2.0	2.0	
SENIOR ACCOUNT CLERK	13	2.0	1.0	(1.0)
SENIOR ASSISTANT CITY ATTORNEY IV	35	1.0	1.0	
Total FTEs		13.0	13.0	0.0
Less adjustment for Civilian Vacancy Factor		0.0	0.0	0.0
Full-Time Equivalents		13.0	13.0	0.0

FISCAL YEAR 2011 BUDGET

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
 Business Area Name : General Services
 Fund No./Bus Area No. : 1002 / 2500

Commit Item	Description	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
2500040001	GSD - Energy Mgmt.			
424110	Other Interfund Services	1,755,824	1,190,187	1,472,214
451030	Interfund Natural Gas	10,881,677	10,077,734	9,783,380
457060	Interfund Electricity	151,779,818	145,380,188	139,916,684
Total	GSD - Energy Mgmt.	164,417,319	156,648,109	151,172,278
2500040002	GSD - Fuel			
424110	Other Interfund Services	1,036,361	714,436	1,020,567
424120	Interfund Vehicle Fuel	34,145,191	26,572,002	29,273,536
Total	GSD - Fuel	35,181,552	27,286,438	30,294,103
Total	General Services	199,598,871	183,934,547	181,466,381

FISCAL YEAR 2011 BUDGET

Business Area Expenditure Summary

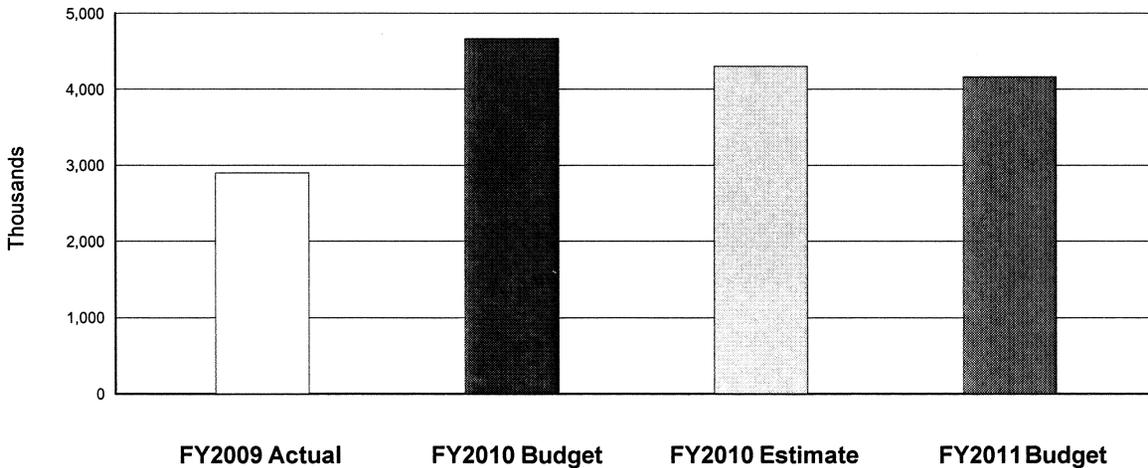
Fund Name : Central Service Revolving Fund
 Business Area Name : General Services
 Fund No./Bus. Area No. : 1002 / 2500

Commit Item	Description	FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
500010	Salary Base Pay - Civilian	613,433	775,558	767,343	810,904
500060	Overtime - Civilian	602	1,000	2,500	6,000
500210	Pay for Performance-Municipal	2,000	0	0	0
501070	Pension - Civilian	90,609	112,800	112,800	117,583
502010	FICA - Civilian	44,695	57,292	57,292	60,780
503010	Health Ins-Act Civilian	89,734	96,340	96,340	103,440
503015	Basic Life Insurance - Active Civilian	474	445	445	482
503050	Health/Life Insurance - Retiree Civilian	632	0	0	0
503060	Long Term Disability-Civilian	(100)	1,105	1,105	1,105
503090	Workers Compensation-Civilian-Admin	1,644	2,730	2,730	2,730
504020	Compensation Contingency	0	0	3,555	11,142
504030	Unemployment Claims	0	455	455	455
Total	Personnel Services	843,723	1,047,725	1,044,565	1,114,621
511010	Chemical Gases & Special Fluids	4,453	4,500	4,500	4,500
511045	Computer Supplies	2,733	8,000	7,500	8,000
511055	Publications & Printed Materials	792	7,950	11,000	11,000
511060	Postage	0	350	150	650
511070	Miscellaneous Office Supplies	6,193	3,300	4,100	5,000
511110	Fuel	26,592,394	34,145,191	26,572,002	29,273,536
511115	Vehicle Repair & Maintenance Supplies	0	3,000	3,000	3,000
511120	Clothing	187	3,000	250	3,000
511145	Small Tools & Minor Equipment	0	10,000	8,000	8,000
511150	Miscellaneous Parts & Supplies	7,527	175,500	50,000	120,000
Total	Supplies	26,614,279	34,360,791	26,660,502	29,436,686
520100	Temporary Personnel Services	0	3,000	3,000	12,000
520108	Information Resource Services	11,195	3,520	4,520	5,100
520110	Management Consulting Services	400,679	700,000	228,828	500,000
520114	Miscellaneous Support Services	0	8,480	9,000	9,000
520119	Computer Equipment/Software Maintenance	58,846	110,000	100,000	112,000
520141	Engineering Services	0	300,000	300,000	200,000
520515	Print Shop Services	479	4,000	1,000	2,500
520765	Membership & Professional Fees	1,505	3,800	800	550
520805	Education & Training	1,650	10,500	3,800	14,000
520910	Travel - Non-Training Related	434	1,000	600	1,000
521505	Electricity	154,853,361	151,779,818	145,380,188	139,916,684
521510	Natural Gas	10,512,044	10,881,677	10,077,734	9,783,380
521610	Voice Services	(91)	600	600	600
521730	Parking Space Rental	0	1,500	1,500	1,500
521905	Legal Services	159,864	150,000	60,000	125,000
522205	Metro Commuter Passes	2,689	1,710	2,900	2,060
522430	Miscellaneous Other Services & Charges	1,244	229,700	53,960	229,700
Total	Other Services and Charges	166,003,899	164,189,305	156,228,430	150,915,074
560230	Computer HW and Developed SW	16,631	0	0	0
Total	Equipment	16,631	0	0	0
551015	Non-Capital Computer Equipment	0	1,050	1,050	0
Total	Non-Capital Equipment	0	1,050	1,050	0
Grand Total Expenditures		193,478,532	199,598,871	183,934,547	181,466,381

FISCAL YEAR 2011 BUDGET

Business Area Budget Summary					
Fund Name		: Central Service Revolving Fund			
Business Area Name		: Administration and Regulatory Affairs			
Fund No./Bus. Area No.		: 1002 / 6500			
		FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
Expenditures	Personnel Services	0	0	0	0
	Supplies	379,272	450,000	400,000	400,000
	Other Services and Charges	2,520,353	4,217,267	3,903,533	3,763,619
	Equipment	0	0	0	0
	Non-Capital Equipment	0	0	0	0
	Total M & O Expenditures	2,899,625	4,667,267	4,303,533	4,163,619
	Debt Service & Other Uses	0	0	0	0
Total Expenditures	2,899,625	4,667,267	4,303,533	4,163,619	
Revenues		2,899,625	4,667,267	4,303,533	4,163,619
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	0.0	0.0
	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	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o Image Solutions will continue to provide the City with copying services.				
	o Print Shop Services expenditure budget of \$1.2 million created for vendor payments.				

**Central Service Revolving Fund
Administration and Regulatory Affairs
Expenditure Summary**



Business Area Cost Center Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1002 / 6500

Cost Center Description	Cost Center Objectives
<p>ARA - Central Services 6500050002</p> <p>Provide a centralized service function for xerox copies and postage for citywide operating departments. 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 xerox copies and postage.</p>
<p>ARA - Print Shop 6500060004</p> <p>Provide printing services to various departments including design, artwork, layout, offset printing/copying and a variety of finishing services. Provide cost effective high volume copying services with on-site facility. The shop has been outsourced to a private vendor.</p>	

FISCAL YEAR 2011 BUDGET

Business Area Cost Center Summary									
Fund Name : Central Service Revolving Fund Business Area Name : Administration and Regulatory Affairs Fund No./Bus Area No. : 1002 / 6500									
Performance Measures	FY2009 Actual			FY2010 Estimate			FY2011 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Transaction accuracy rate		99%			99%			99%	
		0.0	2,895,719		0.0	2,931,000		0.0	2,931,000
Outsourced contract goals achieved		100%			100%			100%	
		0.0	3,906		0.0	1,372,533		0.0	1,232,619
Total		<u>0.0</u>	<u>2,899,625</u>		<u>0.0</u>	<u>4,303,533</u>		<u>0.0</u>	<u>4,163,619</u>

FISCAL YEAR 2011 BUDGET

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
 Business Area Name : Administration and Regulatory Affairs
 Fund No./Bus Area No. : 1002 / 6500

Commit Item	Description	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
6500050002	ARA - Central Services			
451040	Interfund Postage	450,000	400,000	400,000
457030	Interfund Billing & Collection Service	2,500,000	2,531,000	2,531,000
Total	ARA - Central Services	<u>2,950,000</u>	<u>2,931,000</u>	<u>2,931,000</u>
6500060004	ARA - Print Shop			
451060	Interfund Print Shop Operations	1,717,267	1,369,233	1,232,619
452030	Miscellaneous Revenue	0	3,300	0
Total	ARA - Print Shop	<u>1,717,267</u>	<u>1,372,533</u>	<u>1,232,619</u>
Total	Administration and Regulatory Affairs	<u><u>4,667,267</u></u>	<u><u>4,303,533</u></u>	<u><u>4,163,619</u></u>

FISCAL YEAR 2011 BUDGET

Business Area Expenditure Summary

Fund Name : Central Service Revolving Fund
 Business Area Name : Administration and Regulatory Affairs
 Fund No./Bus. Area No. : 1002 / 6500

Commit Item	Description	FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
511060	Postage	379,211	450,000	400,000	400,000
511070	Miscellaneous Office Supplies	61	0	0	0
Total	Supplies	379,272	450,000	400,000	400,000
520515	Print Shop Services	0	1,713,667	1,369,233	1,229,529
521605	Data Services	418	200	300	90
521610	Voice Services	3,422	3,300	3,000	3,000
521620	Voice Equipment	5	100	0	0
521715	Office Equipment Rental	2,516,508	2,500,000	2,531,000	2,531,000
Total	Other Services and Charges	2,520,353	4,217,267	3,903,533	3,763,619
Grand Total Expenditures		2,899,625	4,667,267	4,303,533	4,163,619



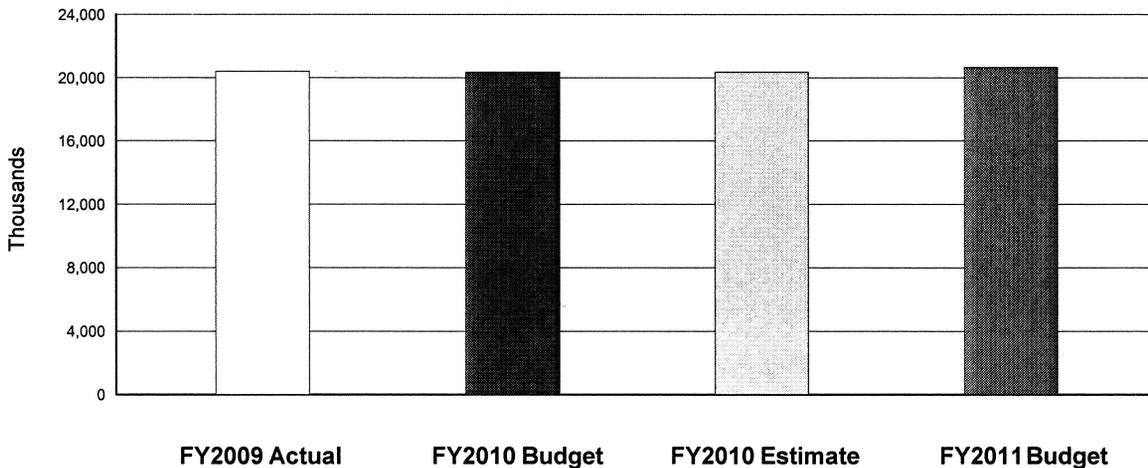
FISCAL YEAR 2011 BUDGET

Business Area Budget Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Information Technology
Fund No./Bus. Area No. : 1002 / 6800

		FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
Expenditures	Personnel Services	338,492	193,327	193,327	202,845
	Supplies	3,723	3,500	3,500	0
	Other Services and Charges	20,060,253	20,164,753	20,164,753	20,460,131
	Equipment	0	0	0	0
	Total M & O Expenditures	<u>20,402,468</u>	<u>20,361,580</u>	<u>20,361,580</u>	<u>20,662,976</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	<u>20,402,468</u>	<u>20,361,580</u>	<u>20,361,580</u>	<u>20,662,976</u>
Revenues		20,402,468	20,361,580	20,361,580	20,662,976
Staffing	Full-Time Equivalents - Civilian	2.9	2.0	2.0	2.0
	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>2.9</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> o FY2011 includes plans to upgrade the chargeback system. o The FY2011 Budget provides funding for the HOPE 3% increase (\$4,415) and 1.25% Pay for Performance (\$2,040) increase. 				

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



FISCAL YEAR 2011 BUDGET

Business Area Cost Center Summary	
Fund Name : Central Service Revolving Fund Business Area Name : Information Technology Fund No./Bus Area No. : 1002 / 6800	
Cost Center Description	Cost Center Objectives
IT - Enterprise Applications 6800020001 Supports centralized citywide and core application service and function per Exec 1-44 including enterprise maintenance, technical support, service contracts and related utility management.	Support and maintain various tools and applications used in providing citywide services for fleet maintenance and data warehouse software. Support citywide procurement and accounts payables associated with Enterprise Applications for 3-1-1 Call Center effectively and efficiently. To insure adequate maintenance and support of SAP system. Insure maintenance of various tools used to provide citywide services. Insure maintenance of the systems used to provide citywide services related to data services.
IT - Enterprise Application-311 Support 6800020003 Supports centralized citywide and core application service and function per Exec 1-44 including enterprise maintenance, technical support, service contracts and related utility management.	
IT - ERP Team 6800020004 Responsible for providing citywide ERP applications support to the City's core business systems. Support integration of selected departmental applications with ERP.	
IT - Client Services 6800030001 The primary point of contact and escalation for system outages and technical support requests. Provides help desk support for citywide applications (i.e. Financial, Payroll, Purchasing, Email and Office systems). Also provides desktop field support.	
IT - Network Data Services 6800030004 Service and maintenance of citywide network infrastructure. Provide internet access, network security, monitoring, management, intrusion detection and remote connectivity.	
IT - Network Voice Services 6800030005 Network Services supports centralized IT voice communication services and functions per Exec 1-44 including enterprise maintenance, technical support, service contracts and related utility management.	Support citywide procurement and accounts payable associated with centralized IT Network Services effectively and efficiently.

FISCAL YEAR 2011 BUDGET

Business Area Cost Center Summary									
Fund Name : Central Service Revolving Fund Business Area Name : Information Technology Fund No./Bus Area No. : 1002 / 6800									
Performance Measures	FY2009 Actual			FY2010 Estimate			FY2011 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Timely software renewals		99%			99%			99%	
Timely invoice payment		99%			99%			99%	
Accurate chargebacks		99%			99%			99%	
		0.1	646,132		0.0	558,897		0.0	557,808
Transaction accuracy rate		99%			99%			99%	
Prompt invoice pmt		99%			99%			99%	
		2.0	1,444,913		2.0	1,322,965		2.0	1,338,586
Timely software renewals		99%			99%			99%	
Timely invoice payment		99%			99%			99%	
Accurate chargebacks		99%			99%			99%	
		0.0	644,458		0.0	628,062		0.0	759,000
Timely software renewals		99%			99%			99%	
Timely invoice payment		99%			99%			99%	
Accurate chargebacks		99%			99%			99%	
		0.0	46,411		0.0	88,316		0.0	147,300
Timely software renewals		99%			99%			99%	
Timely invoice payment		99%			99%			99%	
Accurate chargebacks		99%			99%			99%	
		0.0	1,250,448		0.0	1,448,784		0.0	2,700,991
Transaction accuracy rate		99%			99%			99%	
Prompt telecom invoice pmt		99%			99%			99%	
		0.0	15,528,147		0.0	15,853,056		0.0	15,159,291

Business Area Cost Center Summary	
Fund Name : Central Service Revolving Fund Business Area Name : Information Technology Fund No./Bus Area No. : 1002 / 6800	
Cost Center Description	Cost Center Objectives
IT - Enterprise Operations Services 6800030007 Focuses on the capabilities necessary to operate and maintain enterprise operations including: server platforms, storage systems, data center facilities, server rooms, email, communication systems, and system management tools.	Insure maintenance of all tools and equipment used to support citywide operations for related software applications. Provide leadership and direction for converting to 700 MHz radio system. Provide management and oversight of the City's existing radio system infrastructure.
IT - Radio Comm Services 6800050001 Responsible for upgrading current city radios to 700 MHz. In FY2010, this function moved to the General Fund.	

FISCAL YEAR 2011 BUDGET

Business Area Cost Center Summary									
Fund Name : Central Service Revolving Fund Business Area Name : Information Technology Fund No./Bus Area No. : 1002 / 6800									
Performance Measures	FY2009 Actual			FY2010 Estimate			FY2011 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Timely software renewals		99%			99%			99%	
Timely invoice payment		99%			99%			99%	
Accurate chargebacks		99%			99%			99%	
		0.0	687,247		0.0	461,500		0.0	0
Comp contract negotiations		99%			N/A			N/A	
Rec City Council approval		99%			N/A			N/A	
Comp organization analysis		99%			N/A			N/A	
Comp design review		99%			N/A			N/A	
		0.8	154,712		0.0	0		0.0	0
Total		<u>2.9</u>	<u>20,402,468</u>		<u>2.0</u>	<u>20,361,580</u>		<u>2.0</u>	<u>20,662,976</u>

FISCAL YEAR 2011 BUDGET

Business Area Roster Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1002 / 6800

Job Description	Pay Grade	FY2010 Current Budget FTE	FY2011 Budget FTE	Change
ADMINISTRATIVE COORDINATOR	24	1.0	1.0	
OPERATIONS MANAGER	27	1.0	1.0	
Total FTEs		2.0	2.0	0.0
Less adjustment for Civilian Vacancy Factor		0.0	0.0	0.0
Full-Time Equivalents		2.0	2.0	0.0

FISCAL YEAR 2011 BUDGET

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Information Technology
Fund No./Bus Area No. : 1002 / 6800

Commit Item	Description	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
6800020003	IT - Enterprise Application-311 Support			
424100	Intfd IT Network Svc	2,933,979	2,516,924	2,658,894
6800030005	IT - Network Voice Services			
451020	Interfund Billing-Telephone	12,700,000	14,320,387	13,595,791
457020	Interfund Communication Equipment Repair	4,727,601	3,524,269	4,408,291
Total	IT - Network Voice Services	<u>17,427,601</u>	<u>17,844,656</u>	<u>18,004,082</u>
Total	Information Technology	<u>20,361,580</u>	<u>20,361,580</u>	<u>20,662,976</u>

FISCAL YEAR 2011 BUDGET

Business Area Expenditure Summary

Fund Name : Central Service Revolving Fund
 Business Area Name : Information Technology
 Fund No./Bus. Area No. : 1002 / 6800

Commit Item	Description	FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
500010	Salary Base Pay - Civilian	249,694	146,084	146,084	151,567
500060	Overtime - Civilian	253	0	0	0
501070	Pension - Civilian	40,290	21,209	21,209	21,977
502010	FICA - Civilian	18,001	11,037	11,037	11,595
503010	Health Ins-Act Civilian	29,651	14,254	14,254	14,916
503015	Basic Life Insurance - Active Civilian	118	83	83	90
503060	Long Term Disability-Civilian	(33)	170	170	170
503090	Workers Compensation-Civilian-Admin	518	420	420	420
504020	Compensation Contingency	0	0	0	2,040
504030	Unemployment Claims	0	70	70	70
Total	Personnel Services	338,492	193,327	193,327	202,845
511025	Electrical Hardware & Parts	201	0	0	0
511045	Computer Supplies	3,484	3,500	3,500	0
511150	Miscellaneous Parts & Supplies	38	0	0	0
Total	Supplies	3,723	3,500	3,500	0
520108	Information Resource Services	6,625	0	0	0
520121	IT Application Svcs	2,520,651	2,738,952	2,314,897	2,448,973
520157	Computer Software Maintenance Services	576,678	653,100	400,000	0
520158	Computer Equipment Maintenance Services	0	263,983	58,000	0
520805	Education & Training	26	0	0	0
521605	Data Services	1,557,439	2,674,700	1,537,100	2,848,291
521610	Voice Services	13,722,697	12,700,000	14,320,387	13,595,791
521620	Voice Equipment	820,489	419,650	820,000	750,000
521625	Voice Labor	853,648	709,168	709,169	810,000
521630	GIS Revolving Fund Services	0	0	0	76
522205	Metro Commuter Passes	2,000	1,700	1,700	3,500
522430	Miscellaneous Other Services & Charges	0	3,500	3,500	3,500
Total	Other Services and Charges	20,060,253	20,164,753	20,164,753	20,460,131
Grand Total Expenditures		20,402,468	20,361,580	20,361,580	20,662,976

FISCAL YEAR 2011 BUDGET

Business Area Budget Summary

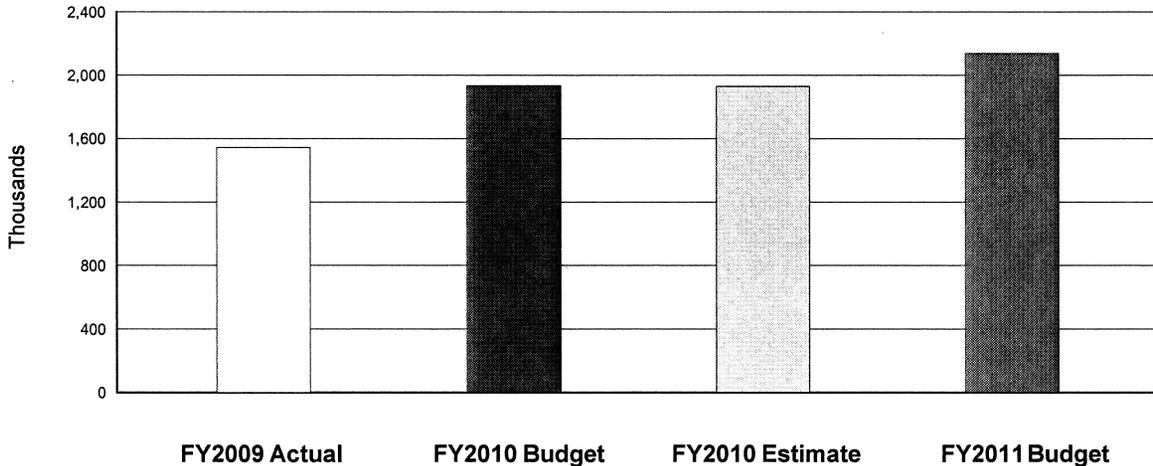
Fund Name : Central Service Revolving Fund
Business Area Name : Planning & Development
Fund No./Bus. Area No. : 1002 / 7000

		FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
Expenditures	Personnel Services	886,934	1,105,538	1,107,005	1,163,160
	Supplies	20,975	35,699	45,099	51,919
	Other Services and Charges	621,514	772,340	763,023	924,089
	Equipment	0	9,400	6,000	0
	Non-Capital Equipment	14,795	10,056	9,822	0
	Total M & O Expenditures	<u>1,544,218</u>	<u>1,933,033</u>	<u>1,930,949</u>	<u>2,139,168</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	<u>1,544,218</u>	<u>1,933,033</u>	<u>1,930,949</u>	<u>2,139,168</u>
Revenues		1,544,218	1,933,033	1,930,949	2,139,168
Staffing	Full-Time Equivalent - Civilian	6.5	12.5	12.5	12.5
	Full-Time Equivalent - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalent - Cadets	0.0	0.0	0.0	0.0
	Total	<u>6.5</u>	<u>12.5</u>	<u>12.5</u>	<u>12.5</u>
	Full-Time Equivalent - Overtime	0.0	0.0	0.0	0.0

Significant Budget Changes and Highlights

- o Continuous Development of Enterprise Geographical Information System (GIS).
- o Enterprise GIS is a framework to collaborate and communicate by providing a common frame of reference-location and allowing people to share GIS data. It includes customized internet and desktop applications to support both decision making as well as daily operations.
- o Enterprise GIS enables design, development and deployment of web-based applications for improved public access to public information.
- o Provide In-House Training and Certification Program for GIS users.
- o The FY2011 Budget provides funding for the HOPE 3% increase (\$27,362) and 1.25% Pay for Performance increase (\$13,382).

**Central Service Revolving Fund
 Planning & Development
 Expenditure Summary**



Business Area Cost Center Summary	
<p>Fund Name : Central Service Revolving Fund Business Area Name : Planning & Development Fund No./Bus Area No. : 1002 / 7000</p>	
Cost Center Description	Cost Center Objectives
<p>GIS Services 7000020001 Enterprise GIS centralizes data for interdepartmental access, via Web and desktop services. Includes training, tech support, hardware, software and consulting.</p>	<p>Broaden scope of ETL process. Develop specialized GIS applications for business units. Replace Legacy DRC System with updated application. Begin performing address assignment role for City of Houston and select areas within Harris County.</p>

FISCAL YEAR 2011 BUDGET

Business Area Cost Center Summary

Fund Name : Central Service Revolving Fund
 Business Area Name : Planning & Development
 Fund No./Bus Area No. : 1002 / 7000

Performance Measures	FY2009 Actual			FY2010 Estimate			FY2011 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
GIS Training		NA			NA			NA	
* ARCGIS		NA			175			200	
* MYCITY / Other		NA			137			375	
New Applications		10			10			10	
Data Layers		NA			400			250	
		6.5	1,544,218		12.5	1,930,949		12.5	2,139,168
Total		<u>6.5</u>	<u>1,544,218</u>		<u>12.5</u>	<u>1,930,949</u>		<u>12.5</u>	<u>2,139,168</u>

FISCAL YEAR 2011 BUDGET

Business Area Roster Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Planning & Development
Fund No./Bus Area No. : 1002 / 7000

Job Description	Pay Grade	FY2010 Current Budget FTE	FY2011 Budget FTE	Change
GIS ANALYST	20	3.0	3.0	
GIS MANAGER	29	2.0	2.0	
GIS SUPERVISOR	26	3.5	3.5	
SENIOR GIS ANALYST	24	1.0	1.0	
SYSTEMS SUPPORT ANALYST IV	25	1.0	1.0	
WEB DESIGNER	21	1.0	1.0	
WEBMASTER	26	1.0	1.0	
Total FTEs		<u>12.5</u>	<u>12.5</u>	<u>0.0</u>
Less adjustment for Civilian Vacancy Factor		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Full-Time Equivalent		<u>12.5</u>	<u>12.5</u>	<u>0.0</u>

FISCAL YEAR 2011 BUDGET

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Planning & Development
Fund No./Bus Area No. : 1002 / 7000

Commit Item	Description	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
7000020001	GIS Services			
457090	ENT-Geographic Information System	1,933,033	1,930,949	2,139,168
Total	Planning & Development	<u>1,933,033</u>	<u>1,930,949</u>	<u>2,139,168</u>

FISCAL YEAR 2011 BUDGET

Business Area Expenditure Summary

Fund Name : Central Service Revolving Fund
 Business Area Name : Planning & Development
 Fund No./Bus. Area No. : 1002 / 7000

Commit Item	Description	FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
500010	Salary Base Pay - Civilian	682,138	845,844	843,670	874,944
500060	Overtime - Civilian	135	0	(135)	0
500110	Bilingual Pay - Civilian	908	904	901	904
500210	Pay for Performance-Municipal	1,000	0	0	0
501070	Pension - Civilian	100,619	124,341	123,716	126,869
501120	Termination Pay - Civilian	5,583	0	3,000	3,000
502010	FICA - Civilian	51,787	64,777	62,927	67,002
503010	Health Ins-Act Civilian	42,885	65,058	68,306	72,406
503015	Basic Life Insurance - Active Civilian	455	477	483	516
503060	Long Term Disability-Civilian	(94)	1,066	1,066	1,066
503090	Workers Compensation-Civilian-Admin	1,518	2,634	2,634	2,634
504020	Compensation Contingency	0	0	0	13,382
504030	Unemployment Claims	0	437	437	437
Total	Personnel Services	886,934	1,105,538	1,107,005	1,163,160
511040	Audiovisual Supplies	0	0	753	0
511045	Computer Supplies	20,975	25,699	34,346	41,919
511055	Publications & Printed Materials	0	2,500	2,500	2,500
511070	Miscellaneous Office Supplies	0	7,500	7,500	7,500
Total	Supplies	20,975	35,699	45,099	51,919
520100	Temporary Personnel Services	0	14,200	0	0
520107	Computer Info/Contr	32,000	166,300	178,872	180,500
520119	Computer Equipment/Software Maintenance	531,953	512,600	506,795	662,600
520765	Membership & Professional Fees	1,175	3,500	3,500	3,500
520805	Education & Training	32,256	62,500	54,161	62,500
520905	Travel - Training Related	19,608	10,600	13,600	10,600
521610	Voice Services	2	0	0	0
522205	Metro Commuter Passes	4,520	2,640	6,095	4,389
Total	Other Services and Charges	621,514	772,340	763,023	924,089
560230	Computer HW and Developed SW	0	9,400	6,000	0
Total	Equipment	0	9,400	6,000	0
551015	Non-Capital Computer Equipment	11,999	5,556	5,332	0
551040	Non-Capital Other	2,796	4,500	4,490	0
Total	Non-Capital Equipment	14,795	10,056	9,822	0
Grand Total Expenditures		1,544,218	1,933,033	1,930,949	2,139,168

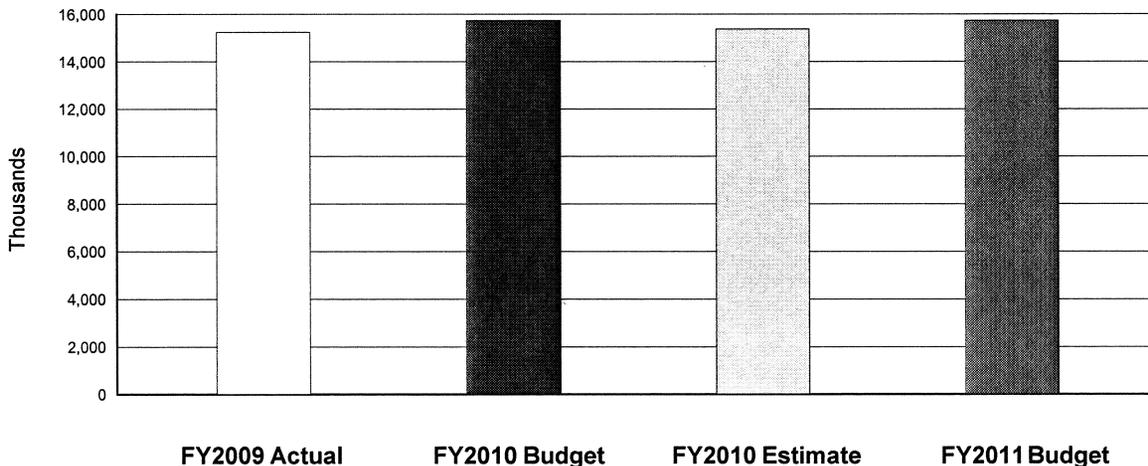
FISCAL YEAR 2011 BUDGET

Business Area Budget Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus. Area No. : 1002 / 8000

		FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
Expenditures	Personnel Services	245,671	323,826	323,872	338,891
	Supplies	1,532	2,628	2,600	2,628
	Other Services and Charges	15,002,156	15,416,604	15,054,036	15,397,698
	Non-Capital Equipment	710	0	0	0
	Total M & O Expenditures	15,250,069	15,743,058	15,380,508	15,739,217
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	15,250,069	15,743,058	15,380,508	15,739,217
Revenues		15,250,069	15,743,058	15,380,508	15,739,217
Staffing	Full-Time Equivalents - Civilian	4.6	6.0	6.0	6.0
	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	4.6	6.0	6.0	6.0
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	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, record keeping and management reports.				
	o Internal administrative overhead will remain at a low 2.4% in FY2011.				
	o The FY2011 Budget provides funding for the Hope 3% increase (\$7,861) and 1.25% Pay for Performance increase (\$4,150).				

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



Business Area Cost Center Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1002 / 8000

Cost Center Description	Cost Center Objectives
<p> Temporary Personnel Service 8000110001 Provide temporary employees to all departments as needed. Administer substance abuse testing for all departments. </p>	<p> Provide temporary employees to departments through approved contracts. Charge back substance abuse test costs to the appropriate department. </p>

FISCAL YEAR 2011 BUDGET

Business Area Cost Center Summary									
Fund Name : Central Service Revolving Fund Business Area Name : Human Resources Fund No./Bus Area No. : 1002 / 8000									
Performance Measures	FY2009 Actual			FY2010 Estimate			FY2011 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Payment Invoices		3,020			3,100			3,200	
Intergovernmental Invoices		40,000			35,000			36,580	
Invoices processed		23,000			21,000			26,855	
Average temporaries		450			480			430	
Substance tests conducted		9,900			10,000			10,000	
		4.6	15,250,069		6.0	15,380,508		6.0	15,739,217
Total		<u>4.6</u>	<u>15,250,069</u>		<u>6.0</u>	<u>15,380,508</u>		<u>6.0</u>	<u>15,739,217</u>

FISCAL YEAR 2011 BUDGET

Business Area Roster Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1002 / 8000

Job Description	Pay Grade	FY2010 Current Budget FTE	FY2011 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	
ADMINISTRATIVE COORDINATOR	24	1.0	0.0	(1.0)
CONTRACT ADMINISTRATOR	22	1.0	1.0	
HUMAN RESOURCES SUPERVISOR	24	0.0	1.0	1.0
SENIOR ACCOUNT CLERK	13	3.0	3.0	
Total FTEs		6.0	6.0	0.0
Less adjustment for Civilian Vacancy Factor		0.0	0.0	0.0
Full-Time Equivalent		6.0	6.0	0.0

FISCAL YEAR 2011 BUDGET

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1002 / 8000

Commit Item	Description	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
8000110001	Temporary Personnel Service			
426290	Other Service Charges	358,058	335,900	354,217
451050	Interfund Lab Services	385,000	264,608	385,000
457070	Interfund Temporary Personnel	15,000,000	14,780,000	15,000,000
Total	Temporary Personnel Service	15,743,058	15,380,508	15,739,217
Total	Human Resources	15,743,058	15,380,508	15,739,217

FISCAL YEAR 2011 BUDGET

Business Area Expenditure Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus. Area No. : 1002 / 8000

Commit Item	Description	FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
500010	Salary Base Pay - Civilian	183,999	238,914	242,080	250,711
500060	Overtime - Civilian	167	0	0	0
501070	Pension - Civilian	27,170	35,119	35,582	36,353
502010	FICA - Civilian	13,609	18,277	18,007	19,180
503010	Health Ins-Act Civilian	20,060	25,247	26,294	26,370
503015	Basic Life Insurance - Active Civilian	126	139	139	147
503060	Long Term Disability-Civilian	(41)	510	510	510
503090	Workers Compensation-Civilian-Admin	581	1,260	1,260	1,260
504020	Compensation Contingency	0	4,150	0	4,150
504030	Unemployment Claims	0	210	0	210
Total	Personnel Services	245,671	323,826	323,872	338,891
511045	Computer Supplies	0	628	600	628
511070	Miscellaneous Office Supplies	1,532	2,000	2,000	2,000
Total	Supplies	1,532	2,628	2,600	2,628
520100	Temporary Personnel Services	14,588,683	15,000,000	14,780,000	15,000,000
520110	Management Consulting Services	40,808	5,000	0	5,000
520114	Miscellaneous Support Services	61	6,421	0	0
520119	Computer Equipment/Software Maintenance	5,150	10,000	0	0
520121	IT Application Svcs	751	1,236	663	679
520515	Print Shop Services	0	99	99	0
520605	Advertising Services	502	600	2,600	0
520805	Education & Training	276	1,000	1,000	1,000
520910	Travel - Non-Training Related	0	100	50	100
521605	Data Services	0	721	0	0
521610	Voice Services	525	1,775	505	518
521620	Voice Equipment	900	0	870	892
521630	GIS Revolving Fund Services	0	0	0	228
521730	Parking Space Rental	2,125	3,200	3,562	4,281
522205	Metro Commuter Passes	894	1,452	79	0
522430	Miscellaneous Other Services & Charges	361,481	385,000	264,608	385,000
Total	Other Services and Charges	15,002,156	15,416,604	15,054,036	15,397,698
551010	Non-Capital Office Furniture & Equipment	710	0	0	0
Total	Non-Capital Equipment	710	0	0	0
Grand Total Expenditures		15,250,069	15,743,058	15,380,508	15,739,217