

FISCAL YEAR 2012 BUDGET

Fund Summary

Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus. Area No. : 1003 / 2500

	<u>FY2011 Current Budget</u>	<u>FY2011 Estimate</u>	<u>FY2012 Budget</u>
Beginning Fund Balance	21,161	21,161	21,161
Revenues	3,137,819	3,137,819	3,506,302
Expenditures	<u>3,137,819</u>	<u>3,137,819</u>	<u>3,506,302</u>
Revenues Over/(Under) Expenditures	<u>0</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	<u><u>21,161</u></u>	<u><u>21,161</u></u>	<u><u>21,161</u></u>

Fund Balance Distribution:

Non-Spendable	0	0	0
Restricted	21,161	21,161	21,161
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The In-House Renovation Fund was established in March 1993 to fund renovations and reconstructions of fire stations and facilities. The program, Fire Stations-to-Standard, includes facilities that are completely renovated to a standard that provides an adequate working and living environment for Fire Fighters, as well as support staff. Costs will be collected in this fund and billed to bond funds for those projects that result in permanent improvements to facilities (i.e. fire stations and facilities must have an extended and useful life of more than twelve years to qualify).

The FY2012 Budget includes funding to renovate and/or reconstruct fire stations and facilities, and manage construction of various HFD CIP projects.

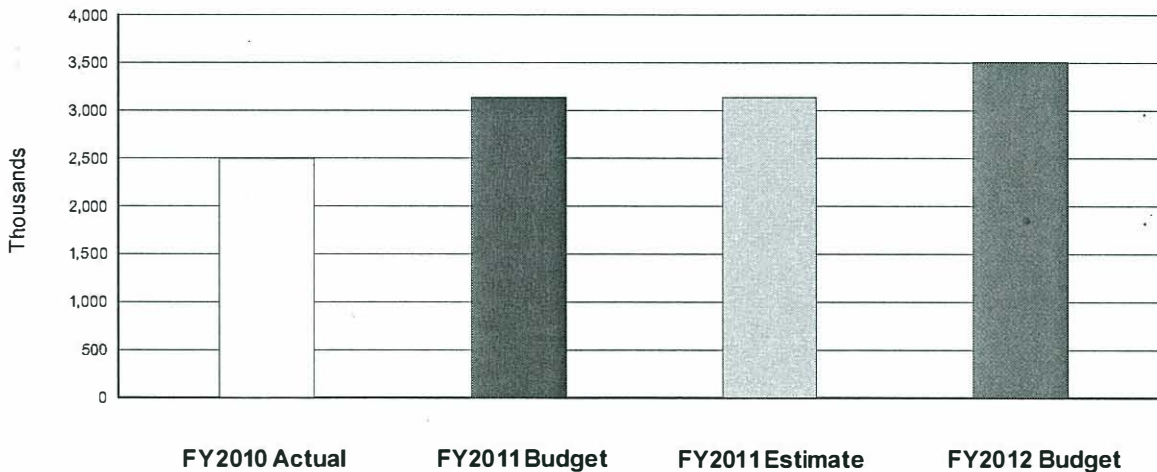
The long-term goal is to bring all fire stations and city facilities up to energy efficiency standards.

Business Area Budget Summary

Fund Name : In-House Renovation
Business Area Name : General Services
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		FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
Expenditures	Personnel Services	1,525,905	1,958,090	1,958,090	2,150,168
	Supplies	324,205	539,410	539,410	507,467
	Other Services and Charges	648,716	640,319	640,319	848,667
	Non-Capital Equipment	0	0	0	0
	Total M & O Expenditures	2,498,826	3,137,819	3,137,819	3,506,302
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	2,498,826	3,137,819	3,137,819	3,506,302
Revenues		2,498,826	3,137,819	3,137,819	3,506,302
Staffing	Full-Time Equivalents - Civilian	27.8	30.0	28.0	30.0
	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	27.8	30.0	28.0	30.0
	Full-Time Equivalents - Overtime	1.0	0.3	0.3	0.1
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> o Complete full renovation of Fire Station 56 o Utilize our In-House Renovation Team on projects that produce cost savings versus contractors. 				

**In-House Renovation
General Services
Expenditure Summary**



FISCAL YEAR 2012 BUDGET

Division Mission and Performance Measures			
Fund Name : In-House Renovation Business Area Name : General Services Fund No./Bus Area No. : 1003 / 2500			
Name: GSD - Design & Constr - Sustainability -- 250003			
Mission: To identify and implement energy conservation measures in City facilities.			
Goal: Identify funding to implement recommendations from energy audits of City facilities.			
Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Facilities Audited	N/A	N/A	155
Name: GSD - In-House Renovation -- 250005			
Mission: To become the "provider of choice" by delivering quality maintenance, repair and renovation services to our clients which allows them to focus on their core businesses.			
Goal: 1) Renovate/reconstruct Fire Stations 25 and 30. 2) Understand best practices in building renovations to establish baselines for future data tracking. 3) Assess facilities to gain an understanding of building conditions and renovations needed. 4) Prioritize list and begin process of improving facilities. 5) Work with the Sustainability Division to implement energy efficiency measures in renovations.			
Performance Measures	FY2010 Actual	FY2011 Estimate	FY2012 Budget
Customer Service Rating	N/A	N/A	4.25
Sq. Ft. Renovation HFD	20,015	25,320	20,000
Sq. Ft. Renovation Other	29,000	13,565	15,000
Lost time No. Indicators	3	1	1

FISCAL YEAR 2012 BUDGET

Division Summary							
Fund Name : In-House Renovation Business Area Name : General Services Fund No./Bus Area No. : 1003 / 2500							
Division Description		FY2010 Actual		FY2011 Estimate		FY2012 Budget	
		FTEs	Cost \$	FTEs	Cost \$	FTEs	Cost \$
GSD - Design & Constr - Sustainability	250003						
Perform energy audits at city owned facilities.		0.0	0	0.0	0	0.0	200,000
GSD - In-House Renovation	250005						
In-house staff perform capital improvements to various city facilities and emergency repairs affecting life safety issues, including the renovation and re-construction of fire stations and other work space renovations, build-outs, upgrades, structural issues and expansion needs requested by client departments.		27.8	2,498,826	28.0	3,137,819	30.0	3,306,302
Total		27.8	2,498,826	28.0	3,137,819	30.0	3,506,302

FISCAL YEAR 2012 BUDGET

Business Area Roster Summary

Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus Area No. : 1003 / 2500

Job Description	Pay Grade	FY2011 Current Budget FTE	FY2012 Budget FTE	Change
CARPENTER LEADER	19	3.0	3.0	
CHIEF STATIONARY ENGINEER	19	1.0	1.0	
ELECTRICAL SUPERINTENDENT	26	1.0	1.0	
ELECTRICAL SUPERVISOR	24	1.0	1.0	
ELECTRICIAN	18	4.0	4.0	
MAINTENANCE MECHANIC III	14	16.0	15.0	(1.0)
MAINTENANCE SUPERVISOR	16	1.0	2.0	1.0
PAINTER LEADER	15	1.0	0.0	(1.0)
PLUMBER LEADER	18	1.0	1.0	
SUPERINTENDENT	24	1.0	2.0	1.0
Total FTEs		<u>30.0</u>	<u>30.0</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		30.0	30.0	0.0

FISCAL YEAR 2012 BUDGET

Business Area Revenue Summary

Fund Name : In-House Renovation
 Business Area Name : General Services
 Fund No./Bus Area No. : 1003 / 2500

Commit Item	Description	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
2500030001	GSD - Design & Constr			
452020	Recoveries & Refunds	0	0	200,000
2500050001	GSD - In-House Renovation			
425100	Indirect Cost Recovery-Other	137,819	137,819	306,302
452020	Recoveries & Refunds	3,000,000	3,000,000	3,000,000
Total	GSD - In-House Renovation	<u>3,137,819</u>	<u>3,137,819</u>	<u>3,306,302</u>
Total	General Services	<u><u>3,137,819</u></u>	<u><u>3,137,819</u></u>	<u><u>3,506,302</u></u>

FISCAL YEAR 2012 BUDGET

Business Area Expenditure Summary

Fund Name : In-House Renovation
 Business Area Name : General Services
 Fund No./Bus. Area No. : 1003 / 2500

Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
500010	Salary Base Pay - Civilian	964,868	1,285,825	1,285,825	1,340,731
500060	Overtime - Civilian	17,147	40,000	40,000	10,000
500110	Bilingual Pay - Civilian	904	1,807	1,807	0
501070	Pension - Civilian	176,650	190,707	190,707	241,329
501120	Termination Pay - Civilian	0	35,382	35,382	0
502010	FICA - Civilian	90,429	100,127	100,127	103,334
503010	Health Ins-Act Civilian	224,775	241,860	241,860	292,678
503015	Basic Life Insurance - Active Civilian	704	782	782	796
503050	Health/Life Insurance - Retiree Civilian	11,037	14,000	14,000	14,000
503060	Long Term Disability-Civilian	2,379	2,550	2,550	2,550
503090	Workers Compensation-Civilian-Admin	5,066	6,300	6,300	6,000
503100	Workers Compensation-Civilian-Claim	26,880	37,700	37,700	137,700
504030	Unemployment Claims - Administration	5,066	1,050	1,050	1,050
Total	Personnel Services	1,525,905	1,958,090	1,958,090	2,150,168
511010	Chemical Gases & Special Fluids	0	3,000	3,000	0
511015	Cleaning & Sanitary Supplies	138	0	0	0
511020	Construction Materials	102,872	183,857	183,857	184,000
511025	Electrical Hardware & Parts	50,808	124,005	124,005	124,000
511030	Mechanical Hardware & Parts	2,974	7,011	7,011	7,000
511035	Meters Hydrants & Plumbing Supplies	46,053	76,709	76,709	65,967
511045	Computer Supplies	0	5,000	5,000	0
511050	Paper & Printing Supplies	1,937	108	108	0
511070	Miscellaneous Office Supplies	16,729	4,703	7,703	5,000
511095	Small Technical & Scientific Equipment	3,052	0	0	0
511110	Fuel	429	15,000	15,000	5,000
511115	Vehicle Repair & Maintenance Supplies	1,335	4,562	4,562	4,500
511120	Clothing	0	810	810	0
511145	Small Tools & Minor Equipment	7,802	12,000	12,000	12,000
511150	Miscellaneous Parts & Supplies	90,076	102,645	99,645	100,000
Total	Supplies	324,205	539,410	539,410	507,467
520100	Temporary Personnel Services	92,462	5,638	5,368	0
520101	Janitorial Services	2,337	5,000	5,000	5,000
520105	Accounting & Auditing Services	0	0	0	200,000
520106	Architectural Services	18,225	53,302	53,302	80,000
520109	Medical Dental & Laboratory Services	0	100	100	100
520118	Refuse Disposal	0	6,000	6,000	5,000
520120	Communications Equipment Services	16,033	20,000	20,000	20,000
520123	Vehicle & Motor Equipment Services	22,790	25,000	25,000	20,000
520124	Other Equipment Services	102	2,000	2,000	2,000
520126	Construction Site Work Services	18,470	40,000	40,000	40,000
520127	Structural Construction Work Services	0	1,000	1,000	1,000
520128	Other Construction Work Services	123,079	60,500	90,500	60,500
520141	Engineering Services	30,116	60,071	60,071	66,767
520520	Printing & Reproduction Services	3,454	3,500	3,500	3,500
520710	State/Federal Inspection Fees	0	500	500	0
520765	Membership & Professional Fees	1,400	1,790	1,790	1,000
520805	Education & Training	190	310	310	300
521405	Building Maintenance Services	287,608	314,460	284,311	315,000
521415	Land and Grounds Maintenance	0	3,800	3,800	4,000
521610	Voice Services	0	1,100	1,100	1,000
521620	Voice Equipment	3,119	1,094	1,094	1,000
521630	GIS Revolving Fund Services	0	1,140	1,140	0

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Business Area Expenditure Summary

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Commit Item	Description	FY2010 Actual	FY2011 Current Budget	FY2011 Estimate	FY2012 Budget
521705	Vehicle/Equipment Rental/Lease	1,549	0	419	0
521725	Other Rental	2,701	11,480	11,480	2,500
522305	Freight Charges	0	100	100	0
522430	Miscellaneous Other Services & Charges	25,081	21,579	21,579	20,000
522760	Interfund Billing & Collection Service	0	855	855	0
Total	Other Services and Charges	648,716	640,319	640,319	848,667
Grand Total Expenditures		2,498,826	3,137,819	3,137,819	3,506,302