

# GENERAL SERVICES

## Department Description and Mission

General Services Department's (GSD) mission is to provide leadership and best practices in design, construction, and management of facilities, supplies, security, resource conservation, maintenance, and other support services to City departments and residents in a safe, reliable, and efficient manner.

### Short Term Goals

Provide excellent customer service and satisfaction; maintain and enhance facilities; reduce energy use in GSD managed buildings and increase sustainable and resource conservation in the core civic buildings; work collaboratively across all departments to ensure building support meets operational needs and requirements; and deliver projects and programs in a timely and cost effective manner.

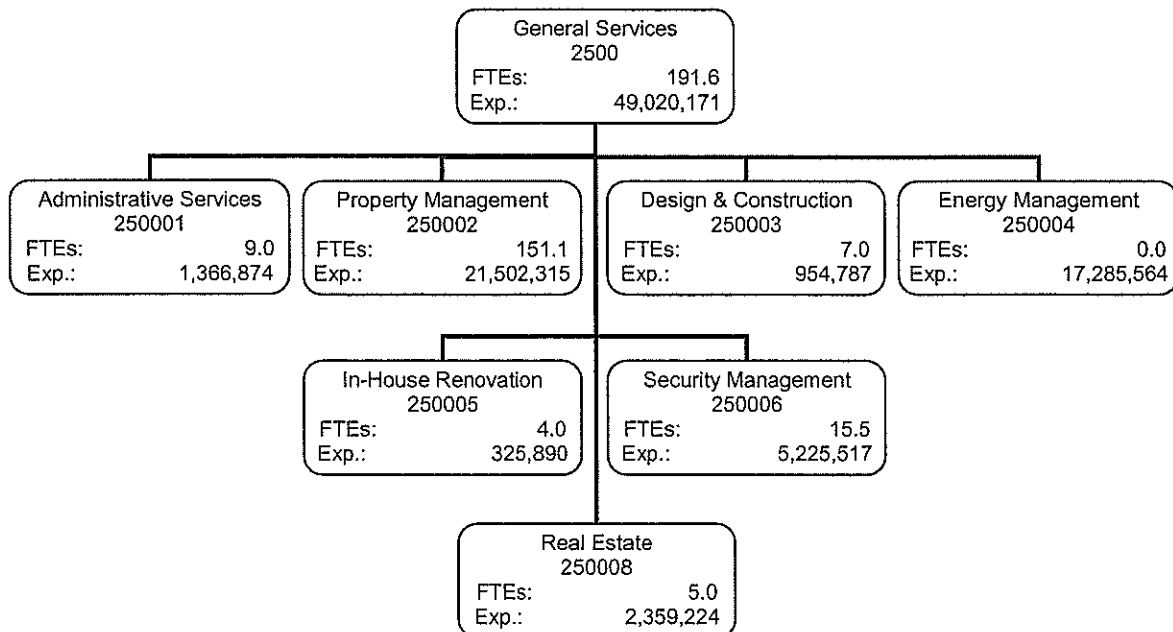
Department has and follows written procedures that, at a minimum, provide for:

- Replacement and selection of equipment;
- Purchase of equipment, supplies and materials;
- Maintenance and operations budget criteria;
- Facilities, security, real estate and design and construction standards.

### Long Term Goals

We will be the Provider of Choice and the premier General Services Department. We will manage and oversee all City owned properties. Have established and implemented accountability mechanisms to ensure the performance and efficiency of the maintenance/operations program, real estate services, design and construction, janitorial and security services. All divisions within the department use appropriate performance and cost-efficiency measures and interpretive benchmarks to evaluate each program and use these in management decision making. The department has taken advantage of significant opportunities to improve real estate management, design and construction methods, security enhancements and maintenance operations management, to increase efficiency and effectiveness, and reduce costs. Our buildings are efficient and sustainable as measured by Energy Star and Leadership in Energy and Environmental Design (LEED™) standards.

## Department Organization



**FISCAL YEAR 2013 BUDGET**

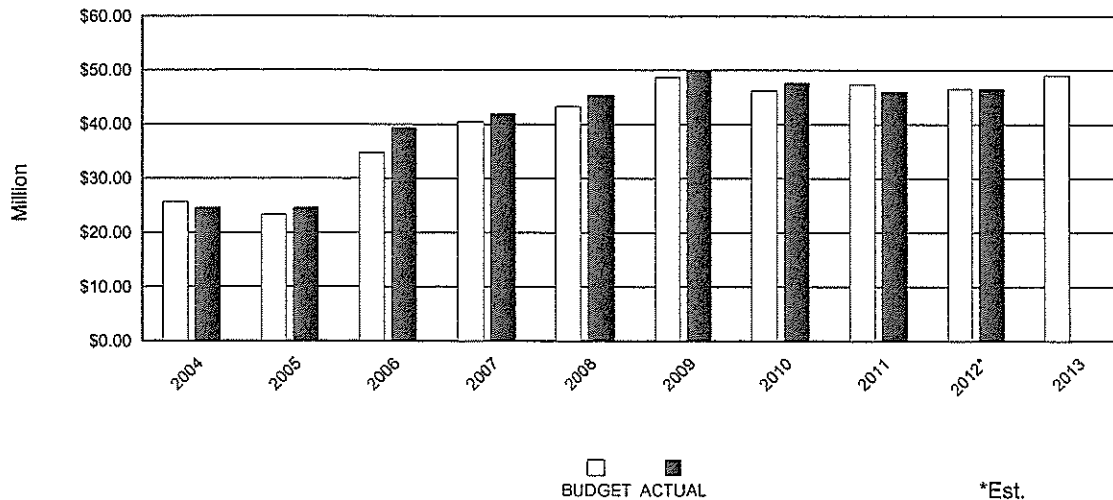
**Business Area Budget Summary**

Fund Name : General Fund  
 Business Area Name : General Services  
 Fund No./Bus. Area No. : 1000 / 2500

	FY2011 Actual	FY2012 Current Budget	FY2012 Estimate	FY2013 Budget	
Expenditures	Personnel Services	13,157,833	12,563,136	12,485,859	13,109,682
	Supplies	1,361,660	1,421,326	1,418,495	1,467,301
	Other Services and Charges	29,547,197	30,019,231	30,099,339	30,808,423
	Non-Capital Equipment	(996)	0	0	0
	Total M & O Expenditures	44,065,694	44,003,693	44,003,693	45,385,406
	Debt Service & Other Uses	2,013,098	2,551,313	2,551,313	3,634,765
	Total Expenditures	46,078,792	46,555,006	46,555,006	49,020,171
Revenues	8,959,316	14,377,891	14,626,010	7,095,188	
Staffing	Full-Time Equivalents - Civilian	206.6	194.2	191.9	191.6
	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	206.6	194.2	191.9	191.6
	Full-Time Equivalents - Overtime	4.0	6.0	6.0	5.0

- Significant Budget Changes and Highlights**
- o FY2013 Budget includes funding for expenditure increases in health benefits (\$273,823) and pension contribution (\$273,471).
  - o Funding for lease and building facility cost of \$353,376 for the Sobering Center.
  - o Maintenance costs of \$625,000 was allotted for seven new or renovated facilities totaling 171,119 square feet scheduled to be completed in FY2012 and FY2013.
  - o Funding for security guard services for Health (\$366,080) and Julia Ideson Library (\$63,209).
  - o Transfer of Holcombe building lease payments of \$169,447 to Health Department.

**General Services  
Current Budget vs Actual Expenditures**



**FISCAL YEAR 2013 BUDGET**

<b>Division Mission and Performance Measures</b>			
<b>Fund Name : General Fund</b> <b>Business Area Name : General Services</b> <b>Fund No./Bus Area No. : 1000 / 2500</b>			
<b>Name: GSD - Administrative Services -- 250001</b>			
<b>Mission:</b> Efficiently provide proactive, responsive, reliable and timely financial support services for the department with the utmost level of accountability, integrity, and due diligence while in compliance with all City ordinances, policies and procedures.			
<b>Goal:</b> 1) To enhance administrative efficiency by streamlining processes through the use of technology. 2) Develop and implement training on SAP system processes related to procurement, budgeting and reporting. 3) Develop a partnership with the Finance Department to identify and utilize cost savings.			
<b>Performance Measures</b>	<b>FY2011 Actual</b>	<b>FY2012 Estimate</b>	<b>FY2013 Budget</b>
Client Survey - Excellent	84%	90%	<b>90%</b>
Days to process invoices	10	8	<b>8</b>
<b>Name: GSD - Property Management -- 250002</b>			
<b>Mission:</b> To become the "provider of choice" by delivering quality maintenance, repair and renovation services to our clients allowing them to focus on their core business.			
<b>Goal:</b> 1) Provide effective property management of Police, Fire, Health, Public Works, Library, Administration and Regulatory Affairs (ARA), General Government, Municipal Courts Department (MCD) facilities to ensure city assets are safe, regularly monitored and protected. 2) Enable client departments to focus on their core services while properties receive oversight designed to promote and guard stakeholder operational readiness. 3) Improve work order management system through technology enhancements.			
<b>Performance Measures</b>	<b>FY2011 Actual</b>	<b>FY2012 Estimate</b>	<b>FY2013 Budget</b>
Work Orders Completed	31,635	32,000	<b>33,000</b>
Customer Service Rating	4.67	4.75	<b>4.80</b>
Work Order Turnaround Time	84.2%	90%	<b>90%</b>
Budget Compliance	90%	99%	<b>99%</b>
Lost Time Incidents	3	4	<b>3</b>
<b>Name: GSD - Design &amp; Construction -- 250003</b>			
<b>Mission:</b> To be the project manager "partner of choice" by managing the planning, design and construction of sustainable City buildings, including parks, in a manner consistent with City and State regulations. Implement best practices and the latest development industry standards, alternative delivery methods and transparent processes for fair and equal selection. Maintain project within budget and on schedule while maintaining the highest quality product.			
<b>Goal:</b> 1) Work with departments to effectively improve space utilization across all City departments. 2) Review and update the Space Management Guidelines yearly and update clients. 3) Ensure the City is in compliance with environmental guidelines and violations are handled timely.			
<b>Performance Measures</b>	<b>FY2011 Actual</b>	<b>FY2012 Estimate</b>	<b>FY2013 Budget</b>
Design and Planning Projects	N/A	80	<b>70</b>

**FISCAL YEAR 2013 BUDGET**

<b>Division Mission and Performance Measures</b>			
Fund Name : General Fund Business Area Name : General Services Fund No./Bus Area No. : 1000 / 2500			
<b>Name: GSD - Energy Management -- 250004</b>			
<b>Mission:</b> To accurately capture and report monthly expenditures related to utilities, Information Technology services and other restricted accounts.			
<b>Goal:</b> To ensure that the funding for restricted accounts are not utilized for other departmental expenditures.			
<b>Performance Measures</b>	<b>FY2011 Actual</b>	<b>FY2012 Estimate</b>	<b>FY2013 Budget</b>
N/A	N/A	N/A	N/A
<b>Name: GSD - In-House Renovation -- 250005</b>			
<b>Mission:</b> To provide administrative and technical support to achieve the goals and objectives of the In-house Renovation Group.			
<b>Goal:</b> Utilize best practices in tracking and reporting the labor, material and other services associated with each renovation project completed. Develop project cost reports for clients. Accurately and timely process interdepartmental "bill backs" to monitor costs.			
<b>Performance Measures</b>	<b>FY2011 Actual</b>	<b>FY2012 Estimate</b>	<b>FY2013 Budget</b>
N/A	N/A	N/A	N/A
<b>Name: GSD - Security Management -- 250006</b>			
<b>Mission:</b> To provide and promote a safe and secure workplace while protecting City assets.			
<b>Goal:</b> 1) Educate and inform City employees and elected officials regarding security protocol and breaches. 2) Perform regular testing of security procedures and practices. 3) Continue to evaluate current service measures and implement improvements as necessary.			
<b>Performance Measures</b>	<b>FY2011 Actual</b>	<b>FY2012 Estimate</b>	<b>FY2013 Budget</b>
Technical Team Surveys	4.87	4.90	4.50
Operations Team Surveys	4.85	4.90	4.50
Investigations Conducted	1,080	1,020	1,000
Identification Badges	14,041	14,268	14,000
Access Changes Processed	16,281	21,312	21,000

**FISCAL YEAR 2013 BUDGET**

**Division Mission and Performance Measures**

Fund Name : General Fund  
 Business Area Name : General Services  
 Fund No./Bus Area No. : 1000 / 2500

**Name: GSD - Real Estate -- 250008**

**Mission:** To identify, provide and implement real estate solutions that meet the City of Houston's unique requirements while minimizing cost and maximizing value.

**Goal:** 1) Continue to expand expertise so that stakeholders and client departments seek advice, market information and recommendations from the Real Estate Group. 2) To acquire, dispose and/or lease real assets that optimize values to the City while exceeding client expectations. 3) Continue to refine policies and procedures for the sale, disposition, and leasing of real estate properties. 4) Improve methods and tools for tracking the real estate portfolio.

Performance Measures	FY2011 Actual	FY2012 Estimate	FY2013 Budget
Sale of Surplus Properties	7	3	8
Renegotiate Existing - Leases and Occupancy Agreements.	N/A	40	50

**FISCAL YEAR 2013 BUDGET**

<b>Division Summary</b>							
<b>Fund Name : General Fund</b> <b>Business Area Name : General Services</b> <b>Fund No./Bus Area No. : 1000 / 2500</b>							
Division Description	FY2011 Actual		FY2012 Estimate		FY2013 Budget		
	FTEs	Cost \$	FTEs	Cost \$	FTEs	Cost \$	
<b>GSD - Administrative Services 250001</b> Provide overall direction, management, and leadership for the General Services Department (GSD); provide training and professional development to GSD employees; ensure all department funds are appropriately allocated and expended.	14.0	1,519,720	9.4	1,256,286	9.0	1,366,874	
<b>GSD - Property Management 250002</b> Provide services to Police, Fire, Health, Library, ARA , General Government, MCD and PWE properties, which include, but are not limited to: preventive maintenance of mechanical equipment, routine and emergency repairs of electrical, mechanical, plumbing, HVAC, structural and energy management systems and facility inspections.	155.2	20,781,147	152.0	20,402,014	151.1	21,502,315	
<b>GSD - Design &amp; Construction 250003</b> Provide CIP planning; manage the design and construction of City facilities for all city departments except Aviation; facilitate tenant improvements; manage construction and coordinate moves; track, monitor, and manage environmental contracts; civic art administration; provide in-house planning and design services and construction project management.	8.4	851,060	6.5	849,467	7.0	954,787	
<b>GSD - Energy Management 250004</b> These accounts represents the actual cost for fuel, electricity, natural gas consumption and all other restricted accounts; all communications and data services fees administrated by the Information Technology Department.	0.0	15,254,373	0.0	16,643,232	0.0	17,285,564	
<b>GSD - In-House Renovation 250005</b> Provide overall management and administrative support for the In-House Renovation Group.	7.0	482,416	4.0	307,214	4.0	325,890	
<b>GSD - Security Management 250006</b> Manage physical security of all city facilities which include closed circuit TV, access control, and intrusion alarm systems; manage citywide security contract; investigate City lost/stolen assets and process over 21,000 access requests annually.	15.0	5,032,769	15.0	5,060,171	15.5	5,225,517	

**FISCAL YEAR 2013 BUDGET**

Division Summary						
Fund Name : General Fund Business Area Name : General Services Fund No./Bus Area No. : 1000 / 2500						
Division Description	FY2011 Actual		FY2012 Estimate		FY2013 Budget	
	FTEs	Cost \$	FTEs	Cost \$	FTEs	Cost \$
GSD - Real Estate <span style="float: right;">250008</span> Manage the acquisition, disposition and leasing of the City's real estate assets.	7.0	2,157,307	5.0	2,036,622	5.0	2,359,224
Total	<u>206.6</u>	<u>46,078,792</u>	<u>191.9</u>	<u>46,555,006</u>	<u>191.6</u>	<u>49,020,171</u>

**FISCAL YEAR 2013 BUDGET**

**Business Area Roster Summary**

Fund Name : General Fund  
 Business Area Name : General Services  
 Fund No./Bus Area No. : 1000 / 2500

Job Description	Pay Grade	FY2012 Current Budget FTE	FY2013 Budget FTE	Change
ADMINISTRATION MANAGER	26	1.0	2.0	1.0
ADMINISTRATIVE ASSISTANT	17	3.0	2.0	(1.0)
ADMINISTRATIVE ASSOCIATE	13	2.0	2.0	
ADMINISTRATIVE COORDINATOR	24	0.0	0.5	0.5
ADMINISTRATIVE SPECIALIST	20	4.0	4.0	
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	1.0	
ASSISTANT ELECTRICAL SUPERVISOR	22	1.0	1.0	
ASSISTANT REAL ESTATE ANALYST	17	1.0	1.0	
ASSISTANT SUPERINTENDENT	20	3.0	3.0	
BUILDING MAINTENANCE SUPERVISOR	13	6.0	6.0	
CARPENTER	14	11.0	11.0	
CHIEF STATIONARY ENGINEER	19	7.0	7.0	
CONTRACT COMPLIANCE OFFICER	15	1.0	1.0	
CUSTODIAN	4	33.0	35.0	2.0
CUSTODIAN LEADER	8	1.0	1.0	
CUSTOMER SERVICE REP. I	13	3.0	3.0	
DATA BASE ANALYST	22	0.0	1.0	1.0
DEPUTY ASSISTANT DIRECTOR (EXE LEV)	30	2.0	2.0	
DIVISION MANAGER	29	5.0	5.0	
ELECTRICAL SUPERINTENDENT	26	1.0	1.0	
ELECTRICIAN	18	8.0	8.0	
EXECUTIVE STAFF ANALYST (EXE LEV)	30	1.3	1.0	(0.3)
FINANCIAL ANALYST II	18	1.0	1.0	
FINANCIAL ANALYST IV	25	1.0	1.0	
GENERAL SERVICES DIRECTOR	35	1.0	1.0	
GRADUATE ARCHITECT	22	1.0	1.0	
GROUNDSKEEPER	5	15.0	13.0	(2.0)
INSPECTOR	18	1.0	1.0	
LABORER	4	4.0	4.0	
LAN SPECIALIST	26	1.0	1.0	
MAINTENANCE MECHANIC I	8	3.0	3.0	
MAINTENANCE MECHANIC II	12	1.0	1.0	
MAINTENANCE MECHANIC III	14	9.0	10.0	1.0
MAINTENANCE SUPERVISOR	16	4.0	4.0	
MANAGEMENT ANALYST III	21	1.0	1.0	
OFFICE ASSISTANT	9	1.0	1.0	
OFFICE SUPERVISOR	17	1.0	1.0	
PAINTER	11	9.0	9.0	
PLUMBER	14	3.0	3.0	
PROGRAMMER ANALYST IV	25	1.0	0.0	(1.0)
PROJECT MANAGER	24	2.5	3.0	0.5
PUBLIC LOSS INVESTIGATOR	22	1.0	1.0	
REAL ESTATE MANAGER	29	1.0	1.0	
SENIOR FIXED ASSET SPECIALIST	17	1.0	1.0	
SENIOR INVENTORY MANAGEMENT CLERK	12	2.0	2.0	
SENIOR OFFICE ASSISTANT	12	2.0	2.0	
SENIOR PROJECT MANAGER	27	1.0	1.0	
SENIOR PUBLIC LOSS INVESTIGATOR	24	2.0	2.0	
SENIOR SUPERINTENDENT	27	0.0	1.0	1.0
STAFF ANALYST	26	3.0	2.0	(1.0)
STATIONARY ENGINEER	14	17.0	15.0	(2.0)
SUPERINTENDENT	24	5.0	6.0	1.0



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FISCAL YEAR 2013 BUDGET

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**Business Area Roster Summary**

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Fund Name : General Fund  
Business Area Name : General Services  
Fund No./Bus Area No. : 1000 / 2500

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Job Description	Pay Grade	FY2012 Current Budget FTE	FY2013 Budget FTE	Change
TECHNICAL HARDWARE ANALYST I	17	2.0	2.0	
TECHNICAL HARDWARE ANALYST II	21	1.0	1.0	
TECHNICAL HARDWARE ANALYST III	23	1.0	1.0	
<b>Total FTEs</b>		<u>194.8</u>	<u>195.5</u>	<u>0.7</u>
<b>Less adjustment for Civilian Vacancy Factor</b>		<u>0.6</u>	<u>3.9</u>	<u>3.3</u>
<b>Full-Time Equivalents</b>		<u>194.2</u>	<u>191.6</u>	<u>(2.6)</u>

**FISCAL YEAR 2013 BUDGET**

**Business Area Revenue Summary**

Fund Name : General Fund  
 Business Area Name : General Services  
 Fund No./Bus Area No. : 1000 / 2500

Commit Item	Description	FY2012 Current Budget	FY2012 Estimate	FY2013 Budget
<b>2500020001</b>	<b>GSD - Property Mgmt</b>			
443160	Vending Machine Concessions	213,949	248,366	241,601
452020	Recoveries & Refunds	0	3,290	0
490060	Transfer from Civic Center	206,818	197,704	197,704
<b>Total</b>	<b>GSD - Property Mgmt</b>	<b>420,767</b>	<b>449,360</b>	<b>439,305</b>
<b>2500020003</b>	<b>GSD - Houston Permitting Center</b>			
424110	Other Interfund Services	1,079,570	1,079,570	1,081,990
<b>2500020004</b>	<b>GSD - Parking Management Facility</b>			
424110	Other Interfund Services	86,870	86,870	86,870
<b>2500020005</b>	<b>PWE-UMB Management</b>			
424110	Other Interfund Services	658,495	658,495	664,950
<b>2500060001</b>	<b>GSD - Security Management</b>			
424110	Other Interfund Services	881,349	881,349	899,170
<b>2500060002</b>	<b>GSD - Security - General Fund</b>			
490060	Transfer from Civic Center	175,645	190,517	190,517
<b>2500080001</b>	<b>GSD - Real Estate</b>			
426420	Building Space Rental Fees	305,121	300,692	408,946
426430	Facility Rental Fees	44,458	29,157	23,440
428060	Other Interest Income	75,616	300,000	300,000
434235	Sale of Capital Assets	1,000,000	1,000,000	0
434240	Sale of Capital Assets-Land/Streets	9,650,000	9,650,000	3,000,000
<b>Total</b>	<b>GSD - Real Estate</b>	<b>11,075,195</b>	<b>11,279,849</b>	<b>3,732,386</b>
<b>Total</b>	<b>General Services</b>	<b>14,377,891</b>	<b>14,626,010</b>	<b>7,095,188</b>

**FISCAL YEAR 2013 BUDGET**

**Business Area Expenditure Summary**

Fund Name : General Fund  
 Business Area Name : General Services  
 Fund No./Bus. Area No. : 1000 / 2500

Commit Item	Description	FY2011 Actual	FY2012 Current Budget	FY2012 Estimate	FY2013 Budget
500010	Salary Base Pay - Civilian	8,827,422	8,136,496	8,217,854	8,190,298
500030	Salary Part Time - Civilian	0	0	0	31,946
500060	Overtime - Civilian	335,203	280,643	290,743	270,000
500090	Premium Pay - Civilian	29,002	30,018	30,018	20,000
500110	Bilingual Pay - Civilian	3,579	2,712	2,712	1,808
500250	HOPE Union Business Usage	2,421	0	0	0
501070	Pension - Civilian	1,411,180	1,456,933	1,463,141	1,752,719
501120	Termination Pay - Civilian	141,767	140,322	90,322	60,000
501160	Vehicle Allowance - Civilian	5,988	4,216	582	0
502010	FICA - Civilian	671,852	640,204	642,842	646,698
503010	Health Ins-Act Civilian	1,467,535	1,462,735	1,464,352	1,778,397
503015	Basic Life Insurance - Active Civilian	5,309	4,781	4,788	4,830
503050	Health/Life Insurance - Retiree Civilian	(852)	0	0	0
503060	Long Term Disability-Civilian	(16)	16,642	16,642	16,245
503090	Workers Compensation-Civilian-Admin	39,099	39,094	39,125	45,804
503100	Workers Compensation-Civilian-Claim	215,142	235,700	110,098	178,297
504030	Unemployment Claims - Administration	3,202	112,640	112,640	112,640
<b>Total</b>	<b>Personnel Services</b>	<b>13,157,833</b>	<b>12,563,136</b>	<b>12,485,859</b>	<b>13,109,682</b>
511010	Chemical Gases & Special Fluids	5,618	9,500	9,500	9,500
511015	Cleaning & Sanitary Supplies	155,554	201,600	201,187	210,500
511020	Construction Materials	104,189	81,219	82,220	77,479
511025	Electrical Hardware & Parts	152,580	155,549	153,549	149,049
511030	Mechanical Hardware & Parts	76,574	79,132	82,000	71,500
511035	Meters Hydrants & Plumbing Supplies	69,730	56,000	56,000	50,500
511040	Audiovisual Supplies	332	11,480	11,480	8,950
511045	Computer Supplies	7,038	17,416	17,416	19,149
511050	Paper & Printing Supplies	556	4,100	4,064	4,100
511055	Publications & Printed Materials	1,940	733	733	733
511060	Postage	1,360	4,100	4,136	3,900
511070	Miscellaneous Office Supplies	47,196	64,835	64,135	57,500
511090	Medical & Surgical Supplies	2,556	50	463	50
511110	Fuel	246,491	220,614	220,614	276,351
511115	Vehicle Repair & Maintenance Supplies	7,307	12,000	12,000	12,000
511120	Clothing	23,292	17,945	17,945	11,000
511125	Food Supplies	4,266	2,623	2,623	2,500
511130	Weapons Munitions & Supplies	1,439	0	0	0
511135	Recreational Supplies	22	0	0	0
511145	Small Tools & Minor Equipment	81,046	59,800	59,800	44,800
511150	Miscellaneous Parts & Supplies	356,040	422,630	418,630	457,740
511165	Fire Fighting Equipment	16,534	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>1,361,660</b>	<b>1,421,326</b>	<b>1,418,495</b>	<b>1,467,301</b>
520100	Temporary Personnel Services	32,460	50,000	37,256	50,000
520101	Janitorial Services	3,574,766	2,696,286	2,697,386	3,076,886
520102	Security Services	3,713,307	3,546,738	3,546,689	3,658,863
520108	Information Resource Services	197,053	188,437	188,437	188,437
520109	Medical Dental & Laboratory Services	2,877	4,520	4,520	4,500
520110	Management Consulting Services	4,676	72,600	82,600	82,600
520112	Banking Services	62	66	66	100
520114	Miscellaneous Support Services	85,250	79,711	79,711	82,000
520115	Real Estate Lease/Office Rental	1,411,905	1,429,564	1,429,564	1,795,828
520118	Refuse Disposal	523,537	498,310	498,310	527,705
520119	Computer Equipment/Software Maintenance	13,033	14,350	14,350	8,800
520120	Communications Equipment Services	(393)	0	0	0
520121	IT Application Svcs	26,554	32,601	32,621	50,204
520123	Vehicle & Motor Equipment Services	182,553	131,180	171,180	176,200
520124	Other Equipment Services	24,339	45,581	45,581	30,650

**FISCAL YEAR 2013 BUDGET**

**Business Area Expenditure Summary**

**Fund Name** : General Fund  
**Business Area Name** : General Services  
**Fund No./Bus. Area No.** : 1000 / 2500

Commit Item	Description	FY2011 Actual	FY2012 Current Budget	FY2012 Estimate	FY2013 Budget
520126	Construction Site Work Services	44,299	29,405	29,405	22,189
520141	Engineering Services	7,905	21,250	21,250	20,000
520155	Construction Management - External Contr	16,482	0	0	0
520158	Computer Equipment Maintenance Services	11,985	11,985	11,985	11,985
520510	Mail/Delivery Services	24	1,000	1,000	1,000
520515	Print Shop Services	1,698	7,000	5,500	7,000
520520	Printing & Reproduction Services	16,433	24,277	24,909	22,160
520605	Advertising Services	33,853	32,752	32,752	33,752
520705	Insurance Fees	117,628	99,888	99,888	124,000
520720	Fines	2,000	0	0	0
520765	Membership & Professional Fees	10,344	22,030	22,030	21,011
520805	Education & Training	6,726	28,000	28,000	33,500
520905	Travel - Training Related	473	1,000	2,000	1,000
520910	Travel - Non-Training Related	21,142	24,137	23,137	24,137
521405	Building Maintenance Services	4,966,969	5,639,477	5,642,477	6,212,492
521410	Sewer Services	809,091	674,673	724,673	674,673
521415	Land and Grounds Maintenance	409,889	300,616	300,616	405,216
521435	Water Services	5,912	9,000	9,000	9,000
521440	Steam/Chilled Water Services	664,524	500,000	500,000	100,000
521505	Electricity	11,290,993	12,108,000	12,108,000	11,860,535
521510	Natural Gas	629,319	759,997	759,997	543,295
521605	Data Services	11,311	16,000	16,000	22,624
521610	Voice Services	115,219	114,090	114,089	111,787
521620	Voice Equipment	5,718	5,156	5,156	6,370
521625	Voice Labor	6,506	5,000	5,000	4,682
521630	GIS Revolving Fund Services	8,465	10,789	10,789	7,702
521705	Vehicle/Equipment Rental/Lease	89	100	100	100
521715	Office Equipment Rental	19,927	31,510	31,510	20,900
521725	Other Rental	41,032	51,517	51,517	51,517
521730	Parking Space Rental	64,375	81,000	78,973	81,000
522305	Freight Charges	0	100	44	100
522430	Miscellaneous Other Services & Charges	169,747	295,542	287,775	323,803
522710	Interfund Utility Cut Repairs	0	500	0	500
522720	Interfund Payroll Services	(2,421)	0	0	0
522721	Interfund HR Client Services	87,109	152,985	152,985	143,074
522722	KRONOS Service Chargeback	0	7,456	7,456	7,154
522723	Drainage Fee Service Chargeback	0	142,045	142,045	142,045
522730	Interfund Engineering Services	142,698	0	0	0
522735	Interfund Communication Equipment Repair	0	6,250	5,685	6,250
522760	Interfund Billing & Collection Service	17,754	12,260	12,825	16,597
522780	Interfund Photo Copy Services	0	1,500	1,500	1,500
522795	Other Interfund Services	0	1,000	1,000	1,000
<b>Total</b>	<b>Other Services and Charges</b>	<b>29,547,197</b>	<b>30,019,231</b>	<b>30,099,339</b>	<b>30,808,423</b>
551010	Non-Capital Office Furniture & Equipment	102	0	0	0
551015	Non-Capital Computer Equipment	9,841	0	0	0
551020	Non-Capital Communication Equipment	825	0	0	0
551040	Non-Capital Other	(11,764)	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>(996)</b>	<b>0</b>	<b>0</b>	<b>0</b>
532005	Transfers to General Fund	1,905,479	0	0	0
532020	Transfers to Capital Projects	0	2,551,313	2,551,313	3,634,765
532120	Transfer to Fleet/Eq	107,619	0	0	0
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>2,013,098</b>	<b>2,551,313</b>	<b>2,551,313</b>	<b>3,634,765</b>
<b>Grand Total Expenditures</b>		<b>46,078,792</b>	<b>46,555,006</b>	<b>46,555,006</b>	<b>49,020,171</b>