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**FISCAL YEAR 2010 BUDGET**

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**Fund Summary**

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

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	<u>FY2009 Current Budget</u>	<u>FY2009 Estimate</u>	<u>FY2010 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	257,506,381	252,272,792	242,303,809
Total Available Resources	<u>257,506,381</u>	<u>252,272,792</u>	<u>242,303,809</u>
Maintenance and Operations	257,506,381	252,272,792	242,303,809
Total Expenditures	<u>257,506,381</u>	<u>252,272,792</u>	<u>242,303,809</u>
Planned Ending Fund Balance	0	0	0
Total Budget	<u>257,506,381</u>	<u>252,272,792</u>	<u>242,303,809</u>

The above summarizes the FY2009 Current Budget, the FY2009 Estimate and the FY2010 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 Services, Planning and Development, and Human Resources.

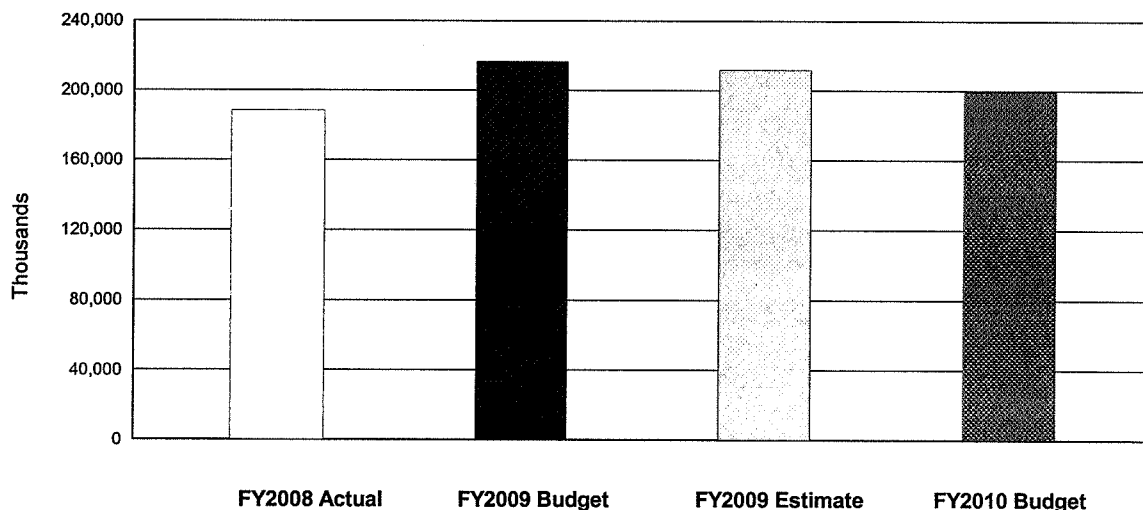
**FISCAL YEAR 2010 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2008 Actual</b>	<b>FY2009 Current Budget</b>	<b>FY2009 Estimate</b>	<b>FY2010 Budget</b>
Expenditures	Personnel Services	727,911	939,627	873,379	1,047,725
	Supplies	30,774,636	34,226,101	34,248,255	34,361,841
	Other Services and Charges	156,729,304	181,405,502	176,651,738	164,189,305
	Equipment	0	16,700	16,700	0
	Non-Capital Equipment	4,589	0	0	0
	Total M & O Expenditures	188,236,440	216,587,930	211,790,072	199,598,871
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	188,236,440	216,587,930	211,790,072	199,598,871
Revenues		188,236,440	216,587,930	211,790,072	199,598,871
Staffing	Full-Time Equivalents - Civilian	10.1	10.0	12.0	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	10.1	10.0	12.0	13.0
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	o Electricity, Natural Gas and Fuel costs is reflected at lower funding due to lower fuel cost in the futures trading market. o Includes 3% HOPE and 1.25% Pay for Performance increases.				

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



**FISCAL YEAR 2010 BUDGET**

**Business Area Cost Center Summary**

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

<b>Cost Center Description</b>	<b>Cost Center Objectives</b>
<p> <b>GSD - Energy Mgmt.</b> <span style="float: right;"><b>2500040001</b></span>                      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> <b>GSD - Fuel</b> <span style="float: right;"><b>2500040002</b></span>                      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>

**FISCAL YEAR 2010 BUDGET**

<b>Business Area Cost Center Summary</b>									
<b>Fund Name : Central Service Revolving Fund</b> <b>Business Area Name : General Services</b> <b>Fund No./Bus Area No. : 1002 / 2500</b>									
<b>Performance Measures</b>	<b>FY2008 Actual</b>			<b>FY2009 Estimate</b>			<b>FY2010 Budget</b>		
	<b>Activities</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>Activities</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>Activities</b>	<b>FTEs</b>	<b>Costs \$</b>
Utility invoice payments		49,200			49,320			49,400	
Utility management (meter applications, connects, and disconnects)		300			320			310	
		4.9	157,159,876		5.0	177,098,552		6.0	164,417,034
Transaction accuracy rate		NA			99%			99%	
		0.0	31,076,564		7.0	34,691,520		7.0	35,181,837
Total		<u>10.1</u>	<u>188,236,440</u>		<u>12.0</u>	<u>211,790,072</u>		<u>13.0</u>	<u>199,598,871</u>

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**FISCAL YEAR 2010 BUDGET**

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

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<b>JOB DESCRIPTION</b>	<b>PAY GRADE</b>	<b>FY2009 Current Budget FTE</b>	<b>FY2010 Budget FTE</b>	<b>Change</b>
ACCOUNTANT ASSOCIATE	14	1.0	1.0	
ADMINISTRATION MANAGER	26	1.0	1.0	
ADMINISTRATIVE AIDE	10	0.0	1.0	1.0
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	1.0	
FINANCIAL ANALYST II	18	1.0	0.0	(1.0)
FINANCIAL ANALYST IV	25	1.0	1.0	
GRADUATE ENGINEER	22	1.0	1.0	
INSPECTOR	18	2.0	1.0	(1.0)
MANAGEMENT ANALYST III	21	2.0	2.0	
SENIOR ACCOUNT CLERK	13	2.0	2.0	
SENIOR ASSISTANT CITY ATTORNEY IV	35	0.0	1.0	1.0
<b>Total FTEs</b>		<b>13.0</b>	<b>13.0</b>	<b>0.0</b>
<b>Less adjustment for Civilian Vacancy Factor</b>		<b>3.0</b>	<b>0.0</b>	<b>(3.0)</b>
<b>Full-Time Equivalents</b>		<b>10.0</b>	<b>13.0</b>	<b>3.0</b>

**FISCAL YEAR 2010 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	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
<b>2500040001</b>	<b>GSD - Energy Mgmt.</b>			
424110	Other Interfund Services	1,757,739	1,733,956	1,755,824
451030	Interfund Natural Gas	15,500,000	13,707,207	10,881,677
457060	Interfund Electricity	164,600,000	161,657,389	151,779,818
<b>Total</b>	<b>GSD - Energy Mgmt.</b>	<u>181,857,739</u>	<u>177,098,552</u>	<u>164,417,319</u>
<b>2500040002</b>	<b>GSD - Fuel</b>			
424110	Other Interfund Services	0	0	1,036,361
424120	Interfund Vehicle Fuel	34,730,191	34,691,520	34,145,191
<b>Total</b>	<b>GSD - Fuel</b>	<u>34,730,191</u>	<u>34,691,520</u>	<u>35,181,552</u>
<b>Total</b>	<b>General Services</b>	<u><u>216,587,930</u></u>	<u><u>211,790,072</u></u>	<u><u>199,598,871</u></u>

**FISCAL YEAR 2010 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2008 Actual</b>	<b>FY2009 Current Budget</b>	<b>FY2009 Estimate</b>	<b>FY2010 Budget</b>
500010	Salary Base Pay - Civilian	535,885	679,117	631,036	767,343
500060	Overtime - Civilian	0	0	1,221	0
500210	Pay for Performance-Municipal	0	0	2,000	0
501070	Pension - Civilian	76,085	100,850	92,959	112,800
501120	Termination Pay - Civilian	12,156	0	0	0
502010	FICA - Civilian	39,340	51,952	48,278	57,292
503010	Health Ins-Act Civilian	59,965	93,006	93,006	96,340
503015	Basic Life Insurance - Active Civilian	623	940	940	445
503050	Health/Life Insurance - Retiree Civilian	295	0	0	0
503060	Long Term Disability-Civilian	1,368	1,105	1,105	1,105
503090	Workers Compensation-Civilian-Admin	2,194	2,834	2,834	2,730
504020	Compensation Contingency	0	9,368	0	9,215
504030	Unemployment Claims	0	455	0	455
<b>Total</b>	<b>Personnel Services</b>	<b>727,911</b>	<b>939,627</b>	<b>873,379</b>	<b>1,047,725</b>
511010	Chemical Gases & Special Fluids	2,136	0	0	0
511045	Computer Supplies	4,754	26,000	10,600	8,000
511055	Publications & Printed Materials	9,816	300	0	9,000
511060	Postage	0	0	0	350
511070	Miscellaneous Office Supplies	2,639	800	7,500	3,300
511110	Fuel	30,731,465	34,193,001	34,214,001	34,145,191
511115	Vehicle Repair & Maintenance Supplies	0	0	0	3,000
511120	Clothing	0	1,000	1,000	3,000
511145	Small Tools & Minor Equipment	20,952	0	0	10,000
511150	Miscellaneous Parts & Supplies	2,874	5,000	15,154	180,000
<b>Total</b>	<b>Supplies</b>	<b>30,774,636</b>	<b>34,226,101</b>	<b>34,248,255</b>	<b>34,361,841</b>
520100	Temporary Personnel Services	4,074	0	0	3,000
520110	Management Consulting Services	312,235	1,198,815	685,000	700,000
520114	Miscellaneous Support Services	0	0	0	12,000
520119	Computer Equipment/Software Maintenance	0	2,000	2,000	110,000
520141	Engineering Services	148,206	283,300	283,300	300,000
520515	Print Shop Services	196	3,000	500	4,000
520520	Printing & Reproduction Services	274	0	0	0
520765	Membership & Professional Fees	370	800	1,000	3,800
520805	Education & Training	175	300	400	10,500
520910	Travel - Non-Training Related	909	800	500	1,000
521505	Electricity	142,210,984	164,600,000	161,657,389	151,779,818
521510	Natural Gas	13,942,876	15,001,185	13,707,207	10,881,677
521610	Voice Services	1,305	400	0	600
521625	Voice Labor	12,542	0	0	0
521730	Parking Space Rental	0	621	621	1,500
521905	Legal Services	89,057	300,000	300,000	150,000
522205	Metro Commuter Passes	2,335	960	1,500	1,710
522430	Miscellaneous Other Services & Charges	3,766	13,321	12,321	229,700
<b>Total</b>	<b>Other Services and Charges</b>	<b>156,729,304</b>	<b>181,405,502</b>	<b>176,651,738</b>	<b>164,189,305</b>
560230	Computer HW and Developed SW	0	16,700	16,700	0
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>16,700</b>	<b>16,700</b>	<b>0</b>
551015	Non-Capital Computer Equipment	4,589	0	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>4,589</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>188,236,440</b>	<b>216,587,930</b>	<b>211,790,072</b>	<b>199,598,871</b>

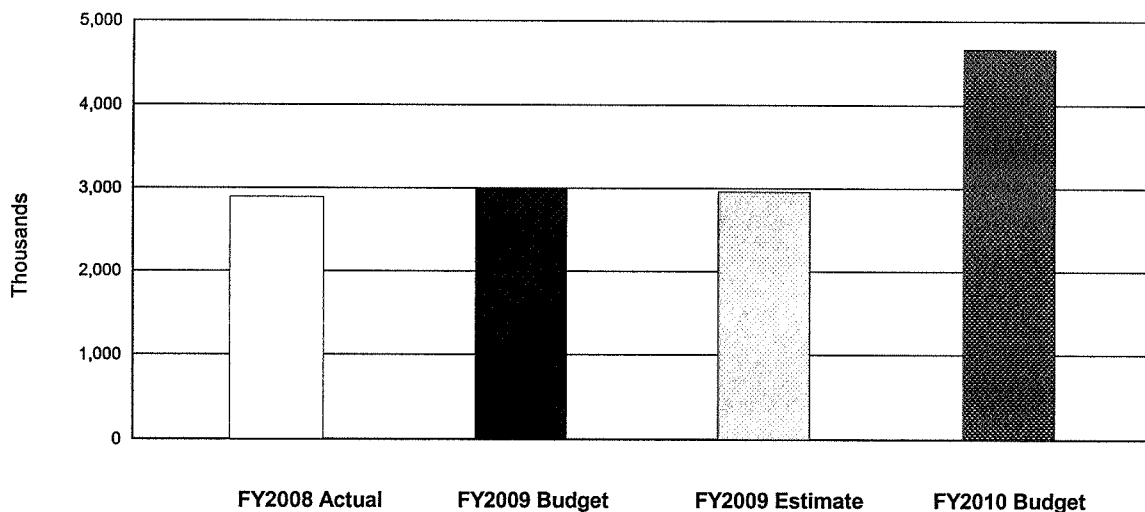
**FISCAL YEAR 2010 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2008 Actual</b>	<b>FY2009 Current Budget</b>	<b>FY2009 Estimate</b>	<b>FY2010 Budget</b>
Expenditures	Personnel Services	(12)	40,000	0	0
	Supplies	455,000	450,000	450,061	450,000
	Other Services and Charges	2,436,593	2,503,900	2,503,900	4,217,267
	Equipment	0	0	0	0
	Non-Capital Equipment	0	0	0	0
	Total M & O Expenditures	2,891,581	2,993,900	2,953,961	4,667,267
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	2,891,581	2,993,900	2,953,961	4,667,267
Revenues		2,891,581	2,993,900	2,953,961	4,667,267
Staffing	Full-Time Equivalents - Civilian	0.5	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	0.5	0.0	0.0	0.0
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	o Image Solutions will continue to provide City with copying services.				
	o Print Shop Services expenditure budget of \$1.7M is created in FY2010 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
<b>ARA - Central Services</b> <b>6500050002</b> Provide a centralized service function for xerox copies and postage for citywide operating departments. Administer service contracts and process related service billings.	Serve and support all the City departments in monitoring and managing costs and services related to xerox copies and postage.
<b>ARA - Print Shop</b> <b>6500060004</b> 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.	Provide City with highest quality of printed materials and service at competitive costs and expedite printing requests to meet spec and deadlines. Generate revenue through outsourced contract to recover cost of operation.

**FISCAL YEAR 2010 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	FY2008 Actual			FY2009 Estimate			FY2010 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Transaction accuracy rate		99%			99%			99%	
		0.5	2,887,371		0.0	2,950,000		0.0	2,950,000
Outsourced Contract Goals Achieved		100%			100%			100%	
		0.0	4,210		0.0	3,961		0.0	1,717,267
Total		<u>0.5</u>	<u>2,891,581</u>		<u>0.0</u>	<u>2,953,961</u>		<u>0.0</u>	<u>4,667,267</u>

**FISCAL YEAR 2010 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	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
<b>6500050002</b>	<b>ARA - Central Services</b>			
451040	Interfund Postage	450,000	450,000	450,000
457030	Interfund Billing & Collection Service	2,500,000	2,500,000	2,500,000
<b>Total</b>	<b>ARA - Central Services</b>	<u>2,950,000</u>	<u>2,950,000</u>	<u>2,950,000</u>
<b>6500060004</b>	<b>ARA - Print Shop</b>			
451060	Interfund Print Shop Operations	43,900	3,961	1,717,267
<b>Total</b>	<b>Administration and Regulatory Affairs</b>	<u><u>2,993,900</u></u>	<u><u>2,953,961</u></u>	<u><u>4,667,267</u></u>

**FISCAL YEAR 2010 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

<b>Commit Item</b>	<b>Description</b>	<b>FY2008 Actual</b>	<b>FY2009 Current Budget</b>	<b>FY2009 Estimate</b>	<b>FY2010 Budget</b>
503050	Health/Life Insurance - Retiree Civilian	0	40,000	0	0
503090	Workers Compensation-Civilian-Admin	(12)	0	0	0
<b>Total</b>	<b>Personnel Services</b>	<b>(12)</b>	<b>40,000</b>	<b>0</b>	<b>0</b>
511060	Postage	455,000	450,000	450,000	450,000
511070	Miscellaneous Office Supplies	0	0	61	0
<b>Total</b>	<b>Supplies</b>	<b>455,000</b>	<b>450,000</b>	<b>450,061</b>	<b>450,000</b>
520121	IT Application Svcs	385	400	400	0
520515	Print Shop Services	(36)	0	0	1,713,667
521605	Data Services	377	400	400	200
521610	Voice Services	3,446	3,000	3,000	3,300
521620	Voice Equipment	33	0	0	100
521625	Voice Labor	7	100	100	0
521715	Office Equipment Rental	2,438,811	2,500,000	2,500,000	2,500,000
522780	Interfund Photo Copy Services	(6,430)	0	0	0
<b>Total</b>	<b>Other Services and Charges</b>	<b>2,436,593</b>	<b>2,503,900</b>	<b>2,503,900</b>	<b>4,217,267</b>
<b>Grand Total Expenditures</b>		<b>2,891,581</b>	<b>2,993,900</b>	<b>2,953,961</b>	<b>4,667,267</b>



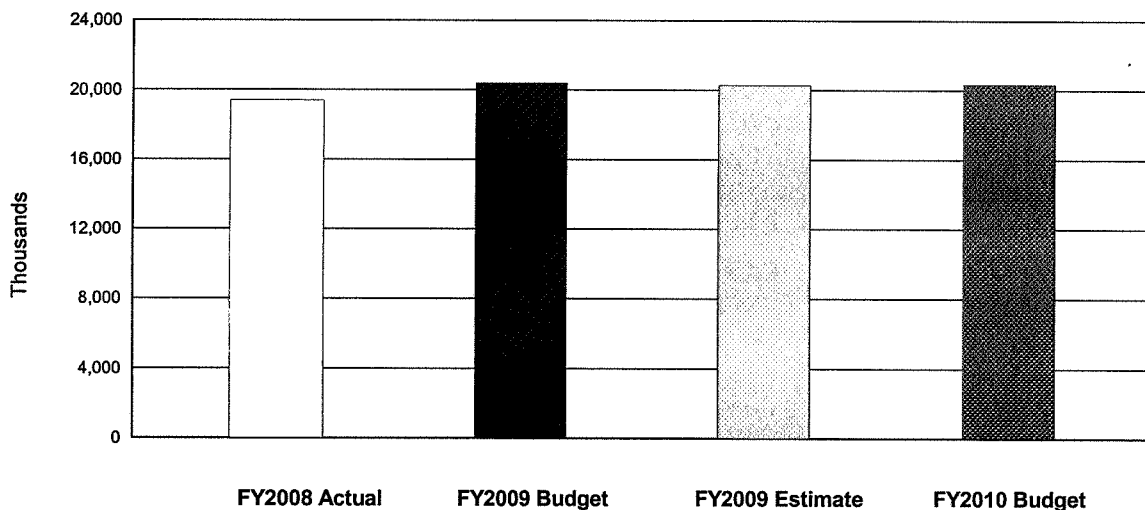
**FISCAL YEAR 2010 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2008 Actual</b>	<b>FY2009 Current Budget</b>	<b>FY2009 Estimate</b>	<b>FY2010 Budget</b>
Expenditures	Personnel Services	149,019	476,181	353,048	193,327
	Supplies	19,956	16,150	3,500	3,500
	Other Services and Charges	19,137,537	19,926,741	19,940,100	20,164,753
	Equipment	92,649	0	0	0
	Total M & O Expenditures	19,399,161	20,419,072	20,296,648	20,361,580
	Debt Service & Other Uses	0	0	0	0
	<b>Total Expenditures</b>	<b>19,399,161</b>	<b>20,419,072</b>	<b>20,296,648</b>	<b>20,361,580</b>
Revenues		19,399,161	20,419,072	20,296,648	20,361,580
Staffing	Full-Time Equivalents - Civilian	2.0	4.9	4.9	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	2.0	4.9	4.9	2.0
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	<ul style="list-style-type: none"> <li>o Manage the operating cost of data network upgrades to minimize the impact on departments.</li> <li>o Continue data network upgrades and replacing voice network assets to reach their technological life expectancy by reducing operating costs.</li> <li>o Maintain and support citywide agreements to lower costs.</li> <li>o Continue to improve a revised charge back system.</li> <li>o Replace wired data circuits with wireless circuits to reduce operating cost.</li> <li>o Implement improvements to manage the fund as it relates to accruals, year-end projections, user department plans, etc.</li> <li>o Includes 3% HOPE and 1.25% Pay for Performance increases.</li> </ul>				

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



**FISCAL YEAR 2010 BUDGET**

**Business Area Cost Center Summary**

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

<b>Cost Center Description</b>	<b>Cost Center Objectives</b>
<b>IT-Enterprise Application 6800020001</b> 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.
<b>IT-Enterprise App. - 311 Support 6800020003</b> 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 citywide procurement and accounts payables associated with Enterprise Applications for 311 Call Center effectively and efficiently.
<b>IT - ERP Project 6800020004</b> Responsible for providing citywide ERP applications support to the City's core business systems. Support integration of selected departmental applications with ERP.	To insure adequate maintenance and support of SAP system.
<b>IT-Client Services 6800030001</b> 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.	Insure maintenance of various tools used to provide citywide services.
<b>IT - Network Data Services 6800030004</b> Service and maintenance of citywide network infrastructure. Provide internet access, network security, monitoring, management, intrusion detection and remote connectivity.	Insure maintenance of the systems used to provide citywide services related to data services.
<b>IT-Network Voice Services 6800030005</b> 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 2010 BUDGET**

<b>Business Area Cost Center Summary</b>									
<b>Fund Name : Central Service Revolving Fund</b> <b>Business Area Name : Information Technology</b> <b>Fund No./Bus Area No. : 1002 / 6800</b>									
<b>Performance Measures</b>	<b>FY2008 Actual</b>			<b>FY2009 Estimate</b>			<b>FY2010 Budget</b>		
	<b>Activities</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>Activities</b>	<b>FTEs</b>	<b>Costs \$</b>	<b>Activities</b>	<b>FTEs</b>	<b>Costs \$</b>
Timely software renewals	N/A			99%			99%		
Timely invoice payment	N/A			99%			99%		
Accurate chargebacks	N/A			99%			99%		
	0.2	135,000		0.0	521,970		0.0	540,784	
Transaction accuracy rate	99%			99%			99%		
Prompt invoice pmt	99%			99%			99%		
	1.8	1,948,587		2.0	1,549,818		2.0	1,634,195	
Timely software renewals	N/A			99%			99%		
Timely invoice payment	N/A			99%			99%		
Accurate chargebacks	N/A			99%			99%		
	0.0	386,566		0.0	681,787		0.0	759,000	
Timely software renewals	N/A			99%			99%		
Timely invoice payment	N/A			99%			99%		
Accurate chargebacks	N/A			99%			99%		
	0.0	68,638		0.0	79,622		0.0	176,500	
Timely software renewals	N/A			99%			99%		
Timely invoice payment	N/A			99%			99%		
Accurate chargebacks	N/A			99%			99%		
	0.0	0		0.0	1,442,086		0.0	2,498,200	
Transaction accuracy rate	99%			99%			99%		
Prompt telecom invoice pmt	99%			99%			99%		
	0.0	16,509,139		0.0	15,017,000		0.0	13,832,318	



**FISCAL YEAR 2010 BUDGET**

Business Area Cost Center Summary	
<b>Fund Name</b> : Central Service Revolving Fund <b>Business Area Name</b> : Information Technology <b>Fund No./Bus Area No.</b> : 1002 / 6800	
Cost Center Description	Cost Center Objectives
<b>IT-Enterprise Operations</b> <b>6800030007</b> 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 & equipment used to support citywide operations for related software applications.
<b>IT - Radio Comm Services</b> <b>6800050001</b> Responsible for upgrading current city radios to 700 MHz. FY2009 required contract negotiations, designing a system and analysis of current radio services.	Capture cost of Radio Project for capitalizing expenses.

**FISCAL YEAR 2010 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	FY2008 Actual			FY2009 Estimate			FY2010 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Timely software renewals		N/A			99%			99%	
Timely invoice payment		N/A			99%			99%	
Accurate chargebacks		N/A			99%			99%	
		0.0	351,231		0.0	839,500		0.0	920,583
Comp contract negotiations		N/A			99%			99%	
Rec City Council approval		N/A			99%			99%	
Comp organization analysis		N/A			99%			99%	
Comp design review		N/A			99%			99%	
		0.0	0		2.9	164,865		0.0	0
Total		<u>2.0</u>	<u>19,399,161</u>		<u>4.9</u>	<u>20,296,648</u>		<u>2.0</u>	<u>20,361,580</u>

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**FISCAL YEAR 2010 BUDGET**

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

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<b>JOB DESCRIPTION</b>	<b>PAY GRADE</b>	<b>FY2009 Current Budget FTE</b>	<b>FY2010 Budget FTE</b>	<b>Change</b>
ADMINISTRATIVE ASSISTANT	17	0.2	0.0	(0.2)
ADMINISTRATIVE COORDINATOR	24	1.0	1.0	
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	0.0	(1.0)
OPERATIONS MANAGER	27	0.0	1.0	1.0
SENIOR IT PROJECT MANAGER (EXE LEV)	30	1.4	0.0	(1.4)
SENIOR PROJECT MANAGER	27	0.0	0.0	
SYSTEMS CONSULTANT	26	1.3	0.0	(1.3)
<b>Total FTEs</b>		<b>4.9</b>	<b>2.0</b>	<b>(2.9)</b>
<b>Less adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>4.9</b>	<b>2.0</b>	<b>(2.9)</b>

**FISCAL YEAR 2010 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	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
<b>6800020003</b>	<b>IT-Enterprise App. - 311 Support</b>			
424030	Intfd Computer Dev	5,000	0	0
424100	Intfd IT Network Svc	3,245,822	2,918,440	2,933,979
<b>Total</b>	<b>IT-Enterprise App. - 311 Support</b>	<u>3,250,822</u>	<u>2,918,440</u>	<u>2,933,979</u>
<b>6800030005</b>	<b>IT-Network Voice Services</b>			
424030	Intfd Computer Dev	11,150	0	0
451020	Interfund Billing-Telephone	13,250,000	13,250,000	12,700,000
457020	Interfund Communication Equipment Repair	3,907,100	4,128,208	4,727,601
<b>Total</b>	<b>IT-Network Voice Services</b>	<u>17,168,250</u>	<u>17,378,208</u>	<u>17,427,601</u>
<b>Total</b>	<b>Information Technology</b>	<u><u>20,419,072</u></u>	<u><u>20,296,648</u></u>	<u><u>20,361,580</u></u>

**FISCAL YEAR 2010 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	FY2008 Actual	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
500010	Salary Base Pay - Civilian	113,746	367,624	256,850	144,280
501070	Pension - Civilian	17,160	54,591	38,142	21,209
502010	FICA - Civilian	8,335	28,124	19,649	11,037
503010	Health Ins-Act Civilian	8,961	21,965	35,254	14,254
503015	Basic Life Insurance - Active Civilian	149	456	152	83
503060	Long Term Disability-Civilian	282	431	340	170
503090	Workers Compensation-Civilian-Admin	386	1,110	840	420
504020	Compensation Contingency	0	1,709	1,751	1,804
504030	Unemployment Claims	0	171	70	70
<b>Total</b>	<b>Personnel Services</b>	<b>149,019</b>	<b>476,181</b>	<b>353,048</b>	<b>193,327</b>
511025	Electrical Hardware & Parts	349	0	0	0
511045	Computer Supplies	19,452	10,000	3,500	3,500
511070	Miscellaneous Office Supplies	11	4,000	0	0
511150	Miscellaneous Parts & Supplies	144	2,150	0	0
<b>Total</b>	<b>Supplies</b>	<b>19,956</b>	<b>16,150</b>	<b>3,500</b>	<b>3,500</b>
520100	Temporary Personnel Services	5,015	7,000	0	0
520110	Management Consulting Services	29,600	0	0	0
520119	Computer Equipment/Software Maintenance	308,804	0	0	0
520121	IT Application Svcs	2,284,515	2,757,604	2,564,092	2,738,952
520157	Computer Software Maintenance Services	0	440,365	266,952	653,100
520158	Computer Equipment Maintenance Services	0	0	0	263,983
520805	Education & Training	26	0	0	0
521605	Data Services	2,070,767	2,301,735	2,240,756	2,674,700
521610	Voice Services	12,616,298	12,801,500	13,250,000	12,700,000
521620	Voice Equipment	1,094,955	808,500	808,500	419,650
521625	Voice Labor	727,099	805,000	805,000	709,168
522205	Metro Commuter Passes	1,629	1,300	1,300	1,700
522430	Miscellaneous Other Services & Charges	(1,171)	3,737	3,500	3,500
<b>Total</b>	<b>Other Services and Charges</b>	<b>19,137,537</b>	<b>19,926,741</b>	<b>19,940,100</b>	<b>20,164,753</b>
560230	Computer HW and Developed SW	92,649	0	0	0
<b>Total</b>	<b>Equipment</b>	<b>92,649</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>19,399,161</b>	<b>20,419,072</b>	<b>20,296,648</b>	<b>20,361,580</b>

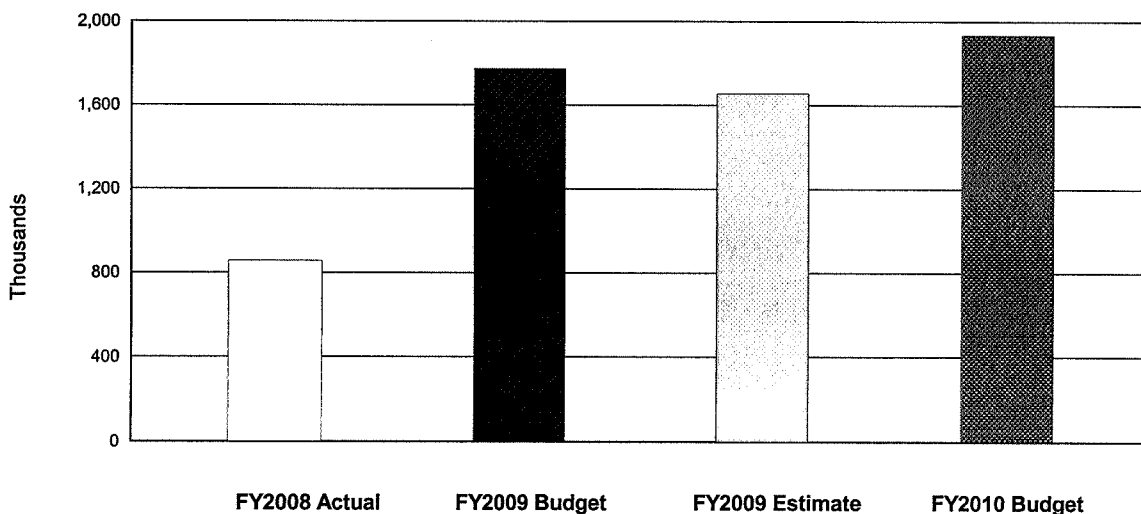
**FISCAL YEAR 2010 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2008 Actual</b>	<b>FY2009 Current Budget</b>	<b>FY2009 Estimate</b>	<b>FY2010 Budget</b>
Expenditures	Personnel Services	359,564	990,817	873,270	1,105,538
	Supplies	0	48,202	48,202	55,155
	Other Services and Charges	496,673	717,340	717,973	772,340
	Equipment	0	8,900	8,900	0
	Non-Capital Equipment	0	6,953	6,953	0
	Total M & O Expenditures	856,237	1,772,212	1,655,298	1,933,033
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	856,237	1,772,212	1,655,298	1,933,033
Revenues		856,237	1,772,212	1,655,298	1,933,033
Staffing	Full-Time Equivalents - Civilian	3.4	12.0	7.0	12.5
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	3.4	12.0	7.0	12.5
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	<ul style="list-style-type: none"> <li>o Continuous Development of Enterprise Geographical Information System (GIS)</li> <li>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.</li> <li>o Enterprise GIS will enable design, development and deployment of web-based applications for improved public access to public information.</li> <li>o Includes 3% HOPE and 1.25% Pay for Performance increases.</li> </ul>				

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



**FISCAL YEAR 2010 BUDGET**

**Business Area Cost Center Summary**

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

<b>Cost Center Description</b>	<b>Cost Center Objectives</b>
<p> <b>GIS Services</b> <span style="float: right;"><b>7000020001</b></span>                      Enterprise GIS (EGIS) 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. Deploy addressing tools for 3300 Main Permitting staff.                 </p>

**FISCAL YEAR 2010 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	FY2008 Actual			FY2009 Estimate			FY2010 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
GIS users		100			150			300	
New department users		6			4			3	
New custom applications developed		10			10			10	
		3.4	856,237		7.0	1,655,298		12.5	1,933,033
Total		<u>3.4</u>	<u>856,237</u>		<u>7.0</u>	<u>1,655,298</u>		<u>12.5</u>	<u>1,933,033</u>



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**FISCAL YEAR 2010 BUDGET**

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

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JOB DESCRIPTION	PAY GRADE	FY2009 Current Budget FTE	FY2010 Budget FTE	Change
ADMINISTRATIVE SPECIALIST	20	1.0	0.0	(1.0)
GIS ANALYST	20	3.0	3.0	
GIS CONSULTANT	26	3.0	3.5	0.5
GIS MANAGER	29	1.0	2.0	1.0
INFORMATION SYSTEMS ADMINISTRATOR (EXE LEV)	30	1.0	0.0	(1.0)
SENIOR GIS ANALYST	24	2.0	1.0	(1.0)
SYSTEMS SUPPORT ANALYST IV	25	0.0	1.0	1.0
WEB DESIGNER	21	0.0	1.0	1.0
WEBMASTER	26	1.0	1.0	
<b>Total FTEs</b>		<b>12.0</b>	<b>12.5</b>	<b>0.5</b>
<b>Less adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>12.0</b>	<b>12.5</b>	<b>0.5</b>

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**FISCAL YEAR 2010 BUDGET**

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**Business Area Revenue Summary**

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

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Commit Item	Description	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
7000020001	GIS Services			
457090	ENT-Geographic Information System	1,772,212	1,655,298	1,933,033
Total	Planning & Development	<u>1,772,212</u>	<u>1,655,298</u>	<u>1,933,033</u>

**FISCAL YEAR 2010 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Description</b>	<b>FY2008 Actual</b>	<b>FY2009 Current Budget</b>	<b>FY2009 Estimate</b>	<b>FY2010 Budget</b>
500010	Salary Base Pay - Civilian	287,508	750,632	667,638	837,378
500110	Bilingual Pay - Civilian	0	904	905	904
500210	Pay for Performance-Municipal	0	0	1,000	0
501070	Pension - Civilian	36,432	112,776	99,647	123,097
501120	Termination Pay - Civilian	0	0	5,583	0
502010	FICA - Civilian	21,639	58,171	50,781	64,129
503010	Health Ins-Act Civilian	12,520	63,219	43,196	65,058
503015	Basic Life Insurance - Active Civilian	338	1,035	440	477
503060	Long Term Disability-Civilian	452	1,027	1,027	1,066
503090	Workers Compensation-Civilian-Admin	675	2,634	2,634	2,634
504020	Compensation Contingency	0	0	0	10,358
504030	Unemployment Claims	0	419	419	437
<b>Total</b>	<b>Personnel Services</b>	<b>359,564</b>	<b>990,817</b>	<b>873,270</b>	<b>1,105,538</b>
511045	Computer Supplies	0	38,202	38,202	45,155
511055	Publications & Printed Materials	0	2,500	2,500	2,500
511070	Miscellaneous Office Supplies	0	7,500	7,500	7,500
<b>Total</b>	<b>Supplies</b>	<b>0</b>	<b>48,202</b>	<b>48,202</b>	<b>55,155</b>
520107	Computer Info/Contr	0	125,500	125,500	180,500
520119	Computer Equipment/Software Maintenance	492,248	512,600	512,600	512,600
520765	Membership & Professional Fees	0	3,500	3,500	3,500
520805	Education & Training	0	62,500	62,500	62,500
520905	Travel - Training Related	4,425	10,600	10,600	10,600
522205	Metro Commuter Passes	0	2,640	3,273	2,640
<b>Total</b>	<b>Other Services and Charges</b>	<b>496,673</b>	<b>717,340</b>	<b>717,973</b>	<b>772,340</b>
560230	Computer HW and Developed SW	0	8,900	8,900	0
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>8,900</b>	<b>8,900</b>	<b>0</b>
551040	Non-Capital Other	0	6,953	6,953	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>0</b>	<b>6,953</b>	<b>6,953</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>856,237</b>	<b>1,772,212</b>	<b>1,655,298</b>	<b>1,933,033</b>

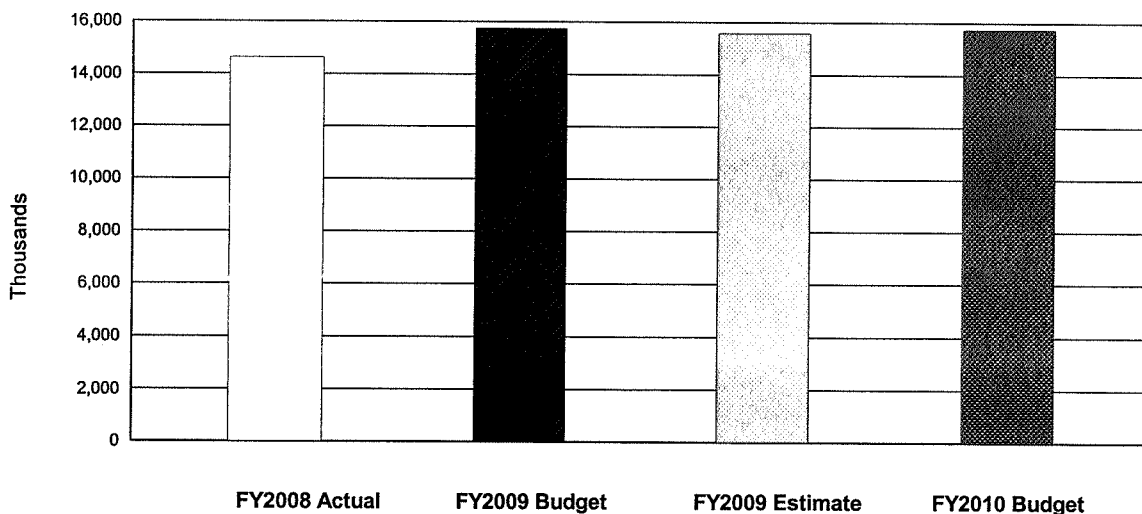
**FISCAL YEAR 2010 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2008 Actual</b>	<b>FY2009 Current Budget</b>	<b>FY2009 Estimate</b>	<b>FY2010 Budget</b>
Expenditures	Personnel Services	225,778	306,619	219,037	323,826
	Supplies	3,577	2,628	406	2,628
	Other Services and Charges	14,388,814	15,423,040	15,357,370	15,416,604
	Non-Capital Equipment	0	980	0	0
	Total M & O Expenditures	14,618,169	15,733,267	15,576,813	15,743,058
	Debt Service & Other Uses	0	0	0	0
	Total Expenditures	14,618,169	15,733,267	15,576,813	15,743,058
Revenues		14,618,169	15,733,267	15,576,813	15,743,058
Staffing	Full-Time Equivalents - Civilian	4.7	5.7	4.8	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	4.7	5.7	4.8	6.0
	Full-Time Equivalents-Overtime	0.0	0.0	0.0	0.0
Budget Highlights	<ul style="list-style-type: none"> <li>o Temporary personnel utilization to the City continues to be managed through contract allocations, budget process, vendor management, and department authorization.</li> <li>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.</li> <li>o Recognize internal administrative overhead reduction from 3.5% in FY2006 to 2.4% in FY2010.</li> <li>o Includes 3% HOPE and 1.25% Pay for Performance increases.</li> </ul>				

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



**FISCAL YEAR 2010 BUDGET**

**Business Area Cost Center Summary**

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

<b>Cost Center Description</b>	<b>Cost Center Objectives</b>
<p> <b>Temporary Personnel Service</b> <b>8000110001</b>                      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 abuse test costs to appropriate departments.                 </p>

**FISCAL YEAR 2010 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	FY2008 Actual			FY2009 Estimate			FY2010 Budget		
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
P1s processed		2,677			3,020			3,100	
IIs processed		47,262			40,000			35,000	
Invoices processed		23,631			23,000			21,000	
Average temporaries		561			450			450	
Substance tests conducted		10,067			9,900			10,000	
		4.7	14,618,169		4.8	15,576,813		6.0	15,743,058
<b>Total</b>		<u>4.7</u>	<u>14,618,169</u>		<u>4.8</u>	<u>15,576,813</u>		<u>6.0</u>	<u>15,743,058</u>

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**FISCAL YEAR 2010 BUDGET**

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

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<b>JOB DESCRIPTION</b>	<b>PAY GRADE</b>	<b>FY2009 Current Budget FTE</b>	<b>FY2010 Budget FTE</b>	<b>Change</b>
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	
ADMINISTRATIVE COORDINATOR	24	1.0	1.0	
CONTRACT ADMINISTRATOR	22	1.0	1.0	
SENIOR ACCOUNT CLERK	13	3.0	3.0	
<b>Total FTEs</b>		<b>6.0</b>	<b>6.0</b>	<b>0.0</b>
<b>Less adjustment for Civilian Vacancy Factor</b>		<b>0.3</b>	<b>0.0</b>	<b>(0.3)</b>
<b>Full-Time Equivalents</b>		<b>5.7</b>	<b>6.0</b>	<b>0.3</b>

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**FISCAL YEAR 2010 BUDGET**

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**Business Area Revenue Summary**

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

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<b>Commit Item</b>	<b>Description</b>	<b>FY2009 Current Budget</b>	<b>FY2009 Estimate</b>	<b>FY2010 Budget</b>
8000110001	Temporary Personnel Service			
426290	Other Service Charges	348,267	236,438	358,058
451050	Interfund Lab Services	385,000	340,375	385,000
457070	Interfund Temporary Personnel	15,000,000	15,000,000	15,000,000
<b>Total</b>	<b>Temporary Personnel Service</b>	<u>15,733,267</u>	<u>15,576,813</u>	<u>15,743,058</u>
<b>Total</b>	<b>Human Resources</b>	<u>15,733,267</u>	<u>15,576,813</u>	<u>15,743,058</u>



**FISCAL YEAR 2010 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	FY2008 Actual	FY2009 Current Budget	FY2009 Estimate	FY2010 Budget
500010	Salary Base Pay - Civilian	161,899	222,540	161,245	238,914
500060	Overtime - Civilian	0	0	167	0
501070	Pension - Civilian	25,332	32,489	24,168	35,119
502010	FICA - Civilian	11,761	16,736	11,911	18,277
503010	Health Ins-Act Civilian	24,933	32,625	20,060	25,247
503015	Basic Life Insurance - Active Civilian	207	302	138	139
503060	Long Term Disability-Civilian	678	485	415	510
503090	Workers Compensation-Civilian-Admin	968	1,242	933	1,260
504020	Compensation Contingency	0	0	0	4,150
504030	Unemployment Claims	0	200	0	210
<b>Total</b>	<b>Personnel Services</b>	<b>225,778</b>	<b>306,619</b>	<b>219,037</b>	<b>323,826</b>
511045	Computer Supplies	0	628	0	628
511055	Publications & Printed Materials	631	0	0	0
511070	Miscellaneous Office Supplies	2,307	2,000	406	2,000
511150	Miscellaneous Parts & Supplies	639	0	0	0
<b>Total</b>	<b>Supplies</b>	<b>3,577</b>	<b>2,628</b>	<b>406</b>	<b>2,628</b>
520100	Temporary Personnel Services	14,023,265	15,000,000	15,000,000	15,000,000
520110	Management Consulting Services	13,099	5,000	5,410	5,000
520114	Miscellaneous Support Services	0	6,421	60	6,421
520119	Computer Equipment/Software Maintenance	15,482	10,000	7,500	10,000
520121	IT Application Svcs	615	1,236	751	1,236
520515	Print Shop Services	0	99	0	99
520605	Advertising Services	3,029	3,360	502	600
520805	Education & Training	1,096	1,000	250	1,000
520910	Travel - Non-Training Related	0	100	0	100
521605	Data Services	0	721	0	721
521610	Voice Services	(1)	1,775	340	1,775
521620	Voice Equipment	470	0	0	0
521730	Parking Space Rental	2,332	6,876	1,689	3,200
522205	Metro Commuter Passes	985	1,452	493	1,452
522430	Miscellaneous Other Services & Charges	328,442	385,000	340,375	385,000
<b>Total</b>	<b>Other Services and Charges</b>	<b>14,388,814</b>	<b>15,423,040</b>	<b>15,357,370</b>	<b>15,416,604</b>
551010	Non-Capital Office Furniture & Equipment	0	980	0	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>0</b>	<b>980</b>	<b>0</b>	<b>0</b>
<b>Grand Total Expenditures</b>		<b>14,618,169</b>	<b>15,733,267</b>	<b>15,576,813</b>	<b>15,743,058</b>