

FISCAL YEAR 2008 BUDGET

Fund Summary

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

	<u>FY2007 Budget</u>	<u>FY2007 Estimate</u>	<u>FY2008 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	246,304,266	235,617,198	233,798,606
Total Available Resources	<u>246,304,266</u>	<u>235,617,198</u>	<u>233,798,606</u>
Maintenance and Operations	246,304,266	235,617,198	233,798,606
Total Expenditures	<u>246,304,266</u>	<u>235,617,198</u>	<u>233,798,606</u>
Planned Ending Fund Balance	0	0	0
Total Budget	<u>246,304,266</u>	<u>235,617,198</u>	<u>233,798,606</u>

The above summarizes the FY2007 Budget, the FY2007 Estimate and the FY2008 Budget for the Central Services Revolving Fund. Also included are the beginning and ending fund balances, total available resources and total expenditures.

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

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

The Building Services Department is responsible for administering the utilities accounts. The Finance and Administration Department manages the bulk fuel, reprographics and office services accounts. The communications and data services fees are administered by the Information Technology Department. The 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 Building Services, Finance and Administration, Information Technology Services and Human Resources.

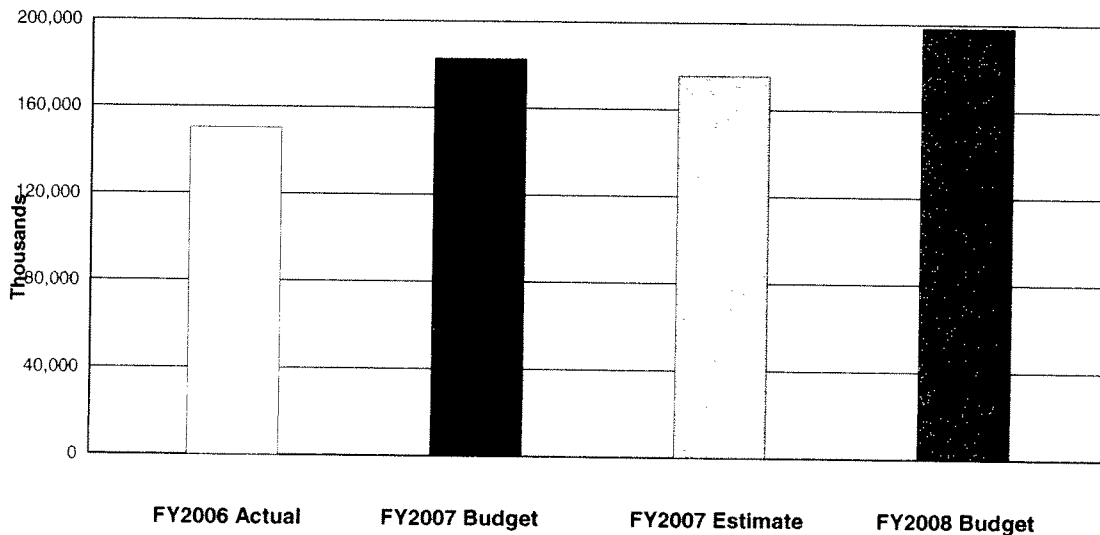
FISCAL YEAR 2008 BUDGET

Business Area Budget Summary

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

		FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
Expenditures	Personnel Services	295,794	448,833	451,948	701,801
	Supplies	0	2,400	2,400	25,902,400
	Other Services and Charges	149,882,852	182,303,462	175,156,667	171,830,152
	Total M & O Expenditures	<u>150,178,646</u>	<u>182,754,695</u>	<u>175,611,015</u>	<u>198,434,353</u>
	Debt Service & Other Uses	34,254	0	0	0
	Total Expenditures	<u>150,212,900</u>	<u>182,754,695</u>	<u>175,611,015</u>	<u>198,434,353</u>
Revenues		150,212,900	182,754,695	175,611,015	198,434,353
Staffing	Full-Time Equivalents - Civilian	4.0	4.0	7.0	10.0
	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>4.0</u>	<u>4.0</u>	<u>7.0</u>	<u>10.0</u>
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	<ul style="list-style-type: none"> o Electricity and natural gas cost will decrease slightly due to lower natural gas cost (fuel cost) in the futures market. o The Fleet/Fuel Sections transferred to BSD from the Finance & Administration Department, effective July 1, 2007. 				

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



FISCAL YEAR 2008 BUDGET

Business Area Cost Center Summary

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

Cost Center Description	Cost Center Objectives
<p>BSD-Admin. Services 2500010001</p> <p>Provide a centralized service function for fuel for citywide operating departments.</p>	<p>Serve and support all the City departments in monitoring and managing costs and services related to fuel.</p>
<p>BSD-Energy Mgmt. 2500040001</p> <p>Track, monitor and manage the City's electricity and natural gas consumption, select city-wide energy conservation projects on schedule and on budget; and provide citywide environmental services.</p>	<p>Identify and perform analysis on inefficient facilities to comply to acceptable standards; manage utility payment process to avoid late fees (97%); respond to utility management request within 2 days.</p>

FISCAL YEAR 2008 BUDGET

Business Area Cost Center Summary

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

Performance Measures	FY2006 Actual			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Transaction accuracy rate		99%			99%			99%	
			0	3.0		147,216	6.0		26,292,102
Utility invoice payments	48,150			48,420			49,200		
Utility management (meter applications, connects, and disconnects)	209			300			300		
	4.0		150,212,900	4.0		175,463,799	4.0		172,142,251
Total	<u>4.0</u>		<u>150,212,900</u>	<u>7.0</u>		<u>175,611,015</u>	<u>10.0</u>		<u>198,434,353</u>

FISCAL YEAR 2008 BUDGET

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

JOB DESCRIPTION	PAY GRADE	FY2007 Budget FTE	FY2008 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	0.0	1.0	1.0
ADMINISTRATIVE SUPERVISOR	22	0.0	1.0	1.0
ASSISTANT DIRECTOR(EXE LEV)	32	0.0	1.0	1.0
FINANCIAL ANALYST IV	25	1.0	1.0	
GRADUATE ENGINEER	22	1.0	1.0	
MANAGEMENT ANALYST III	21	1.0	2.0	1.0
MANAGEMENT ANALYST IV	25	0.0	1.0	1.0
SENIOR ACCOUNT CLERK	13	0.0	1.0	1.0
STAFF ANALYST(EXE LEV)	26	0.0	1.0	1.0
SUPERVISING ENGINEER	29	1.0	0.0	(1.0)
Total FTEs		4.0	10.0	6.0
Less adjustment for Civilian Vacancy Factor		0.0	0.0	0.0
Full-Time Equivalents		4.0	10.0	6.0

FISCAL YEAR 2008 BUDGET

Business Area Revenue Summary

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

Commit Item	Description	FY2007 Budget	FY2007 Estimate	FY2008 Budget
2500010001	BSD-Admin. Services			
424120	Interfund Vehicle Fuel	177,127	147,216	26,293,770
2500040001	BSD-Energy Mgmt.			
424110	Other Interfund Services	1,211,534	1,609,072	1,651,812
451030	Interfund Natural Gas	19,500,000	12,289,727	13,364,047
457060	Interfund Electricity	161,866,034	161,565,000	157,124,724
Total	BSD-Energy Mgmt.	<u>182,577,568</u>	<u>175,463,799</u>	<u>172,140,583</u>
Total	Building Services	<u><u>182,754,695</u></u>	<u><u>175,611,015</u></u>	<u><u>198,434,353</u></u>

FISCAL YEAR 2008 BUDGET

Business Area Expenditure Summary

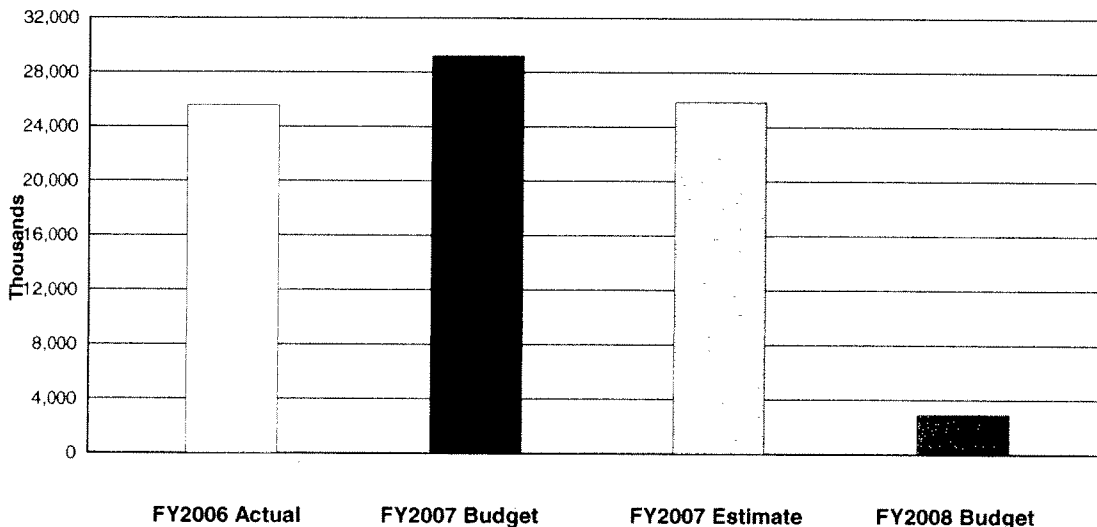
Fund Name : Central Service Revolving Fund
Business Area Name : Building Services
Fund No./Bus. Area No. : 1002 / 2500

Commit Item	Description	FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
500010	Salary Base Pay - Civilian	218,462	322,611	334,001	510,125
500060	Overtime - Civilian	0	0	346	0
501070	Pension - Civilian	35,787	52,908	54,120	80,600
502010	FICA - Civilian	16,246	24,680	26,883	39,025
503010	Health/Life Insurance - Active Civilian	23,918	43,841	34,610	66,883
503060	Long Term Disability	523	1,219	723	1,430
503090	Workers Compensation-Civilian-Admin	858	1,607	1,265	2,360
503100	Workers Compensation-Civilian-Clm	0	0	0	1,028
504020	Compensation Contingency	0	1,967	0	0
504030	Unemployment Claims	0	0	0	350
Total	Personnel Services	295,794	448,833	451,948	701,801
511045	Computer Supplies	0	1,000	1,000	1,000
511055	Publications & Printed Materials	0	600	600	600
511070	Miscellaneous Office Supplies	0	800	800	800
511110	Fuel	0	0	0	25,900,000
Total	Supplies	0	2,400	2,400	25,902,400
520100	Temporary Personnel Services	0	30,600	25,220	30,600
520110	Management Consulting Services	432,639	700,000	700,000	700,000
520141	Engineering Services	0	300,000	300,000	300,000
520515	Print Shop Services	0	0	2,643	3,000
520765	Membership & Professional Fees	235	800	667	800
520805	Education & Training	235	500	0	0
521505	Electricity	135,364,115	161,565,000	161,565,000	157,124,724
521510	Natural Gas	14,080,292	19,300,000	12,289,727	13,364,047
521610	Voice Services	0	0	349	400
521730	Parking Space Rental	0	621	621	621
521905	Legal Services	3,220	400,000	266,780	300,000
522205	Metro Commuter Passes	459	941	960	960
522430	Miscellaneous Other Services & Charges	1,657	5,000	4,700	5,000
Total	Other Services and Charges	149,882,852	182,303,462	175,156,667	171,830,152
531130	Interest Apportionment Transfer Out	34,254	0	0	0
Total	Debt Service and Other Uses	34,254	0	0	0
Grand Total Expenditures		150,212,900	182,754,695	175,611,015	198,434,353

FISCAL YEAR 2008 BUDGET

Business Area Budget Summary					
Fund Name : Central Service Revolving Fund					
Business Area Name : Finance & Administration					
Fund No./Bus. Area No. : 1002 / 6500					
		FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
Expenditures	Personnel Services	299,107	73,600	43,680	128,300
	Supplies	22,602,189	26,803,000	23,914,051	431,560
	Other Services and Charges	2,663,401	2,314,139	1,891,869	2,347,200
	Equipment	0	6,367	0	0
	Non-Capital Equipment	0	19,563	0	0
	Total M & O Expenditures	25,564,697	29,216,669	25,849,600	2,907,060
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	25,564,697	29,216,669	25,849,600	2,907,060
Revenues		25,564,697	29,216,669	25,849,600	2,907,060
Staffing	Full-Time Equivalents - Civilian	5.9	4.0	0.0	1.0
	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	5.9	4.0	0.0	1.0
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	<ul style="list-style-type: none"> o Fuel is budgeted in Building Services Department in FY2008. o The on-site Quick Copy Center (now Image Solutions) will continue to provide City with copying services. 				

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



FISCAL YEAR 2008 BUDGET

Business Area Cost Center Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Finance & Administration
Fund No./Bus Area No. : 1002 / 6500

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

FISCAL YEAR 2008 BUDGET

Business Area Cost Center Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Finance & Administration
Fund No./Bus Area No. : 1002 / 6500

Performance Measures	FY2006 Actual			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Transaction accuracy rate		99%			99%			99%	
	2.5		25,400,992	0.0		25,803,720	1.0		2,904,860
Outsourced Contract Goals Achieved		100%			100%			100%	
	3.4		163,705	0.0		45,880	0.0		2,200
Total	<u>5.9</u>		<u>25,564,697</u>	<u>0.0</u>		<u>25,849,600</u>	<u>1.0</u>		<u>2,907,060</u>

FISCAL YEAR 2008 BUDGET

Fund Name : Central Service Revolving Fund
Business Area Name : Finance & Administration
Fund No./Bus Area No. : 1002 / 6500

JOB DESCRIPTION	PAY GRADE	FY2007 Budget FTE	FY2008 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	1.0	0.0	(1.0)
ADMINISTRATIVE SUPERVISOR	22	1.0	0.0	(1.0)
ASSISTANT DIRECTOR(EXE LEV)	32	0.0	1.0	1.0
DEPUTY ASSISTANT DIRECTOR(EXE LEV)	30	1.0	0.0	(1.0)
SENIOR ACCOUNT CLERK	13	1.0	0.0	(1.0)
Total FTEs		<u>4.0</u>	<u>1.0</u>	<u>(3.0)</u>
Less adjustment for Civilian Vacancy Factor		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Full-Time Equivalent		<u>4.0</u>	<u>1.0</u>	<u>(3.0)</u>

FISCAL YEAR 2008 BUDGET

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Finance & Administration
Fund No./Bus Area No. : 1002 / 6500

Commit Item	Description	FY2007 Budget	FY2007 Estimate	FY2008 Budget
6500050002	F&A-Central Services			
424120	Interfund Vehicle Fuel	26,599,530	23,508,891	0
451040	Interfund Postage	500,000	405,160	431,560
452020	Recoveries & Refunds	0	0	128,300
457030	Interfund Billing & Collection Service	2,100,291	1,889,669	2,345,000
Total	F&A-Central Services	<u>29,199,821</u>	<u>25,803,720</u>	<u>2,904,860</u>
6500060004	F&A-Print Shop			
451060	Interfund Print Shop Operations	16,848	45,880	2,200
Total	Finance & Administration	<u>29,216,669</u>	<u>25,849,600</u>	<u>2,907,060</u>

FISCAL YEAR 2008 BUDGET

Business Area Expenditure Summary

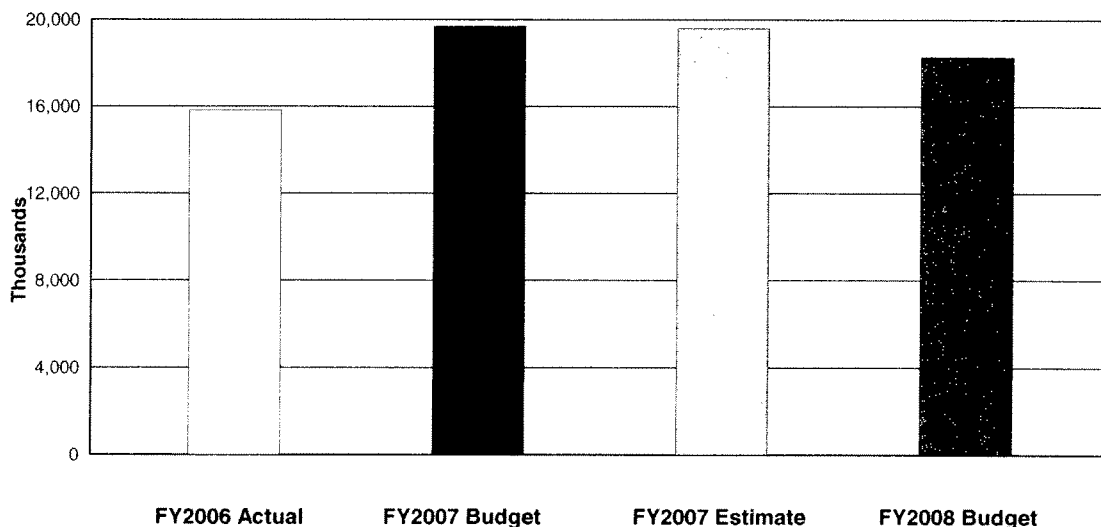
Fund Name : Central Service Revolving Fund
Business Area Name : Finance & Administration
Fund No./Bus. Area No. : 1002 / 6500

Commit Item	Description	FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
500010	Salary Base Pay - Civilian	160,347	48,033	0	95,787
500030	Salary Part Time - Civilian	23,442	0	0	0
500060	Overtime - Civilian	339	0	0	0
501070	Pension - Civilian	26,270	12,554	0	15,134
501120	Termination Pay - Civilian	16,760	0	16,760	0
502010	FICA - Civilian	13,609	5,856	1,273	7,328
503010	Health/Life Insurance - Active Civilian	25,942	6,687	393	9,637
503050	Health/Life Insurance - Retiree Civilian	30,036	0	25,221	0
503060	Long Term Disability	871	173	13	143
503090	Workers Compensation-Civilian-Admin	1,491	297	20	236
504030	Unemployment Claims	0	0	0	35
Total	Personnel Services	299,107	73,600	43,680	128,300
511050	Paper & Printing Supplies	(1,252)	0	0	0
511055	Publications & Printed Materials	0	3,491	0	0
511060	Postage	395,160	500,000	405,160	431,560
511070	Miscellaneous Office Supplies	132	0	0	0
511110	Fuel	22,208,149	26,296,509	23,508,891	0
511145	Small Tools & Minor Equipment	0	2,500	0	0
511150	Miscellaneous Parts & Supplies	0	500	0	0
Total	Supplies	22,602,189	26,803,000	23,914,051	431,560
520100	Temporary Personnel Services	32,288	0	0	0
520101	Janitorial Services	0	2,148	0	0
520110	Management Consulting Services	0	200,000	0	0
520115	Real Estate Lease/Office Rental	0	4,400	0	0
520121	IT Application Svcs	396	100	100	100
520510	Mail/Delivery Services	1,000	0	0	0
520520	Printing & Reproduction Services	0	500	0	0
521405	Building Maintenance Services	0	1,500	0	0
521505	Electricity	0	3,000	0	0
521605	Data Services	208	100	100	100
521610	Voice Services	2,562	2,000	2,000	2,000
521715	Office Equipment Rental	2,626,324	2,100,291	1,889,669	2,345,000
521730	Parking Space Rental	840	0	0	0
522205	Metro Commuter Passes	846	0	0	0
522430	Miscellaneous Other Services & Charges	(1,063)	100	0	0
Total	Other Services and Charges	2,663,401	2,314,139	1,891,869	2,347,200
560230	Computer HW and Developed SW	0	6,367	0	0
Total	Equipment	0	6,367	0	0
551015	Non-Capital Computer Equipment	0	19,563	0	0
Total	Non-Capital Equipment	0	19,563	0	0
Grand Total Expenditures		25,564,697	29,216,669	25,849,600	2,907,060

FISCAL YEAR 2008 BUDGET

Business Area Budget Summary					
Fund Name : Central Service Revolving Fund					
Business Area Name : Information Technology					
Fund No./Bus. Area No. : 1002 / 6800					
		FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
Expenditures	Personnel Services	171,654	182,333	76,281	159,422
	Supplies	16,025	16,150	2,600	16,150
	Other Services and Charges	15,629,500	19,402,000	19,461,600	18,093,500
	Equipment	0	85,000	66,600	0
	Total M & O Expenditures	<u>15,817,179</u>	<u>19,685,483</u>	<u>19,607,081</u>	<u>18,269,072</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	<u>15,817,179</u>	<u>19,685,483</u>	<u>19,607,081</u>	<u>18,269,072</u>
Revenues		15,817,179	19,685,483	19,607,081	18,269,072
Staffing	Full-Time Equivalents - Civilian	2.0	2.0	1.0	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>2.0</u>	<u>2.0</u>	<u>1.0</u>	<u>2.0</u>
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	<ul style="list-style-type: none"> o Managing operating cost increases related to the data network upgrade to minimize the impact on affected departments. o As the phases of data network upgrades are completed, replace voice network assets that have reached end of life with technology that reduces operating costs. o Continue to aggregate maintenance and support agreements Citywide to drive down costs. o Implement an improved charge back system. o Replace wired data circuits with wireless circuits to reduce operating cost. 				

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



FISCAL YEAR 2008 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
<p>IT-Enterprise Applications 6800020003</p> <p>Enterprise Applications supports centralized citywide and core application service and function per Exec 1-44 including enterprise maintenance, technical support, service contracts and related utility management.</p>	<p>Support citywide procurement and accounts payables associated with Enterprise Applications effectively and efficiently.</p>
<p>IT-Network Services 6800030005</p> <p>Network Services supports centralized IT voice and data communication services and functions per Exec 1-44 including enterprise maintenance, technical support, service contracts and related utility management.</p>	

FISCAL YEAR 2008 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	FY2006 Actual			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Transaction accuracy rate				99%			99%		
Prompt invoice pmt				99%			99%		
		2.0	2,959,753		1.0	3,686,781		2.0	2,939,422
Transaction accuracy rate				99%			99%		
Prompt utility invoice pmt				99%			99%		
		0.0	12,857,426		0.0	15,920,300		0.0	15,329,650
Total		<u>2.0</u>	<u>15,817,179</u>		<u>1.0</u>	<u>19,607,081</u>		<u>2.0</u>	<u>18,269,072</u>

FISCAL YEAR 2008 BUDGET

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

JOB DESCRIPTION	PAY GRADE	FY2007 Budget FTE	FY2008 Budget FTE	Change
ADMINISTRATIVE COORDINATOR	24	0.0	1.0	1.0
DATA BASE ADMINISTRATOR	25	1.0	0.0	(1.0)
IRM MANAGER	29	1.0	0.0	(1.0)
SYSTEMS CONSULTANT	26	0.0	1.0	1.0
Total FTEs		<u>2.0</u>	<u>2.0</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 Equivalents		<u>2.0</u>	<u>2.0</u>	<u>0.0</u>

FISCAL YEAR 2008 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	FY2007 Budget	FY2007 Estimate	FY2008 Budget
6800020003 IT-Enterprise Applications				
424030	Intfd Computer Dev	5,000	0	5,000
424100	Intfd IT Network Svc	4,732,333	3,732,381	2,934,422
451070	Indirect Cost Recovery Metro	2,000	0	0
Total IT-Enterprise Applications		<u>4,739,333</u>	<u>3,732,381</u>	<u>2,939,422</u>
6800030005 IT-Network Services				
424030	Intfd Computer Dev	11,150	2,600	11,150
451020	Interfund Billing-Telephone	11,425,000	11,831,200	12,905,400
457020	Interfund Communication Equipment Repair	3,510,000	4,040,900	2,413,100
Total IT-Network Services		<u>14,946,150</u>	<u>15,874,700</u>	<u>15,329,650</u>
Total Information Technology		<u><u>19,685,483</u></u>	<u><u>19,607,081</u></u>	<u><u>18,269,072</u></u>

FISCAL YEAR 2008 BUDGET

Business Area Expenditure Summary

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

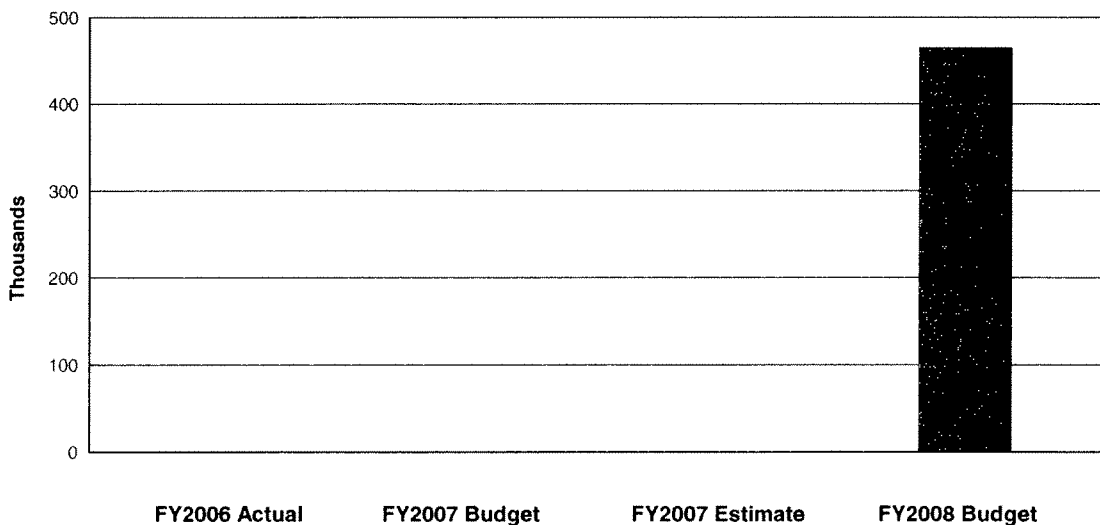
Commit Item	Description	FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
500010	Salary Base Pay - Civilian	130,402	131,053	53,588	117,397
501070	Pension - Civilian	21,364	22,313	8,788	18,549
501120	Termination Pay - Civilian	0	4,218	2,600	0
502010	FICA - Civilian	9,823	10,408	4,251	8,981
503010	Health/Life Insurance - Active Civilian	9,288	9,828	6,659	13,667
503060	Long Term Disability	348	348	159	286
503090	Workers Compensation-Civilian-Admin	429	476	236	472
504020	Compensation Contingency	0	3,689	0	0
504030	Unemployment Claims	0	0	0	70
Total	Personnel Services	171,654	182,333	76,281	159,422
511045	Computer Supplies	6,018	10,000	500	10,000
511070	Miscellaneous Office Supplies	4,190	4,000	0	4,000
511150	Miscellaneous Parts & Supplies	5,817	2,150	2,100	2,150
Total	Supplies	16,025	16,150	2,600	16,150
520100	Temporary Personnel Services	395,843	500,000	683,400	739,500
520119	Computer Equipment/Software Maintenance	0	1,325,000	1,325,000	0
520121	IT Application Svcs	2,615,540	3,330,000	3,104,000	2,249,600
521605	Data Services	2,673,640	1,975,000	2,518,000	2,199,000
521610	Voice Services	9,943,255	12,270,000	11,831,200	11,383,300
521620	Voice Equipment	0	0	0	893,700
521625	Voice Labor	0	0	0	628,400
522205	Metro Commuter Passes	0	2,000	0	0
522430	Miscellaneous Other Services & Charges	1,222	0	0	0
Total	Other Services and Charges	15,629,500	19,402,000	19,461,600	18,093,500
560230	Computer HW and Developed SW	0	85,000	66,600	0
Total	Equipment	0	85,000	66,600	0
Grand Total Expenditures		15,817,179	19,685,483	19,607,081	18,269,072

FISCAL YEAR 2008 BUDGET

Business Area Budget Summary					
Fund Name		: Central Service Revolving Fund			
Business Area Name		: Planning			
Fund No./Bus. Area No.		: 1002 / 7000			
		FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
Expenditures	Personnel Services	0	0	0	444,321
	Supplies	0	0	0	20,445
	Total M & O Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	464,766
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	464,766
Revenues		0	0	0	1,040,266
Staffing	Full-Time Equivalents - Civilian	0.0	0.0	0.0	4.0
	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>0.0</u>	<u>0.0</u>	<u>0.0</u>	4.0
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	<ul style="list-style-type: none"> o 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 will include customized internet and desktop applications to support both decision making as well as daily operations. o Reduced dependence on proprietary systems and reduced operations. 				

**Central Service Revolving Fund
Planning**

Expenditure Summary



FISCAL YEAR 2008 BUDGET

Business Area Cost Center Summary

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

Cost Center Description	Cost Center Objectives
<p>GIS Services 7000020001</p> <p>Geographic Information System (GIS) provides a centralized service for GIS technology purchases of software, training, consulting services, and related hardware.</p>	<p>The Enterprise Geographic Information System concept is designed to consolidate these expenditures as well as to substantially broaden access to GIS technology and its products.</p>

FISCAL YEAR 2008 BUDGET

Business Area Cost Center Summary

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

Performance Measures	FY2006 Actual			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
GIS users		N/A			N/A			150	
New department users		N/A			N/A			6	
New custom applications developed								15	
			0			0.0		4.0	1,040,266
Total			<u>0</u>			<u>0.0</u>		<u>4.0</u>	<u>1,040,266</u>

FISCAL YEAR 2008 BUDGET

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

JOB DESCRIPTION	PAY GRADE	FY2007 Budget FTE	FY2008 Budget FTE	Change
GIS CONSULTANT	26	0.0	1.0	1.0
GIS MANAGER	29	0.0	1.0	1.0
INFORMATION SYSTEMS ADMINISTRATOR(EXE LEV)	30	0.0	1.0	1.0
WEBMASTER	26	0.0	1.0	1.0
Total FTEs		0.0	4.0	4.0
Less adjustment for Civilian Vacancy Factor		0.0	0.0	0.0
Full-Time Equivalents		0.0	4.0	4.0

FISCAL YEAR 2008 BUDGET

Business Area Revenue Summary

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

Commit Item	Description	FY2007 Budget	FY2007 Estimate	FY2008 Budget
7000020001	GIS Services			
457090	ENT-Geographic Information System	0	0	1,040,266
Total Planning		<u>0</u>	<u>0</u>	<u>1,040,266</u>

FISCAL YEAR 2008 BUDGET

Business Area Expenditure Summary

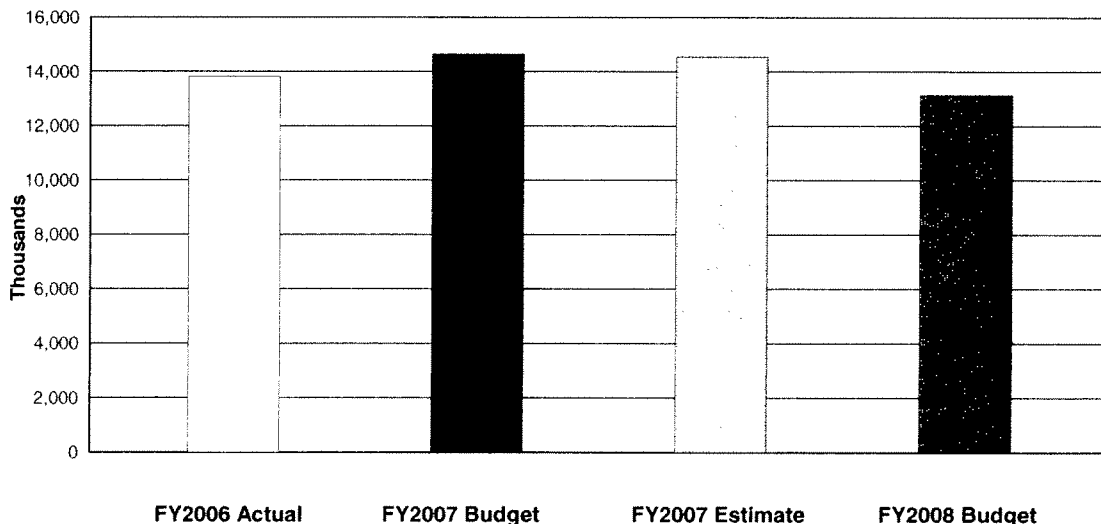
Fund Name : Central Service Revolving Fund
Business Area Name : Planning
Fund No./Bus. Area No. : 1002 / 7000

Commit Item	Description	FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
500010	Salary Base Pay - Civilian	0	0	0	332,593
501070	Pension - Civilian	0	0	0	52,550
502010	FICA - Civilian	0	0	0	25,443
503010	Health/Life Insurance - Active Civilian	0	0	0	32,079
503060	Long Term Disability	0	0	0	572
503090	Workers Compensation-Civilian-Admin	0	0	0	944
504030	Unemployment Claims	0	0	0	140
Total	Personnel Services	0	0	0	444,321
511045	Computer Supplies	0	0	0	7,825
511055	Publications & Printed Materials	0	0	0	320
511070	Miscellaneous Office Supplies	0	0	0	12,300
Total	Supplies	0	0	0	20,445
520119	Computer Equipment/Software Maintenance	0	0	0	500,000
520805	Education & Training	0	0	0	75,500
Total	Other Services and Charges	0	0	0	575,500
Grand Total Expenditures		0	0	0	1,040,266

FISCAL YEAR 2008 BUDGET

Business Area Budget Summary					
Fund Name : Central Service Revolving Fund					
Business Area Name : Human Resources					
Fund No./Bus. Area No. : 1002 / 8000					
		FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
Expenditures	Personnel Services	203,180	229,469	228,654	234,458
	Supplies	1,572	2,000	500	2,000
	Other Services and Charges	13,614,653	14,413,550	14,317,948	12,911,397
	Non-Capital Equipment	0	2,400	2,400	0
	Total M & O Expenditures	<u>13,819,405</u>	<u>14,647,419</u>	<u>14,549,502</u>	<u>13,147,855</u>
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	13,819,405	14,647,419	14,549,502	13,147,855
Revenues		13,819,405	14,647,419	14,549,502	13,147,855
Staffing	Full-Time Equivalents - Civilian	4.5	5.0	5.0	5.0
	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>4.5</u>	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	<ul style="list-style-type: none"> o Temporary personnel utilization to the City continues to be managed through contract allocations, budget process, vendor management, and department authorization. o The Temporary Employee Services Program (TESP) web based system will continue to further promote administration efficiency by reducing paper usage, improving service delivery, record keeping, and management reports. o Reduction of administrative overhead from 3.5% in FY2006 to below 2.5% in FY2008. o Normalize operations with SAP implementation. 				

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



FISCAL YEAR 2008 BUDGET

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

FISCAL YEAR 2008 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	FY2006 Actual			FY2007 Estimate			FY2008 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Pymt. vouchers procd		1,722			853			850	
Inter-gov't vouchers procd		56,649			34,392			34,000	
Invoices processed		23,828			16,460			16,500	
Avg. number of temporaries		566			452			450	
Substance tests conducted		8,130			10,332			10,500	
		4.5	13,819,405		5.0	14,549,502		5.0	13,147,855
Total		<u>4.5</u>	<u>13,819,405</u>		<u>5.0</u>	<u>14,549,502</u>		<u>5.0</u>	<u>13,147,855</u>

FISCAL YEAR 2008 BUDGET

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

JOB DESCRIPTION	PAY GRADE	FY2007 Budget FTE	FY2008 Budget FTE	Change
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	
ADMINISTRATIVE SUPERVISOR	22	1.0	1.0	
SENIOR ACCOUNT CLERK	13	3.0	3.0	
Total FTEs		<u>5.0</u>	<u>5.0</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		<u>5.0</u>	<u>5.0</u>	<u>0.0</u>

FISCAL YEAR 2008 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	FY2007 Budget	FY2007 Estimate	FY2008 Budget
8000110001	Temporary Personnel Service			
426290	Other Service Charges	262,419	274,502	262,855
451050	Interfund Lab Services	385,000	275,000	385,000
457070	Interfund Temporary Personnel	14,000,000	14,000,000	12,500,000
Total	Temporary Personnel Service	<u>14,647,419</u>	<u>14,549,502</u>	<u>13,147,855</u>
Total	Human Resources	<u>14,647,419</u>	<u>14,549,502</u>	<u>13,147,855</u>

FISCAL YEAR 2008 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	FY2006 Actual	FY2007 Budget	FY2007 Estimate	FY2008 Budget
500010	Salary Base Pay - Civilian	144,109	160,053	162,165	163,073
500060	Overtime - Civilian	590	0	53	0
501070	Pension - Civilian	23,607	26,248	26,591	25,766
501120	Termination Pay - Civilian	1,040	0	0	0
502010	FICA - Civilian	10,732	12,244	11,925	12,476
503010	Health/Life Insurance - Active Civilian	21,319	24,300	26,034	27,312
503060	Long Term Disability	798	870	840	715
503090	Workers Compensation-Civilian-Admin	985	1,190	1,046	1,180
504020	Compensation Contingency	0	4,389	0	3,761
504030	Unemployment Claims	0	175	0	175
Total	Personnel Services	203,180	229,469	228,654	234,458
511070	Miscellaneous Office Supplies	1,572	2,000	500	2,000
Total	Supplies	1,572	2,000	500	2,000
520100	Temporary Personnel Services	13,293,725	14,000,000	14,000,000	12,500,000
520110	Management Consulting Services	7,470	7,000	0	5,000
520119	Computer Equipment/Software Maintenance	24,944	15,000	35,295	10,000
520121	IT Application Svcs	0	0	720	1,723
520605	Advertising Services	0	1,500	1,120	3,000
520805	Education & Training	301	550	550	1,000
521605	Data Services	0	0	720	721
521610	Voice Services	0	0	1,440	1,775
521730	Parking Space Rental	10	2,500	2,257	2,332
522205	Metro Commuter Passes	846	2,000	846	846
522430	Miscellaneous Other Services & Charges	287,357	385,000	275,000	385,000
Total	Other Services and Charges	13,614,653	14,413,550	14,317,948	12,911,397
551015	Non-Capital Computer Equipment	0	2,400	2,400	0
Total	Non-Capital Equipment	0	2,400	2,400	0
Grand Total Expenditures		13,819,405	14,647,419	14,549,502	13,147,855