CITY OF HOUSTON, TEXAS

FY 2022 FULL COST ALLOCATION PLAN

Based on Actual Expenditures
For the Fiscal Year Ended
June 30, 2020

CITY OF HOUSTON
Sylvester Turner, Mayor

FINANCE DEPARTMENT
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City of Houston, Texas
FY 2022 Full Cost Allocation Plan
Based on Actual Expenditures
For the Fiscal Year Ended
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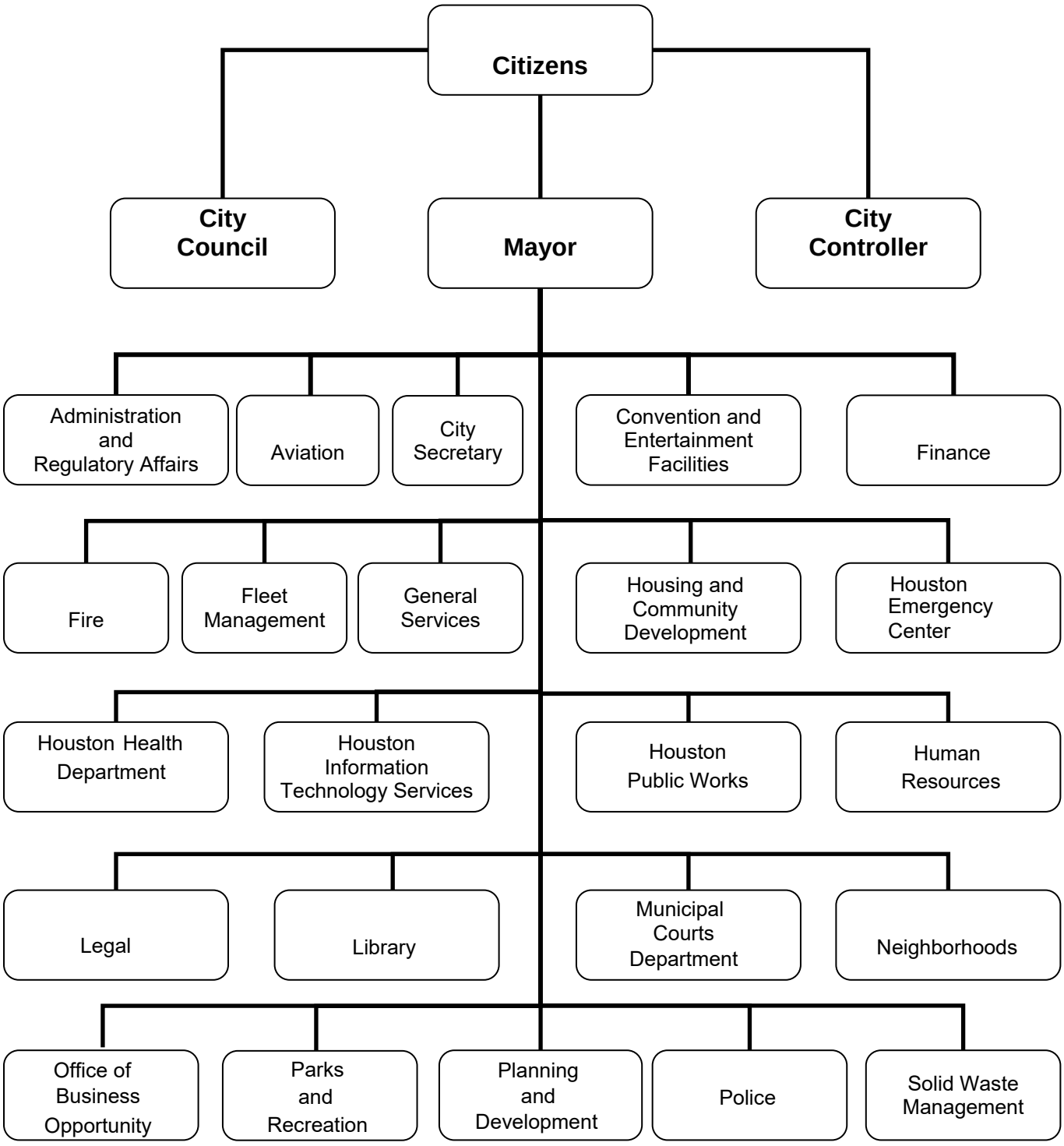
SECTION I – ORGANIZATION CHART

Organization Chart



SECTION II – OVERVIEW

City of Houston, Texas
FY 2022 Full Cost Allocation Plan
and Indirect Cost Rate Proposal
Based on Actual Expenditures For
the Fiscal Year Ended June 30, 2020

OVERVIEW

A cost allocation plan is an accounting report that documents the value of indirect costs provided by central service agencies to other government agencies. Indirect costs are costs:

(a) "incurred for a common or joint purpose benefiting more than one cost objective, and

(b) "not readily assignable to the cost objectives specifically benefited, without effort disproportionate to the results achieved."[1]

A central service agency is a unit of government that provides centralized services to other government agencies. For example, generally it would not be cost effective for each government agency to have its own payroll and accounting services. Usually, there are centralized payroll and accounting offices that assist agencies within the government.

[1] 2 CFR Part 200.56

USING A COST ALLOCATION PLAN

A cost allocation plan is primarily used for the recovery of indirect costs expended on behalf of programs of the U.S. Government. Additionally, a cost allocation plan is an important management information tool because it goes beyond budget and year-end accounting documents to describe the actual cost of providing services to the public. When the value of all central services are accumulated and added to the departmental expenditures as per the financial reports, the actual cost of providing the service is the result.[2]

A cost allocation plan is composed of five primary components:

- Central service agencies,
- Benefiting agencies,
- Expenditures of central service agencies,
- Functions or activities carried out by central service agencies, and
- Means of allocating the functions or activities of central service agencies.

For purposes of cost allocation, agencies (departments, divisions, sections, bureaus, etc.) of a governmental entity are separated into two groups, central service agencies and benefiting agencies. As previously stated, a central service agency is a unit of government that provides centralized services to other government agencies. These agencies carry out services that benefit other government agencies. They may also perform services for the general public but it is the functions they perform that help other agencies provide their services that are to be allocated in the cost allocation plan. Benefiting agencies are those units of government that do not provide central services but rather deliver services to the public.

[2] There could be additional costs of providing the service that are not allocated in the cost allocation plan because the costs do not meet federal standards. These additional costs can only be identified if a cost allocation plan is prepared according to Generally Accepted Accounting Principles (GAAP), not principles identified in the 2 CFR Part 200.

The costs of providing central services are identified from the government's financial records. Expenditures of the central service agencies are analyzed to ensure the expenditures are allowable according to federal standards and to identify expenditures that may benefit another agency or agencies disproportionately to others. After analyzing, the expenditures are distributed into cost pools called functions or activities.

One or more function or activity is identified for each central service agency. Examples of functions are payroll services, administrative coordination, building operations, and legal services. The purpose of identifying the various activities within a unit of government is to allow for different allocation bases to be used to distribute the costs of providing the function.

An allocation basis is a reasonable and measurable means of distributing costs to those units of government that benefit from the service. Different allocation bases are required to recognize the value of providing a service proportionate to the service received. It is reasonable to allocate payroll services based upon the number of payroll checks issued. It is most likely not reasonable to allocate payroll based upon square footage of occupied space. The chosen allocation basis reflects the service being provided and reflects those who benefit from the service.

After this is accomplished, the information is entered into the City's financial system. This system performs the mathematical operations of allocating costs from central service providers to benefiting agencies. The system performs two allocations. The first allocation distributes the central service agency's direct expenses to all agencies within the government that benefit from the services provided by that central service agency. Those benefiting agencies may include other central service agencies. The second allocation takes the result of the first allocation to central services agencies, the incoming indirect costs, and reallocates those indirect costs. Using a multiple allocation methodology more equitably distributes central service costs to all agencies, including the indirect costs that come from other central service agencies.

Result of the mathematical operations through the cost allocation plan documents indirect costs. Some of the benefiting agencies may participate in programs that are eligible for recovery from the federal or state government. The sum calculated by benefiting agency is the maximum amount the government should have recovered during the fiscal year in question. In addition, the cost allocation plan provides management information by helping to more closely identify the total costs of providing services to the public.

READING THE COST ALLOCATION PLAN

The cost allocation plan is produced in schedules. Except for the summary schedule, each schedule represents one central service agency. The summary is at the front of the document after the Table of Contents and it accumulates data from each of the subsequent schedules.

The Table of Contents serves to assist the reader in navigating the document but also describes the allocation basis for each function that is allocated.

Each schedule is composed of the following sections:

- Department Costs
- Incoming Costs
- Total Allocated
- Allocations
- Allocation Summary

Department Costs identifies the amount of costs incurred by the agency as reported in the financial records. Costs are categorized as salaries, benefits, and various operating costs, as appropriate. This section also documents the distribution of expenditures between the identified functions. Between the costs categories and the functions, the reader will find the letters “S,” S1”, “P,” or “D.” These are codes that instruct the cost allocation system how to distribute expenditures between functions. “S” stands for salaries as documented in the Personnel Service Analysis, “S1” means based on reported salaries and wages by function, “P” indicates that a percentage has been used, and “D” means that the expenditure has been disallowed from allocation.

Incoming Costs details the indirect costs that are allocated to the agency by other central service agencies. As noted on the previous page, the system uses a multiple allocation approach. This section documents the amount of the first and second allocation and its origin. If the reader is interested in knowing where a cost is derived, the reader can go to the referenced schedule and verify the amount of the allocation and the basis for the allocation.

Total Allocated is the sum of Department Costs plus Incoming Costs. This is the total amount by function that is allocated to benefiting agencies of the services rendered by this central service agency. The Allocation section, documents the distribution of the Total Allocated by each separate function. Benefiting departments are identified as the allocation basis and units. First and second allocations are calculated and any billings made by the central service agency to those agencies that benefit from the services are identified to provide a credit to the allocated amounts. There will be as many allocations as there are different functions that are allocated.

The last page of each schedule will be the Allocation Summary; this section shows the total amount allocated by function to each benefiting agency.

Each schedule of the cost allocation plan is described in the narrative section called Function and Allocation Basis. The purpose of the narrative is to explain what costs are being allocated in the cost allocation plan. The narrative describes any unusual circumstances that may have occurred during the fiscal year, describes the functions or activities that have been identified, and discusses the allocation basis and source for each function. If agencies are billed for the service, that will also be noted.

Note: FY 2020 data has been used as the allocation basis in most functions, unless otherwise not available, in which case most recent available data was used.

INDIRECT COST RATE PROPOSAL

An indirect cost rate proposal is required to substantiate the establishment of an indirect cost rate. A cost allocation plan may be used to determine a specific dollar amount that can be recovered from a particular program or grant. An indirect cost rate proposal is used to calculate a specific percentage rate that can be applied against a particular rate base to determine how many dollars can be recovered from the particular program or grant. The City of Houston's indirect cost rate is calculated as the total indirect cost pool divided by the total personnel costs. The resulting equation is the indirect cost rate for that particular program or grant.

ABBREVIATIONS

In the accounting documents in Section III the reader will find abbreviations, such as "svcs" for "services" and "blds" for "buildings" The reader may also find some words that appear to be misspellings, such as "adventre" instead of "adventure" or "assessrs" for "assessors." These abbreviations are necessitated by the formatting limitations that are required to present a complicated accounting document in a consistent manner. Where possible, we have spelled the name of an agency as completely as possible. Where necessary, we have taken liberties to abbreviate words to fit most recognizably into the available space.

ROUNDING METHODOLOGY

The reader may discover that in some of the cost plan schedules the software rounds decimal numbers. However, the software actually calculates using many more decimal places than shown on the printed page. These rounding conventions allow complex, multiple calculations and iterations to be presented in a consistent, simplified manner.

For example, when the software processes allocation calculations for each allocated function, the allocation basis for each individual department is divided by the total number of allocation units for that function. The resulting percentage is displayed with only 4 decimals (e.g. 10.2311%); however, the program uses the entire quotient to multiply against the entire functional cost and fully allocates the cost of the function. This means that the truncated percentages, when added on a calculator, may not always add exactly to 100%. This occurs because the percentages have been rounded to the nearest 10,000th of a percent.

It also means that when the truncated allocation percentage is multiplied by the total function cost, the dollar allocation may be slightly different. The allocation may be slightly different because the program uses a percentage with an extended number of decimal places to make the calculation, instead of the truncated number on the printed page. Hence, the allocations are made with increased accuracy, even though the printed page only shows the truncated amounts. Likewise, the allocations resulting from this calculation are rounded to the nearest dollar for presentation purposes and, when added with a calculator, may or may not add exactly to the allocated amount.

SECTION III – SUMMARY OF ALLOCATED COSTS AND CAFR RECONCILATION

City of Houston,Texas
FY 2022 Full Cost Allocation Plan
Summary of Allocated Costs and CAFR Reconciliation
Based on Actual Expenditures for the Fiscal Year Ended June 30, 2020

Department	Final GL A = B + C + D	Personnel B	Other Operating C	Transfer D	CAFR Adjustments* E	Adjusted GL F = A - D + E	CAFR G	Direct Costs H	Allocated Indirect I	Unallocated/DB J
Houston Police Department-HPD	$ 897,684,984	$ 829,741,499	$ 67,943,485		$ 12,524	$ 897,697,508	$ 897,697,508	$ 891,780,220	$ 5,917,288	$ -
Dept of Neighborhoods (DON)	10,368,805	7,802,704	2,566,101		-	10,368,805	10,368,805	10,368,805	-	-
Houston Fire Department (HFD)	492,898,413	441,499,117	51,281,328	117,968	(76,014)	492,704,431	492,704,431	492,704,431	-	-
Houston Emergency Center (HEC)	9,616,670	-	-	9,616,670	-	-	-	-	-	-
Municipal Courts Department	27,870,081	22,431,037	5,308,579	130,465	-	27,739,616	27,739,616	27,739,616	-	-
Houston Public Works (HPW)	27,651,124	719,208	25,407,416	1,524,500	-	26,126,624	26,126,624	26,126,624	-	-
Solid Waste Management	97,213,981	39,588,338	53,713,009	3,912,634	-	93,301,347	93,301,347	93,301,347	-	-
General Services Department (GSD)	41,953,484	11,640,765	27,170,498	3,142,221	-	38,811,263	38,811,263	1,715	35,900,936	2,908,612
Housing and Community Devp.	559,910	176,417	383,493		-	559,910	559,910	559,910	-	-
Library	40,320,690	30,272,931	9,297,759	750,000	-	39,570,690	39,570,690	39,570,690	-	-
Parks & Recreation	69,672,666	36,831,949	31,775,442	1,065,275	-	68,607,391	68,607,391	68,607,391	-	-
Health & Human Services	55,750,173	36,889,465	18,860,708		29,228	55,779,401	55,779,401	32,150,274	13,405,224	10,223,903
Mayor's Office	7,439,304	4,879,843	622,875	1,936,586	-	5,502,718	5,502,718	169,385	5,105,121	228,212
Office of Business Opportunity (OBO)	3,335,200	3,039,675	295,525		-	3,335,200	3,335,200	-	2,761,101	574,098
City Council	9,334,627	6,957,978	1,780,373	596,276	(34,514)	8,703,837	8,703,837	127,262	7,084,877	1,491,698
City Controller's Office	7,709,657	6,802,271	907,386		-	7,709,657	7,709,657	-	7,709,657	-
Finance	16,754,929	12,501,725	4,253,204		-	16,754,929	16,754,929	128,001	15,412,735	1,214,193
Admn. & Regulatory Affairs	27,815,939	14,940,774	3,351,272	9,523,893	-	18,292,046	18,292,046	3,714,886	13,961,388	615,772
Fleet Management Department	6,718	-	6,718		-	6,718	6,718	6,718	-	-
Houston Information Tech Svcs	6,081,149	2,850,943	3,230,206		-	6,081,149	6,081,149	85,568	5,995,581	-
Planning & Development	3,866,079	2,402,451	1,463,628		-	3,866,079	3,866,079	1,283,694	1,942,457	639,928
City Secretary	1,113,926	985,893	128,033		-	1,113,926	1,113,926	-	1,113,926	-
Human Resources (HR)	2,383,064	2,073,661	309,403		-	2,383,064	2,383,064	17,654	2,047,925	317,485
Legal Department	14,748,217	13,625,860	1,122,357		-	14,748,217	14,748,217	8,461	14,734,474	5,282
Citywide General Government	191,483,727	14,195,917	98,032,004	79,255,806	52,417,942	164,645,863	164,645,863	126,385,645	38,260,218	-
GRAND TOTAL	**2,063,633,515**	**1,542,850,421**	**409,210,800**	**111,572,294**	**52,349,166**	**2,004,410,386**	**2,004,410,386**	**1,814,838,295**	**171,352,908**	**18,219,183**
Cost Adjustment	Building Use								501,963.00	
Cost Adjustment	Equipment use								2,133,822.00	
Cost Adjustment	HPW General Fund Credit								(65,075.00)	
Unallocated Indirect fr disallow functions	Non-Dept								(1,247,176.00)	
Unallocated Indirect fr disallow functions	OBO								(25,031.00)	
Unallocated Indirect fr disallow functions	HR								(1,288,153.00)	
Unallocated Indirect fr disallow functions	Gen Svcs								(1,709,798.00)	
Summary Schedule Total									**169,653,460.00**	

***CAFR Adjustments includes the amount of Transfers from General Government in the amount of $52,417,942 as well as other adjustments for various departments during FY20.**

SECTION IV – FY 2022 FULL COST ALLOCATION PLAN
BASED ON ACTUAL EXPENDITURES
FOR THE FISCAL YEAR ENDED
JUNE 30, 2020

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36 City Controller	Expenditures of HEC departments	COH Expenditure Report	365
36 Fin Operations	Expenditures of HEC departments	COH Expenditure Report	366
36 ARA Payroll Svcs	Expenditures of HEC dept's excl 911 network	COH Expenditure Report	367
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36 Allocation Summary			369

HPW General Fund Credit			372
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37 Incoming Costs			374
37 General Fund Credit	Direct allocation to HPW Water & Sewer	Direct Allocation	375
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Summary Schedule

	Department	Police	Dept of Neighborhood	Fire	Municipal Court	Solid Waste	Houston Airport System (HAS)	Housing & Community Development	Library	Parks & Recreation	Health Department
1	Building Depreciation	$ 1,562	$ 20,481	$ 0	$ 311	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
2	Equipment Depreciation	685,738	3,633	1,069,600	0	162,816	0	0	31,504	32,607	0
3	Non-Departmental-Gen Gov	14,317,608	343,432	3,029,822	1,070,039	2,686,995	39,598	20,164	1,730,940	2,531,341	1,376,147
4	Finance Dir Office	0	0	0	0	0	0	0	0	0	0
5	Finance FP&A	257,592	9,691	220,164	32,666	52,268	146,988	59,043	24,798	132,810	212,837
6	Finance City Council	0	0	0	0	0	0	0	0	0	0
7	Finance Public Fin	82,895	0	71,405	0	75,824	123,323	65,126	82,244	97,921	27,911
8	Finance Reporting & Ops	496,368	14,576	428,148	38,642	78,797	298,311	78,163	44,434	197,428	237,907
9	Finance Internal Controls	0	0	0	0	0	0	0	0	0	0
10	Finance Grants	229,585	5,592	98,160	5,870	44,884	51,851	236,297	7,193	25,788	132,077
11	Finance Perform Mgmt	84,070	1,154	43,259	2,711	9,781	26,079	12,182	3,381	7,652	11,414
12	Finance Treasury	304,886	3,623	165,728	9,692	31,949	0	185	12,552	23,956	11,198
13	Finance Strat Purchasing	508,120	76,835	156,474	37,576	227,701	887,247	739,185	173,299	301,731	367,350
14	ARA Director Office	0	0	0	0	0	0	0	0	0	0
15	ARA Financial Svcs	0	137,391	0	0	0	0	0	0	0	0
16	ARA Operations	642,259	196,495	202,233	1,624,615	1,965,917	61,712	32,719	26,849	107,172	380,622
17	ARA Payroll Services	1,312,076	24,726	844,656	55,735	87,486	36,369-	60,171	95,466	142,095	230,834
18	ARA Regulatory	315,736	3,752	171,626	10,038	33,087	0	191	12,998	24,808	11,596
19	HITS CIO	0	0	0	0	0	0	0	0	0	0
20	HITS EAS	0	0	0	0	0	0	0	0	0	0
21	HITS EIS	87-	3-	74-	0	18-	50-	20-	8-	45-	72-
22	HITS Radio	4,000,334	0	1,626,345	10,466	281,675	0	0	0	112,397	0
23	Office Business Opport	625,095	22,975	367,437	28,455	64,509	205,155	32,415	56,124	84,854	132,060
24	Mayor	1,867,575	35,195	1,202,263	79,330	124,526	327,656	85,645	135,885	202,255	328,563
25	Human Resources	606,037	12,129	350,850	29,604	54,863	118,722	40,759	48,793	112,840	125,739
26	Legal	738,771	363,261	238,873	6,536,012	274,784	135,197	181,260	112,396	361,840	62,669
27	City Secretary	298,016	4,090	153,346	9,607	34,674	92,447	43,185	11,984	27,126	40,461
28	City Council	2,667,536	36,618	1,372,598	85,995	310,365	827,497	386,547	107,269	242,802	362,164
29	City Controller's Office	1,075,383	31,079	785,649	99,258	184,238	511,446	213,409	81,528	387,842	617,577
30	Health Administration	0	0	0	0	0	0	0	0	0	15,198,988
31	Planning & Dev Admin	0	0	0	0	0	0	0	0	0	0
32	HPW Admin Indirect	0	0	0	0	0	0	0	0	0	0
33	CIP Sal Rec HPW	0	0	0	0	0	0	0	0	0	0
34	HPD Police Records	6,006	0	2,102	0	0	0	0	0	0	0
35	General Services	14,825,684	53,632	6,389,099	235,961	28,150	0	0	5,929,756	368,885	5,856,863
36	HEC	0	0	0	0	0	0	0	0	0	0
37	HPW General Fund Credit	0	0	0	0	0	0	0	0	0	0
	Tot.Current Allocations	$45,948,845	$1,400,357	$18,989,763	$10,002,583	$6,815,271	$3,816,810	$2,286,626	$8,729,385	$5,526,105	$25,724,905

Summary Schedule

	Department	Convention & Entertainmen	Fleet Management	Planning & Development Other	Planning & Development Spec Rev	General Debt	Finance Other	ARA Insurance	ARA BARC	ARA Parking	ARA Other
1	Building Depreciation	$ 0	$ 12,159	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
2	Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3	Non-Departmental-Gen Gov	43	17,428	56,470	1,527	173	14,006	199	3,986	2,816	124,845
4	Finance Dir Office	0	0	0	0	0	1,960,892	0	0	0	0
5	Finance FP&A	1,964	255,739	4,406	8,903	7,947	20,182	1,750	17,643	24,663	15,777
6	Finance City Council	0	0	0	0	0	0	0	0	0	0
7	Finance Public Fin	20,933	0	0	0	0	0	0	0	0	0
8	Finance Reporting & Ops	65,307	291,123	5,037	10,040	8,317	22,673	3,900	19,856	26,881	17,428
9	Finance Internal Controls	0	0	0	0	0	0	0	0	0	0
10	Finance Grants	94	14,426	2,140	1,020	0	14,192	2,917	1,965	1,512	1,471
11	Finance Perform Mgmt	50	7,412	320	544	0	1,167	1,555	1,047	807	690
12	Finance Treasury	0	2	448	0	0	42	0	0	0	1,294
13	Finance Strat Purchasing	1,121	605,706	12,338	16,264	0	6,730	5,047	36,455	27,481	6,170
14	ARA Director Office	0	0	0	0	0	0	61,982	1,386,855	664,051	409,341
15	ARA Financial Svcs	0	0	0	0	0	0	9,390	210,103	132,831	62,015
16	ARA Operations	0	55,331	1,111	1,604	0	2,251	194	4,340	226,583	1,281
17	ARA Payroll Services	0	74,858	5,837	8,426	0	11,821	1,019	22,794	14,412	6,728
18	ARA Regulatory	0	2	464	0	0	44	0	0	0	1,340
19	HITS CIO	0	0	0	0	0	0	0	0	0	0
20	HITS EAS	0	0	0	0	0	0	0	0	0	0
21	HITS EIS	1-	86-	1-	3-	3-	7-	1-	6-	8-	5-
22	HITS Radio	0	16,837	0	0	0	0	0	0	28,668	0
23	Office Business Opport	0	78,446	5,307	3,474	0	4,873	420	9,395	5,940	2,774
24	Mayor	0	106,551	8,308	11,994	0	16,827	1,450	32,444	20,512	9,577
25	Human Resources	0	36,917	2,373	6,339	0	3,744	323	7,219	4,563	2,131
26	Legal	0	62,530	0	0	0	0	0	0	66,483	0
27	City Secretary	178	26,277	1,135	1,927	0	4,139	5,513	3,713	2,858	2,446
28	City Council	1,590	235,200	10,160	17,243	0	37,040	49,345	33,233	25,584	21,899
29	City Controller's Office	5,441	712,649	13,177	26,143	21,071	58,960	11,898	51,667	69,154	45,050
30	Health Administration	0	0	0	0	0	0	0	0	0	0
31	Planning & Dev Admin	0	0	1,430,846	1,598,154	0	0	0	0	0	0
32	HPW Admin Indirect	0	0	0	0	0	0	0	0	0	0
33	CIP Sal Rec HPW	0	0	0	0	0	0	0	0	0	0
34	HPD Police Records	0	0	0	0	0	0	0	0	0	0
35	General Services	0	203,605	0	0	0	0	0	22,767	8,493	0
36	HEC	0	0	0	0	0	0	0	0	0	0
37	HPW General Fund Credit	0	0	0	0	0	0	0	0	0	0
	Tot.Current Allocations	$96,720	$2,813,112	$1,559,876	$1,713,599	$37,505	$2,179,576	$156,901	$1,865,476	$1,354,284	$732,252

Summary Schedule

	Department	IT Public Services	Legal Insurance	Legal Wkr Comp	Mayor Cable TV	Mayor Other	TIRZ	HR Health Benefits	HR Long Term Disabilty	HPW Bldg Insp	HPW Stormwater
1	Building Depreciation	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
2	Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3	Non-Departmental-Gen Gov	0	1,795	87	681	2,007	22,133	5,657	2	20,189	11,257
4	Finance Dir Office	0	0	0	0	0	0	0	0	0	0
5	Finance FP&A	0	7,829	1,261	2,494	20,597	1,633	189,756	89	53,404	22,333
6	Finance City Council	0	0	0	0	0	0	0	0	0	0
7	Finance Public Fin	0	0	0	0	0	0	0	0	0	0
8	Finance Reporting & Ops	0	9,748	1,346	3,050	24,897	1,710	242,906	279	63,702	27,996
9	Finance Internal Controls	0	0	0	0	0	0	0	0	0	0
10	Finance Grants	0	2,194	38	621	20,708	0	62,510	262	11,023	6,522
11	Finance Perform Mgmt	0	1,169	21	331	2,512	0	33,325	140	5,876	3,477
12	Finance Treasury	0	0	0	0	0	0	0	0	0	0
13	Finance Strat Purchasing	0	29,725	0	12,338	186,759	3,365	43,185	1,683	45,989	62,253
14	ARA Director Office	0	0	0	0	0	0	0	0	0	0
15	ARA Financial Svcs	0	0	0	36,583	90,772	11,542	0	0	0	0
16	ARA Operations	0	1,956	72	3,346	1,875	239	1,823	0	102,473	18,156
17	ARA Payroll Services	0	10,272	382	3,969	9,848	1,252	9,572	0	65,698	39,726
18	ARA Regulatory	0	0	0	0	0	0	0	0	0	0
19	HITS CIO	0	0	0	0	0	0	0	0	0	0
20	HITS EAS	0	0	0	0	0	0	0	0	0	0
21	HITS EIS	0	3-	0	1-	7-	1-	64-	0	18-	8-
22	HITS Radio	0	0	0	0	0	0	0	0	0	0
23	Office Business Opport	0	4,234	158	1,636	4,059	516	3,945	0	49,601	28,081
24	Mayor	0	14,621	544	5,650	107,576	1,783	13,624	0	171,291	96,973
25	Human Resources	0	3,253	121	1,257	3,118	397	3,031	0	70,091	34,053
26	Legal	0	0	0	0	0	0	0	0	22,536	33,523
27	City Secretary	0	4,146	73	1,173	8,907	0	118,133	496	20,830	12,326
28	City Council	0	37,107	659	10,504	79,719	0	1,057,407	4,439	186,448	110,326
29	City Controller's Office	0	26,214	3,439	8,158	66,339	4,331	658,660	888	169,020	75,441
30	Health Administration	0	0	0	0	0	0	0	0	0	0
31	Planning & Dev Admin	0	0	0	0	0	0	0	0	0	0
32	HPW Admin Indirect	0	0	0	0	0	0	0	0	390,295	224,753
33	CIP Sal Rec HPW	0	0	0	0	0	0	0	0	0	0
34	HPD Police Records	0	0	0	0	0	0	0	0	0	0
35	General Services	0	0	0	63,164	0	0	0	0	0	0
36	HEC	0	0	0	0	0	0	0	0	0	0
37	HPW General Fund Credit	0	0	0	0	0	0	0	0	0	0
	Tot.Current Allocations	$0	$154,260	$8,201	$154,954	$629,686	$48,900	$2,443,470	$8,278	$1,448,448	$807,188

Summary Schedule

	Department	HPW DDSR	HPW Water & Sewer	HPW Houston Transtar	HPW Other	Houston Permit Center	CIP S/R Planning	CIP Sal Rec RE	CIP S/R Engrg	CIP S/R Constr	CIP S/R Eng/Const
1	Building Depreciation	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
2	Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3	Non-Departmental-Gen Gov	16,088	75,337	345	66,653	1,138	0	1,451	2,171	2,382	1,046
4	Finance Dir Office	0	0	0	0	0	0	0	0	0	0
5	Finance FP&A	46,746	257,996	3,336	53,924	9,059	0	2,403	6,635	5,998	2,593
6	Finance City Council	0	0	0	0	0	0	0	0	0	0
7	Finance Public Fin	0	229,800	0	0	0	0	0	0	0	0
8	Finance Reporting & Ops	57,592	314,246	3,796	60,005	10,344	0	3,061	7,835	7,341	3,381
9	Finance Internal Controls	0	0	0	0	0	0	0	0	0	0
10	Finance Grants	12,231	76,761	427	11,190	1,219	0	771	1,257	1,501	940
11	Finance Perform Mgmt	6,521	40,704	227	2,688	650	0	410	670	799	501
12	Finance Treasury	0	0	0	9,130	0	0	0	0	0	0
13	Finance Strat Purchasing	102,072	798,634	15,704	41,502	22,994	0	11,778	2,804	6,170	2,804
14	ARA Director Office	0	0	0	0	0	0	0	0	0	0
15	ARA Financial Svcs	0	0	0	0	0	0	0	0	0	0
16	ARA Operations	173,527	710,811	327	299	1,131	0	1,685	2,441	2,711	1,192
17	ARA Payroll Services	51,208	245,799	1,719	1,570	5,943	0	8,851	12,819	14,241	6,261
18	ARA Regulatory	0	0	0	9,455	0	0	0	0	0	0
19	HITS CIO	0	0	0	0	0	0	0	0	0	0
20	HITS EAS	0	0	0	0	0	0	0	0	0	0
21	HITS EIS	16-	87-	1-	18-	3-	0	1-	2-	2-	1-
22	HITS Radio	84,184	90,555	0	0	0	0	0	0	0	0
23	Office Business Opport	39,287	181,751	709	647	2,450	0	3,649	5,284	5,870	2,580
24	Mayor	135,672	627,641	2,447	2,236	8,458	0	12,597	18,246	20,271	8,911
25	Human Resources	48,326	224,576	1,068	1,440	1,882	0	2,803	4,060	4,510	1,983
26	Legal	41,974	452,817	0	1,217,676	0	0	7,325	0	0	0
27	City Secretary	23,114	144,289	806	9,529	2,304	0	1,456	2,376	2,835	1,778
28	City Council	206,890	1,291,527	7,215	85,296	20,625	0	13,032	21,269	25,375	15,918
29	City Controller's Office	154,374	874,026	9,908	155,517	27,053	0	8,288	20,720	19,635	9,216
30	Health Administration	0	0	0	0	0	0	0	0	0	0
31	Planning & Dev Admin	0	0	0	0	0	0	0	0	0	0
32	HPW Admin Indirect	356,217	1,913,813	9,195	70,978	28,352	0	28,164	42,695	48,820	25,251
33	CIP Sal Rec HPW	0	0	0	0	0	0	60,711-	87,936-	97,691-	42,949-
34	HPD Police Records	0	0	0	0	0	0	0	0	0	0
35	General Services	0	97,041	46,568	0	118,965	0	0	0	0	0
36	HEC	0	0	0	0	0	0	0	0	0	0
37	HPW General Fund Credit	0	65,075-	0	0	0	0	0	0	0	0
	Tot.Current Allocations	$1,556,007	$8,582,962	$103,796	$1,799,717	$262,564	$0	$47,012	$63,344	$70,766	$41,405

Summary Schedule

	Department	CIP S/R Geo/Env	CIP S/R Other	CIP S/R GSD	HEC-Director	HEC-IT	HEC-911 Network	HEC-Police Call Takers	HEC-HFD	HEC-Harris County	HEC-Gen Svcs Dept
1	Building Depreciation	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
2	Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3	Non-Departmental-Gen Gov	196	1,495	936	0	0	0	0	0	0	0
4	Finance Dir Office	0	0	0	0	0	0	0	0	0	0
5	Finance FP&A	700	9,133	1,098	0	0	0	0	0	0	0
6	Finance City Council	0	0	0	0	0	0	0	0	0	0
7	Finance Public Fin	0	0	0	0	0	0	0	0	0	0
8	Finance Reporting & Ops	806	10,259	1,627	0	0	0	0	0	0	0
9	Finance Internal Controls	0	0	0	0	0	0	0	0	0	0
10	Finance Grants	103	990	674	0	0	0	0	0	0	0
11	Finance Perform Mgmt	55	528	359	0	0	0	0	0	0	0
12	Finance Treasury	0	0	0	0	0	0	0	0	0	0
13	Finance Strat Purchasing	0	1,121	0	0	0	0	0	0	0	0
14	ARA Director Office	0	0	0	0	0	0	0	0	0	0
15	ARA Financial Svcs	0	0	0	0	0	0	0	0	0	0
16	ARA Operations	218	1,560	1,099	0	0	0	0	0	0	0
17	ARA Payroll Services	1,146	8,192	5,772	0	0	0	0	0	0	0
18	ARA Regulatory	0	0	0	0	0	0	0	0	0	0
19	HITS CIO	0	0	0	0	0	0	0	0	0	0
20	HITS EAS	0	0	0	0	0	0	0	0	0	0
21	HITS EIS	0	3-	0	0	0	0	0	0	0	0
22	HITS Radio	0	0	0	0	0	0	0	0	0	0
23	Office Business Opport	472	3,377	2,380	0	0	0	0	0	0	0
24	Mayor	1,631	11,662	8,217	0	0	0	0	0	0	0
25	Human Resources	363	2,595	1,828	0	0	0	0	0	0	0
26	Legal	0	0	0	0	0	0	0	0	0	0
27	City Secretary	195	1,871	1,273	0	0	0	0	0	0	0
28	City Council	1,741	16,743	11,395	0	0	0	0	0	0	0
29	City Controller's Office	2,112	26,676	4,590	0	0	0	0	0	0	0
30	Health Administration	0	0	0	0	0	0	0	0	0	0
31	Planning & Dev Admin	0	0	0	0	0	0	0	0	0	0
32	HPW Admin Indirect	3,689	29,792	0	0	0	0	0	0	0	0
33	CIP Sal Rec HPW	7,862-	56,197-	0	0	0	0	0	0	0	0
34	HPD Police Records	0	0	0	0	0	0	0	0	0	0
35	General Services	0	0	0	0	0	0	0	0	0	0
36	HEC	0	0	0	9,114	57,268	277,325	158,838	0	28,655	12,471
37	HPW General Fund Credit	0	0	0	0	0	0	0	0	0	0
	Tot.Current Allocations	$5,565	$69,794	$41,248	$9,114	$57,268	$277,325	$158,838	$0	$28,655	$12,471

Summary Schedule

	Department	HEC-Homeland Security	HEC-Off of Emg Mgt	HEC-HPD	Hurricane Ike Aid & Recovery	ARRA Reimbursement Fund	HR-W.C.	HITS Other	Legal Other	Other	2nd Allocation Orphans
1	Building Depreciation	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 577	$ 0
2	Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3	Non-Departmental-Gen Gov	0	0	0	6	22	2,196	5,870	0	36,992	0
4	Finance Dir Office	0	0	0	0	0	0	0	0	0	0
5	Finance FP&A	0	0	0	267	1,020	20,942	40,692	16	0	0
6	Finance City Council	0	0	0	0	0	0	0	0	0	0
7	Finance Public Fin	0	0	0	0	0	0	0	0	0	0
8	Finance Reporting & Ops	0	0	0	280	1,068	25,400	51,016	18	0	0
9	Finance Internal Controls	0	0	0	0	0	0	0	0	0	0
10	Finance Grants	0	0	0	18	0	4,913	12,878	0	0	0
11	Finance Perform Mgmt	0	0	0	1	0	2,619	6,340	0	0	0
12	Finance Treasury	0	0	0	0	0	0	0	0	0	0
13	Finance Strat Purchasing	0	0	0	0	0	14,021	209,193	0	0	0
14	ARA Director Office	0	0	0	0	0	0	0	0	0	0
15	ARA Financial Svcs	0	0	0	0	0	0	0	0	0	0
16	ARA Operations	0	0	0	0	0	2,093	6,001	0	523,523	0
17	ARA Payroll Services	0	0	0	0	0	10,994	31,518	0	0	0
18	ARA Regulatory	0	0	0	0	0	0	0	0	0	0
19	HITS CIO	0	0	0	0	0	0	1,114,199	0	0	0
20	HITS EAS	0	0	0	0	0	0	0	0	0	0
21	HITS EIS	0	0	0	0	0	7-	14-	0	0	0
22	HITS Radio	0	0	0	0	0	0	0	0	10,011	0
23	Office Business Opport	0	0	0	0	0	4,532	12,992	0	0	0
24	Mayor	0	0	0	0	0	15,649	44,862	0	0	0
25	Human Resources	0	0	0	0	0	3,481	9,981	0	0	0
26	Legal	0	0	0	0	0	0	0	0	41,693	0
27	City Secretary	0	0	0	3	0	9,284	22,475	0	0	0
28	City Council	0	0	0	30	0	83,101	201,169	0	0	0
29	City Controller's Office	0	0	0	714	2,703	67,751	137,481	43	0	0
30	Health Administration	0	0	0	0	0	0	0	0	0	0
31	Planning & Dev Admin	0	0	0	0	0	0	0	0	0	0
32	HPW Admin Indirect	0	0	0	0	0	0	0	0	0	0
33	CIP Sal Rec HPW	0	0	0	0	0	0	0	0	0	0
34	HPD Police Records	0	0	0	0	0	0	0	0	6,100,878	0
35	General Services	0	0	0	0	0	0	0	0	11,868	0
36	HEC	27,389	28,455	21,678	29,378	0	0	0	0	0	0
37	HPW General Fund Credit	0	0	0	0	0	0	0	0	0	0
	Tot.Current Allocations	$27,389	$28,455	$21,678	$30,697	$4,813	$266,969	$1,906,653	$77	$6,725,542	$0

Summary Schedule

	Department	Total
1	Building Depreciation	$ 35,090
2	Equipment Depreciation	1,985,898
3	Non-Departmental-Gen Gov	27,645,711
4	Finance Dir Office	1,960,892
5	Finance FP&A	2,269,785
6	Finance City Council	0
7	Finance Public Fin	877,382
8	Finance Reporting & Ops	3,317,045
9	Finance Internal Controls	0
10	Finance Grants	1,106,785
11	Finance Perform Mgmt	325,198
12	Finance Treasury	574,685
13	Finance Strat Purchasing	5,806,924
14	ARA Director Office	2,522,229
15	ARA Financial Svcs	690,627
16	ARA Operations	7,091,846
17	ARA Payroll Services	3,509,523
18	ARA Regulatory	595,137
19	HITS CIO	1,114,199
20	HITS EAS	0
21	HITS EIS	755-
22	HITS Radio	6,261,472
23	Office Business Opport	2,087,918
24	Mayor	5,927,118
25	Human Resources	1,988,162
26	Legal	10,951,620
27	City Secretary	1,152,794
28	City Council	10,318,620
29	City Controller's Office	7,535,916
30	Health Administration	15,198,988
31	Planning & Dev Admin	3,029,000
32	HPW Admin Indirect	3,172,014
33	CIP Sal Rec HPW	353,346-
34	HPD Police Records	6,108,986
35	General Services	34,260,501
36	HEC	650,571
37	HPW General Fund Credit	65,075-
	Tot.Current Allocations	$169,653,460

BUILDING DEPRECIATION
FUNCTION AND ALLOCATION BASIS

The Building Depreciation schedule provides for the allocation of General Fund building depreciation expense for FY 2020. Costs are allocated to user departments occupying City Hall, City Hall Annex, and Municipal Courts buildings. The allocation basis is the total usable square footage occupied by each department.

A. Department Costs

Dept:1 Building Depreciation

Description		Amount	General Admin	City Hall	City Hall Annex	Muni Court Bldg
Personnel Costs						
Salaries	S	0	0	0	0	0
Salary % Split			.00%	.00%	.00%	.00%
Benefits	S	0	0	0	0	0
Subtotal - Personnel Costs		0	0	0	0	0
Services & Supplies Cost						
Building Depreciation	P	501,963	0	271,077	230,390	496
Subtotal - Services & Supplies		501,963	0	271,077	230,390	496
Department Cost Total		501,963	0	271,077	230,390	496
Adjustments to Cost						
Subtotal - Adjustments		0	0	0	0	0
Total Costs After Adjustments		501,963	0	271,077	230,390	496
General Admin Distribution		0	0	0	0	0
Grand Total		$ 501,963		$ 271,077	$ 230,390	$ 496

B. Incoming Costs-(Default Spread Custom%)

Dept:1 Building Depreciation

No Indirect Costs

City Hall Allocations

Dept:1 Building Depreciation

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	0	0.0000	$ 0	$ 0	$ 0	$ 0	$ 0
19	HITS CIO	1,595	2.0576	5,578	0	5,578	0	5,578
24	Mayor	48,894	63.0736	170,978	0	170,978	0	170,978
29	City Controller's Office	23,567	30.4016	82,412	0	82,412	0	82,412
35	General Services	0	0.0000	0	0	0	0	0
38	Police	440	0.5676	1,539	0	1,539	0	1,539
39	Dept of Neighborhoods	3,023	3.8997	10,571	0	10,571	0	10,571
45	Library	0	0.0000	0	0	0	0	0
96	Other	0	0.0000	0	0	0	0	0
	Subtotal	77,519	100.0000	271,078	0	271,078	0	271,078
	Direct Bills					0		0
	Total					$271,078		$271,078

Basis Units: Square footage per department
Source: GSD Space Allocation

City Hall Annex Allocations

Dept:1 Building Depreciation

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	965	0.7434	$ 1,713	$ 0	$ 1,713	$ 0	$ 1,713
24	Mayor	8,889	6.8475	15,776	0	15,776	0	15,776
26	Legal	63,910	49.2320	113,426	0	113,426	0	113,426
27	City Secretary	5,540	4.2676	9,832	0	9,832	0	9,832
28	City Council	19,707	15.1810	34,975	0	34,975	0	34,975
35	General Services	18,043	13.8991	32,022	0	32,022	0	32,022
39	Dept of Neighborhoods	5,584	4.3015	9,910	0	9,910	0	9,910
49	Fleet Management	6,851	5.2776	12,159	0	12,159	0	12,159
96	Other	325	0.2504	577	0	577	0	577
	Subtotal	129,814	100.0000	230,390	0	230,390	0	230,390
	Direct Bills					0		0
	Total					$230,390		$230,390

Basis Units: Square footage per department
Source: GSD Space Allocation

Muni Court Bldg Allocations

Dept:1 Building Depreciation

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
19	HITS CIO	13,160	25.3048	$ 125	$ 0	$ 125	$ 0	$ 125
26	Legal	3,884	7.4684	37	0	37	0	37
38	Police	2,391	4.5975	23	0	23	0	23
41	Municipal Court	32,571	62.6293	311	0	311	0	311
	Subtotal	52,006	100.0000	496	0	496	0	496
	Direct Bills					0		0
	Total					$496		$496

Basis Units: Square footage per department
Source: GSD Space Allocation

Allocation Summary

Dept:1 Building Depreciation

	Department	City Hall	City Hall Annex	Muni Court Bldg	Total
0	Direct Billed	$0	$0	$0	$0
04	Finance Dir Office	0	1,713	0	1,713
19	HITS CIO	5,578	0	125	5,703
24	Mayor	170,978	15,776	0	186,754
26	Legal	0	113,426	37	113,463
27	City Secretary	0	9,832	0	9,832
28	City Council	0	34,975	0	34,975
29	City Controller's Office	82,412	0	0	82,412
35	General Services	0	32,022	0	32,022
38	Police	1,539	0	23	1,562
39	Dept of Neighborhoods	10,571	9,910	0	20,481
41	Municipal Court	0	0	311	311
45	Library	0	0	0	0
49	Fleet Management	0	12,159	0	12,159
96	Other	0	577	0	577
	Total	$ 271,078	$ 230,390	$ 496	$ 501,964

EQUIPMENT DEPRECIATION
FUNCTION AND ALLOCATION BASIS

The Equipment Depreciation schedule provides the allocation of General Fund equipment fixed asset depreciation expense for FY 2020. The equipment usage charge is allocated to user departments based upon the equipment usage allowance (current year depreciation) per department.

A. Department Costs

Dept:2 Equipment Depreciation

Description		Amount	General Admin	Equip Deprec
Personnel Costs				
Salaries	S	0	0	0
Salary % Split			.00%	.00%
Benefits	S	0	0	0
Subtotal - Personnel Costs		0	0	0
Services & Supplies Cost				
Equip Use	P	2,133,822	0	2,133,822
Subtotal - Services & Supplies		2,133,822	0	2,133,822
Department Cost Total		2,133,822	0	2,133,822
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		2,133,822	0	2,133,822
General Admin Distribution			0	0
Grand Total		$ 2,133,822		$ 2,133,822

B. Incoming Costs-(Default Spread Custom%)

Dept:2 Equipment Depreciation

No Indirect Costs

Equip Deprec Allocations

Dept:2 Equipment Depreciation

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
14	ARA Director Office	300	0.0141	$ 300	$ 0	$ 300	$ 0	$ 300
19	HITS	4,786.34	0.2243	4,786	0	4,786	0	4,786
25	Human Resources	0	0.0000	0	0	0	0	0
28	City Council	52,598.27	2.4650	52,598	0	52,598	0	52,598
29	City Controller's Office	381.12	0.0179	381	0	381	0	381
30	Health Administration	64,689.09	3.0316	64,689	0	64,689	0	64,689
33	CIP Sal Rec HPW	9,804.26	0.4595	9,804	0	9,804	0	9,804
35	General Services	15,365.95	0.7201	15,366	0	15,366	0	15,366
38	Police	685,738.14	32.1366	685,738	0	685,738	0	685,738
39	Depart of Neighborhoods	3,633.1	0.1703	3,633	0	3,633	0	3,633
40	Fire	1,069,599.55	50.1260	1,069,600	0	1,069,600	0	1,069,600
41	Municipal court	0	0.0000	0	0	0	0	0
42	Solid Waste	162,815.75	7.6302	162,816	0	162,816	0	162,816
45	Library	31,504.39	1.4764	31,504	0	31,504	0	31,504
46	Parks & Recreation	32,607.09	1.5281	32,607	0	32,607	0	32,607
49	Fleet Management	0	0.0000	0	0	0	0	0
	Subtotal	2,133,823.05	100.0000	2,133,822	0	2,133,822	0	2,133,822
	Direct Bills					0		0
	Total					$2,133,822		$2,133,822

Basis Units: Current year depreciation by department
Source: Asset Report

Allocation Summary

Dept:2 Equipment Depreciation

	Department	Equip Deprec	Total
0	Direct Billed	$0	$0
14	ARA Director Office	300	300
19	HITS	4,786	4,786
25	Human Resources	0	0
28	City Council	52,598	52,598
29	City Controller's Office	381	381
30	Health Administration	64,689	64,689
33	CIP Sal Rec HPW	9,804	9,804
35	General Services	15,366	15,366
38	Police	685,738	685,738
39	Depart of Neighborhoods	3,633	3,633
40	Fire	1,069,600	1,069,600
41	Municipal court	0	0
42	Solid Waste	162,816	162,816
45	Library	31,504	31,504
46	Parks & Recreation	32,607	32,607
49	Fleet Management	0	0
	Total	$ 2,133,822	$ 2,133,822

GENERAL CITYWIDE SERVICES (NONDEPARTMENTAL) FUNCTION AND ALLOCATION BASIS

The General Citywide Services account includes citywide costs that are not attributable to any specific department. The cost allocation bases are as follows:

- **Insurance, Civilian Retirement** – City contribution for health insurance for civilian retirees for all General Fund departments are allocated based upon the number of General Fund civilian FTE positions.
- **Membership** – Membership fees to organizations that benefit the entire city are allocated based upon the number of FTE positions in General Fund departments.
- **Consulting Services** – Consulting services that benefit the entire city, e.g. annual audit and special studies performed are allocated based on the total number of revenue, expenditure, and purchasing transactions by department.
- **Interest Charges** – Interest expense for tax and revenue anticipation notes are allocated based on departmental General Fund operating expenditures.
- **Other Miscellaneous** – Other general expenditures (i.e. Metro commuter pass, and miscellaneous other services) are allocated based on General Fund operating expenditures.
- **Claims and Judgments** – Claims and settlements for General Fund departments are allocated based on the dollar amount related to litigation and payment of claims for General Fund departments.
- **Elections** – Cost of all city elections are allocated based on the number of elected City officials.
- **Legal Services Contracts/Lobby** – The cost of outside legal services including lobbying are allocated based on the number of FTE positions by department.
- **611 Walker Rent** – Real estate rental costs for General Fund departments located in 611 Walker are allocated to those departments based on their occupied square footage.
- **Department Specific** – The cost of specific services is allocated based on the dollars expended by department.
- **General Government** – Costs such as fund transfers, appraisal fees, and other expenses deemed as general government in nature are not allocated in this plan.

A. Department Costs

Dept:3 Non-Departmental-Gen Gov

Description		Amount	General Admin	Insurance Retirees	Memberships	Consulting Services	Interest Costs
Personnel Costs			0	0	0	0	0
Salaries	S	0	0	0	0	0	0
Salary % Split			.00%	.00%	.00%	.00%	.00%
Benefits	P	0	0	0	0	0	0
Subtotal - Personnel Costs		0	0	0	0	0	0
Services & Supplies Cost			0	0	0	0	0
Advertising	P	452,472	0	0	0	0	0
Print Shop Svcs	P	255	0	0	0	0	0
Pub & Printed Materi	P	41-	0	0	0	0	0
Other Interest	P	2,547,661	0	0	0	0	2,547,661
Hlth Ins Retire	P	14,195,917	0	14,195,917	0	0	0
Pension-Civilian	P	0	0	0	0	0	0
Health Ins-Act	P	0	0	0	0	0	0
Mgt Consultant	P	1,724,356	0	0	0	56,000	0
Banking Services	P	0	0	0	0	0	0
Misc.Support Svcs	P	0	0	0	0	0	0
Real Estate	P	3,132,515	0	0	0	0	0
Application Services	P	0	0	0	0	0	0
Ltd purpose	P	58,525,377	0	0	0	0	0
Criminal Intell	P	0	0	0	0	0	0
Tax Appraisal	P	10,180,393	0	0	0	0	0
Tax Refunds	P	0	0	0	0	0	0
Mgmt Initiative/Cons	P	0	0	0	0	0	0
Elections	P	2,479,792	0	0	0	0	0
Contributions	P	0	0	0	0	0	0
Membership	P	365,235	0	0	365,235	0	0

A. Department Costs

Dept:3 Non-Departmental-Gen Gov

Description		Amount	General Admin	Insurance Retirees	Memberships	Consulting Services	Interest Costs
Food Supplies	P	0	0	0	0	0	0
AudioVisual Supplies	P	0	0	0	0	0	0
Early Pymt Discount	P	2,209-	0	0	0	0	0
Voice Svcs	P	0	0	0	0	0	0
Legal Svcs	P	688,825	0	0	0	0	0
Metro Commut	P	339,182	0	0	0	0	0
Misc Other Svcs	P	3,356,662	0	0	0	0	0
Claims & Judgements	P	12,508,658	0	0	0	0	0
Other IntfdSvcs	P	1,486,123	0	0	0	0	0
Intfd Engr Services	P	0	0	0	0	0	0
Transfer to Spec Rev	P	26,802,003	0	0	0	0	0
Transf - Spec Nonrecr	P	0	0	0	0	0	0
Transfer to Component	P	26,940,177	0	0	0	0	0
Transfer to Ike Fund	P	0	0	0	0	0	0
Ch380 Trans Other Fd	P	25,477,765	0	0	0	0	0
Transfer to CAP Proj	P	35,861	0	0	0	0	0
Voice Labor	P	0	0	0	0	0	0
Eng Services	P	0	0	0	0	0	0
Travel- Non Training	P	45	0	0	0	0	0
Subtotal - Services & Supplies		191,237,024	0	14,195,917	365,235	56,000	2,547,661
Department Cost Total		191,237,024	0	14,195,917	365,235	56,000	2,547,661
Adjustments to Cost							
Subtotal - Adjustments			0	0	0	0	0
Total Costs After Adjustments		191,237,024	0	14,195,917	365,235	56,000	2,547,661
General Admin Distribution			0	0	0	0	0
Grand Total		$ 191,237,024	0	$ 14,195,917	$ 365,235	$ 56,000	$ 2,547,661

A. Department Costs

Dept:3 Non-Departmental-Gen Gov

Description		Amount	Other Misc	Claims & Judge	Elections	Non-Dpt. Legal Svcs/Lobby	Walker Rent
Personnel Costs			0	0	0	0	0
Salaries	S	0	0	0	0	0	0
Salary % Split			.00%	.00%	.00%	.00%	.00%
Benefits	P	0	0	0	0	0	0
Subtotal - Personnel Costs		0	0	0	0	0	0
Services & Supplies Cost			0	0	0	0	0
Advertising	P	452,472	0	0	0	0	0
Print Shop Svcs	P	255	0	0	0	0	0
Pub & Printed Materi	P	41-	0	0	0	0	0
Other Interest	P	2,547,661	0	0	0	0	0
Hlth Ins Retire	P	14,195,917	0	0	0	0	0
Pension-Civilian	P	0	0	0	0	0	0
Health Ins-Act	P	0	0	0	0	0	0
Mgt Consultant	P	1,724,356	0	0	0	0	0
Banking Services	P	0	0	0	0	0	0
Misc.Support Svcs	P	0	0	0	0	0	0
Real Estate	P	3,132,515	0	0	0	0	3,132,515
Application Services	P	0	0	0	0	0	0
Ltd purpose	P	58,525,377	0	0	0	0	0
Criminal Intell	P	0	0	0	0	0	0
Tax Appraisal	P	10,180,393	0	0	0	0	0
Tax Refunds	P	0	0	0	0	0	0
Mgmt Initiative/Cons	P	0	0	0	0	0	0
Elections	P	2,479,792	0	0	2,479,792	0	0
Contributions	P	0	0	0	0	0	0
Membership	P	365,235	0	0	0	0	0

A. Department Costs

Dept:3 Non-Departmental-Gen Gov

Description		Amount	Other Misc	Claims & Judge	Elections	Non-Dpt. Legal Svcs/Lobby	Walker Rent
Food Supplies	P	0	0	0	0	0	0
AudioVisual Supplies	P	0	0	0	0	0	0
Early Pymt Discount	P	2,209-	0	0	0	0	0
Voice Svcs	P	0	0	0	0	0	0
Legal Svcs	P	688,825	0	0	0	688,825	0
Metro Commut	P	339,182	339,182	0	0	0	0
Misc Other Svcs	P	3,356,662	0	0	0	0	0
Claims & Judgements	P	12,508,658	0	12,508,658	0	0	0
Other IntfdSvcs	P	1,486,123	0	0	0	0	0
Intfd Engr Services	P	0	0	0	0	0	0
Transfer to Spec Rev	P	26,802,003	0	0	0	0	0
Transf - Spec Nonrecr	P	0	0	0	0	0	0
Transfer to Component	P	26,940,177	0	0	0	0	0
Transfer to Ike Fund	P	0	0	0	0	0	0
Ch380 Trans Other Fd	P	25,477,765	0	0	0	0	0
Transfer to CAP Proj	P	35,861	0	0	0	0	0
Voice Labor	P	0	0	0	0	0	0
Eng Services	P	0	0	0	0	0	0
Travel- Non Training	P	45	0	0	0	0	0
Subtotal - Services & Supplies		191,237,024	339,182	12,508,658	2,479,792	688,825	3,132,515
Department Cost Total		191,237,024	339,182	12,508,658	2,479,792	688,825	3,132,515
Adjustments to Cost							
Subtotal - Adjustments			0	0	0	0	0
Total Costs After Adjustments		191,237,024	339,182	12,508,658	2,479,792	688,825	3,132,515
General Admin Distribution			0	0	0	0	0
Grand Total		$ 191,237,024	$ 339,182	$ 12,508,658	$ 2,479,792	$ 688,825	$ 3,132,515

A. Department Costs

Dept:3 Non-Departmental-Gen Gov

Description		Amount	Dept Specific	Gen Govt
Personnel Costs			0	0
Salaries	S	0	0	0
Salary % Split			.00%	.00%
Benefits	P	0	0	0
Subtotal - Personnel Costs		0	0	0
Services & Supplies Cost			0	0
Advertising	P	452,472	0	452,472
Print Shop Svcs	P	255	0	0
Pub & Printed Materi	P	41-	0	0
Other Interest	P	2,547,661	0	0
Hlth Ins Retire	P	14,195,917	0	0
Pension-Civilian	P	0	0	0
Health Ins-Act	P	0	0	0
Mgt Consultant	P	1,724,356	1,668,356	0
Banking Services	P	0	0	0
Misc.Support Svcs	P	0	0	0
Real Estate	P	3,132,515	0	0
Application Services	P	0	0	0
Ltd purpose	P	58,525,377	0	58,525,377
Criminal Intell	P	0	0	0
Tax Appraisal	P	10,180,393	0	10,180,393
Tax Refunds	P	0	0	0
Mgmt Initiative/Cons	P	0	0	0
Elections	P	2,479,792	0	0
Contributions	P	0	0	0
Membership	P	365,235	0	0

A. Department Costs

Dept:3 Non-Departmental-Gen Gov

Description		Amount	Dept Specific	Gen Govt
Food Supplies	P	0	0	0
AudioVisual Supplies	P	0	0	0
Early Pymt Discount	P	2,209-	0	2,209-
Voice Svcs	P	0	0	0
Legal Svcs	P	688,825	0	0
Metro Commut	P	339,182	0	0
Misc Other Svcs	P	3,356,662	277,863	3,078,799
Claims & Judgements	P	12,508,658	0	0
Other IntfdSvcs	P	1,486,123	0	1,486,123
Intfd Engr Services	P	0	0	0
Transfer to Spec Rev	P	26,802,003	0	26,802,003
Transf - Spec Nonrecr	P	0	0	0
Transfer to Component	P	26,940,177	0	26,940,177
Transfer to Ike Fund	P	0	0	0
Ch380 Trans Other Fd	P	25,477,765	0	25,477,765
Transfer to CAP Proj	P	35,861	0	35,861
Voice Labor	P	0	0	0
Eng Services	P	0	0	0
Travel- Non Training	P	45	0	45
Subtotal - Services & Supplies		191,237,024	1,946,219	152,976,806
Department Cost Total		191,237,024	1,946,219	152,976,806
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		191,237,024	1,946,219	152,976,806
General Admin Distribution			0	0
Grand Total		$ 191,237,024	$ 1,946,219	$ 152,976,806
				not allocated

B. Incoming Costs-(Default Spread Salary%)

Dept:3 Non-Departmental-Gen Gov

	Department	First Incoming	Second Incoming	Insurance Retirees	Memberships	Consulting Services	Interest Costs	Other Misc
3	Consulting Services	$ 0	$ 1,536	$ 114	$ 3	$ 0	$ 20	$ 3
3	Interest Costs	0	112,850	8,377	216	33	1,503	200
3	Other Misc	0	15,024	1,115	29	4	200	27
	Subtotal - Non-Dept-Gen Gov	0	129,410	9,606	248	37	1,723	230
5	Financial Plg & Analysis	0	67,190	4,988	128	20	895	119
	Subtotal - Fin Plg & Analysis	0	67,190	4,988	128	20	895	119
8	Gen Acctng	0	33,516	2,488	64	10	447	59
8	Fixed Assets	0	0	0	0	0	0	0
8	Auditing Svcs	0	38,516	2,859	74	11	513	68
8	Fin Operations	0	21,063	1,564	40	6	281	37
	Subtotal - Fin Reporting & Ops	0	93,095	6,911	178	27	1,241	164
9	Internal Controls	0	0	0	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0	0	0	0
10	Grants Mgmt	0	154,654	11,480	295	45	2,060	274
10	Cost Accounting	0	16,409	1,218	31	5	219	29
10	Trust Funds Mgmt (TFM)	0	13,300	987	25	4	177	24
	Subtotal - Fin Grants	0	184,363	13,685	351	54	2,456	327
11	Perf Mgmt Svcs	0	15,935	1,183	30	5	212	28
	Subtotal - Fin Perform Mgmt	0	15,935	1,183	30	5	212	28
12	Treasury	0	26,633	1,977	51	8	355	47
	Subtotal - Fin Treasury	0	26,633	1,977	51	8	355	47
13	Purchasing	0	44,771	3,323	86	13	596	79
	Subtotal - Fin SPD	0	44,771	3,323	86	13	596	79
18	Franchise	0	28,316	2,102	54	8	377	50
	Subtotal - ARA Regulatory	0	28,316	2,102	54	8	377	50
21	Enterprise Optns	0	24-	2-	0	0	0	0
	Subtotal - HITS EIS	0	24-	2-	0	0	0	0
27	City Sec Svcs	0	57,256	4,250	109	17	763	102
	Subtotal - City Secretary	0	57,256	4,250	109	17	763	102
28	City Council Svcs	0	515,702	38,282	985	151	6,870	915
	Subtotal - City Council	0	515,702	38,282	985	151	6,870	915
29	Controller Fin Svcs	0	183,641	13,632	351	54	2,446	326
29	Controller Treasury	0	77,133	5,726	147	23	1,028	137
	Subtotal - City Controller's	0	260,774	19,358	498	77	3,474	463
35	Design & Const	0	135,680	10,072	259	40	1,808	241
	Subtotal - General Services	0	135,680	10,072	259	40	1,808	241
	Total Incoming	0	1,559,101	115,735	2,977	457	20,770	2,765
C.	Total Allocated		$ 192,796,125	$ 14,311,652	$ 368,212	$ 56,457	$ 2,568,431	$ 341,947
				7.42%	0.19%	0.03%	1.33%	0.18%

B. Incoming Costs-(Default Spread Salary%) Dept:3 Non-Departmental-Gen Gov

	Department	First Incoming	Second Incoming	Claims & Judge	Elections	Non-Dpt Legal	Walker Rent	Dept Specific
3	Consulting Services	$ 0	$ 1,536	$100	$20	$6	$25	$16
3	Interest Costs	0	112,850	7,381	1,463	406	1,849	1,148
3	Other Misc	0	15,024	983	195	54	246	153
	Subtotal - Non-Dept-Gen Gov	0	129,410	8,464	1,678	466	2,120	1,317
5	Financial Plg & Analysis	0	67,190	4,395	871	242	1,101	684
	Subtotal - Fin Plg & Analysis	0	67,190	4,395	871	242	1,101	684
8	Gen Acctng	0	33,516	2,192	435	121	549	341
8	Fixed Assets	0	0	0	0	0	0	0
8	Auditing Svcs	0	38,516	2,519	499	139	631	392
8	Fin Operations	0	21,063	1,378	273	76	345	214
	Subtotal - Fin Reporting & Ops	0	93,095	6,089	1,207	336	1,525	947
9	Internal Controls	0	0	0	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0	0	0	0
10	Grants Mgmt	0	154,654	10,116	2,005	557	2,533	1,574
10	Cost Accounting	0	16,409	1,073	213	59	269	167
10	Trust Funds Mgmt (TFM)	0	13,300	870	172	48	218	135
	Subtotal - Fin Grants	0	184,363	12,059	2,390	664	3,020	1,876
11	Perf Mgmt Svcs	0	15,935	1,042	207	57	261	162
	Subtotal - Fin Perform Mgmt	0	15,935	1,042	207	57	261	162
12	Treasury	0	26,633	1,742	345	96	436	271
	Subtotal - Fin Treasury	0	26,633	1,742	345	96	436	271
13	Purchasing	0	44,771	2,928	581	161	733	456
	Subtotal - Fin SPD	0	44,771	2,928	581	161	733	456
18	Franchise	0	28,316	1,852	367	102	464	288
	Subtotal - ARA Regulatory	0	28,316	1,852	367	102	464	288
21	Enterprise Optns	0	24-	2-	0	0	0	0
	Subtotal - HITS EIS	0	24-	2-	0	0	0	0
27	City Sec Svcs	0	57,256	3,745	742	206	938	583
	Subtotal - City Secretary	0	57,256	3,745	742	206	938	583
28	City Council Svcs	0	515,702	33,732	6,687	1,858	8,447	5,248
	Subtotal - City Council	0	515,702	33,732	6,687	1,858	8,447	5,248
29	Controller Fin Svcs	0	183,641	12,012	2,381	661	3,008	1,869
29	Controller Treasury	0	77,133	5,045	1,000	278	1,263	785
	Subtotal - City Controller's	0	260,774	17,057	3,381	939	4,271	2,654
35	Design & Const	0	135,680	8,875	1,759	489	2,222	1,381
	Subtotal - General Services	0	135,680	8,875	1,759	489	2,222	1,381
	Total Incoming	0	1,559,101	101,978	20,215	5,616	25,538	15,867
C.	Total Allocated		$ 192,796,125	$ 12,610,636	$ 2,500,007	$ 694,441	$ 3,158,053	$ 1,962,086
				6.54%	1.30%	0.36%	1.64%	1.02%

B. Incoming Costs-(Default Spread Salary%)

Dept:3 Non-Departmental-Gen Gov

	Department	First Incoming	Second Incoming	Gen Govt
3	Consulting Services	$ 0	$ 1,536	$1,229
3	Interest Costs	0	112,850	90,272
3	Other Misc	0	15,024	12,018
	Subtotal - Non-Dept-Gen Gov	0	129,410	103,519
5	Financial Plg & Analysis	0	67,190	53,747
	Subtotal - Fin Plg & Analysis	0	67,190	53,747
8	Gen Acctng	0	33,516	26,811
8	Fixed Assets	0	0	0
8	Auditing Svcs	0	38,516	30,810
8	Fin Operations	0	21,063	16,849
	Subtotal - Fin Reporting & Ops	0	93,095	74,470
9	Internal Controls	0	0	0
	Subtotal - Fin Int Controls	0	0	0
10	Grants Mgmt	0	154,654	123,713
10	Cost Accounting	0	16,409	13,126
10	Trust Funds Mgmt (TFM)	0	13,300	10,639
	Subtotal - Fin Grants	0	184,363	147,478
11	Perf Mgmt Svcs	0	15,935	12,747
	Subtotal - Fin Perform Mgmt	0	15,935	12,747
12	Treasury	0	26,633	21,305
	Subtotal - Fin Treasury	0	26,633	21,305
13	Purchasing	0	44,771	35,814
	Subtotal - Fin SPD	0	44,771	35,814
18	Franchise	0	28,316	22,651
	Subtotal - ARA Regulatory	0	28,316	22,651
21	Enterprise Optns	0	24-	19-
	Subtotal - HITS EIS	0	24-	19-
27	City Sec Svcs	0	57,256	45,801
	Subtotal - City Secretary	0	57,256	45,801
28	City Council Svcs	0	515,702	412,527
	Subtotal - City Council	0	515,702	412,527
29	Controller Fin Svcs	0	183,641	146,900
29	Controller Treasury	0	77,133	61,701
	Subtotal - City Controller's	0	260,774	208,601
35	Design & Const	0	135,680	108,535
	Subtotal - General Services	0	135,680	108,535
	Total Incoming	0	1,559,101	1,247,176
C.	Total Allocated		$ 192,796,125	$ 154,223,982
				79.99%

Insurance Retirees Allocations

Dept:3 Non-Departmental-Gen Gov

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	6.20	0.1596	$ 22,654	$ 0	$ 22,654	$ 185	$ 22,839
05	Finance Financial Plg & Analys	13.60	0.3501	49,694	0	49,694	405	50,099
06	Finance City Council	5.00	0.1287	18,270	0	18,270	149	18,419
07	Finance Public Fin	3.90	0.1004	14,250	0	14,250	116	14,366
08	Finance Reporting & Ops	12.00	0.3089	43,847	0	43,847	357	44,204
09	Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10	Finance Grants	8.30	0.2136	30,328	0	30,328	247	30,575
11	Finance Rev Perform Mgmnt	2.00	0.0515	7,308	0	7,308	60	7,368
12	Finance Treasury	4.00	0.1030	14,616	0	14,616	119	14,735
13	Finance Strat Purchasing	37.40	0.9627	136,657	0	136,657	1,114	137,771
14	ARA Director Office	5.80	0.1493	21,193	0	21,193	173	21,366
15	ARA Financial Services	5.00	0.1287	18,270	0	18,270	149	18,419
16	ARA Operations	87.40	2.2496	319,354	0	319,354	2,604	321,958
17	ARA Payroll Services	36.50	0.9395	133,369	0	133,369	1,087	134,456
18	ARA Regulatory	5.00	0.1287	18,270	0	18,270	149	18,419
19	HITS CIO	0.00	0.0000	0	0	0	0	0
20	HITS EAS	0.00	0.0000	0	0	0	0	0
21	HITS EIS	0.00	0.0000	0	0	0	0	0
22	HITS Radio	26.60	0.6847	97,195	0	97,195	792	97,987
23	Office Business Opportunity	30.00	0.7722	109,618	0	109,618	894	110,512
24	Mayor	36.80	0.9472	134,465	0	134,465	1,096	135,561
25	Human Resources	19.30	0.4968	70,521	0	70,521	575	71,096
26	Legal	104.60	2.6923	382,202	0	382,202	3,116	385,318
27	City Secretary	9.20	0.2368	33,616	0	33,616	274	33,890
28	City Council	70.20	1.8069	256,506	0	256,506	2,091	258,597
29	City Controller's Office	48.30	1.2432	176,485	0	176,485	1,439	177,924
30	Health Administration	44.60	1.1480	162,966	0	162,966	1,329	164,295
31	Planning & Dev Admin	7.20	0.1853	26,308	0	26,308	214	26,522
34	HPD Police Records	80.60	2.0746	294,508	0	294,508	2,401	296,909
35	General Services	141.40	3.6395	516,667	0	516,667	4,212	520,879
38	Police	766.40	19.7266	2,800,379	0	2,800,379	22,831	2,823,210
39	Dept of Neighborhoods	87.00	2.2393	317,893	0	317,893	2,592	320,485
40	Fire	91.20	2.3474	333,239	0	333,239	2,717	335,956
41	Municipal Court	252.40	6.4966	922,254	0	922,254	7,519	929,773
42	Solid Waste	410.20	10.5583	1,498,846	0	1,498,846	12,220	1,511,066
44	Housing & Community Dev	2.30	0.0592	8,404	0	8,404	69	8,473
45	Library	440.00	11.3253	1,607,733	0	1,607,733	13,107	1,620,840
46	Parks & Recreation	580.50	14.9417	2,121,111	0	2,121,111	17,293	2,138,404
47	Health Department	342.50	8.8157	1,251,474	0	1,251,474	10,203	1,261,677
50	Planning & Dev Other	14.40	0.3706	52,617	0	52,617	429	53,046
53	Finance Other	3.10	0.0798	11,327	0	11,327	92	11,419
57	ARA Other	31.70	0.8159	115,830	0	115,830	944	116,774
58	IT Public Services	0.00	0.0000	0	0	0	0	0
62	Mayor Other	0.00	0.0000	0	0	0	0	0
63	TIRZ	5.90	0.1519	21,558	0	21,558	176	21,734
71	HPW Other	6.60	0.1699	24,116	0	24,116	197	24,313
94	HITS Other	0.00	0.0000	0	0	0	0	0
	Subtotal	3,885.1	100.0000	14,195,918	0	14,195,918	115,735	14,311,653
	Direct Bills					0		0
	Total					$14,195,918		$ 14,311,653

Basis Units: Number of General Fund civilian full time equivalents (FTE)
Source: COH FTE Report

Memberships Allocations

Dept:3 Non-Departmental-Gen Gov

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	6.20	0.0474	$ 173	$ 0	$ 173	$ 1	$ 174
05	Finance Financial Plg & Analys	13.60	0.1039	379	0	379	3	382
06	Finance City Council	5.00	0.0382	140	0	140	1	141
07	Finance Public Fin	3.90	0.0298	109	0	109	1	110
08	Finance Reporting & Ops	12.00	0.0917	335	0	335	3	338
09	Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10	Finance Grants	8.30	0.0634	232	0	232	2	234
11	Finance Rev Perform Mgmnt	2.00	0.0153	56	0	56	0	56
12	Finance Treasury	4.00	0.0306	112	0	112	1	113
13	Finance Strat Purchasing	37.40	0.2857	1,043	0	1,043	9	1,052
14	ARA Director Office	5.80	0.0443	162	0	162	1	163
15	ARA Financial Services	5.00	0.0382	140	0	140	1	141
16	ARA Operations	87.40	0.6677	2,439	0	2,439	20	2,459
17	ARA Payroll Services	36.50	0.2788	1,018	0	1,018	8	1,026
18	ARA Regulatory	5.00	0.0382	140	0	140	1	141
19	HITS CIO	0.00	0.0000	0	0	0	0	0
20	HITS EAS	0.00	0.0000	0	0	0	0	0
21	HITS EIS	0.00	0.0000	0	0	0	0	0
22	HITS Radio	26.60	0.2032	742	0	742	6	748
23	Office Business Opportunity	30.00	0.2292	837	0	837	7	844
24	Mayor	36.80	0.2811	1,027	0	1,027	8	1,035
25	Human Resources	19.30	0.1474	538	0	538	4	542
26	Legal	104.60	0.7991	2,918	0	2,918	24	2,942
27	City Secretary	9.20	0.0703	257	0	257	2	259
28	City Council	70.20	0.5363	1,959	0	1,959	16	1,975
29	City Controller's Office	48.30	0.3690	1,348	0	1,348	11	1,359
30	Health Administration	44.60	0.3407	1,244	0	1,244	10	1,254
31	Planning & Dev Admin	7.20	0.0550	201	0	201	2	203
34	HPD Police Records	80.60	0.6157	2,249	0	2,249	18	2,267
35	General Services	141.40	1.0802	3,945	0	3,945	32	3,977
38	Police	6,083.20	46.4707	169,727	0	169,727	1,383	171,110
39	Dept of Neighborhoods	87.00	0.6646	2,427	0	2,427	20	2,447
40	Fire	3,979.70	30.4017	111,038	0	111,038	905	111,943
41	Municipal Court	252.40	1.9281	7,042	0	7,042	57	7,099
42	Solid Waste	410.20	3.1336	11,445	0	11,445	93	11,538
44	Housing & Community Dev	2.30	0.0176	64	0	64	1	65
45	Library	440.00	3.3612	12,276	0	12,276	100	12,376
46	Parks & Recreation	580.50	4.4345	16,197	0	16,197	132	16,329
47	Health Department	342.50	2.6164	9,556	0	9,556	78	9,634
50	Planning & Dev Other	14.40	0.1100	402	0	402	3	405
53	Finance Other	3.10	0.0237	86	0	86	1	87
57	ARA Other	31.70	0.2422	884	0	884	7	891
58	IT Public Services	0.00	0.0000	0	0	0	0	0
62	Mayor Other	0.00	0.0000	0	0	0	0	0
63	TIRZ	5.90	0.0451	165	0	165	1	166
71	HPW Other	6.60	0.0504	184	0	184	2	186
94	HITS Other	0.00	0.0000	0	0	0	0	0
	Subtotal	13,090.4	100.0000	365,236	0	365,236	2,977	368,213
	Direct Bills					0		0
	Total					$365,236		$ 368,213

Basis Units: Number of General Fund FTE positions
Source: COH FTE Report

Consulting Services Allocations

Dept:3 Non-Departmental-Gen Gov

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	53,021	2.7436	$ 1,536	$ 0	$ 1,536	$ 0	$ 1,536
04	Finance Dir Office	1,809	0.0936	52	0	52	0	52
05	Finance Financial Plg & Analys	572	0.0296	17	0	17	0	17
06	Finance City Council	551	0.0285	16	0	16	0	16
07	Finance Public Fin	437	0.0226	13	0	13	0	13
08	Finance Reporting & Ops	1,628	0.0842	47	0	47	0	47
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	783	0.0405	23	0	23	0	23
11	Finance Rev Perform Mgmnt	315	0.0163	9	0	9	0	9
12	Finance Treasury	1,395	0.0722	40	0	40	0	40
13	Finance Strat Purchasing	1,158	0.0599	34	0	34	0	34
14	ARA Director Office	3,633	0.1880	105	0	105	1	106
15	ARA Financial Services	417	0.0216	12	0	12	0	12
16	ARA Operations	4,030	0.2085	117	0	117	1	118
17	ARA Payroll Services	686	0.0355	20	0	20	0	20
18	ARA Regulatory	1,739	0.0900	50	0	50	0	50
19	HITS CIO	184	0.0095	5	0	5	0	5
20	HITS EAS	121	0.0063	4	0	4	0	4
21	HITS EIS	399	0.0206	12	0	12	0	12
22	HITS Radio	2,302	0.1191	67	0	67	1	68
23	Office Business Opportunity	3,370	0.1744	98	0	98	1	99
24	Mayor	5,305	0.2745	154	0	154	1	155
25	Human Resources	54,583	2.8245	1,582	0	1,582	13	1,595
26	Legal	5,537	0.2865	160	0	160	1	161
27	City Secretary	1,424	0.0737	41	0	41	0	41
28	City Council	23,260	1.2036	674	0	674	6	680
29	City Controller's Office	3,729	0.1930	108	0	108	1	109
30	Health Administration	15,603	0.8074	452	0	452	4	456
31	Planning & Dev Admin	1,942	0.1005	56	0	56	0	56
33	CIP Sal Rec HPW	3,122	0.1616	90	0	90	1	91
34	HPD Police Records	1,405	0.0727	41	0	41	0	41
35	General Services	34,734	1.7973	1,007	0	1,007	8	1,015
36	HEC	6,820	0.3529	198	0	198	2	200
38	Police	192,532	9.9628	5,579	0	5,579	47	5,626
39	Dept of Neighborhoods	7,243	0.3748	210	0	210	2	212
40	Fire	164,557	8.5152	4,768	0	4,768	40	4,808
41	Municipal Court	24,415	1.2634	707	0	707	6	713
42	Solid Waste	39,067	2.0216	1,132	0	1,132	10	1,142
43	Houston Airport System (HAS)	109,863	5.6850	3,184	0	3,184	27	3,211
44	Housing & Community Dev	44,131	2.2836	1,279	0	1,279	11	1,290
45	Library	18,535	0.9591	537	0	537	5	542
46	Parks & Recreation	99,266	5.1366	2,877	0	2,877	24	2,901
47	Health Department	159,080	8.2318	4,610	0	4,610	39	4,649
48	Convention & Entertainment	1,468	0.0760	43	0	43	0	43
49	Fleet Management	191,147	9.8911	5,539	0	5,539	46	5,585
50	Planning & Dev Other	3,293	0.1704	95	0	95	1	96
51	Planning & Dev Spec Rev	6,655	0.3444	193	0	193	2	195
52	General Debt	5,940	0.3074	172	0	172	1	173
53	Finance Other	15,085	0.7806	437	0	437	4	441
54	ARA Insurance	1,308	0.0677	38	0	38	0	38
55	ARA BARC	13,187	0.6824	382	0	382	3	385
56	ARA Parking	18,434	0.9539	534	0	534	4	538
57	ARA Other	11,792	0.6102	342	0	342	3	345
58	IT Public Services	0	0.0000	0	0	0	0	0
59	Legal Insurance	5,851	0.3028	170	0	170	1	171
60	Legal Wkr Comp	942	0.0487	27	0	27	0	27

Consulting Services Allocations

Dept:3 Non-Departmental-Gen Gov

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
61	Mayor Cable TV	1,864	0.0965	54	0	54	0	54
62	Mayor Other	15,395	0.7966	446	0	446	4	450
63	TIRZ	1,221	0.0632	35	0	35	0	35
64	HR Health Benefits	141,829	7.3391	4,110	0	4,110	34	4,144
65	HR Long Term Disability	66	0.0034	2	0	2	0	2
66	HPW Bldg Insp	39,916	2.0655	1,157	0	1,157	10	1,167
67	HPW Stormwater	16,692	0.8637	484	0	484	4	488
68	HPW DDSR	34,939	1.8080	1,012	0	1,012	9	1,021
69	HPW Water & Sewer	192,833	9.9783	5,588	0	5,588	47	5,635
70	HPW Houston Transtar	2,494	0.1291	72	0	72	1	73
71	HPW Other	40,304	2.0856	1,168	0	1,168	10	1,178
72	Houston Permit Center	6,771	0.3504	196	0	196	2	198
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	1,796	0.0929	52	0	52	0	52
75	CIP S/R Engrg	4,959	0.2566	144	0	144	1	145
76	CIP S/R Constr	4,483	0.2320	130	0	130	1	131
77	CIP S/R Eng/Const	1,938	0.1003	56	0	56	0	56
78	CIP S/R Geo/Env	523	0.0271	15	0	15	0	15
79	CIP S/R Other	6,826	0.3532	198	0	198	2	200
80	CIP S/R GSD	821	0.0425	24	0	24	0	24
91	Hurricane Ike Aid & Recovery	200	0.0103	6	0	6	0	6
92	ARRA Reimbursement Fund	762	0.0394	22	0	22	0	22
93	HR-W.C.	15,653	0.8100	454	0	454	4	458
94	HITS Other	30,414	1.5738	881	0	881	7	888
95	Legal Other	12	0.0006	0	0	0	0	0
	Subtotal	1,932,516	100.0000	56,001	0	56,001	457	56,458
	Direct Bills					0		0
	Total					$56,001		$ 56,458

Basis Units: Number of rev, exp, & purch transactions per dept
Source: COH Transaction Report

Interest Costs Allocations

Dept:3 Non-Departmental-Gen Gov

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	82,729,036	4.4296	$ 112,850	$ 0	$ 112,850	$ 0	$ 112,850
04	Finance Dir Office	1,913,908	0.1025	2,611	0	2,611	22	2,633
05	Finance Financial Plg & Analys	2,027,473	0.1086	2,766	0	2,766	24	2,790
06	Finance City Council	590,822	0.0316	806	0	806	7	813
07	Finance Public Fin	853,136	0.0457	1,164	0	1,164	10	1,174
08	Finance Reporting & Ops	3,256,312	0.1744	4,442	0	4,442	38	4,480
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	1,012,862	0.0542	1,382	0	1,382	12	1,394
11	Finance Rev Perform Mgmnt	286,832	0.0154	391	0	391	3	394
12	Finance Treasury	1,675,910	0.0897	2,286	0	2,286	20	2,306
13	Finance Strat Purchasing	5,009,668	0.2682	6,834	0	6,834	58	6,892
14	ARA Director Office	2,226,617	0.1192	3,037	0	3,037	26	3,063
15	ARA Financial Services	930,917	0.0498	1,270	0	1,270	11	1,281
16	ARA Operations	7,195,212	0.3853	9,815	0	9,815	84	9,899
17	ARA Payroll Services	3,661,365	0.1960	4,994	0	4,994	43	5,037
18	ARA Regulatory	563,043	0.0301	768	0	768	7	775
19	HITS CIO	53,942	0.0029	74	0	74	1	75
20	HITS EAS	34,916	0.0019	48	0	48	0	48
21	HITS EIS	1,587	0.0001	2	0	2	0	2
22	HITS Radio	5,905,138	0.3162	8,055	0	8,055	69	8,124
23	Office Business Opportunity	3,335,200	0.1786	4,550	0	4,550	39	4,589
24	Mayor	4,509,595	0.2415	6,152	0	6,152	52	6,204
25	Human Resources	2,370,799	0.1269	3,234	0	3,234	28	3,262
26	Legal	14,739,750	0.7892	20,106	0	20,106	172	20,278
27	City Secretary	1,113,926	0.0596	1,520	0	1,520	13	1,533
28	City Council	8,576,575	0.4592	11,699	0	11,699	100	11,799
29	City Controller's Office	7,709,657	0.4128	10,517	0	10,517	90	10,607
30	Health Administration	13,520,750	0.7239	18,444	0	18,444	157	18,601
31	Planning & Dev Admin	2,582,388	0.1383	3,523	0	3,523	30	3,553
34	HPD Police Records	5,917,289	0.3168	8,072	0	8,072	69	8,141
35	General Services	38,809,543	2.0780	52,940	0	52,940	452	53,392
38	Police	872,472,525	46.7148	1,190,134	0	1,190,134	10,152	1,200,286
39	Dept of Neighborhoods	10,368,801	0.5552	14,144	0	14,144	121	14,265
40	Fire	474,253,450	25.3929	646,926	0	646,926	5,519	652,445
41	Municipal Court	27,736,646	1.4851	37,835	0	37,835	323	38,158
42	Solid Waste	91,428,752	4.8954	124,717	0	124,717	1,064	125,781
44	Housing & Community Dev	528,979	0.0283	722	0	722	6	728
45	Library	35,918,061	1.9232	48,996	0	48,996	418	49,414
46	Parks & Recreation	68,553,389	3.6706	93,513	0	93,513	798	94,311
47	Health Department	32,043,352	1.7157	43,710	0	43,710	373	44,083
49	Fleet Management	6,718	0.0004	9	0	9	0	9
50	Planning & Dev Other	1,283,689	0.0687	1,751	0	1,751	15	1,766
53	Finance Other	122,156	0.0065	167	0	167	1	168
55	ARA BARC	1,281-	0.0001-	2-	0	2-	0.01-	2-
57	ARA Other	3,702,401	0.1982	5,050	0	5,050	43	5,093
58	IT Public Services	0	0.0000	0	0	0	0	0
61	Mayor Cable TV	0	0.0000	0	0	0	0	0
64	HR Health Benefits	0	0.0000	0	0	0	0	0
71	HPW Other	26,126,624	1.3989	35,639	0	35,639	304	35,943
94	HITS Other	175-	0.0000	0	0	0	0	0
	Subtotal	1,867,658,255	100.0000	2,547,663	0	2,547,663	20,770	2,568,433
	Direct Bills					0		0
	Total					$2,547,663		$ 2,568,433

Interest Costs Allocations

Dept:3 Non-Departmental-Gen Gov

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total

Basis Units: FY2020 actual GF expenditures excl TIRZ
Source: COH Expenditure Report

Other Misc Allocations

Dept:3 Non-Departmental-Gen Gov

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	82,729,036	4.4296	$ 15,024	$ 0	$ 15,024	$ 0	$ 15,024
04	Finance Dir Office	1,913,908	0.1025	348	0	348	3	351
05	Finance Financial Plg & Analys	2,027,473	0.1086	368	0	368	3	371
06	Finance City Council	590,822	0.0316	107	0	107	1	108
07	Finance Public Fin	853,136	0.0457	155	0	155	1	156
08	Finance Reporting & Ops	3,256,312	0.1744	591	0	591	5	596
10	Finance Grants	1,012,862	0.0542	184	0	184	2	186
11	Finance Rev Perform Mgmnt	286,832	0.0154	52	0	52	0	52
12	Finance Treasury	1,675,910	0.0897	304	0	304	3	307
13	Finance Strat Purchasing	5,009,668	0.2682	910	0	910	8	918
14	ARA Director Office	2,226,617	0.1192	404	0	404	3	407
15	ARA Financial Services	930,917	0.0498	169	0	169	1	170
16	ARA Operations	7,195,212	0.3853	1,307	0	1,307	11	1,318
17	ARA Payroll Services	3,661,365	0.1960	665	0	665	6	671
18	ARA Regulatory	563,043	0.0301	102	0	102	1	103
19	HITS CIO	53,942	0.0029	10	0	10	0	10
20	HITS EAS	34,916	0.0019	6	0	6	0	6
21	HITS EIS	1,587	0.0001	0	0	0	0	0
22	HITS Radio	5,905,138	0.3162	1,072	0	1,072	9	1,081
23	Office Business Opportunity	3,335,200	0.1786	606	0	606	5	611
24	Mayor	4,509,595	0.2415	819	0	819	7	826
25	Human Resources	2,370,799	0.1269	431	0	431	4	435
26	Legal	14,739,750	0.7892	2,677	0	2,677	23	2,700
27	City Secretary	1,113,926	0.0596	202	0	202	2	204
28	City Council	8,576,575	0.4592	1,558	0	1,558	13	1,571
29	City Controller's Office	7,709,657	0.4128	1,400	0	1,400	12	1,412
30	Health Administration	13,520,750	0.7239	2,455	0	2,455	21	2,476
31	Planning & Dev Admin	2,582,388	0.1383	469	0	469	4	473
34	HPD Police Records	5,917,289	0.3168	1,075	0	1,075	9	1,084
35	General Services	38,809,543	2.0780	7,048	0	7,048	60	7,108
38	Police	872,472,525	46.7148	158,448	0	158,448	1,352	159,800
39	Dept of Neighborhoods	10,368,801	0.5552	1,883	0	1,883	16	1,899
40	Fire	474,253,450	25.3929	86,128	0	86,128	735	86,863
41	Municipal Court	27,736,646	1.4851	5,037	0	5,037	43	5,080
42	Solid Waste	91,428,752	4.8954	16,604	0	16,604	142	16,746
44	Housing & Community Dev	528,979	0.0283	96	0	96	1	97
45	Library	35,918,061	1.9232	6,523	0	6,523	56	6,579
46	Parks & Recreation	68,553,389	3.6706	12,450	0	12,450	106	12,556
47	Health Department	32,043,352	1.7157	5,819	0	5,819	50	5,869
49	Fleet Management	6,718	0.0004	1	0	1	0	1
50	Planning & Dev Other	1,283,689	0.0687	233	0	233	2	235
53	Finance Other	122,156	0.0065	22	0	22	0	22
55	ARA BARC	1,281-	0.0001-	0	0	0	0	0
57	ARA Other	3,702,401	0.1982	672	0	672	6	678
58	IT Public Services	0	0.0000	0	0	0	0	0
61	Mayor Cable TV	0	0.0000	0	0	0	0	0
64	HR Health Benefits	0	0.0000	0	0	0	0	0
71	HPW Other	26,126,624	1.3989	4,745	0	4,745	40	4,785
94	HITS Other	175-	0.0000	0	0	0	0	0
	Subtotal	1,867,658,255	100.0000	339,179	0	339,179	2,765	341,944
	Direct Bills					0		0
	Total					$339,179		$ 341,944

Other Misc Allocations

Dept:3 Non-Departmental-Gen Gov

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total

Basis Units: FY2020 actual GF expenditures excl TIRZ
Source: COH Expenditure Report

Claims & Judge Allocations

Dept:3 Non-Departmental-Gen Gov

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
14	ARA Director Office	2,363	0.0785	$ 9,821	$ 0	$ 9,821	$ 80	$ 9,901
35	General Services	17,891	0.5944	74,355	0	74,355	606	74,961
38	Police	2,327,072	77.3171	9,671,330	0	9,671,330	78,846	9,750,176
40	Fire	406,763	13.5147	1,690,510	0	1,690,510	13,782	1,704,292
42	Solid Waste	187,852	6.2414	780,715	0	780,715	6,365	787,080
45	Library	6,229	0.2070	25,888	0	25,888	211	26,099
46	Parks & Recreation	58,326	1.9379	242,403	0	242,403	1,976	244,379
47	Health Department	3,281	0.1090	13,636	0	13,636	111	13,747
	Subtotal	3,009,777	100.0000	12,508,658	0	12,508,658	101,978	12,610,636
	Direct Bills					0		0
	Total					$12,508,658		$ 12,610,636

Basis Units: Dollar amount of claims & judgments for GF depts
Source: Legal Report

Elections Allocations

Dept:3 Non-Departmental-Gen Gov

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
24	Mayor	1	5.5556	$ 137,766	$ 0	$ 137,766	$ 1,123	$ 138,889
28	City Council	16	88.8889	2,204,260	0	2,204,260	17,969	2,222,229
29	City Controller's Office	1	5.5556	137,766	0	137,766	1,123	138,889
	Subtotal	18	100.0000	2,479,792	0	2,479,792	20,215	2,500,007
	Direct Bills					0		0
	Total					$2,479,792		$ 2,500,007

Basis Units: Number of elected officials
Source: City Charter

Non-Dpt. Legal Svcs/Lobby Allocations

Dept:3 Non-Departmental-Gen Gov

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	6.20	0.0300	$ 206	$ 0	$ 206	$ 2	$ 208
05	Finance Financial Plg & Analys	13.60	0.0657	453	0	453	4	457
06	Finance City Council	5.00	0.0242	166	0	166	1	167
07	Finance Public Fin	3.90	0.0188	130	0	130	1	131
08	Finance Reporting & Ops	12.00	0.0580	399	0	399	3	402
09	Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10	Finance Grants	8.30	0.0401	276	0	276	2	278
11	Finance Rev Perform Mgmnt	2.00	0.0097	67	0	67	1	68
12	Finance Treasury	4.00	0.0193	133	0	133	1	134
13	Finance Strat Purchasing	37.40	0.1807	1,245	0	1,245	10	1,255
14	ARA Director Office	5.80	0.0280	193	0	193	2	195
15	ARA Financial Services	5.00	0.0242	166	0	166	1	167
16	ARA Operations	87.40	0.4222	2,908	0	2,908	24	2,932
17	ARA Payroll Services	36.50	0.1763	1,215	0	1,215	10	1,225
18	ARA Regulatory	5.00	0.0242	166	0	166	1	167
19	HITS CIO	0.00	0.0000	0	0	0	0	0
20	HITS EAS	0.00	0.0000	0	0	0	0	0
21	HITS EIS	0.00	0.0000	0	0	0	0	0
22	HITS Radio	26.60	0.1285	885	0	885	7	892
23	Office Business Opportunity	31.90	0.1541	1,062	0	1,062	9	1,071
24	Mayor	36.80	0.1778	1,225	0	1,225	10	1,235
25	Human Resources	187.80	0.9073	6,250	0	6,250	51	6,301
26	Legal	104.60	0.5053	3,481	0	3,481	28	3,509
27	City Secretary	9.20	0.0444	306	0	306	3	309
28	City Council	70.20	0.3391	2,336	0	2,336	19	2,355
29	City Controller's Office	48.30	0.2333	1,607	0	1,607	13	1,620
30	Health Administration	44.60	0.2155	1,484	0	1,484	12	1,496
31	Planning & Dev Admin	7.20	0.0348	240	0	240	2	242
33	CIP Sal Rec HPW	62.50	0.3019	2,080	0	2,080	17	2,097
34	HPD Police Records	80.60	0.3894	2,682	0	2,682	22	2,704
35	General Services	228.90	1.1058	7,617	0	7,617	62	7,679
36	HEC	217.90	1.0527	7,251	0	7,251	59	7,310
38	Police	6,182.00	29.8657	205,723	0	205,723	1,677	207,400
39	Dept of Neighborhoods	116.50	0.5628	3,877	0	3,877	32	3,909
40	Fire	3,979.70	19.2263	132,435	0	132,435	1,080	133,515
41	Municipal Court	262.60	1.2686	8,739	0	8,739	71	8,810
42	Solid Waste	412.20	1.9914	13,717	0	13,717	112	13,829
43	Houston Airport System (HAS)	1,084.60	5.2398	36,093	0	36,093	294	36,387
44	Housing & Community Dev	283.50	1.3696	9,434	0	9,434	77	9,511
45	Library	449.80	2.1730	14,968	0	14,968	122	15,090
46	Parks & Recreation	669.50	3.2344	22,279	0	22,279	182	22,461
47	Health Department	1,087.60	5.2543	36,193	0	36,193	295	36,488
49	Fleet Management	352.70	1.7039	11,737	0	11,737	96	11,833
50	Planning & Dev Other	27.50	0.1329	915	0	915	7	922
51	Planning & Dev Spec Rev	39.70	0.1918	1,321	0	1,321	11	1,332
53	Finance Other	55.70	0.2691	1,854	0	1,854	15	1,869
54	ARA Insurance	4.80	0.0232	160	0	160	1	161
55	ARA BARC	107.40	0.5189	3,574	0	3,574	29	3,603
56	ARA Parking	67.90	0.3280	2,260	0	2,260	18	2,278
57	ARA Other	31.70	0.1531	1,055	0	1,055	9	1,064
58	IT Public Services	0.00	0.0000	0	0	0	0	0
59	Legal Insurance	48.40	0.2338	1,611	0	1,611	13	1,624
60	Legal Wkr Comp	1.80	0.0087	60	0	60	0	60
61	Mayor Cable TV	18.70	0.0903	622	0	622	5	627
62	Mayor Other	46.40	0.2242	1,544	0	1,544	13	1,557
63	TIRZ	5.90	0.0285	196	0	196	2	198

Non-Dpt. Legal Svcs/Lobby Allocations

Dept:3 Non-Departmental-Gen Gov

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
64	HR Health Benefits	45.10	0.2179	1,501	0	1,501	12	1,513
66	HPW Bldg Insp	567.00	2.7392	18,868	0	18,868	154	19,022
67	HPW Stormwater	321.00	1.5508	10,682	0	10,682	87	10,769
68	HPW DDSR	449.10	2.1696	14,945	0	14,945	122	15,067
69	HPW Water & Sewer	2,077.60	10.0371	69,138	0	69,138	564	69,702
70	HPW Houston Transtar	8.10	0.0391	270	0	270	2	272
71	HPW Other	7.40	0.0358	246	0	246	2	248
72	Houston Permit Center	28.00	0.1353	932	0	932	8	940
73	CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	41.70	0.2015	1,388	0	1,388	11	1,399
75	CIP S/R Engrg	60.40	0.2918	2,010	0	2,010	16	2,026
76	CIP S/R Constr	67.10	0.3242	2,233	0	2,233	18	2,251
77	CIP S/R Eng/Const	29.50	0.1425	982	0	982	8	990
78	CIP S/R Geo/Env	5.40	0.0261	180	0	180	1	181
79	CIP S/R Other	38.60	0.1865	1,285	0	1,285	10	1,295
80	CIP S/R GSD	27.20	0.1314	905	0	905	7	912
93	HR-W.C.	51.80	0.2503	1,724	0	1,724	14	1,738
94	HITS Other	148.50	0.7174	4,942	0	4,942	40	4,982
	Subtotal	20,699.3	100.0000	688,827	0	688,827	5,616	694,443
	Direct Bills					0		0
	Total					$688,827		$ 694,443

Basis Units: Number of FTE positions all funds
Source: COH FTE Report

Walker Rent Allocations

Dept:3 Non-Departmental-Gen Gov

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	25,650	13.9099	$ 435,730	$ 0	$ 435,730	$ 3,552	$ 439,282
14	ARA Director Office	22,950	12.4457	389,864	0	389,864	3,178	393,042
16	ARA Operations	10,820	5.8676	183,805	0	183,805	1,498	185,303
19	HITS CIO	28,100	15.2385	477,349	0	477,349	3,892	481,241
23	Office Business Opportunity	11,675	6.3313	198,329	0	198,329	1,617	199,946
24	Mayor	0	0.0000	0	0	0	0	0
25	Human Resources	27,439	14.8801	466,120	0	466,120	3,800	469,920
31	Planning & Dev Admin	30,542	16.5628	518,833	0	518,833	4,230	523,063
35	General Services	7,535	4.0862	128,001	0	128,001	1,044	129,045
41	Municipal Court	4,695	2.5461	79,756	0	79,756	650	80,406
42	Solid Waste	12,835	6.9604	218,035	0	218,035	1,778	219,813
96	Other	2,160	1.1714	36,693	0	36,693	299	36,992
	Subtotal	184,401	100.0000	3,132,515	0	3,132,515	25,538	3,158,053
	Direct Bills					0		0
	Total					$3,132,515		$ 3,158,053

Basis Units: Square footage per dept General Fund departments
Source: GSD Space Allocation

Dept Specific Allocations

Dept:3 Non-Departmental-Gen Gov

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Director Office	1,460,174	75.0262	$ 1,460,174	$ 0	$ 1,460,174	$ 11,904	$ 1,472,078
14	ARA Director Office	178,182	9.1553	178,182	0	178,182	1,453	179,635
23	Office Business Opportunity	30,000	1.5415	30,000	0	30,000	245	30,245
28	City Council	277,863	14.2771	277,863	0	277,863	2,265	280,128
	Subtotal	1,946,219	100.0000	1,946,219	0	1,946,219	15,867	1,962,086
	Direct Bills					0		0
	Total					$1,946,219		$ 1,962,086

Basis Units: Dollars expended per department
Source: Expenses

Allocation Summary

Dept:3 Non-Departmental-Gen Gov

	Department	Insurance Retirees	Memberships	Consulting Services	Interest Costs	Other Misc	Claims & Judge	Elections
0	Direct Billed	$0	$0	$0	$0	$0	$0	$0
03	Non-Departmental-Gen Gov	0	0	1,536	112,850	15,024	0	0
04	Finance Director Office	22,839	174	52	2,633	351	0	0
05	Finance Financial Plg & Analys	50,099	382	17	2,790	371	0	0
06	Finance City Council	18,419	141	16	813	108	0	0
07	Finance Public Fin	14,366	110	13	1,174	156	0	0
08	Finance Reporting & Ops	44,204	338	47	4,480	596	0	0
09	Finance Internal Controls	0	0	0	0	0	0	0
10	Finance Grants	30,575	234	23	1,394	186	0	0
11	Finance Rev Perform Mgmnt	7,368	56	9	394	52	0	0
12	Finance Treasury	14,735	113	40	2,306	307	0	0
13	Finance Strat Purchasing	137,771	1,052	34	6,892	918	0	0
14	ARA Director Office	21,366	163	106	3,063	407	9,901	0
15	ARA Financial Services	18,419	141	12	1,281	170	0	0
16	ARA Operations	321,958	2,459	118	9,899	1,318	0	0
17	ARA Payroll Services	134,456	1,026	20	5,037	671	0	0
18	ARA Regulatory	18,419	141	50	775	103	0	0
19	HITS CIO	0	0	5	75	10	0	0
20	HITS EAS	0	0	4	48	6	0	0
21	HITS EIS	0	0	12	2	0	0	0
22	HITS Radio	97,987	748	68	8,124	1,081	0	0
23	Office Business Opportunity	110,512	844	99	4,589	611	0	0
24	Mayor	135,561	1,035	155	6,204	826	0	138,889
25	Human Resources	71,096	542	1,595	3,262	435	0	0
26	Legal	385,318	2,942	161	20,278	2,700	0	0
27	City Secretary	33,890	259	41	1,533	204	0	0
28	City Council	258,597	1,975	680	11,799	1,571	0	2,222,229
29	City Controller's Office	177,924	1,359	109	10,607	1,412	0	138,889
30	Health Administration	164,295	1,254	456	18,601	2,476	0	0
31	Planning & Dev Admin	26,522	203	56	3,553	473	0	0
33	CIP Sal Rec HPW	0	0	91	0	0	0	0
34	HPD Police Records	296,909	2,267	41	8,141	1,084	0	0
35	General Services	520,879	3,977	1,015	53,392	7,108	74,961	0
36	HEC	0	0	200	0	0	0	0
38	Police	2,823,210	171,110	5,626	1,200,286	159,800	9,750,176	0
39	Dept of Neighborhoods	320,485	2,447	212	14,265	1,899	0	0
40	Fire	335,956	111,943	4,808	652,445	86,863	1,704,292	0
41	Municipal Court	929,773	7,099	713	38,158	5,080	0	0
42	Solid Waste	1,511,066	11,538	1,142	125,781	16,746	787,080	0
43	Houston Airport System (HAS)	0	0	3,211	0	0	0	0
44	Housing & Community Dev	8,473	65	1,290	728	97	0	0
45	Library	1,620,840	12,376	542	49,414	6,579	26,099	0
46	Parks & Recreation	2,138,404	16,329	2,901	94,311	12,556	244,379	0
47	Health Department	1,261,677	9,634	4,649	44,083	5,869	13,747	0
48	Convention & Entertainment	0	0	43	0	0	0	0
49	Fleet Management	0	0	5,585	9	1	0	0
50	Planning & Dev Other	53,046	405	96	1,766	235	0	0
51	Planning & Dev Spec Rev	0	0	195	0	0	0	0
52	General Debt	0	0	173	0	0	0	0
53	Finance Other	11,419	87	441	168	22	0	0
54	ARA Insurance	0	0	38	0	0	0	0
55	ARA BARC	0	0	385	2-	0	0	0
56	ARA Parking	0	0	538	0	0	0	0
57	ARA Other	116,774	891	345	5,093	678	0	0
58	IT Public Services	0	0	0	0	0	0	0
59	Legal Insurance	0	0	171	0	0	0	0

Allocation Summary

Dept:3 Non-Departmental-Gen Gov

	Department	Insurance Retirees	Memberships	Consulting Services	Interest Costs	Other Misc	Claims & Judge	Elections
60	Legal Wkr Comp	0	0	27	0	0	0	0
61	Mayor Cable TV	0	0	54	0	0	0	0
62	Mayor Other	0	0	450	0	0	0	0
63	TIRZ	21,734	166	35	0	0	0	0
64	HR Health Benefits	0	0	4,144	0	0	0	0
65	HR Long Term Disability	0	0	2	0	0	0	0
66	HPW Bldg Insp	0	0	1,167	0	0	0	0
67	HPW Stormwater	0	0	488	0	0	0	0
68	HPW DDSR	0	0	1,021	0	0	0	0
69	HPW Water & Sewer	0	0	5,635	0	0	0	0
70	HPW Houston Transtar	0	0	73	0	0	0	0
71	HPW Other	24,313	186	1,178	35,943	4,785	0	0
72	Houston Permit Center	0	0	198	0	0	0	0
73	CIP S/R Planning	0	0	0	0	0	0	0
74	CIP Sal Rec RE	0	0	52	0	0	0	0
75	CIP S/R Engrg	0	0	145	0	0	0	0
76	CIP S/R Constr	0	0	131	0	0	0	0
77	CIP S/R Eng/Const	0	0	56	0	0	0	0
78	CIP S/R Geo/Env	0	0	15	0	0	0	0
79	CIP S/R Other	0	0	200	0	0	0	0
80	CIP S/R GSD	0	0	24	0	0	0	0
91	Hurricane Ike Aid & Recovery	0	0	6	0	0	0	0
92	ARRA Reimbursement Fund	0	0	22	0	0	0	0
93	HR-W.C.	0	0	458	0	0	0	0
94	HITS Other	0	0	888	0	0	0	0
95	Legal Other	0	0	0	0	0	0	0
96	Other	0	0	0	0	0	0	0
	Total	$ 14,311,654	$ 368,211	$ 56,454	$ 2,568,437	$ 341,945	$ 12,610,635	$ 2,500,007

Allocation Summary

Dept:3 Non-Departmental-Gen Gov

	Department	Non-Dept Legal	Walker Rent	Dept Specific	Gen Govt	Total
0	Direct Billed	$0	$0	$0	$0	$0
03	Non-Departmental-Gen Gov	0	0	0	0	129,410
04	Finance Director Office	208	439,282	1,472,078	0	1,937,617
05	Finance Financial Plg & Analys	457	0	0	0	54,116
06	Finance City Council	167	0	0	0	19,664
07	Finance Public Fin	131	0	0	0	15,950
08	Finance Reporting & Ops	402	0	0	0	50,067
09	Finance Internal Controls	0	0	0	0	0
10	Finance Grants	278	0	0	0	32,690
11	Finance Rev Perform Mgmnt	68	0	0	0	7,947
12	Finance Treasury	134	0	0	0	17,635
13	Finance Strat Purchasing	1,255	0	0	0	147,922
14	ARA Director Office	195	393,042	179,635	0	607,878
15	ARA Financial Services	167	0	0	0	20,190
16	ARA Operations	2,932	185,303	0	0	523,987
17	ARA Payroll Services	1,225	0	0	0	142,435
18	ARA Regulatory	167	0	0	0	19,655
19	HITS CIO	0	481,241	0	0	481,331
20	HITS EAS	0	0	0	0	58
21	HITS EIS	0	0	0	0	14
22	HITS Radio	892	0	0	0	108,900
23	Office Business Opportunity	1,071	199,946	30,245	0	347,917
24	Mayor	1,235	0	0	0	283,905
25	Human Resources	6,301	469,920	0	0	553,151
26	Legal	3,509	0	0	0	414,908
27	City Secretary	309	0	0	0	36,236
28	City Council	2,355	0	280,128	0	2,779,334
29	City Controller's Office	1,620	0	0	0	331,920
30	Health Administration	1,496	0	0	0	188,578
31	Planning & Dev Admin	242	523,063	0	0	554,112
33	CIP Sal Rec HPW	2,097	0	0	0	2,188
34	HPD Police Records	2,704	0	0	0	311,146
35	General Services	7,679	129,045	0	0	798,056
36	HEC	7,310	0	0	0	7,510
38	Police	207,400	0	0	0	14,317,608
39	Dept of Neighborhoods	3,909	0	0	0	343,432
40	Fire	133,515	0	0	0	3,029,822
41	Municipal Court	8,810	80,406	0	0	1,070,039
42	Solid Waste	13,829	219,813	0	0	2,686,995
43	Houston Airport System (HAS)	36,387	0	0	0	39,598
44	Housing & Community Dev	9,511	0	0	0	20,164
45	Library	15,090	0	0	0	1,730,940
46	Parks & Recreation	22,461	0	0	0	2,531,341
47	Health Department	36,488	0	0	0	1,376,147
48	Convention & Entertainment	0	0	0	0	43
49	Fleet Management	11,833	0	0	0	17,428
50	Planning & Dev Other	922	0	0	0	56,470
51	Planning & Dev Spec Rev	1,332	0	0	0	1,527
52	General Debt	0	0	0	0	173
53	Finance Other	1,869	0	0	0	14,006
54	ARA Insurance	161	0	0	0	199
55	ARA BARC	3,603	0	0	0	3,986
56	ARA Parking	2,278	0	0	0	2,816
57	ARA Other	1,064	0	0	0	124,845
58	IT Public Services	0	0	0	0	0
59	Legal Insurance	1,624	0	0	0	1,795

Allocation Summary

Dept:3 Non-Departmental-Gen Gov

	Department	Non-Dept Legal	Walker Rent	Dept Specific	Gen Govt	Total
60	Legal Wkr Comp	60	0	0	0	87
61	Mayor Cable TV	627	0	0	0	681
62	Mayor Other	1,557	0	0	0	2,007
63	TIRZ	198	0	0	0	22,133
64	HR Health Benefits	1,513	0	0	0	5,657
65	HR Long Term Disability	0	0	0	0	2
66	HPW Bldg Insp	19,022	0	0	0	20,189
67	HPW Stormwater	10,769	0	0	0	11,257
68	HPW DDSR	15,067	0	0	0	16,088
69	HPW Water & Sewer	69,702	0	0	0	75,337
70	HPW Houston Transtar	272	0	0	0	345
71	HPW Other	248	0	0	0	66,653
72	Houston Permit Center	940	0	0	0	1,138
73	CIP S/R Planning	0	0	0	0	0
74	CIP Sal Rec RE	1,399	0	0	0	1,451
75	CIP S/R Engrg	2,026	0	0	0	2,171
76	CIP S/R Constr	2,251	0	0	0	2,382
77	CIP S/R Eng/Const	990	0	0	0	1,046
78	CIP S/R Geo/Env	181	0	0	0	196
79	CIP S/R Other	1,295	0	0	0	1,495
80	CIP S/R GSD	912	0	0	0	936
91	Hurricane Ike Aid & Recovery	0	0	0	0	6
92	ARRA Reimbursement Fund	0	0	0	0	22
93	HR-W.C.	1,738	0	0	0	2,196
94	HITS Other	4,982	0	0	0	5,870
95	Legal Other	0	0	0	0	0
96	Other	0	36,992	0	0	36,992
	Total	$ 694,441	$ 3,158,053	$ 1,962,086	$ 0	$ 38,572,138

FINANCE – DIRECTOR'S OFFICE
FUNCTION AND ALLOCATION BASIS

The Director's Office of the Finance Department implements and monitors policies, procedures, and other controls regarding the financial affairs for the City. This office also ensures the financial integrity of the City by promoting responsible resource allocations, providing oversight of resource usage and improving financial accounting and management processes. Further, this office coordinates City Council agenda activities including request for council action reviews by all financial reviewing divisions. The costs of the Director's Office are allocated based on the number of FTE positions supported.

A. Department Costs

Dept:4 Finance Dir Office

Description		Amount	General Admin	Finance Dept Admin
Personnel Costs				
Salaries	S1	586,623	0	586,623
Salary % Split			.00%	100.00%
Benefits	S	273,050	0	273,050
Subtotal - Personnel Costs		859,674	0	859,674
Services & Supplies Cost				
Supplies	S	2,516	0	2,516
Temp Personnel Svcs	S	0	0	0
Application Svcs	S	480,444	0	480,444
Intfd HR Client Svcs	S	198,242	0	198,242
Other Svcs	S	373,034	0	373,034
Subtotal - Services & Supplies		1,054,236	0	1,054,236
Department Cost Total		1,913,910	0	1,913,910
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		1,913,910	0	1,913,910
General Admin Distribution			0	0
Grand Total		$ 1,913,910		$ 1,913,910

B. Incoming Costs-(Default Spread Salary%)

Dept:4 Finance Dir Office

	Department	First Incoming	Second Incoming	Finance Dept Admin
1	City Hall	$ 0	$ 0	$ 0
1	City Hall Annex	1,713	0	1,713
	Subtotal - Building Depn	1,713	0	1,713
3	Insurance Retirees	22,654	185	22,839
3	Memberships	173	1	174
3	Consulting Services	52	0	52
3	Interest Costs	2,611	22	2,633
3	Other Misc	348	3	351
3	Non-Dept. Legal Svcs/Lobby	206	2	208
3	Walker Rent	435,730	3,552	439,282
3	Dept Specific	1,460,174	11,904	1,472,078
	Subtotal - Non-Dept-Gen Gov	1,921,948	15,670	1,937,618
5	Financial Plg & Analysis	0	2,292	2,292
	Subtotal - Fin Plg & Analysis	0	2,292	2,292
8	Gen Acctng	0	1,144	1,144
8	Fixed Assets	0	0	0
8	Auditing Svcs	0	1,314	1,314
8	Fin Operations	0	212	212
	Subtotal - Fin Reporting & Ops	0	2,670	2,670
9	Internal Controls	0	0	0
	Subtotal - Fin Int Controls	0	0	0
10	Cost Accounting	0	165	165
10	Trust Funds Mgmt (TFM)	0	134	134
	Subtotal - Fin Grants	0	299	299
11	Perf Mgmt Svcs	0	161	161
	Subtotal - Fin Perform Mgmt	0	161	161
12	Treasury	0	616	616
	Subtotal - Fin Treasury	0	616	616
13	Purchasing	0	521	521
	Subtotal - Fin SPD	0	521	521
16	Mailroom	0	17,894	17,894
16	Records	0	235	235
16	3-1-1 Svcs	0	2,477	2,477
	Subtotal - ARA Operations	0	20,606	20,606
17	Payroll Svcs	0	1,251	1,251
	Subtotal - ARA Payroll Svcs	0	1,251	1,251
18	Franchise	0	655	655
	Subtotal - ARA Regulatory	0	655	655
20	Enterprise Appl	0	0	0
20	IT ERP	0	0	0
	Subtotal - HITS EAS	0	0	0
21	Client Svcs	0	0	0

B. Incoming Costs-(Default Spread Salary%)

Dept:4 Finance Dir Office

	Department	First Incoming	Second Incoming	Finance Dept Admin
21	NW Data	$ 0	$ 0	$ 0
21	NW Voice	0	0	0
21	Enterprise Optns	0	1.00-	1.00-
	Subtotal - HITS EIS	0	1-	1-
23	Certification	0	337	337
23	Contract Compliance	0	24,071	24,071
23	Reporting & Analytics	0	2,431	2,431
23	Dept Services	0	28,098	28,098
23	External Affairs & Outreach	0	191	191
	Subtotal - OBO	0	55,128	55,128
24	City Mayor Admin	0	1,394	1,394
24	Inter Gov Rel	0	188	188
	Subtotal - Mayor	0	1,582	1,582
25	Selection	0	7,049	7,049
25	Personnel Svcs	0	407	407
	Subtotal - Human Resources	0	7,456	7,456
26	Legal Svcs	0	875,731	875,731
26	Inspector General	0	0	0
	Subtotal - Legal	0	875,731	875,731
27	City Sec Svcs	0	577	577
	Subtotal - City Secretary	0	577	577
28	City Council Svcs	0	5,198	5,198
	Subtotal - City Council	0	5,198	5,198
29	Controller Fin Svcs	0	6,266	6,266
29	Controller Treasury	0	777	777
	Subtotal - City Controller's	0	7,043	7,043
35	Design & Const	0	1,261	1,261
35	Building Svcs	0	93,655	93,655
35	Utilities	0	43,074	43,074
35	Real Estate	0	22,505	22,505
	Subtotal - General Services	0	160,495	160,495
	Total Incoming	1,923,661	1,157,950	3,081,611
C.	Total Allocated		$ 4,995,521	$ 4,995,521
				100.00%

Finance Dept Admin Allocations

Dept:4 Finance Dir Office

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
05	Finance Financial Plg & Analys	13.60	9.5842	$ 367,801	$ 0	$ 367,801	$ 110,980	$ 478,781
06	Finance City Council	5.00	3.5236	135,221	0	135,221	40,802	176,023
07	Finance Public Fin	3.90	2.7484	105,472	0	105,472	31,825	137,297
08	Finance Reporting & Ops	12.00	8.4567	324,530	0	324,530	97,924	422,454
09	Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10	Finance Grants	8.30	5.8492	224,467	0	224,467	67,731	292,198
11	Finance Rev Perform Mgmnt	2.00	1.4094	54,088	0	54,088	16,321	70,409
12	Finance Treasury	4.00	2.8189	108,177	0	108,177	32,641	140,818
13	Finance Strat Purchasing	37.40	26.3566	1,011,453	0	1,011,453	305,196	1,316,649
53	Finance Other	55.70	39.2530	1,506,362	0	1,506,362	454,530	1,960,892
	Subtotal	141.90	100.0000	3,837,571	0	3,837,571	1,157,950	4,995,521
	Direct Bills					0		0
	Total					$3,837,571		$ 4,995,521

Basis Units: Number of FTE positions supported
Source: COH FTE Report

Allocation Summary

Dept:4 Finance Dir Office

	Department	Finance Dept Admin	Total
0	Direct Billed	$0	$0
05	Finance Financial Plg & Analys	478,781	478,781
06	Finance City Council	176,023	176,023
07	Finance Public Fin	137,297	137,297
08	Finance Reporting & Ops	422,454	422,454
09	Finance Internal Controls	0	0
10	Finance Grants	292,198	292,198
11	Finance Rev Perform Mgmnt	70,409	70,409
12	Finance Treasury	140,818	140,818
13	Finance Strat Purchasing	1,316,649	1,316,649
53	Finance Other	1,960,892	1,960,892
	Total	$ 4,995,521	$ 4,995,521

FINANCE – FINANCIAL PLANNING AND ANALYSIS
FUNCTION AND ALLOCATION BASIS

The Financial Planning and Analysis (FP&A) division of the Finance Department coordinates, develops and manages the citywide annual budget and long-range financial planning. It also monitors the financial activities of City departments against the budget and prepares financial reporting monthly. The costs of administering and monitoring budgetary City activities are allocated based on the number of revenue, expenditure, and purchasing transactions by department.

A. Department Costs

Dept:5 Fin Plg & Analysis

Description		Amount	General Admin	Financial Plg & Analysis
Personnel Costs				
Salaries	S1	1,296,691	0	1,296,691
Salary % Split			.00%	100.00%
Benefits	S	707,920	0	707,920
Subtotal - Personnel Costs		2,004,611	0	2,004,611
Services & Supplies Cost				
Supplies	S	3,820	0	3,820
Services	S	19,042	0	19,042
Subtotal - Services & Supplies		22,862	0	22,862
Department Cost Total		2,027,473	0	2,027,473
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		2,027,473	0	2,027,473
General Admin Distribution			0	0
Grand Total		$ 2,027,473		$ 2,027,473

B. Incoming Costs-(Default Spread Salary%)

Dept:5 Fin Plg & Analysis

	Department	First Incoming	Second Incoming	Financial Plg & Analysis
3	Insurance Retirees	$ 49,694	$ 405	$ 50,099
3	Memberships	379	3	382
3	Consulting Services	17	0	17
3	Interest Costs	2,766	24	2,790
3	Other Misc	368	3	371
3	Non-Dept. Legal Svcs/Lobby	453	4	457
	Subtotal - Non-Dept-Gen Gov	53,677	439	54,116
4	Finance Dept Admin	367,801	110,980	478,781
	Subtotal - Fin Dir Office	367,801	110,980	478,781
5	Financial Plg & Analysis	0	725	725
	Subtotal - Fin Plg & Analysis	0	725	725
8	Gen Acctng	0	362	362
8	Auditing Svcs	0	416	416
8	Fin Operations	0	225	225
	Subtotal - Fin Reporting & Ops	0	1,003	1,003
9	Internal Controls	0	0	0
	Subtotal - Fin Int Controls	0	0	0
10	Cost Accounting	0	175	175
10	Trust Funds Mgmt (TFM)	0	142	142
	Subtotal - Fin Grants	0	317	317
11	Perf Mgmt Svcs	0	170	170
	Subtotal - Fin Perform Mgmt	0	170	170
12	Treasury	0	653	653
	Subtotal - Fin Treasury	0	653	653
13	Purchasing	0	0	0
	Subtotal - Fin SPD	0	0	0
16	Records	0	516	516
	Subtotal - ARA Operations	0	516	516
17	Payroll Svcs	0	2,745	2,745
	Subtotal - ARA Payroll Svcs	0	2,745	2,745
18	Franchise	0	694	694
	Subtotal - ARA Regulatory	0	694	694
20	IT ERP	0	0	0
	Subtotal - HITS EIS	0	0	0
21	Enterprise Optns	0	0	0
	Subtotal - HITS EIS	0	0	0
23	Certification	0	739	739
23	External Affairs & Outreach	0	419	419
	Subtotal - OBO	0	1,158	1,158
24	City Mayor Admin	0	3,058	3,058

B. Incoming Costs-(Default Spread Salary%)

Dept:5 Fin Plg & Analysis

	Department	First Incoming	Second Incoming	Financial Plg & Analysis
24	Inter Gov Rel	$ 0	$ 413	$ 413
	Subtotal - Mayor	0	3,471	3,471
25	Personnel Svcs	0	892	892
	Subtotal - Human Resources	0	892	892
27	City Sec Svcs	0	611	611
	Subtotal - City Secretary	0	611	611
28	City Council Svcs	0	5,506	5,506
	Subtotal - City Council	0	5,506	5,506
29	Controller Fin Svcs	0	1,981	1,981
29	Controller Treasury	0	824	824
	Subtotal - City Controller's	0	2,805	2,805
	Total Incoming	421,478	132,685	554,163
C.	Total Allocated		$ 2,581,636	$ 2,581,636
				100.00%

Financial Plg & Analysis Allocations

Dept:5 Fin Plg & Analysis

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	53,021	2.7436	$ 67,190	$ 0	$ 67,190	$ 0	$ 67,190
04	Finance Dir Office	1,809	0.0936	2,292	0	2,292	0	2,292
05	Finance Financial Plg & Analys	572	0.0296	725	0	725	0	725
06	Finance City Council	551	0.0285	698	0	698	39	737
07	Finance Public Fin	437	0.0226	554	0	554	31	585
08	Finance Reporting & Ops	1,628	0.0842	2,063	0	2,063	115	2,178
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	783	0.0405	992	0	992	55	1,047
11	Finance Rev Perform Mgmnt	315	0.0163	399	0	399	22	421
12	Finance Treasury	1,395	0.0722	1,768	0	1,768	99	1,867
13	Finance Strat Purchasing	1,158	0.0599	1,467	0	1,467	82	1,549
14	ARA Director Office	3,633	0.1880	4,604	0	4,604	257	4,861
15	ARA Financial Services	417	0.0216	528	0	528	29	557
16	ARA Operations	4,030	0.2085	5,107	0	5,107	285	5,392
17	ARA Payroll Services	686	0.0355	869	0	869	48	917
18	ARA Regulatory	1,739	0.0900	2,204	0	2,204	123	2,327
19	HITS CIO	184	0.0095	233	0	233	13	246
20	HITS EAS	121	0.0063	153	0	153	9	162
21	HITS EIS	399	0.0206	506	0	506	28	534
22	HITS Radio	2,302	0.1191	2,917	0	2,917	163	3,080
23	Office Business Opportunity	3,370	0.1744	4,271	0	4,271	238	4,509
24	Mayor	5,305	0.2745	6,723	0	6,723	375	7,098
25	Human Resources	54,583	2.8245	69,169	0	69,169	3,858	73,027
26	Legal	5,537	0.2865	7,017	0	7,017	391	7,408
27	City Secretary	1,424	0.0737	1,805	0	1,805	101	1,906
28	City Council	23,260	1.2036	29,476	0	29,476	1,644	31,120
29	City Controller's Office	3,729	0.1930	4,726	0	4,726	264	4,990
30	Health Administration	15,603	0.8074	19,773	0	19,773	1,103	20,876
31	Planning & Dev Admin	1,942	0.1005	2,461	0	2,461	137	2,598
33	CIP Sal Rec HPW	3,122	0.1616	3,956	0	3,956	221	4,177
34	HPD Police Records	1,405	0.0727	1,780	0	1,780	99	1,879
35	General Services	34,734	1.7973	44,016	0	44,016	2,455	46,471
36	HEC	6,820	0.3529	8,643	0	8,643	482	9,125
38	Police	192,532	9.9628	243,983	0	243,983	13,609	257,592
39	Dept of Neighborhoods	7,243	0.3748	9,179	0	9,179	512	9,691
40	Fire	164,557	8.5152	208,532	0	208,532	11,632	220,164
41	Municipal Court	24,415	1.2634	30,940	0	30,940	1,726	32,666
42	Solid Waste	39,067	2.0216	49,507	0	49,507	2,761	52,268
43	Houston Airport System (HAS)	109,863	5.6850	139,222	0	139,222	7,766	146,988
44	Housing & Community Dev	44,131	2.2836	55,924	0	55,924	3,119	59,043
45	Library	18,535	0.9591	23,488	0	23,488	1,310	24,798
46	Parks & Recreation	99,266	5.1366	125,793	0	125,793	7,017	132,810
47	Health Department	159,080	8.2318	201,592	0	201,592	11,245	212,837
48	Convention & Entertainment	1,468	0.0760	1,860	0	1,860	104	1,964
49	Fleet Management	191,147	9.8911	242,228	0	242,228	13,511	255,739
50	Planning & Dev Other	3,293	0.1704	4,173	0	4,173	233	4,406
51	Planning & Dev Spec Rev	6,655	0.3444	8,433	0	8,433	470	8,903
52	General Debt	5,940	0.3074	7,527	0	7,527	420	7,947
53	Finance Other	15,085	0.7806	19,116	0	19,116	1,066	20,182
54	ARA Insurance	1,308	0.0677	1,658	0	1,658	92	1,750
55	ARA BARC	13,187	0.6824	16,711	0	16,711	932	17,643
56	ARA Parking	18,434	0.9539	23,360	0	23,360	1,303	24,663
57	ARA Other	11,792	0.6102	14,943	0	14,943	834	15,777
58	IT Public Services	0	0.0000	0	0	0	0	0
59	Legal Insurance	5,851	0.3028	7,415	0	7,415	414	7,829
60	Legal Wkr Comp	942	0.0487	1,194	0	1,194	67	1,261

Financial Plg & Analysis Allocations

Dept:5 Fin Plg & Analysis

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
61	Mayor Cable TV	1,864	0.0965	2,362	0	2,362	132	2,494
62	Mayor Other	15,395	0.7966	19,509	0	19,509	1,088	20,597
63	TIRZ	1,221	0.0632	1,547	0	1,547	86	1,633
64	HR Health Benefits	141,829	7.3391	179,731	0	179,731	10,025	189,756
65	HR Long Term Disability	66	0.0034	84	0	84	5	89
66	HPW Bldg Insp	39,916	2.0655	50,583	0	50,583	2,821	53,404
67	HPW Stormwater	16,692	0.8637	21,153	0	21,153	1,180	22,333
68	HPW DDSR	34,939	1.8080	44,276	0	44,276	2,470	46,746
69	HPW Water & Sewer	192,833	9.9783	244,365	0	244,365	13,631	257,996
70	HPW Houston Transtar	2,494	0.1291	3,160	0	3,160	176	3,336
71	HPW Other	40,304	2.0856	51,075	0	51,075	2,849	53,924
72	Houston Permit Center	6,771	0.3504	8,580	0	8,580	479	9,059
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	1,796	0.0929	2,276	0	2,276	127	2,403
75	CIP S/R Engrg	4,959	0.2566	6,284	0	6,284	351	6,635
76	CIP S/R Constr	4,483	0.2320	5,681	0	5,681	317	5,998
77	CIP S/R Eng/Const	1,938	0.1003	2,456	0	2,456	137	2,593
78	CIP S/R Geo/Env	523	0.0271	663	0	663	37	700
79	CIP S/R Other	6,826	0.3532	8,650	0	8,650	483	9,133
80	CIP S/R GSD	821	0.0425	1,040	0	1,040	58	1,098
91	Hurricane Ike Aid & Recovery	200	0.0103	253	0	253	14	267
92	ARRA Reimbursement Fund	762	0.0394	966	0	966	54	1,020
93	HR-W.C.	15,653	0.8100	19,836	0	19,836	1,106	20,942
94	HITS Other	30,414	1.5738	38,542	0	38,542	2,150	40,692
95	Legal Other	12	0.0006	15	0	15	1	16
	Subtotal	1,932,516	100.0000	2,448,950	0	2,448,950	132,685	2,581,635
	Direct Bills					0		0
	Total					$2,448,950		$ 2,581,635

Basis Units: Number of rev, exp, & purch transactions per dept
Source: COH Transaction Report

Allocation Summary

Dept:5 Fin Plg & Analysis

	Department	Financial Plg & Analysis	Total
0	Direct Billed	$0	$0
03	Non-Departmental-Gen Gov	67,190	67,190
04	Finance Dir Office	2,292	2,292
05	Finance Financial Plg & Analys	725	725
06	Finance City Council	737	737
07	Finance Public Fin	585	585
08	Finance Reporting & Ops	2,178	2,178
09	Finance Internal Controls	0	0
10	Finance Grants	1,047	1,047
11	Finance Rev Perform Mgmnt	421	421
12	Finance Treasury	1,867	1,867
13	Finance Strat Purchasing	1,549	1,549
14	ARA Director Office	4,861	4,861
15	ARA Financial Services	557	557
16	ARA Operations	5,392	5,392
17	ARA Payroll Services	917	917
18	ARA Regulatory	2,327	2,327
19	HITS CIO	246	246
20	HITS EAS	162	162
21	HITS EIS	534	534
22	HITS Radio	3,080	3,080
23	Office Business Opportunity	4,509	4,509
24	Mayor	7,098	7,098
25	Human Resources	73,027	73,027
26	Legal	7,408	7,408
27	City Secretary	1,906	1,906
28	City Council	31,120	31,120
29	City Controller's Office	4,990	4,990
30	Health Administration	20,876	20,876
31	Planning & Dev Admin	2,598	2,598
33	CIP Sal Rec HPW	4,177	4,177
34	HPD Police Records	1,879	1,879
35	General Services	46,471	46,471
36	HEC	9,125	9,125
38	Police	257,592	257,592
39	Dept of Neighborhoods	9,691	9,691
40	Fire	220,164	220,164
41	Municipal Court	32,666	32,666
42	Solid Waste	52,268	52,268
43	Houston Airport System (HAS)	146,988	146,988
44	Housing & Community Dev	59,043	59,043
45	Library	24,798	24,798
46	Parks & Recreation	132,810	132,810
47	Health Department	212,837	212,837
48	Convention & Entertainment	1,964	1,964
49	Fleet Management	255,739	255,739
50	Planning & Dev Other	4,406	4,406
51	Planning & Dev Spec Rev	8,903	8,903
52	General Debt	7,947	7,947
53	Finance Other	20,182	20,182
54	ARA Insurance	1,750	1,750
55	ARA BARC	17,643	17,643
56	ARA Parking	24,663	24,663
57	ARA Other	15,777	15,777
58	IT Public Services	0	0
59	Legal Insurance	7,829	7,829
60	Legal Wkr Comp	1,261	1,261
61	Mayor Cable TV	2,494	2,494

Allocation Summary

Dept:5 Fin Plg & Analysis

	Department	Financial Plg & Analysis	Total
62	Mayor Other	20,597	20,597
63	TIRZ	1,633	1,633
64	HR Health Benefits	189,756	189,756
65	HR Long Term Disability	89	89
66	HPW Bldg Insp	53,404	53,404
67	HPW Stormwater	22,333	22,333
68	HPW DDSR	46,746	46,746
69	HPW Water & Sewer	257,996	257,996
70	HPW Houston Transtar	3,336	3,336
71	HPW Other	53,924	53,924
72	Houston Permit Center	9,059	9,059
73	CIP S/R Planning	0	0
74	CIP Sal Rec RE	2,403	2,403
75	CIP S/R Engrg	6,635	6,635
76	CIP S/R Constr	5,998	5,998
77	CIP S/R Eng/Const	2,593	2,593
78	CIP S/R Geo/Env	700	700
79	CIP S/R Other	9,133	9,133
80	CIP S/R GSD	1,098	1,098
91	Hurricane Ike Aid & Recovery	267	267
92	ARRA Reimbursement Fund	1,020	1,020
93	HR-W.C.	20,942	20,942
94	HITS Other	40,692	40,692
95	Legal Other	16	16
	Total	$ 2,581,636	$ 2,581,636

FINANCE – CITY COUNCIL ADMINISTRATION
FUNCTION AND ALLOCATION BASIS

The City Council Administration division within the Finance Department manages all the administrative functions of the City Council such as payroll, accounts payable, and human resources. The costs are directly allocated to City Council.

A. Department Costs

Dept:6 Finance City Council

Description		Amount	General Admin	Fin City Council Support
Personnel Costs				
Salaries	S1	364,287	0	364,287
Salary % Split			.00%	100.00%
Benefits	S	172,531	0	172,531
Subtotal - Personnel Costs		536,818	0	536,818
Services & Supplies Cost				
Supplies	S	585-	0	585-
Services	S	3,166	0	3,166
Intfd HR Client Svcs	S	51,425	0	51,425
Subtotal - Services & Supplies		54,006	0	54,006
Department Cost Total		590,824	0	590,824
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		590,824	0	590,824
General Admin Distribution			0	0
Grand Total		$ 590,824		$ 590,824

B. Incoming Costs-(Default Spread Salary%)

Dept:6 Finance City Council

	Department	First Incoming	Second Incoming	Fin City Council Support
3	Insurance Retirees	$ 18,270	$ 149	$ 18,419
3	Memberships	140	1	141
3	Consulting Services	16	0	16
3	Interest Costs	806	7	813
3	Other Misc	107	1	108
3	Non-Dept. Legal Svcs/Lobby	166	1	167
	Subtotal - Non-Dept-Gen Gov	19,505	159	19,664
4	Finance Dept Admin	135,221	40,802	176,023
	Subtotal - Fin Dir Office	135,221	40,802	176,023
5	Financial Plg & Analysis	698	39	737
	Subtotal - Fin Plg & Analysis	698	39	737
8	Gen Acctng	0	348	348
8	Auditing Svcs	0	400	400
8	Fin Operations	0	66	66
	Subtotal - Fin Reporting & Ops	0	814	814
9	Internal Controls	0	0	0
	Subtotal - Fin Int Controls	0	0	0
10	Cost Accounting	0	51	51
10	Trust Funds Mgmt (TFM)	0	41	41
	Subtotal - Fin Grants	0	92	92
11	Perf Mgmt Svcs	0	50	50
	Subtotal - Fin Perform Mgmt	0	50	50
12	Treasury	0	190	190
	Subtotal - Fin Treasury	0	190	190
13	Purchasing	0	3,124	3,124
	Subtotal - Fin SPD	0	3,124	3,124
16	Records	0	190	190
	Subtotal - ARA Operations	0	190	190
17	Payroll Svcs	0	1,009	1,009
	Subtotal - ARA Payroll Svcs	0	1,009	1,009
18	Franchise	0	202	202
	Subtotal - ARA Regulatory	0	202	202
20	IT ERP	0	0	0
	Subtotal - HITS EAS	0	0	0
21	Enterprise Optns	0	0	0
	Subtotal - HITS EIS	0	0	0
23	Certification	0	272	272
23	External Affairs & Outreach	0	154	154
	Subtotal - OBO	0	426	426
24	City Mayor Admin	0	1,124	1,124

B. Incoming Costs-(Default Spread Salary%)

Dept:6 Finance City Council

	Department	First Incoming	Second Incoming	Fin City Council Support
24	Inter Gov Rel	$ 0	$ 152	$ 152
	Subtotal - Mayor	0	1,276	1,276
25	Personnel Svcs	0	328	328
	Subtotal - Human Resources	0	328	328
27	City Sec Svcs	0	178	178
	Subtotal - City Secretary	0	178	178
28	City Council Svcs	0	1,604	1,604
	Subtotal - City Council	0	1,604	1,604
29	Controller Fin Svcs	0	1,908	1,908
29	Controller Treasury	0	240	240
	Subtotal - City Controller's	0	2,148	2,148
	Total Incoming	155,424	52,631	208,055
C.	Total Allocated		$ 798,879	$ 798,879
				100.00%

Fin City Council Support Allocations

Dept:6 Finance City Council

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
28	City Council	100	100.0000	$ 746,248	$ 0	$ 746,248	$ 52,631	$ 798,879
	Subtotal	100	100.0000	746,248	0	746,248	52,631	798,879
	Direct Bills					0		0
	Total					$746,248		$ 798,879

Basis Units: Direct allocation to City Council
Source: Direct Allocation

Allocation Summary

Dept:6 Finance City Council

	Department	Fin City Council Support	Total
0	Direct Billed	$0	$0
28	City Council	798,879	798,879
	Total	$ 798,879	$ 798,879

FINANCE – PUBLIC FINANCE
FUNCTION AND ALLOCATION BASIS

Public Finance falls under the Treasury & Capital Management (TCM) division and is responsible for monitoring and administering all debt instruments for the City as well as the Capital Improvement Plan (CIP). It manages all existing and prospective City debt by assessing the need to borrow, monitoring the credit markets and briefing the Finance Director. It also manages the City's CIP process as well as capital budget approvals, reporting, and analysis. Costs are identified and allocated as follows:

- **Debt Services** – Costs associated with administering and monitoring all debt instruments are allocated based on percentage of staff effort.
- **Capital Projects** – Costs associated with assisting in the initial process of the capital projects are allocated based on percentage of staff effort.

A. Department Costs

Dept:7 Finance Public Fin

Description		Amount	General Admin	Debt Svc	Capital Projects
Personnel Costs					
Salaries	S1	576,761	0	269,696	307,065
Salary % Split			.00%	46.76%	53.24%
Benefits	S	262,282	0	122,643	139,639
Subtotal - Personnel Costs		839,043	0	392,339	446,704
Services & Supplies Cost					
Supplies	S	86	0	40	46
Services	S	14,006	0	6,549	7,457
Deduct Direct Bill(Personnel)	P	9,614-		9,614-	0
Subtotal - Services & Supplies		4,478	0	3,025-	7,503
Department Cost Total		843,521	0	389,314	454,207
Adjustments to Cost					
Subtotal - Adjustments		0	0	0	0
Total Costs After Adjustments		843,521	0	389,314	454,207
Subtotal - Adjustments		0	0	0	0
Grand Total		$ 843,521	0	$ 389,314	$ 454,207

B. Incoming Costs-(Default Spread Salary%)

Dept:7 Finance Public Fin

	Department	First Incoming	Second Incoming	Debt Svc	Capital Projects
3	Insurance Retirees	$ 14,250	$ 116	$ 6,718	$ 7,649
3	Memberships	109	1	51	59
3	Consulting Services	13	0	6	7
3	Interest Costs	1,164	10	549	625
3	Other Misc	155	1	73	83
3	Non-Dept. Legal Svcs/Lobby	130	1	61	70
	Subtotal - Non-Dept-Gen Gov	15,821	129	7,459	8,492
4	Finance Dept Admin	105,472	31,825	64,201	73,097
	Subtotal - Fin Dir Office	105,472	31,825	64,201	73,097
5	Financial Plg & Analysis	554	31	274	311
	Subtotal - Fin Plg & Analysis	554	31	274	311
8	Gen Acctng	0	276	129	147
8	Auditing Svcs	0	317	148	169
8	Fin Operations	0	95	44	51
	Subtotal - Fin Reporting & Ops	0	688	322	366
9	Internal Controls	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0
10	Cost Accounting	0	74	35	39
10	Trust Funds Mgmt (TFM)	0	60	28	32
	Subtotal - Fin Grants	0	134	63	71
11	Perf Mgmt Svcs	0	72	34	38
	Subtotal - Fin Perform Mgmt	0	72	34	38
12	Treasury	0	275	129	146
	Subtotal - Fin Treasury	0	275	129	146
13	Purchasing	0	0	0	0
	Subtotal - Fin SPD	0	0	0	0
16	Records	0	148	69	79
	Subtotal - ARA Operations	0	148	69	79
17	Payroll Svcs	0	787	368	419
	Subtotal - ARA Payroll Svcs	0	787	368	419
18	Franchise	0	292	137	155
	Subtotal - ARA Regulatory	0	292	137	155
20	IT ERP	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0
21	Enterprise Optns	0	0	0	0
	Subtotal - HITS EIS	0	0	0	0
23	Certification	0	212	99	113
23	External Affairs & Outreach	0	120	56	64
	Subtotal - OBO	0	332	155	177
24	City Mayor Admin	0	877	410	467

B. Incoming Costs-(Default Spread Salary%)

Dept:7 Finance Public Fin

	Department	First Incoming	Second Incoming	Debt Svc	Capital Projects
24	Inter Gov Rel	$ 0	$ 119	$ 56	$ 63
	Subtotal - Mayor	0	996	466	530
25	Personnel Svcs	0	256	120	136
	Subtotal - Human Resources	0	256	120	136
27	City Sec Svcs	0	257	120	137
	Subtotal - City Secretary	0	257	120	137
28	City Council Svcs	0	2,317	1,083	1,234
	Subtotal - City Council	0	2,317	1,083	1,234
29	Controller Fin Svcs	0	1,514	708	806
29	Controller Treasury	0	347	162	185
	Subtotal - City Controller's	0	1,861	870	991
	Total Incoming	121,847	40,401	75,868	86,380
C.	Total Allocated		$ 1,005,769	$ 465,182	$ 540,587
				46.25%	53.75%

Debt Svc Allocations

Dept:7 Finance Public Fin

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
38	Police	4.02	4.0200	$ 17,941	$ 0	$ 17,941	$ 759	$ 18,700
40	Fire	1.55	1.5500	6,917	0	6,917	293	7,210
42	Solid Waste	2.50	2.5000	11,157	0	11,157	472	11,629
43	Houston Airport System (HAS)	20.7	20.7000	92,382	0	92,382	3,911	96,293
44	Housing & Community Dev	0.20	0.2000	893	0	893	38	931
45	Library	3.88	3.8800	17,316	0	17,316	733	18,049
46	Parks & Recreation	7.25	7.2500	32,356	0	32,356	1,370	33,726
47	Health Department	6.00	6.0000	26,777	0	26,777	1,134	27,911
48	Covention & Entertainment	4.50	4.5000	20,083	0	20,083	850	20,933
69	HPW Water & Sewer	49.40	49.4000	220,467	0	220,467	9,333	229,800
	Subtotal	100	100.0000	446,289	0	446,289	18,893	465,182
	Direct Bills					0		0
	Total					$446,289		$ 465,182

Basis Units: Percentage of effort
Source: Finance Department

Capital Projects Allocations

Dept:7 Finance Public Fin

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
30	Health Administration	11.875	11.8703	$ 61,616	$ 0	$ 61,616	$ 2,579	$ 64,195
32	HPW Admin Indirect	11.875	11.8703	61,616	0	61,616	2,579	64,195
38	Police	11.875	11.8703	61,616	0	61,616	2,579	64,195
40	HFD	11.875	11.8703	61,616	0	61,616	2,579	64,195
42	Solid Waste	11.875	11.8703	61,616	0	61,616	2,579	64,195
43	Houston Airport System (HAS)	5.00	4.9980	25,944	0	25,944	1,086	27,030
44	Housing & Community Dev	11.875	11.8703	61,616	0	61,616	2,579	64,195
45	Library	11.875	11.8703	61,616	0	61,616	2,579	64,195
46	Parks & Recreation	11.875	11.8703	61,616	0	61,616	2,579	64,195
	Subtotal	100	100.0000	518,872	0	518,872	21,715	540,587
	Direct Bills					0		0
	Total					$518,872		$ 540,587

Basis Units: Percentage of effort
Source: Finance Department

Allocation Summary

Dept:7 Finance Public Fin

	Department	Debt Svc	Capital Projects	Total
0	Direct Billed	$0	$0	$0
30	Health Administration	0	64,195	64,195
32	HPW Admin Indirect	0	64,195	64,195
38	Police	18,700	64,195	82,895
40	HFD	7,210	64,195	71,405
42	Solid Waste	11,629	64,195	75,824
43	Houston Airport System (HAS)	96,293	27,030	123,323
44	Housing & Community Dev	931	64,195	65,126
45	Library	18,049	64,195	82,244
46	Parks & Recreation	33,726	64,195	97,921
47	Health Department	27,911	0	27,911
48	Covention & Entertainment	20,933	0	20,933
69	HPW Water & Sewer	229,800	0	229,800
	Total	$ 465,182	$ 540,590	$ 1,005,772

FINANCE – FINANCIAL REPORTING AND OPERATIONS FUNCTION AND ALLOCATION BASIS

The Financial Reporting and Operations division within the Finance Department is responsible for the oversight of accounting, operations, internal controls and fixed assets. This includes establishing and updating accounting policies, fixed assets, operations and coordinating the annual audit. Costs are identified and allocated as follows:

- **General Accounting** – Costs of the General Accounting division are allocated based upon number of revenue, expenditure, and purchasing transactions.

- **Fixed Assets** – Costs associated with fixed assets are allocated based upon the number of fixed assets.

- **Auditing Services** – Costs associated with the annual audit for all funds excluding enterprise are allocated based upon number of revenue, expenditure, and purchasing transactions.

- **Auditing Services - Enterprise Funds** – Costs associated with the annual audit for enterprise funds are allocated based upon the percentage of audit hours.

- **Financial Operations (Accounts Receivable)** – Costs associated with the financial operations are allocated based upon operating expenditures.

- **Internal Controls** – Costs are allocated based on General Fund operating expenditures. Due to responsibilities as a result of Hurricane Harvey, these costs were moved to Financial Reporting and Operations for this plan.

A. Department Costs

Dept:8 Finance Reporting & Ops

Description		Amount	General Admin	Gen Acctng	Fixed Assets	Auditing Svcs
Personnel Costs						
Salaries	S1	1,054,708	0	623,366	194,829	0
Salary % Split			.00%	59.10%	18.47%	.00%
Benefits	S	543,435	0	309,437	96,712	0
Subtotal - Personnel Costs		1,598,143	0	932,803	291,541	0
Services & Supplies Cost						
Supplies	P	7,932	0	5,281	1,650	0
Services	P	83,311	0	61,144	19,110	0
Audit	P	1,566,928	0	0	0	1,182,874
Subtotal - Services & Supplies		1,658,171	0	66,425	20,761	1,182,874
Department Cost Total		3,256,314	0	999,228	312,302	1,182,874
Adjustments to Cost						
Subtotal - Adjustments			0	0	0	0
Total Costs After Adjustments		3,256,314	0	999,228	312,302	1,182,874
General Admin Distribution			0	0	0	0
Grand Total		$ 3,256,314		$ 999,228	$ 312,302	$ 1,182,874

A. Department Costs

Dept:8 Finance Reporting & Ops

Description		Amount	Auditing Svcs - Enterprise	Fin Operations
Personnel Costs				
Salaries	S1	1,054,708	0	236,513
Salary % Split			.00%	22.42%
Benefits	S	543,435	0	137,286
Subtotal - Personnel Costs		1,598,143	0	373,799
Services & Supplies Cost				
Supplies	P	7,932	0	1,000
Services	P	83,311	0	3,055
Audit	P	1,566,928	384,054	0
Subtotal - Services & Supplies		1,658,171	384,054	4,056
Department Cost Total		3,256,314	384,054	377,855
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		3,256,314	384,054	377,855
General Admin Distribution			0	0
Grand Total		$ 3,256,314	$ 384,054	$ 377,855

B. Incoming Costs-(Default Spread Salary%)

Dept:8 Finance Reporting & Ops

	Department	First Incoming	Second Incoming	Gen Acctng	Fixed Assets	Auditing Svcs
3	Insurance Retirees	$ 43,847	$ 357	$ 26,126	$ 8,166	$ 0
3	Memberships	335	3	200	62	0
3	Consulting Services	47	0	28	9	0
3	Interest Costs	4,442	38	2,648	828	0
3	Other Misc	591	5	352	110	0
3	Non-Dept. Legal Svcs/Lobby	399	3	238	74	0
	Subtotal - Non-Dept-Gen Gov	49,661	407	29,592	9,249	0
4	Finance Dept Admin	324,530	97,924	249,684	78,037	0
	Subtotal - Fin Dir Office	324,530	97,924	249,684	78,037	0
5	Financial Plg & Analysis	2,063	115	1,287	402	0
	Subtotal - Fin Plg & Analysis	2,063	115	1,287	402	0
8	Gen Acctng	0	1,029	608	190	0
8	Auditing Svcs	0	1,183	699	219	0
8	Fin Operations	0	361	213	67	0
	Subtotal - Fin Reporting & Ops	0	2,573	1,521	475	0
9	Internal Controls	0	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0	0
10	Cost Accounting	0	281	166	52	0
10	Trust Funds Mgmt (TFM)	0	228	135	42	0
	Subtotal - Fin Grants	0	509	301	94	0
11	Perf Mgmt Svcs	0	273	161	50	0
	Subtotal - Fin Perform Mgmt	0	273	161	50	0
12	Treasury	0	1,048	619	194	0
	Subtotal - Fin Treasury	0	1,048	619	194	0
13	Purchasing	0	3,124	1,846	577	0
	Subtotal - Fin SPD	0	3,124	1,846	577	0
16	Records	0	455	269	84	0
	Subtotal - ARA Operations	0	455	269	84	0
17	Payroll Svcs	0	2,422	1,431	447	0
	Subtotal - ARA Payroll Svcs	0	2,422	1,431	447	0
18	Franchise	0	1,115	659	206	0
	Subtotal - ARA Regulatory	0	1,115	659	206	0
20	IT ERP	0	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0	0
21	Enterprise Optns	0	1.00-	0.59-	0.18-	0
	Subtotal - HITS EIS	0	1-	0.59-	0.18-	0
23	Certification	0	652	385	120	0
23	External Affairs & Outreach	0	370	219	68	0
	Subtotal - OBO	0	1,022	604	189	0
24	City Mayor Admin	0	2,698	1,595	498	0

B. Incoming Costs-(Default Spread Salary%)

Dept:8 Finance Reporting & Ops

	Department	First Incoming	Second Incoming	Gen Acctng	Fixed Assets	Auditing Svcs
24	Inter Gov Rel	$ 0	$ 365	$ 216	$ 67	$ 0
	Subtotal - Mayor	0	3,063	1,810	566	0
25	Personnel Svcs	0	787	465	145	0
	Subtotal - Human Resources	0	787	465	145	0
27	City Sec Svcs	0	982	580	181	0
	Subtotal - City Secretary	0	982	580	181	0
28	City Council Svcs	0	8,843	5,227	1,634	0
	Subtotal - City Council	0	8,843	5,227	1,634	0
29	Controller Fin Svcs	0	5,639	3,333	1,042	0
29	Controller Treasury	0	1,323	782	244	0
	Subtotal - City Controller's	0	6,962	4,115	1,286	0
	Total Incoming	376,254	131,623	300,171	93,817	0
C.	Total Allocated		$ 3,764,191	$ 1,299,399	$ 406,119	$ 1,182,874
				34.52%	10.79%	31.42%

B. Incoming Costs-(Default Spread Salary%)

Dept:8 Finance Reporting & Ops

	Department	First Incoming	Second Incoming	Auditing Svcs - Enterprise	Fin Operations
3	Insurance Retirees	$ 43,847	$ 357	$ 0	$ 9,913
3	Memberships	335	3	0	76
3	Consulting Services	47	0	0	11
3	Interest Costs	4,442	38	0	1,005
3	Other Misc	591	5	0	134
3	Non-Dept. Legal Svcs/Lobby	399	3	0	90
	Subtotal - Non-Dept-Gen Gov	49,661	407	0	11,227
4	Finance Dept Admin	324,530	97,924	0	94,733
	Subtotal - Fin Dir Office	324,530	97,924	0	94,733
5	Financial Plg & Analysis	2,063	115	0	488
	Subtotal - Fin Plg & Analysis	2,063	115	0	488
8	Gen Acctng	0	1,029	0	231
8	Auditing Svcs	0	1,183	0	265
8	Fin Operations	0	361	0	81
	Subtotal - Fin Reporting & Ops	0	2,573	0	577
9	Internal Controls	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0
10	Cost Accounting	0	281	0	63
10	Trust Funds Mgmt (TFM)	0	228	0	51
	Subtotal - Fin Grants	0	509	0	114
11	Perf Mgmt Svcs	0	273	0	61
	Subtotal - Fin Perform Mgmt	0	273	0	61
12	Treasury	0	1,048	0	235
	Subtotal - Fin Treasury	0	1,048	0	235
13	Purchasing	0	3,124	0	701
	Subtotal - Fin SPD	0	3,124	0	701
16	Records	0	455	0	102
	Subtotal - ARA Operations	0	455	0	102
17	Payroll Svcs	0	2,422	0	543
	Subtotal - ARA Payroll Svcs	0	2,422	0	543
18	Franchise	0	1,115	0	250
	Subtotal - ARA Regulatory	0	1,115	0	250
20	IT ERP	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0
21	Enterprise Optns	0	1.00-	0	0.22-
	Subtotal - HITS EIS	0	1-	0	0.22-
23	Certification	0	652	0	146
23	External Affairs & Outreach	0	370	0	83
	Subtotal - OBO	0	1,022	0	229
24	City Mayor Admin	0	2,698	0	605

B. Incoming Costs-(Default Spread Salary%)

Dept:8 Finance Reporting & Ops

	Department	First Incoming	Second Incoming	Auditing Svcs - Enterprise	Fin Operations
24	Inter Gov Rel	$ 0	$ 365	$ 0	$ 82
	Subtotal - Mayor	0	3,063	0	687
25	Personnel Svcs	0	787	0	176
	Subtotal - Human Resources	0	787	0	176
27	City Sec Svcs	0	982	0	220
	Subtotal - City Secretary	0	982	0	220
28	City Council Svcs	0	8,843	0	1,983
	Subtotal - City Council	0	8,843	0	1,983
29	Controller Fin Svcs	0	5,639	0	1,265
29	Controller Treasury	0	1,323	0	297
	Subtotal - City Controller's	0	6,962	0	1,561
	Total Incoming	376,254	131,623	0	113,889
C.	Total Allocated		$ 3,764,191	$ 384,054	$ 491,744
				10.20%	13.06%

Gen Acctng Allocations

Dept:8 Finance Reporting & Ops

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	53,021	2.7436	$ 33,516	$ 0	$ 33,516	$ 0	$ 33,516
04	Finance Dir Office	1,809	0.0936	1,144	0	1,144	0	1,144
05	Finance Financial Plg & Analys	572	0.0296	362	0	362	0	362
06	Finance City Council	551	0.0285	348	0	348	0	348
07	Finance Public Fin	437	0.0226	276	0	276	0	276
08	Finance Reporting & Ops	1,628	0.0842	1,029	0	1,029	0	1,029
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	783	0.0405	495	0	495	32	527
11	Finance Rev Perform Mgmnt	315	0.0163	199	0	199	13	212
12	Finance Treasury	1,395	0.0722	882	0	882	58	940
13	Finance Strat Purchasing	1,158	0.0599	732	0	732	48	780
14	ARA Director Office	3,633	0.1880	2,297	0	2,297	151	2,448
15	ARA Financial Services	417	0.0216	264	0	264	17	281
16	ARA Operations	4,030	0.2085	2,547	0	2,547	167	2,714
17	ARA Payroll Services	686	0.0355	434	0	434	28	462
18	ARA Regulatory	1,739	0.0900	1,099	0	1,099	72	1,171
19	HITS CIO	184	0.0095	116	0	116	8	124
20	HITS EAS	121	0.0063	76	0	76	5	81
21	HITS EIS	399	0.0206	252	0	252	17	269
22	HITS Radio	2,302	0.1191	1,455	0	1,455	96	1,551
23	Office Business Opportunity	3,370	0.1744	2,130	0	2,130	140	2,270
24	Mayor	5,305	0.2745	3,353	0	3,353	220	3,573
25	Human Resources	54,583	2.8245	34,504	0	34,504	2,265	36,769
26	Legal	5,537	0.2865	3,500	0	3,500	230	3,730
27	City Secretary	1,424	0.0737	900	0	900	59	959
28	City Council	23,260	1.2036	14,703	0	14,703	965	15,668
29	City Controller's Office	3,729	0.1930	2,357	0	2,357	155	2,512
30	Health Administration	15,603	0.8074	9,863	0	9,863	648	10,511
31	Planning & Dev Admin	1,942	0.1005	1,228	0	1,228	81	1,309
33	CIP Sal Rec HPW	3,122	0.1616	1,974	0	1,974	130	2,104
34	HPD Police Records	1,405	0.0727	888	0	888	58	946
35	General Services	34,734	1.7973	21,956	0	21,956	1,441	23,397
36	HEC	6,820	0.3529	4,311	0	4,311	283	4,594
38	Police	192,532	9.9628	121,706	0	121,706	7,990	129,696
39	Dept of Neighborhoods	7,243	0.3748	4,579	0	4,579	301	4,880
40	Fire	164,557	8.5152	104,022	0	104,022	6,829	110,851
41	Municipal Court	24,415	1.2634	15,434	0	15,434	1,013	16,447
42	Solid Waste	39,067	2.0216	24,696	0	24,696	1,621	26,317
43	Houston Airport System (HAS)	109,863	5.6850	69,448	0	69,448	4,559	74,007
44	Housing & Community Dev	44,131	2.2836	27,897	0	27,897	1,831	29,728
45	Library	18,535	0.9591	11,717	0	11,717	769	12,486
46	Parks & Recreation	99,266	5.1366	62,749	0	62,749	4,119	66,868
47	Health Department	159,080	8.2318	100,560	0	100,560	6,602	107,162
48	Convention & Entertainment	1,468	0.0760	928	0	928	61	989
49	Fleet Management	191,147	9.8911	120,830	0	120,830	7,932	128,762
50	Planning & Dev Other	3,293	0.1704	2,082	0	2,082	137	2,219
51	Planning & Dev Spec Rev	6,655	0.3444	4,207	0	4,207	276	4,483
52	General Debt	5,940	0.3074	3,755	0	3,755	247	4,002
53	Finance Other	15,085	0.7806	9,536	0	9,536	626	10,162
54	ARA Insurance	1,308	0.0677	827	0	827	54	881
55	ARA BARC	13,187	0.6824	8,336	0	8,336	547	8,883
56	ARA Parking	18,434	0.9539	11,653	0	11,653	765	12,418
57	ARA Other	11,792	0.6102	7,454	0	7,454	489	7,943
58	IT Public Services	0	0.0000	0	0	0	0	0
59	Legal Insurance	5,851	0.3028	3,699	0	3,699	243	3,942
60	Legal Wkr Comp	942	0.0487	595	0	595	39	634

Gen Acctng Allocations

Dept:8 Finance Reporting & Ops

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
61	Mayor Cable TV	1,864	0.0965	1,178	0	1,178	77	1,255
62	Mayor Other	15,395	0.7966	9,732	0	9,732	639	10,371
63	TIRZ	1,221	0.0632	772	0	772	51	823
64	HR Health Benefits	141,829	7.3391	89,655	0	89,655	5,886	95,541
65	HR Long Term Disability	66	0.0034	42	0	42	3	45
66	HPW Bldg Insp	39,916	2.0655	25,232	0	25,232	1,656	26,888
67	HPW Stormwater	16,692	0.8637	10,552	0	10,552	693	11,245
68	HPW DDSR	34,939	1.8080	22,086	0	22,086	1,450	23,536
69	HPW Water & Sewer	192,833	9.9783	121,896	0	121,896	8,002	129,898
70	HPW Houston Transtar	2,494	0.1291	1,577	0	1,577	104	1,681
71	HPW Other	40,304	2.0856	25,477	0	25,477	1,673	27,150
72	Houston Permit Center	6,771	0.3504	4,280	0	4,280	281	4,561
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	1,796	0.0929	1,135	0	1,135	75	1,210
75	CIP S/R Engrg	4,959	0.2566	3,135	0	3,135	206	3,341
76	CIP S/R Constr	4,483	0.2320	2,834	0	2,834	186	3,020
77	CIP S/R Eng/Const	1,938	0.1003	1,225	0	1,225	80	1,305
78	CIP S/R Geo/Env	523	0.0271	331	0	331	22	353
79	CIP S/R Other	6,826	0.3532	4,315	0	4,315	283	4,598
80	CIP S/R GSD	821	0.0425	519	0	519	34	553
91	Hurricane Ike Aid & Recovery	200	0.0103	126	0	126	8	134
92	ARRA Reimbursement Fund	762	0.0394	482	0	482	32	514
93	HR-W.C.	15,653	0.8100	9,895	0	9,895	650	10,545
94	HITS Other	30,414	1.5738	19,226	0	19,226	1,262	20,488
95	Legal Other	12	0.0006	8	0	8	1	9
	Subtotal	1,932,516	100.0000	1,221,610	0	1,221,610	77,789	1,299,399
	Direct Bills					0		0
	Total					$1,221,610		$ 1,299,399

Basis Units: Number of rev, exp, & purch transactions per dept
Source: COH Transaction Report

Fixed Assets Allocations

Dept:8 Finance Reporting & Ops

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
14	ARA Director Office	26	1.0920	$ 4,169	$ 0	$ 4,169	$ 266	$ 4,435
19	HITS CIO	23	0.9660	3,688	0	3,688	235	3,923
23	Office Business Opportunity	0	0.0000	0	0	0	0	0
24	Mayor	19	0.7980	3,047	0	3,047	194	3,241
25	Human Resources	2	0.0840	321	0	321	20	341
26	Legal	13	0.5460	2,085	0	2,085	133	2,218
27	City Secretary	0	0.0000	0	0	0	0	0
28	City Council	36	1.5120	5,773	0	5,773	368	6,141
29	City Controller's Office	5	0.2100	802	0	802	51	853
30	Health Administration	163	6.8459	26,138	0	26,138	1,664	27,802
31	Planning & Dev Admin	6	0.2520	962	0	962	61	1,023
35	General Services	58	2.4360	9,301	0	9,301	592	9,893
36	HEC	1	0.0420	160	0	160	10	170
38	Police	674	28.3074	108,079	0	108,079	6,883	114,962
39	Dept of Neighborhoods	17	0.7140	2,726	0	2,726	174	2,900
40	Fire	822	34.5233	131,812	0	131,812	8,394	140,206
41	Municipal Court	5	0.2100	802	0	802	51	853
42	Solid Waste	65	2.7299	10,423	0	10,423	664	11,087
44	Housing & Community Dev	1	0.0420	160	0	160	10	170
45	Library	82	3.4439	13,149	0	13,149	837	13,986
46	Parks & Recreation	283	11.8858	45,380	0	45,380	2,890	48,270
49	Fleet Management	80	3.3599	12,828	0	12,828	817	13,645
	Subtotal	2,381	100.0000	381,805	0	381,805	24,314	406,119
	Direct Bills					0		0
	Total					$381,805		$ 406,119

Basis Units: Number of fixed Assets excl HPW & Airport
Source: Asset Report

Auditing Svcs Allocations

Dept:8 Finance Reporting & Ops

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	53,021	3.2561	$ 38,516	$ 0	$ 38,516	$ 0	$ 38,516
04	Finance Dir Office	1,809	0.1111	1,314	0	1,314	0	1,314
05	Finance Financial Plg & Analys	572	0.0351	416	0	416	0	416
06	Finance City Council	551	0.0338	400	0	400	0	400
07	Finance Public Fin	437	0.0268	317	0	317	0	317
08	Finance Reporting & Ops	1,628	0.1000	1,183	0	1,183	0	1,183
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	783	0.0481	569	0	569	0	569
11	Finance Rev Perform Mgmnt	315	0.0193	229	0	229	0	229
12	Finance Treasury	1,395	0.0857	1,013	0	1,013	0	1,013
13	Finance Strat Purchasing	1,158	0.0711	841	0	841	0	841
14	ARA Director Office	3,633	0.2231	2,639	0	2,639	0	2,639
15	ARA Financial Services	417	0.0256	303	0	303	0	303
16	ARA Operations	4,030	0.2475	2,927	0	2,927	0	2,927
17	ARA Payroll Services	686	0.0421	498	0	498	0	498
18	ARA Regulatory	1,739	0.1068	1,263	0	1,263	0	1,263
19	HITS CIO	184	0.0113	134	0	134	0	134
20	HITS EAS	121	0.0074	88	0	88	0	88
21	HITS EIS	399	0.0245	290	0	290	0	290
22	HITS Radio	2,302	0.1414	1,672	0	1,672	0	1,672
23	Office Business Opportunity	3,370	0.2070	2,448	0	2,448	0	2,448
24	Mayor	5,305	0.3258	3,854	0	3,854	0	3,854
25	Human Resources	54,583	3.3520	39,650	0	39,650	0	39,650
26	Legal	5,537	0.3400	4,022	0	4,022	0	4,022
27	City Secretary	1,424	0.0875	1,034	0	1,034	0	1,034
28	City Council	23,260	1.4284	16,897	0	16,897	0	16,897
29	City Controller's Office	3,729	0.2290	2,709	0	2,709	0	2,709
30	Health Administration	15,603	0.9582	11,334	0	11,334	0	11,334
31	Planning & Dev Admin	1,942	0.1193	1,411	0	1,411	0	1,411
33	CIP Sal Rec HPW	3,122	0.1917	2,268	0	2,268	0	2,268
34	HPD Police Records	1,405	0.0863	1,021	0	1,021	0	1,021
35	General Services	34,734	2.1331	25,232	0	25,232	0	25,232
36	HEC	6,820	0.4188	4,954	0	4,954	0	4,954
38	Police	192,532	11.8237	139,860	0	139,860	0	139,860
39	Dept of Neighborhoods	7,243	0.4448	5,261	0	5,261	0	5,261
40	Fire	164,557	10.1057	119,538	0	119,538	0	119,538
41	Municipal Court	24,415	1.4994	17,736	0	17,736	0	17,736
42	Solid Waste	39,067	2.3992	28,379	0	28,379	0	28,379
44	Housing & Community Dev	44,131	2.7102	32,058	0	32,058	0	32,058
45	Library	18,535	1.1383	13,464	0	13,464	0	13,464
46	Parks & Recreation	99,266	6.0961	72,109	0	72,109	0	72,109
47	Health Department	159,080	9.7694	115,560	0	115,560	0	115,560
49	Fleet Management	191,147	11.7387	138,854	0	138,854	0	138,854
50	Planning & Dev Other	3,293	0.2022	2,392	0	2,392	0	2,392
51	Planning & Dev Spec Rev	6,655	0.4087	4,834	0	4,834	0	4,834
52	General Debt	5,940	0.3648	4,315	0	4,315	0	4,315
53	Finance Other	15,085	0.9264	10,958	0	10,958	0	10,958
54	ARA Insurance	1,308	0.0803	950	0	950	0	950
55	ARA BARC	13,187	0.8098	9,579	0	9,579	0	9,579
56	ARA Parking	18,434	1.1321	13,391	0	13,391	0	13,391
57	ARA Other	11,792	0.7242	8,566	0	8,566	0	8,566
58	IT Public Services	0	0.0000	0	0	0	0	0
59	Legal Insurance	5,851	0.3593	4,250	0	4,250	0	4,250
60	Legal Wkr Comp	942	0.0578	684	0	684	0	684
61	Mayor Cable TV	1,864	0.1145	1,354	0	1,354	0	1,354
62	Mayor Other	15,395	0.9454	11,183	0	11,183	0	11,183

Auditing Svcs Allocations

Dept:8 Finance Reporting & Ops

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
63	TIRZ	1,221	0.0750	887	0	887	0	887
64	HR Health Benefits	141,829	8.7100	103,028	0	103,028	0	103,028
65	HR Long Term Disability	66	0.0041	48	0	48	0	48
66	HPW Bldg Insp	39,916	2.4513	28,996	0	28,996	0	28,996
67	HPW Stormwater	16,692	1.0251	12,125	0	12,125	0	12,125
68	HPW DDSR	34,939	2.1457	25,381	0	25,381	0	25,381
70	HPW Houston Transtar	2,494	0.1532	1,812	0	1,812	0	1,812
71	HPW Other	40,304	2.4751	29,278	0	29,278	0	29,278
72	Houston Permit Center	6,771	0.4158	4,919	0	4,919	0	4,919
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	1,796	0.1103	1,305	0	1,305	0	1,305
75	CIP S/R Engrg	4,959	0.3045	3,602	0	3,602	0	3,602
76	CIP S/R Constr	4,483	0.2753	3,257	0	3,257	0	3,257
77	CIP S/R Eng/Const	1,938	0.1190	1,408	0	1,408	0	1,408
78	CIP S/R Geo/Env	523	0.0321	380	0	380	0	380
79	CIP S/R Other	6,826	0.4192	4,959	0	4,959	0	4,959
80	CIP S/R GSD	821	0.0504	596	0	596	0	596
91	Hurricane Ike Aid & Recovery	200	0.0123	145	0	145	0	145
92	ARRA Reimbursement Fund	762	0.0468	554	0	554	0	554
93	HR-W.C.	15,653	0.9613	11,371	0	11,371	0	11,371
94	HITS Other	30,414	1.8678	22,093	0	22,093	0	22,093
95	Legal Other	12	0.0007	9	0	9	0	9
	Subtotal	1,628,352	100.0000	1,182,874	0	1,182,874	0	1,182,874
	Direct Bills					0		0
	Total					$1,182,874		$ 1,182,874

Basis Units: Number of rev, exp, & purch transactions
Source: COH Transaction Report

Auditing Svcs - Enterprise Allocations

Dept:8 Finance Reporting & Ops

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
43	Houston Airport System (HAS)	49.37	49.3700	$ 189,607	$ 0	$ 189,607	$ 0	$ 189,607
48	Convention & Entertainment	16.73	16.7300	64,252	0	64,252	0	64,252
69	HPW Water & Sewer	33.90	33.9000	130,194	0	130,194	0	130,194
	Subtotal	100	100.0000	384,053	0	384,053	1	384,054
	Direct Bills					0		0
	Total					$384,053		$ 384,054

Basis Units: Percentage of enterprise audit hours
Source: Finance Report

Fin Operations Allocations

Dept:8 Finance Reporting & Ops

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	189,897,765	4.5567	$ 21,063	$ 0	$ 21,063	$ 0	$ 21,063
04	Finance Dir Office	1,913,908	0.0459	212	0	212	0	212
05	Finance Financial Plg & Analys	2,027,473	0.0487	225	0	225	0	225
06	Finance City Council	590,822	0.0142	66	0	66	0	66
07	Finance Public Fin	853,136	0.0205	95	0	95	0	95
08	Finance Reporting & Ops	3,256,312	0.0781	361	0	361	0	361
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	1,012,862	0.0243	112	0	112	8	120
11	Finance Rev Perform Mgmnt	286,832	0.0069	32	0	32	2	34
12	Finance Treasury	1,675,910	0.0402	186	0	186	12	198
13	Finance Strat Purchasing	5,009,668	0.1202	556	0	556	37	593
14	ARA Director Office	2,226,617	0.0534	247	0	247	17	264
15	ARA Financial Services	930,917	0.0223	103	0	103	7	110
16	ARA Operations	7,195,212	0.1727	798	0	798	54	852
17	ARA Payroll Services	3,661,365	0.0879	406	0	406	27	433
18	ARA Regulatory	563,043	0.0135	62	0	62	4	66
19	HITS CIO	53,942	0.0013	6	0	6	0	6
20	HITS EAS	34,916	0.0008	4	0	4	0	4
21	HITS EIS	1,587	0.0000	0	0	0	0	0
22	HITS Radio	5,905,138	0.1417	655	0	655	44	699
23	Office Business Opportunity	3,481,562	0.0835	386	0	386	26	412
24	Mayor	6,345,600	0.1523	704	0	704	47	751
25	Human Resources	28,938,090	0.6944	3,210	0	3,210	215	3,425
26	Legal	14,739,750	0.3537	1,635	0	1,635	110	1,745
27	City Secretary	1,113,941	0.0267	124	0	124	8	132
28	City Council	8,576,575	0.2058	951	0	951	64	1,015
29	City Controller's Office	7,709,657	0.1850	855	0	855	57	912
30	Health Administration	13,520,750	0.3244	1,500	0	1,500	101	1,601
31	Planning & Dev Admin	2,582,388	0.0620	286	0	286	19	305
33	CIP Sal Rec HPW	6,442,047	0.1546	715	0	715	48	763
34	HPD Police Records	5,917,289	0.1420	656	0	656	44	700
35	General Services	159,296,023	3.8224	17,668	0	17,668	1,185	18,853
36	HEC	25,934,110	0.6223	2,876	0	2,876	193	3,069
38	Police	945,059,108	22.6775	104,822	0	104,822	7,028	111,850
39	Dept of Neighborhoods	12,973,011	0.3113	1,439	0	1,439	96	1,535
40	Fire	486,286,441	11.6688	53,937	0	53,937	3,616	57,553
41	Municipal Court	30,466,246	0.7311	3,379	0	3,379	227	3,606
42	Solid Waste	109,956,590	2.6385	12,196	0	12,196	818	13,014
43	Houston Airport System (HAS)	293,167,119	7.0348	32,517	0	32,517	2,180	34,697
44	Housing & Community Dev	136,946,611	3.2861	15,189	0	15,189	1,018	16,207
45	Library	38,003,409	0.9119	4,215	0	4,215	283	4,498
46	Parks & Recreation	86,020,570	2.0641	9,541	0	9,541	640	10,181
47	Health Department	128,308,285	3.0789	14,231	0	14,231	954	15,185
48	Convention & Entertainment	563,419	0.0135	62	0	62	4	66
49	Fleet Management	83,327,028	1.9995	9,242	0	9,242	620	9,862
50	Planning & Dev Other	3,599,442	0.0864	399	0	399	27	426
51	Planning & Dev Spec Rev	6,109,004	0.1466	678	0	678	45	723
53	Finance Other	13,122,559	0.3149	1,455	0	1,455	98	1,553
54	ARA Insurance	17,482,315	0.4195	1,939	0	1,939	130	2,069
55	ARA BARC	11,773,952	0.2825	1,306	0	1,306	88	1,394
56	ARA Parking	9,064,109	0.2175	1,005	0	1,005	67	1,072
57	ARA Other	7,758,269	0.1862	861	0	861	58	919
58	IT Public Services	0	0.0000	0	0	0	0	0
59	Legal Insurance	13,146,070	0.3155	1,458	0	1,458	98	1,556
60	Legal Wkr Comp	233,402	0.0056	26	0	26	2	28
61	Mayor Cable TV	3,721,480	0.0893	413	0	413	28	441

Fin Operations Allocations

Dept:8 Finance Reporting & Ops

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
62	Mayor Other	28,243,113	0.6777	3,133	0	3,133	210	3,343
64	HR Health Benefits	374,620,042	8.9893	41,551	0	41,551	2,786	44,337
65	HR Long Term Disability	1,572,606	0.0377	174	0	174	12	186
66	HPW Bldg Insp	66,055,164	1.5850	7,327	0	7,327	491	7,818
67	HPW Stormwater	39,086,379	0.9379	4,335	0	4,335	291	4,626
68	HPW DDSR	73,297,429	1.7588	8,130	0	8,130	545	8,675
69	HPW Water & Sewer	457,564,377	10.9796	50,751	0	50,751	3,403	54,154
70	HPW Houston Transtar	2,556,139	0.0613	284	0	284	19	303
71	HPW Other	30,218,945	0.7251	3,352	0	3,352	225	3,577
72	Houston Permit Center	7,307,173	0.1753	810	0	810	54	864
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	4,616,913	0.1108	512	0	512	34	546
75	CIP S/R Engrg	7,535,195	0.1808	836	0	836	56	892
76	CIP S/R Constr	8,989,858	0.2157	997	0	997	67	1,064
77	CIP S/R Eng/Const	5,639,644	0.1353	626	0	626	42	668
78	CIP S/R Geo/Env	616,906	0.0148	68	0	68	5	73
79	CIP S/R Other	5,931,987	0.1423	658	0	658	44	702
80	CIP S/R GSD	4,037,055	0.0969	448	0	448	30	478
91	Hurricane Ike Aid & Recovery	10,583	0.0003	1	0	1	0	1
92	ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
93	HR-W.C.	29,441,323	0.7065	3,265	0	3,265	219	3,484
94	HITS Other	71,270,634	1.7102	7,905	0	7,905	530	8,435
95	Legal Other	0	0.0000	0	0	0	0	0
	Subtotal	4,167,395,111	100.0000	462,228	0	462,228	29,516	491,744
	Direct Bills					0		0
	Total					$462,228		$ 491,744

Basis Units: FY2020 expenditures excl TIRZ
Source: COH Expenditure Report

Allocation Summary

Dept:8 Finance Reporting & Ops

	Department	Gen Acctng	Fixed Assets	Auditing Svcs	Auditing Svcs Enterprise	Fin Operations	Total
0	Direct Billed	$0	$0	$0	$0	$0	
03	Non-Departmental-Gen Gov	33,516	0	38,516	0	21,063	93,095
04	Finance Dir Office	1,144	0	1,314	0	212	2,670
05	Finance Financial Plg & Analys	362	0	416	0	225	1,003
06	Finance City Council	348	0	400	0	66	814
07	Finance Public Fin	276	0	317	0	95	688
08	Finance Reporting & Ops	1,029	0	1,183	0	361	2,573
09	Finance Internal Controls	0	0	0	0	0	0
10	Finance Grants	527	0	569	0	120	1,216
11	Finance Rev Perform Mgmnt	212	0	229	0	34	475
12	Finance Treasury	940	0	1,013	0	198	2,151
13	Finance Strat Purchasing	780	0	841	0	593	2,214
14	ARA Director Office	2,448	4,435	2,639	0	264	9,786
15	ARA Financial Services	281	0	303	0	110	694
16	ARA Operations	2,714	0	2,927	0	852	6,493
17	ARA Payroll Services	462	0	498	0	433	1,393
18	ARA Regulatory	1,171	0	1,263	0	66	2,500
19	HITS CIO	124	3,923	134	0	6	4,187
20	HITS EAS	81	0	88	0	4	173
21	HITS EIS	269	0	290	0	0	559
22	HITS Radio	1,551	0	1,672	0	699	3,922
23	Office Business Opportunity	2,270	0	2,448	0	412	5,130
24	Mayor	3,573	3,241	3,854	0	751	11,419
25	Human Resources	36,769	341	39,650	0	3,425	80,185
26	Legal	3,730	2,218	4,022	0	1,745	11,715
27	City Secretary	959	0	1,034	0	132	2,125
28	City Council	15,668	6,141	16,897	0	1,015	39,721
29	City Controller's Office	2,512	853	2,709	0	912	6,986
30	Health Administration	10,511	27,802	11,334	0	1,601	51,248
31	Planning & Dev Admin	1,309	1,023	1,411	0	305	4,048
33	CIP Sal Rec HPW	2,104	0	2,268	0	763	5,135
34	HPD Police Records	946	0	1,021	0	700	2,667
35	General Services	23,397	9,893	25,232	0	18,853	77,375
36	HEC	4,594	170	4,954	0	3,069	12,787
38	Police	129,696	114,962	139,860	0	111,850	496,368
39	Dept of Neighborhoods	4,880	2,900	5,261	0	1,535	14,576
40	Fire	110,851	140,206	119,538	0	57,553	428,148
41	Municipal Court	16,447	853	17,736	0	3,606	38,642
42	Solid Waste	26,317	11,087	28,379	0	13,014	78,797
43	Houston Airport System (HAS)	74,007	0	0	189,607	34,697	298,311
44	Housing & Community Dev	29,728	170	32,058	0	16,207	78,163
45	Library	12,486	13,986	13,464	0	4,498	44,434
46	Parks & Recreation	66,868	48,270	72,109	0	10,181	197,428
47	Health Department	107,162	0	115,560	0	15,185	237,907
48	Convention & Entertainment	989	0	0	64,252	66	65,307
49	Fleet Management	128,762	13,645	138,854	0	9,862	291,123
50	Planning & Dev Other	2,219	0	2,392	0	426	5,037
51	Planning & Dev Spec Rev	4,483	0	4,834	0	723	10,040
52	General Debt	4,002	0	4,315	0	0	8,317
53	Finance Other	10,162	0	10,958	0	1,553	22,673
54	ARA Insurance	881	0	950	0	2,069	3,900
55	ARA BARC	8,883	0	9,579	0	1,394	19,856
56	ARA Parking	12,418	0	13,391	0	1,072	26,881
57	ARA Other	7,943	0	8,566	0	919	17,428
58	IT Public Services	0	0	0	0	0	0
59	Legal Insurance	3,942	0	4,250	0	1,556	9,748

Allocation Summary

Dept:8 Finance Reporting & Ops

	Department	Gen Acctng	Fixed Assets	Auditing Svcs	Auditing Svcs Enterprise	Fin Operations	Total
60	Legal Wkr Comp	634	0	684	0	28	1,346
61	Mayor Cable TV	1,255	0	1,354	0	441	3,050
62	Mayor Other	10,371	0	11,183	0	3,343	24,897
63	TIRZ	823	0	887	0	0	1,710
64	HR Health Benefits	95,541	0	103,028	0	44,337	242,906
65	HR Long Term Disability	45	0	48	0	186	279
66	HPW Bldg Insp	26,888	0	28,996	0	7,818	63,702
67	HPW Stormwater	11,245	0	12,125	0	4,626	27,996
68	HPW DDSR	23,536	0	25,381	0	8,675	57,592
69	HPW Water & Sewer	129,898	0	0	130,194	54,154	314,246
70	HPW Houston Transtar	1,681	0	1,812	0	303	3,796
71	HPW Other	27,150	0	29,278	0	3,577	60,005
72	Houston Permit Center	4,561	0	4,919	0	864	10,344
73	CIP S/R Planning	0	0	0	0	0	0
74	CIP Sal Rec RE	1,210	0	1,305	0	546	3,061
75	CIP S/R Engrg	3,341	0	3,602	0	892	7,835
76	CIP S/R Constr	3,020	0	3,257	0	1,064	7,341
77	CIP S/R Eng/Const	1,305	0	1,408	0	668	3,381
78	CIP S/R Geo/Env	353	0	380	0	73	806
79	CIP S/R Other	4,598	0	4,959	0	702	10,259
80	CIP S/R GSD	553	0	596	0	478	1,627
91	Hurricane Ike Aid & Recovery	134	0	145	0	1	280
92	ARRA Reimbursement Fund	514	0	554	0	0	1,068
93	HR-W.C.	10,545	0	11,371	0	3,484	25,400
94	HITS Other	20,488	0	22,093	0	8,435	51,016
95	Legal Other	9	0	9	0	0	18
	Total	$ 1,299,401	$ 406,119	$ 1,182,874	$ 384,053	$ 491,745	$ 3,764,192

FINANCE – INTERNAL CONTROLS
FUNCTION AND ALLOCATION BASIS

The Internal Controls section within the Financial Reporting and Operations division of the Finance Department provides internal control reviews for programs within various City departments and monitors the implementation of the Enterprise Risk Management project. Due to responsibilities as a result of Hurricane Harvey, these costs were moved to Financial Reporting and Operations. Costs are allocated based on General Fund operating expenditures.

A. Department Costs

Dept:9 Finance Internal Controls

Description		Amount	General Admin	Internal Controls
Personnel Costs				
Salaries	S1	0	0	0
Salary % Split			.00%	100.00%
Benefits	S	0	0	0
Subtotal - Personnel Costs		0	0	0
Services & Supplies Cost				
Supplies	S	0	0	0
Services	S	0	0	0
Mgmt Consulting Svcs	S	0	0	0
Subtotal - Services & Supplies		0	0	0
Department Cost Total		0	0	0
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		0	0	0
General Admin Distribution			0	0
Grand Total		0		0

B. Incoming Costs-(Default Spread Salary%)

Dept:9 Finance Internal Controls

	Department	First Incoming	Second Incoming	Internal Controls
3	Insurance Retirees	$ 0	$ 0	$ 0
3	Memberships	0	0	0
3	Consulting Services	0	0	0
3	Interest Costs	0	0	0
3	Other Misc	0	0	0
3	Non-Dept. Legal Svcs/Lobby	0	0	0
	Subtotal - Non-Dept-Gen Gov	0	0	0
4	Finance Dept Admin	0	0	0
	Subtotal - Fin Dir Office	0	0	0
5	Financial Plg & Analysis	0	0	0
	Subtotal - Fin Plg & Analysis	0	0	0
8	Gen Acctng	0	0	0
8	Auditing Svcs	0	0	0
8	Fin Operations	0	0	0
	Subtotal - Fin Reporting & Ops	0	0	0
9	Internal Controls	0	0	0
	Subtotal - Fin Int Controls	0	0	0
10	Cost Accounting	0	0	0
10	Trust Funds Mgmt (TFM)	0	0	0
	Subtotal - Fin Grants	0	0	0
11	Perf Mgmt Svcs	0	0	0
	Subtotal - Fin Perform Mgmt	0	0	0
12	Treasury	0	0	0
	Subtotal - Fin Treasury	0	0	0
13	Purchasing	0	0	0
	Subtotal - Fin SPD	0	0	0
16	Records	0	0	0
	Subtotal - ARA Operations	0	0	0
17	Payroll Svcs	0	0	0
	Subtotal - ARA Payroll Svcs	0	0	0
18	Franchise	0	0	0
	Subtotal - ARA Regulatory	0	0	0
20	IT ERP	0	0	0
	Subtotal - HITS EAS	0	0	0
21	Enterprise Optns	0	0	0
	Subtotal - HITS EIS	0	0	0
23	Certification	0	0	0
23	External Affairs & Outreach	0	0	0
	Subtotal - OBO	0	0	0
24	City Mayor Admin	0	0	0

B. Incoming Costs-(Default Spread Salary%)

Dept:9 Finance Internal Controls

	Department	First Incoming	Second Incoming	Internal Controls
24	Inter Gov Rel	$ 0	$ 0	$ 0
	Subtotal - Mayor	0	0	0
25	Personnel Svcs	0	0	0
	Subtotal - Human Resources	0	0	0
27	City Sec Svcs	0	0	0
	Subtotal - City Secretary	0	0	0
28	City Council Svcs	0	0	0
	Subtotal - City Council	0	0	0
29	Controller Fin Svcs	0	0	0
29	Controller Treasury	0	0	0
	Subtotal - City Controller's	0	0	0
	Total Incoming	0	0	0

C. Total Allocated $ 0

Internal Controls Allocations

Dept:9 Finance Internal Controls

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	82,729,036	4.4296	$ 0	$ 0	$ 0	$ 0	$ 0
04	Finance Dir Office	1,913,908	0.1025	0	0	0	0	0
05	Finance Financial Plg & Analys	2,027,473	0.1086	0	0	0	0	0
06	Finance City Council	590,822	0.0316	0	0	0	0	0
07	Finance Public Fin	853,136	0.0457	0	0	0	0	0
08	Finance Reporting & Ops	3,256,312	0.1744	0	0	0	0	0
10	Finance Grants	1,012,862	0.0542	0	0	0	0	0
11	Finance Rev Perform Mgmnt	286,832	0.0154	0	0	0	0	0
12	Finance Treasury	1,675,910	0.0897	0	0	0	0	0
13	Finance Strat Purchasing	5,009,668	0.2682	0	0	0	0	0
14	ARA Director Office	2,226,617	0.1192	0	0	0	0	0
15	ARA Financial Services	930,917	0.0498	0	0	0	0	0
16	ARA Operations	7,195,212	0.3853	0	0	0	0	0
17	ARA Payroll Services	3,661,365	0.1960	0	0	0	0	0
18	ARA Regulatory	563,043	0.0301	0	0	0	0	0
19	HITS CIO	53,942	0.0029	0	0	0	0	0
20	HITS EAS	34,916	0.0019	0	0	0	0	0
21	HITS EIS	1,587	0.0001	0	0	0	0	0
22	HITS Radio	5,905,138	0.3162	0	0	0	0	0
23	Office Business Opportunity	3,335,200	0.1786	0	0	0	0	0
24	Mayor	4,509,595	0.2415	0	0	0	0	0
25	Human Resources	2,370,799	0.1269	0	0	0	0	0
26	Legal	14,739,750	0.7892	0	0	0	0	0
27	City Secretary	1,113,926	0.0596	0	0	0	0	0
28	City Council	8,576,575	0.4592	0	0	0	0	0
29	City Controller's Office	7,709,657	0.4128	0	0	0	0	0
30	Health Administration	13,520,750	0.7239	0	0	0	0	0
31	Planning & Dev Admin	2,582,388	0.1383	0	0	0	0	0
34	HPD Police Records	5,917,289	0.3168	0	0	0	0	0
35	General Services	38,809,543	2.0780	0	0	0	0	0
38	Police	872,472,525	46.7148	0	0	0	0	0
39	Dept of Neighborhoods	10,368,801	0.5552	0	0	0	0	0
40	Fire	474,253,450	25.3929	0	0	0	0	0
41	Municipal Court	27,736,646	1.4851	0	0	0	0	0
42	Solid Waste	91,428,752	4.8954	0	0	0	0	0
44	Housing & Community Dev	528,979	0.0283	0	0	0	0	0
45	Library	35,918,061	1.9232	0	0	0	0	0
46	Parks & Recreation	68,553,389	3.6706	0	0	0	0	0
47	Health Department	32,043,352	1.7157	0	0	0	0	0
49	Fleet Management	6,718	0.0004	0	0	0	0	0
50	Planning & Dev Other	1,283,689	0.0687	0	0	0	0	0
53	Finance Other	122,156	0.0065	0	0	0	0	0
55	ARA BARC	1,281-	0.0001-	0	0	0	0	0
57	ARA Other	3,702,401	0.1982	0	0	0	0	0
58	IT Public Services	0	0.0000	0	0	0	0	0
61	Mayor Cable TV	0	0.0000	0	0	0	0	0
64	HR Health Benefits	0	0.0000	0	0	0	0	0
71	HPW Other	26,126,624	1.3989	0	0	0	0	0
94	HITS Other	175-	0.0000	0	0	0	0	0
	Subtotal	1,867,658,255	100.0000	0	0	0	0	0
	Direct Bills					0		0
	Total					$0		$ 0

Internal Controls Allocations

Dept:9 Finance Internal Controls

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total

Basis Units: FY2020 actual GF expenditures excl TIRZ
Source: COH Expenditure Report

Allocation Summary

Dept:9 Finance Internal Controls

	Department	Internal Controls	Total
0	Direct Billed	$0	$0
03	Non-Departmental-Gen Gov	0	0
04	Finance Dir Office	0	0
05	Finance Financial Plg & Analys	0	0
06	Finance City Council	0	0
07	Finance Public Fin	0	0
08	Finance Reporting & Ops	0	0
10	Finance Grants	0	0
11	Finance Rev Perform Mgmnt	0	0
12	Finance Treasury	0	0
13	Finance Strat Purchasing	0	0
14	ARA Director Office	0	0
15	ARA Financial Services	0	0
16	ARA Operations	0	0
17	ARA Payroll Services	0	0
18	ARA Regulatory	0	0
19	HITS CIO	0	0
20	HITS EAS	0	0
21	HITS EIS	0	0
22	HITS Radio	0	0
23	Office Business Opportunity	0	0
24	Mayor	0	0
25	Human Resources	0	0
26	Legal	0	0
27	City Secretary	0	0
28	City Council	0	0
29	City Controller's Office	0	0
30	Health Administration	0	0
31	Planning & Dev Admin	0	0
34	HPD Police Records	0	0
35	General Services	0	0
38	Police	0	0
39	Dept of Neighborhoods	0	0
40	Fire	0	0
41	Municipal Court	0	0
42	Solid Waste	0	0
44	Housing & Community Dev	0	0
45	Library	0	0
46	Parks & Recreation	0	0
47	Health Department	0	0
49	Fleet Management	0	0
50	Planning & Dev Other	0	0
53	Finance Other	0	0
55	ARA BARC	0	0
57	ARA Other	0	0
58	IT Public Services	0	0
61	Mayor Cable TV	0	0
64	HR Health Benefits	0	0
71	HPW Other	0	0
94	HITS Other	0	0
	Total	$ 0	$ 0

FINANCE – GRANTS AND TRUST FUNDS MANAGEMENT FUNCTION AND ALLOCATION BASIS

Grants Management – Grants Management section within the Financial Reporting and Operations division of the Finance Department, is responsible for monitoring the activity of all federal, state and private grants the City receives. Costs are allocated based upon grant funds expenditures by department.

- **Cost Accounting** – The Cost Accounting section within Grants Management is responsible for the Cost Allocation Plan, the cost of service study and maintaining the City fee schedule. Costs are allocated based on the operating expenditures by department.

- **Trust Funds Management (TFM)** – Provides education and services to more than 23,000 employees, retirees, and their families on retirement security with the administration of the defined contribution plan. In addition, TFM is responsible for the fiscal monitoring and financial reporting of Local Government Corporations. Costs are allocated based on the operating expenditures by department.

A. Department Costs

Dept:10 Finance Grants

Description		Amount	General Admin	Grants Mgmt	Cost Accounting	Trust Funds Mgmt (TFM)
Personnel Costs						
Salaries	S1	685,150	0	333,682	193,826	157,642
Salary % Split			.00%	48.70%	28.29%	23.01%
Benefits	P	325,795	0	159,344	92,559	73,892
Subtotal - Personnel Costs		1,010,945	0	493,026	286,385	231,534
Services & Supplies Cost						
Supplies	P	520	0	325	188	7
Services	P	1,396	0	416	241	739
Subtotal - Services & Supplies		1,916	0	740	430	746
Department Cost Total		1,012,861	0	493,766	286,815	232,280
Adjustments to Cost						
Subtotal - Adjustments			0	0	0	0
Total Costs After Adjustments		1,012,861	0	493,766	286,815	232,280
General Admin Distribution			0	0	0	0
Grand Total		$ 1,012,861		$ 493,766	$ 286,815	$ 232,280

B. Incoming Costs-(Default Spread Salary%)

Dept:10 Finance Grants

	Department	First Incoming	Second Incoming	Grants Mgmt	Cost Accounting	Trust Funds Mgmt (TFM)
3	Insurance Retirees	$ 30,328	$ 247	$ 14,891	$ 8,650	$ 7,035
3	Memberships	232	2	114	66	54
3	Consulting Services	23	0	11	7	5
3	Interest Costs	1,382	12	679	394	321
3	Other Misc	184	2	90	53	43
3	Non-Dept. Legal Svcs/Lobby	276	2	136	79	64
	Subtotal - Non-Dept-Gen Gov	32,425	265	15,921	9,248	7,521
4	Finance Dept Admin	224,467	67,731	142,306	82,662	67,230
	Subtotal - Fin Dir Office	224,467	67,731	142,306	82,662	67,230
5	Financial Plg & Analysis	992	55	510	296	241
	Subtotal - Fin Plg & Analysis	992	55	510	296	241
8	Gen Acctng	495	32	257	149	121
8	Auditing Svcs	569	0	277	161	131
8	Fin Operations	112	8	58	34	28
	Subtotal - Fin Reporting & Ops	1,176	40	592	344	280
9	Internal Controls	0	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0	0
10	Cost Accounting	0	88	43	25	20
10	Trust Funds Mgmt (TFM)	0	71	35	20	16
	Subtotal - Fin Grants	0	159	77	45	37
11	Perf Mgmt Svcs	0	85	41	24	20
	Subtotal - Fin Perform Mgmt	0	85	41	24	20
12	Treasury	0	326	159	92	75
	Subtotal - Fin Treasury	0	326	159	92	75
13	Purchasing	0	0	0	0	0
	Subtotal - Fin SPD	0	0	0	0	0
16	Records	0	315	153	89	72
	Subtotal - ARA Operations	0	315	153	89	72
17	Payroll Svcs	0	1,675	816	474	385
	Subtotal - ARA Payroll Svcs	0	1,675	816	474	385
18	Franchise	0	347	169	98	80
	Subtotal - ARA Regulatory	0	347	169	98	80
20	IT ERP	0	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0	0
21	Enterprise Optns	0	0	0	0	0
	Subtotal - HITS EIS	0	0	0	0	0
23	Certification	0	451	220	128	104
23	External Affairs & Outreach	0	256	125	72	59
	Subtotal - OBO	0	707	344	200	163
24	City Mayor Admin	0	1,866	909	528	429

B. Incoming Costs-(Default Spread Salary%)

Dept:10 Finance Grants

	Department	First Incoming	Second Incoming	Grants Mgmt	Cost Accounting	Trust Funds Mgmt (TFM)
24	Inter Gov Rel	$ 0	$ 252	$ 123	$ 71	$ 58
	Subtotal - Mayor	0	2,118	1,032	599	487
25	Personnel Svcs	0	544	265	154	125
	Subtotal - Human Resources	0	544	265	154	125
27	City Sec Svcs	0	305	149	86	70
	Subtotal - City Secretary	0	305	149	86	70
28	City Council Svcs	0	2,751	1,340	778	633
	Subtotal - City Council	0	2,751	1,340	778	633
29	Controller Fin Svcs	0	2,712	1,321	767	624
29	Controller Treasury	0	411	200	116	95
	Subtotal - City Controller's	0	3,123	1,521	883	719
	Total Incoming	259,060	80,546	165,395	96,073	78,138
C.	Total Allocated		$ 1,352,467	$ 659,161	$ 382,888	$ 310,418
				48.74%	28.31%	22.95%

Grants Mgmt Allocations

Dept:10 Finance Grants

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	107,082,490	24.9469	$ 154,654	$ 0	$ 154,654	$ 0	$ 154,654
23	Office Business Opportunity	13,448	0.0031	19	0	19	2	21
24	Mayor	1,836,005	0.4277	2,652	0	2,652	224	2,876
25	Human Resources	2,629,004	0.6125	3,797	0	3,797	320	4,117
35	General Services	142,539	0.0332	206	0	206	17	223
36	HEC	312,149	0.0727	451	0	451	38	489
38	Police	45,906,203	10.6947	66,300	0	66,300	5,590	71,890
39	Dept of Neighborhoods	2,188,300	0.5098	3,160	0	3,160	266	3,426
40	Fire	10,866,124	2.5315	15,693	0	15,693	1,323	17,016
41	Municipal Court	501,825	0.1169	725	0	725	61	786
42	Solid Waste	16,945,510	3.9478	24,474	0	24,474	2,063	26,537
43	Houston Airport System (HAS)	1,871,982	0.4361	2,704	0	2,704	228	2,932
44	Housing & Community Dev	136,297,942	31.7532	196,849	0	196,849	16,597	213,446
45	Library	543,354	0.1266	785	0	785	66	851
46	Parks & Recreation	7,301,451	1.7010	10,545	0	10,545	889	11,434
47	Health Department	70,668,031	16.4635	102,062	0	102,062	8,605	110,667
49	Fleet Management	333,256	0.0776	481	0	481	41	522
50	Planning & Dev Other	982,715	0.2289	1,419	0	1,419	120	1,539
53	Finance Other	7,664,757	1.7857	11,070	0	11,070	933	12,003
57	ARA Other	112,623	0.0262	163	0	163	14	177
62	Mayor Other	10,214,527	2.3797	14,752	0	14,752	1,244	15,996
69	HPW Water & Sewer	262,024	0.0610	378	0	378	32	410
71	HPW Other	3,925,123	0.9144	5,669	0	5,669	478	6,147
91	Hurricane Ike Aid & Recovery	10,583	0.0025	15	0	15	1	16
92	ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
94	HITS Other	629,721	0.1467	909	0	909	77	986
95	Legal Other	0	0.0000	0	0	0	0	0
	Subtotal	429,241,686	100.0000	619,932	0	619,932	39,229	659,161
	Direct Bills					0		0
	Total					$619,932		$ 659,161

Basis Units: FY2020 Grant Funds expenditures
Source: COH Expenditure Report

Cost Accounting Allocations

Dept:10 Finance Grants

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	189,897,765	4.5567	$ 16,409	$ 0	$ 16,409	$ 0	$ 16,409
04	Finance Dir Office	1,913,908	0.0459	165	0	165	0	165
05	Finance Financial Plg & Analys	2,027,473	0.0487	175	0	175	0	175
06	Finance City Council	590,822	0.0142	51	0	51	0	51
07	Finance Public Fin	853,136	0.0205	74	0	74	0	74
08	Finance Reporting & Ops	3,256,312	0.0781	281	0	281	0	281
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	1,012,862	0.0243	88	0	88	0	88
11	Finance Rev Perform Mgmnt	286,832	0.0069	25	0	25	2	27
12	Finance Treasury	1,675,910	0.0402	145	0	145	10	155
13	Finance Strat Purchasing	5,009,668	0.1202	433	0	433	29	462
14	ARA Director Office	2,226,617	0.0534	192	0	192	13	205
15	ARA Financial Services	930,917	0.0223	80	0	80	5	85
16	ARA Operations	7,195,212	0.1727	622	0	622	41	663
17	ARA Payroll Services	3,661,365	0.0879	316	0	316	21	337
18	ARA Regulatory	563,043	0.0135	49	0	49	3	52
19	HITS CIO	53,942	0.0013	5	0	5	0	5
20	HITS EAS	34,916	0.0008	3	0	3	0	3
21	HITS EIS	1,587	0.0000	0	0	0	0	0
22	HITS Radio	5,905,138	0.1417	510	0	510	34	544
23	Office Business Opportunity	3,481,562	0.0835	301	0	301	20	321
24	Mayor	6,345,600	0.1523	548	0	548	36	584
25	Human Resources	28,938,090	0.6944	2,501	0	2,501	166	2,667
26	Legal	14,739,750	0.3537	1,274	0	1,274	85	1,359
27	City Secretary	1,113,941	0.0267	96	0	96	6	102
28	City Council	8,576,575	0.2058	741	0	741	49	790
29	City Controller's Office	7,709,657	0.1850	666	0	666	44	710
30	Health Administration	13,520,750	0.3244	1,168	0	1,168	78	1,246
31	Planning & Dev Admin	2,582,388	0.0620	223	0	223	15	238
33	CIP Sal Rec HPW	6,442,047	0.1546	557	0	557	37	594
34	HPD Police Records	5,917,289	0.1420	511	0	511	34	545
35	General Services	159,296,023	3.8224	13,765	0	13,765	915	14,680
36	HEC	25,934,110	0.6223	2,241	0	2,241	149	2,390
38	Police	945,059,108	22.6775	81,662	0	81,662	5,427	87,089
39	Dept of Neighborhoods	12,973,011	0.3113	1,121	0	1,121	75	1,196
40	Fire	486,286,441	11.6688	42,020	0	42,020	2,793	44,813
41	Municipal Court	30,466,246	0.7311	2,633	0	2,633	175	2,808
42	Solid Waste	109,956,590	2.6385	9,501	0	9,501	631	10,132
43	Houston Airport System (HAS)	293,167,119	7.0348	25,332	0	25,332	1,684	27,016
44	Housing & Community Dev	136,946,611	3.2861	11,833	0	11,833	786	12,619
45	Library	38,003,409	0.9119	3,284	0	3,284	218	3,502
46	Parks & Recreation	86,020,570	2.0641	7,433	0	7,433	494	7,927
47	Health Department	128,308,285	3.0789	11,087	0	11,087	737	11,824
48	Convention & Entertainment	563,419	0.0135	49	0	49	3	52
49	Fleet Management	83,327,028	1.9995	7,200	0	7,200	479	7,679
50	Planning & Dev Other	3,599,442	0.0864	311	0	311	21	332
51	Planning & Dev Spec Rev	6,109,004	0.1466	528	0	528	35	563
53	Finance Other	13,122,559	0.3149	1,134	0	1,134	75	1,209
54	ARA Insurance	17,482,315	0.4195	1,511	0	1,511	100	1,611
55	ARA BARC	11,773,952	0.2825	1,017	0	1,017	68	1,085
56	ARA Parking	9,064,109	0.2175	783	0	783	52	835
57	ARA Other	7,758,269	0.1862	670	0	670	45	715
58	IT Public Services	0	0.0000	0	0	0	0	0
59	Legal Insurance	13,146,070	0.3155	1,136	0	1,136	76	1,212
60	Legal Wkr Comp	233,402	0.0056	20	0	20	1	21
61	Mayor Cable TV	3,721,480	0.0893	322	0	322	21	343

Cost Accounting Allocations

Dept:10 Finance Grants

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
62	Mayor Other	28,243,113	0.6777	2,440	0	2,440	162	2,602
64	HR Health Benefits	374,620,042	8.9893	32,371	0	32,371	2,151	34,522
65	HR Long Term Disability	1,572,606	0.0377	136	0	136	9	145
66	HPW Bldg Insp	66,055,164	1.5850	5,708	0	5,708	379	6,087
67	HPW Stormwater	39,086,379	0.9379	3,377	0	3,377	224	3,601
68	HPW DDSR	73,297,429	1.7588	6,334	0	6,334	421	6,755
69	HPW Water & Sewer	457,564,377	10.9796	39,538	0	39,538	2,628	42,166
70	HPW Houston Transtar	2,556,139	0.0613	221	0	221	15	236
71	HPW Other	30,218,945	0.7251	2,611	0	2,611	174	2,785
72	Houston Permit Center	7,307,173	0.1753	631	0	631	42	673
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	4,616,913	0.1108	399	0	399	27	426
75	CIP S/R Engrg	7,535,195	0.1808	651	0	651	43	694
76	CIP S/R Constr	8,989,858	0.2157	777	0	777	52	829
77	CIP S/R Eng/Const	5,639,644	0.1353	487	0	487	32	519
78	CIP S/R Geo/Env	616,906	0.0148	53	0	53	4	57
79	CIP S/R Other	5,931,987	0.1423	513	0	513	34	547
80	CIP S/R GSD	4,037,055	0.0969	349	0	349	23	372
91	Hurricane Ike Aid & Recovery	10,583	0.0003	1	0	1	0	1
92	ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
93	HR-W.C.	29,441,323	0.7065	2,544	0	2,544	169	2,713
94	HITS Other	71,270,634	1.7102	6,158	0	6,158	409	6,567
95	Legal Other	0	0.0000	0	0	0	0	0
	Subtotal	4,167,395,111	100.0000	360,101	0	360,101	22,787	382,888
	Direct Bills					0		0
	Total					$360,101		$ 382,888

Basis Units: FY2020 expenditures excl TIRZ
Source: COH Expenditure Report

Trust Funds Mgmt (TFM) Allocations

Dept:10 Finance Grants

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	189,897,765	4.5567	$ 13,300	$ 0	$ 13,300	$ 0	$ 13,300
04	Finance Dir Office	1,913,908	0.0459	134	0	134	0	134
05	Finance Financial Plg & Analys	2,027,473	0.0487	142	0	142	0	142
06	Finance City Council	590,822	0.0142	41	0	41	0	41
07	Finance Public Fin	853,136	0.0205	60	0	60	0	60
08	Finance Reporting & Ops	3,256,312	0.0781	228	0	228	0	228
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	1,012,862	0.0243	71	0	71	0	71
11	Finance Rev Perform Mgmnt	286,832	0.0069	20	0	20	1	21
12	Finance Treasury	1,675,910	0.0402	117	0	117	8	125
13	Finance Strat Purchasing	5,009,668	0.1202	351	0	351	23	374
14	ARA Director Office	2,226,617	0.0534	156	0	156	10	166
15	ARA Financial Services	930,917	0.0223	65	0	65	4	69
16	ARA Operations	7,195,212	0.1727	504	0	504	34	538
17	ARA Payroll Services	3,661,365	0.0879	256	0	256	17	273
18	ARA Regulatory	563,043	0.0135	39	0	39	3	42
19	HITS CIO	53,942	0.0013	4	0	4	0	4
20	HITS EAS	34,916	0.0008	2	0	2	0	2
21	HITS EIS	1,587	0.0000	0	0	0	0	0
22	HITS Radio	5,905,138	0.1417	414	0	414	28	442
23	Office Business Opportunity	3,481,562	0.0835	244	0	244	16	260
24	Mayor	6,345,600	0.1523	444	0	444	30	474
25	Human Resources	28,938,090	0.6944	2,027	0	2,027	135	2,162
26	Legal	14,739,750	0.3537	1,032	0	1,032	69	1,101
27	City Secretary	1,113,941	0.0267	78	0	78	5	83
28	City Council	8,576,575	0.2058	601	0	601	40	641
29	City Controller's Office	7,709,657	0.1850	540	0	540	36	576
30	Health Administration	13,520,750	0.3244	947	0	947	63	1,010
31	Planning & Dev Admin	2,582,388	0.0620	181	0	181	12	193
33	CIP Sal Rec HPW	6,442,047	0.1546	451	0	451	30	481
34	HPD Police Records	5,917,289	0.1420	414	0	414	28	442
35	General Services	159,296,023	3.8224	11,157	0	11,157	744	11,901
36	HEC	25,934,110	0.6223	1,816	0	1,816	121	1,937
38	Police	945,059,108	22.6775	66,192	0	66,192	4,414	70,606
39	Dept of Neighborhoods	12,973,011	0.3113	909	0	909	61	970
40	Fire	486,286,441	11.6688	34,060	0	34,060	2,271	36,331
41	Municipal Court	30,466,246	0.7311	2,134	0	2,134	142	2,276
42	Solid Waste	109,956,590	2.6385	7,701	0	7,701	514	8,215
43	Houston Airport System (HAS)	293,167,119	7.0348	20,534	0	20,534	1,369	21,903
44	Housing & Community Dev	136,946,611	3.2861	9,592	0	9,592	640	10,232
45	Library	38,003,409	0.9119	2,662	0	2,662	178	2,840
46	Parks & Recreation	86,020,570	2.0641	6,025	0	6,025	402	6,427
47	Health Department	128,308,285	3.0789	8,987	0	8,987	599	9,586
48	Convention & Entertainment	563,419	0.0135	39	0	39	3	42
49	Fleet Management	83,327,028	1.9995	5,836	0	5,836	389	6,225
50	Planning & Dev Other	3,599,442	0.0864	252	0	252	17	269
51	Planning & Dev Spec Rev	6,109,004	0.1466	428	0	428	29	457
53	Finance Other	13,122,559	0.3149	919	0	919	61	980
54	ARA Insurance	17,482,315	0.4195	1,224	0	1,224	82	1,306
55	ARA BARC	11,773,952	0.2825	825	0	825	55	880
56	ARA Parking	9,064,109	0.2175	635	0	635	42	677
57	ARA Other	7,758,269	0.1862	543	0	543	36	579
58	IT Public Services	0	0.0000	0	0	0	0	0
59	Legal Insurance	13,146,070	0.3155	921	0	921	61	982
60	Legal Wkr Comp	233,402	0.0056	16	0	16	1	17
61	Mayor Cable TV	3,721,480	0.0893	261	0	261	17	278

Trust Funds Mgmt (TFM) Allocations

Dept:10 Finance Grants

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
62	Mayor Other	28,243,113	0.6777	1,978	0	1,978	132	2,110
64	HR Health Benefits	374,620,042	8.9893	26,238	0	26,238	1,750	27,988
65	HR Long Term Disability	1,572,606	0.0377	110	0	110	7	117
66	HPW Bldg Insp	66,055,164	1.5850	4,627	0	4,627	309	4,936
67	HPW Stormwater	39,086,379	0.9379	2,738	0	2,738	183	2,921
68	HPW DDSR	73,297,429	1.7588	5,134	0	5,134	342	5,476
69	HPW Water & Sewer	457,564,377	10.9796	32,048	0	32,048	2,137	34,185
70	HPW Houston Transtar	2,556,139	0.0613	179	0	179	12	191
71	HPW Other	30,218,945	0.7251	2,117	0	2,117	141	2,258
72	Houston Permit Center	7,307,173	0.1753	512	0	512	34	546
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	4,616,913	0.1108	323	0	323	22	345
75	CIP S/R Engrg	7,535,195	0.1808	528	0	528	35	563
76	CIP S/R Constr	8,989,858	0.2157	630	0	630	42	672
77	CIP S/R Eng/Const	5,639,644	0.1353	395	0	395	26	421
78	CIP S/R Geo/Env	616,906	0.0148	43	0	43	3	46
79	CIP S/R Other	5,931,987	0.1423	415	0	415	28	443
80	CIP S/R GSD	4,037,055	0.0969	283	0	283	19	302
91	Hurricane Ike Aid & Recovery	10,583	0.0003	1	0	1	0	1
92	ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
93	HR-W.C.	29,441,323	0.7065	2,062	0	2,062	138	2,200
94	HITS Other	71,270,634	1.7102	4,992	0	4,992	333	5,325
95	Legal Other	0	0.0000	0	0	0	0	0
	Subtotal	4,167,395,111	100.0000	291,884	0	291,884	18,534	310,418
	Direct Bills					0		0
	Total					$291,884		$ 310,418

Basis Units: FY2020 expenditures excl TIRZ
Source: COH Expenditure Report

Allocation Summary

Dept:10 Finance Grants

	Department	Grants Mgmt	Cost Accounting	Trust Funds Mgmt (TFM)	Total
0	Direct Billed	$0	$0	$0	$0
03	Non-Departmental-Gen Gov	154,654	16,409	13,300	184,363
04	Finance Dir Office	0	165	134	299
05	Finance Financial Plg & Analys	0	175	142	317
06	Finance City Council	0	51	41	92
07	Finance Public Fin	0	74	60	134
08	Finance Reporting & Ops	0	281	228	509
09	Finance Internal Controls	0	0	0	0
10	Finance Grants	0	88	71	159
11	Finance Rev Perform Mgmnt	0	27	21	48
12	Finance Treasury	0	155	125	280
13	Finance Strat Purchasing	0	462	374	836
14	ARA Director Office	0	205	166	371
15	ARA Financial Services	0	85	69	154
16	ARA Operations	0	663	538	1,201
17	ARA Payroll Services	0	337	273	610
18	ARA Regulatory	0	52	42	94
19	HITS CIO	0	5	4	9
20	HITS EAS	0	3	2	5
21	HITS EIS	0	0	0	0
22	HITS Radio	0	544	442	986
23	Office Business Opportunity	21	321	260	602
24	Mayor	2,876	584	474	3,934
25	Human Resources	4,117	2,667	2,162	8,946
26	Legal	0	1,359	1,101	2,460
27	City Secretary	0	102	83	185
28	City Council	0	790	641	1,431
29	City Controller's Office	0	710	576	1,286
30	Health Administration	0	1,246	1,010	2,256
31	Planning & Dev Admin	0	238	193	431
33	CIP Sal Rec HPW	0	594	481	1,075
34	HPD Police Records	0	545	442	987
35	General Services	223	14,680	11,901	26,804
36	HEC	489	2,390	1,937	4,816
38	Police	71,890	87,089	70,606	229,585
39	Dept of Neighborhoods	3,426	1,196	970	5,592
40	Fire	17,016	44,813	36,331	98,160
41	Municipal Court	786	2,808	2,276	5,870
42	Solid Waste	26,537	10,132	8,215	44,884
43	Houston Airport System (HAS)	2,932	27,016	21,903	51,851
44	Housing & Community Dev	213,446	12,619	10,232	236,297
45	Library	851	3,502	2,840	7,193
46	Parks & Recreation	11,434	7,927	6,427	25,788
47	Health Department	110,667	11,824	9,586	132,077
48	Convention & Entertainment	0	52	42	94
49	Fleet Management	522	7,679	6,225	14,426
50	Planning & Dev Other	1,539	332	269	2,140
51	Planning & Dev Spec Rev	0	563	457	1,020
53	Finance Other	12,003	1,209	980	14,192
54	ARA Insurance	0	1,611	1,306	2,917
55	ARA BARC	0	1,085	880	1,965
56	ARA Parking	0	835	677	1,512
57	ARA Other	177	715	579	1,471
58	IT Public Services	0	0	0	0
59	Legal Insurance	0	1,212	982	2,194
60	Legal Wkr Comp	0	21	17	38

Allocation Summary

Dept:10 Finance Grants

	Department	Grants Mgmt	Cost Accounting	Trust Funds Mgmt (TFM)	Total
61	Mayor Cable TV	0	343	278	621
62	Mayor Other	15,996	2,602	2,110	20,708
64	HR Health Benefits	0	34,522	27,988	62,510
65	HR Long Term Disability	0	145	117	262
66	HPW Bldg Insp	0	6,087	4,936	11,023
67	HPW Stormwater	0	3,601	2,921	6,522
68	HPW DDSR	0	6,755	5,476	12,231
69	HPW Water & Sewer	410	42,166	34,185	76,761
70	HPW Houston Transtar	0	236	191	427
71	HPW Other	6,147	2,785	2,258	11,190
72	Houston Permit Center	0	673	546	1,219
73	CIP S/R Planning	0	0	0	0
74	CIP Sal Rec RE	0	426	345	771
75	CIP S/R Engrg	0	694	563	1,257
76	CIP S/R Constr	0	829	672	1,501
77	CIP S/R Eng/Const	0	519	421	940
78	CIP S/R Geo/Env	0	57	46	103
79	CIP S/R Other	0	547	443	990
80	CIP S/R GSD	0	372	302	674
91	Hurricane Ike Aid & Recovery	16	1	1	18
92	ARRA Reimbursement Fund	0	0	0	0
93	HR-W.C.	0	2,713	2,200	4,913
94	HITS Other	986	6,567	5,325	12,878
95	Legal Other	0	0	0	0
	Total	$ 659,161	$ 382,887	$ 310,417	$ 1,352,465

FINANCE – PERFORMANCE MANAGEMENT
FUNCTION AND ALLOCATION BASIS

The Performance Management division (Also known as the Mayor's Office of Innovation) works with departments to identify and implement innovative solutions that improve customer service and modernize government operations. This division also implements performance management processes and systems to ensure continued process excellence. Costs are allocated based upon operating expenditures.

A. Department Costs

Dept:11 Finance Perform Mgmt

Description		Amount	General Admin	Perf Mgmt Svcs
Personnel Costs				
Salaries	S1	187,152	0	187,152
Salary % Split			.00%	100.00%
Benefits	S	76,490	0	76,490
Subtotal - Personnel Costs		263,642	0	263,642
Services & Supplies Cost				
Supplies	S	338	0	338
Services	S	22,852	0	22,852
Other Intfd Services	S	0	0	0
Subtotal - Services & Supplies		23,190	0	23,190
Department Cost Total		286,832	0	286,832
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		286,832	0	286,832
General Admin Distribution			0	0
Grand Total		$ 286,832		$ 286,832

B. Incoming Costs-(Default Spread Salary%)

Dept:11 Finance Perform Mgmt

	Department	First Incoming	Second Incoming	Perf Mgmt Svcs
3	Insurance Retirees	$ 7,308	$ 60	$ 7,368
3	Memberships	56	0	56
3	Consulting Services	9	0	9
3	Interest Costs	391	3	394
3	Other Misc	52	0	52
3	Non-Dept. Legal Svcs/Lobby	67	1	68
	Subtotal - Non-Dept-Gen Gov	7,883	64	7,947
4	Finance Dept Admin	54,088	16,321	70,409
	Subtotal - Fin Dir Office	54,088	16,321	70,409
5	Financial Plg & Analysis	399	22	421
	Subtotal - Fin Plg & Analysis	399	22	421
8	Gen Acctng	199	13	212
8	Auditing Svcs	229	0	229
8	Fin Operations	32	2	34
	Subtotal - Fin Reporting & Ops	460	15	475
9	Internal Controls	0	0	0
	Subtotal - Fin Int Controls	0	0	0
10	Cost Accounting	25	2	27
10	Trust Funds Mgmt (TFM)	20	1	21
	Subtotal - Fin Grants	45	3	48
11	Perf Mgmt Svcs	0	24	24
	Subtotal - Fin Perform Mgmt	0	24	24
12	Treasury	0	92	92
	Subtotal - Fin Treasury	0	92	92
16	Records	0	76	76
	Subtotal - ARA Operations	0	76	76
17	Payroll Svcs	0	404	404
	Subtotal - ARA Payroll Svcs	0	404	404
18	Franchise	0	98	98
	Subtotal - ARA Regulatory	0	98	98
20	IT ERP	0	0	0
	Subtotal - HITS EAS	0	0	0
21	Enterprise Optns	0	0	0
	Subtotal - HITS EIS	0	0	0
23	Certification	0	109	109
23	External Affairs & Outreach	0	62	62
	Subtotal - OBO	0	171	171
24	City Mayor Admin	0	450	450
24	Inter Gov Rel	0	61	61
	Subtotal - Mayor	0	511	511

B. Incoming Costs-(Default Spread Salary%)

Dept:11 Finance Perform Mgmt

	Department	First Incoming	Second Incoming	Perf Mgmt Svcs
25	Personnel Svcs	$ 0	$ 131	$ 131
	Subtotal - Human Resources	0	131	131
27	City Sec Svcs	0	86	86
	Subtotal - City Secretary	0	86	86
28	City Council Svcs	0	779	779
	Subtotal - City Council	0	779	779
29	Controller Fin Svcs	0	1,091	1,091
29	Controller Treasury	0	117	117
	Subtotal - City Controller's	0	1,208	1,208
	Total Incoming	62,875	20,006	82,881
C.	Total Allocated		$ 369,713	$ 369,713
				100.00%

Perf Mgmt Svcs Allocations

Dept:11 Finance Perform Mgmt

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	189,897,765	4.5567	$ 15,935	$ 0	$ 15,935	$ 0	$ 15,935
04	Finance Dir Office	1,913,908	0.0459	161	0	161	0	161
05	Finance Financial Plg & Analys	2,027,473	0.0487	170	0	170	0	170
06	Finance City Council	590,822	0.0142	50	0	50	0	50
07	Finance Public Fin	853,136	0.0205	72	0	72	0	72
08	Finance Reporting & Ops	3,256,312	0.0781	273	0	273	0	273
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	1,012,862	0.0243	85	0	85	0	85
11	Finance Rev Perform Mgmnt	286,832	0.0069	24	0	24	0	24
12	Finance Treasury	1,675,910	0.0402	141	0	141	8	149
13	Finance Strat Purchasing	5,009,668	0.1202	420	0	420	25	445
14	ARA Director Office	2,226,617	0.0534	187	0	187	11	198
15	ARA Financial Services	930,917	0.0223	78	0	78	5	83
16	ARA Operations	7,195,212	0.1727	604	0	604	36	640
17	ARA Payroll Services	3,661,365	0.0879	307	0	307	18	325
18	ARA Regulatory	563,043	0.0135	47	0	47	3	50
19	HITS CIO	53,942	0.0013	5	0	5	0	5
20	HITS EAS	34,916	0.0008	3	0	3	0	3
21	HITS EIS	1,587	0.0000	0	0	0	0	0
22	HITS Radio	5,905,138	0.1417	496	0	496	30	526
23	Office Business Opportunity	3,481,562	0.0835	292	0	292	18	310
24	Mayor	6,345,600	0.1523	532	0	532	32	564
25	Human Resources	28,938,090	0.6944	2,428	0	2,428	146	2,574
26	Legal	14,739,750	0.3537	1,237	0	1,237	74	1,311
27	City Secretary	1,113,941	0.0267	93	0	93	6	99
28	City Council	8,576,575	0.2058	720	0	720	43	763
29	City Controller's Office	7,709,657	0.1850	647	0	647	39	686
30	Health Administration	13,520,750	0.3244	1,135	0	1,135	68	1,203
31	Planning & Dev Admin	2,582,388	0.0620	217	0	217	13	230
33	CIP Sal Rec HPW	6,442,047	0.1546	541	0	541	32	573
34	HPD Police Records	5,917,289	0.1420	497	0	497	30	527
35	General Services	159,296,023	3.8224	13,367	0	13,367	803	14,170
36	HEC	25,934,110	0.6223	2,176	0	2,176	131	2,307
38	Police	945,059,108	22.6775	79,305	0	79,305	4,765	84,070
39	Dept of Neighborhoods	12,973,011	0.3113	1,089	0	1,089	65	1,154
40	Fire	486,286,441	11.6688	40,807	0	40,807	2,452	43,259
41	Municipal Court	30,466,246	0.7311	2,557	0	2,557	154	2,711
42	Solid Waste	109,956,590	2.6385	9,227	0	9,227	554	9,781
43	Houston Airport System (HAS)	293,167,119	7.0348	24,601	0	24,601	1,478	26,079
44	Housing & Community Dev	136,946,611	3.2861	11,492	0	11,492	690	12,182
45	Library	38,003,409	0.9119	3,189	0	3,189	192	3,381
46	Parks & Recreation	86,020,570	2.0641	7,218	0	7,218	434	7,652
47	Health Department	128,308,285	3.0789	10,767	0	10,767	647	11,414
48	Convention & Entertainment	563,419	0.0135	47	0	47	3	50
49	Fleet Management	83,327,028	1.9995	6,992	0	6,992	420	7,412
50	Planning & Dev Other	3,599,442	0.0864	302	0	302	18	320
51	Planning & Dev Spec Rev	6,109,004	0.1466	513	0	513	31	544
53	Finance Other	13,122,559	0.3149	1,101	0	1,101	66	1,167
54	ARA Insurance	17,482,315	0.4195	1,467	0	1,467	88	1,555
55	ARA BARC	11,773,952	0.2825	988	0	988	59	1,047
56	ARA Parking	9,064,109	0.2175	761	0	761	46	807
57	ARA Other	7,758,269	0.1862	651	0	651	39	690
58	IT Public Services	0	0.0000	0	0	0	0	0
59	Legal Insurance	13,146,070	0.3155	1,103	0	1,103	66	1,169
60	Legal Wkr Comp	233,402	0.0056	20	0	20	1	21
61	Mayor Cable TV	3,721,480	0.0893	312	0	312	19	331

Perf Mgmt Svcs Allocations

Dept:11 Finance Perform Mgmt

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
62	Mayor Other	28,243,113	0.6777	2,370	0	2,370	142	2,512
64	HR Health Benefits	374,620,042	8.9893	31,436	0	31,436	1,889	33,325
65	HR Long Term Disability	1,572,606	0.0377	132	0	132	8	140
66	HPW Bldg Insp	66,055,164	1.5850	5,543	0	5,543	333	5,876
67	HPW Stormwater	39,086,379	0.9379	3,280	0	3,280	197	3,477
68	HPW DDSR	73,297,429	1.7588	6,151	0	6,151	370	6,521
69	HPW Water & Sewer	457,564,377	10.9796	38,397	0	38,397	2,307	40,704
70	HPW Houston Transtar	2,556,139	0.0613	214	0	214	13	227
71	HPW Other	30,218,945	0.7251	2,536	0	2,536	152	2,688
72	Houston Permit Center	7,307,173	0.1753	613	0	613	37	650
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	4,616,913	0.1108	387	0	387	23	410
75	CIP S/R Engrg	7,535,195	0.1808	632	0	632	38	670
76	CIP S/R Constr	8,989,858	0.2157	754	0	754	45	799
77	CIP S/R Eng/Const	5,639,644	0.1353	473	0	473	28	501
78	CIP S/R Geo/Env	616,906	0.0148	52	0	52	3	55
79	CIP S/R Other	5,931,987	0.1423	498	0	498	30	528
80	CIP S/R GSD	4,037,055	0.0969	339	0	339	20	359
91	Hurricane Ike Aid & Recovery	10,583	0.0003	1	0	1	0	1
92	ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
93	HR-W.C.	29,441,323	0.7065	2,471	0	2,471	148	2,619
94	HITS Other	71,270,634	1.7102	5,981	0	5,981	359	6,340
95	Legal Other	0	0.0000	0	0	0	0	0
	Subtotal	4,167,395,111	100.0000	349,709	0	349,709	20,004	369,713
	Direct Bills					0		0
	Total					$349,709		$ 369,713

Basis Units: FY2020 expenditures excl TIRZ
Source: COH Expenditure Report

Allocation Summary

Dept:11 Finance Perform Mgmt

	Department	Perf Mgmt Svcs	Total
0	Direct Billed	$0	$0
03	Non-Departmental-Gen Gov	15,935	15,935
04	Finance Dir Office	161	161
05	Finance Financial Plg & Analys	170	170
06	Finance City Council	50	50
07	Finance Public Fin	72	72
08	Finance Reporting & Ops	273	273
09	Finance Internal Controls	0	0
10	Finance Grants	85	85
11	Finance Rev Perform Mgmnt	24	24
12	Finance Treasury	149	149
13	Finance Strat Purchasing	445	445
14	ARA Director Office	198	198
15	ARA Financial Services	83	83
16	ARA Operations	640	640
17	ARA Payroll Services	325	325
18	ARA Regulatory	50	50
19	HITS CIO	5	5
20	HITS EAS	3	3
21	HITS EIS	0	0
22	HITS Radio	526	526
23	Office Business Opportunity	310	310
24	Mayor	564	564
25	Human Resources	2,574	2,574
26	Legal	1,311	1,311
27	City Secretary	99	99
28	City Council	763	763
29	City Controller's Office	686	686
30	Health Administration	1,203	1,203
31	Planning & Dev Admin	230	230
33	CIP Sal Rec HPW	573	573
34	HPD Police Records	527	527
35	General Services	14,170	14,170
36	HEC	2,307	2,307
38	Police	84,070	84,070
39	Dept of Neighborhoods	1,154	1,154
40	Fire	43,259	43,259
41	Municipal Court	2,711	2,711
42	Solid Waste	9,781	9,781
43	Houston Airport System (HAS)	26,079	26,079
44	Housing & Community Dev	12,182	12,182
45	Library	3,381	3,381
46	Parks & Recreation	7,652	7,652
47	Health Department	11,414	11,414
48	Convention & Entertainment	50	50
49	Fleet Management	7,412	7,412
50	Planning & Dev Other	320	320
51	Planning & Dev Spec Rev	544	544
53	Finance Other	1,167	1,167
54	ARA Insurance	1,555	1,555
55	ARA BARC	1,047	1,047
56	ARA Parking	807	807
57	ARA Other	690	690
58	IT Public Services	0	0
59	Legal Insurance	1,169	1,169
60	Legal Wkr Comp	21	21

Allocation Summary

Dept:11 Finance Perform Mgmt

	Department	Perf Mgmt Svcs	Total
61	Mayor Cable TV	331	331
62	Mayor Other	2,512	2,512
64	HR Health Benefits	33,325	33,325
65	HR Long Term Disability	140	140
66	HPW Bldg Insp	5,876	5,876
67	HPW Stormwater	3,477	3,477
68	HPW DDSR	6,521	6,521
69	HPW Water & Sewer	40,704	40,704
70	HPW Houston Transtar	227	227
71	HPW Other	2,688	2,688
72	Houston Permit Center	650	650
73	CIP S/R Planning	0	0
74	CIP Sal Rec RE	410	410
75	CIP S/R Engrg	670	670
76	CIP S/R Constr	799	799
77	CIP S/R Eng/Const	501	501
78	CIP S/R Geo/Env	55	55
79	CIP S/R Other	528	528
80	CIP S/R GSD	359	359
91	Hurricane Ike Aid & Recovery	1	1
92	ARRA Reimbursement Fund	0	0
93	HR-W.C.	2,619	2,619
94	HITS Other	6,340	6,340
95	Legal Other	0	0
	Total	$ 369,709	$ 369,709

FINANCE – TREASURY
FUNCTION AND ALLOCATION BASIS

The Treasury section of the Treasury and Capital Management division in the Finance Department implements the treasury functions including revenue generation, maintenance and retention. Further this division is responsible for fiduciary accountability of funds, accounts for the collection of City's taxes and oversight of merchant service accounts related to performance, compliance and optimal finance functionality. Costs are identified and allocated as follows:

- **Treasury** – Costs are allocated on General Fund operating expenditures by department.
- **Collections** – Costs associated with Harris County Tax Office billing and collections are not allocated.

A. Department Costs

Dept:12 Finance Treasury

Description		Amount	General Admin	Treasury	Collections
Personnel Costs					
Salaries	S1	301,037	0	301,037	0
Salary % Split			.00%	100.00%	.00%
Benefits	P	132,588	0	132,588	0
Subtotal - Personnel Costs		433,625	0	433,625	0
Services & Supplies Cost					
Supplies	P	318	0	318	0
Services	P	37,388	0	37,388	0
Billing & Collection	P	1,204,579	0	0	1,204,579
Subtotal - Services & Supplies		1,242,285	0	37,706	1,204,579
Department Cost Total		1,675,910	0	471,331	1,204,579
Adjustments to Cost					
Subtotal - Adjustments		0	0	0	0
Total Costs After Adjustments		1,675,910	0	471,331	1,204,579
General Admin Distribution		0	0	0	0
Grand Total		$ 1,675,910	0	$ 471,331	$ 1,204,579
					not allocated

B. Incoming Costs-(Default Spread Salary%)

Dept:12 Finance Treasury

	Department	First Incoming	Second Incoming	Treasury	Collections
3	Insurance Retirees	$ 14,616	$ 119	$ 14,735	$ 0
3	Memberships	112	1	113	0
3	Consulting Services	40	0	40	0
3	Interest Costs	2,286	20	2,306	0
3	Other Misc	304	3	307	0
3	Non-Dept. Legal Svcs/Lobby	133	1	134	0
	Subtotal - Non-Dept-Gen Gov	17,491	144	17,635	0
4	Finance Dept Admin	108,177	32,641	140,818	0
	Subtotal - Fin Dir Office	108,177	32,641	140,818	0
5	Financial Plg & Analysis	1,768	99	1,867	0
	Subtotal - Fin Plg & Analysis	1,768	99	1,867	0
8	Gen Acctng	882	58	940	0
8	Auditing Svcs	1,013	0	1,013	0
8	Fin Operations	186	12	198	0
	Subtotal - Fin Reporting & Ops	2,081	70	2,151	0
9	Internal Controls	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0
10	Cost Accounting	145	10	155	0
10	Trust Funds Mgmt (TFM)	117	8	125	0
	Subtotal - Fin Grants	262	17	279	0
11	Perf Mgmt Svcs	141	8	149	0
	Subtotal - Fin Perform Mgmt	141	8	149	0
12	Treasury	0	540	540	0
	Subtotal - Fin Treasury	0	540	540	0
13	Purchasing	0	1,562	1,562	0
	Subtotal - Fin SPD	0	1,562	1,562	0
16	Records	0	152	152	0
	Subtotal - ARA Operations	0	152	152	0
17	Payroll Svcs	0	807	807	0
	Subtotal - ARA Payroll Svcs	0	807	807	0
18	Franchise	0	574	574	0
	Subtotal - ARA Regulatory	0	574	574	0
20	IT ERP	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0
21	Enterprise Optns	0	1.00-	1.00-	0
	Subtotal - HITS EIS	0	1-	1-	0
23	Certification	0	217	217	0
23	External Affairs & Outreach	0	123	123	0
	Subtotal - OBO	0	340	340	0
24	City Mayor Admin	0	899	899	0

B. Incoming Costs-(Default Spread Salary%)

Dept:12 Finance Treasury

	Department	First Incoming	Second Incoming	Treasury	Collections
24	Inter Gov Rel	$ 0	$ 122	$ 122	$ 0
	Subtotal - Mayor	0	1,021	1,021	0
25	Personnel Svcs	0	262	262	0
	Subtotal - Human Resources	0	262	262	0
27	City Sec Svcs	0	505	505	0
	Subtotal - City Secretary	0	505	505	0
28	City Council Svcs	0	4,551	4,551	0
	Subtotal - City Council	0	4,551	4,551	0
29	Controller Fin Svcs	0	4,832	4,832	0
29	Controller Treasury	0	681	681	0
	Subtotal - City Controller's	0	5,513	5,513	0
	Total Incoming	129,920	48,806	178,726	0
C.	Total Allocated		$ 1,854,636	$ 650,057	$ 1,204,579
				35.05%	64.95%

Treasury Allocations

Dept:12 Finance Treasury

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	82,729,036	4.4296	$ 26,633	$ 0	$ 26,633	$ 0	$ 26,633
04	Finance Dir Office	1,913,908	0.1025	616	0	616	0	616
05	Finance Financial Plg & Analys	2,027,473	0.1086	653	0	653	0	653
06	Finance City Council	590,822	0.0316	190	0	190	0	190
07	Finance Public Fin	853,136	0.0457	275	0	275	0	275
08	Finance Reporting & Ops	3,256,312	0.1744	1,048	0	1,048	0	1,048
10	Finance Grants	1,012,862	0.0542	326	0	326	0	326
11	Finance Rev Perform Mgmnt	286,832	0.0154	92	0	92	0	92
12	Finance Treasury	1,675,910	0.0897	540	0	540	0	540
13	Finance Strat Purchasing	5,009,668	0.2682	1,613	0	1,613	138	1,751
14	ARA Director Office	2,226,617	0.1192	717	0	717	61	778
15	ARA Financial Services	930,917	0.0498	300	0	300	26	326
16	ARA Operations	7,195,212	0.3853	2,316	0	2,316	198	2,514
17	ARA Payroll Services	3,661,365	0.1960	1,179	0	1,179	101	1,280
18	ARA Regulatory	563,043	0.0301	181	0	181	16	197
19	HITS CIO	53,942	0.0029	17	0	17	1	18
20	HITS EAS	34,916	0.0019	11	0	11	1	12
21	HITS EIS	1,587	0.0001	1	0	1	0	1
22	HITS Radio	5,905,138	0.3162	1,901	0	1,901	163	2,064
23	Office Business Opportunity	3,335,200	0.1786	1,074	0	1,074	92	1,166
24	Mayor	4,509,595	0.2415	1,452	0	1,452	124	1,576
25	Human Resources	2,370,799	0.1269	763	0	763	65	828
26	Legal	14,739,750	0.7892	4,745	0	4,745	406	5,151
27	City Secretary	1,113,926	0.0596	359	0	359	31	390
28	City Council	8,576,575	0.4592	2,761	0	2,761	236	2,997
29	City Controller's Office	7,709,657	0.4128	2,482	0	2,482	212	2,694
30	Health Administration	13,520,750	0.7239	4,353	0	4,353	372	4,725
31	Planning & Dev Admin	2,582,388	0.1383	831	0	831	71	902
34	HPD Police Records	5,917,289	0.3168	1,905	0	1,905	163	2,068
35	General Services	38,809,543	2.0780	12,494	0	12,494	1,068	13,562
38	Police	872,472,525	46.7148	280,873	0	280,873	24,013	304,886
39	Dept of Neighborhoods	10,368,801	0.5552	3,338	0	3,338	285	3,623
40	Fire	474,253,450	25.3929	152,675	0	152,675	13,053	165,728
41	Municipal Court	27,736,646	1.4851	8,929	0	8,929	763	9,692
42	Solid Waste	91,428,752	4.8954	29,433	0	29,433	2,516	31,949
44	Housing & Community Dev	528,979	0.0283	170	0	170	15	185
45	Library	35,918,061	1.9232	11,563	0	11,563	989	12,552
46	Parks & Recreation	68,553,389	3.6706	22,069	0	22,069	1,887	23,956
47	Health Department	32,043,352	1.7157	10,316	0	10,316	882	11,198
49	Fleet Management	6,718	0.0004	2	0	2	0	2
50	Planning & Dev Other	1,283,689	0.0687	413	0	413	35	448
53	Finance Other	122,156	0.0065	39	0	39	3	42
55	ARA BARC	1,281-	0.0001-	0	0	0	0.04-	0.04-
57	ARA Other	3,702,401	0.1982	1,192	0	1,192	102	1,294
58	IT Public Services	0	0.0000	0	0	0	0	0
61	Mayor Cable TV	0	0.0000	0	0	0	0	0
64	HR Health Benefits	0	0.0000	0	0	0	0	0
71	HPW Other	26,126,624	1.3989	8,411	0	8,411	719	9,130
94	HITS Other	175-	0.0000	0	0	0	0	0
	Subtotal	1,867,658,255	100.0000	601,251	0	601,251	48,806	650,057
	Direct Bills					0		0
	Total					$601,251		$ 650,057

Treasury Allocations

Dept:12 Finance Treasury

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total

Basis Units: FY2020 actual GF expenditures excl TIRZ
Source: COH Expenditure Report

Allocation Summary

Dept:12 Finance Treasury

	Department	Treasury	Collections	Total
0	Direct Billed	$0	$0	$0
03	Non-Departmental-Gen Gov	26,633	0	26,633
04	Finance Dir Office	616	0	616
05	Finance Financial Plg & Analys	653	0	653
06	Finance City Council	190	0	190
07	Finance Public Fin	275	0	275
08	Finance Reporting & Ops	1,048	0	1,048
10	Finance Grants	326	0	326
11	Finance Rev Perform Mgmnt	92	0	92
12	Finance Treasury	540	0	540
13	Finance Strat Purchasing	1,751	0	1,751
14	ARA Director Office	778	0	778
15	ARA Financial Services	326	0	326
16	ARA Operations	2,514	0	2,514
17	ARA Payroll Services	1,280	0	1,280
18	ARA Regulatory	197	0	197
19	HITS CIO	18	0	18
20	HITS EAS	12	0	12
21	HITS EIS	1	0	1
22	HITS Radio	2,064	0	2,064
23	Office Business Opportunity	1,166	0	1,166
24	Mayor	1,576	0	1,576
25	Human Resources	828	0	828
26	Legal	5,151	0	5,151
27	City Secretary	390	0	390
28	City Council	2,997	0	2,997
29	City Controller's Office	2,694	0	2,694
30	Health Administration	4,725	0	4,725
31	Planning & Dev Admin	902	0	902
34	HPD Police Records	2,068	0	2,068
35	General Services	13,562	0	13,562
38	Police	304,886	0	304,886
39	Dept of Neighborhoods	3,623	0	3,623
40	Fire	165,728	0	165,728
41	Municipal Court	9,692	0	9,692
42	Solid Waste	31,949	0	31,949
44	Housing & Community Dev	185	0	185
45	Library	12,552	0	12,552
46	Parks & Recreation	23,956	0	23,956
47	Health Department	11,198	0	11,198
49	Fleet Management	2	0	2
50	Planning & Dev Other	448	0	448
53	Finance Other	42	0	42
55	ARA BARC	0	0	0
57	ARA Other	1,294	0	1,294
58	IT Public Services	0	0	0
61	Mayor Cable TV	0	0	0
64	HR Health Benefits	0	0	0
71	HPW Other	9,130	0	9,130
94	HITS Other	0	0	0
	Total	$ 650,058	$ 0	$ 650,058

FINANCE DEPARTMENT – STRATEGIC PROCUREMENT DIVISION
FUNCTION AND ALLOCATION BASIS

The General Fund functions of the Strategic Procurement division (SPD) are to:

- Develop procurement strategy in alignment with the City's strategic vision; promote continuous improvement and provide guidance in the implementation of best practices, State of Texas Bid Laws, the City's and other applicable procurement laws, policies and procedures.

- Manage citywide procurement of goods, work services, and equipment in accordance with applicable laws, City policies and procedures through procurement contracts and P-Card program.

- Minimize costs to the city by leveraging spending authority and improve efficiencies by aggregating similar requirements across city departments.

Costs of procurement division activities are allocated based on the number of purchasing transactions by department.

A. Department Costs

Dept:13 Finance Strategic Purchasing

Description		Amount	General Admin	Purchasing
Personnel Costs				
Salaries	S1	3,223,245	0	3,223,245
Salary % Split			.00%	100.00%
Benefits	S	1,616,113	0	1,616,113
Subtotal - Personnel Costs		4,839,357	0	4,839,357
Services & Supplies Cost				
Supplies	S	43,887	0	43,887
Services	S	126,425	0	126,425
Subtotal - Services & Supplies		170,312	0	170,312
Department Cost Total		5,009,669	0	5,009,669
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		5,009,669	0	5,009,669
General Admin Distribution			0	0
Grand Total		$ 5,009,669		$ 5,009,669

B. Incoming Costs-(Default Spread Salary%)

Dept:13 Finance Strategic Purchasing

	Department	First Incoming	Second Incoming	Purchasing
3	Insurance Retirees	$ 136,657	$ 1,114	$ 137,771
3	Memberships	1,043	9	1,052
3	Consulting Services	34	0	34
3	Interest Costs	6,834	58	6,892
3	Other Misc	910	8	918
3	Non-Dept. Legal Svcs/Lobby	1,245	10	1,255
	Subtotal - Non-Dept-Gen Gov	146,723	1,199	147,922
4	Finance Dept Admin	1,011,453	305,196	1,316,649
	Subtotal - Fin Dir Office	1,011,453	305,196	1,316,649
5	Financial Plg & Analysis	1,467	82	1,549
	Subtotal - Fin Plg & Analysis	1,467	82	1,549
8	Gen Acctng	732	48	780
8	Auditing Svcs	841	0	841
8	Fin Operations	556	37	593
	Subtotal - Fin Reporting & Ops	2,129	85	2,214
9	Internal Controls	0	0	0
	Subtotal - Fin Int Controls	0	0	0
10	Cost Accounting	433	29	462
10	Trust Funds Mgmt (TFM)	351	23	374
	Subtotal - Fin Grants	784	52	836
11	Perf Mgmt Svcs	420	25	445
	Subtotal - Fin Perform Mgmt	420	25	445
12	Treasury	1,613	138	1,751
	Subtotal - Fin Treasury	1,613	138	1,751
13	Purchasing	0	2,082	2,082
	Subtotal - Fin SPD	0	2,082	2,082
16	Records	0	1,419	1,419
	Subtotal - ARA Operations	0	1,419	1,419
17	Payroll Svcs	0	7,548	7,548
	Subtotal - ARA Payroll Svcs	0	7,548	7,548
18	Franchise	0	1,715	1,715
	Subtotal - ARA Regulatory	0	1,715	1,715
20	IT ERP	0	0	0
	Subtotal - HITS EAS	0	0	0
21	Enterprise Optns	0	1.00-	1.00-
	Subtotal - HITS EIS	0	1-	1-
23	Certification	0	2,032	2,032
23	Contract Compliance	0	91,769	91,769
23	Reporting & Analytics	0	25,375	25,375
23	External Affairs & Outreach	0	1,152	1,152
	Subtotal - OBO	0	120,328	120,328

B. Incoming Costs-(Default Spread Salary%)

Dept:13 Finance Strategic Purchasing

	Department	First Incoming	Second Incoming	Purchasing
24	City Mayor Admin	0	8,410	8,410
24	Inter Gov Rel	0	1,137	1,137
	Subtotal - Mayor	0	9,547	9,547
25	Personnel Svcs	0	2,453	2,453
	Subtotal - Human Resources	0	2,453	2,453
27	City Sec Svcs	0	1,510	1,510
	Subtotal - City Secretary	0	1,510	1,510
28	City Council Svcs	0	13,605	13,605
	Subtotal - City Council	0	13,605	13,605
29	Controller Fin Svcs	0	4,011	4,011
29	Controller Treasury	0	2,035	2,035
	Subtotal - City Controller's	0	6,046	6,046
	Total Incoming	1,164,589	473,030	1,637,619
C.	Total Allocated		$ 6,647,288	$ 6,647,288
				100.00%

Purchasing Allocations

Dept:13 Finance Strategic Purchasing

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	86	0.7251	$ 44,771	$ 0	$ 44,771	$ 0	$ 44,771
04	Finance Dir Office	1	0.0084	521	0	521	0	521
05	Finance Financial Plg & Analys	0	0.0000	0	0	0	0	0
06	Finance City Council	6	0.0506	3,124	0	3,124	0	3,124
07	Finance Public Fin	0	0.0000	0	0	0	0	0
08	Finance Reporting & Ops	6	0.0506	3,124	0	3,124	0	3,124
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	0	0.0000	0	0	0	0	0
12	Finance Treasury	3	0.0253	1,562	0	1,562	0	1,562
13	Finance Strat Purchasing	4	0.0337	2,082	0	2,082	0	2,082
14	ARA Director Office	6	0.0506	3,124	0	3,124	241	3,365
16	ARA Operations	11	0.0927	5,727	0	5,727	443	6,170
17	ARA Payroll Services	0	0.0000	0	0	0	0	0
19	HITS CIO	0	0.0000	0	0	0	0	0
20	HITS EAS	0	0.0000	0	0	0	0	0
22	HITS Radio	98	0.8263	51,018	0	51,018	3,944	54,962
23	Office Business Opportunity	5	0.0422	2,603	0	2,603	201	2,804
24	Mayor	9	0.0759	4,685	0	4,685	362	5,047
25	Human Resources	101	0.8516	52,580	0	52,580	4,065	56,645
26	Legal	15	0.1265	7,809	0	7,809	604	8,413
27	City Secretary	6	0.0506	3,124	0	3,124	241	3,365
28	City Council	13	0.1096	6,768	0	6,768	523	7,291
29	City Controller's Office	37	0.3120	19,262	0	19,262	1,489	20,751
30	Health Administration	23	0.1939	11,974	0	11,974	926	12,900
31	Planning & Dev Admin	11	0.0927	5,727	0	5,727	443	6,170
33	CIP Sal Rec HPW	14	0.1180	7,288	0	7,288	563	7,851
34	HPD Police Records	1	0.0084	521	0	521	40	561
35	General Services	1,039	8.7605	540,898	0	540,898	41,813	582,711
36	HEC	11	0.0927	5,727	0	5,727	443	6,170
38	Police	906	7.6391	471,659	0	471,659	36,461	508,120
39	Dept of Neighborhoods	137	1.1551	71,322	0	71,322	5,513	76,835
40	Fire	279	2.3524	145,246	0	145,246	11,228	156,474
41	Municipal Court	67	0.5649	34,880	0	34,880	2,696	37,576
42	Solid Waste	406	3.4233	211,362	0	211,362	16,339	227,701
43	Houston Airport System (HAS)	1,582	13.3390	823,581	0	823,581	63,666	887,247
44	Housing & Community Dev	1,318	11.1130	686,144	0	686,144	53,041	739,185
45	Library	309	2.6054	160,864	0	160,864	12,435	173,299
46	Parks & Recreation	538	4.5363	280,080	0	280,080	21,651	301,731
47	Health Department	655	5.5228	340,990	0	340,990	26,360	367,350
48	Convention & Entertainment	2	0.0169	1,041	0	1,041	80	1,121
49	Fleet Management	1,080	9.1062	562,243	0	562,243	43,463	605,706
50	Planning & Dev Other	22	0.1855	11,453	0	11,453	885	12,338
51	Planning & Dev Spec Rev	29	0.2445	15,097	0	15,097	1,167	16,264
52	General Debt	0	0.0000	0	0	0	0	0
53	Finance Other	12	0.1012	6,247	0	6,247	483	6,730
54	ARA Insurance	9	0.0759	4,685	0	4,685	362	5,047
55	ARA BARC	65	0.5481	33,839	0	33,839	2,616	36,455
56	ARA Parking	49	0.4132	25,509	0	25,509	1,972	27,481
57	ARA Other	11	0.0927	5,727	0	5,727	443	6,170
59	Legal Insurance	53	0.4469	27,592	0	27,592	2,133	29,725
61	Mayor Cable TV	22	0.1855	11,453	0	11,453	885	12,338
62	Mayor Other	333	2.8078	173,358	0	173,358	13,401	186,759
63	TIRZ	6	0.0506	3,124	0	3,124	241	3,365
64	HR Health Benefits	77	0.6492	40,086	0	40,086	3,099	43,185
65	HR Long Term Disability	3	0.0253	1,562	0	1,562	121	1,683
66	HPW Bldg Insp	82	0.6914	42,689	0	42,689	3,300	45,989

Purchasing Allocations

Dept:13 Finance Strategic Purchasing

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
67	HPW Stormwater	111	0.9359	57,786	0	57,786	4,467	62,253
68	HPW DDSR	182	1.5346	94,748	0	94,748	7,324	102,072
69	HPW Water & Sewer	1,424	12.0067	741,327	0	741,327	57,307	798,634
70	HPW Houston Transtar	28	0.2361	14,577	0	14,577	1,127	15,704
71	HPW Other	74	0.6239	38,524	0	38,524	2,978	41,502
72	Houston Permit Center	41	0.3457	21,344	0	21,344	1,650	22,994
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	21	0.1771	10,933	0	10,933	845	11,778
75	CIP S/R Engrg	5	0.0422	2,603	0	2,603	201	2,804
76	CIP S/R Constr	11	0.0927	5,727	0	5,727	443	6,170
77	CIP S/R Eng/Const	5	0.0422	2,603	0	2,603	201	2,804
78	CIP S/R Geo/Env	0	0.0000	0	0	0	0	0
79	CIP S/R Other	2	0.0169	1,041	0	1,041	80	1,121
93	HR-W.C.	25	0.2108	13,015	0	13,015	1,006	14,021
94	HITS Other	373	3.1450	194,182	0	194,182	15,011	209,193
95	Legal Other	0	0.0000	0	0	0	0	0
	Subtotal	11,860	100.0000	6,174,262	0	6,174,262	473,026	6,647,288
	Direct Bills					0		0
	Total					$6,174,262		$ 6,647,288

Basis Units: Number of purchasing transactions
Source: COH Transaction Report

Allocation Summary

Dept:13 Finance Strategic Purchasing

	Department	Purchasing	Total
0	Direct Billed	$0	$0
03	Non-Departmental-Gen Gov	44,771	44,771
04	Finance Dir Office	521	521
05	Finance Financial Plg & Analys	0	0
06	Finance City Council	3,124	3,124
07	Finance Public Fin	0	0
08	Finance Reporting & Ops	3,124	3,124
09	Finance Internal Controls	0	0
10	Finance Grants	0	0
12	Finance Treasury	1,562	1,562
13	Finance Strat Purchasing	2,082	2,082
14	ARA Director Office	3,365	3,365
16	ARA Operations	6,170	6,170
17	ARA Payroll Services	0	0
19	HITS CIO	0	0
20	HITS EAS	0	0
22	HITS Radio	54,962	54,962
23	Office Business Opportunity	2,804	2,804
24	Mayor	5,047	5,047
25	Human Resources	56,645	56,645
26	Legal	8,413	8,413
27	City Secretary	3,365	3,365
28	City Council	7,291	7,291
29	City Controller's Office	20,751	20,751
30	Health Administration	12,900	12,900
31	Planning & Dev Admin	6,170	6,170
33	CIP Sal Rec HPW	7,851	7,851
34	HPD Police Records	561	561
35	General Services	582,711	582,711
36	HEC	6,170	6,170
38	Police	508,120	508,120
39	Dept of Neighborhoods	76,835	76,835
40	Fire	156,474	156,474
41	Municipal Court	37,576	37,576
42	Solid Waste	227,701	227,701
43	Houston Airport System (HAS)	887,247	887,247
44	Housing & Community Dev	739,185	739,185
45	Library	173,299	173,299
46	Parks & Recreation	301,731	301,731
47	Health Department	367,350	367,350
48	Convention & Entertainment	1,121	1,121
49	Fleet Management	605,706	605,706
50	Planning & Dev Other	12,338	12,338
51	Planning & Dev Spec Rev	16,264	16,264
52	General Debt	0	0
53	Finance Other	6,730	6,730
54	ARA Insurance	5,047	5,047
55	ARA BARC	36,455	36,455
56	ARA Parking	27,481	27,481
57	ARA Other	6,170	6,170
59	Legal Insurance	29,725	29,725
61	Mayor Cable TV	12,338	12,338
62	Mayor Other	186,759	186,759
63	TIRZ	3,365	3,365
64	HR Health Benefits	43,185	43,185
65	HR Long Term Disability	1,683	1,683

Allocation Summary

Dept:13 Finance Strategic Purchasing

	Department	Purchasing	Total
66	HPW Bldg Insp	45,989	45,989
67	HPW Stormwater	62,253	62,253
68	HPW DDSR	102,072	102,072
69	HPW Water & Sewer	798,634	798,634
70	HPW Houston Transtar	15,704	15,704
71	HPW Other	41,502	41,502
72	Houston Permit Center	22,994	22,994
73	CIP S/R Planning	0	0
74	CIP Sal Rec RE	11,778	11,778
75	CIP S/R Engrg	2,804	2,804
76	CIP S/R Constr	6,170	6,170
77	CIP S/R Eng/Const	2,804	2,804
78	CIP S/R Geo/Env	0	0
79	CIP S/R Other	1,121	1,121
93	HR-W.C.	14,021	14,021
94	HITS Other	209,193	209,193
95	Legal Other	0	0
	Total	$ 6,647,284	$ 6,647,284

ADMINISTRATION AND REGULATORY AFFAIRS – DIRECTOR'S OFFICE
FUNCTION AND ALLOCATION BASIS

The Director's Office of the Administration and Regulatory Affairs Department (ARA) is responsible for establishing a vision and a implementation plan for the Department to best achieve the goals of the City of Houston for administrative and regulatory matters including but not limited to: regulatory permitting, regulation of utilities, oversight of the collection and management of ROW franchises, animal control, on-street parking, and 311; for strategic long-term planning for the Department; for the establishment of customer service goals and performance measurement for the Department; and for the implementation and monitoring of policies and procedures for the Department.

• **Department Administration** – Costs are allocated based on the number of FTE positions supported.

• **ARA Administration Non-Parking** – Costs are allocated based upon the number of FTE positions supported.

A. Department Costs

Dept:14 ARA Director Office

Description		Amount	General Admin	ARA Dept Admin	ARA Non Parking
Personnel Costs					
Salaries	S1	635,834	0	635,834	0
Salary % Split			.00%	100.00%	.00%
Benefits	S	288,731	0	288,731	0
Subtotal - Personnel Costs		924,565	0	924,565	
Services & Supplies Cost					
Supplies	S	41,138	0	41,138	0
Services	S	1,260,916	0	1,260,916	0
Subtotal - Services & Supplies		1,302,054	0	1,302,054	
Department Cost Total		2,226,619	0	2,226,619	
Adjustments to Cost					
Subtotal - Adjustments			0	0	0
Total Costs After Adjustments		2,226,619	0	2,226,619	
General Admin Distribution			0	0	0
Grand Total		$ 2,226,619		$ 2,226,619	

B. Incoming Costs-(Default Spread Salary%)

Dept:14 ARA Director Office

	Department	First Incoming	Second Incoming	ARA Dept Admin	ARA Non Parking
2	Equip Deprec	$ 300	$ 0	$ 300	$ 0
	Subtotal - Equipment Depn	300	0	300	0
3	Insurance Retirees	21,193	173	21,366	0
3	Memberships	162	1	163	0
3	Consulting Services	105	1	106	0
3	Interest Costs	3,037	26	3,063	0
3	Other Misc	404	3	407	0
3	Claims & Judge	9,821	80	9,901	0
3	Non-Dept. Legal Svcs/Lobby	193	2	195	0
3	Walker Rent	389,864	3,178	393,042	0
3	Dept Specific	178,182	1,453	179,635	0
	Subtotal - Non-Dept-Gen Gov	602,961	4,917	607,878	0
5	Financial Plg & Analysis	4,604	257	4,861	0
	Subtotal - Fin Plg & Analysis	4,604	257	4,861	0
8	Gen Acctng	2,297	151	2,448	0
8	Fixed Assets	4,169	266	4,435	0
8	Auditing Svcs	2,639	0	2,639	0
8	Fin Operations	247	17	264	0
	Subtotal - Fin Reporting & Ops	9,352	433	9,785	0
9	Internal Controls	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0
10	Cost Accounting	192	13	205	0
10	Trust Funds Mgmt (TFM)	156	10	166	0
	Subtotal - Fin Grants	348	23	371	0
11	Perf Mgmt Svcs	187	11	198	0
	Subtotal - Fin Perform Mgmt	187	11	198	0
12	Treasury	717	61	778	0
	Subtotal - Fin Treasury	717	61	778	0
13	Purchasing	3,124	241	3,365	0
	Subtotal - Fin SPD	3,124	241	3,365	0
15	Budgeting & Accounting Support	0	4,323	4,323	0
15	Accounts Payable	0	6,563	6,563	0
	Subtotal - ARA Financial Svcs	0	10,886	10,886	0
16	Mailroom	0	46,637	46,637	0
16	Property	0	947	947	0
16	Records	0	220	220	0
16	3-1-1 Svcs *	0	389,326	0	389,326
	Subtotal - ARA Operations	0	437,130	47,804	389,326
17	Payroll Svcs	0	1,171	1,171	0
	Subtotal - ARA Payroll Svcs	0	1,171	1,171	0
18	Franchise	0	762	762	0
	Subtotal - ARA Regulatory	0	762	762	0

B. Incoming Costs-(Default Spread Salary%)

Dept:14 ARA Director Office

	Department	First Incoming	Second Incoming	ARA Dept Admin	ARA Non Parking
20	Enterprise Appl	$ 0	$ 0	$ 0	$ 0
20	IT ERP	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0
21	Client Svcs	0	0	0	0
21	NW Data	0	0	0	0
21	NW Voice	0	0	0	0
21	Enterprise Optns	0	2.00-	2.00-	0
	Subtotal - HITS EIS	0	2-	2-	0
23	Certification	0	315	315	0
23	Contract Compliance	0	20,310	20,310	0
23	Reporting & Analytics	0	2,380	2,380	0
23	Dept Services	0	4,683	4,683	0
23	External Affairs & Outreach	0	179	179	0
	Subtotal - OBO	0	27,867	27,867	0
24	City Mayor Admin	0	1,304	1,304	0
24	Inter Gov Rel	0	176	176	0
	Subtotal - Mayor	0	1,480	1,480	0
25	Selection	0	12,259	12,259	0
25	Personnel Svcs	0	380	380	0
	Subtotal - Human Resources	0	12,639	12,639	0
26	Legal Svcs *	0	481,064	0	481,064
26	Inspector General	0	13,206	13,206	0
	Subtotal - Legal	0	494,270	13,206	481,064
27	City Sec Svcs	0	671	671	0
	Subtotal - City Secretary	0	671	671	0
28	City Council Svcs	0	6,047	6,047	0
	Subtotal - City Council	0	6,047	6,047	0
29	Controller Fin Svcs	0	12,583	12,583	0
29	Controller Treasury	0	904	904	0
	Subtotal - City Controller's	0	13,487	13,487	0
35	Building Svcs	0	254,486	254,486	0
35	Utilities	0	117,041	117,041	0
35	Real Estate	0	19,188	19,188	0
	Subtotal - General Services	0	390,715	390,715	0
	Total Incoming	621,593	1,403,067	1,154,270	870,390
C.	Total Allocated		$ 4,251,279	$ 3,380,889	$ 870,390
				79.53%	20.47%

ARA Dept Admin Allocations

Dept:14 ARA Director Office

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
15	ARA Financial Services	5.00	1.4463	$ 41,195	$ 0	$ 41,195	$ 7,704	$ 48,899
16	ARA Operations	87.40	25.2820	720,086	0	720,086	134,672	854,758
17	ARA Payroll Services	36.50	10.5583	300,722	0	300,722	56,242	356,964
18	ARA Regulatory	5.00	1.4463	41,195	0	41,195	7,704	48,899
54	ARA Insurance	4.80	1.3885	39,547	0	39,547	7,396	46,943
55	ARA BARC	107.40	31.0674	884,865	0	884,865	165,489	1,050,354
56	ARA Parking	67.90	19.6413	559,426	0	559,426	104,625	664,051
57	ARA Other	31.70	9.1698	261,175	0	261,175	48,845	310,020
	Subtotal	345.70	100.0000	2,848,211	0	2,848,211	532,678	3,380,889
	Direct Bills					0		0
	Total					$2,848,211		$ 3,380,889

Basis Units: Number of FTE positions supported
Source: COH FTE Report

ARA Non-Parking Allocations

Dept:14 ARA Director Office

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
15	ARA Financial Services	5.00	1.7999	$ 0	$ 0	$ 0	$ 15,666	$ 15,666
16	ARA Operations	87.40	31.4615	0	0	0	273,838	273,838
17	ARA Payroll Services	36.50	13.1389	0	0	0	114,360	114,360
18	ARA Regulatory	5.00	1.7999	0	0	0	15,666	15,666
54	ARA Insurance	4.80	1.7279	0	0	0	15,039	15,039
55	ARA BARC	107.40	38.6609	0	0	0	336,501	336,501
57	ARA Other	31.70	11.4111	0	0	0	99,321	99,321
	Subtotal	277.80	100.0000	0	0	0	870,390	870,390
	Direct Bills					0		0
	Total					$0		$ 870,390

Basis Units: Number of FTE positions supported excl Parking
Source: COH FTE Report

Allocation Summary

Dept:14 ARA Director Office

	Department	ARA Dept Admin	ARA Non Parking	Total
0	Direct Billed	$0	$0	$0
15	ARA Financial Services	48,899	15,666	64,565
16	ARA Operations	854,758	273,838	1,128,596
17	ARA Payroll Services	356,964	114,360	471,324
18	ARA Regulatory	48,899	15,666	64,565
54	ARA Insurance	46,943	15,039	61,982
55	ARA BARC	1,050,354	336,501	1,386,855
56	ARA Parking	664,051	0	664,051
57	ARA Other	310,020	99,321	409,341
	Total	$ 3,380,888	$ 870,391	$ 4,251,279

ADMINISTRATION AND REGULATORY AFFAIRS - FINANCIAL SERVICES
FUNCTION AND ALLOCATION BASIS

The Financial Services division provides services for the following departments:

- **Budgeting and Accounting** – Support for Administration and Regulatory Affairs (ARA) and Mayor's Office.
- **Accounts Payable Processing –** Invoice and payments for ARA, Mayor's Office and Department of Neighborhoods.

Costs are allocated based on the number of FTE positions in departments served.

A. Department Costs

Dept:15 ARA Financial Svcs

Description		Amount	General Admin	Budgeting & Accounting Support	Accounts Payable
Personnel Costs					
Salaries	S1	440,740	0	151,808	288,932
Salary % Split			.00%	34.44%	65.56%
Salaries	S	208,713	0	71,889	136,824
Subtotal - Personnel Costs		649,453	0	223,697	425,756
Services & Supplies Cost					
Supplies	S	990	0	341	649
Services	S	280,474	0	96,607	183,868
Subtotal - Services & Supplies		281,464	0	96,948	184,517
Department Cost Total		930,917	0	320,645	610,273
Adjustments to Cost					
Subtotal - Adjustments			0	0	0
Total Costs After Adjustments		930,917	0	320,645	610,273
General Admin Distribution			0	0	0
Grand Total		$ 930,917		$ 320,645	$ 610,273

B. Incoming Costs-(Default Spread Salary%)

Dept:15 ARA Financial Svcs

	Department	First Incoming	Second Incoming	Budgeting & Accounting Support	Accounts Payable
3	Insurance Retirees	$ 18,270	$ 149	$ 6,344	$ 12,075
3	Memberships	140	1	49	93
3	Consulting Services	12	0	4	8
3	Interest Costs	1,270	11	441	840
3	Other Misc	169	1	59	112
3	Non-Dept. Legal Svcs/Lobby	166	1	58	110
	Subtotal - Non-Dept-Gen Gov	20,027	164	6,955	13,236
5	Financial Plg & Analysis	528	29	192	365
	Subtotal - Fin Plg & Analysis	528	29	192	365
8	Gen Acctng	264	17	97	184
8	Auditing Svcs	303	0	104	199
8	Fin Operations	103	7	38	72
	Subtotal - Fin Reporting & Ops	670	24	239	455
9	Internal Controls	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0
10	Cost Accounting	80	5	29	56
10	Trust Funds Mgmt (TFM)	0	69	24	45
	Subtotal - Fin Grants	80	75	53	101
11	Perf Mgmt Svcs	78	5	28	54
	Subtotal - Fin Perform Mgmt	78	5	28	54
12	Treasury	300	26	112	213
	Subtotal - Fin Treasury	300	26	112	213
14	ARA Dept Admin	41,195	7,704	16,843	32,057
14	ARA Non - Parking	0	15,666	5,396	10,270
	Subtotal - ARA Dir Office	41,195	23,370	22,239	42,326
15	Budgeting & Accounting Support	0	3,727	1,284	2,443
15	Accounts Payable	0	5,658	1,949	3,709
	Subtotal - ARA Financial Svcs	0	9,385	3,233	6,152
16	Records	0	190	65	125
	Subtotal - ARA Operations	0	190	65	125
17	Payroll Svcs	0	1,009	348	661
	Subtotal - ARA Payroll Svcs	0	1,009	348	661
18	Franchise	0	319	110	209
	Subtotal - ARA Regulatory	0	319	110	209
20	IT ERP	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0
21	Enterprise Optns	0	0	0	0
	Subtotal - HITS EIS	0	0	0	0
23	Certification	0	272	94	178
23	External Affairs & Outreach	0	154	53	101
	Subtotal - OBO	0	426	147	279

B. Incoming Costs-(Default Spread Salary%)

Dept:15 ARA Financial Svcs

	Department	First Incoming	Second Incoming	Budgeting & Accounting Support	Accounts Payable
24	City Mayor Admin	0	1,124	387	737
24	Inter Gov Rel	0	152	52	100
	Subtotal - Mayor	0	1,276	440	837
25	Personnel Svcs	0	328	113	215
	Subtotal - Human Resources	0	328	113	215
27	City Sec Svcs	0	281	97	184
	Subtotal - City Secretary	0	281	97	184
28	City Council Svcs	0	2,528	871	1,657
	Subtotal - City Council	0	2,528	871	1,657
29	Controller Fin Svcs	0	1,444	497	947
29	Controller Treasury	0	378	130	248
	Subtotal - City Controller's	0	1,822	628	1,194
	Total Incoming	62,878	41,257	35,868	68,267
C.	Total Allocated		$ 1,035,052	$ 356,513	$ 678,539
				34.44%	65.56%

Budgeting & Accounting Support Allocations

Dept:15 ARA Financial Svcs

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
14	ARA Director Office	5.80	1.2628	$ 4,323	$ 0	$ 4,323	$ 0	$ 4,323
15	ARA Financial Services	5.00	1.0886	3,727	0	3,727	0	3,727
16	ARA Operations	87.40	19.0290	65,141	0	65,141	2,765	67,906
17	ARA Payroll Services	36.50	7.9469	27,204	0	27,204	1,155	28,359
18	ARA Regulatory	5.00	1.0886	3,727	0	3,727	158	3,885
24	Mayor	36.80	8.0122	27,428	0	27,428	1,164	28,592
54	ARA Insurance	4.80	1.0451	3,578	0	3,578	152	3,730
55	ARA BARC	107.40	23.3834	80,047	0	80,047	3,397	83,444
56	ARA Parking	67.90	14.7834	50,607	0	50,607	2,148	52,755
57	ARA Other	31.70	6.9018	23,627	0	23,627	1,003	24,630
61	Mayor Cable TV	18.70	4.0714	13,937	0	13,937	592	14,529
62	Mayor Other	46.40	10.1023	34,583	0	34,583	1,468	36,051
63	TIRZ	5.90	1.2846	4,397	0	4,397	187	4,584
	Subtotal	459.30	100.0000	342,326	0	342,326	14,187	356,513
	Direct Bills					0		0
	Total					$342,326		$ 356,513

Basis Units: Number of FTE positions supported
Source: COH FTE Report

Accounts Payable Allocations

Dept:15 ARA Financial Svcs

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
14	ARA Director Office	5.80	1.0073	$ 6,563	$ 0	$ 6,563	$ 0	$ 6,563
15	ARA Financial Services	5.00	0.8684	5,658	0	5,658	0	5,658
16	ARA Operations	87.40	15.1789	98,896	0	98,896	4,177	103,073
17	ARA Payroll Services	36.50	6.3390	41,301	0	41,301	1,744	43,045
18	ARA Regulatory	5.00	0.8684	5,658	0	5,658	239	5,897
24	Mayor	36.80	6.3911	41,640	0	41,640	1,759	43,399
39	Dept of Neighborhoods	116.50	20.2327	131,823	0	131,823	5,568	137,391
54	ARA Insurance	4.80	0.8336	5,431	0	5,431	229	5,660
55	ARA BARC	107.40	18.6523	121,526	0	121,526	5,133	126,659
56	ARA Parking	67.90	11.7923	76,831	0	76,831	3,245	80,076
57	ARA Other	31.70	5.5054	35,870	0	35,870	1,515	37,385
61	Mayor Cable TV	18.70	3.2477	21,160	0	21,160	894	22,054
62	Mayor Other	46.40	8.0584	52,503	0	52,503	2,218	54,721
63	TIRZ	5.90	1.0247	6,676	0	6,676	282	6,958
	Subtotal	575.80	100.0000	651,536	0	651,536	27,003	678,539
	Direct Bills					0		0
	Total					$651,536		$ 678,539

Basis Units: Number of FTE positions supported
Source: COH FTE Report

Allocation Summary

Dept:15 ARA Financial Svcs

	Department	Budgeting & Accounting Support	Accounts Payable	Total
0	Direct Billed	$0	$0	$0
14	ARA Director Office	4,323	6,563	10,886
15	ARA Financial Services	3,727	5,658	9,385
16	ARA Operations	67,906	103,073	170,979
17	ARA Payroll Services	28,359	43,045	71,404
18	ARA Regulatory	3,885	5,897	9,782
24	Mayor	28,592	43,399	71,991
39	Dept of Neighborhoods	0	137,391	137,391
54	ARA Insurance	3,730	5,660	9,390
55	ARA BARC	83,444	126,659	210,103
56	ARA Parking	52,755	80,076	132,831
57	ARA Other	24,630	37,385	62,015
61	Mayor Cable TV	14,529	22,054	36,583
62	Mayor Other	36,051	54,721	90,772
63	TIRZ	4,584	6,958	11,542
	Total	$ 356,515	$ 678,539	$ 1,035,054

ADMINISTRATION AND REGULATORY AFFAIRS - OPERATIONS
FUNCTION AND ALLOCATION BASIS

The Operations division provides various support services for many of the City departments. Responsibilities include providing 3-1-1 Call Center support for most city departments, Records Management services, mailroom services, and the disposition of all assets except real estate property. The identified activities and basis used for cost allocation are as follows:

- **Mailroom –** Costs associated with the mailroom are allocated based upon the number of FTE positions in departments served.

- **Property (Asset Disposition)** – Costs associated with the disposal of City property are allocated based on the percentage of net proceeds from sale of assets.

- **Records Management** – Costs of maintaining records per state statute are allocated based on the total FTE in city departments.

- **3-1-1 Call Center** – Costs associated with the 3-1-1 call center are allocated based upon the number of contacts for each department.

A. Department Costs

Dept:16 ARA Operations

Description		Amount	General Admin	Mailroom	Property	Records	3-1-1 Svcs
Personnel Costs							
Salaries	S1	4,371,015	0	166,487	310,223	413,779	3,480,526
Salary % Split			.00%	3.81%	7.10%	9.47%	79.63%
Benefits	P	2,410,914	0	96,787	147,183	197,209	1,969,735
Subtotal - Personnel Costs		6,781,929	0	263,274	457,406	610,988	5,450,261
Services & Supplies Cost							
Supplies	P	11,797	0	2,152	4,512	1,231	3,902
Services	P	401,490	0	27,311	28,816	38,073	307,290
Subtotal - Services & Supplies		413,287	0	29,463	33,328	39,304	311,192
Department Cost Total		7,195,216	0	292,737	490,734	650,292	5,761,453
Adjustments to Cost							
Subtotal - Adjustments			0	0	0	0	0
Total Costs After Adjustments		7,195,216	0	292,737	490,734	650,292	5,761,453
General Admin Distribution			0	0	0	0	0
Grand Total		$ 7,195,216		$ 292,737	$ 490,734	$ 650,292	$ 5,761,453

B. Incoming Costs-(Default Spread Salary%)

Dept:16 ARA Operations

	Department	First Incoming	Second Incoming	Mailroom	Property	Records	3-1-1 Svcs
3	Insurance Retirees	$ 319,354	$ 2,604	$ 12,263	$ 22,850	$ 30,478	$ 256,366
3	Memberships	2,439	20	94	175	233	1,958
3	Consulting Services	117	1	4	8	11	94
3	Interest Costs	9,815	84	377	703	937	7,882
3	Other Misc	1,307	11	50	94	125	1,050
3	Non-Dept. Legal Svcs/Lobby	2,908	24	112	208	278	2,334
3	Walker Rent *	183,805	1,498	7,058	13,152	17,542	147,552
	Subtotal - Non-Dept-Gen Gov	519,745	4,242	19,958	37,189	49,603	417,237
5	Financial Plg & Analysis	5,107	285	205	383	510	4,293
	Subtotal - Fin Plg & Analysis	5,107	285	205	383	510	4,293
8	Gen Acctng	2,547	167	103	193	257	2,161
8	Auditing Svcs	2,927	0	111	208	277	2,331
8	Fin Operations	798	54	32	60	81	678
	Subtotal - Fin Reporting & Ops	6,272	221	247	461	615	5,170
9	Internal Controls	0	0	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0	0	0
10	Cost Accounting	622	41	25	47	63	528
10	Trust Funds Mgmt (TFM)	504	34	20	38	51	428
	Subtotal - Fin Grants	1,126	75	46	85	114	956
11	Perf Mgmt Svcs	604	36	24	45	61	510
	Subtotal - Fin Perform Mgmt	604	36	24	45	61	510
12	Treasury	2,316	198	96	178	238	2,002
	Subtotal - Fin Treasury	2,316	198	96	178	238	2,002
13	Purchasing	5,727	443	235	438	584	4,913
	Subtotal - Fin SPD	5,727	443	235	438	584	4,913
14	ARA Dept Admin	720,086	134,672	32,557	60,665	80,915	680,621
14	ARA Non - Parking	0	273,838	10,430	19,435	25,923	218,050
	Subtotal - ARA Dir Office	720,086	408,509	42,987	80,100	106,838	898,671
15	Budgeting & Accounting Support	65,141	2,765	2,586	4,819	6,428	54,072
15	Accounts Payable	98,896	4,177	3,926	7,315	9,757	82,074
	Subtotal - ARA Financial Svcs	164,037	6,942	6,512	12,135	16,186	136,146
16	Records	0	3,315	126	235	314	2,640
	Subtotal - ARA Operations	0	3,315	126	235	314	2,640
17	Payroll Svcs	0	17,639	672	1,252	1,670	14,045
	Subtotal - ARA Payroll Svcs	0	17,639	672	1,252	1,670	14,045
18	Franchise	0	2,463	94	175	233	1,961
	Subtotal - ARA Regulatory	0	2,463	94	175	233	1,961
20	Enterprise Appl *	0	0	0	0	0	0
20	IT ERP	0	0	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0	0	0
21	Client Svcs *	0	0	0	0	0	0

B. Incoming Costs-(Default Spread Salary%)

Dept:16 ARA Operations

	Department	First Incoming	Second Incoming	Mailroom	Property	Records	3-1-1 Svcs
21	Enterprise Optns	$ 0	2.00-	$0.08-	$0.14-	$0.19-	1.59-
	Subtotal - HITS EIS	0	2-	0.08-	0.14-	0.19-	1.59-
23	Certification	0	4,748	181	337	449	3,781
23	External Affairs & Outreach	0	2,692	103	191	255	2,144
	Subtotal - OBO	0	7,440	283	528	704	5,924
24	City Mayor Admin	0	19,653	749	1,395	1,860	15,649
24	Inter Gov Rel	0	2,657	101	189	252	2,116
	Subtotal - Mayor	0	22,310	850	1,583	2,112	17,765
25	Personnel Svcs	0	5,732	218	407	543	4,564
	Subtotal - Human Resources	0	5,732	218	407	543	4,564
27	City Sec Svcs	0	2,169	83	154	205	1,727
	Subtotal - City Secretary	0	2,169	83	154	205	1,727
28	City Council Svcs	0	19,540	744	1,387	1,850	15,559
	Subtotal - City Council	0	19,540	744	1,387	1,850	15,559
29	Controller Fin Svcs	0	13,958	532	991	1,321	11,114
29	Controller Treasury	0	2,923	111	207	277	2,328
	Subtotal - City Controller's	0	16,881	643	1,198	1,598	13,442
35	Real Estate	0	18,773	715	1,332	1,777	14,948
	Subtotal - General Services	0	18,773	715	1,332	1,777	14,948
	Total Incoming	1,425,020	537,210	74,739	139,265	185,753	1,562,473
C.	Total Allocated		$ 9,157,446	$ 367,476	$ 629,999	$ 836,045	$ 7,323,926
				4.01%	6.88%	9.13%	79.98%

Mailroom Allocations

Dept:16 ARA Operations

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	148.10	5.1565	$ 17,894	$ 0	$ 17,894	$ 0	$ 17,894
14	ARA Director Office	386.00	13.4396	46,637	0	46,637	0	46,637
19	HITS CIO	180.00	6.2672	21,748	0	21,748	1,575	23,323
23	Office Business Opportunity	38.00	1.3231	4,591	0	4,591	333	4,924
24	Mayor	61.00	2.1239	7,370	0	7,370	534	7,904
25	Human Resources	177.00	6.1627	21,386	0	21,386	1,549	22,935
26	Legal	143.20	4.9859	17,302	0	17,302	1,253	18,555
27	City Secretary	7.00	0.2437	846	0	846	61	907
28	City Council	77.81	2.7092	9,401	0	9,401	681	10,082
29	City Controller's Office	50.00	1.7409	6,041	0	6,041	438	6,479
31	Planning & Dev Admin	79.00	2.7506	9,545	0	9,545	691	10,236
32	HPW Admin Indirect	8.00	0.2785	967	0	967	70	1,037
33	CIP Sal Rec HPW	288.00	10.0275	34,797	0	34,797	2,521	37,318
35	General Services	33.00	1.1490	3,987	0	3,987	289	4,276
39	Dept of Neighborhoods	24.00	0.8356	2,900	0	2,900	210	3,110
42	Solid Waste	31.00	1.0793	3,745	0	3,745	271	4,016
49	Fleet Management	27.00	0.9401	3,262	0	3,262	236	3,498
61	Mayor Cable TV	20.00	0.6964	2,416	0	2,416	175	2,591
66	HPW Bldg Insp	614.00	21.3780	74,185	0	74,185	5,374	79,559
67	HPW Stormwater	40.00	1.3927	4,833	0	4,833	350	5,183
68	HPW DDSR	71.00	2.4721	8,578	0	8,578	621	9,199
69	HPW Water & Sewer	369.00	12.8477	44,583	0	44,583	3,229	47,812
	Subtotal	2,872.11	100.0000	347,014	0	347,014	20,462	367,476
	Direct Bills					0		0
	Total					$347,014		$ 367,476

Basis Units: Number of FTE positions
Source: Departmental COH FTE Report

Property Allocations

Dept:16 ARA Operations

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
14	ARA Director Office	0.16	0.1600	$ 947	$ 0	$ 947	$ 0	$ 947
19	HITS CIO	0.94	0.9400	5,564	0	5,564	359	5,923
24	Mayor	0.00	0.0000	0	0	0	0	0
32	HPW Admin Indirect	75.43	75.4300	446,449	0	446,449	28,804	475,253
35	General Services	0.63	0.6300	3,729	0	3,729	241	3,970
36	HEC	0.06	0.0600	355	0	355	23	378
38	Police	6.98	6.9800	41,313	0	41,313	2,665	43,978
39	Dept of Neighborhoods	0.29	0.2900	1,716	0	1,716	111	1,827
40	Fire	0.46	0.4600	2,723	0	2,723	176	2,899
42	Solid Waste	0.37	0.3700	2,190	0	2,190	141	2,331
43	Houston Airport System (HAS)	2.54	2.5400	15,034	0	15,034	970	16,004
44	Housing & Community Dev	0.59	0.5900	3,492	0	3,492	225	3,717
45	Library	0.43	0.4300	2,545	0	2,545	164	2,709
46	Parks & Recreation	4.31	4.3100	25,510	0	25,510	1,646	27,156
47	Health Department	1.69	1.6900	10,003	0	10,003	645	10,648
48	Convention & Entertainment	0.00	0.0000	0	0	0	0	0
49	Fleet Management	5.12	5.1200	30,304	0	30,304	1,955	32,259
	Subtotal	100.00	100.0000	591,874	0	591,874	38,125	629,999
	Direct Bills					0		0
	Total					$591,874		$ 629,999

Basis Units: Percentage of net proceeds from sale of assets
Source: Property Report

Records Allocations

Dept:16 ARA Operations

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	6.20	0.0300	$ 235	$ 0	$ 235	$ 0	$ 235
05	Finance Financial Plg & Analys	13.60	0.0657	516	0	516	0	516
06	Finance City Council	5.00	0.0242	190	0	190	0	190
07	Finance Public Fin	3.90	0.0188	148	0	148	0	148
08	Finance Reporting & Ops	12.00	0.0580	455	0	455	0	455
09	Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10	Finance Grants	8.30	0.0401	315	0	315	0	315
11	Finance Rev Perform Mgmnt	2.00	0.0097	76	0	76	0	76
12	Finance Treasury	4.00	0.0193	152	0	152	0	152
13	Finance Strat Purchasing	37.40	0.1807	1,419	0	1,419	0	1,419
14	ARA Director Office	5.80	0.0280	220	0	220	0	220
15	ARA Financial Services	5.00	0.0242	190	0	190	0	190
16	ARA Operations	87.40	0.4222	3,315	0	3,315	0	3,315
17	ARA Payroll Services	36.50	0.1763	1,385	0	1,385	91	1,476
18	ARA Regulatory	5.00	0.0242	190	0	190	12	202
19	HITS CIO	0.00	0.0000	0	0	0	0	0
20	HITS EAS	0.00	0.0000	0	0	0	0	0
21	HITS EIS	0.00	0.0000	0	0	0	0	0
22	HITS Radio	26.60	0.1285	1,009	0	1,009	66	1,075
23	Office Business Opportunity	31.90	0.1541	1,210	0	1,210	79	1,289
24	Mayor	36.80	0.1778	1,396	0	1,396	91	1,487
25	Human Resources	187.80	0.9073	7,124	0	7,124	466	7,590
26	Legal	104.60	0.5053	3,968	0	3,968	259	4,227
27	City Secretary	9.20	0.0444	349	0	349	23	372
28	City Council	70.20	0.3391	2,663	0	2,663	174	2,837
29	City Controller's Office	48.30	0.2333	1,832	0	1,832	120	1,952
30	Health Administration	44.60	0.2155	1,692	0	1,692	111	1,803
31	Planning & Dev Admin	7.20	0.0348	273	0	273	18	291
33	CIP Sal Rec HPW	62.50	0.3019	2,371	0	2,371	155	2,526
34	HPD Police Records	80.60	0.3894	3,057	0	3,057	200	3,257
35	General Services	228.90	1.1058	8,683	0	8,683	568	9,251
36	HEC	217.90	1.0527	8,266	0	8,266	540	8,806
38	Police	6,182.00	29.8657	234,503	0	234,503	15,329	249,832
39	Dept of Neighborhoods	116.50	0.5628	4,419	0	4,419	289	4,708
40	Fire	3,979.70	19.2263	150,963	0	150,963	9,868	160,831
41	Municipal Court	262.60	1.2686	9,961	0	9,961	651	10,612
42	Solid Waste	412.20	1.9914	15,636	0	15,636	1,022	16,658
43	Houston Airport System (HAS)	1,084.60	5.2398	41,142	0	41,142	2,689	43,831
44	Housing & Community Dev	283.50	1.3696	10,754	0	10,754	703	11,457
45	Library	449.80	2.1730	17,062	0	17,062	1,115	18,177
46	Parks & Recreation	669.50	3.2344	25,396	0	25,396	1,660	27,056
47	Health Department	1,087.60	5.2543	41,256	0	41,256	2,697	43,953
49	Fleet Management	352.70	1.7039	13,379	0	13,379	875	14,254
50	Planning & Dev Other	27.50	0.1329	1,043	0	1,043	68	1,111
51	Planning & Dev Spec Rev	39.70	0.1918	1,506	0	1,506	98	1,604
53	Finance Other	55.70	0.2691	2,113	0	2,113	138	2,251
54	ARA Insurance	4.80	0.0232	182	0	182	12	194
55	ARA BARC	107.40	0.5189	4,074	0	4,074	266	4,340
56	ARA Parking	67.90	0.3280	2,576	0	2,576	168	2,744
57	ARA Other	31.70	0.1531	1,202	0	1,202	79	1,281
58	IT Public Services	0.00	0.0000	0	0	0	0	0
59	Legal Insurance	48.40	0.2338	1,836	0	1,836	120	1,956
60	Legal Wkr Comp	1.80	0.0087	68	0	68	4	72
61	Mayor Cable TV	18.70	0.0903	709	0	709	46	755
62	Mayor Other	46.40	0.2242	1,760	0	1,760	115	1,875
63	TIRZ	5.90	0.0285	224	0	224	15	239

Records Allocations

Dept:16 ARA Operations

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
64	HR Health Benefits	45.10	0.2179	1,711	0	1,711	112	1,823
66	HPW Bldg Insp	567.00	2.7392	21,508	0	21,508	1,406	22,914
67	HPW Stormwater	321.00	1.5508	12,177	0	12,177	796	12,973
68	HPW DDSR	449.10	2.1696	17,036	0	17,036	1,114	18,150
69	HPW Water & Sewer	2,077.60	10.0371	78,810	0	78,810	5,152	83,962
70	HPW Houston Transtar	8.10	0.0391	307	0	307	20	327
71	HPW Other	7.40	0.0358	281	0	281	18	299
72	Houston Permit Center	28.00	0.1353	1,062	0	1,062	69	1,131
73	CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	41.70	0.2015	1,582	0	1,582	103	1,685
75	CIP S/R Engrg	60.40	0.2918	2,291	0	2,291	150	2,441
76	CIP S/R Constr	67.10	0.3242	2,545	0	2,545	166	2,711
77	CIP S/R Eng/Const	29.50	0.1425	1,119	0	1,119	73	1,192
78	CIP S/R Geo/Env	5.40	0.0261	205	0	205	13	218
79	CIP S/R Other	38.60	0.1865	1,464	0	1,464	96	1,560
80	CIP S/R GSD	27.20	0.1314	1,032	0	1,032	67	1,099
93	HR-W.C.	51.80	0.2503	1,965	0	1,965	128	2,093
94	HITS Other	148.50	0.7174	5,633	0	5,633	368	6,001
	Subtotal	20,699.3	100.0000	785,191	0	785,191	50,854	836,045
	Direct Bills					0		0
	Total					$785,191		$ 836,045

Basis Units: Number of FTE positions all funds
Source: COH FTE Report

3-1-1 Svcs Allocations

Dept:16 ARA Operations

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	460	0.0359	$ 2,477	$ 0	$ 2,477	$ 0	$ 2,477
14	ARA Director Office	72,300	5.6455	389,326	0	389,326	0	389,326
19	HITS CIO	7,732	0.6038	41,636	0	41,636	2,738	44,374
23	Office Business Opportunity	609	0.0476	3,279	0	3,279	216	3,495
24	Mayor	7,270	0.5677	39,148	0	39,148	2,575	41,723
25	Human Resources	3,533	0.2759	19,025	0	19,025	1,251	20,276
26	Legal	808	0.0631	4,351	0	4,351	286	4,637
27	City Secretary	978	0.0764	5,266	0	5,266	346	5,612
28	City Council	3,486	0.2722	18,772	0	18,772	1,235	20,007
29	City Controller's Office	371	0.0290	1,998	0	1,998	131	2,129
31	Planning & Dev Admin	917	0.0716	4,938	0	4,938	325	5,263
32	HPW Admin Indirect	133,056	10.3897	716,489	0	716,489	47,121	763,610
35	General Services	1,124	0.0878	6,053	0	6,053	398	6,451
36	HEC	273	0.0213	1,470	0	1,470	97	1,567
38	Police	60,716	4.7410	326,947	0	326,947	21,502	348,449
39	Dept of Neighborhoods	32,558	2.5423	175,320	0	175,320	11,530	186,850
40	Fire	6,709	0.5239	36,127	0	36,127	2,376	38,503
41	Municipal Court	281,234	21.9602	1,514,407	0	1,514,407	99,596	1,614,003
42	Solid Waste	338,545	26.4353	1,823,019	0	1,823,019	119,893	1,942,912
43	Houston Airport System (HAS)	327	0.0255	1,761	0	1,761	116	1,877
44	Housing & Community Dev	3,057	0.2387	16,462	0	16,462	1,083	17,545
45	Library	1,039	0.0811	5,595	0	5,595	368	5,963
46	Parks & Recreation	9,228	0.7206	49,692	0	49,692	3,268	52,960
47	Health Department	56,808	4.4359	305,903	0	305,903	20,118	326,021
49	Fleet Management	927	0.0724	4,992	0	4,992	328	5,320
56	ARA Parking	39,003	3.0455	210,026	0	210,026	13,813	223,839
68	HPW DDSR	25,471	1.9889	137,158	0	137,158	9,020	146,178
69	HPW Water & Sewer	100,895	7.8784	543,306	0	543,306	35,731	579,037
96	Other	91,222	7.1231	491,218	0	491,218	32,305	523,523
	Subtotal	1,280,656	100.0000	6,896,161	0	6,896,161	427,765	7,323,926
	Direct Bills					0		0
	Total					$6,896,161		$ 7,323,926

Basis Units: Number of contacts per department
Source: Contact Report

Allocation Summary

Dept:16 ARA Operations

	Department	Mailroom	Property	Records	3-1-1 Svcs	Total
0	Direct Billed	$0	$0	$0	$0	$0
04	Finance Dir Office	17,894	0	235	2,477	20,606
05	Finance Financial Plg & Analys	0	0	516	0	516
06	Finance City Council	0	0	190	0	190
07	Finance Public Fin	0	0	148	0	148
08	Finance Reporting & Ops	0	0	455	0	455
09	Finance Internal Controls	0	0	0	0	0
10	Finance Grants	0	0	315	0	315
11	Finance Rev Perform Mgmnt	0	0	76	0	76
12	Finance Treasury	0	0	152	0	152
13	Finance Strat Purchasing	0	0	1,419	0	1,419
14	ARA Director Office	46,637	947	220	389,326	437,130
15	ARA Financial Services	0	0	190	0	190
16	ARA Operations	0	0	3,315	0	3,315
17	ARA Payroll Services	0	0	1,476	0	1,476
18	ARA Regulatory	0	0	202	0	202
19	HITS CIO	23,323	5,923	0	44,374	73,620
20	HITS EAS	0	0	0	0	0
21	HITS EIS	0	0	0	0	0
22	HITS Radio	0	0	1,075	0	1,075
23	Office Business Opportunity	4,924	0	1,289	3,495	9,708
24	Mayor	7,904	0	1,487	41,723	51,114
25	Human Resources	22,935	0	7,590	20,276	50,801
26	Legal	18,555	0	4,227	4,637	27,419
27	City Secretary	907	0	372	5,612	6,891
28	City Council	10,082	0	2,837	20,007	32,926
29	City Controller's Office	6,479	0	1,952	2,129	10,560
30	Health Administration	0	0	1,803	0	1,803
31	Planning & Dev Admin	10,236	0	291	5,263	15,790
32	HPW Admin Indirect	1,037	475,253	0	763,610	1,239,900
33	CIP Sal Rec HPW	37,318	0	2,526	0	39,844
34	HPD Police Records	0	0	3,257	0	3,257
35	General Services	4,276	3,970	9,251	6,451	23,948
36	HEC	0	378	8,806	1,567	10,751
38	Police	0	43,978	249,832	348,449	642,259
39	Dept of Neighborhoods	3,110	1,827	4,708	186,850	196,495
40	Fire	0	2,899	160,831	38,503	202,233
41	Municipal Court	0	0	10,612	1,614,003	1,624,615
42	Solid Waste	4,016	2,331	16,658	1,942,912	1,965,917
43	Houston Airport System (HAS)	0	16,004	43,831	1,877	61,712
44	Housing & Community Dev	0	3,717	11,457	17,545	32,719
45	Library	0	2,709	18,177	5,963	26,849
46	Parks & Recreation	0	27,156	27,056	52,960	107,172
47	Health Department	0	10,648	43,953	326,021	380,622
48	Convention & Entertainment	0	0	0	0	0
49	Fleet Management	3,498	32,259	14,254	5,320	55,331
50	Planning & Dev Other	0	0	1,111	0	1,111
51	Planning & Dev Spec Rev	0	0	1,604	0	1,604
53	Finance Other	0	0	2,251	0	2,251
54	ARA Insurance	0	0	194	0	194
55	ARA BARC	0	0	4,340	0	4,340
56	ARA Parking	0	0	2,744	223,839	226,583
57	ARA Other	0	0	1,281	0	1,281
58	IT Public Services	0	0	0	0	0
59	Legal Insurance	0	0	1,956	0	1,956
60	Legal Wkr Comp	0	0	72	0	72

Allocation Summary

Dept:16 ARA Operations

	Department	Mailroom	Property	Records	3-1-1 Svcs	Total
61	Mayor Cable TV	2,591	0	755	0	3,346
62	Mayor Other	0	0	1,875	0	1,875
63	TIRZ	0	0	239	0	239
64	HR Health Benefits	0	0	1,823	0	1,823
66	HPW Bldg Insp	79,559	0	22,914	0	102,473
67	HPW Stormwater	5,183	0	12,973	0	18,156
68	HPW DDSR	9,199	0	18,150	146,178	173,527
69	HPW Water & Sewer	47,812	0	83,962	579,037	710,811
70	HPW Houston Transtar	0	0	327	0	327
71	HPW Other	0	0	299	0	299
72	Houston Permit Center	0	0	1,131	0	1,131
73	CIP S/R Planning	0	0	0	0	0
74	CIP Sal Rec RE	0	0	1,685	0	1,685
75	CIP S/R Engrg	0	0	2,441	0	2,441
76	CIP S/R Constr	0	0	2,711	0	2,711
77	CIP S/R Eng/Const	0	0	1,192	0	1,192
78	CIP S/R Geo/Env	0	0	218	0	218
79	CIP S/R Other	0	0	1,560	0	1,560
80	CIP S/R GSD	0	0	1,099	0	1,099
93	HR-W.C.	0	0	2,093	0	2,093
94	HITS Other	0	0	6,001	0	6,001
96	Other	0	0	0	523,523	523,523
	Total	$ 367,475	$ 629,999	$ 836,042	$ 7,323,927	$ 9,157,443

ADMINISTRATION AND REGULATORY AFFAIRS – PAYROLL SERVICES FUNCTION AND ALLOCATION BASIS

The Payroll Services division delivers accurate, reliable, and timely payroll and financial services for all City employees. All costs are allocated based upon the number of FTE positions for all funds. Direct billed services are credited.

A. Department Costs

Dept:17 ARA Payroll Services

Department		Amount	General Admin	Payroll Svcs
Personnel Costs				
Salaries	S1	2,387,443	0	2,387,443
Salary % Split			.00%	100.00%
Benefits	S	1,254,263	0	1,254,263
Subtotal - Personnel Costs		3,641,706	0	3,641,706
Services & Supplies Cost				
Supplies	S	5,762	0	5,762
Services	S	13,898	0	13,898
Subtotal - Services & Supplies		19,660	0	19,660
Department Cost Total		3,661,366	0	3,661,366
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		3,661,366	0	3,661,366
General Admin Distribution			0	0
Grand Total		$ 3,661,366		$ 3,661,366

B. Incoming Costs-(Default Spread Salary%)

Dept:17 ARA Payroll Services

	Department	First Incoming	Second Incoming	Payroll Svcs
3	Insurance Retirees	$ 133,369	$ 1,087	$ 134,456
3	Memberships	1,018	8	1,026
3	Consulting Services	20	0	20
3	Interest Costs	4,994	43	5,037
3	Other Misc	665	6	671
3	Non-Dept. Legal Svcs/Lobby	1,215	10	1,225
	Subtotal - Non-Dept-Gen Gov	141,281	1,154	142,435
5	Financial Plg & Analysis	869	48	917
	Subtotal - Fin Plg & Analysis	869	48	917
8	Gen Acctng	434	28	462
8	Auditing Svcs	498	0	498
8	Fin Operations	406	27	433
	Subtotal - Fin Reporting & Ops	1,338	56	1,394
9	Internal Controls	0	0	0
	Subtotal - Fin Int Controls	0	0	0
10	Cost Accounting	316	21	337
10	Trust Funds Mgmt (TFM)	256	17	273
	Subtotal - Fin Grants	572	38	610
11	Perf Mgmt Svcs	307	18	325
	Subtotal - Fin Perform Mgmt	307	18	325
12	Treasury	1,179	101	1,280
	Subtotal - Fin Treasury	1,179	101	1,280
13	Purchasing	0	0	0
	Subtotal - Fin SPD	0	0	0
14	ARA Dept Admin	300,722	56,242	356,964
14	ARA Non - Parking	0	114,360	114,360
	Subtotal - ARA Dir Office	300,722	170,602	471,324
15	Budgeting & Accounting Support	27,204	1,155	28,359
15	Accounts Payable	41,301	1,744	43,045
	Subtotal - ARA Financial Svcs	68,505	2,899	71,404
16	Records	1,385	91	1,476
	Subtotal - ARA Operations	1,385	91	1,476
17	Payroll Svcs	0	7,366	7,366
	Subtotal - ARA Payroll Svcs	0	7,366	7,366
18	Franchise	0	1,253	1,253
	Subtotal - ARA Regulatory	0	1,253	1,253
20	IT ERP	0	0	0
	Subtotal - HITS EAS	0	0	0
21	Enterprise Optns	0	0	0
	Subtotal - HITS EIS	0	0	0

B. Incoming Costs-(Default Spread Salary%)

Dept:17 ARA Payroll Services

	Department	First Incoming	Second Incoming	Payroll Svcs
23	Certification	$ 0	$ 1,983	$ 1,983
23	External Affairs & Outreach	0	1,124	1,124
	Subtotal - OBO	0	3,107	3,107
24	City Mayor Admin	0	8,208	8,208
24	Inter Gov Rel	0	1,110	1,110
	Subtotal - Mayor	0	9,318	9,318
25	Personnel Svcs	0	2,394	2,394
	Subtotal - Human Resources	0	2,394	2,394
27	City Sec Svcs	0	1,104	1,104
	Subtotal - City Secretary	0	1,104	1,104
28	City Council Svcs	0	9,943	9,943
	Subtotal - City Council	0	9,943	9,943
29	Controller Fin Svcs	0	2,376	2,376
29	Controller Treasury	0	1,487	1,487
	Subtotal - City Controller's	0	3,863	3,863
	Total Incoming	516,158	213,355	729,513
C.	Total Allocated		$ 4,390,879	$ 4,390,879
				100.00%

Payroll Svcs Allocations

Dept:17 ARA Payroll Services

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	6.20	0.0300	$ 1,251	$ 0	$ 1,251	$ 0	$ 1,251
05	Finance Financial Plg & Analys	13.60	0.0657	2,745	0	2,745	0	2,745
06	Finance City Council	5.00	0.0242	1,009	0	1,009	0	1,009
07	Finance Public Fin	3.90	0.0188	787	0	787	0	787
08	Finance Reporting & Ops	12.00	0.0580	2,422	0	2,422	0	2,422
09	Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10	Finance Grants	8.30	0.0401	1,675	0	1,675	0	1,675
11	Finance Rev Perform Mgmnt	2.00	0.0097	404	0	404	0	404
12	Finance Treasury	4.00	0.0193	807	0	807	0	807
13	Finance Strat Purchasing	37.40	0.1807	7,548	0	7,548	0	7,548
14	ARA Director Office	5.80	0.0280	1,171	0	1,171	0	1,171
15	ARA Financial Services	5.00	0.0242	1,009	0	1,009	0	1,009
16	ARA Operations	87.40	0.4222	17,639	0	17,639	0	17,639
17	ARA Payroll Services	36.50	0.1763	7,366	0	7,366	0	7,366
18	ARA Regulatory	5.00	0.0242	1,009	0	1,009	52	1,061
19	HITS CIO	0.00	0.0000	0	0	0	0	0
20	HITS EAS	0.00	0.0000	0	0	0	0	0
21	HITS EIS	0.00	0.0000	0	0	0	0	0
22	HITS Radio	26.60	0.1285	5,368	0	5,368	277	5,645
23	Office Business Opportunity	31.90	0.1541	6,438	0	6,438	332	6,770
24	Mayor	36.80	0.1778	7,427	0	7,427	384	7,811
25	Human Resources	187.80	0.9073	37,902	0	37,902	1,957	39,859
26	Legal	104.60	0.5053	21,110	0	21,110	1,090	22,200
27	City Secretary	9.20	0.0444	1,857	0	1,857	96	1,953
28	City Council	70.20	0.3391	14,168	0	14,168	732	14,900
29	City Controller's Office	48.30	0.2333	9,748	0	9,748	503	10,251
30	Health Administration	44.60	0.2155	9,001	0	9,001	465	9,466
31	Planning & Dev Admin	7.20	0.0348	1,453	0	1,453	75	1,528
33	CIP Sal Rec HPW	62.50	0.3019	12,614	26,898-	14,284-	651	13,633-
34	HPD Police Records	80.60	0.3894	16,267	0	16,267	840	17,107
35	General Services	228.90	1.1058	46,196	0	46,196	2,386	48,582
36	HEC	217.90	1.0527	43,977	0	43,977	2,271	46,248
38	Police	6,182.00	29.8657	1,247,649	0	1,247,649	64,427	1,312,076
39	Dept of Neighborhoods	116.50	0.5628	23,512	0	23,512	1,214	24,726
40	Fire	3,979.70	19.2263	803,181	0	803,181	41,475	844,656
41	Municipal Court	262.60	1.2686	52,998	0	52,998	2,737	55,735
42	Solid Waste	412.20	1.9914	83,190	0	83,190	4,296	87,486
43	Houston Airport System (HAS)	1,084.60	5.2398	218,894	266,566-	47,672-	11,303	36,369-
44	Housing & Community Dev	283.50	1.3696	57,216	0	57,216	2,955	60,171
45	Library	449.80	2.1730	90,778	0	90,778	4,688	95,466
46	Parks & Recreation	669.50	3.2344	135,118	0	135,118	6,977	142,095
47	Health Department	1,087.60	5.2543	219,499	0	219,499	11,335	230,834
49	Fleet Management	352.70	1.7039	71,182	0	71,182	3,676	74,858
50	Planning & Dev Other	27.50	0.1329	5,550	0	5,550	287	5,837
51	Planning & Dev Spec Rev	39.70	0.1918	8,012	0	8,012	414	8,426
53	Finance Other	55.70	0.2691	11,241	0	11,241	580	11,821
54	ARA Insurance	4.80	0.0232	969	0	969	50	1,019
55	ARA BARC	107.40	0.5189	21,675	0	21,675	1,119	22,794
56	ARA Parking	67.90	0.3280	13,704	0	13,704	708	14,412
57	ARA Other	31.70	0.1531	6,398	0	6,398	330	6,728
58	IT Public Services	0.00	0.0000	0	0	0	0	0
59	Legal Insurance	48.40	0.2338	9,768	0	9,768	504	10,272
60	Legal Wkr Comp	1.80	0.0087	363	0	363	19	382
61	Mayor Cable TV	18.70	0.0903	3,774	0	3,774	195	3,969
62	Mayor Other	46.40	0.2242	9,364	0	9,364	484	9,848
63	TIRZ	5.90	0.0285	1,191	0	1,191	61	1,252

Payroll Svcs Allocations

Dept:17 ARA Payroll Services

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
64	HR Health Benefits	45.10	0.2179	9,102	0	9,102	470	9,572
66	HPW Bldg Insp	567.00	2.7392	114,432	54,643-	59,789	5,909	65,698
67	HPW Stormwater	321.00	1.5508	64,784	28,403-	36,381	3,345	39,726
68	HPW DDSR	449.10	2.1696	90,637	44,109-	46,528	4,680	51,208
69	HPW Water & Sewer	2,077.60	10.0371	419,300	195,153-	224,147	21,652	245,799
70	HPW Houston Transtar	8.10	0.0391	1,635	0	1,635	84	1,719
71	HPW Other	7.40	0.0358	1,493	0	1,493	77	1,570
72	Houston Permit Center	28.00	0.1353	5,651	0	5,651	292	5,943
73	CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	41.70	0.2015	8,416	0	8,416	435	8,851
75	CIP S/R Engrg	60.40	0.2918	12,190	0	12,190	629	12,819
76	CIP S/R Constr	67.10	0.3242	13,542	0	13,542	699	14,241
77	CIP S/R Eng/Const	29.50	0.1425	5,954	0	5,954	307	6,261
78	CIP S/R Geo/Env	5.40	0.0261	1,090	0	1,090	56	1,146
79	CIP S/R Other	38.60	0.1865	7,790	0	7,790	402	8,192
80	CIP S/R GSD	27.20	0.1314	5,489	0	5,489	283	5,772
93	HR-W.C.	51.80	0.2503	10,454	0	10,454	540	10,994
94	HITS Other	148.50	0.7174	29,970	0	29,970	1,548	31,518
	Subtotal	20,699.3	100.0000	4,177,523	615,772-	3,561,751	213,356	3,775,107
	Direct Bills					615,772		615,772
	Total					$4,177,523		$ 4,390,879

Basis Units: Number of FTE positions all funds
Source: COH FTE Report

Allocation Summary

Dept:17 ARA Payroll Services

	Department	Payroll Svcs	Total
0	Direct Billed	$ 615,772	$ 615,772
04	Finance Dir Office	1,251	1,251
05	Finance Financial Plg & Analys	2,745	2,745
06	Finance City Council	1,009	1,009
07	Finance Public Fin	787	787
08	Finance Reporting & Ops	2,422	2,422
09	Finance Internal Controls	0	0
10	Finance Grants	1,675	1,675
11	Finance Rev Perform Mgmnt	404	404
12	Finance Treasury	807	807
13	Finance Strat Purchasing	7,548	7,548
14	ARA Director Office	1,171	1,171
15	ARA Financial Services	1,009	1,009
16	ARA Operations	17,639	17,639
17	ARA Payroll Services	7,366	7,366
18	ARA Regulatory	1,061	1,061
19	HITS CIO	0	0
20	HITS EAS	0	0
21	HITS EIS	0	0
22	HITS Radio	5,645	5,645
23	Office Business Opportunity	6,770	6,770
24	Mayor	7,811	7,811
25	Human Resources	39,859	39,859
26	Legal	22,200	22,200
27	City Secretary	1,953	1,953
28	City Council	14,900	14,900
29	City Controller's Office	10,251	10,251
30	Health Administration	9,466	9,466
31	Planning & Dev Admin	1,528	1,528
33	CIP Sal Rec HPW	13,633-	13,633-
34	HPD Police Records	17,107	17,107
35	General Services	48,582	48,582
36	HEC	46,248	46,248
38	Police	1,312,076	1,312,076
39	Dept of Neighborhoods	24,726	24,726
40	Fire	844,656	844,656
41	Municipal Court	55,735	55,735
42	Solid Waste	87,486	87,486
43	Houston Airport System (HAS)	36,369-	36,369-
44	Housing & Community Dev	60,171	60,171
45	Library	95,466	95,466
46	Parks & Recreation	142,095	142,095
47	Health Department	230,834	230,834
49	Fleet Management	74,858	74,858
50	Planning & Dev Other	5,837	5,837
51	Planning & Dev Spec Rev	8,426	8,426
53	Finance Other	11,821	11,821
54	ARA Insurance	1,019	1,019
55	ARA BARC	22,794	22,794
56	ARA Parking	14,412	14,412
57	ARA Other	6,728	6,728
58	IT Public Services	0	0
59	Legal Insurance	10,272	10,272
60	Legal Wkr Comp	382	382
61	Mayor Cable TV	3,969	3,969
62	Mayor Other	9,848	9,848

Allocation Summary

Dept:17 ARA Payroll Services

	Department	Payroll Svcs	Total
63	TIRZ	1,252	1,252
64	HR Health Benefits	9,572	9,572
66	HPW Bldg Insp	65,698	65,698
67	HPW Stormwater	39,726	39,726
68	HPW DDSR	51,208	51,208
69	HPW Water & Sewer	245,799	245,799
70	HPW Houston Transtar	1,719	1,719
71	HPW Other	1,570	1,570
72	Houston Permit Center	5,943	5,943
73	CIP S/R Planning	0	0
74	CIP Sal Rec RE	8,851	8,851
75	CIP S/R Engrg	12,819	12,819
76	CIP S/R Constr	14,241	14,241
77	CIP S/R Eng/Const	6,261	6,261
78	CIP S/R Geo/Env	1,146	1,146
79	CIP S/R Other	8,192	8,192
80	CIP S/R GSD	5,772	5,772
93	HR-W.C.	10,994	10,994
94	HITS Other	31,518	31,518
	Total	$ 4,390,876	$ 4,390,876

ADMINISTRATION AND REGULATORY AFFAIRS – REGULATORY SERVICES FUNCTION AND ALLOCATION BASIS

The Regulatory Services division handles franchise fee collections; utility regulation; commercial permitting; vehicle for hire licensing; and burglar alarm permitting. However, in the City of Houston's Cost Allocation Plan, only the costs for utility regulation and franchise fee collections are allocated. Since all the General Fund departments benefit from the services provided by these fees, the cost is allocated based on General Fund expenditures, excluding TIRZ. The enterprise funds are excluded because they have their own revenue collection services and are not supported by these fees.

A. Department Costs

Dept:18 ARA Regulatory

Department		Amount	General Admin	Franchise
Personnel Costs				
Salaries	S1	386,838	0	386,838
Salary % Split			.00%	100.00%
Benefits	P	170,022	0	170,022
Subtotal - Personnel Costs		556,860	0	556,860
Services & Supplies Cost				
Supplies	P	1,663	0	1,663
Services	P	4,519	0	4,519
Subtotal - Services & Supplies		6,182	0	6,182
Department Cost Total		563,042	0	563,042
Adjustments to Cost				
Subtotal - Adjustments		0	0	0
Total Costs After Adjustments		563,042	0	563,042
General Admin Distribution		0	0	0
Grand Total		$ 563,042	0	$ 563,042

B. Incoming Costs-(Default Spread Salary%)

Dept:18 ARA Regulatory

	Department	First Incoming	Second Incoming	Franchise
3	Insurance Retirees	$ 18,270	$ 149	$ 18,419
3	Memberships	140	1	141
3	Consulting Services	50	0	50
3	Interest Costs	768	7	775
3	Other Misc	102	1	103
3	Non-Dept. Legal Svcs/Lobby	166	1	167
	Subtotal - Non-Dept-Gen Gov	19,496	159	19,655
5	Financial Plg & Analysis	2,204	123	2,327
	Subtotal - Fin Plg & Analysis	2,204	123	2,327
8	Gen Acctng	1,099	72	1,171
8	Auditing Svcs	1,263	0	1,263
8	Fin Operations	62	4	66
	Subtotal - Fin Reporting & Ops	2,424	76	2,500
9	Internal Controls	0	0	0
	Subtotal - Fin Int Controls	0	0	0
10	Cost Accounting	49	3	52
10	Trust Funds Mgmt (TFM)	39	3	42
	Subtotal - Fin Grants	88	6	94
11	Perf Mgmt Svcs	47	3	50
	Subtotal - Fin Perform Mgmt	47	3	50
12	Treasury	181	16	197
	Subtotal - Fin Treasury	181	16	197
14	ARA Dept Admin	41,195	7,704	48,899
14	ARA Non - Parking	0	15,666	15,666
	Subtotal - ARA Dir Office	41,195	23,370	64,565
15	Budgeting & Accounting Support	3,727	158	3,885
15	Accounts Payable	5,658	239	5,897
	Subtotal - ARA Financial Svcs	9,385	397	9,782
16	Records	190	12	202
	Subtotal - ARA Operations	190	12	202
17	Payroll Svcs	1,009	52	1,061
	Subtotal - ARA Payroll Svcs	1,009	52	1,061
18	Franchise	0	193	193
	Subtotal - ARA Regulatory	0	193	193
20	IT ERP	0	0	0
	Subtotal - HITS EAS	0	0	0
21	Enterprise Optns	0	1.00-	1.00-
	Subtotal - HITS EIS	0	1-	1-
23	Certification	0	272	272
23	External Affairs & Outreach	0	154	154
	Subtotal - OBO	0	426	426

B. Incoming Costs-(Default Spread Salary%)

Dept:18 ARA Regulatory

	Department	First Incoming	Second Incoming	Franchise
24	City Mayor Admin	0	1,124	1,124
24	Inter Gov Rel	0	152	152
	Subtotal - Mayor	0	1,276	1,276
25	Personnel Svcs	0	328	328
	Subtotal - Human Resources	0	328	328
27	City Sec Svcs	0	170	170
	Subtotal - City Secretary	0	170	170
28	City Council Svcs	0	1,529	1,529
	Subtotal - City Council	0	1,529	1,529
29	Controller Fin Svcs	0	6,023	6,023
29	Controller Treasury	0	229	229
	Subtotal - City Controller's	0	6,252	6,252
	Total Incoming	76,219	34,388	110,607
C.	Total Allocated		$ 673,649	$ 673,649
				100.00%

Franchise Allocations

Dept:18 ARA Regulatory

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	82,729,036	4.4296	$ 28,316	$ 0	$ 28,316	$ 0	$ 28,316
04	Finance Dir Office	1,913,908	0.1025	655	0	655	0	655
05	Finance Financial Plg & Analys	2,027,473	0.1086	694	0	694	0	694
06	Finance City Council	590,822	0.0316	202	0	202	0	202
07	Finance Public Fin	853,136	0.0457	292	0	292	0	292
08	Finance Reporting & Ops	3,256,312	0.1744	1,115	0	1,115	0	1,115
10	Finance Grants	1,012,862	0.0542	347	0	347	0	347
11	Finance Rev Perform Mgmnt	286,832	0.0154	98	0	98	0	98
12	Finance Treasury	1,675,910	0.0897	574	0	574	0	574
13	Finance Strat Purchasing	5,009,668	0.2682	1,715	0	1,715	0	1,715
14	ARA Director Office	2,226,617	0.1192	762	0	762	0	762
15	ARA Financial Services	930,917	0.0498	319	0	319	0	319
16	ARA Operations	7,195,212	0.3853	2,463	0	2,463	0	2,463
17	ARA Payroll Services	3,661,365	0.1960	1,253	0	1,253	0	1,253
18	ARA Regulatory	563,043	0.0301	193	0	193	0	193
19	HITS CIO	53,942	0.0029	18	0	18	1	19
20	HITS EAS	34,916	0.0019	12	0	12	1	13
21	HITS EIS	1,587	0.0001	1	0	1	0	1
22	HITS Radio	5,905,138	0.3162	2,021	0	2,021	116	2,137
23	Office Business Opportunity	3,335,200	0.1786	1,142	0	1,142	65	1,207
24	Mayor	4,509,595	0.2415	1,544	0	1,544	88	1,632
25	Human Resources	2,370,799	0.1269	811	0	811	46	857
26	Legal	14,739,750	0.7892	5,045	0	5,045	289	5,334
27	City Secretary	1,113,926	0.0596	381	0	381	22	403
28	City Council	8,576,575	0.4592	2,936	0	2,936	168	3,104
29	City Controller's Office	7,709,657	0.4128	2,639	0	2,639	151	2,790
30	Health Administration	13,520,750	0.7239	4,628	0	4,628	265	4,893
31	Planning & Dev Admin	2,582,388	0.1383	884	0	884	51	935
34	HPD Police Records	5,917,289	0.3168	2,025	0	2,025	116	2,141
35	General Services	38,809,543	2.0780	13,284	0	13,284	761	14,045
38	Police	872,472,525	46.7148	298,629	0	298,629	17,107	315,736
39	Dept of Neighborhoods	10,368,801	0.5552	3,549	0	3,549	203	3,752
40	Fire	474,253,450	25.3929	162,327	0	162,327	9,299	171,626
41	Municipal Court	27,736,646	1.4851	9,494	0	9,494	544	10,038
42	Solid Waste	91,428,752	4.8954	31,294	0	31,294	1,793	33,087
44	Housing & Community Dev	528,979	0.0283	181	0	181	10	191
45	Library	35,918,061	1.9232	12,294	0	12,294	704	12,998
46	Parks & Recreation	68,553,389	3.6706	23,464	0	23,464	1,344	24,808
47	Health Department	32,043,352	1.7157	10,968	0	10,968	628	11,596
49	Fleet Management	6,718	0.0004	2	0	2	0	2
50	Planning & Dev Other	1,283,689	0.0687	439	0	439	25	464
53	Finance Other	122,156	0.0065	42	0	42	2	44
55	ARA BARC	1,281-	0.0001-	0	0	0	0.03-	0.03-
57	ARA Other	3,702,401	0.1982	1,267	0	1,267	73	1,340
58	IT Public Services	0	0.0000	0	0	0	0	0
61	Mayor Cable TV	0	0.0000	0	0	0	0	0
64	HR Health Benefits	0	0.0000	0	0	0	0	0
71	HPW Other	26,126,624	1.3989	8,943	0	8,943	512	9,455
94	HITS Other	175-	0.0000	0	0	0	0	0
	Subtotal	1,867,658,255	100.0000	639,262	0	639,262	34,387	673,649
	Direct Bills					0		0
	Total					$639,262		$ 673,649

Franchise Allocations

Dept:18 ARA Regulatory

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total

Basis Units: FY2020 actual GF expenditures excl TIRZ
Source: COH Expenditure Report

Allocation Summary

Dept:18 ARA Regulatory

	Department	Franchise	Total
0	Direct Billed	$0	$0
03	Non-Departmental-Gen Gov	28,316	28,316
04	Finance Dir Office	655	655
05	Finance Financial Plg & Analys	694	694
06	Finance City Council	202	202
07	Finance Public Fin	292	292
08	Finance Reporting & Ops	1,115	1,115
10	Finance Grants	347	347
11	Finance Rev Perform Mgmnt	98	98
12	Finance Treasury	574	574
13	Finance Strat Purchasing	1,715	1,715
14	ARA Director Office	762	762
15	ARA Financial Services	319	319
16	ARA Operations	2,463	2,463
17	ARA Payroll Services	1,253	1,253
18	ARA Regulatory	193	193
19	HITS CIO	19	19
20	HITS EAS	13	13
21	HITS EIS	1	1
22	HITS Radio	2,137	2,137
23	Office Business Opportunity	1,207	1,207
24	Mayor	1,632	1,632
25	Human Resources	857	857
26	Legal	5,334	5,334
27	City Secretary	403	403
28	City Council	3,104	3,104
29	City Controller's Office	2,790	2,790
30	Health Administration	4,893	4,893
31	Planning & Dev Admin	935	935
34	HPD Police Records	2,141	2,141
35	General Services	14,045	14,045
38	Police	315,736	315,736
39	Dept of Neighborhoods	3,752	3,752
40	Fire	171,626	171,626
41	Municipal Court	10,038	10,038
42	Solid Waste	33,087	33,087
44	Housing & Community Dev	191	191
45	Library	12,998	12,998
46	Parks & Recreation	24,808	24,808
47	Health Department	11,596	11,596
49	Fleet Management	2	2
50	Planning & Dev Other	464	464
53	Finance Other	44	44
55	ARA BARC	0	0
57	ARA Other	1,340	1,340
58	IT Public Services	0	0
61	Mayor Cable TV	0	0
64	HR Health Benefits	0	0
71	HPW Other	9,455	9,455
94	HITS Other	0	0
	Total	$ 673,646	$ 673,646

HOUSTON INFORMATION TECHNOLOGY SERVICES (HITS) – CHIEF INFORMATION OFFICER FUNCTION AND ALLOCATION BASIS

The Chief Information Officer is responsible for citywide Information Technology oversight, enterprise and departmental technology contract administration; departmental administrative support in processing procurement, departmental support of human resources and budgetary processes; and other financial planning and reporting for HITS. The costs to operate HITS are allocated based on the number of FTE positions in the sections managed and supported.

A. Department Costs

Dept:19 HITS CIO

Department		Amount	General Admin	IT Dept Admin	IT Director
Personnel Costs					
Salaries	S1	0	0	0	0
Salary % Split			.00%	.00%	100.00%
Benefits	P	15-	0	0	15-
Subtotal - Personnel Costs		15.00-	0	0	15.00-
Services & Supplies Cost					
Supplies	P	0	0	0	0
Services	P	53,956	0	2,850	51,106
Subtotal - Services & Supplies		53,956	0	2,850	51,106
Department Cost Total		53,941	0	2,850	51,091
Adjustments to Cost					
Subtotal - Adjustments			0	0	0
Total Costs After Adjustments		53,941	0	2,850	51,091
General Admin Distribution			0	0	0
Grand Total		$ 53,941		$ 2,850	$ 51,091

B. Incoming Costs-(Default Spread Salary%)

Dept:19 HITS CIO

	Department	First Incoming	Second Incoming	IT Dept Admin	IT Director
1	City Hall	$ 5,578	$ 0	$ 0	$ 5,578
1	Muni Court Bldg	125	0	0	125
	Subtotal - Building Depn	5,703	0	0	5,703
2	Equip Deprec	4,786	0	0	4,786
	Subtotal - Equipment Depn	4,786	0	0	4,786
3	Insurance Retirees	0	0	0	0
3	Memberships	0	0	0	0
3	Consulting Services	5	0	0	5
3	Interest Costs	74	1	0	75
3	Other Misc	10	0	0	10
3	Claims & Judge	0	0	0	0
3	Non-Dept. Legal Svcs/Lobby	0	0	0	0
3	Walker Rent	477,349	3,892	0	481,241
	Subtotal - Non-Dept-Gen Gov	477,438	3,892	0	481,330
5	Financial Plg & Analysis	233	13	0	246
	Subtotal - Fin Plg & Analysis	233	13	0	246
8	Gen Acctng	116	8	0	124
8	Fixed Assets	3,688	235	0	3,923
8	Auditing Svcs	134	0	0	134
8	Fin Operations	6	0	0	6
	Subtotal - Fin Reporting & Ops	3,944	243	0	4,187
9	Internal Controls	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0
10	Cost Accounting	5	0	0	5
10	Trust Funds Mgmt (TFM)	4	0	0	4
	Subtotal - Fin Grants	9	1	0	10
11	Perf Mgmt Svcs	5	0	0	5
	Subtotal - Fin Perform Mgmt	5	0	0	5
12	Treasury	17	1	0	18
	Subtotal - Fin Treasury	17	1	0	18
13	Purchasing	0	0	0	0
	Subtotal - Fin SPD	0	0	0	0
16	Mailroom	21,748	1,575	0	23,323
16	Property	5,564	359	0	5,923
16	Records	0	0	0	0
16	3-1-1 Svcs	41,636	2,738	0	44,374
	Subtotal - ARA Operations	68,948	4,673	0	73,621
17	Payroll Svcs	0	0	0	0
	Subtotal - ARA Payroll Svcs	0	0	0	0
18	Franchise	18	1	0	19
	Subtotal - ARA Regulatory	18	1	0	19
20	Enterprise Appl	0	0	0	0

B. Incoming Costs-(Default Spread Salary%)

Dept:19 HITS CIO

	Department	First Incoming	Second Incoming	IT Dept Admin	IT Director
20	IT ERP	$ 0	$ 0	$ 0	$ 0
	Subtotal - HITS EAS	0	0	0	0
21	Client Svcs	0	0	0	0
21	NW Data	0	0	0	0
21	NW Voice	0	0	0	0
21	Enterprise Optns	0	0	0	0
	Subtotal - HITS EIS	0	0	0	0
22	IT Radio Svcs	0	0	0	0
	Subtotal - HITS Radio	0	0	0	0
23	Certification	0	0	0	0
23	Contract Compliance	0	27,832	0	27,832
23	Reporting & Analytics	0	905	0	905
23	Dept Services	0	19,903	0	19,903
23	External Affairs & Outreach	0	0	0	0
	Subtotal - OBO	0	48,640	0	48,640
24	City Mayor Admin	0	0	0	0
24	Inter Gov Rel	0	0	0	0
	Subtotal - Mayor	0	0	0	0
25	Selection	0	8,479	0	8,479
25	Personnel Svcs	0	0	0	0
	Subtotal - Human Resources	0	8,479	0	8,479
26	Legal Svcs	0	198,725	0	198,725
26	Inspector General	0	21,922	0	21,922
	Subtotal - Legal	0	220,647	0	220,647
27	City Sec Svcs	0	16	0	16
	Subtotal - City Secretary	0	16	0	16
28	City Council Svcs	0	146	0	146
	Subtotal - City Council	0	146	0	146
29	Controller Fin Svcs	0	637	0	637
29	Controller Treasury	0	22	0	22
	Subtotal - City Controller's	0	659	0	659
35	Building Svcs	0	250,283	0	250,283
35	Utilities	0	115,106	0	115,106
35	Real Estate	0	45,937	0	45,937
	Subtotal - General Services	0	411,326	0	411,326
	Total Incoming	561,101	698,737	0	1,259,838
C.	Total Allocated		$ 1,313,779	$ 2,850	$ 1,310,929
				0.22%	99.78%

IT Dept Admin Allocations

Dept:19 HITS CIO

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
20	HITS EAS	0.00	0.0000	$ 0	$ 0	$ 0	$ 0	$ 0
21	HITS EIS	0.00	0.0000	0	0	0	0	0
22	HITS Radio	26.60	15.1913	433	0	433	0	433
58	IT Public Services	0.00	0.0000	0	0	0	0	0
94	HITS Other	148.50	84.8087	2,417	0	2,417	0	2,417
	Subtotal	175.10	100.0000	2,850	0	2,850	0	2,850
	Direct Bills					0		0
	Total					$2,850		$ 2,850

Basis Units: Number of FTE positions supported
Source: COH FTE Report

IT Director Allocations

Dept:19 HITS CIO

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
20	HITS EAS	0.00	0.0000	$ 0	$ 0	$ 0	$ 0	$ 0
21	HITS EIS	0.00	0.0000	0	0	0	0	0
22	HITS Radio	26.60	15.1913	93,000	0	93,000	106,147	199,147
58	IT Public Services	0.00	0.0000	0	0	0	0	0
94	HITS Other	148.50	84.8087	519,192	0	519,192	592,590	1,111,782
	Subtotal	175.10	100.0000	612,192	0	612,192	698,737	1,310,929
	Direct Bills					0		0
	Total					$612,192		$ 1,310,929

Basis Units: Number of FTE positions supported
Source: COH FTE Report

Allocation Summary

Dept:19 HITS CIO

	Department	IT Dept Admin	IT Director	Total
0	Direct Billed	$0	$0	$0
20	HITS EAS	0	0	0
21	HITS EIS	0	0	0
22	HITS Radio	433	199,147	199,580
58	IT Public Services	0	0	0
94	HITS Other	2,417	1,111,782	1,114,199
	Total	$ 2,850	$ 1,310,929	$ 1,313,779

HOUSTON INFORMATION TECHNOLOGY SERVICES
ENTERPRISE APPLICATIONS SERVICES (EAS)
FUNCTION AND ALLOCATION BASIS

Houston Information Technology Services (HITS) – the Enterprise Applications division provides application support and management services for the City's core business systems and numerous departmental applications. Examples of such services include: Enterprise Geographical Information Systems (GIS), INFOR, SharePoint, Municipal Courts systems, Data Management and provides Enterprise Resource Planning (ERP) application support for the City's core business systems and other departmental applications integrated with ERP. The functions and basis used for cost allocation are as follows:

- **Enterprise Applications** – Costs for the support of enterprise applications are allocated based on the number of hours per department served.

- **IT ERP** – Costs of the ERP system support are allocated based on the total number of SAP licenses per department.

A. Department Costs

Dept:20 HITS EAS

Department		Amount	General Admin	Enterprise Appl	IT ERP
Personnel Costs					
Salaries	S1	0	0	0	0
Salary % Split			.00%	.00%	.00%
Benefits	P	26-	0	0	0
Subtotal - Personnel Costs		26-	0	0	0
Services & Supplies Cost					
Supplies	P	0	0	0	0
Services	P	34,942	0	0	0
Subtotal - Services & Supplies		34,942	0	0	0
Department Cost Total		34,916	0	0	0
Adjustments to Cost					
Subtotal - Adjustments			0	0	0
Total Costs After Adjustments		34,916	0	0	0
General Admin Distribution			0	0	0
Grand Total		$ 34,916		0	0

B. Incoming Costs-(Default Spread Salary%)

Dept:20 HITS EAS

	Department	First Incoming	Second Incoming	Enterprise Appl	IT ERP
3	Insurance Retirees	$ 0	$ 0	$ 0	$ 0
3	Memberships	0	0	0	0
3	Consulting Services	4	0	0	0
3	Interest Costs	48	0	0	0
3	Other Misc	6	0	0	0
3	Non-Dept. Legal Svcs/Lobby	0	0	0	0
	Subtotal - Non-Dept-Gen Gov	58	0	0	0
5	Financial Plg & Analysis	153	9	0	0
	Subtotal - Fin Plg & Analysis	153	9	0	0
8	Gen Acctng	76	5	0	0
8	Auditing Svcs	88	0	0	0
8	Fin Operations	4	0	0	0
	Subtotal - Fin Reporting & Ops	168	5	0	0
9	Internal Controls	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0
10	Cost Accounting	3	0	0	0
10	Trust Funds Mgmt (TFM)	2	0	0	0
	Subtotal - Fin Grants	5	0	0	0
11	Perf Mgmt Svcs	3	0	0	0
	Subtotal - Fin Perform Mgmt	3	0	0	0
12	Treasury	11	1	0	0
	Subtotal - Fin Treasury	11	1	0	0
13	Purchasing	0	0	0	0
	Subtotal - Fin SPD	0	0	0	0
16	Records	0	0	0	0
	Subtotal - ARA Operations	0	0	0	0
17	Payroll Svcs	0	0	0	0
	Subtotal - ARA Payroll Svcs	0	0	0	0
18	Franchise	12	1	0	0
	Subtotal - ARA Regulatory	12	1	0	0
19	IT Dept Admin	0	0	0	0
19	IT Director	0	0	0	0
	Subtotal - HITS CIO	0	0	0	0
20	IT ERP	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0
21	Enterprise Optns	0	0	0	0
	Subtotal - HITS EIS	0	0	0	0
23	Certification	0	0	0	0
23	External Affairs & Outreach	0	0	0	0
	Subtotal - OBO	0	0	0	0

B. Incoming Costs-(Default Spread Salary%)

Dept:20 HITS EAS

	Department	First Incoming	Second Incoming	Enterprise Appl	IT ERP
24	City Mayor Admin	$ 0	$ 0	$ 0	$ 0
24	Inter Gov Rel	0	0	0	0
	Subtotal - Mayor	0	0	0	0
25	Personnel Svcs	0	0	0	0
	Subtotal - Human Resources	0	0	0	0
27	City Sec Svcs	0	11	0	0
	Subtotal - City Secretary	0	11	0	0
28	City Council Svcs	0	95	0	0
	Subtotal - City Council	0	95	0	0
29	Controller Fin Svcs	0	419	0	0
29	Controller Treasury	0	14	0	0
	Subtotal - City Controller's	0	433	0	0
	Total Incoming	410	556	0	0

C. Total Allocated $ 35,882

Enterprise Appl Allocations

Dept:20 HITS EAS

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	0	0.0000	$ 0	$ 0	$ 0	$ 0	$ 0
14	ARA Director Office	0	0.0000	0	0	0	0	0
19	HITS CIO	0	0.0000	0	0	0	0	0
23	Office Business Opportunity	0	0.0000	0	0	0	0	0
24	Mayor	0	0.0000	0	0	0	0	0
25	Human Resources	0	0.0000	0	0	0	0	0
26	Legal	0	0.0000	0	0	0	0	0
27	City Secretary	0	0.0000	0	0	0	0	0
28	City Council	0	0.0000	0	0	0	0	0
29	City Controller's Office	0	0.0000	0	0	0	0	0
31	Planning & Dev Admin	0	0.0000	0	0	0	0	0
35	General Services	0	0.0000	0	0	0	0	0
36	HEC	0	0.0000	0	0	0	0	0
38	Police	0	0.0000	0	0	0	0	0
39	Dept of Neighborhoods	0	0.0000	0	0	0	0	0
40	Fire	0	0.0000	0	0	0	0	0
41	Municipal Court	0	0.0000	0	0	0	0	0
42	Solid Waste	0	0.0000	0	0	0	0	0
43	Houston Airport System (HAS)	0	0.0000	0	0	0	0	0
44	Housing & Community Dev	0	0.0000	0	0	0	0	0
45	Library	0	0.0000	0	0	0	0	0
46	Parks & Recreation	0	0.0000	0	0	0	0	0
47	Health Department	0	0.0000	0	0	0	0	0
49	Fleet Management	0	0.0000	0	0	0	0	0
69	HPW Water & Sewer	0	0.0000	0	0	0	0	0
	Subtotal	0	100.0000	0	0	0	0	0
	Direct Bills					0		0
	Total					$0		$ 0

Basis Units: IT application hours per department
Source: HITS Help Desk Report

IT ERP Allocations

Dept:20 HITS EAS

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	0	0.0000	$ 0	$ 0	$ 0	$ 0	$ 0
05	Finance Financial Plg & Analys	0	0.0000	0	0	0	0	0
06	Finance City Council	0	0.0000	0	0	0	0	0
07	Finance Public Fin	0	0.0000	0	0	0	0	0
08	Finance Reporting & Ops	0	0.0000	0	0	0	0	0
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	0	0.0000	0	0	0	0	0
11	Finance Rev Perform Mgmnt	0	0.0000	0	0	0	0	0
12	Finance Treasury	0	0.0000	0	0	0	0	0
13	Finance Strat Purchasing	0	0.0000	0	0	0	0	0
14	ARA Director Office	0	0.0000	0	0	0	0	0
15	ARA Financial Services	0	0.0000	0	0	0	0	0
16	ARA Operations	0	0.0000	0	0	0	0	0
17	ARA Payroll Services	0	0.0000	0	0	0	0	0
18	ARA Regulatory	0	0.0000	0	0	0	0	0
19	HITS CIO	0	0.0000	0	0	0	0	0
20	HITS EAS	0	0.0000	0	0	0	0	0
21	HITS EIS	0	0.0000	0	0	0	0	0
22	HITS Radio	0	0.0000	0	0	0	0	0
23	Office Business Opportunity	0	0.0000	0	0	0	0	0
24	Mayor	0	0.0000	0	0	0	0	0
25	Human Resources	0	0.0000	0	0	0	0	0
26	Legal	0	0.0000	0	0	0	0	0
27	City Secretary	0	0.0000	0	0	0	0	0
28	City Council	0	0.0000	0	0	0	0	0
29	City Controller's Office	0	0.0000	0	0	0	0	0
30	Health Administration	0	0.0000	0	0	0	0	0
31	Planning and Dev Admin	0	0.0000	0	0	0	0	0
33	CIP Sal REC HPW	0	0.0000	0	0	0	0	0
34	HPD Police Records	0	0.0000	0	0	0	0	0
35	General Services	0	0.0000	0	0	0	0	0
36	HEC	0	0.0000	0	0	0	0	0
38	Police	0	0.0000	0	0	0	0	0
39	Dept of Neighborhoods	0	0.0000	0	0	0	0	0
40	Fire	0	0.0000	0	0	0	0	0
41	Municipal Court	0	0.0000	0	0	0	0	0
42	Solid Waste	0	0.0000	0	0	0	0	0
43	Houston Airport System (HAS)	0	0.0000	0	0	0	0	0
44	Housing & Community Dev	0	0.0000	0	0	0	0	0
45	Library	0	0.0000	0	0	0	0	0
46	Parks & Recreation	0	0.0000	0	0	0	0	0
47	Health Department	0	0.0000	0	0	0	0	0
49	Fleet Management	0	0.0000	0	0	0	0	0
50	Planning & Dev Other	0	0.0000	0	0	0	0	0
51	Planning & Dev Spec Rev	0	0.0000	0	0	0	0	0
53	Finance Other	0	0.0000	0	0	0	0	0
54	ARA Insurance	0	0.0000	0	0	0	0	0
55	ARA BARC	0	0.0000	0	0	0	0	0
56	ARA Parking	0	0.0000	0	0	0	0	0
57	ARA Other	0	0.0000	0	0	0	0	0
59	Legal Insurance	0	0.0000	0	0	0	0	0
60	Legal Wkr Comp	0	0.0000	0	0	0	0	0
61	Mayor Cable TV	0	0.0000	0	0	0	0	0
62	Mayor Other	0	0.0000	0	0	0	0	0
64	HR Health Benefits	0	0.0000	0	0	0	0	0
66	HPW Bldg Insp	0	0.0000	0	0	0	0	0

IT ERP Allocations

Dept:20 HITS EAS

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
67	HPW Stormwater	0	0.0000	0	0	0	0	0
68	HPW DDSR	0	0.0000	0	0	0	0	0
69	HPW Water & Sewer	0	0.0000	0	0	0	0	0
70	HPW Houston Transtar	0	0.0000	0	0	0	0	0
71	HPW Other	0	0.0000	0	0	0	0	0
72	Houston Permit Center	0	0.0000	0	0	0	0	0
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	0	0.0000	0	0	0	0	0
75	CIP S/R Engrg	0	0.0000	0	0	0	0	0
76	CIP S/R Constr	0	0.0000	0	0	0	0	0
77	CIP S/R Eng/Const	0	0.0000	0	0	0	0	0
78	CIP S/R Geo/Env	0	0.0000	0	0	0	0	0
79	CIP S/R Other	0	0.0000	0	0	0	0	0
93	HR-W.C.	0	0.0000	0	0	0	0	0
94	HITS Other	0	0.0000	0	0	0	0	0
	Subtotal	0	100.0000	0	0	0	0	0
	Direct Bills					0		0
	Total					$0		$ 0

Basis Units: Number of SAP licenses
Source: HITS Report

Allocation Summary

Dept:20 HITS EAS

	Department	Enterprise Appl	IT ERP	Total
0	Direct Billed	$0	$0	$0
04	Finance Dir Office	0	0	0
05	Finance Financial Plg & Analys	0	0	0
06	Finance City Council	0	0	0
07	Finance Public Fin	0	0	0
08	Finance Reporting & Ops	0	0	0
09	Finance Internal Controls	0	0	0
10	Finance Grants	0	0	0
11	Finance Rev Perform Mgmnt	0	0	0
12	Finance Treasury	0	0	0
13	Finance Strat Purchasing	0	0	0
14	ARA Director Office	0	0	0
15	ARA Financial Services	0	0	0
16	ARA Operations	0	0	0
17	ARA Payroll Services	0	0	0
18	ARA Regulatory	0	0	0
19	HITS CIO	0	0	0
20	HITS EAS	0	0	0
21	HITS EIS	0	0	0
22	HITS Radio	0	0	0
23	Office Business Opportunity	0	0	0
24	Mayor	0	0	0
25	Human Resources	0	0	0
26	Legal	0	0	0
27	City Secretary	0	0	0
28	City Council	0	0	0
29	City Controller's Office	0	0	0
30	Health Administration	0	0	0
31	Planning and Dev Admin	0	0	0
33	CIP Sal REC HPW	0	0	0
34	HPD Police Records	0	0	0
35	General Services	0	0	0
36	HEC	0	0	0
38	Police	0	0	0
39	Dept of Neighborhoods	0	0	0
40	Fire	0	0	0
41	Municipal Court	0	0	0
42	Solid Waste	0	0	0
43	Houston Airport System (HAS)	0	0	0
44	Housing & Community Dev	0	0	0
45	Library	0	0	0
46	Parks & Recreation	0	0	0
47	Health Department	0	0	0
49	Fleet Management	0	0	0
50	Planning & Dev Other	0	0	0
51	Planning & Dev Spec Rev	0	0	0
53	Finance Other	0	0	0
54	ARA Insurance	0	0	0
55	ARA BARC	0	0	0
56	ARA Parking	0	0	0
57	ARA Other	0	0	0
59	Legal Insurance	0	0	0
60	Legal Wkr Comp	0	0	0
61	Mayor Cable TV	0	0	0
62	Mayor Other	0	0	0
64	HR Health Benefits	0	0	0

Allocation Summary

Dept:20 HITS EAS

	Department	Enterprise Appl	IT ERP	Total
66	HPW Bldg Insp	0	0	0
67	HPW Stormwater	0	0	0
68	HPW DDSR	0	0	0
69	HPW Water & Sewer	0	0	0
70	HPW Houston Transtar	0	0	0
71	HPW Other	0	0	0
72	Houston Permit Center	0	0	0
73	CIP S/R Planning	0	0	0
74	CIP Sal Rec RE	0	0	0
75	CIP S/R Engrg	0	0	0
76	CIP S/R Constr	0	0	0
77	CIP S/R Eng/Const	0	0	0
78	CIP S/R Geo/Env	0	0	0
79	CIP S/R Other	0	0	0
93	HR-W.C.	0	0	0
94	HITS Other	0	0	0
	Total	$ 0	$ 0	$ 0

HOUSTON INFORMATION TECHNOLOGY SERVICES
ENTERPRISE INFRASTRUCTURE SERVICES (EIS)
FUNCTION AND ALLOCATION BASIS

Houston Information Technology Services (HITS) – Enterprise Infrastructure Services division develops, implements, and manages the City of Houston's wide area network, telecommunications infrastructure, provides Intra/Internet security monitoring, and performs client server maintenance and support enterprise applications. The functions and basis used for cost allocation are as follows:

• **Network Data** – Costs of the service and maintenance of the citywide network infrastructure are allocated based on the total number of users per department using network services.

• **Network Voice** – Costs of the service and maintenance of the citywide telecommunications systems are allocated based on the total number of users per department using network services, excluding the Airport.

• **Enterprise Operations** –

- Costs of enterprise management, server operations and storage management are allocated based on the number of revenue, expenditure, and purchasing transactions per department, excluding HEC, Municipal Courts, and Hurricane Harvey.
- Costs for user desktop support and help desk functions are allocated based on the number of Information Technology Service Now (ITSN) requests submitted per department.

A. Department Costs

Dept:21 HITS EIS

Department		Amount	General Admin	Client Svcs	NW Data	NW Voice	Enterprise Optns
Personnel Costs							
Salaries	S1	0	0	0	0	0	0
Salary % Split			.00%	.00%	.00%	.00%	.00%
Benefits	P	137-	0	0	13-	15-	109-
Subtotal - Personnel Costs		137-	0	0	13-	15-	109-
Services & Supplies Cost							
Supplies	P	0	0	0	0	0	0
Services	P	1,724	0	0	2,475	0.77-	750.00-
Subtotal - Services & Supplies		1,724	0	0	2,475	0.77-	750-
Department Cost Total		1,587	0	0	2,462	16-	859-
Adjustments to Cost							
Subtotal - Adjustments			0	0	0	0	0
Total Costs After Adjustments		1,587	0	0	2,462	16-	859-
General Admin Distribution			0	0	0	0	0
Grand Total		$ 1,587		0	$ 2,462	16-	859-

B. Incoming Costs-(Default Spread Salary%)

Dept:21 HITS EIS

	Department	First Incoming	Second Incoming	Client Svcs	NW Data	NW Voice	Enterprise Optns
3	Insurance Retirees	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
3	Memberships	0	0	0	0	0	0
3	Consulting Services	12	0	0	0	0	0
3	Interest Costs	2	0	0	0	0	0
3	Other Misc	0	0	0	0	0	0
3	Non-Dept. Legal Svcs/Lobby	0	0	0	0	0	0
	Subtotal - Non-Dept-Gen Gov	14	0	0	0	0	0
5	Financial Plg & Analysis	506	28	0	0	0	0
	Subtotal - Fin Plg & Analysis	506	28	0	0	0	0
8	Gen Acctng	252	17	0	0	0	0
8	Auditing Svcs	290	0	0	0	0	0
8	Fin Operations	0	0	0	0	0	0
	Subtotal - Fin Reporting & Ops	542	17	0	0	0	0
9	Internal Controls	0	0	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0	0	0
10	Cost Accounting	0	0	0	0	0	0
10	Trust Funds Mgmt (TFM)	0	0	0	0	0	0
	Subtotal - Fin Grants	0	0	0	0	0	0
11	Perf Mgmt Svcs	0	0	0	0	0	0
	Subtotal - Fin Perform Mgmt	0	0	0	0	0	0
12	Treasury	1	0	0	0	0	0
	Subtotal - Fin Treasury	1	0	0	0	0	0
16	Records	0	0	0	0	0	0
	Subtotal - ARA Operations	0	0	0	0	0	0
17	Payroll Svcs	0	0	0	0	0	0
	Subtotal - ARA Payroll Svcs	0	0	0	0	0	0
18	Franchise	1	0	0	0	0	0
	Subtotal - ARA Regulatory	1	0	0	0	0	0
19	IT Dept Admin	0	0	0	0	0	0
19	IT Director	0	0	0	0	0	0
	Subtotal - HITS CIO	0	0	0	0	0	0
20	Enterprise Appl	0	0	0	0	0	0
20	IT ERP	0	0	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0	0	0
21	Enterprise Optns	0	0	0	0	0	0
	Subtotal - HITS EIS	0	0	0	0	0	0
23	Certification	0	0	0	0	0	0
23	External Affairs & Outreach	0	0	0	0	0	0
	Subtotal - OBO	0	0	0	0	0	0
24	City Mayor Admin	0	0	0	0	0	0
24	Inter Gov Rel	0	0	0	0	0	0
	Subtotal - Mayor	0	0	0	0	0	0

B. Incoming Costs-(Default Spread Salary%)

Dept:21 HITS EIS

	Department	First Incoming	Second Incoming	Client Svcs	NW Data	NW Voice	Enterprise Optns
25	Personnel Svcs	0	0	0	0	0	0
	Subtotal - Human Resources	0	0	0	0	0	0
27	City Sec Svcs	0	0	0	0	0	0
	Subtotal - City Secretary	0	0	0	0	0	0
28	City Council Svcs	0	4	0	0	0	0
	Subtotal - City Council	0	4	0	0	0	0
29	Controller Fin Svcs	0	1,382	0	0	0	0
29	Controller Treasury	0	1	0	0	0	0
	Subtotal - City Controller's	0	1,383	0	0	0	0
	Total Incoming	1,064	1,432	0	0	0	0
C.	Total Allocated		$ 4,083		$ 2,462		$ 859
					60.30%		

Client Svcs Allocations

Dept:21 HITS EIS

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	0	0.0000	$ 0	$ 0	$ 0	$ 0	$ 0
14	ARA Director Office	0	0.0000	0	0	0	0	0
19	HITS CIO	0	0.0000	0	0	0	0	0
23	Office Business Opportunity	0	0.0000	0	0	0	0	0
24	Mayor	0	0.0000	0	0	0	0	0
25	Human Resources	0	0.0000	0	0	0	0	0
26	Legal	0	0.0000	0	0	0	0	0
27	City Secretary	0	0.0000	0	0	0	0	0
28	City Council	0	0.0000	0	0	0	0	0
29	City Controller's Office	0	0.0000	0	0	0	0	0
30	Health Administration	0	0.0000	0	0	0	0	0
31	Planning & Dev Admin	0	0.0000	0	0	0	0	0
32	HPW Admin Indirect	0	0.0000	0	0	0	0	0
35	General Services	0	0.0000	0	0	0	0	0
36	HEC	0	0.0000	0	0	0	0	0
38	Police	0	0.0000	0	0	0	0	0
39	Depart of Neighborhoods	0	0.0000	0	0	0	0	0
40	Fire	0	0.0000	0	0	0	0	0
41	Municipal court	0	0.0000	0	0	0	0	0
42	Solid Waste	0	0.0000	0	0	0	0	0
43	Houston Airport System (HAS)	0	0.0000	0	0	0	0	0
44	Housing & Community Dev	0	0.0000	0	0	0	0	0
45	Library	0	0.0000	0	0	0	0	0
46	Parks & Recreation	0	0.0000	0	0	0	0	0
49	Fleet Management	0	0.0000	0	0	0	0	0
	Subtotal	0	100.0000	0	0	0	0	0
	Direct Bills					0		0
	Total					$0		$ 0

Basis Units: IT Service Now (ITSN) requests submitted per dept
Source: HITS Help Desk Report

NW Data Allocations

Dept:21 HITS EIS

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	0	0.0000	$ 0	$ 0	$ 0	$ 0	$ 0
14	ARA Director Office	0	0.0000	0	0	0	0	0
19	HITS CIO	0	0.0000	0	0	0	0	0
23	Office Business Opportunity	0	0.0000	0	0	0	0	0
24	Mayor	0	0.0000	0	0	0	0	0
25	Human Resources	0	0.0000	0	0	0	0	0
26	Legal	0	0.0000	0	0	0	0	0
27	City Secretary	0	0.0000	0	0	0	0	0
28	City Council	0	0.0000	0	0	0	0	0
29	City Controller's Office	0	0.0000	0	0	0	0	0
30	Health Administration	0	0.0000	0	0	0	0	0
31	Planning & Dev Admin	0	0.0000	0	0	0	0	0
32	HPW Administration Indirect	0	0.0000	0	0	0	0	0
35	General Services	0	0.0000	0	0	0	0	0
36	HEC	0	0.0000	0	0	0	0	0
39	Dept of Neighborhoods	0	0.0000	0	0	0	0	0
40	Fire	0	0.0000	0	0	0	0	0
41	Municipal Court	0	0.0000	0	0	0	0	0
42	Solid Waste	0	0.0000	0	0	0	0	0
43	Houston Airport System (HAS)	0	0.0000	0	0	0	0	0
44	Housing & Community Dev	0	0.0000	0	0	0	0	0
45	Library	0	0.0000	0	0	0	0	0
46	Parks & Recreation	0	0.0000	0	0	0	0	0
49	Fleet Management	0	0.0000	0	0	0	0	0
	Subtotal	0	100.0000	0	0	0	2,462	0
	Direct Bills					0		0
	Total					$0		$ 0

Basis Units: IT user count for network svcs
Source: HITS User Report

NW Voice Allocations

Dept:21 HITS EIS

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	0	0.0000	$ 0	$ 0	$ 0	$ 0	$ 0
14	ARA Director Office	0	0.0000	0	0	0	0	0
19	HITS CIO	0	0.0000	0	0	0	0	0
23	Office Business Opportunity	0	0.0000	0	0	0	0	0
24	Mayor	0	0.0000	0	0	0	0	0
25	Human Resources	0	0.0000	0	0	0	0	0
26	Legal	0	0.0000	0	0	0	0	0
27	City Secretary	0	0.0000	0	0	0	0	0
28	City Council	0	0.0000	0	0	0	0	0
29	City Controller's Office	0	0.0000	0	0	0	0	0
30	Health Administration	0	0.0000	0	0	0	0	0
31	Planning & Dev Admin	0	0.0000	0	0	0	0	0
32	HPW Administration Indirect	0	0.0000	0	0	0	0	0
35	General Services	0	0.0000	0	0	0	0	0
36	HEC	0	0.0000	0	0	0	0	0
39	Dept of Neighborhoods	0	0.0000	0	0	0	0	0
40	Fire	0	0.0000	0	0	0	0	0
41	Municipal Court	0	0.0000	0	0	0	0	0
42	Solid Waste	0	0.0000	0	0	0	0	0
44	Housing & Community Dev	0	0.0000	0	0	0	0	0
45	Library	0	0.0000	0	0	0	0	0
46	Parks & Recreation	0	0.0000	0	0	0	0	0
49	Fleet Management	0	0.0000	0	0	0	0	0
	Subtotal	0	100.0000	0	0	0	16-	0
	Direct Bills					0		0
	Total					$0		$ 0

Basis Units: IT user count for network svcs excl Airport
Source: HITS User Report

Enterprise Optns Allocations

Dept:21 HITS EIS

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	53,021	2.7901	24-	$ 0	24-	$ 0	24-
04	Finance Dir Office	1,809	0.0952	1-	0	1-	0	1-
05	Finance Financial Plg & Analys	572	0.0301	0	0	0	0	0
06	Finance City Council	551	0.0290	0	0	0	0	0
07	Finance Public Fin	437	0.0230	0	0	0	0	0
08	Finance Reporting & Ops	1,628	0.0857	1-	0	1-	0	1-
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	783	0.0412	0	0	0	0	0
11	Finance Rev Perform Mgmnt	315	0.0166	0	0	0	0	0
12	Finance Treasury	1,395	0.0734	1-	0	1-	0	1-
13	Finance Strat Purchasing	1,158	0.0609	1-	0	1-	0	1-
14	ARA Director Office	3,633	0.1912	2-	0	2-	0	2-
15	ARA Financial Services	417	0.0219	0	0	0	0	0
16	ARA Operations	4,030	0.2121	2-	0	2-	0	2-
17	ARA Payroll Services	686	0.0361	0	0	0	0	0
18	ARA Regulatory	1,739	0.0915	1-	0	1-	0	1-
19	HITS CIO	184	0.0097	0	0	0	0	0
20	HITS EAS	121	0.0064	0	0	0	0	0
21	HITS EIS	399	0.0210	0	0	0	0	0
22	HITS Radio	2,302	0.1211	1-	0	1-	0	1-
23	Office Business Opportunity	3,370	0.1773	2-	0	2-	0	2-
24	Mayor	5,305	0.2792	2-	0	2-	0	2-
25	Human Resources	54,583	2.8723	25-	0	25-	0	25-
26	Legal	5,537	0.2914	3-	0	3-	0	3-
27	City Secretary	1,424	0.0749	1-	0	1-	0	1-
28	City Council	23,260	1.2240	11-	0	11-	0	11-
29	City Controller's Office	3,729	0.1962	2-	0	2-	0	2-
30	Health Administration	15,603	0.8211	7-	0	7-	0	7-
31	Planning & Dev Admin	1,942	0.1022	1-	0	1-	0	1-
33	CIP Sal Rec HPW	3,122	0.1643	1-	0	1-	0	1-
34	HPD Police Records	1,405	0.0739	1-	0	1-	0	1-
35	General Services	34,734	1.8278	16-	0	16-	0	16-
38	Police	192,532	10.1316	87-	0	87-	0	87-
39	Dept of Neighborhoods	7,243	0.3811	3-	0	3-	0	3-
40	Fire	164,557	8.6594	74-	0	74-	0	74-
42	Solid Waste	39,067	2.0558	18-	0	18-	0	18-
43	Houston Airport System (HAS)	109,863	5.7813	50-	0	50-	0	50-
44	Housing & Community Dev	44,131	2.3223	20-	0	20-	0	20-
45	Library	18,535	0.9754	8-	0	8-	0	8-
46	Parks & Recreation	99,266	5.2236	45-	0	45-	0	45-
47	Health Department	159,080	8.3712	72-	0	72-	0	72-
48	Convention & Entertainment	1,468	0.0773	1-	0	1-	0	1-
49	Fleet Management	191,147	10.0587	86-	0	86-	0	86-
50	Planning & Dev Other	3,293	0.1733	1-	0	1-	0	1-
51	Planning & Dev Spec Rev	6,655	0.3502	3-	0	3-	0	3-
52	General Debt	5,940	0.3126	3-	0	3-	0	3-
53	Finance Other	15,085	0.7938	7-	0	7-	0	7-
54	ARA Insurance	1,308	0.0688	1-	0	1-	0	1-
55	ARA BARC	13,187	0.6939	6-	0	6-	0	6-
56	ARA Parking	18,434	0.9700	8-	0	8-	0	8-
57	ARA Other	11,792	0.6205	5-	0	5-	0	5-
58	IT Public Services	0	0.0000	0	0	0	0	0
59	Legal Insurance	5,851	0.3079	3-	0	3-	0	3-
60	Legal Wkr Comp	942	0.0496	0	0	0	0	0
61	Mayor Cable TV	1,864	0.0981	1-	0	1-	0	1-
62	Mayor Other	15,395	0.8101	7-	0	7-	0	7-

Enterprise Optns Allocations

Dept:21 HITS EIS

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
63	TIRZ	1,221	0.0643	1-	0	1-	0	1-
64	HR Health Benefits	141,829	7.4634	64-	0	64-	0	64-
65	HR Long Term Disability	66	0.0035	0	0	0	0	0
66	HPW Bldg Insp	39,916	2.1005	18-	0	18-	0	18-
67	HPW Stormwater	16,692	0.8784	8-	0	8-	0	8-
68	HPW DDSR	34,939	1.8386	16-	0	16-	0	16-
69	HPW Water & Sewer	192,833	10.1474	87-	0	87-	0	87-
70	HPW Houston Transtar	2,494	0.1312	1-	0	1-	0	1-
71	HPW Other	40,304	2.1209	18-	0	18-	0	18-
72	Houston Permit Center	6,771	0.3563	3-	0	3-	0	3-
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	1,796	0.0945	1-	0	1-	0	1-
75	CIP S/R Engrg	4,959	0.2610	2-	0	2-	0	2-
76	CIP S/R Constr	4,483	0.2359	2-	0	2-	0	2-
77	CIP S/R Eng/Const	1,938	0.1020	1-	0	1-	0	1-
78	CIP S/R Geo/Env	523	0.0275	0	0	0	0	0
79	CIP S/R Other	6,826	0.3592	3-	0	3-	0	3-
80	CIP S/R GSD	821	0.0432	0	0	0	0	0
93	HR-W.C.	15,653	0.8237	7-	0	7-	0	7-
94	HITS Other	30,414	1.6005	14-	0	14-	0	14-
95	Legal Other	12	0.0006	0	0	0	0	0
	Subtotal	1,900,319	100.0000	861-	0	861-	2	859-
	Direct Bills					0		0
	Total					$861-		$ 859

Basis Units: Number of rev, exp, & purch transactions per dept
Source: COH Transaction Report

Allocation Summary

Dept:21 HITS EIS

	Department	Client Svcs	NW Data	NW Voice	Enterprise Optns	Total
0	Direct Billed	$0	$0	$0	$0	$0
03	Non-Departmental-Gen Gov	0	0	0	24-	24-
04	Finance Dir Office	0	0	0	1-	1-
05	Finance Financial Plg & Analys	0	0	0	0	0
06	Finance City Council	0	0	0	0	0
07	Finance Public Fin	0	0	0	0	0
08	Finance Reporting & Ops	0	0	0	1-	1-
09	Finance Internal Controls	0	0	0	0	0
10	Finance Grants	0	0	0	0	0
11	Finance Rev Perform Mgmnt	0	0	0	0	0
12	Finance Treasury	0	0	0	1-	1-
13	Finance Strat Purchasing	0	0	0	1-	1-
14	ARA Director Office	0	0	0	2-	2-
15	ARA Financial Services	0	0	0	0	0
16	ARA Operations	0	0	0	2-	2-
17	ARA Payroll Services	0	0	0	0	0
18	ARA Regulatory	0	0	0	1-	1-
19	HITS CIO	0	0	0	0	0
20	HITS EAS	0	0	0	0	0
21	HITS EIS	0	0	0	0	0
22	HITS Radio	0	0	0	1-	1-
23	Office Business Opportunity	0	0	0	2-	2-
24	Mayor	0	0	0	2-	2-
25	Human Resources	0	0	0	25-	25-
26	Legal	0	0	0	3-	3-
27	City Secretary	0	0	0	1-	1-
28	City Council	0	0	0	11-	11-
29	City Controller's Office	0	0	0	2-	2-
30	Health Administration	0	0	0	7-	7-
31	Planning & Dev Admin	0	0	0	1-	1-
32	HPW Administration Indirect	0	0	0	0	0
33	CIP Sal Rec HPW	0	0	0	1-	1-
34	HPD Police Records	0	0	0	1-	1-
35	General Services	0	0	0	16-	16-
36	HEC	0	0	0	0	0
38	Police	0	0	0	87-	87-
39	Dept of Neighborhoods	0	0	0	3-	3-
40	Fire	0	0	0	74-	74-
41	Municipal Court	0	0	0	0	0
42	Solid Waste	0	0	0	18-	18-
43	Houston Airport System (HAS)	0	0	0	50-	50-
44	Housing & Community Dev	0	0	0	20-	20-
45	Library	0	0	0	8-	8-
46	Parks & Recreation	0	0	0	45-	45-
47	Health Department	0	0	0	72-	72-
48	Convention & Entertainment	0	0	0	1-	1-
49	Fleet Management	0	0	0	86-	86-
50	Planning & Dev Other	0	0	0	1-	1-
51	Planning & Dev Spec Rev	0	0	0	3-	3-
52	General Debt	0	0	0	3-	3-
53	Finance Other	0	0	0	7-	7-
54	ARA Insurance	0	0	0	1-	1-
55	ARA BARC	0	0	0	6-	6-
56	ARA Parking	0	0	0	8-	8-
57	ARA Other	0	0	0	5-	5-
58	IT Public Services	0	0	0	0	0

Allocation Summary

Dept:21 HITS EIS

	Department	Client Svcs	NW Data	NW Voice	Enterprise Optns	Total
59	Legal Insurance	0	0	0	3-	3-
60	Legal Wkr Comp	0	0	0	0	0
61	Mayor Cable TV	0	0	0	1-	1-
62	Mayor Other	0	0	0	7-	7-
63	TIRZ	0	0	0	1-	1-
64	HR Health Benefits	0	0	0	64-	64-
65	HR Long Term Disability	0	0	0	0	0
66	HPW Bldg Insp	0	0	0	18-	18-
67	HPW Stormwater	0	0	0	8-	8-
68	HPW DDSR	0	0	0	16-	16-
69	HPW Water & Sewer	0	0	0	87-	87-
70	HPW Houston Transtar	0	0	0	1-	1-
71	HPW Other	0	0	0	18-	18-
72	Houston Permit Center	0	0	0	3-	3-
73	CIP S/R Planning	0	0	0	0	0
74	CIP Sal Rec RE	0	0	0	1-	1-
75	CIP S/R Engrg	0	0	0	2-	2-
76	CIP S/R Constr	0	0	0	2-	2-
77	CIP S/R Eng/Const	0	0	0	1-	1-
78	CIP S/R Geo/Env	0	0	0	0	0
79	CIP S/R Other	0	0	0	3-	3-
80	CIP S/R GSD	0	0	0	0	0
93	HR-W.C.	0	0	0	7-	7-
94	HITS Other	0	0	0	14-	14-
95	Legal Other	0	0	0	0	0
	Total	$ 0	$ 0	$ 0	$ 861	$ 861

HOUSTON INFORMATION TECHNOLOGY SERVICES
RADIO COMMUNICATION SERVICES
FUNCTION AND ALLOCATION BASIS

The Radio Communication Services division of Houston Information Technology Services is responsible for the operation and maintenance of the radio system and all city-owned radios. The costs are allocated based on the number of radios per department. External agencies, identified as other in the plan, are also charged a flat rate per month for each radio they have on the city radio network system.

A. Department Costs

Dept:22 HITS Radio

Department		Amount	General Admin	IT Radio Svcs
Personnel Costs				
Salaries	S1	1,962,953	0	1,962,953
Salary % Split			.00%	100.00%
Benefits	S	888,167	0	888,167
Subtotal - Personnel Costs		2,851,121	0	2,851,121
Services & Supplies Cost				
Supplies	S	299,522	0	299,522
Services	S	2,754,494	0	2,754,494
Subtotal - Services & Supplies		3,054,016	0	3,054,016
Department Cost Total		5,905,137	0	5,905,137
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		5,905,137	0	5,905,137
General Admin Distribution			0	0
Grand Total		$ 5,905,137		$ 5,905,137

B. Incoming Costs-(Default Spread Salary%)

Dept:22 HITS Radio

	Department	First Incoming	Second Incoming	IT Radio Svcs
3	Insurance Retirees	$ 97,195	$ 792	$ 97,987
3	Memberships	742	6	748
3	Consulting Services	67	1	68
3	Interest Costs	8,055	69	8,124
3	Other Misc	1,072	9	1,081
3	Non-Dept. Legal Svcs/Lobby	885	7	892
	Subtotal - Non-Dept-Gen Gov	108,016	884	108,900
5	Financial Plg & Analysis	2,917	163	3,080
	Subtotal - Fin Plg & Analysis	2,917	163	3,080
8	Gen Acctng	1,455	96	1,551
8	Auditing Svcs	1,672	0	1,672
8	Fin Operations	655	44	699
	Subtotal - Fin Reporting & Ops	3,782	139	3,921
9	Internal Controls	0	0	0
	Subtotal - Fin Int Controls	0	0	0
10	Cost Accounting	510	34	544
10	Trust Funds Mgmt (TFM)	414	28	442
	Subtotal - Fin Grants	924	61	985
11	Perf Mgmt Svcs	496	30	526
	Subtotal - Fin Perform Mgmt	496	30	526
12	Treasury	1,901	163	2,064
	Subtotal - Fin Treasury	1,901	163	2,064
13	Purchasing	51,018	3,944	54,962
	Subtotal - Fin SPD	51,018	3,944	54,962
16	Records	1,009	66	1,075
	Subtotal - ARA Operations	1,009	66	1,075
17	Payroll Svcs	5,368	277	5,645
	Subtotal - ARA Payroll Svcs	5,368	277	5,645
18	Franchise	2,021	116	2,137
	Subtotal - ARA Regulatory	2,021	116	2,137
19	IT Dept Admin	433	0	433
19	IT Director	93,000	106,147	199,147
	Subtotal - HITS CIO	93,433	106,147	199,580
20	IT ERP	0	0	0
	Subtotal - HITS EAS	0	0	0
21	Enterprise Optns	1.00-	0	1.00-
	Subtotal - HITS EIS	1-	0	1-
23	Certification	0	1,445	1,445
23	External Affairs & Outreach	0	819	819
	Subtotal - OBO	0	2,264	2,264
24	City Mayor Admin	0	5,981	5,981

B. Incoming Costs-(Default Spread Salary%)

Dept:22 HITS Radio

	Department	First Incoming	Second Incoming	IT Radio Svcs
24	Inter Gov Rel	$ 0	$ 809	$ 809
	Subtotal - Mayor	0	6,790	6,790
25	Personnel Svcs	0	1,745	1,745
	Subtotal - Human Resources	0	1,745	1,745
27	City Sec Svcs	0	1,780	1,780
	Subtotal - City Secretary	0	1,780	1,780
28	City Council Svcs	0	16,037	16,037
	Subtotal - City Council	0	16,037	16,037
29	Controller Fin Svcs	0	7,973	7,973
29	Controller Treasury	0	2,399	2,399
	Subtotal - City Controller's	0	10,372	10,372
	Total Incoming	270,884	150,978	421,862
C.	Total Allocated		$ 6,326,999	$ 6,326,999
				100.00%

IT Radio Svcs Allocations

Dept:22 HITS Radio

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
19	HITS CIO	0	0.0000	$ 0	$ 0	$ 0	$ 0	$ 0
24	Mayor	20	0.1438	8,884	0	8,884	217	9,101
30	Health Administration	78	0.5610	34,647	0	34,647	847	35,494
32	HPW Admin Indirect	0	0.0000	0	0	0	0	0
35	General Services	26	0.1870	11,549	0	11,549	282	11,831
36	HEC	20	0.1438	8,884	0	8,884	217	9,101
38	Police	8,791	63.2264	3,904,876	0	3,904,876	95,458	4,000,334
40	Fire	3,574	25.7048	1,587,536	0	1,587,536	38,809	1,626,345
41	Municipal Court	23	0.1654	10,216	0	10,216	250	10,466
42	Solid Waste	619	4.4520	274,954	0	274,954	6,721	281,675
46	Parks & Recreation	247	1.7765	109,715	0	109,715	2,682	112,397
49	Fleet Management	37	0.2661	16,435	0	16,435	402	16,837
56	ARA Parking	63	0.4531	27,984	0	27,984	684	28,668
68	HPW DDSR	185	1.3306	82,175	0	82,175	2,009	84,184
69	HPW Water & Sewer	199	1.4312	88,394	0	88,394	2,161	90,555
96	Other	22	0.1582	9,772	0	9,772	239	10,011
	Subtotal	13,904	100.0000	6,176,021	0	6,176,021	150,978	6,326,999
	Direct Bills					0		0
	Total					$6,176,021		$ 6,326,999

Basis Units: Number of radios per department
Source: HITS Radio Report

Allocation Summary

Dept:22 HITS Radio

	Department	IT Radio Svcs	Total
19	HITS CIO	0	0
24	Mayor	9,101	9,101
30	Health Administration	35,494	35,494
32	HPW Admin Indirect	0	0
35	General Services	11,831	11,831
36	HEC	9,101	9,101
38	Police	4,000,334	4,000,334
40	Fire	1,626,345	1,626,345
41	Municipal Court	10,466	10,466
42	Solid Waste	281,675	281,675
46	Parks & Recreation	112,397	112,397
49	Fleet Management	16,837	16,837
56	ARA Parking	28,668	28,668
68	HPW DDSR	84,184	84,184
69	HPW Water & Sewer	90,555	90,555
96	Other	10,011	10,011
	Total	$ 6,326,999	$ 6,326,999

OFFICE OF BUSINESS OPPORTUNITY
FUNCTION AND ALLOCATION BASIS

The Office of Business Opportunity (OBO) is committed to cultivating a competitive and diverse economic environment in the City of Houston by promoting the success of small businesses and developing Houston's workforce, with special emphasis on historically underutilized businesses and disenfranchised individuals. OBO provides business assistance to both start-up and mature companies, helps businesses navigate the City permitting and licensing process, provides referrals for educational and financial resources, as well as certifies Minority, Women, Small and Disadvantaged Business Enterprises (MWSDBE) and Persons with Disabilities Business Enterprises (PDBE). OBO is also charged with ensuring that city departments and prime contractors identify and connect with certified companies for contracting opportunities on MWSDBE goal-oriented contracts. OBO also monitors those contracts to ensure the utilization of MWSDBEs and compliance with applicable labor standards requirements. The department is also responsible for the oversight and implementation of various workforce development initiatives, programs, and services. The costs are allocated as follows:

- **Certification and Designation Division** -Administers the City's MWSDBE Certification Program and the Hire Houston First designation process. The costs of these functions are allocated based on the number of FTE positions.

- **Contract Compliance Division –** Enforces labor standards rules, as well as monitors MWSDBE utilization on contracts with goals. The Contract Compliance Division also ensures that subcontractors working on City of Houston projects are paid their pro-rata share each month in a timely manner. Costs are allocated based on the number of contracts monitored per department. The Division also provides periodic training to the contracting community.

Through its Department Services team, the Contract Compliance Division, evaluates MWBE Goal Waivers, proposed contract MWDBE Goals, and pre-award MWBE Participation Plans. This unit assists departments with setting contract-specific goals based on market availability of certified firms and divisible work in each project. Department Services also facilitates the Department Services Training Institute which provides departments with information about common compliance issues and best practices. The unit reviews RCAs for compliance with MWSDBE and Hire Houston First requirements. Costs are allocated based on the number of tasks completed by each Procurement Specialist per department.

• **Reporting, Analytics & Technology Unit-** This area is responsible for reporting citywide MWSDBE participation on contracts, Hire Houston First related contracts, and other reports that serve to provide analytics that can be used to strengthen the City's administration of its business development program.

• **Pay or Play (POP) Program** -This area develops and implements policies and procedures to ensure adherence to the POP Program mandates, ensuring the optimum efficiency and integrity of the Program, trains all departments citywide, and ensures audits are conducted.

• **External Affairs and Office of Business Opportunity Solutions Center (OBOSC) Unit-** External Affairs and OBOSC's objective is to raise program awareness and increase the number of companies seeking certification. The Business Development Services area of External Affairs & OBOSC provides information on contracting opportunities and facilitates the provision of business development resources needed to assist certified firms with increasing their financial and operational readiness. Additionally, team members serve as liaisons for capacity-building programs in which OBO participates. These costs are allocated based on the number of FTE positions. External Affairs also assists in facilitating job training and resource initiatives to support the Mayor's vision on economic opportunity.

• **Workforce Development Programs & Initiatives –** To further support the Mayor's vision on economic opportunity and in efforts to build a demand-driven workforce development system. OBO administers, facilitates, and collaborates on various workforce related initiatives, programs, and services designed to: 1) assist youth and young adults in enhancing their job and labor skills in order to prepare them for careers in the construction industry; 2) provide formerly incarcerated individuals who have an interest in starting their own business with the tools and training necessary to upskill their lives; and 3) connect hard to employ Houstonians with resources and hiring employers in efforts to assist them in overcoming barriers to employment that they face. The costs of these functions are allocated based on the number of individuals served.

• **HAS Services –** OBO is responsible for ensuring that contracts are procured, awarded, and administered in compliance with Federal regulations for the U.S. Department of Transportation's Disadvantaged Business Enterprise and Airport Concessionaire Disadvantaged Business Enterprise Programs. Services are provided by the Department Director and Assistant Director based on a level of effort of 20% and 15% respectively. These costs are directly allocated to HAS.

• **Non-General Fund-** The Non-General Fund expenses of OBO are not allocated within the Plan.

A. Department Costs

Dept:23 Office Business Opportunity

Description		Amount	General Admin	Certification	Contract Compliance	Reporting & Analytics
Personnel Costs						
Salaries	S1	3,106,758	805,568	689,198	816,543	112,409
Salary % Split			25.9,295%	22.1,838%	26.2,828%	0.00%
Benefits	S	0	0	0	0	0
Subtotal - Personnel Costs		3,106,758	805,568	689,198	816,543	112,409
Services & Supplies Cost						
Supplies	P	20,089	5,434	4,649	5,508	758
Services	P	269,459	72,886	62,357	73,879	10,171
HAS Costs	P	67,487	0	0	0	0
N-GF Svcs	P	4,293	0	0	0	0
Subtotal - Services & Supplies		361,328	78,320	67,006	79,387	10,929
Department Cost Total		3,468,086	883,888	756,204	895,930	123,338
Adjustments to Cost						
Subtotal - Adjustments		0	0	0	0	0
Total Costs After Adjustments		3,468,086	883,888	756,204	895,930	123,338
General Admin Distribution			883,888-	264,721	313,634	43,176
Grand Total		$ 3,468,086		$ 1,020,925	$ 1,209,564	$ 166,514

A. Department Costs

Dept:23 Office Business Opportunity

Description		Amount	Dept Services	External Affairs & Outreach	HAS Services	Non-GF.
Personnel Costs						
Salaries	S1	3,106,758	163,612	390,837	0	128,591
Salary % Split			5.2,663%	12.5,802%	0.0,000%	4.1,391%
Benefits	S	0	0	0	0	0
Subtotal - Personnel Costs		3,106,758	163,612	390,837	0	128,591
Services & Supplies Cost						
Supplies	P	20,089	1,104	2,636	0	30
Services	P	269,459	14,803	35,362	0	0
HAS Costs	P	67,487	0	0	67,487	0
N-GF Svcs	P	4,293	0	0	0	4,293
Subtotal - Services & Supplies		361,328	15,907	37,998	67,487	4,323
Department Cost Total		3,468,086	179,519	428,835	67,487	132,914
Adjustments to Cost						
Subtotal - Adjustments		0	0	0	0	0
Total Costs After Adjustments		3,468,086	179,519	428,835	67,487	132,914
General Admin Distribution			62,844	150,120	0	49,392
Grand Total		$ 3,468,086	$ 242,363	$ 578,955	$ 67,487	$ 182,306
						not allocated

B. Incoming Costs-(Default Spread Salary%)

Dept:23 Office Business Opportunity

	Description	First Incoming	Second Incoming	Certification	Contract Compliance	Reporting & Analytics	Dept Services	External Affairs & Outreach
3	Insurance Retirees	$ 109,618	$ 894	$ 33,098	$ 39,213	$ 5,398	$ 7,857	$ 18,769
3	Memberships	837	7	253	299	41	60	143
3	Consulting Services	98	1	30	35	5	7	17
3	Interest Costs	4,550	39	1,374	1,628	224	326	779
3	Other Misc	606	5	183	217	30	43	104
3	Non-Dept. Legal Svcs/Lobby	1,062	9	321	380	52	76	182
3	Walker Rent	198,329	1,617	59,883	70,948	9,767	14,216	33,959
	Subtotal - Non-Dept-Gen Gov	315,100	2,571	95,141	112,721	15,518	22,586	53,954
5	Financial Plg & Analysis	4,271	238	1,350	1,600	220	321	766
	Subtotal - Fin Plg & Analysis	4,271	238	1,350	1,600	220	321	766
8	Gen Acctng	2,130	140	680	805	111	161	386
8	Fixed Assets	0	0	0	0	0	0	0
8	Auditing Svcs	2,448	0	733	869	120	174	416
8	Fin Operations	386	26	123	146	20	29	70
	Subtotal - Fin Reporting & Ops	4,964	166	1,536	1,820	251	365	871
9	Internal Controls	0	0	0	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0	0	0	0
10	Cost Accounting	301	20	96	114	16	23	55
10	Trust Funds Mgmt (TFM)	244	16	78	92	13	19	44
	Subtotal - Fin Grants	545	36	174	206	28	41	99
11	Perf Mgmt Svcs	292	18	93	110	15	22	53
	Subtotal - Fin Perform Mgmt	292	18	93	110	15	22	53
12	Treasury	1,074	92	349	414	57	83	198
	Subtotal - Fin Treasury	1,074	92	349	414	57	83	198
13	Purchasing	2,603	201	840	995	137	199	476
	Subtotal - Fin SPD	2,603	201	840	995	137	199	476
16	Mailroom	4,591	333	1,475	1,747	241	350	836
16	Records	1,210	79	386	457	63	92	219
16	3-1-1 Svcs	3,279	216	1,047	1,240	171	248	594
	Subtotal - ARA Operations	9,080	627	2,907	3,445	474	690	1,649
17	Payroll Svcs	6,438	332	2,028	2,402	331	481	1,150
	Subtotal - ARA Payroll Svcs	6,438	332	2,028	2,402	331	481	1,150
18	Franchise	1,142	65	362	428	59	86	205
	Subtotal - ARA Regulatory	1,142	65	362	428	59	86	205
20	Enterprise Appl	0	0	0	0	0	0	0
20	IT ERP	0	0	0	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0	0	0	0
21	Client Svcs	0	0	0	0	0	0	0
21	NW Data	0	0	0	0	0	0	0
21	NW Voice	0	0	0	0	0	0	0
21	Enterprise Optns	2.00-	0	0.60-	0.71-	0.10-	0.14-	0.34-
	Subtotal - HITS EIS	2-	0	0.6-	0.71-	0.1-	0.14-	0.34-
23	Certification	0	1,733	519	615	85	123	294

B. Incoming Costs-(Default Spread Salary%) Dept:23 Office Business Opportunity

Description	First Incoming	Second Incoming	Certification	Contract Compliance	Reporting & Analytics	Dept Services	External Affairs & Outreach
23 Contract Compliance	$ 0	$ 1,504	$ 450	$ 534	$ 73	$ 107	$ 255
23 Reporting & Analytics	0	155	46	55	8	11	26
23 External Affairs & Outreach	0	983	294	349	48	70	167
Subtotal - OBO	0	4,375	1,310	1,552	214	311	743
24 City Mayor Admin	0	7,173	2,148	2,545	350	510	1,218
24 I Gov Relats	0	970	291	344	47	69	165
Subtotal - Mayor	0	8,143	2,439	2,889	398	579	1,383
25 Selection	0	3,065	918	1,088	150	218	521
25 Personnel Svcs	0	2,092	627	742	102	149	355
Subtotal - Human Resources	0	5,157	1,545	1,830	252	367	876
26 Legal Svcs	0	47,057	14,093	16,697	2,299	3,346	7,992
26 Inspector General	0	0	0	0	0	0	0
Subtotal - Legal	0	47,057	14,093	16,697	2,299	3,346	7,992
27 City Sec Svcs	0	1,050	314	373	51	75	178
Subtotal - City Secretary	0	1,050	314	373	51	75	178
28 City Council Svcs	0	9,455	2,832	3,355	462	672	1,606
Subtotal - City Council	0	9,455	2,832	3,355	462	672	1,606
29 Controller Fin Svcs	0	11,672	3,496	4,142	570	830	1,982
29 Controller Treasury	0	1,414	423	502	69	101	240
Subtotal - City Controller's	0	13,086	3,919	4,643	639	930	2,223
35 Real Estate	0	9,761	2,923	3,464	477	694	1,658
Subtotal - General Services	0	9,761	2,923	3,464	477	694	1,658
Total Incoming	345,507	102,431	134,156	158,944	21,881	31,848	76,078
C. Total Allocated		$ 3,916,024	$ 1,155,081	$ 1,368,508	$ 188,395	$ 274,211	$ 655,033
			29.50%	34.95%	4.81%	7.00%	16.73%

B. Incoming Costs-(Default Spread Salary%)

Dept:23 Office Business Opportunity

	Description	First Incoming	Second Incoming	HAS Services	Non-GF.
3	Insurance Retirees	$ 109,618	$ 894	$ 0	$ 6,175
3	Memberships	837	7	0	47
3	Consulting Services	98	1	0	6
3	Interest Costs	4,550	39	0	256
3	Other Misc	606	5	0	34
3	Non-Dept. Legal Svcs/Lobby	1,062	9	0	60
3	Walker Rent	198,329	1,617	0	11,173
	Subtotal - Non-Dept-Gen Gov	315,100	2,571	0	17,752
5	Financial Plg & Analysis	4,271	238	0	252
	Subtotal - Fin Plg & Analysis	4,271	238	0	252
8	Gen Acctng	2,130	140	0	127
8	Fixed Assets	0	0	0	0
8	Auditing Svcs	2,448	0	0	137
8	Fin Operations	386	26	0	23
	Subtotal - Fin Reporting & Ops	4,964	166	0	287
9	Internal Controls	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0
10	Cost Accounting	301	20	0	18
10	Trust Funds Mgmt (TFM)	244	16	0	15
	Subtotal - Fin Grants	545	36	0	32
11	Perf Mgmt Svcs	292	18	0	17
	Subtotal - Fin Perform Mgmt	292	18	0	17
12	Treasury	1,074	92	0	65
	Subtotal - Fin Treasury	1,074	92	0	65
13	Purchasing	2,603	201	0	157
	Subtotal - Fin SPD	2,603	201	0	157
16	Mailroom	4,591	333	0	275
16	Records	1,210	79	0	72
16	3-1-1 Svcs	3,279	216	0	195
	Subtotal - ARA Operations	9,080	627	0	542
17	Payroll Svcs	6,438	332	0	378
	Subtotal - ARA Payroll Svcs	6,438	332	0	378
18	Franchise	1,142	65	0	67
	Subtotal - ARA Regulatory	1,142	65	0	67
20	Enterprise Appl	0	0	0	0
20	IT ERP	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0
21	Client Svcs	0	0	0	0
21	NW Data	0	0	0	0
21	NW Voice	0	0	0	0
21	Enterprise Optns	2.00-	0	0	0.11-
	Subtotal - HITS EIS	2-	0	0	0.11-
23	Certification	0	1,733	0	97

B. Incoming Costs-(Default Spread Salary%)

Dept:23 Office Business Opportunity

Description	First Incoming	Second Incoming	HAS Services	Non-GF.
23 Contract Compliance	$ 0	$ 1,504	$ 0	$ 84
23 Reporting & Analytics	0	155	0	9
23 External Affairs & Outreach	0	983	0	55
Subtotal - OBO	0	4,375	0	244
24 City Mayor Admin	0	7,173	0	401
24 I Gov Relats	0	970	0	54
Subtotal - Mayor	0	8,143	0	455
25 Selection	0	3,065	0	171
25 Personnel Svcs	0	2,092	0	117
Subtotal - Human Resources	0	5,157	0	288
26 Legal Svcs	0	47,057	0	2,630
26 Inspector General	0	0	0	0
Subtotal - Legal	0	47,057	0	2,630
27 City Sec Svcs	0	1,050	0	59
Subtotal - City Secretary	0	1,050	0	59
28 City Council Svcs	0	9,455	0	528
Subtotal - City Council	0	9,455	0	528
29 Controller Fin Svcs	0	11,672	0	652
29 Controller Treasury	0	1,414	0	79
Subtotal - City Controller's	0	13,086	0	731
35 Real Estate	0	9,761	0	545
Subtotal - General Services	0	9,761	0	545
Total Incoming	345,507	102,431	0	25,031
C. Total Allocated		$ 3,916,024	$ 67,487	$ 207,337
			1.72%	5.29%

Certification Allocations

Dept:23 Office Business Opportunity

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	6.20	0.0300	$ 337	$ 0	$ 337	$ 0	$ 337
05	Finance Financial Plg & Analys	13.60	0.0657	739	0	739	0	739
06	Finance City Council	5.00	0.0242	272	0	272	0	272
07	Finance Public Fin	3.90	0.0188	212	0	212	0	212
08	Finance Reporting & Ops	12.00	0.0580	652	0	652	0	652
09	Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10	Finance Grants	8.30	0.0401	451	0	451	0	451
11	Finance Rev Perform Mgmnt	2.00	0.0097	109	0	109	0	109
12	Finance Treasury	4.00	0.0193	217	0	217	0	217
13	Finance Strat Purchasing	37.40	0.1807	2,032	0	2,032	0	2,032
14	ARA Director Office	5.80	0.0280	315	0	315	0	315
15	ARA Financial Services	5.00	0.0242	272	0	272	0	272
16	ARA Operations	87.40	0.4222	4,748	0	4,748	0	4,748
17	ARA Payroll Services	36.50	0.1763	1,983	0	1,983	0	1,983
18	ARA Regulatory	5.00	0.0242	272	0	272	0	272
19	HITS CIO	0.00	0.0000	0	0	0	0	0
20	HITS EAS	0.00	0.0000	0	0	0	0	0
21	HITS EIS	0.00	0.0000	0	0	0	0	0
22	HITS Radio	26.60	0.1285	1,445	0	1,445	0	1,445
23	Office Business Opportunity	31.90	0.1541	1,733	0	1,733	0	1,733
24	Mayor	36.80	0.1778	1,999	0	1,999	55	2,054
25	Human Resources	187.80	0.9073	10,201	0	10,201	282	10,483
26	Legal	104.60	0.5053	5,682	0	5,682	157	5,839
27	City Secretary	9.20	0.0444	500	0	500	14	514
28	City Council	70.20	0.3391	3,813	0	3,813	106	3,919
29	City Controller's Office	48.30	0.2333	2,624	0	2,624	73	2,697
30	Health Administration	44.60	0.2155	2,423	0	2,423	67	2,490
31	Planning & Dev Admin	7.20	0.0348	391	0	391	11	402
33	CIP Sal Rec HPW	62.50	0.3019	3,395	0	3,395	94	3,489
34	HPD Police Records	80.60	0.3894	4,378	0	4,378	121	4,499
35	General Services	228.90	1.1058	12,434	0	12,434	344	12,778
36	HEC	217.90	1.0527	11,837	0	11,837	328	12,165
38	Police	6,182.00	29.8657	335,811	0	335,811	9,291	345,102
39	Dept of Neighborhoods	116.50	0.5628	6,328	0	6,328	175	6,503
40	Fire	3,979.70	19.2263	216,181	0	216,181	5,981	222,162
41	Municipal Court	262.60	1.2686	14,265	0	14,265	395	14,660
42	Solid Waste	412.20	1.9914	22,391	0	22,391	620	23,011
43	Houston Airport System (HAS)	1,084.60	5.2398	58,916	0	58,916	1,630	60,546
44	Housing & Community Dev	283.50	1.3696	15,400	0	15,400	426	15,826
45	Library	449.80	2.1730	24,434	0	24,434	676	25,110
46	Parks & Recreation	669.50	3.2344	36,368	0	36,368	1,006	37,374
47	Health Department	1,087.60	5.2543	59,079	0	59,079	1,635	60,714
49	Fleet Management	352.70	1.7039	19,159	0	19,159	530	19,689
50	Planning & Dev Other	27.50	0.1329	1,494	0	1,494	41	1,535
51	Planning & Dev Spec Rev	39.70	0.1918	2,157	0	2,157	60	2,217
53	Finance Other	55.70	0.2691	3,026	0	3,026	84	3,110
54	ARA Insurance	4.80	0.0232	261	0	261	7	268
55	ARA BARC	107.40	0.5189	5,834	0	5,834	161	5,995
56	ARA Parking	67.90	0.3280	3,688	0	3,688	102	3,790
57	ARA Other	31.70	0.1531	1,722	0	1,722	48	1,770
58	IT Public Services	0.00	0.0000	0	0	0	0	0
59	Legal Insurance	48.40	0.2338	2,629	0	2,629	73	2,702
60	Legal Wkr Comp	1.80	0.0087	98	0	98	3	101
61	Mayor Cable TV	18.70	0.0903	1,016	0	1,016	28	1,044
62	Mayor Other	46.40	0.2242	2,520	0	2,520	70	2,590
63	TIRZ	5.90	0.0285	320	0	320	9	329

Certification Allocations

Dept:23 Office Business Opportunity

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
64	HR Health Benefits	45.10	0.2179	2,450	0	2,450	68	2,518
66	HPW Bldg Insp	567.00	2.7392	30,800	0	30,800	852	31,652
67	HPW Stormwater	321.00	1.5508	17,437	0	17,437	482	17,919
68	HPW DDSR	449.10	2.1696	24,395	0	24,395	675	25,070
69	HPW Water & Sewer	2,077.60	10.0371	112,857	0	112,857	3,123	115,980
70	HPW Houston Transtar	8.10	0.0391	440	0	440	12	452
71	HPW Other	7.40	0.0358	402	0	402	11	413
72	Houston Permit Center	28.00	0.1353	1,521	0	1,521	42	1,563
73	CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	41.70	0.2015	2,265	0	2,265	63	2,328
75	CIP S/R Engrg	60.40	0.2918	3,281	0	3,281	91	3,372
76	CIP S/R Constr	67.10	0.3242	3,645	0	3,645	101	3,746
77	CIP S/R Eng/Const	29.50	0.1425	1,602	0	1,602	44	1,646
78	CIP S/R Geo/Env	5.40	0.0261	293	0	293	8	301
79	CIP S/R Other	38.60	0.1865	2,097	0	2,097	58	2,155
80	CIP S/R GSD	27.20	0.1314	1,478	0	1,478	41	1,519
93	HR-W.C.	51.80	0.2503	2,814	0	2,814	78	2,892
94	HITS Other	148.50	0.7174	8,067	0	8,067	223	8,290
	Subtotal	20,699.3	100.0000	1,124,407	0	1,124,407	30,674	1,155,081
	Direct Bills					0		0
	Total					$1,124,407		$ 1,155,081

Basis Units: Number of FTE positions all funds
Source: COH FTE Report

Contract Compliance Allocations

Dept:23 Office Business Opportunity

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	32	1.8069	$ 24,071	$ 0	$ 24,071	$ 0	$ 24,071
13	Finance Strategic Purchasing	122	6.8888	91,769	0	91,769	0	91,769
14	ARA Director Office	27	1.5246	20,310	0	20,310	0	20,310
19	HITS CIO	37	2.0892	27,832	0	27,832	0	27,832
23	Office Business Opportunity	2	0.1129	1,504	0	1,504	0	1,504
24	Mayor	18	1.0164	13,540	0	13,540	422	13,962
25	Human Resources	42	2.3715	31,593	0	31,593	984	32,577
26	Legal	18	1.0164	13,540	0	13,540	422	13,962
29	City Controller's Office	12	0.6776	9,027	0	9,027	281	9,308
31	Planning & Dev Admin	6	0.3388	4,513	0	4,513	141	4,654
32	HPW Administration Indirect	1,082	61.0954	813,890	0	813,890	25,355	839,245
33	CIP Sal Rec HPW	0	0.0000	0	524,706-	524,706-	0	524,706-
35	General Services	201	11.3495	151,194	0	151,194	4,710	155,904
38	Police	52	2.9362	39,115	0	39,115	1,219	40,334
39	Dept of Neighborhoods	16	0.9034	12,035	0	12,035	375	12,410
40	Fire	6	0.3388	4,513	0	4,513	141	4,654
41	Municipal Court	6	0.3388	4,513	0	4,513	141	4,654
42	Solid Waste	29	1.6375	21,814	0	21,814	680	22,494
45	Library	3	0.1694	2,257	0	2,257	70	2,327
46	Parks & Recreation	19	1.0728	14,292	0	14,292	445	14,737
47	Health Department	14	0.7905	10,531	0	10,531	328	10,859
49	Fleet Management	27	1.5246	20,310	0	20,310	633	20,943
	Subtotal	1,771	100.0000	1,332,163	524,706-	807,457	36,345	843,802
	Direct Bills					524,706		524,706
	Total					$1,332,163		$1,332,163

Basis Units: Number of contracts monitored
Source: OBO Report

Reporting & Analytics Allocations

Dept:23 Office Business Opportunity

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental -Gen Gov	0	0.0000	$ 0	$ 0	$ 0	$ 0	$ 0
04	Finance Dir Office	94	1.3258	2,431	0	2,431	0	2,431
13	Finance Strategic Purchasing	981	13.8364	25,375	0	25,375	0	25,375
14	ARA Director Office	92	1.2976	2,380	0	2,380	0	2,380
19	HITS CIO	35	0.4937	905	0	905	0	905
23	Office Business Opportunity	6	0.0846	155	0	155	0	155
24	Mayor	37	0.5219	957	0	957	31	988
25	Human Resources	51	0.7193	1,319	0	1,319	43	1,362
26	Legal	27	0.3808	698	0	698	23	721
27	City Secretary	2	0.0282	52	0	52	2	54
28	City Council	2	0.0282	52	0	52	2	54
29	City Controller's Office	26	0.3667	673	0	673	22	695
32	HPW Admin Indirect	2,947	41.5656	76,228	0	76,228	2,507	78,735
35	General Services	323	4.5557	8,355	0	8,355	275	8,630
36	HEC	4	0.0564	103	0	103	3	106
38	Police	150	2.1157	3,880	0	3,880	128	4,008
39	Dept of Neighborhoods	14	0.1975	362	0	362	12	374
40	Fire	140	1.9746	3,621	0	3,621	119	3,740
41	Municipal Court	31	0.4372	802	0	802	26	828
42	Solid Waste	87	1.2271	2,250	0	2,250	74	2,324
43	Houston Airport System (HAS)	650	9.1678	16,813	0	16,813	553	17,366
44	Housing & Community Dev	285	4.0197	7,372	0	7,372	242	7,614
45	Library	133	1.8759	3,440	0	3,440	113	3,553
46	Parks & Recreation	251	3.5402	6,492	0	6,492	214	6,706
47	Health Department	205	2.8914	5,303	0	5,303	174	5,477
49	Fleet Management	499	7.0381	12,907	0	12,907	425	13,332
50	Planning & Dev Other	18	0.2539	466	0	466	15	481
96	Other	0	0.0000	0	0	0	0	0
	Subtotal	7,090	100.0000	183,391	0	183,391	5,004	188,395
	Direct Bills					0		0
	Total					$183,391		$ 188,395

Basis Units: Number of awards with S/MWDBE requirements
Source: OBO Report

Dept Services Allocations

Dept:23 Office Business Opportunity

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	24	10.5263	$ 28,098	$ 0	$ 28,098	$ 0	$ 28,098
13	Finance Strategic Purchasing	0	0.0000	0	0	0	0	0
14	ARA Director Office	4	1.7544	4,683	0	4,683	0	4,683
19	HITS CIO	17	7.4561	19,903	0	19,903	0	19,903
24	Mayor	7	3.0702	8,195	0	8,195	279	8,474
25	Human Resources	3	1.3158	3,512	0	3,512	119	3,631
26	Legal	6	2.6316	7,024	0	7,024	239	7,263
32	HPW Administration Indirect	56	24.5614	65,561	0	65,561	2,229	67,790
35	General Services	2	0.8772	2,341	0	2,341	80	2,421
36	HEC	0	0.0000	0	0	0	0	0
38	Police	33	14.4737	38,634	0	38,634	1,313	39,947
39	Dept of Neighborhoods	0	0.0000	0	0	0	0	0
40	Fire	9	3.9474	10,537	0	10,537	358	10,895
42	Solid Waste	3	1.3158	3,512	0	3,512	119	3,631
43	Houston Airport System (HAS)	21	9.2105	24,585	0	24,585	836	25,421
44	Housing & Community Dev	0	0.0000	0	0	0	0	0
45	Library	9	3.9474	10,537	0	10,537	358	10,895
46	Parks & Recreation	4	1.7544	4,683	0	4,683	159	4,842
47	Health Department	17	7.4561	19,903	0	19,903	677	20,580
49	Fleet Management	11	4.8246	12,878	0	12,878	438	13,316
50	Planning & Dev Other	2	0.8772	2,341	0	2,341	80	2,421
	Subtotal	228	100.0000	266,927	0	266,927	7,284	274,211
	Direct Bills					0		0
	Total					$266,927		$ 274,211

Basis Units: Number of tasks completed by procurement specialists
Source: OBO Report

External Affairs & Outreach Allocations

Dept:23 Office Business Opportunity

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	6.20	0.0300	$ 191	$ 0	$ 191	$ 0	$ 191
05	Finance Financial Plg & Analys	13.60	0.0657	419	0	419	0	419
06	Finance City Council	5.00	0.0242	154	0	154	0	154
07	Finance Public Fin	3.90	0.0188	120	0	120	0	120
08	Finance Reporting & Ops	12.00	0.0580	370	0	370	0	370
09	Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10	Finance Grants	8.30	0.0401	256	0	256	0	256
11	Finance Rev Perform Mgmnt	2.00	0.0097	62	0	62	0	62
12	Finance Treasury	4.00	0.0193	123	0	123	0	123
13	Finance Strat Purchasing	37.40	0.1807	1,152	0	1,152	0	1,152
14	ARA Director Office	5.80	0.0280	179	0	179	0	179
15	ARA Financial Services	5.00	0.0242	154	0	154	0	154
16	ARA Operations	87.40	0.4222	2,692	0	2,692	0	2,692
17	ARA Payroll Services	36.50	0.1763	1,124	0	1,124	0	1,124
18	ARA Regulatory	5.00	0.0242	154	0	154	0	154
19	HITS CIO	0.00	0.0000	0	0	0	0	0
20	HITS EAS	0.00	0.0000	0	0	0	0	0
21	HITS EIS	0.00	0.0000	0	0	0	0	0
22	HITS Radio	26.60	0.1285	819	0	819	0	819
23	Office Business Opportunity	31.90	0.1541	983	0	983	0	983
24	Mayor	36.80	0.1778	1,134	0	1,134	31	1,165
25	Human Resources	187.80	0.9073	5,785	0	5,785	160	5,945
26	Legal	104.60	0.5053	3,222	0	3,222	89	3,311
27	City Secretary	9.20	0.0444	283	0	283	8	291
28	City Council	70.20	0.3391	2,162	0	2,162	60	2,222
29	City Controller's Office	48.30	0.2333	1,488	0	1,488	41	1,529
30	Health Administration	44.60	0.2155	1,374	0	1,374	38	1,412
31	Planning & Dev Admin	7.20	0.0348	222	0	222	6	228
33	CIP Sal Rec HPW	62.50	0.3019	1,925	0	1,925	53	1,978
34	HPD Police Records	80.60	0.3894	2,483	0	2,483	69	2,552
35	General Services	228.90	1.1058	7,051	0	7,051	195	7,246
36	HEC	217.90	1.0527	6,712	0	6,712	186	6,898
38	Police	6,182.00	29.8657	190,435	0	190,435	5,269	195,704
39	Dept of Neighborhoods	116.50	0.5628	3,589	0	3,589	99	3,688
40	Fire	3,979.70	19.2263	122,594	0	122,594	3,392	125,986
41	Municipal Court	262.60	1.2686	8,089	0	8,089	224	8,313
42	Solid Waste	412.20	1.9914	12,698	0	12,698	351	13,049
43	Houston Airport System (HAS)	1,084.60	5.2398	33,411	0	33,411	924	34,335
44	Housing & Community Dev	283.50	1.3696	8,733	0	8,733	242	8,975
45	Library	449.80	2.1730	13,856	0	13,856	383	14,239
46	Parks & Recreation	669.50	3.2344	20,624	0	20,624	571	21,195
47	Health Department	1,087.60	5.2543	33,503	0	33,503	927	34,430
49	Fleet Management	352.70	1.7039	10,865	0	10,865	301	11,166
50	Planning & Dev Other	27.50	0.1329	847	0	847	23	870
51	Planning & Dev Spec Rev	39.70	0.1918	1,223	0	1,223	34	1,257
53	Finance Other	55.70	0.2691	1,716	0	1,716	47	1,763
54	ARA Insurance	4.80	0.0232	148	0	148	4	152
55	ARA BARC	107.40	0.5189	3,308	0	3,308	92	3,400
56	ARA Parking	67.90	0.3280	2,092	0	2,092	58	2,150
57	ARA Other	31.70	0.1531	977	0	977	27	1,004
58	IT Public Services	0.00	0.0000	0	0	0	0	0
59	Legal Insurance	48.40	0.2338	1,491	0	1,491	41	1,532
60	Legal Wkr Comp	1.80	0.0087	55	0	55	2	57
61	Mayor Cable TV	18.70	0.0903	576	0	576	16	592
62	Mayor Other	46.40	0.2242	1,429	0	1,429	40	1,469
63	TIRZ	5.90	0.0285	182	0	182	5	187

External Affairs & Outreach Allocations

Dept:23 Office Business Opportunity

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
64	HR Health Benefits	45.10	0.2179	1,389	0	1,389	38	1,427
66	HPW Bldg Insp	567.00	2.7392	17,466	0	17,466	483	17,949
67	HPW Stormwater	321.00	1.5508	9,888	0	9,888	274	10,162
68	HPW DDSR	449.10	2.1696	13,834	0	13,834	383	14,217
69	HPW Water & Sewer	2,077.60	10.0371	64,000	0	64,000	1,771	65,771
70	HPW Houston Transtar	8.10	0.0391	250	0	250	7	257
71	HPW Other	7.40	0.0358	228	0	228	6	234
72	Houston Permit Center	28.00	0.1353	863	0	863	24	887
73	CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	41.70	0.2015	1,285	0	1,285	36	1,321
75	CIP S/R Engrg	60.40	0.2918	1,861	0	1,861	51	1,912
76	CIP S/R Constr	67.10	0.3242	2,067	0	2,067	57	2,124
77	CIP S/R Eng/Const	29.50	0.1425	909	0	909	25	934
78	CIP S/R Geo/Env	5.40	0.0261	166	0	166	5	171
79	CIP S/R Other	38.60	0.1865	1,189	0	1,189	33	1,222
80	CIP S/R GSD	27.20	0.1314	838	0	838	23	861
93	HR-W.C.	51.80	0.2503	1,596	0	1,596	44	1,640
94	HITS Other	148.50	0.7174	4,575	0	4,575	127	4,702
	Subtotal	20,699.3	100.0000	637,638	0	637,638	17,395	655,033
	Direct Bills					0		0
	Total					$637,638		$ 655,033

Basis Units: Number of FTE positions all funds
Source: COH FTE Report

HAS Services Allocations

Dept:23 Office Business Opportunity

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
43	Houston Airport System (HAS)	100	100.0000	$ 67,487	$ 0	$ 67,487	$ 0	$ 67,487
	Subtotal	100	100.0000	67,487	0	67,487	0	67,487
	Direct Bills					0		0
	Total					$67,487		$ 67,487

Basis Units: Direct allocation to HAS
Source: Direct Allocation

Allocation Summary

Dept:23 Office Business Opportunity

	Department	Certification	Contract Compliance	Reporting & Analytics	Dept Services	External Affairs & Outreach	HAS Services	Non-GF
0	Direct Billed	$0	$ 524,706	$0	$0	$0	$0	$0
03	Non-Departmental -Gen Gov	0	0	0	0	0	0	0
04	Finance Dir Office	337	24,071	2,431	28,098	191	0	0
05	Finance Financial Plg & Analys	739	0	0	0	419	0	0
06	Finance City Council	272	0	0	0	154	0	0
07	Finance Public Fin	212	0	0	0	120	0	0
08	Finance Reporting & Ops	652	0	0	0	370	0	0
09	Finance Internal Controls	0	0	0	0	0	0	0
10	Finance Grants	451	0	0	0	256	0	0
11	Finance Rev Perform Mgmnt	109	0	0	0	62	0	0
12	Finance Treasury	217	0	0	0	123	0	0
13	Finance Strat Purchasing	2,032	91,769	25,375	0	1,152	0	0
14	ARA Director Office	315	20,310	2,380	4,683	179	0	0
15	ARA Financial Services	272	0	0	0	154	0	0
16	ARA Operations	4,748	0	0	0	2,692	0	0
17	ARA Payroll Services	1,983	0	0	0	1,124	0	0
18	ARA Regulatory	272	0	0	0	154	0	0
19	HITS CIO	0	27,832	905	19,903	0	0	0
20	HITS EAS	0	0	0	0	0	0	0
21	HITS EIS	0	0	0	0	0	0	0
22	HITS Radio	1,445	0	0	0	819	0	0
23	Office Business Opportunity	1,733	1,504	155	0	983	0	0
24	Mayor	2,054	13,962	988	8,474	1,165	0	0
25	Human Resources	10,483	32,577	1,362	3,631	5,945	0	0
26	Legal	5,839	13,962	721	7,263	3,311	0	0
27	City Secretary	514	0	54	0	291	0	0
28	City Council	3,919	0	54	0	2,222	0	0
29	City Controller's Office	2,697	9,308	695	0	1,529	0	0
30	Health Administration	2,490	0	0	0	1,412	0	0
31	Planning & Dev Admin	402	4,654	0	0	228	0	0
32	HPW Administration Indirect	0	839,245	78,735	67,790	0	0	0
33	CIP Sal Rec HPW	3,489	524,706-	0	0	1,978	0	0
34	HPD Police Records	4,499	0	0	0	2,552	0	0
35	General Services	12,778	155,904	8,630	2,421	7,246	0	0
36	HEC	12,165	0	106	0	6,898	0	0
38	Police	345,102	40,334	4,008	39,947	195,704	0	0
39	Dept of Neighborhoods	6,503	12,410	374	0	3,688	0	0
40	Fire	222,162	4,654	3,740	10,895	125,986	0	0
41	Municipal Court	14,660	4,654	828	0	8,313	0	0
42	Solid Waste	23,011	22,494	2,324	3,631	13,049	0	0
43	Houston Airport System (HAS)	60,546	0	17,366	25,421	34,335	67,487	0
44	Housing & Community Dev	15,826	0	7,614	0	8,975	0	0
45	Library	25,110	2,327	3,553	10,895	14,239	0	0
46	Parks & Recreation	37,374	14,737	6,706	4,842	21,195	0	0
47	Health Department	60,714	10,859	5,477	20,580	34,430	0	0
49	Fleet Management	19,689	20,943	13,332	13,316	11,166	0	0
50	Planning & Dev Other	1,535	0	481	2,421	870	0	0
51	Planning & Dev Spec Rev	2,217	0	0	0	1,257	0	0
53	Finance Other	3,110	0	0	0	1,763	0	0
54	ARA Insurance	268	0	0	0	152	0	0
55	ARA BARC	5,995	0	0	0	3,400	0	0
56	ARA Parking	3,790	0	0	0	2,150	0	0
57	ARA Other	1,770	0	0	0	1,004	0	0
58	IT Public Services	0	0	0	0	0	0	0
59	Legal Insurance	2,702	0	0	0	1,532	0	0
60	Legal Wkr Comp	101	0	0	0	57	0	0

Allocation Summary

Dept:23 Office Business Opportunity

	Department	Certification	Contract Compliance	Reporting & Analytics	Dept Services	External Affairs & Outreach	HAS Services	Non-GF
61	Mayor Cable TV	1,044	0	0	0	592	0	0
62	Mayor Other	2,590	0	0	0	1,469	0	0
63	TIRZ	329	0	0	0	187	0	0
64	HR Health Benefits	2,518	0	0	0	1,427	0	0
66	HPW Bldg Insp	31,652	0	0	0	17,949	0	0
67	HPW Stormwater	17,919	0	0	0	10,162	0	0
68	HPW DDSR	25,070	0	0	0	14,217	0	0
69	HPW Water & Sewer	115,980	0	0	0	65,771	0	0
70	HPW Houston Transtar	452	0	0	0	257	0	0
71	HPW Other	413	0	0	0	234	0	0
72	Houston Permit Center	1,563	0	0	0	887	0	0
73	CIP S/R Planning	0	0	0	0	0	0	0
74	CIP Sal Rec RE	2,328	0	0	0	1,321	0	0
75	CIP S/R Engrg	3,372	0	0	0	1,912	0	0
76	CIP S/R Constr	3,746	0	0	0	2,124	0	0
77	CIP S/R Eng/Const	1,646	0	0	0	934	0	0
78	CIP S/R Geo/Env	301	0	0	0	171	0	0
79	CIP S/R Other	2,155	0	0	0	1,222	0	0
80	CIP S/R GSD	1,519	0	0	0	861	0	0
93	HR-W.C.	2,892	0	0	0	1,640	0	0
94	HITS Other	8,290	0	0	0	4,702	0	0
96	Other	0	0	0	0	0	0	0
	Total	$ 1,155,082	$ 1,368,510	$ 188,394	$ 274,211	$ 655,033	$ 67,487	$ 0

Allocation Summary

Dept:23 Office Business Opportunity

	Department	Total
0	Direct Billed	$ 524,706
03	Non-Departmental -Gen Gov	0
04	Finance Dir Office	55,128
05	Finance Financial Plg & Analys	1,158
06	Finance City Council	426
07	Finance Public Fin	332
08	Finance Reporting & Ops	1,022
09	Finance Internal Controls	0
10	Finance Grants	707
11	Finance Rev Perform Mgmnt	171
12	Finance Treasury	340
13	Finance Strat Purchasing	120,328
14	ARA Director Office	27,867
15	ARA Financial Services	426
16	ARA Operations	7,440
17	ARA Payroll Services	3,107
18	ARA Regulatory	426
19	HITS CIO	48,640
20	HITS EAS	0
21	HITS EIS	0
22	HITS Radio	2,264
23	Office Business Opportunity	4,375
24	Mayor	26,643
25	Human Resources	53,998
26	Legal	31,096
27	City Secretary	859
28	City Council	6,195
29	City Controller's Office	14,229
30	Health Administration	3,902
31	Planning & Dev Admin	5,284
32	HPW Administration Indirect	985,770
33	CIP Sal Rec HPW	519,239-
34	HPD Police Records	7,051
35	General Services	186,979
36	HEC	19,169
38	Police	625,095
39	Dept of Neighborhoods	22,975
40	Fire	367,437
41	Municipal Court	28,455
42	Solid Waste	64,509
43	Houston Airport System (HAS)	205,155
44	Housing & Community Dev	32,415
45	Library	56,124
46	Parks & Recreation	84,854
47	Health Department	132,060
49	Fleet Management	78,446
50	Planning & Dev Other	5,307
51	Planning & Dev Spec Rev	3,474
53	Finance Other	4,873
54	ARA Insurance	420
55	ARA BARC	9,395
56	ARA Parking	5,940
57	ARA Other	2,774
58	IT Public Services	0
59	Legal Insurance	4,234
60	Legal Wkr Comp	158

Allocation Summary

Dept:23 Office Business Opportunity

	Department	Total
61	Mayor Cable TV	1,636
62	Mayor Other	4,059
63	TIRZ	516
64	HR Health Benefits	3,945
66	HPW Bldg Insp	49,601
67	HPW Stormwater	28,081
68	HPW DDSR	39,287
69	HPW Water & Sewer	181,751
70	HPW Houston Transtar	709
71	HPW Other	647
72	Houston Permit Center	2,450
73	CIP S/R Planning	0
74	CIP Sal Rec RE	3,649
75	CIP S/R Engrg	5,284
76	CIP S/R Constr	5,870
77	CIP S/R Eng/Const	2,580
78	CIP S/R Geo/Env	472
79	CIP S/R Other	3,377
80	CIP S/R GSD	2,380
93	HR-W.C.	4,532
94	HITS Other	12,992
96	Other	0
	Total	$ 3,708,717

MAYOR'S OFFICE - EXECUTIVE
FUNCTION AND ALLOCATION BASIS

The Mayor's Office Executive division provides support to the Mayor as Chief Executive of the City. The staff responds to telephone calls and correspondence from the citizens, provides information and assistance on city service delivery, oversees preparation of the weekly Council agenda, and assists the Mayor in appointments to boards and commissions. The costs are allocated as follows:

- **City Administration** – Provides support functions necessary to fulfill the charter requirements of the Mayor and oversee departmental activity. It also provides timely and effective customer service to the public and City of Houston department. Costs are allocated based on the number of the FTE positions per department.

- **Agenda Office –** Assists with processing contracts, awards, and ordinance amendments through efficient communication with city departments and City Council. Costs are allocated directly to City Council.

- **Intergovernmental Affairs** – These costs are allocated based on FTEs.

- **Other Services** – Costs are allocated to Mayor Other in the plan.

A. Department Costs

Dept:24 Mayor

Department		Amount	General Admin	City Mayor Admin	Agenda Office	Inter Gov Rel	Other Svcs
Personnel Costs							
Salaries	S1	2,740,399	0	2,012,323	235,231	347,368	145,477
Salary % Split			.00%	73.43%	8.58%	12.68%	5.31%
Benefits	P	1,223,368	0	896,597	116,395	153,638	56,738
Subtotal - Personnel Costs		3,963,767	0	2,908,920	351,626	501,006	202,215
Services & Supplies Cost							
Supplies	P	32,967	0	22,050	206	253	10,459
Services	P	1,336,599	0	1,243,040	32,930	45,089	15,538
Credit Direct Expense	P	228,212-	0	0	0	0	228,212-
Subtotal - Services & Supplies		1,141,354	0	1,265,090	33,137	45,343	202,215-
Department Cost Total		5,105,121	0	4,174,010	384,763	546,349	0
Adjustments to Cost							
Subtotal - Adjustments			0	0	0	0	0
Total Costs After Adjustments		5,105,121	0	4,174,010	384,763	546,349	0
General Admin Distribution			0	0	0	0	0
Grand Total		$ 5,105,121		$ 4,174,010	$ 384,763	$ 546,349	0

B. Incoming Costs-(Default Spread Salary%)

Dept:24 Mayor

	Department	First Incoming	Second Incoming	City Mayor Admin	Agenda Office	Inter Gov Rel	Other Svcs
1	City Hall	$ 170,978	$ 0	$ 125,552	$ 14,676	$ 21,673	$ 9,077
1	City Hall Annex	15,776	0	11,585	1,354	2,000	837
	Subtotal - Building Depn	186,754	0	137,137	16,031	23,673	9,914
3	Insurance Retirees	134,465	1,096	99,545	11,636	17,183	7,196
3	Memberships	1,027	8	760	89	131	55
3	Consulting Services	154	1	114	13	20	8
3	Interest Costs	6,152	52	4,556	533	786	329
3	Other Misc	819	7	607	71	105	44
3	Elections	137,766	1,123	101,989	11,922	17,605	7,373
3	Non-Dept. Legal Svcs/Lobby	1,225	10	907	106	157	66
3	Dept Specific	0	0	0	0	0	0
	Subtotal - Non-Dept-Gen Gov	281,608	2,298	208,478	24,370	35,987	15,071
5	Financial Plg & Analysis	6,723	375	5,212	609	900	377
	Subtotal - Fin Plg & Analysis	6,723	375	5,212	609	900	377
8	Gen Acctng	3,353	220	2,624	307	453	190
8	Fixed Assets	3,047	194	2,380	278	411	172
8	Auditing Svcs	3,854	0	2,830	331	489	205
8	Fin Operations	704	47	552	64	95	40
	Subtotal - Fin Reporting & Ops	10,958	461	8,385	980	1,448	606
9	Internal Controls	0	0	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0	0	0
10	Cost Accounting	548	36	429	50	74	31
10	Trust Funds Mgmt (TFM)	444	30	348	41	60	25
	Subtotal - Fin Grants	992	66	777	91	134	56
11	Perf Mgmt Svcs	532	32	414	48	71	30
	Subtotal - Fin Perform Mgmt	532	32	414	48	71	30
12	Treasury	1,452	124	1,157	135	200	84
	Subtotal - Fin Treasury	1,452	124	1,157	135	200	84
13	Purchasing	4,685	362	3,706	433	640	268
	Subtotal - Fin SPD	4,685	362	3,706	433	640	268
15	Budgeting & Accounting Support	27,428	1,164	20,996	2,454	3,624	1,518
15	Accounts Payable	41,640	1,759	31,869	3,725	5,501	2,304
	Subtotal - ARA Financial Svcs	69,068	2,923	52,864	6,180	9,125	3,822
16	Mailroom	7,370	534	5,804	678	1,002	420
16	Property	0	0	0	0	0	0
16	Records	1,396	91	1,092	128	189	79
16	3-1-1 Svcs	39,148	2,575	30,638	3,581	5,289	2,215
	Subtotal - ARA Operations	47,914	3,200	37,534	4,388	6,479	2,713
17	Payroll Svcs	7,427	384	5,735	670	990	415
	Subtotal - ARA Payroll Svcs	7,427	384	5,735	670	990	415
18	Franchise	1,544	88	1,199	140	207	87
	Subtotal - ARA Regulatory	1,544	88	1,199	140	207	87

B. Incoming Costs-(Default Spread Salary%)

Dept:24 Mayor

	Department	First Incoming	Second Incoming	City Mayor Admin	Agenda Office	Inter Gov Rel	Other Svcs
20	Enterprise Appl	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
20	IT ERP	0	0	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0	0	0
21	Client Svcs	0	0	0	0	0	0
21	NW Data	0	0	0	0	0	0
21	NW Voice	0	0	0	0	0	0
21	Enterprise Optns	2.01-	0	1.47-	0.17-	0.25-	0.11-
	Subtotal - HITS EIS	2.01-	0	1.47-	0.17-	0.25-	0.11-
22	IT Radio Svcs	8,884	217	6,683	781	1,154	483
	Subtotal - HITS Radio	8,884	217	6,683	781	1,154	483
23	Certification	1,999	55	1,509	176	260	109
23	Contract Compliance	13,540	422	10,252	1,198	1,770	741
23	Reporting & Analytics	957	31	726	85	125	52
23	Dept Services	8,195	279	6,222	727	1,074	450
23	External Affairs & Outreach	1,134	31	856	100	148	62
	Subtotal - OBO	25,825	819	19,565	2,287	3,377	1,414
24	City Mayor Admin	0	8,275	6,076	710	1,049	439
24	Inter Gov Rel	0	1,119	822	96	142	59
	Subtotal - Mayor	0	9,394	6,898	806	1,191	499
25	Selection	0	3,678	2,701	316	466	195
25	Personnel Svcs	0	2,414	1,773	207	306	128
	Subtotal - Human Resources	0	6,092	4,473	523	772	323
26	Legal Svcs	0	735,447	540,052	63,129	93,224	39,042
26	Inspector General	0	35,128	25,795	3,015	4,453	1,865
	Subtotal - Legal	0	770,575	565,847	66,145	97,677	40,907
27	City Sec Svcs	0	1,913	1,405	164	242	102
	Subtotal - City Secretary	0	1,913	1,405	164	242	102
28	City Council Svcs	0	17,233	12,655	1,479	2,184	915
	Subtotal - City Council	0	17,233	12,655	1,479	2,184	915
29	Controller Fin Svcs	0	18,374	13,492	1,577	2,329	975
29	Controller Treasury	0	2,577	1,892	221	327	137
	Subtotal - City Controller's	0	20,951	15,385	1,798	2,656	1,112
35	Building Svcs	0	148,332	108,923	12,733	18,802	7,874
35	Utilities	0	85,234	62,589	7,316	10,804	4,525
35	Real Estate	0	36,936	27,123	3,171	4,682	1,961
	Subtotal - General Services	0	270,502	198,634	23,219	34,288	14,360
	Total Incoming	654,364	1,108,009	1,294,143	151,279	223,395	93,558
C.	Total Allocated		$ 6,867,494	$ 5,468,153	$ 536,042	$ 769,744	$ 93,558
				79.62%	7.81%	11.21%	1.36%

City Mayor Admin Allocations

Dept:24 Mayor

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	6.20	0.0300	$ 1,394	$ 0	$ 1,394	$ 0	$ 1,394
05	Finance Financial Plg & Analys	13.60	0.0657	3,058	0	3,058	0	3,058
06	Finance City Council	5.00	0.0242	1,124	0	1,124	0	1,124
07	Finance Public Fin	3.90	0.0188	877	0	877	0	877
08	Finance Reporting & Ops	12.00	0.0580	2,698	0	2,698	0	2,698
09	Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10	Finance Grants	8.30	0.0401	1,866	0	1,866	0	1,866
11	Finance Rev Perform Mgmnt	2.00	0.0097	450	0	450	0	450
12	Finance Treasury	4.00	0.0193	899	0	899	0	899
13	Finance Strat Purchasing	37.40	0.1807	8,410	0	8,410	0	8,410
14	ARA Director Office	5.80	0.0280	1,304	0	1,304	0	1,304
15	ARA Financial Services	5.00	0.0242	1,124	0	1,124	0	1,124
16	ARA Operations	87.40	0.4222	19,653	0	19,653	0	19,653
17	ARA Payroll Services	36.50	0.1763	8,208	0	8,208	0	8,208
18	ARA Regulatory	5.00	0.0242	1,124	0	1,124	0	1,124
19	HITS CIO	0.00	0.0000	0	0	0	0	0
20	HITS EAS	0.00	0.0000	0	0	0	0	0
21	HITS EIS	0.00	0.0000	0	0	0	0	0
22	HITS Radio	26.60	0.1285	5,981	0	5,981	0	5,981
23	Office Business Opportunity	31.90	0.1541	7,173	0	7,173	0	7,173
24	Mayor	36.80	0.1778	8,275	0	8,275	0	8,275
25	Human Resources	187.80	0.9073	42,229	0	42,229	7,501	49,730
26	Legal	104.60	0.5053	23,521	0	23,521	4,178	27,699
27	City Secretary	9.20	0.0444	2,069	0	2,069	367	2,436
28	City Council	70.20	0.3391	15,785	0	15,785	2,804	18,589
29	City Controller's Office	48.30	0.2333	10,861	0	10,861	1,929	12,790
30	Health Administration	44.60	0.2155	10,029	0	10,029	1,781	11,810
31	Planning & Dev Admin	7.20	0.0348	1,619	0	1,619	288	1,907
33	CIP Sal Rec HPW	62.50	0.3019	14,054	0	14,054	2,496	16,550
34	HPD Police Records	80.60	0.3894	18,124	0	18,124	3,219	21,343
35	General Services	228.90	1.1058	51,471	0	51,471	9,142	60,613
36	HEC	217.90	1.0527	48,998	0	48,998	8,703	57,701
38	Police	6,182.00	29.8657	1,390,107	0	1,390,107	246,904	1,637,011
39	Dept of Neighborhoods	116.50	0.5628	26,197	0	26,197	4,653	30,850
40	Fire	3,979.70	19.2263	894,890	0	894,890	158,946	1,053,836
41	Municipal Court	262.60	1.2686	59,049	0	59,049	10,488	69,537
42	Solid Waste	412.20	1.9914	92,689	0	92,689	16,463	109,152
43	Houston Airport System (HAS)	1,084.60	5.2398	243,887	0	243,887	43,318	287,205
44	Housing & Community Dev	283.50	1.3696	63,749	0	63,749	11,323	75,072
45	Library	449.80	2.1730	101,144	0	101,144	17,965	119,109
46	Parks & Recreation	669.50	3.2344	150,546	0	150,546	26,739	177,285
47	Health Department	1,087.60	5.2543	244,562	0	244,562	43,438	288,000
49	Fleet Management	352.70	1.7039	79,309	0	79,309	14,087	93,396
50	Planning & Dev Other	27.50	0.1329	6,184	0	6,184	1,098	7,282
51	Planning & Dev Spec Rev	39.70	0.1918	8,927	0	8,927	1,586	10,513
53	Finance Other	55.70	0.2691	12,525	0	12,525	2,225	14,750
54	ARA Insurance	4.80	0.0232	1,079	0	1,079	192	1,271
55	ARA BARC	107.40	0.5189	24,150	0	24,150	4,289	28,439
56	ARA Parking	67.90	0.3280	15,268	0	15,268	2,712	17,980
57	ARA Other	31.70	0.1531	7,128	0	7,128	1,266	8,394
58	IT Public Services	0.00	0.0000	0	0	0	0	0
59	Legal Insurance	48.40	0.2338	10,883	0	10,883	1,933	12,816
60	Legal Wkr Comp	1.80	0.0087	405	0	405	72	477
61	Mayor Cable TV	18.70	0.0903	4,205	0	4,205	747	4,952
62	Mayor Other	46.40	0.2242	10,434	0	10,434	1,853	12,287
63	TIRZ	5.90	0.0285	1,327	0	1,327	236	1,563

City Mayor Admin Allocations

Dept:24 Mayor

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
64	HR Health Benefits	45.10	0.2179	10,141	0	10,141	1,801	11,942
66	HPW Bldg Insp	567.00	2.7392	127,498	0	127,498	22,646	150,144
67	HPW Stormwater	321.00	1.5508	72,181	0	72,181	12,820	85,001
68	HPW DDSR	449.10	2.1696	100,986	0	100,986	17,937	118,923
69	HPW Water & Sewer	2,077.60	10.0371	467,177	0	467,177	82,978	550,155
70	HPW Houston Transtar	8.10	0.0391	1,821	0	1,821	324	2,145
71	HPW Other	7.40	0.0358	1,664	0	1,664	296	1,960
72	Houston Permit Center	28.00	0.1353	6,296	0	6,296	1,118	7,414
73	CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	41.70	0.2015	9,377	0	9,377	1,665	11,042
75	CIP S/R Engrg	60.40	0.2918	13,582	0	13,582	2,412	15,994
76	CIP S/R Constr	67.10	0.3242	15,088	0	15,088	2,680	17,768
77	CIP S/R Eng/Const	29.50	0.1425	6,633	0	6,633	1,178	7,811
78	CIP S/R Geo/Env	5.40	0.0261	1,214	0	1,214	216	1,430
79	CIP S/R Other	38.60	0.1865	8,680	0	8,680	1,542	10,222
80	CIP S/R GSD	27.20	0.1314	6,116	0	6,116	1,086	7,202
93	HR-W.C.	51.80	0.2503	11,648	0	11,648	2,069	13,717
94	HITS Other	148.50	0.7174	33,392	0	33,392	5,931	39,323
	Subtotal	20,699.3	100.0000	4,654,516	0	4,654,516	813,637	5,468,153
	Direct Bills					0		0
	Total					$4,654,516		$ 5,468,153

Basis Units: Number of FTE positions all funds
Source: COH FTE Report

Agenda Office Allocations

Dept:24 Mayor

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
28	City Council	100	100.0000	$ 440,932	$ 0	$ 440,932	$ 95,110	$ 536,042
	Subtotal	100	100.0000	440,932	0	440,932	95,110	536,042
	Direct Bills					0		0
	Total					$440,932		$ 536,042

Basis Units: Direct allocation to City Council
Source: Direct Allocation

Inter Gov Rel Allocations

Dept:24 Mayor

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	6.20	0.0300	$ 188	$ 0	$ 188	$ 0	$ 188
05	Finance Financial Plg & Analys	13.60	0.0657	413	0	413	0	413
06	Finance City Council	5.00	0.0242	152	0	152	0	152
07	Finance Public Fin	3.90	0.0188	119	0	119	0	119
08	Finance Reporting & Ops	12.00	0.0580	365	0	365	0	365
09	Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10	Finance Grants	8.30	0.0401	252	0	252	0	252
11	Finance Rev Perform Mgmnt	2.00	0.0097	61	0	61	0	61
12	Finance Treasury	4.00	0.0193	122	0	122	0	122
13	Finance Strat Purchasing	37.40	0.1807	1,137	0	1,137	0	1,137
14	ARA Director Office	5.80	0.0280	176	0	176	0	176
15	ARA Financial Services	5.00	0.0242	152	0	152	0	152
16	ARA Operations	87.40	0.4222	2,657	0	2,657	0	2,657
17	ARA Payroll Services	36.50	0.1763	1,110	0	1,110	0	1,110
18	ARA Regulatory	5.00	0.0242	152	0	152	0	152
19	HITS CIO	0.00	0.0000	0	0	0	0	0
20	HITS EAS	0.00	0.0000	0	0	0	0	0
21	HITS EIS	0.00	0.0000	0	0	0	0	0
22	HITS Radio	26.60	0.1285	809	0	809	0	809
23	Office Business Opportunity	31.90	0.1541	970	0	970	0	970
24	Mayor	36.80	0.1778	1,119	0	1,119	0	1,119
25	Human Resources	187.80	0.9073	5,709	0	5,709	1,295	7,004
26	Legal	104.60	0.5053	3,180	0	3,180	721	3,901
27	City Secretary	9.20	0.0444	280	0	280	63	343
28	City Council	70.20	0.3391	2,134	0	2,134	484	2,618
29	City Controller's Office	48.30	0.2333	1,468	0	1,468	333	1,801
30	Health Administration	44.60	0.2155	1,356	0	1,356	307	1,663
31	Planning & Dev Admin	7.20	0.0348	219	0	219	50	269
33	CIP Sal Rec HPW	62.50	0.3019	1,900	0	1,900	431	2,331
34	HPD Police Records	80.60	0.3894	2,450	0	2,450	556	3,006
35	General Services	228.90	1.1058	6,959	0	6,959	1,578	8,537
36	HEC	217.90	1.0527	6,625	0	6,625	1,502	8,127
38	Police	6,182.00	29.8657	187,944	0	187,944	42,620	230,564
39	Dept of Neighborhoods	116.50	0.5628	3,542	0	3,542	803	4,345
40	Fire	3,979.70	19.2263	120,990	0	120,990	27,437	148,427
41	Municipal Court	262.60	1.2686	7,983	0	7,983	1,810	9,793
42	Solid Waste	412.20	1.9914	12,532	0	12,532	2,842	15,374
43	Houston Airport System (HAS)	1,084.60	5.2398	32,974	0	32,974	7,477	40,451
44	Housing & Community Dev	283.50	1.3696	8,619	0	8,619	1,954	10,573
45	Library	449.80	2.1730	13,675	0	13,675	3,101	16,776
46	Parks & Recreation	669.50	3.2344	20,354	0	20,354	4,616	24,970
47	Health Department	1,087.60	5.2543	33,065	0	33,065	7,498	40,563
49	Fleet Management	352.70	1.7039	10,723	0	10,723	2,432	13,155
50	Planning & Dev Other	27.50	0.1329	836	0	836	190	1,026
51	Planning & Dev Spec Rev	39.70	0.1918	1,207	0	1,207	274	1,481
53	Finance Other	55.70	0.2691	1,693	0	1,693	384	2,077
54	ARA Insurance	4.80	0.0232	146	0	146	33	179
55	ARA BARC	107.40	0.5189	3,265	0	3,265	740	4,005
56	ARA Parking	67.90	0.3280	2,064	0	2,064	468	2,532
57	ARA Other	31.70	0.1531	964	0	964	219	1,183
58	IT Public Services	0.00	0.0000	0	0	0	0	0
59	Legal Insurance	48.40	0.2338	1,471	0	1,471	334	1,805
60	Legal Wkr Comp	1.80	0.0087	55	0	55	12	67
61	Mayor Cable TV	18.70	0.0903	569	0	569	129	698
62	Mayor Other	46.40	0.2242	1,411	0	1,411	320	1,731
63	TIRZ	5.90	0.0285	179	0	179	41	220

Inter Gov Rel Allocations

Dept:24 Mayor

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
64	HR Health Benefits	45.10	0.2179	1,371	0	1,371	311	1,682
66	HPW Bldg Insp	567.00	2.7392	17,238	0	17,238	3,909	21,147
67	HPW Stormwater	321.00	1.5508	9,759	0	9,759	2,213	11,972
68	HPW DDSR	449.10	2.1696	13,653	0	13,653	3,096	16,749
69	HPW Water & Sewer	2,077.60	10.0371	63,163	0	63,163	14,323	77,486
70	HPW Houston Transtar	8.10	0.0391	246	0	246	56	302
71	HPW Other	7.40	0.0358	225	0	225	51	276
72	Houston Permit Center	28.00	0.1353	851	0	851	193	1,044
73	CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	41.70	0.2015	1,268	0	1,268	287	1,555
75	CIP S/R Engrg	60.40	0.2918	1,836	0	1,836	416	2,252
76	CIP S/R Constr	67.10	0.3242	2,040	0	2,040	463	2,503
77	CIP S/R Eng/Const	29.50	0.1425	897	0	897	203	1,100
78	CIP S/R Geo/Env	5.40	0.0261	164	0	164	37	201
79	CIP S/R Other	38.60	0.1865	1,174	0	1,174	266	1,440
80	CIP S/R GSD	27.20	0.1314	827	0	827	188	1,015
93	HR-W.C.	51.80	0.2503	1,575	0	1,575	357	1,932
94	HITS Other	148.50	0.7174	4,515	0	4,515	1,024	5,539
	Subtotal	20,699.3	100.0000	629,297	0	629,297	140,447	769,744
	Direct Bills					0		0
	Total					$629,297		$ 769,744

Basis Units: Number of FTE positions all funds
Source: COH FTE Report

Other Svcs Allocations

Dept:24 Mayor

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
62 Mayor Other	100	100.0000	$ 34,738	$ 0	$ 34,738	$ 58,820	$ 93,558
Subtotal	100	100.0000	34,738	0	34,738	58,820	93,558
Direct Bills					0		0
Total					$34,738		$ 93,558

Basis Units: Direct allocation to Mayor other
Source: Direct Allocation

Allocation Summary

Dept:24 Mayor

	Department	City Mayor Admin	Agenda Office	Inter Gov Rel	Other Svcs	Total
0	Direct Billed	$0	$0	$0	$0	$0
04	Finance Dir Office	1,394	0	188	0	1,582
05	Finance Financial Plg & Analys	3,058	0	413	0	3,471
06	Finance City Council	1,124	0	152	0	1,276
07	Finance Public Fin	877	0	119	0	996
08	Finance Reporting & Ops	2,698	0	365	0	3,063
09	Finance Internal Controls	0	0	0	0	0
10	Finance Grants	1,866	0	252	0	2,118
11	Finance Rev Perform Mgmnt	450	0	61	0	511
12	Finance Treasury	899	0	122	0	1,021
13	Finance Strat Purchasing	8,410	0	1,137	0	9,547
14	ARA Director Office	1,304	0	176	0	1,480
15	ARA Financial Services	1,124	0	152	0	1,276
16	ARA Operations	19,653	0	2,657	0	22,310
17	ARA Payroll Services	8,208	0	1,110	0	9,318
18	ARA Regulatory	1,124	0	152	0	1,276
19	HITS CIO	0	0	0	0	0
20	HITS EAS	0	0	0	0	0
21	HITS EIS	0	0	0	0	0
22	HITS Radio	5,981	0	809	0	6,790
23	Office Business Opportunity	7,173	0	970	0	8,143
24	Mayor	8,275	0	1,119	0	9,394
25	Human Resources	49,730	0	7,004	0	56,734
26	Legal	27,699	0	3,901	0	31,600
27	City Secretary	2,436	0	343	0	2,779
28	City Council	18,589	536,042	2,618	0	557,249
29	City Controller's Office	12,790	0	1,801	0	14,591
30	Health Administration	11,810	0	1,663	0	13,473
31	Planning & Dev Admin	1,907	0	269	0	2,176
33	CIP Sal Rec HPW	16,550	0	2,331	0	18,881
34	HPD Police Records	21,343	0	3,006	0	24,349
35	General Services	60,613	0	8,537	0	69,150
36	HEC	57,701	0	8,127	0	65,828
38	Police	1,637,011	0	230,564	0	1,867,575
39	Dept of Neighborhoods	30,850	0	4,345	0	35,195
40	Fire	1,053,836	0	148,427	0	1,202,263
41	Municipal Court	69,537	0	9,793	0	79,330
42	Solid Waste	109,152	0	15,374	0	124,526
43	Houston Airport System (HAS)	287,205	0	40,451	0	327,656
44	Housing & Community Dev	75,072	0	10,573	0	85,645
45	Library	119,109	0	16,776	0	135,885
46	Parks & Recreation	177,285	0	24,970	0	202,255
47	Health Department	288,000	0	40,563	0	328,563
49	Fleet Management	93,396	0	13,155	0	106,551
50	Planning & Dev Other	7,282	0	1,026	0	8,308
51	Planning & Dev Spec Rev	10,513	0	1,481	0	11,994
53	Finance Other	14,750	0	2,077	0	16,827
54	ARA Insurance	1,271	0	179	0	1,450
55	ARA BARC	28,439	0	4,005	0	32,444
56	ARA Parking	17,980	0	2,532	0	20,512
57	ARA Other	8,394	0	1,183	0	9,577
58	IT Public Services	0	0	0	0	0
59	Legal Insurance	12,816	0	1,805	0	14,621
60	Legal Wkr Comp	477	0	67	0	544
61	Mayor Cable TV	4,952	0	698	0	5,650
62	Mayor Other	12,287	0	1,731	93,558	107,576

Allocation Summary

Dept:24 Mayor

	Department	City Mayor Admin	Agenda Office	Inter Gov Rel	Other Svcs	Total
63	TIRZ	1,563	0	220	0	1,783
64	HR Health Benefits	11,942	0	1,682	0	13,624
66	HPW Bldg Insp	150,144	0	21,147	0	171,291
67	HPW Stormwater	85,001	0	11,972	0	96,973
68	HPW DDSR	118,923	0	16,749	0	135,672
69	HPW Water & Sewer	550,155	0	77,486	0	627,641
70	HPW Houston Transtar	2,145	0	302	0	2,447
71	HPW Other	1,960	0	276	0	2,236
72	Houston Permit Center	7,414	0	1,044	0	8,458
73	CIP S/R Planning	0	0	0	0	0
74	CIP Sal Rec RE	11,042	0	1,555	0	12,597
75	CIP S/R Engrg	15,994	0	2,252	0	18,246
76	CIP S/R Constr	17,768	0	2,503	0	20,271
77	CIP S/R Eng/Const	7,811	0	1,100	0	8,911
78	CIP S/R Geo/Env	1,430	0	201	0	1,631
79	CIP S/R Other	10,222	0	1,440	0	11,662
80	CIP S/R GSD	7,202	0	1,015	0	8,217
93	HR-W.C.	13,717	0	1,932	0	15,649
94	HITS Other	39,323	0	5,539	0	44,862
	Total	$ 5,468,156	$ 536,042	$ 769,744	$ 93,558	$ 6,867,500

HUMAN RESOURCES DEPARTMENT
FUNCTION AND ALLOCATION BASIS

The Human Resources Department provides citywide personnel services and support. This includes recruitment/selections, health benefits, workers' compensation, safety, wage and salary administration, employee relations and assistance, learning and development, and records administration. The costs are allocated as follows:

- **Selection** – Costs associated with recruiting and selecting employees for positions are allocated based upon the total number of selections per department.

- **Personnel Services** – Costs associated with the overall policy direction on human resource management issues, personnel classification issues, wage and salary administration, records administration, and employee relations are allocated based upon the number of FTE positions.

- **Non-General Fund** – The non-general fund expenses of Human Resources are not allocated within the plan.

A. Department Costs

Dept:25 Human Resources

Department		Amount	General Admin	Selection	Personnel Svcs	Non-GF
Personnel Costs						
Salaries	S1	11,353,257	241,416	435,626	733,165	9,943,050
Salary % Split			2.13%	3.84%	6.46%	87.58%
Salaries	P	5,729,821	100,008	215,042	348,404	5,066,367
Subtotal - Personnel Costs		17,083,078	341,424	650,668	1,081,569	15,009,417
Services & Supplies Cost						
Supplies	P	51,822	266	0	16,088	35,465
Services	P	11,610,360	13,115	16,005	53,421	11,527,811
Restricted Account Services	P	192,843	0	71,873	120,970	0
Subtotal - Services & Supplies		11,855,025	13,381	87,878	190,479	11,563,276
Department Cost Total		28,938,103	354,805	738,546	1,272,048	26,572,693
Adjustments to Cost						
Subtotal - Adjustments			0	0	0	0
Total Costs After Adjustments		28,938,103	354,805	738,546	1,272,048	26,572,693
General Admin Distribution			354,805-	13,910	23,410	317,485
Grand Total		$ 28,938,103		$ 752,456	$ 1,295,458	$ 26,890,178
						not allocated

B. Incoming Costs-(Default Spread Salary%)

Dept:25 Human Resources

	Department	First Incoming	Second Incoming	Selection	Personnel Svcs	Non-GF
2	Equip Deprec	$ 0	$ 0	$ 0	$ 0	$ 0
	Subtotal - Equipment Depn	0	0	0	0	0
3	Insurance Retirees	70,521	575	2,787	4,691	63,618
3	Memberships	538	4	21	36	485
3	Consulting Services	1,582	13	63	105	1,427
3	Interest Costs	3,234	28	128	215	2,919
3	Other Misc	431	4	17	29	389
3	Non-Dept. Legal Svcs/Lobby	6,250	51	247	416	5,638
3	Walker Rent	466,120	3,800	18,423	31,006	420,492
	Subtotal - Non-Dept-Gen Gov	548,676	4,475	21,686	36,497	494,968
5	Financial Plg & Analysis	69,169	3,858	2,863	4,818	65,346
	Subtotal - Fin Plg & Analysis	69,169	3,858	2,863	4,818	65,346
8	Gen Acctng	34,504	2,265	1,441	2,426	32,902
8	Fixed Assets	321	20	13	23	306
8	Auditing Svcs	39,650	0	1,554	2,616	35,479
8	Fin Operations	3,210	215	134	226	3,065
	Subtotal - Fin Reporting & Ops	77,685	2,501	3,144	5,291	71,752
9	Internal Controls	0	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0	0
10	Cost Accounting	2,501	166	105	176	2,387
10	Trust Funds Mgmt (TFM)	2,027	135	85	143	1,935
	Subtotal - Fin Grants	4,528	301	189	319	4,321
11	Perf Mgmt Svcs	2,428	146	101	170	2,303
	Subtotal - Fin Perform Mgmt	2,428	146	101	170	2,303
12	Treasury	763	65	32	55	741
	Subtotal - Fin Treasury	763	65	32	55	741
13	Purchasing	52,580	4,065	2,221	3,737	50,687
	Subtotal - Fin SPD	52,580	4,065	2,221	3,737	50,687
16	Mailroom	21,386	1,549	899	1,513	20,523
16	Records	7,124	466	298	501	6,791
16	3-1-1 Svcs	19,025	1,251	795	1,338	18,143
	Subtotal - ARA Operations	47,535	3,266	1,992	3,352	45,458
17	Payroll Svcs	37,902	1,957	1,563	2,630	35,667
	Subtotal - ARA Payroll Svcs	37,902	1,957	1,563	2,630	35,667
18	Franchise	811	46	34	57	767
	Subtotal - ARA Regulatory	811	46	34	57	767
20	Enterprise Appl	0	0	0	0	0
20	IT ERP	0	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0	0
21	Client Svcs	0	0	0	0	0
21	NW Data	0	0	0	0	0
21	NW Voice	0	0	0	0	0

B. Incoming Costs-(Default Spread Salary%)

Dept:25 Human Resources

	Department	First Incoming	Second Incoming	Selection	Personnel Svcs	Non-GF
21	Enterprise Optns	25.06-	$ 0	0.98-	1.65-	22.37-
	Subtotal - HITS EIS	25.06-	0	0.98-	1.65-	22.37-
23	Certification	10,201	282	411	692	9,381
23	Contract Compliance	31,593	984	1,277	2,149	29,151
23	Reporting & Analytics	1,319	43	53	90	1,219
23	Dept Services	3,512	119	142	240	3,249
23	External Affairs & Outreach	5,785	160	233	392	5,320
	Subtotal - OBO	52,410	1,589	2,117	3,563	48,319
24	City Mayor Admin	42,229	7,501	1,950	3,281	44,499
24	I Gov Relats	5,709	1,295	275	462	6,267
	Subtotal - Mayor	47,938	8,795	2,224	3,743	50,766
25	Selection	0	15,324	601	1,011	13,712
25	Personnel Svcs	0	12,318	483	813	11,022
	Subtotal - Human Resources	0	27,642	1,084	1,824	24,735
26	Legal Svcs	0	89,180	3,496	5,884	79,800
26	Inspector General	0	35,128	1,377	2,318	31,433
	Subtotal - Legal	0	124,308	4,873	8,202	111,233
27	City Sec Svcs	0	8,725	342	576	7,807
	Subtotal - City Secretary	0	8,725	342	576	7,807
28	City Council Svcs	0	78,587	3,081	5,185	70,321
	Subtotal - City Council	0	78,587	3,081	5,185	70,321
29	Controller Fin Svcs	0	189,051	7,412	12,474	169,166
29	Controller Treasury	0	11,754	461	776	10,518
	Subtotal - City Controller's	0	200,805	7,872	13,249	179,684
35	In-House Renov	0	3,100	122	205	2,774
35	Real Estate	0	22,941	899	1,514	20,528
	Subtotal - General Services	0	26,041	1,021	1,718	23,302
	Total Incoming	942,400	497,173	56,437	94,984	1,288,153
C. Total Allocated			$ 30,377,676	$ 808,893	$ 1,390,442	$ 28,178,331
				2.66%	4.58%	92.76%

Selection Allocations

Dept:25 Human Resources

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	69	0.8930	$ 7,049	$ 0	$ 7,049	$ 0	$ 7,049
14	ARA Director Office	120	1.5530	12,259	0	12,259	0	12,259
19	HITS CIO	83	1.0742	8,479	0	8,479	0	8,479
23	Office Business Opportunity	30	0.3882	3,065	0	3,065	0	3,065
24	Mayor	36	0.4659	3,678	0	3,678	0	3,678
25	Human Resources	150	1.9412	15,324	0	15,324	0	15,324
26	Legal	149	1.9283	15,222	0	15,222	401	15,623
27	City Secretary	7	0.0906	715	0	715	19	734
28	City Council	137	1.7730	13,996	0	13,996	369	14,365
29	City Controller's Office	22	0.2847	2,248	0	2,248	59	2,307
31	Planning & Dev Admin	21	0.2718	2,145	0	2,145	57	2,202
32	HPW Administration Indirect	1	0.0129	102	0	102	3	105
33	CIP Sal Rec HPW	102	1.3200	10,420	0	10,420	275	10,695
35	General Services	39	0.5047	3,984	0	3,984	105	4,089
36	HEC	178	2.3036	18,185	0	18,185	479	18,664
38	Police	1,817	23.5149	185,627	0	185,627	4,893	190,520
39	Dept of Neighborhoods	41	0.5306	4,189	0	4,189	110	4,299
40	Fire	795	10.2886	81,218	0	81,218	2,141	83,359
41	Municipal Court	114	1.4753	11,646	0	11,646	307	11,953
42	Solid Waste	259	3.3519	26,460	0	26,460	697	27,157
43	Houston Airport System (HAS)	437	5.6555	44,645	0	44,645	1,177	45,822
44	Housing & Community Dev	207	2.6789	21,147	0	21,147	557	21,704
45	Library	177	2.2907	18,083	0	18,083	477	18,560
46	Parks & Recreation	647	8.3732	66,098	0	66,098	1,742	67,840
47	Health Department	502	6.4967	51,285	0	51,285	1,352	52,637
48	Convention & Entertainment	0	0.0000	0	0	0	0	0
49	Fleet Management	126	1.6306	12,872	0	12,872	339	13,211
50	Planning & Dev Other	5	0.0647	511	0	511	13	524
51	Planning & Dev Spec Rev	35	0.4530	3,576	0	3,576	94	3,670
66	HPW Bldg Insp	305	3.9472	31,159	0	31,159	821	31,980
67	HPW Stormwater	119	1.5401	12,157	0	12,157	320	12,477
68	HPW DDSR	173	2.2389	17,674	0	17,674	466	18,140
69	HPW Water & Sewer	810	10.4827	82,751	0	82,751	2,181	84,932
70	HPW Houston Transtar	5	0.0647	511	0	511	13	524
71	HPW Other	9	0.1165	919	0	919	24	943
	Subtotal	7,727	100.0000	789,399	0	789,399	19,494	808,893
	Direct Bills					0		0
	Total					$789,399		$ 808,893

Basis Units: Number of selections per department
Source: Selection Analysis

Personnel Svcs Allocations

Dept:25 Human Resources

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	6.20	0.0300	$ 407	$ 0	$ 407	$ 0	$ 407
05	Finance Financial Plg & Analys	13.60	0.0657	892	0	892	0	892
06	Finance City Council	5.00	0.0242	328	0	328	0	328
07	Finance Public Fin	3.90	0.0188	256	0	256	0	256
08	Finance Reporting & Ops	12.00	0.0580	787	0	787	0	787
09	Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10	Finance Grants	8.30	0.0401	544	0	544	0	544
11	Finance Rev Perform Mgmnt	2.00	0.0097	131	0	131	0	131
12	Finance Treasury	4.00	0.0193	262	0	262	0	262
13	Finance Strat Purchasing	37.40	0.1807	2,453	0	2,453	0	2,453
14	ARA Director Office	5.80	0.0280	380	0	380	0	380
15	ARA Financial Services	5.00	0.0242	328	0	328	0	328
16	ARA Operations	87.40	0.4222	5,732	0	5,732	0	5,732
17	ARA Payroll Services	36.50	0.1763	2,394	0	2,394	0	2,394
18	ARA Regulatory	5.00	0.0242	328	0	328	0	328
19	HITS CIO	0.00	0.0000	0	0	0	0	0
20	HITS EAS	0.00	0.0000	0	0	0	0	0
21	HITS EIS	0.00	0.0000	0	0	0	0	0
22	HITS Radio	26.60	0.1285	1,745	0	1,745	0	1,745
23	Office Business Opportunity	31.90	0.1541	2,092	0	2,092	0	2,092
24	Mayor	36.80	0.1778	2,414	0	2,414	0	2,414
25	Human Resources	187.80	0.9073	12,318	0	12,318	0	12,318
26	Legal	104.60	0.5053	6,861	0	6,861	170	7,031
27	City Secretary	9.20	0.0444	603	0	603	15	618
28	City Council	70.20	0.3391	4,604	0	4,604	114	4,718
29	City Controller's Office	48.30	0.2333	3,168	0	3,168	79	3,247
30	Health Administration	44.60	0.2155	2,925	0	2,925	72	2,997
31	Planning & Dev Admin	7.20	0.0348	472	0	472	12	484
33	CIP Sal Rec HPW	62.50	0.3019	4,099	0	4,099	102	4,201
34	HPD Police Records	80.60	0.3894	5,286	0	5,286	131	5,417
35	General Services	228.90	1.1058	15,013	0	15,013	372	15,385
36	HEC	217.90	1.0527	14,292	0	14,292	354	14,646
38	Police	6,182.00	29.8657	405,469	0	405,469	10,048	415,517
39	Dept of Neighborhoods	116.50	0.5628	7,641	0	7,641	189	7,830
40	Fire	3,979.70	19.2263	261,023	0	261,023	6,468	267,491
41	Municipal Court	262.60	1.2686	17,224	0	17,224	427	17,651
42	Solid Waste	412.20	1.9914	27,036	0	27,036	670	27,706
43	Houston Airport System (HAS)	1,084.60	5.2398	71,137	0	71,137	1,763	72,900
44	Housing & Community Dev	283.50	1.3696	18,594	0	18,594	461	19,055
45	Library	449.80	2.1730	29,502	0	29,502	731	30,233
46	Parks & Recreation	669.50	3.2344	43,912	0	43,912	1,088	45,000
47	Health Department	1,087.60	5.2543	71,334	0	71,334	1,768	73,102
49	Fleet Management	352.70	1.7039	23,133	0	23,133	573	23,706
50	Planning & Dev Other	27.50	0.1329	1,804	0	1,804	45	1,849
51	Planning & Dev Spec Rev	39.70	0.1918	2,604	0	2,604	65	2,669
53	Finance Other	55.70	0.2691	3,653	0	3,653	91	3,744
54	ARA Insurance	4.80	0.0232	315	0	315	8	323
55	ARA BARC	107.40	0.5189	7,044	0	7,044	175	7,219
56	ARA Parking	67.90	0.3280	4,453	0	4,453	110	4,563
57	ARA Other	31.70	0.1531	2,079	0	2,079	52	2,131
58	IT Public Services	0.00	0.0000	0	0	0	0	0
59	Legal Insurance	48.40	0.2338	3,174	0	3,174	79	3,253
60	Legal Wkr Comp	1.80	0.0087	118	0	118	3	121
61	Mayor Cable TV	18.70	0.0903	1,227	0	1,227	30	1,257
62	Mayor Other	46.40	0.2242	3,043	0	3,043	75	3,118
63	TIRZ	5.90	0.0285	387	0	387	10	397

Personnel Svcs Allocations

Dept:25 Human Resources

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
64	HR Health Benefits	45.10	0.2179	2,958	0	2,958	73	3,031
66	HPW Bldg Insp	567.00	2.7392	37,189	0	37,189	922	38,111
67	HPW Stormwater	321.00	1.5508	21,054	0	21,054	522	21,576
68	HPW DDSR	449.10	2.1696	29,456	0	29,456	730	30,186
69	HPW Water & Sewer	2,077.60	10.0371	136,267	0	136,267	3,377	139,644
70	HPW Houston Transtar	8.10	0.0391	531	0	531	13	544
71	HPW Other	7.40	0.0358	485	0	485	12	497
72	Houston Permit Center	28.00	0.1353	1,836	0	1,836	46	1,882
73	CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	41.70	0.2015	2,735	0	2,735	68	2,803
75	CIP S/R Engrg	60.40	0.2918	3,962	0	3,962	98	4,060
76	CIP S/R Constr	67.10	0.3242	4,401	0	4,401	109	4,510
77	CIP S/R Eng/Const	29.50	0.1425	1,935	0	1,935	48	1,983
78	CIP S/R Geo/Env	5.40	0.0261	354	0	354	9	363
79	CIP S/R Other	38.60	0.1865	2,532	0	2,532	63	2,595
80	CIP S/R GSD	27.20	0.1314	1,784	0	1,784	44	1,828
93	HR-W.C.	51.80	0.2503	3,397	0	3,397	84	3,481
94	HITS Other	148.50	0.7174	9,740	0	9,740	241	9,981
	Subtotal	20,699.3	100.0000	1,357,636	0	1,357,636	32,806	1,390,442
	Direct Bills					0		0
	Total					$1,357,636		$ 1,390,442

Basis Units: Number of FTE positions all funds
Source: COH FTE Report

Allocation Summary

Dept:25 Human Resources

	Department	Selection	Personnel Svcs	Non-GF	Total
0	Direct Billed	$0	$0	$0	$0
04	Finance Dir Office	7,049	407	0	7,456
05	Finance Financial Plg & Analys	0	892	0	892
06	Finance City Council	0	328	0	328
07	Finance Public Fin	0	256	0	256
08	Finance Reporting & Ops	0	787	0	787
09	Finance Internal Controls	0	0	0	0
10	Finance Grants	0	544	0	544
11	Finance Rev Perform Mgmnt	0	131	0	131
12	Finance Treasury	0	262	0	262
13	Finance Strat Purchasing	0	2,453	0	2,453
14	ARA Director Office	12,259	380	0	12,639
15	ARA Financial Services	0	328	0	328
16	ARA Operations	0	5,732	0	5,732
17	ARA Payroll Services	0	2,394	0	2,394
18	ARA Regulatory	0	328	0	328
19	HITS CIO	8,479	0	0	8,479
20	HITS EAS	0	0	0	0
21	HITS EIS	0	0	0	0
22	HITS Radio	0	1,745	0	1,745
23	Office Business Opportunity	3,065	2,092	0	5,157
24	Mayor	3,678	2,414	0	6,092
25	Human Resources	15,324	12,318	0	27,642
26	Legal	15,623	7,031	0	22,654
27	City Secretary	734	618	0	1,352
28	City Council	14,365	4,718	0	19,083
29	City Controller's Office	2,307	3,247	0	5,554
30	Health Administration	0	2,997	0	2,997
31	Planning & Dev Admin	2,202	484	0	2,686
32	HPW Administration Indirect	105	0	0	105
33	CIP Sal Rec HPW	10,695	4,201	0	14,896
34	HPD Police Records	0	5,417	0	5,417
35	General Services	4,089	15,385	0	19,474
36	HEC	18,664	14,646	0	33,310
38	Police	190,520	415,517	0	606,037
39	Dept of Neighborhoods	4,299	7,830	0	12,129
40	Fire	83,359	267,491	0	350,850
41	Municipal Court	11,953	17,651	0	29,604
42	Solid Waste	27,157	27,706	0	54,863
43	Houston Airport System (HAS)	45,822	72,900	0	118,722
44	Housing & Community Dev	21,704	19,055	0	40,759
45	Library	18,560	30,233	0	48,793
46	Parks & Recreation	67,840	45,000	0	112,840
47	Health Department	52,637	73,102	0	125,739
48	Convention & Entertainment	0	0	0	0
49	Fleet Management	13,211	23,706	0	36,917
50	Planning & Dev Other	524	1,849	0	2,373
51	Planning & Dev Spec Rev	3,670	2,669	0	6,339
53	Finance Other	0	3,744	0	3,744
54	ARA Insurance	0	323	0	323
55	ARA BARC	0	7,219	0	7,219
56	ARA Parking	0	4,563	0	4,563
57	ARA Other	0	2,131	0	2,131
58	IT Public Services	0	0	0	0
59	Legal Insurance	0	3,253	0	3,253
60	Legal Wkr Comp	0	121	0	121

Allocation Summary

Dept:25 Human Resources

	Department	Selection	Personnel Svcs	Non-GF	Total
61	Mayor Cable TV	0	1,257	0	1,257
62	Mayor Other	0	3,118	0	3,118
63	TIRZ	0	397	0	397
64	HR Health Benefits	0	3,031	0	3,031
66	HPW Bldg Insp	31,980	38,111	0	70,091
67	HPW Stormwater	12,477	21,576	0	34,053
68	HPW DDSR	18,140	30,186	0	48,326
69	HPW Water & Sewer	84,932	139,644	0	224,576
70	HPW Houston Transtar	524	544	0	1,068
71	HPW Other	943	497	0	1,440
72	Houston Permit Center	0	1,882	0	1,882
73	CIP S/R Planning	0	0	0	0
74	CIP Sal Rec RE	0	2,803	0	2,803
75	CIP S/R Engrg	0	4,060	0	4,060
76	CIP S/R Constr	0	4,510	0	4,510
77	CIP S/R Eng/Const	0	1,983	0	1,983
78	CIP S/R Geo/Env	0	363	0	363
79	CIP S/R Other	0	2,595	0	2,595
80	CIP S/R GSD	0	1,828	0	1,828
93	HR-W.C.	0	3,481	0	3,481
94	HITS Other	0	9,981	0	9,981
	Total	$ 808,890	$ 1,390,445	$ 0	$ 2,199,335

LEGAL SERVICES
FUNCTION AND ALLOCATION BASIS

The Legal Department provides legal counsel, advice, and representation for the Mayor, City Council, City departments, Council committees, and City boards and commissions. Activities include ordinance and resolution preparation, contract negotiations, utility regulation, civil code drafting and enforcement, personnel damage defense, claims, prosecution of criminal offenses, and real property tax collections and deed restriction enforcement.

- **Legal Services** – The Department identifies time spent by individual attorney and department. The number of total actual hours expended for the City departments is the basis for allocation.

- **HPW Legal** – Houston Public Works provides funding for legal representation, and these costs are allocated directly to Houston Public Works.

- **Inspector General** – This office is tasked with conducting investigations of alleged misconduct and violations by City employees. Costs are allocated based on the percentage of complaints investigated by department.

A. Department Costs

Dept:26 Legal

Department		Amount	General Admin	Legal Svcs	HPW Legal	Inspector General
Personnel Costs						
Salaries	S1	9,122,439	1,492,219	6,959,083	12,477	658,660
Salary % Split			16.36%	76.29%	0.14	7.22%
Benefits	P	4,503,426	860,667	3,328,174	3,684	310,901
Subtotal - Personnel Costs		13,625,865	2,352,886	10,287,257	16,161	969,561
Services & Supplies Cost						
Supplies	P	177,628	177,628	0	0	0
Services	P	936,263	807,194	125,688	35	3,346
Subtotal - Services & Supplies		1,113,891	984,822	125,688	35	3,346
Department Cost Total		14,739,756	3,337,708	10,412,945	16,196	972,907
Adjustments to Cost						
Subtotal - Adjustments			0	0	0	0
Total Costs After Adjustments		14,739,756	3,337,708	10,412,945	16,196	972,907
General Admin Distribution			3,337,708-	3,044,130	5,457	288,121
Grand Total		$ 14,739,756		$ 13,457,075	$ 21,653	$ 1,261,028

B. Incoming Costs-(Default Spread Salary%)

Dept:26 Legal

	Department	First Incoming	Second Incoming	Legal Svcs	HPW Legal	Inspector General
1	City Hall Annex	$ 113,426	$ 0	$ 103,449	$ 185	$ 9,791
1	Muni Court Bldg	37	0	34	0	3
	Subtotal - Building Depn	113,463	0	103,483	186	9,794
3	Insurance Retirees	382,202	3,116	351,426	630	33,262
3	Memberships	2,918	24	2,683	5	254
3	Consulting Services	160	1	147	0	14
3	Interest Costs	20,106	172	18,494	33	1,750
3	Other Misc	2,677	23	2,462	4	233
3	Non-Dept. Legal Svcs/Lobby	3,481	28	3,201	6	303
3	Dept Specific	0	0	0	0	0
	Subtotal - Non-Dept-Gen Gov	411,544	3,364	378,413	678	35,816
5	Financial Plg & Analysis	7,017	391	6,757	12	640
	Subtotal - Fin Plg & Analysis	7,017	391	6,757	12	640
8	Gen Acctng	3,500	230	3,402	6	322
8	Fixed Assets	2,085	133	2,023	4	191
8	Auditing Svcs	4,022	0	3,668	7	347
8	Fin Operations	1,635	110	1,591	3	151
	Subtotal - Fin Reporting & Ops	11,242	472	10,684	19	1,011
9	Internal Controls	0	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0	0
10	Cost Accounting	1,274	85	1,239	2	117
10	Trust Funds Mgmt (TFM)	1,032	69	1,004	2	95
	Subtotal - Fin Grants	2,306	154	2,243	4	212
11	Perf Mgmt Svcs	1,237	74	1,196	2	113
	Subtotal - Fin Perform Mgmt	1,237	74	1,196	2	113
12	Treasury	4,745	406	4,698	8	445
	Subtotal - Fin Treasury	4,745	406	4,698	8	445
13	Purchasing	7,809	604	7,673	14	726
	Subtotal - Fin SPD	7,809	604	7,673	14	726
16	Mailroom	17,302	1,253	16,923	30	1,602
16	Records	3,968	259	3,856	7	365
16	3-1-1 Svcs	4,351	286	4,229	8	400
	Subtotal - ARA Operations	25,621	1,799	25,008	45	2,367
17	Payroll Svcs	21,110	1,090	20,247	36	1,916
	Subtotal - ARA Payroll Svcs	21,110	1,090	20,247	36	1,916
18	Franchise	5,045	289	4,865	9	460
	Subtotal - ARA Regulatory	5,045	289	4,865	9	460
20	Enterprise Appl	0	0	0	0	0
20	IT ERP	0	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0	0
21	Client Svcs	0	0	0	0	0
21	NW Data	0	0	0	0	0

B. Incoming Costs-(Default Spread Salary%)

Dept:26 Legal

	Department	First Incoming	Second Incoming	Legal Svcs	HPW Legal	Inspector General
21	NW Voice	$ 0	$ 0	$ 0	$ 0	$ 0
21	Enterprise Optns	3.01-	0	2.74-	0	0.26-
	Subtotal - HITS EIS	3.01-	0	2.74-	0	0.26-
23	Certification	5,682	157	5,326	10	504
23	Contract Compliance	13,540	422	12,734	23	1,205
23	Reporting & Analytics	698	23	658	1	62
23	Dept Services	7,024	239	6,624	12	627
23	External Affairs & Outreach	3,222	89	3,020	5	286
	Subtotal - OBO	30,166	930	28,361	51	2,684
24	City Mayor Admin	23,521	4,178	25,262	45	2,391
24	Inter Gov Rel	3,180	721	3,558	6	337
	Subtotal - Mayor	26,701	4,899	28,820	52	2,728
25	Selection	15,222	401	14,249	26	1,349
25	Personnel Svcs	6,861	170	6,413	12	607
	Subtotal - Human Resources	22,083	571	20,662	37	1,956
26	Legal Svcs	0	718,624	655,415	1,175	62,033
26	Inspector General	0	21,922	19,994	36	1,892
	Subtotal - Legal	0	740,546	675,409	1,211	63,926
27	City Sec Svcs	0	4,444	4,053	7	384
	Subtotal - City Secretary	0	4,444	4,053	7	384
28	City Council Svcs	0	40,028	36,507	65	3,455
	Subtotal - City Council	0	40,028	36,507	65	3,455
29	Controller Fin Svcs	0	19,178	17,491	31	1,655
29	Controller Treasury	0	5,987	5,460	10	517
	Subtotal - City Controller's	0	25,165	22,952	41	2,172
34	Records Mgmt	0	114,849	104,747	188	9,914
	Subtotal - HPD Police Records	0	114,849	104,747	188	9,914
35	Building Svcs	0	238,565	217,581	390	20,594
35	Utilities	0	109,718	100,067	179	9,471
35	In-House Renov	0	0	0	0	0
35	Real Estate	0	73,163	66,728	120	6,316
	Subtotal - General Services	0	421,446	384,376	689	36,380
	Total Incoming	690,086	1,361,520	1,871,151	3,355	177,100
C.	Total Allocated		$ 16,791,362	$ 15,328,226	$ 25,008	$ 1,438,128
				91.29%	0.15%	8.56%

Legal Svcs Allocations

Dept:26 Legal

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	6,923.00	6.2168	$ 875,731	$ 0	$ 875,731	$ 0	$ 875,731
14	ARA Director Office	3,803.00	3.4151	481,064	0	481,064	0	481,064
19	HITS CIO	1,571.00	1.4108	198,725	0	198,725	0	198,725
23	Office Business Opportunity	372.00	0.3341	47,057	0	47,057	0	47,057
24	Mayor	5,814.00	5.2210	735,447	0	735,447	0	735,447
25	Human Resources	705.00	0.6331	89,180	0	89,180	0	89,180
26	Legal	5,681.00	5.1015	718,624	0	718,624	0	718,624
27	City Secretary	591.00	0.5307	74,759	0	74,759	8,485	83,244
28	City Council	192.00	0.1724	24,287	0	24,287	2,757	27,044
29	City Controller's Office	1,204.00	1.0812	152,301	0	152,301	17,286	169,587
30	Health Administration	5,532.00	4.9677	699,776	0	699,776	79,425	779,201
31	Planning & Dev Admin	3,181.00	2.8565	402,384	0	402,384	45,671	448,055
32	HPW Administration Indirect	1,875.00	1.6837	237,180	0	237,180	26,920	264,100
35	General Services	2,036.00	1.8283	257,546	0	257,546	29,231	286,777
36	HEC	83.00	0.0745	10,499	0	10,499	1,192	11,691
38	Police	5,177.00	4.6489	654,869	0	654,869	74,328	729,197
39	Dept of Neighborhoods	2,579.00	2.3159	326,233	0	326,233	37,028	363,261
40	Fire	1,114.00	1.0004	140,916	0	140,916	15,994	156,910
41	Municipal court	46,266.00	41.5467	5,852,462	0	5,852,462	664,256	6,516,718
42	Solid Waste	1,095.00	0.9833	138,513	0	138,513	15,721	154,234
43	Houston Airport System (HAS)	139.00	0.1248	17,583	0	17,583	1,996	19,579
44	Housing & Community Dev	534.00	0.4795	67,549	0	67,549	7,667	75,216
45	Library	627.00	0.5630	79,313	0	79,313	9,002	88,315
46	Parks & Recreation	2,090.00	1.8768	264,377	0	264,377	30,007	294,384
48	Convention & Entertainment	0.00	0.0000	0	0	0	0	0
49	Fleet Management	33.00	0.0296	4,174	0	4,174	474	4,648
56	ARA Parking	472.00	0.4239	59,706	0	59,706	6,777	66,483
63	TIRZ	0.00	0.0000	0	0	0	0	0
66	HPW Bldg Insp	160.00	0.1437	20,239	0	20,239	2,297	22,536
67	HPW Stormwater	238.00	0.2137	30,106	0	30,106	3,417	33,523
68	HPW DDSR	298.00	0.2676	37,696	0	37,696	4,278	41,974
69	HPW Water & Sewer	1,981.00	1.7789	250,588	0	250,588	28,442	279,030
71	HPW Other	8,645.00	7.7632	1,093,557	0	1,093,557	124,119	1,217,676
74	CIP Sal Rec RE	52.00	0.0467	6,578	0	6,578	747	7,325
96	Other	296.00	0.2658	37,443	0	37,443	4,250	41,693
	Subtotal	111,359.00	100.0000	14,086,462	0	14,086,462	1,241,764	15,328,226
	Direct Bills					0		0
	Total					$14,086,462		$ 15,328,226

Basis Units: Number of Legal staff hours per department
Source: Legal Staffing Report

HPW Legal Allocations

Dept:26 Legal

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
69	HPW Water & Sewer	5,282.5	100.0000	$ 22,781	5,282-	$ 17,499	$ 2,227	$ 19,726
74	CIP Sal Rec RE	0	0.0000	0	0	0	0	0
	Subtotal	5,282.50	100.0000	22,781	5,282-	17,499	2,227	19,726
	Direct Bills					5,282		5,282
	Total					$22,781		$ 25,008

Basis Units: HPW Legal chargebacks by area
Source: Legal Chargeback Report

Inspector General Allocations

Dept:26 Legal

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	0	0.0000	$ 0	$ 0	$ 0	$ 0	$ 0
14	ARA Director Office	1.00	1.0000	13,206	0	13,206	0	13,206
19	HITS CIO	1.66	1.6600	21,922	0	21,922	0	21,922
23	Office Business Opportunity	0	0.0000	0	0	0	0	0
24	Mayor	2.66	2.6600	35,128	0	35,128	0	35,128
25	Human Resources	2.66	2.6600	35,128	0	35,128	0	35,128
26	Legal	1.66	1.6600	21,922	0	21,922	0	21,922
27	City Secretary	0.33	0.3300	4,358	0	4,358	429	4,787
28	City Council	0.33	0.3300	4,358	0	4,358	429	4,787
29	City Controller's Office	1.66	1.6600	21,922	0	21,922	2,159	24,081
31	Planning & Dev Admin	0	0.0000	0	0	0	0	0
32	HPW Administration Indirect	27.24	27.2400	359,731	0	359,731	35,430	395,161
35	General Services	2.33	2.3300	30,770	0	30,770	3,031	33,801
36	HEC	2	2.0000	26,412	0	26,412	2,601	29,013
38	Police	0.66	0.6600	8,716	0	8,716	858	9,574
39	Dept of Neighborhoods	0	0.0000	0	0	0	0	0
40	Fire	5.65	5.6500	74,614	0	74,614	7,349	81,963
41	Municipal court	1.33	1.3300	17,564	0	17,564	1,730	19,294
42	Solid Waste	8.31	8.3100	109,742	0	109,742	10,808	120,550
43	Houston Airport System (HAS)	7.97	7.9700	105,252	0	105,252	10,366	115,618
44	Housing & Community Dev	7.31	7.3100	96,536	0	96,536	9,508	106,044
45	Library	1.66	1.6600	21,922	0	21,922	2,159	24,081
46	Parks & Recreation	4.65	4.6500	61,408	0	61,408	6,048	67,456
47	Health Department	4.32	4.3200	57,050	0	57,050	5,619	62,669
49	Fleet Management	3.99	3.9900	52,692	0	52,692	5,190	57,882
69	HPW Water & Sewer	10.62	10.6200	140,248	0	140,248	13,813	154,061
96	Other	0	0.0000	0	0	0	0	0
	Subtotal	100.00	100.0000	1,320,601	0	1,320,601	117,527	1,438,128
	Direct Bills					0		0
	Total					$1,320,601		$ 1,438,128

Basis Units: % of complaints investigated
Source: Complaint Report

Allocation Summary

Dept:26 Legal

	Department	Legal Svcs	HPW Legal	Inspector General	Total
0	Direct Billed	$0	$ 5,282	$0	$ 5,282
04	Finance Dir Office	875,731	0	0	875,731
14	ARA Director Office	481,064	0	13,206	494,270
19	HITS CIO	198,725	0	21,922	220,647
23	Office Business Opportunity	47,057	0	0	47,057
24	Mayor	735,447	0	35,128	770,575
25	Human Resources	89,180	0	35,128	124,308
26	Legal	718,624	0	21,922	740,546
27	City Secretary	83,244	0	4,787	88,031
28	City Council	27,044	0	4,787	31,831
29	City Controller's Office	169,587	0	24,081	193,668
30	Health Administration	779,201	0	0	779,201
31	Planning & Dev Admin	448,055	0	0	448,055
32	HPW Administration Indirect	264,100	0	395,161	659,261
35	General Services	286,777	0	33,801	320,578
36	HEC	11,691	0	29,013	40,704
38	Police	729,197	0	9,574	738,771
39	Dept of Neighborhoods	363,261	0	0	363,261
40	Fire	156,910	0	81,963	238,873
41	Municipal court	6,516,718	0	19,294	6,536,012
42	Solid Waste	154,234	0	120,550	274,784
43	Houston Airport System (HAS)	19,579	0	115,618	135,197
44	Housing & Community Dev	75,216	0	106,044	181,260
45	Library	88,315	0	24,081	112,396
46	Parks & Recreation	294,384	0	67,456	361,840
47	Health Department	0	0	62,669	62,669
48	Convention & Entertainment	0	0	0	0
49	Fleet Management	4,648	0	57,882	62,530
56	ARA Parking	66,483	0	0	66,483
63	TIRZ	0	0	0	0
66	HPW Bldg Insp	22,536	0	0	22,536
67	HPW Stormwater	33,523	0	0	33,523
68	HPW DDSR	41,974	0	0	41,974
69	HPW Water & Sewer	279,030	19,726	154,061	452,817
71	HPW Other	1,217,676	0	0	1,217,676
74	CIP Sal Rec RE	7,325	0	0	7,325
96	Other	41,693	0	0	41,693
	Total	$ 15,328,229	$ 25,008	$ 1,438,128	$ 16,791,365

CITY SECRETARY'S OFFICE
FUNCTION AND ALLOCATION BASIS

The City Secretary's Office is responsible for recording and keeping records of Council meetings. This office also processes contracts, deeds, easements, and assist the public with providing information. The City Secretary’s Office prepares Council meeting agenda, administers City elections and places advertising and receives vendor bid proposals and Request for Proposals. The costs of these services are allocated based upon total operating expenditures.

A. Department Costs

Dept:27 City Secretary

Description		Amount	General Admin	City Sec Svcs
Personnel Costs				
Salaries	S1	489,329	0	489,329
Salary % Split			.00%	100.00%
Benefits	S	496,564	0	496,564
Subtotal - Personnel Costs		985,893	0	985,893
Services & Supplies Cost				
Supplies	S	2,453	0	2,453
Services	S	125,580	0	125,580
Subtotal - Services & Supplies		128,033	0	128,033
Department Cost Total		1,113,926	0	1,113,926
Adjustments to Cost				
Subtotal - Adjustments		0	0	0
Total Costs After Adjustments		1,113,926	0	1,113,926
General Admin Distribution		0	0	0
Grand Total		$ 1,113,926	0	$ 1,113,926

B. Incoming Costs-(Default Spread Salary%)

Dept:27 City Secretary

	Department	First Incoming	Second Incoming	City Sec Svcs
1	City Hall Annex	$ 9,832	$ 0	$ 9,832
	Subtotal - Building Depn	9,832	0	9,832
3	Insurance Retirees	33,616	274	33,890
3	Memberships	257	2	259
3	Consulting Services	41	0	41
3	Interest Costs	1,520	13	1,533
3	Other Misc	202	2	204
3	Non-Dept. Legal Svcs/Lobby	306	3	309
	Subtotal - Non-Dept-Gen Gov	35,942	294	36,236
5	Financial Plg & Analysis	1,805	101	1,906
	Subtotal - Fin Plg & Analysis	1,805	101	1,906
8	Gen Acctng	900	59	959
8	Auditing Svcs	1,034	0	1,034
8	Fin Operations	124	8	132
	Subtotal - Fin Reporting & Ops	2,058	67	2,125
9	Internal Controls	0	0	0
	Subtotal - Fin Int Controls	0	0	0
10	Cost Accounting	96	6	102
10	Trust Funds Mgmt (TFM)	78	5	83
	Subtotal - Fin Grants	174	12	186
11	Perf Mgmt Svcs	93	6	99
	Subtotal - Fin Perform Mgmt	93	6	99
12	Treasury	359	31	390
	Subtotal - Fin Treasury	359	31	390
16	Mailroom	846	61	907
16	Records	349	23	372
16	3-1-1 Svcs	5,266	346	5,612
	Subtotal - ARA Operations	6,461	430	6,891
17	Payroll Svcs	1,857	96	1,953
	Subtotal - ARA Payroll Svcs	1,857	96	1,953
18	Franchise	381	22	403
	Subtotal - ARA Regulatory	381	22	403
20	Enterprise Appl	0	0	0
20	IT ERP	0	0	0
	Subtotal - HITS EAS	0	0	0
21	Client Svcs	0	0	0
21	NW Data	0	0	0
21	NW Voice	0	0	0
21	Enterprise Optns	1.00-	0	1.00-
	Subtotal - HITS EIS	1-	0	1-
23	Certification	500	14	514
23	Reporting & Analytics	52	2	54

B. Incoming Costs-(Default Spread Salary%)

Dept:27 City Secretary

	Department	First Incoming	Second Incoming	City Sec Svcs
23	External Affairs & Outreach	$ 283	$ 8	$ 291
	Subtotal - OBO	835	23	858
24	City Mayor Admin	2,069	367	2,436
24	Inter Gov Rel	280	63	343
	Subtotal - Mayor	2,349	431	2,780
25	Selection	715	19	734
25	Personnel Svcs	603	15	618
	Subtotal - Human Resources	1,318	34	1,352
26	Legal Svcs	74,759	8,485	83,244
26	Inspector General	4,358	429	4,787
	Subtotal - Legal	79,117	8,914	88,031
27	City Sec Svcs	0	336	336
	Subtotal - City Secretary	0	336	336
28	City Council Svcs	0	3,025	3,025
	Subtotal - City Council	0	3,025	3,025
29	Controller Fin Svcs	0	4,932	4,932
29	Controller Treasury	0	452	452
	Subtotal - City Controller's	0	5,384	5,384
35	Building Svcs	0	19,495	19,495
35	Utilities	0	8,966	8,966
35	Real Estate	0	6,080	6,080
	Subtotal - General Services	0	34,541	34,541
	Total Incoming	142,580	53,746	196,326
C.	Total Allocated		$ 1,310,252	$ 1,310,252
				100.00%

City Sec Svcs Allocations

Dept:27 City Secretary

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	189,897,765	4.5567	$ 57,256	$ 0	$ 57,256	$ 0	$ 57,256
04	Finance Dir Office	1,913,908	0.0459	577	0	577	0	577
05	Finance Financial Plg & Analys	2,027,473	0.0487	611	0	611	0	611
06	Finance City Council	590,822	0.0142	178	0	178	0	178
07	Finance Public Fin	853,136	0.0205	257	0	257	0	257
08	Finance Reporting & Ops	3,256,312	0.0781	982	0	982	0	982
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	1,012,862	0.0243	305	0	305	0	305
11	Finance Rev Perform Mgmnt	286,832	0.0069	86	0	86	0	86
12	Finance Treasury	1,675,910	0.0402	505	0	505	0	505
13	Finance Strat Purchasing	5,009,668	0.1202	1,510	0	1,510	0	1,510
14	ARA Director Office	2,226,617	0.0534	671	0	671	0	671
15	ARA Financial Services	930,917	0.0223	281	0	281	0	281
16	ARA Operations	7,195,212	0.1727	2,169	0	2,169	0	2,169
17	ARA Payroll Services	3,661,365	0.0879	1,104	0	1,104	0	1,104
18	ARA Regulatory	563,043	0.0135	170	0	170	0	170
19	HITS CIO	53,942	0.0013	16	0	16	0	16
20	HITS EAS	34,916	0.0008	11	0	11	0	11
21	HITS EIS	1,587	0.0000	0	0	0	0	0
22	HITS Radio	5,905,138	0.1417	1,780	0	1,780	0	1,780
23	Office Business Opportunity	3,481,562	0.0835	1,050	0	1,050	0	1,050
24	Mayor	6,345,600	0.1523	1,913	0	1,913	0	1,913
25	Human Resources	28,938,090	0.6944	8,725	0	8,725	0	8,725
26	Legal	14,739,750	0.3537	4,444	0	4,444	0	4,444
27	City Secretary	1,113,941	0.0267	336	0	336	0	336
28	City Council	8,576,575	0.2058	2,586	0	2,586	119	2,705
29	City Controller's Office	7,709,657	0.1850	2,325	0	2,325	107	2,432
30	Health Administration	13,520,750	0.3244	4,077	0	4,077	187	4,264
31	Planning & Dev Admin	2,582,388	0.0620	779	0	779	36	815
33	CIP Sal Rec HPW	6,442,047	0.1546	1,942	0	1,942	89	2,031
34	HPD Police Records	5,917,289	0.1420	1,784	0	1,784	82	1,866
35	General Services	159,296,023	3.8224	48,029	0	48,029	2,203	50,232
36	HEC	25,934,110	0.6223	7,819	0	7,819	359	8,178
38	Police	945,059,108	22.6775	284,944	0	284,944	13,072	298,016
39	Dept of Neighborhoods	12,973,011	0.3113	3,911	0	3,911	179	4,090
40	Fire	486,286,441	11.6688	146,620	0	146,620	6,726	153,346
41	Municipal Court	30,466,246	0.7311	9,186	0	9,186	421	9,607
42	Solid Waste	109,956,590	2.6385	33,153	0	33,153	1,521	34,674
43	Houston Airport System (HAS)	293,167,119	7.0348	88,392	0	88,392	4,055	92,447
44	Housing & Community Dev	136,946,611	3.2861	41,291	0	41,291	1,894	43,185
45	Library	38,003,409	0.9119	11,458	0	11,458	526	11,984
46	Parks & Recreation	86,020,570	2.0641	25,936	0	25,936	1,190	27,126
47	Health Department	128,308,285	3.0789	38,686	0	38,686	1,775	40,461
48	Convention & Entertainment	563,419	0.0135	170	0	170	8	178
49	Fleet Management	83,327,028	1.9995	25,124	0	25,124	1,153	26,277
50	Planning & Dev Other	3,599,442	0.0864	1,085	0	1,085	50	1,135
51	Planning & Dev Spec Rev	6,109,004	0.1466	1,842	0	1,842	85	1,927
53	Finance Other	13,122,559	0.3149	3,957	0	3,957	182	4,139
54	ARA Insurance	17,482,315	0.4195	5,271	0	5,271	242	5,513
55	ARA BARC	11,773,952	0.2825	3,550	0	3,550	163	3,713
56	ARA Parking	9,064,109	0.2175	2,733	0	2,733	125	2,858
57	ARA Other	7,758,269	0.1862	2,339	0	2,339	107	2,446
58	IT Public Services	0	0.0000	0	0	0	0	0
59	Legal Insurance	13,146,070	0.3155	3,964	0	3,964	182	4,146
60	Legal Wkr Comp	233,402	0.0056	70	0	70	3	73
61	Mayor Cable TV	3,721,480	0.0893	1,122	0	1,122	51	1,173

City Sec Svcs Allocations

Dept:27 City Secretary

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
62	Mayor Other	28,243,113	0.6777	8,516	0	8,516	391	8,907
64	HR Health Benefits	374,620,042	8.9893	112,951	0	112,951	5,182	118,133
65	HR Long Term Disability	1,572,606	0.0377	474	0	474	22	496
66	HPW Bldg Insp	66,055,164	1.5850	19,916	0	19,916	914	20,830
67	HPW Stormwater	39,086,379	0.9379	11,785	0	11,785	541	12,326
68	HPW DDSR	73,297,429	1.7588	22,100	0	22,100	1,014	23,114
69	HPW Water & Sewer	457,564,377	10.9796	137,960	0	137,960	6,329	144,289
70	HPW Houston Transtar	2,556,139	0.0613	771	0	771	35	806
71	HPW Other	30,218,945	0.7251	9,111	0	9,111	418	9,529
72	Houston Permit Center	7,307,173	0.1753	2,203	0	2,203	101	2,304
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	4,616,913	0.1108	1,392	0	1,392	64	1,456
75	CIP S/R Engrg	7,535,195	0.1808	2,272	0	2,272	104	2,376
76	CIP S/R Constr	8,989,858	0.2157	2,711	0	2,711	124	2,835
77	CIP S/R Eng/Const	5,639,644	0.1353	1,700	0	1,700	78	1,778
78	CIP S/R Geo/Env	616,906	0.0148	186	0	186	9	195
79	CIP S/R Other	5,931,987	0.1423	1,789	0	1,789	82	1,871
80	CIP S/R GSD	4,037,055	0.0969	1,217	0	1,217	56	1,273
91	Hurricane Ike Aid & Recovery	10,583	0.0003	3	0	3	0	3
92	ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
93	HR-W.C.	29,441,323	0.7065	8,877	0	8,877	407	9,284
94	HITS Other	71,270,634	1.7102	21,489	0	21,489	986	22,475
95	Legal Other	0	0.0000	0	0	0	0	0
	Subtotal	4,167,395,111	100.0000	1,256,505	0	1,256,505	53,747	1,310,252
	Direct Bills					0		0
	Total					$1,256,505		$ 1,310,252

Basis Units: FY2020 expenditures excl TIRZ
Source: COH Expenditure Report

Allocation Summary

Dept:27 City Secretary

	Department	City Sec Svcs	Total
0	Direct Billed	$0	$0
03	Non-Departmental-Gen Gov	57,256	57,256
04	Finance Dir Office	577	577
05	Finance Financial Plg & Analys	611	611
06	Finance City Council	178	178
07	Finance Public Fin	257	257
08	Finance Reporting & Ops	982	982
09	Finance Internal Controls	0	0
10	Finance Grants	305	305
11	Finance Rev Perform Mgmnt	86	86
12	Finance Treasury	505	505
13	Finance Strat Purchasing	1,510	1,510
14	ARA Director Office	671	671
15	ARA Financial Services	281	281
16	ARA Operations	2,169	2,169
17	ARA Payroll Services	1,104	1,104
18	ARA Regulatory	170	170
19	HITS CIO	16	16
20	HITS EAS	11	11
21	HITS EIS	0	0
22	HITS Radio	1,780	1,780
23	Office Business Opportunity	1,050	1,050
24	Mayor	1,913	1,913
25	Human Resources	8,725	8,725
26	Legal	4,444	4,444
27	City Secretary	336	336
28	City Council	2,705	2,705
29	City Controller's Office	2,432	2,432
30	Health Administration	4,264	4,264
31	Planning & Dev Admin	815	815
33	CIP Sal Rec HPW	2,031	2,031
34	HPD Police Records	1,866	1,866
35	General Services	50,232	50,232
36	HEC	8,178	8,178
38	Police	298,016	298,016
39	Dept of Neighborhoods	4,090	4,090
40	Fire	153,346	153,346
41	Municipal Court	9,607	9,607
42	Solid Waste	34,674	34,674
43	Houston Airport System (HAS)	92,447	92,447
44	Housing & Community Dev	43,185	43,185
45	Library	11,984	11,984
46	Parks & Recreation	27,126	27,126
47	Health Department	40,461	40,461
48	Convention & Entertainment	178	178
49	Fleet Management	26,277	26,277
50	Planning & Dev Other	1,135	1,135
51	Planning & Dev Spec Rev	1,927	1,927
53	Finance Other	4,139	4,139
54	ARA Insurance	5,513	5,513
55	ARA BARC	3,713	3,713
56	ARA Parking	2,858	2,858
57	ARA Other	2,446	2,446
58	IT Public Services	0	0
59	Legal Insurance	4,146	4,146
60	Legal Wkr Comp	73	73

Allocation Summary

Dept:27 City Secretary

	Department	City Sec Svcs	Total
61	Mayor Cable TV	1,173	1,173
62	Mayor Other	8,907	8,907
64	HR Health Benefits	118,133	118,133
65	HR Long Term Disability	496	496
66	HPW Bldg Insp	20,830	20,830
67	HPW Stormwater	12,326	12,326
68	HPW DDSR	23,114	23,114
69	HPW Water & Sewer	144,289	144,289
70	HPW Houston Transtar	806	806
71	HPW Other	9,529	9,529
72	Houston Permit Center	2,304	2,304
73	CIP S/R Planning	0	0
74	CIP Sal Rec RE	1,456	1,456
75	CIP S/R Engrg	2,376	2,376
76	CIP S/R Constr	2,835	2,835
77	CIP S/R Eng/Const	1,778	1,778
78	CIP S/R Geo/Env	195	195
79	CIP S/R Other	1,871	1,871
80	CIP S/R GSD	1,273	1,273
91	Hurricane Ike Aid & Recovery	3	3
92	ARRA Reimbursement Fund	0	0
93	HR-W.C.	9,284	9,284
94	HITS Other	22,475	22,475
95	Legal Other	0	0
	Total	$ 1,310,254	$ 1,310,254

CITY COUNCIL
FUNCTION AND ALLOCATION BASIS

The City Council serves as the legislative body of the City government with the power to enact all ordinances and resolutions. The costs of City Council are allocated based upon the total operating expenditures. Costs for special projects are not allocated in this plan.

A. Department Costs

Dept:28 City Council

Description		Amount	General Admin	City Council Svcs	Special Projects
Personnel Costs					
Salaries	S1	4,761,243	0	4,443,733	317,510
Salary % Split			.00%	93.33%	6.67%
Benefits	P	2,196,735	0	2,193,223	3,511
Subtotal - Personnel Costs		6,957,978	0	6,636,956	321,021
Services & Supplies Cost					
Supplies	P	193,864	0	75,131	118,733
Services	P	1,424,733	0	372,519	1,052,214
Subtotal - Services & Supplies		1,618,597	0	447,650	1,170,947
Department Cost Total		8,576,575	0	7,084,606	1,491,968
Adjustments to Cost					
Subtotal - Adjustments		0	0	0	0
Total Costs After Adjustments		8,576,575	0	7,084,606	1,491,968
General Admin Distribution		0	0	0	0
Grand Total		$ 8,576,575	0	$ 7,084,606	$ 1,491,968
					not allocated

B. Incoming Costs-(Default Spread Salary%)

Dept:28 City Council

	Department	First Incoming	Second Incoming	City Council Svcs	Special Projects
1	City Hall Annex	$ 34,975	$ 0	$ 34,975	$ 0
	Subtotal - Building Depn	34,975	0	34,975	0
2	Equip Deprec	52,598	0	52,598	0
	Subtotal - Equipment Depn	52,598	0	52,598	0
3	Insurance Retirees	256,506	2,091	258,597	0
3	Memberships	1,959	16	1,975	0
3	Consulting Services	674	6	680	0
3	Interest Costs	11,699	100	11,799	0
3	Other Misc	1,558	13	1,571	0
3	Elections	2,204,260	17,969	2,222,229	0
3	Non-Dept. Legal Svcs/Lobby	2,336	19	2,355	0
3	Dept Specific	277,863	2,265	280,128	0
3	Health Insurance	0	0	0	0
	Subtotal - Non-Dept-Gen Gov	2,756,855	22,479	2,779,334	0
5	Financial Plg & Analysis	29,476	1,644	31,120	0
	Subtotal - Fin Plg & Analysis	29,476	1,644	31,120	0
6	Fin City Council Support	746,248	52,631	798,879	0
	Subtotal - Fin City Council	746,248	52,631	798,879	0
8	Gen Acctng	14,703	965	15,668	0
8	Fixed Assets	5,773	368	6,141	0
8	Auditing Svcs	16,897	0	16,897	0
8	Fin Operations	951	64	1,015	0
	Subtotal - Fin Reporting & Ops	38,324	1,397	39,721	0
9	Internal Controls	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0
10	Cost Accounting	741	49	790	0
10	Trust Funds Mgmt (TFM)	601	40	641	0
	Subtotal - Fin Grants	1,342	89	1,431	0
11	Perf Mgmt Svcs	720	43	763	0
	Subtotal - Fin Perform Mgmt	720	43	763	0
12	Treasury	2,761	236	2,997	0
	Subtotal - Fin Treasury	2,761	236	2,997	0
13	Purchasing	6,768	523	7,291	0
	Subtotal - Fin SPD	6,768	523	7,291	0
16	Mailroom	9,401	681	10,082	0
16	Records	2,663	174	2,837	0
16	3-1-1 Svcs	18,772	1,235	20,007	0
	Subtotal - ARA Operations	30,836	2,090	32,926	0
17	Payroll Svcs	14,168	732	14,900	0
	Subtotal - ARA Payroll Svcs	14,168	732	14,900	0
18	Franchise	2,936	168	3,104	0
	Subtotal - ARA Regulatory	2,936	168	3,104	0

B. Incoming Costs-(Default Spread Salary%)

Dept:28 City Council

	Department	First Incoming	Second Incoming	City Council Svcs	Special Projects
20	Enterprise Appl	$ 0	$ 0	$ 0	$ 0
20	IT ERP	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0
21	Client Svcs	0	0	0	0
21	NW Data	0	0	0	0
21	NW Voice	0	0	0	0
21	Enterprise Optns	11.03-	0	11.00-	0
	Subtotal - HITS EIS	11.03-	0	11-	0
23	Certification	3,813	106	3,919	0
23	Reporting & Analytics	52	2	54	0
23	External Affairs & Outreach	2,162	60	2,222	0
	Subtotal - OBO	6,027	167	6,194	0
24	City Mayor Admin	15,785	2,804	18,589	0
24	Agenda Office	440,932	95,110	536,042	0
24	Inter Gov Rel	2,134	484	2,618	0
	Subtotal - Mayor	458,851	98,398	557,249	0
25	Selection	13,996	369	14,365	0
25	Personnel Svcs	4,604	114	4,718	0
	Subtotal - Human Resources	18,600	483	19,083	0
26	Legal Svcs	24,287	2,757	27,044	0
26	Inspector General	4,358	429	4,787	0
	Subtotal - Legal	28,645	3,186	31,831	0
27	City Sec Svcs	2,586	119	2,705	0
	Subtotal - City Secretary	2,586	119	2,705	0
28	City Council Svcs	0	23,291	23,291	0
	Subtotal - City Council	0	23,291	23,291	0
29	Controller Fin Svcs	0	80,562	80,562	0
29	Controller Treasury	0	3,484	3,484	0
	Subtotal - City Controller's	0	84,046	84,046	0
35	Building Svcs	0	69,348	69,348	0
35	Utilities	0	31,894	31,894	0
35	Real Estate	0	21,628	21,628	0
	Subtotal - General Services	0	122,870	122,870	0
	Total Incoming	4,232,705	414,591	4,647,296	0
C.	Total Allocated		$ 13,223,871	$ 11,731,902	$ 1,491,968
				88.72%	11.28%

City Council Svcs Allocations

Dept:28 City Council

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	189,897,765	4.5567	$ 515,702	$ 0	$ 515,702	$ 0	$ 515,702
04	Finance Dir Office	1,913,908	0.0459	5,198	0	5,198	0	5,198
05	Finance Financial Plg & Analys	2,027,473	0.0487	5,506	0	5,506	0	5,506
06	Finance City Council	590,822	0.0142	1,604	0	1,604	0	1,604
07	Finance Public Fin	853,136	0.0205	2,317	0	2,317	0	2,317
08	Finance Reporting & Ops	3,256,312	0.0781	8,843	0	8,843	0	8,843
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	1,012,862	0.0243	2,751	0	2,751	0	2,751
11	Finance Rev Perform Mgmnt	286,832	0.0069	779	0	779	0	779
12	Finance Treasury	1,675,910	0.0402	4,551	0	4,551	0	4,551
13	Finance Strat Purchasing	5,009,668	0.1202	13,605	0	13,605	0	13,605
14	ARA Director Office	2,226,617	0.0534	6,047	0	6,047	0	6,047
15	ARA Financial Services	930,917	0.0223	2,528	0	2,528	0	2,528
16	ARA Operations	7,195,212	0.1727	19,540	0	19,540	0	19,540
17	ARA Payroll Services	3,661,365	0.0879	9,943	0	9,943	0	9,943
18	ARA Regulatory	563,043	0.0135	1,529	0	1,529	0	1,529
19	HITS CIO	53,942	0.0013	146	0	146	0	146
20	HITS EAS	34,916	0.0008	95	0	95	0	95
21	HITS EIS	1,587	0.0000	4	0	4	0	4
22	HITS Radio	5,905,138	0.1417	16,037	0	16,037	0	16,037
23	Office Business Opportunity	3,481,562	0.0835	9,455	0	9,455	0	9,455
24	Mayor	6,345,600	0.1523	17,233	0	17,233	0	17,233
25	Human Resources	28,938,090	0.6944	78,587	0	78,587	0	78,587
26	Legal	14,739,750	0.3537	40,028	0	40,028	0	40,028
27	City Secretary	1,113,941	0.0267	3,025	0	3,025	0	3,025
28	City Council	8,576,575	0.2058	23,291	0	23,291	0	23,291
29	City Controller's Office	7,709,657	0.1850	20,937	0	20,937	824	21,761
30	Health Administration	13,520,750	0.3244	36,718	0	36,718	1,446	38,164
31	Planning & Dev Admin	2,582,388	0.0620	7,013	0	7,013	276	7,289
33	CIP Sal Rec HPW	6,442,047	0.1546	17,495	0	17,495	689	18,184
34	HPD Police Records	5,917,289	0.1420	16,069	0	16,069	633	16,702
35	General Services	159,296,023	3.8224	432,597	0	432,597	17,034	449,631
36	HEC	25,934,110	0.6223	70,429	0	70,429	2,773	73,202
38	Police	945,059,108	22.6775	2,566,478	0	2,566,478	101,058	2,667,536
39	Dept of Neighborhoods	12,973,011	0.3113	35,231	0	35,231	1,387	36,618
40	Fire	486,286,441	11.6688	1,320,598	0	1,320,598	52,000	1,372,598
41	Municipal Court	30,466,246	0.7311	82,737	0	82,737	3,258	85,995
42	Solid Waste	109,956,590	2.6385	298,607	0	298,607	11,758	310,365
43	Houston Airport System (HAS)	293,167,119	7.0348	796,148	0	796,148	31,349	827,497
44	Housing & Community Dev	136,946,611	3.2861	371,903	0	371,903	14,644	386,547
45	Library	38,003,409	0.9119	103,205	0	103,205	4,064	107,269
46	Parks & Recreation	86,020,570	2.0641	233,604	0	233,604	9,198	242,802
47	Health Department	128,308,285	3.0789	348,444	0	348,444	13,720	362,164
48	Convention & Entertainment	563,419	0.0135	1,530	0	1,530	60	1,590
49	Fleet Management	83,327,028	1.9995	226,290	0	226,290	8,910	235,200
50	Planning & Dev Other	3,599,442	0.0864	9,775	0	9,775	385	10,160
51	Planning & Dev Spec Rev	6,109,004	0.1466	16,590	0	16,590	653	17,243
53	Finance Other	13,122,559	0.3149	35,637	0	35,637	1,403	37,040
54	ARA Insurance	17,482,315	0.4195	47,476	0	47,476	1,869	49,345
55	ARA BARC	11,773,952	0.2825	31,974	0	31,974	1,259	33,233
56	ARA Parking	9,064,109	0.2175	24,615	0	24,615	969	25,584
57	ARA Other	7,758,269	0.1862	21,069	0	21,069	830	21,899
58	IT Public Services	0	0.0000	0	0	0	0	0
59	Legal Insurance	13,146,070	0.3155	35,701	0	35,701	1,406	37,107
60	Legal Wkr Comp	233,402	0.0056	634	0	634	25	659
61	Mayor Cable TV	3,721,480	0.0893	10,106	0	10,106	398	10,504

City Council Svcs Allocations

Dept:28 City Council

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
62	Mayor Other	28,243,113	0.6777	76,699	0	76,699	3,020	79,719
64	HR Health Benefits	374,620,042	8.9893	1,017,348	0	1,017,348	40,059	1,057,407
65	HR Long Term Disability	1,572,606	0.0377	4,271	0	4,271	168	4,439
66	HPW Bldg Insp	66,055,164	1.5850	179,385	0	179,385	7,063	186,448
67	HPW Stormwater	39,086,379	0.9379	106,146	0	106,146	4,180	110,326
68	HPW DDSR	73,297,429	1.7588	199,052	0	199,052	7,838	206,890
69	HPW Water & Sewer	457,564,377	10.9796	1,242,598	0	1,242,598	48,929	1,291,527
70	HPW Houston Transtar	2,556,139	0.0613	6,942	0	6,942	273	7,215
71	HPW Other	30,218,945	0.7251	82,065	0	82,065	3,231	85,296
72	Houston Permit Center	7,307,173	0.1753	19,844	0	19,844	781	20,625
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	4,616,913	0.1108	12,538	0	12,538	494	13,032
75	CIP S/R Engrg	7,535,195	0.1808	20,463	0	20,463	806	21,269
76	CIP S/R Constr	8,989,858	0.2157	24,414	0	24,414	961	25,375
77	CIP S/R Eng/Const	5,639,644	0.1353	15,315	0	15,315	603	15,918
78	CIP S/R Geo/Env	616,906	0.0148	1,675	0	1,675	66	1,741
79	CIP S/R Other	5,931,987	0.1423	16,109	0	16,109	634	16,743
80	CIP S/R GSD	4,037,055	0.0969	10,963	0	10,963	432	11,395
91	Hurricane Ike Aid & Recovery	10,583	0.0003	29	0	29	1	30
92	ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
93	HR-W.C.	29,441,323	0.7065	79,953	0	79,953	3,148	83,101
94	HITS Other	71,270,634	1.7102	193,548	0	193,548	7,621	201,169
95	Legal Other	0	0.0000	0	0	0	0	0
	Subtotal	4,167,395,111	100.0000	11,317,311	0	11,317,311	414,591	11,731,902
	Direct Bills					0		0
	Total					$11,317,311		$ 11,731,902

Basis Units: FY2020 expenditures excl TIRZ
Source: COH Expenditure Report

Allocation Summary

Dept:28 City Council

	Department	City Council Svcs	Special Projects	Total
0	Direct Billed	$0	$0	$0
03	Non-Departmental-Gen Gov	515,702	0	515,702
04	Finance Dir Office	5,198	0	5,198
05	Finance Financial Plg & Analys	5,506	0	5,506
06	Finance City Council	1,604	0	1,604
07	Finance Public Fin	2,317	0	2,317
08	Finance Reporting & Ops	8,843	0	8,843
09	Finance Internal Controls	0	0	0
10	Finance Grants	2,751	0	2,751
11	Finance Rev Perform Mgmnt	779	0	779
12	Finance Treasury	4,551	0	4,551
13	Finance Strat Purchasing	13,605	0	13,605
14	ARA Director Office	6,047	0	6,047
15	ARA Financial Services	2,528	0	2,528
16	ARA Operations	19,540	0	19,540
17	ARA Payroll Services	9,943	0	9,943
18	ARA Regulatory	1,529	0	1,529
19	HITS CIO	146	0	146
20	HITS EAS	95	0	95
21	HITS EIS	4	0	4
22	HITS Radio	16,037	0	16,037
23	Office Business Opportunity	9,455	0	9,455
24	Mayor	17,233	0	17,233
25	Human Resources	78,587	0	78,587
26	Legal	40,028	0	40,028
27	City Secretary	3,025	0	3,025
28	City Council	23,291	0	23,291
29	City Controller's Office	21,761	0	21,761
30	Health Administration	38,164	0	38,164
31	Planning & Dev Admin	7,289	0	7,289
33	CIP Sal Rec HPW	18,184	0	18,184
34	HPD Police Records	16,702	0	16,702
35	General Services	449,631	0	449,631
36	HEC	73,202	0	73,202
38	Police	2,667,536	0	2,667,536
39	Dept of Neighborhoods	36,618	0	36,618
40	Fire	1,372,598	0	1,372,598
41	Municipal Court	85,995	0	85,995
42	Solid Waste	310,365	0	310,365
43	Houston Airport System (HAS)	827,497	0	827,497
44	Housing & Community Dev	386,547	0	386,547
45	Library	107,269	0	107,269
46	Parks & Recreation	242,802	0	242,802
47	Health Department	362,164	0	362,164
48	Convention & Entertainment	1,590	0	1,590
49	Fleet Management	235,200	0	235,200
50	Planning & Dev Other	10,160	0	10,160
51	Planning & Dev Spec Rev	17,243	0	17,243
53	Finance Other	37,040	0	37,040
54	ARA Insurance	49,345	0	49,345
55	ARA BARC	33,233	0	33,233
56	ARA Parking	25,584	0	25,584
57	ARA Other	21,899	0	21,899
58	IT Public Services	0	0	0
59	Legal Insurance	37,107	0	37,107
60	Legal Wkr Comp	659	0	659

Allocation Summary

Dept:28 City Council

	Department	City Council Svcs	Special Projects	Total
61	Mayor Cable TV	10,504	0	10,504
62	Mayor Other	79,719	0	79,719
64	HR Health Benefits	1,057,407	0	1,057,407
65	HR Long Term Disability	4,439	0	4,439
66	HPW Bldg Insp	186,448	0	186,448
67	HPW Stormwater	110,326	0	110,326
68	HPW DDSR	206,890	0	206,890
69	HPW Water & Sewer	1,291,527	0	1,291,527
70	HPW Houston Transtar	7,215	0	7,215
71	HPW Other	85,296	0	85,296
72	Houston Permit Center	20,625	0	20,625
73	CIP S/R Planning	0	0	0
74	CIP Sal Rec RE	13,032	0	13,032
75	CIP S/R Engrg	21,269	0	21,269
76	CIP S/R Constr	25,375	0	25,375
77	CIP S/R Eng/Const	15,918	0	15,918
78	CIP S/R Geo/Env	1,741	0	1,741
79	CIP S/R Other	16,743	0	16,743
80	CIP S/R GSD	11,395	0	11,395
91	Hurricane Ike Aid & Recovery	30	0	30
92	ARRA Reimbursement Fund	0	0	0
93	HR-W.C.	83,101	0	83,101
94	HITS Other	201,169	0	201,169
95	Legal Other	0	0	0
	Total	$ 11,731,897	$ 0	$ 11,731,897

CONTROLLER'S OFFICE
FUNCTION AND ALLOCATION BASIS

The Office of the City Controller fulfills the fiscal responsibilities through six divisions: Executive, Financial Reporting, Audit, Treasury, Operations and Technical Services, and Administration. The City Controller's Office oversees the debt obligation and disbursement of city funds, provides timely and accurate financial reporting and accounting, manages the City's cash and investments, manages the servicing and retirement of the City's debt and performs audits/reviews of City programs and activities. The transactions used for allocation include all cash receipt, payroll, purchasing, and adjusting journal entry transaction types. The activities of the City Controller's Office are identified and allocated as follows:

- **Controller's Financial Services** – Costs of providing the City with the independent audit and financial reporting services are allocated based on the total number of revenue, expenditure, and purchasing transactions per department.

- **Treasury** – Costs of the City Controller's treasury activities are allocated based on all fund's total operating expenditures.

A. Department Costs

Dept:29 City Controller's Office

Department		Amount	General Admin	Controller Fin Svcs	Controller Treasury
Personnel Costs					
Salaries	S1	4,545,742	854,730	2,981,950	709,062
Salary % Split			18.80%	65.60%	15.60%
Benefits	P	2,256,529	393,037	1,503,860	359,631
Subtotal - Personnel Costs		6,802,271	1,247,768	4,485,809	1,068,693
Services & Supplies Cost					
Supplies	P	54,737	29,919	20,691	4,127
Services	P	852,649	481,202	219,390	152,057
Subtotal - Services & Supplies		907,386	511,121	240,081	156,184
Department Cost Total		7,709,657	1,758,889	4,725,891	1,224,877
Adjustments to Cost					
Subtotal - Adjustments			0	0	0
Total Costs After Adjustments		7,709,657	1,758,889	4,725,891	1,224,877
General Admin Distribution			1,758,889-	1,420,997	337,891
Grand Total		$ 7,709,657		$ 6,146,887	$ 1,562,768

B. Incoming Costs-(Default Spread Salary%)

Dept:29 City Controller's Office

	Department	First Incoming	Second Incoming	Controller Fin Svcs	Controller Treasury
1	City Hall	$ 82,412	$ 0	$ 66,580	$ 15,832
	Subtotal - Building Depn	82,412	0	66,580	15,832
2	Equip Deprec	381	0	308	73
	Subtotal - Equipment Depn	381	0	308	73
3	Insurance Retirees	176,485	1,439	143,744	34,180
3	Memberships	1,348	11	1,098	261
3	Consulting Services	108	1	88	21
3	Interest Costs	10,517	90	8,569	2,038
3	Other Misc	1,400	12	1,141	271
3	Elections	137,766	1,123	112,208	26,681
3	Non-Dept. Legal Svcs/Lobby	1,607	13	1,309	311
	Subtotal - Non-Dept-Gen Gov	329,231	2,689	268,156	63,763
5	Financial Plg & Analysis	4,726	264	4,031	959
	Subtotal - Fin Plg & Analysis	4,726	264	4,031	959
8	Gen Acctng	2,357	155	2,029	483
8	Fixed Assets	802	51	689	164
8	Auditing Svcs	2,709	0	2,189	520
8	Fin Operations	855	57	737	175
	Subtotal - Fin Reporting & Ops	6,723	263	5,644	1,342
9	Internal Controls	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0
10	Cost Accounting	666	44	574	136
10	Trust Funds Mgmt (TFM)	540	36	465	111
	Subtotal - Fin Grants	1,206	80	1,039	247
11	Perf Mgmt Svcs	647	39	554	132
	Subtotal - Fin Perform Mgmt	647	39	554	132
12	Treasury	2,482	212	2,177	518
	Subtotal - Fin Treasury	2,482	212	2,177	518
13	Purchasing	19,262	1,489	16,765	3,986
	Subtotal - Fin SPD	19,262	1,489	16,765	3,986
16	Mailroom	6,041	438	5,234	1,245
16	Records	1,832	120	1,577	375
16	3-1-1 Svcs	1,998	131	1,720	409
	Subtotal - ARA Operations	9,871	689	8,531	2,029
17	Payroll Svcs	9,748	503	8,282	1,969
	Subtotal - ARA Payroll Svcs	9,748	503	8,282	1,969
18	Franchise	2,639	151	2,254	536
	Subtotal - ARA Regulatory	2,639	151	2,254	536
20	Enterprise Appl	0	0	0	0
20	IT ERP	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0
21	Client Svcs	0	0	0	0

B. Incoming Costs-(Default Spread Salary%)

Dept:29 City Controller's Office

	Department	First Incoming	Second Incoming	Controller Fin Svcs	Controller Treasury
21	NW Data	$ 0	$ 0	$ 0	$ 0
21	NW Voice	0	0	0	0
21	Enterprise Optns	2.00-	0	1.62-	0.38-
	Subtotal - HITS EIS	2-	0	1.62-	0.38-
23	Certification	2,624	73	2,179	518
23	Contract Compliance	9,027	281	7,520	1,788
23	Reporting & Analytics	673	22	562	134
23	External Affairs & Outreach	1,488	41	1,235	294
	Subtotal - OBO	13,812	417	11,496	2,733
24	City Mayor Admin	10,861	1,929	10,333	2,457
24	Inter Gov Rel	1,468	333	1,455	346
	Subtotal - Mayor	12,329	2,262	11,788	2,803
25	Selection	2,248	59	1,864	443
25	Personnel Svcs	3,168	79	2,623	624
	Subtotal - Human Resources	5,416	138	4,487	1,067
26	Legal Svcs	152,301	17,286	137,009	32,579
	Subtotal - Legal	152,301	17,286	137,009	32,579
27	City Sec Svcs	2,325	107	1,965	467
	Subtotal - City Secretary	2,325	107	1,965	467
28	City Council Svcs	20,937	824	17,581	4,180
	Subtotal - City Council	20,937	824	17,581	4,180
29	Controller Fin Svcs	0	12,916	10,435	2,481
29	Controller Treasury	0	3,132	2,530	602
	Subtotal - City Controller's	0	16,048	12,965	3,083
35	Building Svcs	0	82,932	67,000	15,932
35	Utilities	0	38,141	30,814	7,327
35	Real Estate	0	17,826	14,402	3,424
	Subtotal - General Services	0	138,899	112,216	26,683
	Total Incoming	676,446	182,360	693,825	164,981
C.	Total Allocated		$ 8,568,463	$ 6,840,712	$ 1,727,749
				79.84%	20.16%

Controller Fin Svcs Allocations

Dept:29 City Controller's Office

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	53,021	2.7436	$ 183,641	$ 0	$ 183,641	$ 0	$ 183,641
04	Finance Dir Office	1,809	0.0936	6,266	0	6,266	0	6,266
05	Finance Financial Plg & Analys	572	0.0296	1,981	0	1,981	0	1,981
06	Finance City Council	551	0.0285	1,908	0	1,908	0	1,908
07	Finance Public Fin	437	0.0226	1,514	0	1,514	0	1,514
08	Finance Reporting & Ops	1,628	0.0842	5,639	0	5,639	0	5,639
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	783	0.0405	2,712	0	2,712	0	2,712
11	Finance Rev Perform Mgmnt	315	0.0163	1,091	0	1,091	0	1,091
12	Finance Treasury	1,395	0.0722	4,832	0	4,832	0	4,832
13	Finance Strat Purchasing	1,158	0.0599	4,011	0	4,011	0	4,011
14	ARA Director Office	3,633	0.1880	12,583	0	12,583	0	12,583
15	ARA Financial Services	417	0.0216	1,444	0	1,444	0	1,444
16	ARA Operations	4,030	0.2085	13,958	0	13,958	0	13,958
17	ARA Payroll Services	686	0.0355	2,376	0	2,376	0	2,376
18	ARA Regulatory	1,739	0.0900	6,023	0	6,023	0	6,023
19	HITS CIO	184	0.0095	637	0	637	0	637
20	HITS EAS	121	0.0063	419	0	419	0	419
21	HITS EIS	399	0.0206	1,382	0	1,382	0	1,382
22	HITS Radio	2,302	0.1191	7,973	0	7,973	0	7,973
23	Office Business Opportunity	3,370	0.1744	11,672	0	11,672	0	11,672
24	Mayor	5,305	0.2745	18,374	0	18,374	0	18,374
25	Human Resources	54,583	2.8245	189,051	0	189,051	0	189,051
26	Legal	5,537	0.2865	19,178	0	19,178	0	19,178
27	City Secretary	1,424	0.0737	4,932	0	4,932	0	4,932
28	City Council	23,260	1.2036	80,562	0	80,562	0	80,562
29	City Controller's Office	3,729	0.1930	12,916	0	12,916	0	12,916
30	Health Administration	15,603	0.8074	54,042	0	54,042	1,306	55,348
31	Planning & Dev Admin	1,942	0.1005	6,726	0	6,726	163	6,889
33	CIP Sal Rec HPW	3,122	0.1616	10,813	0	10,813	261	11,074
34	HPD Police Records	1,405	0.0727	4,866	0	4,866	118	4,984
35	General Services	34,734	1.7973	120,303	0	120,303	2,907	123,210
36	HEC	6,820	0.3529	23,621	0	23,621	571	24,192
38	Police	192,532	9.9628	666,846	0	666,846	16,116	682,962
39	Dept of Neighborhoods	7,243	0.3748	25,087	0	25,087	606	25,693
40	Fire	164,557	8.5152	569,953	0	569,953	13,774	583,727
41	Municipal Court	24,415	1.2634	84,563	0	84,563	2,044	86,607
42	Solid Waste	39,067	2.0216	135,311	0	135,311	3,270	138,581
43	Houston Airport System (HAS)	109,863	5.6850	380,517	0	380,517	9,196	389,713
44	Housing & Community Dev	44,131	2.2836	152,850	0	152,850	3,694	156,544
45	Library	18,535	0.9591	64,197	0	64,197	1,551	65,748
46	Parks & Recreation	99,266	5.1366	343,814	0	343,814	8,309	352,123
47	Health Department	159,080	8.2318	550,983	0	550,983	13,316	564,299
48	Convention & Entertainment	1,468	0.0760	5,084	0	5,084	123	5,207
49	Fleet Management	191,147	9.8911	662,049	0	662,049	16,000	678,049
50	Planning & Dev Other	3,293	0.1704	11,406	0	11,406	276	11,682
51	Planning & Dev Spec Rev	6,655	0.3444	23,050	0	23,050	557	23,607
52	General Debt	5,940	0.3074	20,574	0	20,574	497	21,071
53	Finance Other	15,085	0.7806	52,248	0	52,248	1,263	53,511
54	ARA Insurance	1,308	0.0677	4,530	0	4,530	109	4,639
55	ARA BARC	13,187	0.6824	45,674	0	45,674	1,104	46,778
56	ARA Parking	18,434	0.9539	63,847	0	63,847	1,543	65,390
57	ARA Other	11,792	0.6102	40,842	0	40,842	987	41,829
58	IT Public Services	0	0.0000	0	0	0	0	0
59	Legal Insurance	5,851	0.3028	20,265	0	20,265	490	20,755
60	Legal Wkr Comp	942	0.0487	3,263	0	3,263	79	3,342

Controller Fin Svcs Allocations

Dept:29 City Controller's Office

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
61	Mayor Cable TV	1,864	0.0965	6,456	0	6,456	156	6,612
62	Mayor Other	15,395	0.7966	53,322	0	53,322	1,289	54,611
63	TIRZ	1,221	0.0632	4,229	0	4,229	102	4,331
64	HR Health Benefits	141,829	7.3391	491,233	0	491,233	11,872	503,105
65	HR Long Term Disability	66	0.0034	229	0	229	6	235
66	HPW Bldg Insp	39,916	2.0655	138,251	0	138,251	3,341	141,592
67	HPW Stormwater	16,692	0.8637	57,814	0	57,814	1,397	59,211
68	HPW DDSR	34,939	1.8080	121,013	0	121,013	2,925	123,938
69	HPW Water & Sewer	192,833	9.9783	667,889	0	667,889	16,141	684,030
70	HPW Houston Transtar	2,494	0.1291	8,638	0	8,638	209	8,847
71	HPW Other	40,304	2.0856	139,595	0	139,595	3,374	142,969
72	Houston Permit Center	6,771	0.3504	23,452	0	23,452	567	24,019
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	1,796	0.0929	6,221	0	6,221	150	6,371
75	CIP S/R Engrg	4,959	0.2566	17,176	0	17,176	415	17,591
76	CIP S/R Constr	4,483	0.2320	15,527	0	15,527	375	15,902
77	CIP S/R Eng/Const	1,938	0.1003	6,712	0	6,712	162	6,874
78	CIP S/R Geo/Env	523	0.0271	1,811	0	1,811	44	1,855
79	CIP S/R Other	6,826	0.3532	23,642	0	23,642	571	24,213
80	CIP S/R GSD	821	0.0425	2,844	0	2,844	69	2,913
91	Hurricane Ike Aid & Recovery	200	0.0103	693	0	693	17	710
92	ARRA Reimbursement Fund	762	0.0394	2,639	0	2,639	64	2,703
93	HR-W.C.	15,653	0.8100	54,215	0	54,215	1,310	55,525
94	HITS Other	30,414	1.5738	105,341	0	105,341	2,546	107,887
95	Legal Other	12	0.0006	42	0	42	1	43
	Subtotal	1,932,516	100.0000	6,693,383	0	6,693,383	147,329	6,840,712
	Direct Bills					0		0
	Total					$6,693,383		$ 6,840,712

Basis Units: Number of rev, exp, & purch transactions per dept
Source: COH Transaction Report

Controller Treasury Allocations

Dept:29 City Controller's Office

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	189,897,765	4.5567	$ 77,133	$ 0	$ 77,133	$ 0	$ 77,133
04	Finance Dir Office	1,913,908	0.0459	777	0	777	0	777
05	Finance Financial Plg & Analys	2,027,473	0.0487	824	0	824	0	824
06	Finance City Council	590,822	0.0142	240	0	240	0	240
07	Finance Public Fin	853,136	0.0205	347	0	347	0	347
08	Finance Reporting & Ops	3,256,312	0.0781	1,323	0	1,323	0	1,323
09	Finance Internal Controls	0	0.0000	0	0	0	0	0
10	Finance Grants	1,012,862	0.0243	411	0	411	0	411
11	Finance Rev Perform Mgmnt	286,832	0.0069	117	0	117	0	117
12	Finance Treasury	1,675,910	0.0402	681	0	681	0	681
13	Finance Strat Purchasing	5,009,668	0.1202	2,035	0	2,035	0	2,035
14	ARA Director Office	2,226,617	0.0534	904	0	904	0	904
15	ARA Financial Services	930,917	0.0223	378	0	378	0	378
16	ARA Operations	7,195,212	0.1727	2,923	0	2,923	0	2,923
17	ARA Payroll Services	3,661,365	0.0879	1,487	0	1,487	0	1,487
18	ARA Regulatory	563,043	0.0135	229	0	229	0	229
19	HITS CIO	53,942	0.0013	22	0	22	0	22
20	HITS EAS	34,916	0.0008	14	0	14	0	14
21	HITS EIS	1,587	0.0000	1	0	1	0	1
22	HITS Radio	5,905,138	0.1417	2,399	0	2,399	0	2,399
23	Office Business Opportunity	3,481,562	0.0835	1,414	0	1,414	0	1,414
24	Mayor	6,345,600	0.1523	2,577	0	2,577	0	2,577
25	Human Resources	28,938,090	0.6944	11,754	0	11,754	0	11,754
26	Legal	14,739,750	0.3537	5,987	0	5,987	0	5,987
27	City Secretary	1,113,941	0.0267	452	0	452	0	452
28	City Council	8,576,575	0.2058	3,484	0	3,484	0	3,484
29	City Controller's Office	7,709,657	0.1850	3,132	0	3,132	0	3,132
30	Health Administration	13,520,750	0.3244	5,492	0	5,492	122	5,614
31	Planning & Dev Admin	2,582,388	0.0620	1,049	0	1,049	23	1,072
33	CIP Sal Rec HPW	6,442,047	0.1546	2,617	0	2,617	58	2,675
34	HPD Police Records	5,917,289	0.1420	2,403	0	2,403	54	2,457
35	General Services	159,296,023	3.8224	64,703	0	64,703	1,442	66,145
36	HEC	25,934,110	0.6223	10,534	0	10,534	235	10,769
38	Police	945,059,108	22.6775	383,865	0	383,865	8,556	392,421
39	Dept of Neighborhoods	12,973,011	0.3113	5,269	0	5,269	117	5,386
40	Fire	486,286,441	11.6688	197,520	0	197,520	4,402	201,922
41	Municipal Court	30,466,246	0.7311	12,375	0	12,375	276	12,651
42	Solid Waste	109,956,590	2.6385	44,662	0	44,662	995	45,657
43	Houston Airport System (HAS)	293,167,119	7.0348	119,079	0	119,079	2,654	121,733
44	Housing & Community Dev	136,946,611	3.2861	55,625	0	55,625	1,240	56,865
45	Library	38,003,409	0.9119	15,436	0	15,436	344	15,780
46	Parks & Recreation	86,020,570	2.0641	34,940	0	34,940	779	35,719
47	Health Department	128,308,285	3.0789	52,116	0	52,116	1,162	53,278
48	Convention & Entertainment	563,419	0.0135	229	0	229	5	234
49	Fleet Management	83,327,028	1.9995	33,846	0	33,846	754	34,600
50	Planning & Dev Other	3,599,442	0.0864	1,462	0	1,462	33	1,495
51	Planning & Dev Spec Rev	6,109,004	0.1466	2,481	0	2,481	55	2,536
53	Finance Other	13,122,559	0.3149	5,330	0	5,330	119	5,449
54	ARA Insurance	17,482,315	0.4195	7,101	0	7,101	158	7,259
55	ARA BARC	11,773,952	0.2825	4,782	0	4,782	107	4,889
56	ARA Parking	9,064,109	0.2175	3,682	0	3,682	82	3,764
57	ARA Other	7,758,269	0.1862	3,151	0	3,151	70	3,221
58	IT Public Services	0	0.0000	0	0	0	0	0
59	Legal Insurance	13,146,070	0.3155	5,340	0	5,340	119	5,459
60	Legal Wkr Comp	233,402	0.0056	95	0	95	2	97
61	Mayor Cable TV	3,721,480	0.0893	1,512	0	1,512	34	1,546

Controller Treasury Allocations

Dept:29 City Controller's Office

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
62	Mayor Other	28,243,113	0.6777	11,472	0	11,472	256	11,728
64	HR Health Benefits	374,620,042	8.9893	152,164	0	152,164	3,391	155,555
65	HR Long Term Disability	1,572,606	0.0377	639	0	639	14	653
66	HPW Bldg Insp	66,055,164	1.5850	26,830	0	26,830	598	27,428
67	HPW Stormwater	39,086,379	0.9379	15,876	0	15,876	354	16,230
68	HPW DDSR	73,297,429	1.7588	29,772	0	29,772	664	30,436
69	HPW Water & Sewer	457,564,377	10.9796	185,854	0	185,854	4,142	189,996
70	HPW Houston Transtar	2,556,139	0.0613	1,038	0	1,038	23	1,061
71	HPW Other	30,218,945	0.7251	12,274	0	12,274	274	12,548
72	Houston Permit Center	7,307,173	0.1753	2,968	0	2,968	66	3,034
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	4,616,913	0.1108	1,875	0	1,875	42	1,917
75	CIP S/R Engrg	7,535,195	0.1808	3,061	0	3,061	68	3,129
76	CIP S/R Constr	8,989,858	0.2157	3,652	0	3,652	81	3,733
77	CIP S/R Eng/Const	5,639,644	0.1353	2,291	0	2,291	51	2,342
78	CIP S/R Geo/Env	616,906	0.0148	251	0	251	6	257
79	CIP S/R Other	5,931,987	0.1423	2,409	0	2,409	54	2,463
80	CIP S/R GSD	4,037,055	0.0969	1,640	0	1,640	37	1,677
91	Hurricane Ike Aid & Recovery	10,583	0.0003	4	0	4	0	4
92	ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
93	HR-W.C.	29,441,323	0.7065	11,959	0	11,959	267	12,226
94	HITS Other	71,270,634	1.7102	28,949	0	28,949	645	29,594
95	Legal Other	0	0.0000	0	0	0	0	0
	Subtotal	4,167,395,111	100.0000	1,692,719	0	1,692,719	35,030	1,727,749
	Direct Bills					0		0
	Total					$1,692,719		$ 1,727,749

Basis Units: FY2020 expenditures excl TIRZ
Source: COH Expenditure Report

Allocation Summary

Dept:29 City Controller's Office

	Department	Controller Fin Svcs	Controller Treasury	Total
0	Direct Billed	$0	$0	$0
03	Non-Departmental-Gen Gov	183,641	77,133	260,774
04	Finance Dir Office	6,266	777	7,043
05	Finance Financial Plg & Analys	1,981	824	2,805
06	Finance City Council	1,908	240	2,148
07	Finance Public Fin	1,514	347	1,861
08	Finance Reporting & Ops	5,639	1,323	6,962
09	Finance Internal Controls	0	0	0
10	Finance Grants	2,712	411	3,123
11	Finance Rev Perform Mgmnt	1,091	117	1,208
12	Finance Treasury	4,832	681	5,513
13	Finance Strat Purchasing	4,011	2,035	6,046
14	ARA Director Office	12,583	904	13,487
15	ARA Financial Services	1,444	378	1,822
16	ARA Operations	13,958	2,923	16,881
17	ARA Payroll Services	2,376	1,487	3,863
18	ARA Regulatory	6,023	229	6,252
19	HITS CIO	637	22	659
20	HITS EAS	419	14	433
21	HITS EIS	1,382	1	1,383
22	HITS Radio	7,973	2,399	10,372
23	Office Business Opportunity	11,672	1,414	13,086
24	Mayor	18,374	2,577	20,951
25	Human Resources	189,051	11,754	200,805
26	Legal	19,178	5,987	25,165
27	City Secretary	4,932	452	5,384
28	City Council	80,562	3,484	84,046
29	City Controller's Office	12,916	3,132	16,048
30	Health Administration	55,348	5,614	60,962
31	Planning & Dev Admin	6,889	1,072	7,961
33	CIP Sal Rec HPW	11,074	2,675	13,749
34	HPD Police Records	4,984	2,457	7,441
35	General Services	123,210	66,145	189,355
36	HEC	24,192	10,769	34,961
38	Police	682,962	392,421	1,075,383
39	Dept of Neighborhoods	25,693	5,386	31,079
40	Fire	583,727	201,922	785,649
41	Municipal Court	86,607	12,651	99,258
42	Solid Waste	138,581	45,657	184,238
43	Houston Airport System (HAS)	389,713	121,733	511,446
44	Housing & Community Dev	156,544	56,865	213,409
45	Library	65,748	15,780	81,528
46	Parks & Recreation	352,123	35,719	387,842
47	Health Department	564,299	53,278	617,577
48	Convention & Entertainment	5,207	234	5,441
49	Fleet Management	678,049	34,600	712,649
50	Planning & Dev Other	11,682	1,495	13,177
51	Planning & Dev Spec Rev	23,607	2,536	26,143
52	General Debt	21,071	0	21,071
53	Finance Other	53,511	5,449	58,960
54	ARA Insurance	4,639	7,259	11,898
55	ARA BARC	46,778	4,889	51,667
56	ARA Parking	65,390	3,764	69,154
57	ARA Other	41,829	3,221	45,050
58	IT Public Services	0	0	0
59	Legal Insurance	20,755	5,459	26,214

Allocation Summary

Dept:29 City Controller's Office

	Department	Controller Fin Svcs	Controller Treasury	Total
60	Legal Wkr Comp	3,342	97	3,439
61	Mayor Cable TV	6,612	1,546	8,158
62	Mayor Other	54,611	11,728	66,339
63	TIRZ	4,331	0	4,331
64	HR Health Benefits	503,105	155,555	658,660
65	HR Long Term Disability	235	653	888
66	HPW Bldg Insp	141,592	27,428	169,020
67	HPW Stormwater	59,211	16,230	75,441
68	HPW DDSR	123,938	30,436	154,374
69	HPW Water & Sewer	684,030	189,996	874,026
70	HPW Houston Transtar	8,847	1,061	9,908
71	HPW Other	142,969	12,548	155,517
72	Houston Permit Center	24,019	3,034	27,053
73	CIP S/R Planning	0	0	0
74	CIP Sal Rec RE	6,371	1,917	8,288
75	CIP S/R Engrg	17,591	3,129	20,720
76	CIP S/R Constr	15,902	3,733	19,635
77	CIP S/R Eng/Const	6,874	2,342	9,216
78	CIP S/R Geo/Env	1,855	257	2,112
79	CIP S/R Other	24,213	2,463	26,676
80	CIP S/R GSD	2,913	1,677	4,590
91	Hurricane Ike Aid & Recovery	710	4	714
92	ARRA Reimbursement Fund	2,703	0	2,703
93	HR-W.C.	55,525	12,226	67,751
94	HITS Other	107,887	29,594	137,481
95	Legal Other	43	0	43
	Total	$ 6,840,716	$ 1,727,749	$ 8,568,465

HOUSTON HEALTH DEPARTMENT - ADMINISTRATION
FUNCTION AND ALLOCATION BASIS

The Houston Health Department promotes and protects the general health and well-being of the residents of Houston through the administration of programs and activities in accordance with applicable laws and regulations and best practice of public health. Administration costs are allocated directly through the General Fund.

A. Department Costs

Dept:30 Health Administration

Department		Amount	General Admin	Health Admin
Personnel Costs				
Salaries	S1	4,167,632	0	4,167,632
Salary % Split			.00%	100.00%
Benefits	S	2,572,602	0	2,572,602
Subtotal - Personnel Costs		6,740,234	0	6,740,234
Services & Supplies Cost				
Supplies	S	250,881	0	250,881
Services	S	6,414,094	0	6,414,094
Drainage Chg	D	86,001	0	0
Pmt Chg	D	29,550	0	0
Intergov Exp-1115	D	10,108,352	0	0
Subtotal - Services & Supplies		16,888,878	0	6,664,975
Department Cost Total		23,629,112	0	13,405,209
Adjustments to Cost				
Drainage Chg	D	86,001-	0	0
Pmt Chg	D	29,550-	0	0
Intergov Exp-1115	D	10,108,352-	0	0
Subtotal - Adjustments		10,223,903-	0	0
Total Costs After Adjustments		13,405,209	0	13,405,209
General Admin Distribution		0		0
Grand Total		$ 13,405,209		$ 13,405,209

B. Incoming Costs-(Default Spread Salary%)

Dept:30 Health Administration

	Department	First Incoming	Second Incoming	Health Admin
2	Equip Deprec	$ 64,689	$ 0	$ 64,689
	Subtotal - Equipment Depn	64,689	0	64,689
3	Insurance Retirees	162,966	1,329	164,295
3	Memberships	1,244	10	1,254
3	Consulting Services	452	4	456
3	Interest Costs	18,444	157	18,601
3	Other Misc	2,455	21	2,476
3	Non-Dept. Legal Svcs/Lobby	1,484	12	1,496
	Subtotal - Non-Dept-Gen Gov	187,045	1,533	188,578
5	Financial Plg & Analysis	19,773	1,103	20,876
	Subtotal - Fin Plg & Analysis	19,773	1,103	20,876
7	Capital Projects	61,616	2,579	64,195
	Subtotal - Fin Public Fin	61,616	2,579	64,195
8	Gen Acctng	9,863	648	10,511
8	Fixed Assets	26,138	1,664	27,802
8	Auditing Svcs	11,334	0	11,334
8	Fin Operations	1,500	101	1,601
	Subtotal - Fin Reporting & Ops	48,835	2,413	51,248
9	Internal Controls	0	0	0
	Subtotal - Fin Int Controls	0	0	0
10	Cost Accounting	1,168	78	1,246
10	Trust Funds Mgmt (TFM)	947	63	1,010
	Subtotal - Fin Grants	2,115	141	2,256
11	Perf Mgmt Svcs	1,135	68	1,203
	Subtotal - Fin Perform Mgmt	1,135	68	1,203
12	Treasury	4,353	372	4,725
	Subtotal - Fin Treasury	4,353	372	4,725
13	Purchasing	11,974	926	12,900
	Subtotal - Fin SPD	11,974	926	12,900
16	Records	1,692	111	1,803
	Subtotal - ARA Operations	1,692	111	1,803
17	Payroll Svcs	9,001	465	9,466
	Subtotal - ARA Payroll Svcs	9,001	465	9,466
18	Franchise	4,628	265	4,893
	Subtotal - ARA Regulatory	4,628	265	4,893
20	IT ERP	0	0	0
	Subtotal - HITS EAS	0	0	0
21	Client Svcs	0	0	0
21	NW Data	0	0	0
21	NW Voice	0	0	0
21	Enterprise Optns	7.02-	0	7.00-

B. Incoming Costs-(Default Spread Salary%)

Dept:30 Health Administration

	Department	First Incoming	Second Incoming	Health Admin
	Subtotal - HITS EIS	7.02-	$ 0	7-
22	IT Radio Svcs	34,647	847	35,494
	Subtotal - HITS Radio	34,647	847	35,494
23	Certification	2,423	67	2,490
23	External Affairs & Outreach	1,374	38	1,412
	Subtotal - OBO	3,797	105	3,902
24	City Mayor Admin	10,029	1,781	11,810
24	Inter Gov Rel	1,356	307	1,663
	Subtotal - Mayor	11,385	2,089	13,474
25	Personnel Svcs	2,925	72	2,997
	Subtotal - Human Resources	2,925	72	2,997
26	Legal Svcs	699,776	79,425	779,201
	Subtotal - Legal	699,776	79,425	779,201
27	City Sec Svcs	4,077	187	4,264
	Subtotal - City Secretary	4,077	187	4,264
28	City Council Svcs	36,718	1,446	38,164
	Subtotal - City Council	36,718	1,446	38,164
29	Controller Fin Svcs	54,042	1,306	55,348
29	Controller Treasury	5,492	122	5,614
	Subtotal - City Controller's	59,534	1,428	60,962
35	Real Estate	0	428,498	428,498
	Subtotal - General Services	0	428,498	428,498
	Total Incoming	1,269,708	524,071	1,793,779
C.	Total Allocated		$ 15,198,988	$ 15,198,988
				100.00%

Health Admin Allocations

Dept:30 Health Administration

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
47	Health Department	100	100.0000	$ 14,674,917	$ 0	$ 14,674,917	$ 524,071	$ 15,198,988
	Subtotal	100	100.0000	14,674,917	0	14,674,917	524,071	15,198,988
	Direct Bills					0		0
	Total					$14,674,917		$ 15,198,988

Basis Units: Direct allocation to Health Department
Source: Direct Allocation

Allocation Summary

Dept:30 Health Administration

	Department	Health Admin	Total
0	Direct Billed	$0	$0
47	Health Department	15,198,988	15,198,988
	Total	$ 15,198,988	$ 15,198,988

PLANNING AND DEVELOPMENT - ADMINISTRATION
FUNCTION AND ALLOCATION BASIS

The Planning and Development Department is responsible for comprehensive, strategic and long-range planning, development and maintenance of the citywide Geographic Information System (GIS) and proessing subdivision and development plats. Additionally, the department's responsilities include historic preservation planning. The costs of the Planning and Development administration are allocated to Planning and Development other and Planning Special Revenue Fund. In order to calculate and allocate in a more equitable manner, fifty percent of Planning and Development Administration costs are to be allocated based on departmantal total expenditures and the remaining fifty percent of the costs will be allocated based on the number of FTE positions.

A. Department Costs

Dept:31 Planning & Dev Admin

Department		Amount	General Admin	Planning Admin- FTEs	Planning Admin- Expenditures
Personnel Costs					
Salaries	S1	762,612	0	381,306	381,306
Salary % Split			.00%	50.00%	50.00%
Benefits	S	356,185	0	178,093	178,093
Subtotal - Personnel Costs		1,118,797	0	559,399	559,399
Services & Supplies Cost					
Supplies	S	14,450	0	7,225	7,225
Services	S	1,449,138	0	724,569	724,569
Subtotal - Services & Supplies		1,463,588	0	731,794	731,794
Department Cost Total		2,582,385	0	1,291,193	1,291,193
Adjustments to Cost					
Subtotal - Adjustments			0	0	0
Total Costs After Adjustments		2,582,385	0	1,291,193	1,291,193
General Admin Distribution			0	0	0
Grand Total		$ 2,582,385		$ 1,291,193	$ 1,291,193

B. Incoming Costs-(Default Spread Salary%)

Dept:31 Planning & Dev Admin

	Department	First Incoming	Second Incoming	Planning Admin-FTEs	Planning Admin-Expenditures
3	Insurance Retirees	$ 26,308	$ 214	$ 13,261	$ 13,261
3	Memberships	201	2	101	101
3	Consulting Services	56	0	28	28
3	Interest Costs	3,523	30	1,777	1,777
3	Other Misc	469	4	237	237
3	Non-Dept. Legal Svcs/Lobby	240	2	121	121
3	Walker Rent	518,833	4,230	261,531	261,531
	Subtotal - Non-Dept-Gen Gov	549,630	4,482	277,056	277,056
5	Financial Plg & Analysis	2,461	137	1,299	1,299
	Subtotal - Fin Plg & Analysis	2,461	137	1,299	1,299
8	Gen Acctng	1,228	81	654	654
8	Fixed Assets	962	61	512	512
8	Auditing Svcs	1,411	0	706	706
8	Fin Operations	286	19	153	153
	Subtotal - Fin Reporting & Ops	3,887	161	2,024	2,024
9	Internal Controls	0	0	0	0
	Subtotal - Fin Int Controls	0	0	0	0
10	Cost Accounting	223	15	119	119
10	Trust Funds Mgmt (TFM)	181	12	97	97
	Subtotal - Fin Grants	404	27	215	215
11	Perf Mgmt Svcs	217	13	115	115
	Subtotal - Fin Perform Mgmt	217	13	115	115
12	Treasury	831	71	451	451
	Subtotal - Fin Treasury	831	71	451	451
13	Purchasing	5,727	443	3,085	3,085
	Subtotal - Fin SPD	5,727	443	3,085	3,085
16	Mailroom	9,545	691	5,118	5,118
16	Records	273	18	145	145
16	3-1-1 Svcs	4,938	325	2,631	2,631
	Subtotal - ARA Operations	14,756	1,034	7,895	7,895
17	Payroll Svcs	1,453	75	764	764
	Subtotal - ARA Payroll Svcs	1,453	75	764	764
18	Franchise	884	51	467	467
	Subtotal - ARA Regulatory	884	51	467	467
20	Enterprise Appl	0	0	0	0
20	IT ERP	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0
21	Client Svcs	0	0	0	0
21	NW Data	0	0	0	0
21	NW Voice	0	0	0	0
21	Enterprise Optns	1.00-	0	0.50-	0.50-
	Subtotal - HITS EIS	1-	0	0.5-	0.5-

B. Incoming Costs-(Default Spread Salary%)

Dept:31 Planning & Dev Admin

	Department	First Incoming	Second Incoming	Planning Admin-FTEs	Planning Admin-Expenditures
23	Certification	$ 391	$ 11	$ 201	$ 201
23	Contract Compliance	4,513	141	2,327	2,327
23	External Affairs & Outreach	222	6	114	114
	Subtotal - OBO	5,126	158	2,642	2,642
24	City Mayor Admin	1,619	288	953	953
24	Inter Gov Rel	219	50	134	134
	Subtotal - Mayor	1,838	337	1,088	1,088
25	Selection	2,145	57	1,101	1,101
25	Personnel Svcs	472	12	242	242
	Subtotal - Human Resources	2,617	68	1,343	1,343
26	Legal Svcs	402,384	45,671	224,027	224,027
26	Inspector General	0	0	0	0
	Subtotal - Legal	402,384	45,671	224,027	224,027
27	City Sec Svcs	779	36	407	407
	Subtotal - City Secretary	779	36	407	407
28	City Council Svcs	7,013	276	3,645	3,645
	Subtotal - City Council	7,013	276	3,645	3,645
29	Controller Fin Svcs	6,726	163	3,444	3,444
29	Controller Treasury	1,049	23	536	536
	Subtotal - City Controller's	7,775	186	3,980	3,980
35	Real Estate	0	25,536	12,768	12,768
	Subtotal - General Services	0	25,536	12,768	12,768
	Total Incoming	1,007,781	78,761	543,271	543,271
C.	Total Allocated		$ 3,668,927	$ 1,834,464	$ 1,834,464
				50.00%	50.00%

Planning Admin - FTEs Allocations

Dept:31 Planning & Dev Admin

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
50	Planning & Dev Other	27.50	40.9226	$ 734,595	$ 0	$ 734,595	$ 16,116	$ 750,711
51	Planning & Dev Spec Rev	39.70	59.0774	1,060,488	0	1,060,488	23,265	1,083,753
	Subtotal	67.2	100.0000	1,795,083	0	1,795,083	39,381	1,834,464
	Direct Bills					0		0
	Total					$1,795,083		$ 1,834,464

Basis Units: Planning & Dev FTEs
COH FTE Report

Planning Admin - Expenditures Allocations

Dept:31 Planning & Dev Admin

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
50	Planning & Dev Other	3,599,442	37.0754	$ 665,534	$ 0	$ 665,534	$ 14,601	$ 680,135
51	Planning & Dev Spec Rev	6,109,004	62.9246	1,129,549	639,928-	489,621	24,780	514,401
	Subtotal	9,708,446	100.0000	1,795,083	639,928-	1,155,155	39,381	1,194,536
	Direct Bills					639,928		639,928
	Total					$1,795,083		$ 1,834,464

Basis Units: Planning & Dev FY2020 Expenditures
Source: COH Expenditure Report

Allocation Summary

Dept:31 Planning & Dev Admin

	Department	Planning Admin - FTEs	Planning Admin - Expenditures	Total
0	Direct Billed	$0	$ 639,928	$ 639,928
50	Planning & Dev Other	750,711	680,135	1,430,846
51	Planning & Dev Spec Rev	1,083,753	514,401	1,598,154
	Total	$ 1,834,464	$ 1,834,464	$ 3,668,928

HOUSTON PUBLIC WORKS - ADMINISTRATION
FUNCTION AND ALLOCATION BASIS

The responsibilities of Houston Public Works – Administration are distributed among the various HPW divisions and funds it supports. The direct costs of Houston Public Works Director are not within the General Fund and are not allocated in this Plan. Only the indirect costs that have been allocated to Houston Public Works – Administration are being allocated. To calculate and allocate in a more equitable manner, fifty percent of the total departmental costs are to be allocated based on departmental total expenditures and the remaining fifty percent of costs will be allocated based on the number of FTE positions in the HPW divisions and funds administered by the Houston Public Works Administration.

A. Department Costs

Dept:32 HPW Admin Indirect

Department		Amount	General Admin	Admin Exp	Admin FTE
Personnel Costs					
Salaries	S	0	0	0	0
Salary % Split			.00%	.00%	.00%
Benefits	S	0	0	0	0
Subtotal - Personnel Costs		0	0	0	0
Services & Supplies Cost					
Subtotal - Services & Supplies		0	0	0	0
Department Cost Total		0	0	0	0
Adjustments to Cost					
Subtotal - Adjustments			0	0	0
Total Costs After Adjustments		0	0	0	0
General Admin Distribution			0	0	0
Grand Total		0		0	0

B. Incoming Costs-(Default Spread Salary%)

Dept:32 HPW Admin Indirect

	Department	First Incoming	Second Incoming	Admin Exp	Admin FTE
7	Capital Projects	$ 61,616	$ 2,579	$ 32,097	$ 32,097
	Subtotal - Fin Public Fin	61,616	2,579	32,097	32,097
16	Mailroom	967	70	519	519
16	Property	446,449	28,804	237,626	237,626
16	3-1-1 Svcs	716,489	47,121	381,805	381,805
	Subtotal - ARA Operations	1,163,905	75,994	619,950	619,950
20	Enterprise Appl	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0
21	Client Svcs	0	0	0	0
21	NW Data	0	0	0	0
21	NW Voice	0	0	0	0
	Subtotal - HITS EIS	0	0	0	0
23	Contract Compliance	813,890	25,355	419,622	419,622
23	Reporting & Analytics	76,228	2,507	39,368	39,368
23	Dept Services	65,561	2,229	33,895	33,895
	Subtotal - OBO	955,679	30,091	492,885	492,885
25	Selection	102	3	52	52
	Subtotal - Human Resources	102	3	52	52
26	Legal Svcs	237,180	26,920	132,050	132,050
26	Inspector General	359,731	35,430	197,580	197,580
	Subtotal - Legal	596,911	62,350	329,630	329,630
34	Records Mgmt	0	98,056	49,028	49,028
	Subtotal - HPD Police Records	0	98,056	49,028	49,028
35	In-House Renov	0	21,643	10,822	10,822
35	Real Estate	0	144,225	72,113	72,113
	Subtotal - General Services	0	165,868	82,934	82,934
	Total Incoming	2,778,213	434,940	1,606,577	1,606,577
C.	Total Allocated		$ 3,213,153	$ 1,606,577	$ 1,606,577
				50.00%	50.00%

Admin Exp Allocations

Dept:32 HPW Admin Indirect

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
33	CIP Sal Rec HPW	6,442,047	0.8999	$ 12,501	$ 0	$ 12,501	$ 1,957	$ 14,458
66	HPW Bldg Insp	66,055,164	9.2274	128,179	0	128,179	20,067	148,246
67	HPW Stormwater	39,086,379	5.4601	75,846	0	75,846	11,874	87,720
68	HPW DDSR	73,297,429	10.2391	142,232	0	142,232	22,267	164,499
69	HPW Water & Sewer	457,564,377	63.9183	887,893	0	887,893	139,003	1,026,896
70	HPW Houston Transtar	2,556,139	0.3571	4,960	0	4,960	777	5,737
71	HPW Other	30,218,945	4.2214	58,639	0	58,639	9,180	67,819
72	Houston Permit Center	7,307,173	1.0208	14,179	0	14,179	2,220	16,399
73	CIP S/R Planning	0	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	4,616,913	0.6449	8,959	0	8,959	1,403	10,362
75	CIP S/R Engrg	7,535,195	1.0526	14,622	0	14,622	2,289	16,911
76	CIP S/R Constr	8,989,858	1.2558	17,445	0	17,445	2,731	20,176
77	CIP S/R Eng/Const	5,639,644	0.7878	10,944	0	10,944	1,713	12,657
78	CIP S/R Geo/Env	616,906	0.0862	1,197	0	1,197	187	1,384
79	CIP S/R Other	5,931,987	0.8287	11,511	0	11,511	1,802	13,313
	Subtotal	715,858,156	100.0000	1,389,107	0	1,389,107	217,470	1,606,577
	Direct Bills					0		0
	Total					$1,389,107		$ 1,606,577

Basis Units: HPW FY2020 operating expenditures
Source: COH Expenditure Report

Admin FTE Allocations

Dept:32 HPW Admin Indirect

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
33	CIP Sal Rec HPW	62.50	1.6607	$ 23,069	$ 0	$ 23,069	$ 3,612	$ 26,681
66	HPW Bldg Insp	567.00	15.0662	209,285	0	209,285	32,764	242,049
67	HPW Stormwater	321.00	8.5295	118,484	0	118,484	18,549	137,033
68	HPW DDSR	449.10	11.9334	165,767	0	165,767	25,951	191,718
69	HPW Water & Sewer	2,077.60	55.2054	766,862	0	766,862	120,055	886,917
70	HPW Houston Transtar	8.10	0.2152	2,990	0	2,990	468	3,458
71	HPW Other	7.40	0.1966	2,731	0	2,731	428	3,159
72	Houston Permit Center	28.00	0.7440	10,335	0	10,335	1,618	11,953
73	CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74	CIP Sal Rec RE	41.70	1.1080	15,392	0	15,392	2,410	17,802
75	CIP S/R Engrg	60.40	1.6049	22,294	0	22,294	3,490	25,784
76	CIP S/R Constr	67.10	1.7830	24,767	0	24,767	3,877	28,644
77	CIP S/R Eng/Const	29.50	0.7839	10,889	0	10,889	1,705	12,594
78	CIP S/R Geo/Env	5.40	0.1435	1,993	0	1,993	312	2,305
79	CIP S/R Other	38.60	1.0257	14,248	0	14,248	2,231	16,479
	Subtotal	3,763.40	100.0000	1,389,106	0	1,389,106	217,470	1,606,576
	Direct Bills					0		0
	Total					$1,389,106		$ 1,606,576

Basis Units: HPW FY2020 FTEs
Source: COH FTE Report

Allocation Summary

Dept:32 HPW Admin Indirect

	Department	Admin Exp	Admin FTE	Total
0	Direct Billed	$0	$0	$0
33	CIP Sal Rec HPW	14,458	26,681	41,139
66	HPW Bldg Insp	148,246	242,049	390,295
67	HPW Stormwater	87,720	137,033	224,753
68	HPW DDSR	164,499	191,718	356,217
69	HPW Water & Sewer	1,026,896	886,917	1,913,813
70	HPW Houston Transtar	5,737	3,458	9,195
71	HPW Other	67,819	3,159	70,978
72	Houston Permit Center	16,399	11,953	28,352
73	CIP S/R Planning	0	0	0
74	CIP Sal Rec RE	10,362	17,802	28,164
75	CIP S/R Engrg	16,911	25,784	42,695
76	CIP S/R Constr	20,176	28,644	48,820
77	CIP S/R Eng/Const	12,657	12,594	25,251
78	CIP S/R Geo/Env	1,384	2,305	3,689
79	CIP S/R Other	13,313	16,479	29,792
	Total	$ 1,606,577	$ 1,606,576	$ 3,213,153

CIP COST RECOVERY – HPW ADMINISTRATION
FUNCTION AND ALLOCATION BASIS

The City's Capital Improvement Plan (CIP) Cost Recovery Fund was established to account for consulting-type services performed by City employees related to Capital Improvement Projects.
The administration of Houston Public Works provides support services to the Capital Projects division which implements the City's Capital Improvement Plan (CIP) by providing capital projects management services. Divisional costs are not funded within the General Fund. Therefore, the direct departmental administrative costs are not included in the plan for allocation. Only the indirect costs attributable to activities have been allocated based on the number of FTE positions in the HPW cost centers benefiting from the division's services within Fund 1001.

A. Department Costs

Dept:33 CIP Sal Rec HPW

Department		Amount	General Admin	CIP Admin Svcs
Personnel Costs				
Salaries	S	0	0	0
Salary % Split			.00%	.00%
Benefits	S	0	0	0
Subtotal - Personnel Costs		0	0	0
Department Cost Total		0	0	0
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		0	0	0
General Admin Distribution			0	0
Grand Total		0		0

B. Incoming Costs-(Default Spread Salary%)

Dept:33 CIP Sal Rec HPW

	Department	First Incoming	Second Incoming	CIP Admin Svcs
2	Equip Deprec	$ 9,804	$ 0	$ 9,804
	Subtotal - Equipment Depn	9,804	0	9,804
3	Consulting Services	90	1	91
3	Non-Dept. Legal Svcs/Lobby	2,080	17	2,097
	Subtotal - Non-Dept-Gen Gov	2,170	18	2,188
5	Financial Plg & Analysis	3,956	221	4,177
	Subtotal - Fin Plg & Analysis	3,956	221	4,177
8	Gen Acctng	1,974	130	2,104
8	Auditing Svcs	2,268	0	2,268
8	Fin Operations	715	48	763
	Subtotal - Fin Reporting & Ops	4,957	178	5,135
10	Cost Accounting	557	37	594
10	Trust Funds Mgmt (TFM)	451	30	481
	Subtotal - Finance Grants	1,008	67	1,075
11	Perf Mgmt Svcs	541	32	573
	Subtotal - Fin Perform Mgmt	541	32	573
13	Purchasing	7,288	563	7,851
	Subtotal - Finance SPD	7,288	563	7,851
16	Mailroom	34,797	2,521	37,318
16	Records	2,371	155	2,526
	Subtotal - ARA Operations	37,168	2,676	39,844
17	Payroll Svcs	14,284-	651	13,633-
	Subtotal - ARA Payroll Svcs	14,284-	651	13,633-
21	Enterprise Options	1-	0	1-
	Subtotal - HITS EIS	1-	0	1-
23	Certification	3,395	94	3,489
23	Contract Compliance	524,706-	0	524,706-
23	External Affairs & Outreach	1,925	53	1,978
	Subtotal - OBO	519,386-	147	519,239-
24	City Mayor Admin	14,054	2,496	16,550
24	I Gov Relats	1,900	431	2,331
	Subtotal - Mayor	15,954	2,927	18,881
25	Selection	10,420	275	10,695
25	Personnel Svcs	4,099	102	4,201
	Subtotal - Human Resources	14,519	377	14,896
27	City Sec Svcs	1,942	89	2,031
	Subtotal - City Secretary	1,942	89	2,031
28	City Council Svcs	17,495	689	18,184
	Subtotal - City Council	17,495	689	18,184
29	Controller Fin Svcs	10,813	261	11,074

B. Incoming Costs-(Default Spread Salary%)

Dept:33 CIP Sal Rec HPW

	Department	First Incoming	Second Incoming	CIP Admin Svcs
29	Controller Treasury	$ 2,617	$ 58	$ 2,675
	Subtotal - City Controller's	13,430	319	13,749
32	Admin Exp	12,501	1,957	14,458
32	Admin FTE	23,069	3,612	26,681
	Subtotal - HPW Admin Indirect	35,570	5,569	41,139
	Total Incoming	367,869-	14,523	353,346-
C.	Total Allocated		$ 353,346	$ 353,346

CIP Admin Svcs Allocations

Dept:33 CIP Sal Rec HPW

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
73	CIP S/R Planning	0.00	0.0000	$ 0	$ 0	$ 0	$ 0	$ 0
74	CIP Sal Rec RE	41.70	17.1817	63,206-	0	63,206-	2,495	60,711-
75	CIP S/R Engrg	60.40	24.8867	91,550-	0	91,550-	3,614	87,936-
76	CIP S/R Constr	67.10	27.6473	101,706-	0	101,706-	4,015	97,691-
77	CIP S/R Eng/Const	29.50	12.1549	44,714-	0	44,714-	1,765	42,949-
78	CIP S/R Geo/Env	5.40	2.2250	8,185-	0	8,185-	323	7,862-
79	CIP S/R Other	38.60	15.9044	58,507-	0	58,507-	2,310	56,197-
	Subtotal	242.7	100.0000	367,868-	0	367,868-	14,522	353,346-
	Direct Bills					0		0
	Total					$367,868-		$ 353,346

Basis Units: Number of FTEs supported in CIP Sal Rec
Source: COH FTE Report

Allocation Summary

Dept:33 CIP Sal Rec HPW

	Department	CIP Admin Svcs	Total
0	Direct Billed	$0	$0
73	CIP S/R Planning	0	0
74	CIP Sal Rec RE	60,711-	60,711-
75	CIP S/R Engrg	87,936-	87,936-
76	CIP S/R Constr	97,691-	97,691-
77	CIP S/R Eng/Const	42,949-	42,949-
78	CIP S/R Geo/Env	7,862-	7,862-
79	CIP S/R Other	56,197-	56,197-
	Total	$ 353,346	$ 353,346

POLICE - RECORDS
FUNCTION AND ALLOCATION BASIS

The Records Division of the Police Department provides records management services to other City departments as well as the Police Department. The costs of providing records to other City departments are allocated based on the number of reports provided to each department.

A. Department Costs

Dept:34 HPD Police Records

Department		Amount	General Admin	Records Mgmt
Personnel Costs				
Salaries	S1	3,790,724	0	3,790,724
Salary % Split			.00%	100.00%
Benefits	S	2,114,809	0	2,114,809
Subtotal - Personnel Costs		5,905,533	0	5,905,533
Services & Supplies Cost				
Supplies	S	7,802	0	7,802
Services	S	3,953	0	3,953
Subtotal - Services & Supplies		11,755	0	11,755
Department Cost Total		5,917,288	0	5,917,288
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		5,917,288	0	5,917,288
General Admin Distribution			0	0
Grand Total		$ 5,917,288		$ 5,917,288

B. Incoming Costs-(Default Spread Salary%)

Dept:34 HPD Police Records

	Department	First Incoming	Second Incoming	Records Mgmt
3	Insurance Retirees	$ 294,508	$ 2,401	$ 296,909
3	Memberships	2,249	18	2,267
3	Consulting Services	41	0	41
3	Interest Costs	8,072	69	8,141
3	Other Misc	1,075	9	1,084
3	Non-Dept. Legal Svcs/Lobby	2,682	22	2,704
	Subtotal - Non-Dept-Gen Gov	308,627	2,520	311,147
5	Financial Plg & Analysis	1,780	99	1,879
	Subtotal - Fin Plg & Analysis	1,780	99	1,879
8	Gen Acctng	888	58	946
8	Auditing Svcs	1,021	0	1,021
8	Fin Operations	656	44	700
	Subtotal - Fin Reporting & Ops	2,565	102	2,667
9	Internal Controls	0	0	0
	Subtotal - Fin Int Controls	0	0	0
10	Cost Accounting	511	34	545
10	Trust Funds Mgmt (TFM)	414	28	442
	Subtotal - Fin Grants	925	62	987
11	Perf Mgmt Svcs	497	30	527
	Subtotal - Fin Perform Mgmt	497	30	527
12	Treasury	1,905	163	2,068
	Subtotal - Fin Treasury	1,905	163	2,068
16	Records	3,057	200	3,257
	Subtotal - ARA Operations	3,057	200	3,257
17	Payroll Svcs	16,267	840	17,107
	Subtotal - ARA Payroll Svcs	16,267	840	17,107
18	Franchise	2,025	116	2,141
	Subtotal - ARA Regulatory	2,025	116	2,141
20	IT ERP	0	0	0
	Subtotal - HITS EAS	0	0	0
21	Enterprise Optns	1.00-	0	1.00-
	Subtotal - HITS EIS	1-	0	1-
23	Certification	4,378	121	4,499
23	External Affairs & Outreach	2,483	69	2,552
	Subtotal - OBO	6,861	190	7,051
24	City Mayor Admin	18,124	3,219	21,343
24	Inter Gov Rel	2,450	556	3,006
	Subtotal - Mayor	20,574	3,775	24,349
25	Personnel Svcs	5,286	131	5,417
	Subtotal - Human Resources	5,286	131	5,417

B. Incoming Costs-(Default Spread Salary%)

Dept:34 HPD Police Records

	Department	First Incoming	Second Incoming	Records Mgmt
27	City Sec Svcs	$ 1,784	$ 82	$ 1,866
	Subtotal - City Secretary	1,784	82	1,866
28	City Council Svcs	16,069	633	16,702
	Subtotal - City Council	16,069	633	16,702
29	Controller Fin Svcs	4,866	118	4,984
29	Controller Treasury	2,403	54	2,457
	Subtotal - City Controller's	7,269	171	7,440
	Total Incoming	395,490	9,113	404,603
C.	Total Allocated		$ 6,321,891	$ 6,321,891
				100.00%

Records Mgmt Allocations

Dept:34 HPD Police Records

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
26	Legal	383	1.8193	$ 114,849	$ 0	$ 114,849	$ 0	$ 114,849
32	HPW Administration Indirect	327	1.5533	98,056	0	98,056	0	98,056
38	Police	20	0.0950	5,997	0	5,997	9	6,006
40	Fire	7	0.0333	2,099	0	2,099	3	2,102
96	Other	20,315	96.4991	6,091,777	0	6,091,777	9,101	6,100,878
	Subtotal	21,052	100.0000	6,312,778	0	6,312,778	9,113	6,321,891
	Direct Bills					0		0
	Total					$6,312,778		$ 6,321,891

Basis Units: Number of reports issued per department
Source: Police Department Report

Allocation Summary

Dept:34 HPD Police Records

	Department	Records Mgmt	Total
0	Direct Billed	$0	$0
26	Legal	114,849	114,849
32	HPW Administration Indirect	98,056	98,056
38	Police	6,006	6,006
40	Fire	2,102	2,102
96	Other	6,100,878	6,100,878
	Total	$ 6,321,891	$ 6,321,891

GENERAL SERVICES DEPARTMENT
FUNCTION AND ALLOCATION BASIS

The General Services Department is comprised of four divisions: Property Management/Environmental; Design and Construction/ In-House Renovation/Real Estate; Security Management; and Financial and Administrative Services. The Financial and Administrative Services supports the core divisions through administering, managing and monitoring the department's finances and reporting of energy resources. The Property Management/ Environmental division provides comprehensive operations, maintenance and environmental services at City owned facilities. Security Management manages security for City buildings. The Design and Construction Division manages the design, construction and renovation of projects included in the city's adopted five-year Capital Improvement Plan for all City departments, except for Aviation. The Houston Public Works Security Division was consolidated with General Services Department Security Management Division. The Real Estate team handles office space lease negotiations citywide and was also moved to the Design & Construction Division.

The identified activities and basis used for cost allocation are as follows:

- **Admin/Design Construction** – Costs related to administration and design construction are allocated based upon Administrative and Design Construction expense per departments served.

- **Building Services** – Costs related to property management and security management are allocated based upon the allocated expenditures to those services to each department served.

- **Utilities** – Utility costs are allocated based upon the amount of utility cost by departments served; which is allocated based on actual usage or consumption at each facility.

- **In-house Renovation** – In-house renovation provides overall management and administrative support for the In-House Renovation Group. Costs are allocated based on total cost by facility per department; expensed in Fund 1003.

- **Real Estate** – Real Estate identifies and implements real estate solutions that meet the City of Houston’s unique requirements while minimizing cost and maximizing value. Costs are allocated based on total square footage maintained by GSD.

- **Building Services Reimbursement** – Reimbursed costs are allocated based upon the amount of actual costs by departments served. Direct costs have been credited, so that only indirect costs are allocated.

- **Other Non-General Fund** – Non-general fund costs are not allocated.

A. Department Costs

Dept:35 General Services

Description		Amount	General Admin	Design & Const	Building Svcs	Utilities
Personnel Costs						
Salaries	S1	11,527,560	894,963	165,929	5,679,251	0
Salary % Split			7.76%	1.44%	49.27%	0.00%
Benefits	P	6,661,431	417,361	77,003	3,312,935	0
Subtotal - Personnel Costs		18,188,991	1,312,324	242,932	8,992,186	0
Services & Supplies Cost						
Supplies	P	2,105,896	12,057	17,519	288,470	164,965
Services	P	26,677,661	151,858	230,798	11,206,859	10,338,433
N-GF Services	D	115,465,701	0	0	0	0
Credit direct Expenses	P	2,343,992-	0	0	0	0
Subtotal - Services & Supplies		141,905,266	163,915	248,317	11,495,329	10,503,398
Department Cost Total		160,094,257	1,476,239	491,249	20,487,515	10,503,398
Adjustments to Cost						
N-GF Services	D	115,465,701-	0	0	0	0
Subtotal - Adjustments	D	115,465,701-	0	0	0	0
Total Costs After Adjustments		44,628,556	1,476,239	491,249	20,487,515	10,503,398
General Admin Distribution			1,476,239-	23,038	788,512	0
Grand Total		$ 44,628,556		$ 514,287	$ 21,276,027	$ 10,503,398

A. Department Costs

Dept:35 General Services

Description		Amount	In-House Renov	Real Estate	Building Svcs Reimb	Other Non-GF.
Personnel Costs						
Salaries	S1	11,527,560	266,470	204,734	249,547	4,066,666
Salary % Split			2.31%	1.78%	2.16%	35.28%
Benefits	P	6,661,431	145,159	89,145	136,847	2,482,981
Subtotal - Personnel Costs		18,188,991	411,629	293,879	386,394	6,549,647
Services & Supplies Cost						
Supplies	P	2,105,896	0	1,721	7,811	1,613,353
Services	P	26,677,661	0	2,799,926	1,949,787	0
N-GF Services	D	115,465,701	0	0	0	0
Credit direct Expenses	P	2,343,992-	0	0	2,343,992-	0
Subtotal - Services & Supplies		141,905,266	0	2,801,647	386,394-	1,613,353
Department Cost Total		160,094,257	411,629	3,095,526	0	8,163,000
Adjustments to Cost						
N-GF Services	D	115,465,701-	0	0	0	0
Subtotal - Adjustments	D	115,465,701-	0	0	0	0
Total Costs After Adjustments		44,628,556	411,629	3,095,526	0	8,163,000
General Admin Distribution			36,998	28,425	34,647	564,620
Grand Total		$ 44,628,556	$ 448,627	$ 3,123,951	$ 34,647	$ 8,727,620
						not allocated

B. Incoming Costs-(Default Spread Salary%)

Dept:35 General Services

	Description	First Incoming	Second Incoming	Design & Const	Building Svcs	Utilities	In-House Renov	Real Estate
1	City Hall	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
1	City Hall Annex	32,022	0	500	17,104	0	803	617
	Subtotal - Building Depn	32,022	0	500	17,104	0	803	617
2	Equip Deprec	15,366	0	240	8,208	0	385	296
	Subtotal - Equipment Depn	15,366	0	240	8,208	0	385	296
3	Insurance Retirees	516,667	4,212	8,129	278,220	0	13,054	10,030
3	Memberships	3,945	32	62	2,124	0	100	77
3	Consulting Services	1,007	8	16	542	0	25	20
3	Interest Costs	52,940	452	833	28,518	0	1,338	1,028
3	Other Misc	7,048	60	111	3,797	0	178	137
3	Claims & Judge	74,355	606	1,170	40,039	0	1,879	1,443
3	Non-Dept. Legal Svcs/Lobby	7,617	62	120	4,102	0	192	148
3	Walker Rent	128,001	1,044	2,014	68,927	0	3,234	2,485
	Subtotal - Non-Dept-Gen Gov	791,580	6,476	12,454	426,271	0	20,001	15,367
5	Financial Plg & Analysis	44,016	2,455	725	24,822	0	1,165	895
	Subtotal - Fin Plg & Analysis	44,016	2,455	725	24,822	0	1,165	895
8	Gen Acctng	21,956	1,441	365	12,497	0	586	451
8	Fixed Assets	9,301	592	154	5,284	0	248	191
8	Auditing Svcs	25,232	0	394	13,477	0	632	486
8	Fin Operations	17,668	1,185	294	10,070	0	472	363
	Subtotal - Fin Reporting & Ops	74,157	3,218	1,207	41,329	0	1,939	1,490
9	Internal Controls	0	0	0	0	0	0	0
	Subtotal - Fin Int. Controls	0	0	0	0	0	0	0
10	Grants Mgmt	206	17	3	119	0	6	4
10	Cost Accounting	13,765	915	229	7,841	0	368	283
10	Trust Funds Mgmt (TFM)	11,157	744	186	6,357	0	298	229
	Subtotal - Finance Grants	25,128	1,676	418	14,317	0	672	516
11	Perf Mgmt Svcs	13,367	803	221	7,569	0	355	273
	Subtotal - Fin Perform Mgmt	13,367	803	221	7,569	0	355	273
12	Treasury	12,494	1,068	212	7,244	0	340	261
	Subtotal - Fin Treasury	12,494	1,068	212	7,244	0	340	261
13	Purchasing	540,898	41,813	9,094	311,247	0	14,604	11,220
	Subtotal - Finance SPD	540,898	41,813	9,094	311,247	0	14,604	11,220
16	Mailroom	3,987	289	67	2,284	0	107	82
16	Property	3,729	241	62	2,120	0	99	76
16	Records	8,683	568	144	4,941	0	232	178
16	3-1-1 Svcs	6,053	398	101	3,446	0	162	124
	Subtotal - ARA Operations	22,452	1,495	374	12,791	0	600	461
17	Payroll Svcs	46,196	2,386	758	25,949	0	1,218	935
	Subtotal - ARA Payroll Svcs	46,196	2,386	758	25,949	0	1,218	935
18	Franchise	13,284	761	219	7,502	0	352	270
	Subtotal - ARA Regulatory	13,284	761	219	7,502	0	352	270

B. Incoming Costs-(Default Spread Salary%)

Dept:35 General Services

	Description	First Incoming	Second Incoming	Design & Const	Building Svcs	Utilities	In-House Renov	Real Estate
19	IT Dept Admin	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
19	IT Director	0	0	0	0	0	0	0
	Subtotal - HITS CIO	0	0	0	0	0	0	0
20	Enterprise Appl	0	0	0	0	0	0	0
20	IT ERP	0	0	0	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0	0	0	0
21	Client Svcs	0	0	0	0	0	0	0
21	NW Data	0	0	0	0	0	0	0
21	NW Voice	0	0	0	0	0	0	0
21	Enterprise Optns	16.04-	0	0.25-	8.55-	0	0.40-	0.31-
	Subtotal - HITS EIS	16.04-	0	0.25-	8.55-	0	0.4-	0.31-
22	IT Radio Svcs	11,549	282	185	6,320	0	297	228
	Subtotal - HITS Radio	11,549	282	185	6,320	0	297	228
23	Certification	12,434	344	199	6,825	0	320	246
23	Contract Compliance	151,194	4,710	2,433	83,274	0	3,907	3,002
23	Reporting & Analytics	8,355	275	135	4,609	0	216	166
23	Dept Services	2,341	80	38	1,293	0	61	47
23	External Affairs & Outreach	7,051	195	113	3,870	0	182	140
	Subtotal - OBO	181,375	5,604	2,918	99,872	0	4,686	3,600
24	City Mayor Admin	51,471	9,142	946	32,376	0	1,519	1,167
24	I Gov Relats	6,959	1,578	133	4,560	0	214	164
	Subtotal - Mayor	58,430	10,720	1,079	36,936	0	1,733	1,332
25	Selection	3,984	105	64	2,184	0	102	79
25	Personnel Svcs	15,013	372	240	8,218	0	386	296
	Subtotal - Human Resources	18,997	477	304	10,402	0	488	375
26	Legal Svcs	257,546	29,231	4,475	153,178	0	7,187	5,522
26	Inspector General	30,770	3,031	527	18,054	0	847	651
	Subtotal - Legal	288,316	32,262	5,003	171,232	0	8,034	6,173
27	City Sec Svcs	48,029	2,203	784	26,831	0	1,259	967
	Subtotal - City Secretary	48,029	2,203	784	26,831	0	1,259	967
28	City Council Svcs	432,597	17,034	7,017	240,164	0	11,268	8,658
	Subtotal - City Council	432,597	17,034	7,017	240,164	0	11,268	8,658
29	Controller Fin Svcs	120,303	2,907	1,923	65,811	0	3,088	2,372
29	Controller Treasury	64,703	1,442	1,032	35,330	0	1,658	1,274
	Subtotal - City Controller's	185,006	4,349	2,955	101,142	0	4,746	3,646
35	Design & Const	0	18,541	289	9,903	0	465	357
35	Building Svcs	0	577,215	9,008	308,311	0	14,466	11,114
35	Utilities	0	265,465	4,143	141,794	0	6,653	5,112
35	In-House Renov	0	111,157	1,735	59,373	0	2,786	2,140
35	Real Estate	0	79,966	1,248	42,713	0	2,004	1,540
	Subtotal - General Services	0	1,052,344	16,423	562,095	0	26,373	20,263
	Total Incoming	2,855,243	1,187,428	63,089	2,159,336	0	101,316	77,843

B. Incoming Costs-(Default Spread Salary%)

Dept:35 General Services

Description	First Incoming	Second Incoming	Design & Const	Building Svcs	Utilities	In-House Renov	Real Estate
C. Total Allocated		$ 48,671,227	$ 577,376	$ 23,435,363	$ 10,503,398	$ 549,943	$ 3,201,794
			1.19%	48.15%	21.58%	1.13%	6.58%

B. Incoming Costs-(Default Spread Salary%)

Dept:35 General Services

	Description	First Incoming	Second Incoming	Building Svcs Reimb	Other Non-GF.
1	City Hall	$ 0	$ 0	$ 0	$ 0
1	City Hall Annex	32,022	0	752	12,248
	Subtotal - Building Depn	32,022	0	752	12,248
2	Equip Deprec	15,366	0	361	5,877
	Subtotal - Equipment Depn	15,366	0	361	5,877
3	Insurance Retirees	516,667	4,212	12,225	199,222
3	Memberships	3,945	32	93	1,521
3	Consulting Services	1,007	8	24	388
3	Interest Costs	52,940	452	1,253	20,421
3	Other Misc	7,048	60	167	2,719
3	Claims & Judge	74,355	606	1,759	28,671
3	Non-Dept. Legal Svcs/Lobby	7,617	62	180	2,937
3	Walker Rent	128,001	1,044	3,029	49,356
	Subtotal - Non-Dept-Gen Gov	791,580	6,476	18,730	305,234
5	Financial Plg & Analysis	44,016	2,455	1,091	17,774
	Subtotal - Fin Plg & Analysis	44,016	2,455	1,091	17,774
8	Gen Acctng	21,956	1,441	549	8,949
8	Fixed Assets	9,301	592	232	3,784
8	Auditing Svcs	25,232	0	592	9,651
8	Fin Operations	17,668	1,185	442	7,211
	Subtotal - Fin Reporting & Ops	74,157	3,218	1,816	29,594
9	Internal Controls	0	0	0	0
	Subtotal - Fin Int. Controls	0	0	0	0
10	Grants Mgmt	206	17	5	85
10	Cost Accounting	13,765	915	345	5,615
10	Trust Funds Mgmt (TFM)	11,157	744	279	4,552
	Subtotal - Finance Grants	25,128	1,676	629	10,252
11	Perf Mgmt Svcs	13,367	803	333	5,420
	Subtotal - Fin Perform Mgmt	13,367	803	333	5,420
12	Treasury	12,494	1,068	318	5,187
	Subtotal - Fin Treasury	12,494	1,068	318	5,187
13	Purchasing	540,898	41,813	13,676	222,871
	Subtotal - Finance SPD	540,898	41,813	13,676	222,871
16	Mailroom	3,987	289	100	1,635
16	Property	3,729	241	93	1,518
16	Records	8,683	568	217	3,538
16	3-1-1 Svcs	6,053	398	151	2,467
	Subtotal - ARA Operations	22,452	1,495	562	9,159
17	Payroll Svcs	46,196	2,386	1,140	18,581
	Subtotal - ARA Payroll Svcs	46,196	2,386	1,140	18,581
18	Franchise	13,284	761	330	5,372
	Subtotal - ARA Regulatory	13,284	761	330	5,372

B. Incoming Costs-(Default Spread Salary%)

Dept:35 General Services

	Description	First Incoming	Second Incoming	Building Svcs Reimb	Other Non-GF.
19	IT Dept Admin	$ 0	$ 0	$ 0	$ 0
19	IT Director	0	0	0	0
	Subtotal - HITS CIO	0	0	0	0
20	Enterprise Appl	0	0	0	0
20	IT ERP	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0
21	Client Svcs	0	0	0	0
21	NW Data	0	0	0	0
21	NW Voice	0	0	0	0
21	Enterprise Optns	16.04-	0	0.38-	6.12-
	Subtotal - HITS EIS	16.04-	0	0.38-	6.12-
22	IT Radio Svcs	11,549	282	278	4,525
	Subtotal - HITS Radio	11,549	282	278	4,525
23	Certification	12,434	344	300	4,887
23	Contract Compliance	151,194	4,710	3,659	59,629
23	Reporting & Analytics	8,355	275	203	3,301
23	Dept Services	2,341	80	57	926
23	External Affairs & Outreach	7,051	195	170	2,771
	Subtotal - OBO	181,375	5,604	4,388	71,514
24	City Mayor Admin	51,471	9,142	1,423	23,183
24	I Gov Relats	6,959	1,578	200	3,265
	Subtotal - Mayor	58,430	10,720	1,623	26,448
25	Selection	3,984	105	96	1,564
25	Personnel Svcs	15,013	372	361	5,884
	Subtotal - Human Resources	18,997	477	457	7,448
26	Legal Svcs	257,546	29,231	6,731	109,684
26	Inspector General	30,770	3,031	793	12,928
	Subtotal - Legal	288,316	32,262	7,524	122,612
27	City Sec Svcs	48,029	2,203	1,179	19,212
	Subtotal - City Secretary	48,029	2,203	1,179	19,212
28	City Council Svcs	432,597	17,034	10,553	171,971
	Subtotal - City Council	432,597	17,034	10,553	171,971
29	Controller Fin Svcs	120,303	2,907	2,892	47,125
29	Controller Treasury	64,703	1,442	1,552	25,299
	Subtotal - City Controller's	185,006	4,349	4,444	72,423
35	Design & Const	0	18,541	435	7,091
35	Building Svcs	0	577,215	13,547	220,769
35	Utilities	0	265,465	6,230	101,533
35	In-House Renov	0	111,157	2,609	42,514
35	Real Estate	0	79,966	1,877	30,585
	Subtotal - General Services	0	1,052,344	24,699	402,492
	Total Incoming	2,855,243	1,187,428	94,882	1,546,209

B. Incoming Costs-(Default Spread Salary%)

Dept:35 General Services

Description	First Incoming	Second Incoming	Building Svcs Reimb	Other Non-GF.
C. Total Allocated		$ 48,671,227	$ 129,529	$ 10,273,829
			0.27%	21.11%

Design & Const Allocations

Dept:35 General Services

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	1,062,308	24.2786	$ 135,680	$ 0	$ 135,680	$ 0	$ 135,680
04	Finance Dir Office	9,875	0.2257	1,261	0	1,261	0	1,261
35	General Services	145,171	3.3178	18,541	0	18,541	0	18,541
38	Police	633,504	14.4785	80,912	0	80,912	3,717	84,629
40	Fire	383,417	8.7628	48,971	0	48,971	2,250	51,221
41	Municipal Court	4,975	0.1137	635	0	635	29	664
42	Solid Waste	129,562	2.9611	16,548	0	16,548	760	17,308
45	Library	330,292	7.5487	42,185	0	42,185	1,938	44,123
46	Parks & Recreation	1,189,072	27.1758	151,870	0	151,870	6,977	158,847
47	Health Department	400,385	9.1506	51,138	0	51,138	2,349	53,487
69	HPW Water & Sewer	86,928	1.9867	11,103	0	11,103	510	11,613
	Subtotal	4,375,489	100.0000	558,844	0	558,844	18,532	577,376
	Direct Bills					0		0
	Total					$558,844		$ 577,376

Basis Units: GSD Fund 1001 expense per department served
Source: GSD Report

Building Svcs Allocations

Dept:35 General Services

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	50,001	0.4107	$ 93,655	$ 0	$ 93,655	$ 0	$ 93,655
14	ARA Director Office	135,866	1.1161	254,486	0	254,486	0	254,486
19	HITS CIO	133,622	1.0977	250,283	0	250,283	0	250,283
24	Mayor	79,192	0.6505	148,332	0	148,332	0	148,332
26	Legal	127,366	1.0463	238,565	0	238,565	0	238,565
27	City Secretary	10,408	0.0855	19,495	0	19,495	0	19,495
28	City Council	37,024	0.3041	69,348	0	69,348	0	69,348
29	City Controller's Office	44,276	0.3637	82,932	0	82,932	0	82,932
35	General Services	308,165	2.5315	577,215	0	577,215	0	577,215
36	HEC	89,731	0.7371	168,072	0	168,072	5,060	173,132
38	Police	4,891,031	40.1789	9,161,243	0	9,161,243	275,814	9,437,057
39	Dept of Neighborhoods	16,170	0.1328	30,288	0	30,288	912	31,200
40	Fire	2,027,046	16.6518	3,796,799	0	3,796,799	114,309	3,911,108
41	Municipal Court	70,012	0.5751	131,137	0	131,137	3,948	135,085
45	Library	1,980,431	16.2689	3,709,486	0	3,709,486	111,680	3,821,166
46	Parks & Recreation	60,970	0.5009	114,201	0	114,201	3,438	117,639
47	Health Department	2,079,191	17.0802	3,894,470	0	3,894,470	117,249	4,011,719
49	Fleet Management	12,871	0.1057	24,108	0	24,108	726	24,834
61	Mayor Cable TV	19,753	0.1623	36,999	0	36,999	1,114	38,113
	Subtotal	12,173,126	100.0000	22,801,114	0	22,801,114	634,249	23,435,363
	Direct Bills					0		0
	Total					$22,801,114		$ 23,435,363

Basis Units: GSD expenditures per department served
Source: GSD Report

Utilities Allocations

Dept:35 General Services

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	55,960	0.4101	$ 43,074	$ 0	$ 43,074	$ 0	$ 43,074
14	ARA Director Office	152,055	1.1143	117,041	0	117,041	0	117,041
19	HITS CIO	149,542	1.0959	115,106	0	115,106	0	115,106
24	Mayor	110,733	0.8115	85,234	0	85,234	0	85,234
26	Legal	142,541	1.0446	109,718	0	109,718	0	109,718
27	City Secretary	11,648	0.0854	8,966	0	8,966	0	8,966
28	City Council	41,435	0.3037	31,894	0	31,894	0	31,894
29	City Controller's Office	49,551	0.3631	38,141	0	38,141	0	38,141
35	General Services	344,882	2.5274	265,465	0	265,465	0	265,465
36	HEC	100,422	0.7359	77,297	0	77,297	0	77,297
38	Police	5,473,780	40.1138	4,213,315	0	4,213,315	0	4,213,315
39	Dept of Neighborhoods	18,097	0.1326	13,930	0	13,930	0	13,930
40	Fire	2,268,562	16.6248	1,746,173	0	1,746,173	0	1,746,173
41	Municipal Court	78,354	0.5742	60,311	0	60,311	0	60,311
45	Library	2,216,393	16.2425	1,706,017	0	1,706,017	0	1,706,017
46	Parks & Recreation	68,234	0.5000	52,522	0	52,522	0	52,522
47	Health Department	2,326,920	17.0525	1,791,092	0	1,791,092	0	1,791,092
49	Fleet Management	14,405	0.1056	11,088	0	11,088	0	11,088
61	Mayor Cable TV	22,106	0.1620	17,016	0	17,016	0	17,016
	Subtotal	13,645,620	100.0000	10,503,400	0	10,503,400	0	10,503,400
	Direct Bills					0		0
	Total					$10,503,400		$ 10,503,400

Basis Units: Dollar amount of utility costs
Source: GSD Report

In-House Renov Allocations

Dept:35 General Services

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03	Non-Departmental-Gen Gov	0	0.0000	$ 0	$ 0	$ 0	$ 0	$ 0
04	Finance Dir Office	989	0.0279	145	0	145	0	145
14	ARA Director Office	3,661	0.1033	538	0	538	0	538
23	Office Business Opportunity	1,342	0.0379	197	0	197	0	197
24	Mayor	368,101	10.3908	54,051	0	54,051	0	54,051
25	Human Resources	21,111	0.5959	3,100	0	3,100	0	3,100
31	Planning & Dev Admin	1,453	0.0410	213	0	213	0	213
32	HPW Admin Indirect	147,395	4.1607	21,643	0	21,643	0	21,643
35	General Services	757,005	21.3687	111,157	0	111,157	0	111,157
36	HEC	10,531	0.2973	1,546	0	1,546	140	1,686
38	Police	460,380	12.9956	67,601	0	67,601	6,112	73,713
40	Fire	1,583,960	44.7120	232,585	0	232,585	21,028	253,613
41	Municipal Court	6,700	0.1891	984	0	984	89	1,073
45	Library	5,352	0.1511	786	0	786	71	857
46	Parks & Recreation	169,375	4.7811	24,871	0	24,871	2,249	27,120
47	Health Department	3,526	0.0995	518	0	518	47	565
49	Fleet Management	1,702	0.0480	250	0	250	23	273
	Subtotal	3,542,583	100.0000	520,185	0	520,185	29,758	549,943
	Direct Bills					0		0
	Total					$520,185		$ 549,943

Basis Units: In-house rennovation costs for Fund 1003
Source: GSD Report

Real Estate Allocations

Dept:35 General Services

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04	Finance Dir Office	57,846	0.7079	$ 22,505	$ 0	$ 22,505	$ 0	$ 22,505
14	ARA Director Office	49,321	0.6036	19,188	0	19,188	0	19,188
16	ARA Operations	48,253	0.5905	18,773	0	18,773	0	18,773
19	HITS CIO	118,076	1.4451	45,937	0	45,937	0	45,937
23	Office Business Opportunity	25,090	0.3071	9,761	0	9,761	0	9,761
24	Mayor	94,939	1.1619	36,936	0	36,936	0	36,936
25	Human Resources	58,968	0.7217	22,941	0	22,941	0	22,941
26	Legal	188,057	2.3015	73,163	0	73,163	0	73,163
27	City Secretary	15,628	0.1913	6,080	0	6,080	0	6,080
28	City Council	55,593	0.6804	21,628	0	21,628	0	21,628
29	City Controller's Office	45,820	0.5608	17,826	0	17,826	0	17,826
30	Health Administration	1,101,402	13.4793	428,498	0	428,498	0	428,498
31	Planning & Dev Admin	65,636	0.8033	25,536	0	25,536	0	25,536
32	HPW Admin Indirect	370,712	4.5369	144,225	0	144,225	0	144,225
35	General Services	205,544	2.5155	79,966	0	79,966	0	79,966
36	HEC	41,591	0.5090	16,181	0	16,181	168	16,349
38	Police	2,587,184	31.6628	1,006,538	0	1,006,538	10,432	1,016,970
39	Dept of Neighborhoods	21,630	0.2647	8,415	0	8,415	87	8,502
40	Fire	1,086,254	13.2939	422,604	0	422,604	4,380	426,984
41	Municipal Court	98,779	1.2089	38,430	0	38,430	398	38,828
42	Solid Waste	27,583	0.3376	10,731	0	10,731	111	10,842
45	Library	909,722	11.1335	353,925	0	353,925	3,668	357,593
46	Parks & Recreation	32,453	0.3972	12,626	0	12,626	131	12,757
49	Fleet Management	383,991	4.6994	149,391	0	149,391	1,548	150,939
55	ARA BARC	57,919	0.7088	22,533	0	22,533	234	22,767
56	ARA Parking	11,400	0.1395	4,435	0	4,435	46	4,481
61	Mayor Cable TV	20,442	0.2502	7,953	0	7,953	82	8,035
69	HPW Water & Sewer	120,033	1.4690	46,699	0	46,699	484	47,183
70	HPW Houston Transtar	54,000	0.6609	21,009	0	21,009	218	21,227
72	Houston Permit Center	187,000	2.2886	72,752	0	72,752	754	73,506
96	Other	30,191	0.3695	11,746	0	11,746	122	11,868
	Subtotal	8,171,057	100.0000	3,178,931	0	3,178,931	22,863	3,201,794
	Direct Bills					0		0
	Total					$3,178,931		$ 3,201,794

Basis Units: Square footage maintained by GSD
Source: GSD Report

Building Svcs Reimb Allocations

Dept:35 General Services

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
49	Fleet Management	298,063	12.7161	$ 12,927	$ 0	$ 12,927	$ 3,544	$ 16,471
56	ARA Parking	72,613	3.0978	3,149	0	3,149	863	4,012
69	HPW Water & Sewer	692,092	29.5262	30,016	0	30,016	8,229	38,245
70	HPW Houston Transtar	458,576	19.5639	19,889	0	19,889	5,452	25,341
72	Houston Permit Center	822,645	35.0959	35,678	0	35,678	9,781	45,459
	Subtotal	2,343,989	100.0000	101,659	0	101,659	27,870	129,529
	Direct Bills					0		0
	Total					$101,659		$ 129,529

Basis Units: Dollar expenses/revenues
Source: GSD Report

Allocation Summary

Dept:35 General Services

	Department	Design & Const	Building Svcs	Utilities	In-House Renov	Real Estate	Building Svcs Reimb	Other Non GF
0	Direct Billed	$0	$0	$0	$0	$0	$0	$0
03	Non-Departmental-Gen Gov	135,680	0	0	0	0	0	0
04	Finance Dir Office	1,261	93,655	43,074	145	22,505	0	0
14	ARA Director Office	0	254,486	117,041	538	19,188	0	0
16	ARA Operations	0	0	0	0	18,773	0	0
19	HITS CIO	0	250,283	115,106	0	45,937	0	0
23	Office Business Opportunity	0	0	0	197	9,761	0	0
24	Mayor	0	148,332	85,234	54,051	36,936	0	0
25	Human Resources	0	0	0	3,100	22,941	0	0
26	Legal	0	238,565	109,718	0	73,163	0	0
27	City Secretary	0	19,495	8,966	0	6,080	0	0
28	City Council	0	69,348	31,894	0	21,628	0	0
29	City Controller's Office	0	82,932	38,141	0	17,826	0	0
30	Health Administration	0	0	0	0	428,498	0	0
31	Planning & Dev Admin	0	0	0	213	25,536	0	0
32	HPW Admin Indirect	0	0	0	21,643	144,225	0	0
35	General Services	18,541	577,215	265,465	111,157	79,966	0	0
36	HEC	0	173,132	77,297	1,686	16,349	0	0
38	Police	84,629	9,437,057	4,213,315	73,713	1,016,970	0	0
39	Dept of Neighborhoods	0	31,200	13,930	0	8,502	0	0
40	Fire	51,221	3,911,108	1,746,173	253,613	426,984	0	0
41	Municipal Court	664	135,085	60,311	1,073	38,828	0	0
42	Solid Waste	17,308	0	0	0	10,842	0	0
45	Library	44,123	3,821,166	1,706,017	857	357,593	0	0
46	Parks & Recreation	158,847	117,639	52,522	27,120	12,757	0	0
47	Health Department	53,487	4,011,719	1,791,092	565	0	0	0
49	Fleet Management	0	24,834	11,088	273	150,939	16,471	0
55	ARA BARC	0	0	0	0	22,767	0	0
56	ARA Parking	0	0	0	0	4,481	4,012	0
61	Mayor Cable TV	0	38,113	17,016	0	8,035	0	0
69	HPW Water & Sewer	11,613	0	0	0	47,183	38,245	0
70	HPW Houston Transtar	0	0	0	0	21,227	25,341	0
72	Houston Permit Center	0	0	0	0	73,506	45,459	0
96	Other	0	0	0	0	11,868	0	0
	Total	$ 577,374	$ 23,435,364	$ 10,503,400	$ 549,944	$ 3,201,794	$ 129,528	$ 0

Allocation Summary

Dept:35 General Services

	Department	Total
0	Direct Billed	$0
03	Non-Departmental-Gen Gov	135,680
04	Finance Dir Office	160,640
14	ARA Director Office	391,253
16	ARA Operations	18,773
19	HITS CIO	411,326
23	Office Business Opportunity	9,958
24	Mayor	324,553
25	Human Resources	26,041
26	Legal	421,446
27	City Secretary	34,541
28	City Council	122,870
29	City Controller's Office	138,899
30	Health Administration	428,498
31	Planning & Dev Admin	25,749
32	HPW Admin Indirect	165,868
35	General Services	1,052,344
36	HEC	268,464
38	Police	14,825,684
39	Dept of Neighborhoods	53,632
40	Fire	6,389,099
41	Municipal Court	235,961
42	Solid Waste	28,150
45	Library	5,929,756
46	Parks & Recreation	368,885
47	Health Department	5,856,863
49	Fleet Management	203,605
55	ARA BARC	22,767
56	ARA Parking	8,493
61	Mayor Cable TV	63,164
69	HPW Water & Sewer	97,041
70	HPW Houston Transtar	46,568
72	Houston Permit Center	118,965
96	Other	11,868
	Total	$ 38,397,404

HOUSTON EMERGENCY CENTER
FUNCTION AND ALLOCATION BASIS

The Houston Emergency Center provides centralized emergency communication and response services for the Houston Police and Fire departments and Greater Harris Count 9-1-1 Emergency Network. This section of the plan is utilized to allocate incoming costs for the Houston Emergency Center to better cost their services to benefiting departments within the City and for Greater Harris County 9-1-1 Network.

A. Department Costs

Dept:36 HEC

Department		Amount	General Admin	General Sv	Legal 911	Legal OIG	Citywide Gen Gov	ARA 311
Personnel Costs								
Salaries	S	0	0	0	0	0	0	0
Salary % Split			.00%	.00%	.00%	.00%	.00%	.00%
Benefits	S	0	0	0	0	0	0	0
Subtotal - Personnel Costs		0	0	0	0	0	0	0
Services & Supplies Cost		0	0	0	0	0	0	0
Adjustments to Cost								
Subtotal - Adjustments		0	0	0	0	0	0	0
Total Costs After Adjustments		0	0	0	0	0	0	0
General Admin Distribution		0	0	0	0	0	0	0
Grand Total		$0	$0	$0	$0	$0	$0	$0

A. Department Costs

Dept:36 HEC

Department		Amount	Fin SPD	Fin Grants	Fin Rptg & Ops	Fin Plg & Analysis	IT Admin Apps
Personnel Costs							
Salaries	S	0	0	0	0	0	0
Salary % Split			.00%	.00%	.00%	.00%	.00%
Benefits	S	0	0	0	0	0	0
Subtotal - Personnel Costs		0	0	0	0	0	0
Services & Supplies Cost		0	0	0	0	0	0
Adjustments to Cost							
Subtotal - Adjustments		0	0	0	0	0	0
Total Costs After Adjustments		0	0	0	0	0	0
General Admin Distribution		0	0	0	0	0	0
Grand Total		$0	$0	$0	$0	$0	$0

A. Department Costs

Dept:36 HEC

Department		Amount	IT Infra	OBO	Mayor's Office	Human Resources	City Sec Svcs
Personnel Costs							
Salaries	S	0	0	0	0	0	0
Salary % Split			.00%	.00%	.00%	.00%	.00%
Benefits	S	0	0	0	0	0	0
Subtotal - Personnel Costs		0	0	0	0	0	0
Services & Supplies Cost		0	0	0	0	0	0
Adjustments to Cost							
Subtotal - Adjustments		0	0	0	0	0	0
Total Costs After Adjustments		0	0	0	0	0	0
General Admin Distribution		0	0	0	0	0	0
Grand Total		$0	$0	$0	$0	$0	$0

A. Department Costs

Dept:36 HEC

Department		Amount	City Council	City Controller	Fin Operations	ARA Payroll	ARA Ops
Personnel Costs							
Salaries	S	0	0	0	0	0	0
Salary % Split			.00%	.00%	.00%	.00%	.00%
Benefits	S	0	0	0	0	0	0
Subtotal - Personnel Costs		0	0	0	0	0	0
Services & Supplies Cost		0	0	0	0	0	0
Adjustments to Cost							
Subtotal - Adjustments		0	0	0	0	0	0
Total Costs After Adjustments		0	0	0	0	0	0
General Admin Distribution		0	0	0	0	0	0
Grand Total		$0	$0	$0	$0	$0	$0

B. Incoming Costs

Dept:36 HEC

	Department	First Incoming	Second Incoming	Gen Svcs	Legal 911	Legal OIG	Citywide Gen Gov	ARA 311
3	Consulting Services *	$ 198	$ 2	$ 0	$ 0	$ 0	$ 200	$ 0
3	Non-Dept. Legal Svcs/Lobby *	7,251	59	0	0	0	7,310	0
	Subtotal - Non-Dep-Gen Gov	7,449	61	0	0	0	7,510	0
5	Financial Plg & Analysis	8,643	482	0	0	0	0	0
	Subtotal - Fin Plg & Analysis	8,643	482	0	0	0	0	0
8	Gen Acctng *	4,311	283	0	0	0	0	0
8	Fixed Assets *	160	10	0	0	0	0	0
8	Auditing Svcs *	4,954	0	0	0	0	0	0
8	Fin Operations *	2,876	193	0	0	0	0	0
	Subtotal - Fin Reporting & Ops	12,301	486	0	0	0	0	0
10	Grants Mgmt	451	38	0	0	0	0	0
10	Cost Accounting *	2,241	149	0	0	0	0	0
10	Trust Funds Mgmt (TFM)	1,816	121	0	0	0	0	0
	Subtotal - Fin Grants	4,508	308	0	0	0	0	0
11	Perf Mgmt Svcs *	2,176	131	0	0	0	0	0
	Subtotal - Fin Perform Mgmt	2,176	131	0	0	0	0	0
13	Purchasing *	5,727	443	0	0	0	0	0
	Subtotal - Fin SPD	5,727	443	0	0	0	0	0
16	Records *	8,266	540	0	0	0	0	0
16	3-1-1 Svcs *	1,470	97	0	0	0	0	1,567
	Subtotal - ARA Operations	9,736	637	0	0	0	0	1,567
17	Payroll Svcs *	43,977	2,271	0	0	0	0	0
	Subtotal - ARA Payroll Svcs	43,977	2,271	0	0	0	0	0
20	Enterprise Appl *	0	0	0	0	0	0	0
20	IT ERP *	0	0	0	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0	0	0	0
21	Client Svcs *	0	0	0	0	0	0	0
21	NW Data *	0	0	0	0	0	0	0
21	NW Voice *	0	0	0	0	0	0	0
	Subtotal - HITS EIS	0	0	0	0	0	0	0
22	IT Radio Svcs *	8,884	217	0	0	0	0	0
	Subtotal - HITS Radio	8,884	217	0	0	0	0	0
23	Certification *	11,837	328	0	0	0	0	0
23	Reporting & Analytics	103	3	0	0	0	0	0
23	External Affairs & Outreach *	6,712	186	0	0	0	0	0
	Subtotal - OBO	18,652	517	0	0	0	0	0
24	City Mayor Admin *	48,998	8,703	0	0	0	0	0
24	Inter Gov Rel *	6,625	1,502	0	0	0	0	0
	Subtotal - Mayor	55,623	10,205	0	0	0	0	0
25	Selection *	18,185	479	0	0	0	0	0
25	Personnel Svcs *	14,292	354	0	0	0	0	0
	Subtotal - Human Resources	32,477	833	0	0	0	0	0

B. Incoming Costs

Dept:36 HEC

	Department	First Incoming	Second Incoming	Gen Svcs	Legal 911	Legal OIG	Citywide Gen Gov	ARA 311
26	Legal Svcs *	$ 10,499	$ 1,192	$ 0	$ 11,691	$ 0	$ 0	$ 0
26	Inspector General *	26,412	2,601	0	0	29,013	0	0
	Subtotal - Legal	36,911	3,793	0	11,691	29,013	0	0
27	City Sec Svcs *	7,819	359	0	0	0	0	0
	Subtotal - City Secretary	7,819	359	0	0	0	0	0
28	City Council Svcs *	70,429	2,773	0	0	0	0	0
	Subtotal - City Council	70,429	2,773	0	0	0	0	0
29	Controller Fin Svcs *	23,621	571	0	0	0	0	0
29	Controller Treasury *	10,534	235	0	0	0	0	0
	Subtotal - City Controller's	34,155	806	0	0	0	0	0
35	Design & Const	0	0	0	0	0	0	0
35	Building Svcs *	168,072	5,060	173,132	0	0	0	0
35	Utilities *	77,297	0	77,297	0	0	0	0
35	Real Estate *	16,181	168	16,349	0	0	0	0
	Subtotal - General Services	261,550	5,228	266,778	0	0	0	0
	Total Incoming	621,017	29,549	266,778	11,691	29,013	7,510	1,567
C.	Total Allocated		$ 650,566	$ 266,778	$ 11,691	$ 29,013	$ 7,510	$ 1,567
				41.01%	1.80%	4.46%	1.15%	0.24%

B. Incoming Costs

Dept:36 HEC

	Department	First Incoming	Second Incoming	Fin SPD	Fin Grants	Fin Rptg & Ops	Fin Plg & Analysis	IT Admin & Apps
3	Consulting Services *	$ 198	$ 2	$ 0	$ 0	$ 0	$ 0	$ 0
3	Non-Dept. Legal Svcs/Lobby *	7,251	59	0	0	0	0	0
	Subtotal - Non-Dep-Gen Gov	7,449	61	0	0	0	0	0
5	Financial Plg & Analysis	8,643	482	0	0	0	9,125	0
	Subtotal - Fin Plg & Analysis	8,643	482	0	0	0	9,125	0
8	Gen Acctng *	4,311	283	0	0	4,594	0	0
8	Fixed Assets *	160	10	0	0	170	0	0
8	Auditing Svcs *	4,954	0	0	0	4,954	0	0
8	Fin Operations *	2,876	193	0	0	3,069	0	0
	Subtotal - Fin Reporting & Ops	12,301	486	0	0	12,787	0	0
10	Grants Mgmt	451	38	0	489	0	0	0
10	Cost Accounting *	2,241	149	0	0	2,390	0	0
10	Trust Funds Mgmt (TFM)	1,816	121	0	0	1,937	0	0
	Subtotal - Fin Grants	4,508	308	0	489	4,327	0	0
11	Perf Mgmt Svcs *	2,176	131	0	0	2,307	0	0
	Subtotal - Fin Perform Mgmt	2,176	131	0	0	2,307	0	0
13	Purchasing *	5,727	443	6,170	0	0	0	0
	Subtotal - Fin SPD	5,727	443	6,170	0	0	0	0
16	Records *	8,266	540	0	0	0	0	0
16	3-1-1 Svcs *	1,470	97	0	0	0	0	0
	Subtotal - ARA Operations	9,736	637	0	0	0	0	0
17	Payroll Svcs *	43,977	2,271	0	0	0	0	0
	Subtotal - ARA Payroll Svcs	43,977	2,271	0	0	0	0	0
20	Enterprise Appl *	0	0	0	0	0	0	0
20	IT ERP *	0	0	0	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0	0	0	0
21	Client Svcs *	0	0	0	0	0	0	0
21	NW Data *	0	0	0	0	0	0	0
21	NW Voice *	0	0	0	0	0	0	0
	Subtotal - HITS EIS	0	0	0	0	0	0	0
22	IT Radio Svcs *	8,884	217	0	0	0	0	0
	Subtotal - HITS Radio	8,884	217	0	0	0	0	0
23	Certification *	11,837	328	0	0	0	0	0
23	Reporting & Analytics	103	3	0	0	0	0	0
23	External Affairs & Outreach *	6,712	186	0	0	0	0	0
	Subtotal - OBO	18,652	517	0	0	0	0	0
24	City Mayor Admin *	48,998	8,703	0	0	0	0	0
24	Inter Gov Rel *	6,625	1,502	0	0	0	0	0
	Subtotal - Mayor	55,623	10,205	0	0	0	0	0
25	Selection *	18,185	479	0	0	0	0	0
25	Personnel Svcs *	14,292	354	0	0	0	0	0
	Subtotal - Human Resources	32,477	833	0	0	0	0	0

B. Incoming Costs

Dept:36 HEC

	Department	First Incoming	Second Incoming	Fin SPD	Fin Grants	Fin Rptg & Ops	Fin Plg & Analysis	IT Admin & Apps
26	Legal Svcs *	$ 10,499	$ 1,192	$ 0	$ 0	$ 0	$ 0	$ 0
26	Inspector General *	26,412	2,601	0	0	0	0	0
	Subtotal - Legal	36,911	3,793	0	0	0	0	0
27	City Sec Svcs *	7,819	359	0	0	0	0	0
	Subtotal - City Secretary	7,819	359	0	0	0	0	0
28	City Council Svcs *	70,429	2,773	0	0	0	0	0
	Subtotal - City Council	70,429	2,773	0	0	0	0	0
29	Controller Fin Svcs *	23,621	571	0	0	0	0	0
29	Controller Treasury *	10,534	235	0	0	0	0	0
	Subtotal - City Controller's	34,155	806	0	0	0	0	0
35	Design & Const	0	0	0	0	0	0	0
35	Building Svcs *	168,072	5,060	0	0	0	0	0
35	Utilities *	77,297	0	0	0	0	0	0
35	Real Estate *	16,181	168	0	0	0	0	0
	Subtotal - General Services	261,550	5,228	0	0	0	0	0
	Total Incoming	621,017	29,549	6,170	489	19,421	9,125	0
C.	Total Allocated		$ 650,566	$ 6,170	$ 489	$ 19,421	$ 9,125	$ 0
				0.95%	0.08%	2.99%	1.40%	

B. Incoming Costs

Dept:36 HEC

	Department	First Incoming	Second Incoming	IT Infra	OBO	Mayor's Office	Human Resources	City Sec Svcs
3	Consulting Services *	$ 198	$ 2	$ 0	$ 0	$ 0	$ 0	$ 0
3	Non-Dept. Legal Svcs/Lobby *	7,251	59	0	0	0	0	0
	Subtotal - Non-Dep-Gen Gov	7,449	61	0	0	0	0	0
5	Financial Plg & Analysis	8,643	482	0	0	0	0	0
	Subtotal - Fin Plg & Analysis	8,643	482	0	0	0	0	0
8	Gen Acctng *	4,311	283	0	0	0	0	0
8	Fixed Assets *	160	10	0	0	0	0	0
8	Auditing Svcs *	4,954	0	0	0	0	0	0
8	Fin Operations *	2,876	193	0	0	0	0	0
	Subtotal - Fin Reporting & Ops	12,301	486	0	0	0	0	0
10	Grants Mgmt	451	38	0	0	0	0	0
10	Cost Accounting *	2,241	149	0	0	0	0	0
10	Trust Funds Mgmt (TFM)	1,816	121	0	0	0	0	0
	Subtotal - Fin Grants	4,508	308	0	0	0	0	0
11	Perf Mgmt Svcs *	2,176	131	0	0	0	0	0
	Subtotal - Fin Perform Mgmt	2,176	131	0	0	0	0	0
13	Purchasing *	5,727	443	0	0	0	0	0
	Subtotal - Fin SPD	5,727	443	0	0	0	0	0
16	Records *	8,266	540	0	0	0	0	0
16	3-1-1 Svcs *	1,470	97	0	0	0	0	0
	Subtotal - ARA Operations	9,736	637	0	0	0	0	0
17	Payroll Svcs *	43,977	2,271	0	0	0	0	0
	Subtotal - ARA Payroll Svcs	43,977	2,271	0	0	0	0	0
20	Enterprise Appl *	0	0	0	0	0	0	0
20	IT ERP *	0	0	0	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0	0	0	0
21	Client Svcs *	0	0	0	0	0	0	0
21	NW Data *	0	0	0	0	0	0	0
21	NW Voice *	0	0	0	0	0	0	0
	Subtotal - HITS EIS	0	0	0	0	0	0	0
22	IT Radio Svcs *	8,884	217	9,101	0	0	0	0
	Subtotal - HITS Radio	8,884	217	9,101	0	0	0	0
23	Certification *	11,837	328	0	12,165	0	0	0
23	Reporting & Analytics	103	3	0	106	0	0	0
23	External Affairs & Outreach *	6,712	186	0	6,898	0	0	0
	Subtotal - OBO	18,652	517	0	19,169	0	0	0
24	City Mayor Admin *	48,998	8,703	0	0	57,701	0	0
24	Inter Gov Rel *	6,625	1,502	0	0	8,127	0	0
	Subtotal - Mayor	55,623	10,205	0	0	65,828	0	0
25	Selection *	18,185	479	0	0	0	18,664	0
25	Personnel Svcs *	14,292	354	0	0	0	14,646	0
	Subtotal - Human Resources	32,477	833	0	0	0	33,310	0

B. Incoming Costs

Dept:36 HEC

	Department	First Incoming	Second Incoming	IT Infra	OBO	Mayor's Office	Human Resources	City Sec Svcs
26	Legal Svcs *	$ 10,499	$ 1,192	$ 0	$ 0	$ 0	$ 0	$ 0
26	Inspector General *	26,412	2,601	0	0	0	0	0
	Subtotal - Legal	36,911	3,793	0	0	0	0	0
27	City Sec Svcs *	7,819	359	0	0	0	0	8,178
	Subtotal - City Secretary	7,819	359	0	0	0	0	8,178
28	City Council Svcs *	70,429	2,773	0	0	0	0	0
	Subtotal - City Council	70,429	2,773	0	0	0	0	0
29	Controller Fin Svcs *	23,621	571	0	0	0	0	0
29	Controller Treasury *	10,534	235	0	0	0	0	0
	Subtotal - City Controller's	34,155	806	0	0	0	0	0
35	Design & Const	0	0	0	0	0	0	0
35	Building Svcs *	168,072	5,060	0	0	0	0	0
35	Utilities *	77,297	0	0	0	0	0	0
35	Real Estate *	16,181	168	0	0	0	0	0
	Subtotal - General Services	261,550	5,228	0	0	0	0	0
	Total Incoming	621,017	29,549	9,101	19,169	65,828	33,310	8,178
C.	Total Allocated		$ 650,566	$ 9,101	$ 19,169	$ 65,828	$ 33,310	$ 8,178
				1.40%	2.95%	10.12%	5.12%	1.26%

B. Incoming Costs

Dept:36 HEC

	Department	First Incoming	Second Incoming	City Council	City Controller	Fin Operations	ARA Payroll	ARA Ops
3	Consulting Services *	$ 198	$ 2	$ 0	$ 0	$ 0	$ 0	$ 0
3	Non-Dept. Legal Svcs/Lobby *	7,251	59	0	0	0	0	0
	Subtotal - Non-Dep-Gen Gov	7,449	61	0	0	0	0	0
5	Financial Plg & Analysis	8,643	482	0	0	0	0	0
	Subtotal - Fin Plg & Analysis	8,643	482	0	0	0	0	0
8	Gen Acctng *	4,311	283	0	0	0	0	0
8	Fixed Assets *	160	10	0	0	0	0	0
8	Auditing Svcs *	4,954	0	0	0	0	0	0
8	Fin Operations *	2,876	193	0	0	0	0	0
	Subtotal - Fin Reporting & Ops	12,301	486	0	0	0	0	0
10	Grants Mgmt	451	38	0	0	0	0	0
10	Cost Accounting *	2,241	149	0	0	0	0	0
10	Trust Funds Mgmt (TFM)	1,816	121	0	0	0	0	0
	Subtotal - Fin Grants	4,508	308	0	0	0	0	0
11	Perf Mgmt Svcs *	2,176	131	0	0	0	0	0
	Subtotal - Fin Perform Mgmt	2,176	131	0	0	0	0	0
13	Purchasing *	5,727	443	0	0	0	0	0
	Subtotal - Fin SPD	5,727	443	0	0	0	0	0
16	Records *	8,266	540	0	0	0	0	8,806
16	3-1-1 Svcs *	1,470	97	0	0	0	0	0
	Subtotal - ARA Operations	9,736	637	0	0	0	0	8,806
17	Payroll Svcs *	43,977	2,271	0	0	0	46,248	0
	Subtotal - ARA Payroll Svcs	43,977	2,271	0	0	0	46,248	0
20	Enterprise Appl *	0	0	0	0	0	0	0
20	IT ERP *	0	0	0	0	0	0	0
	Subtotal - HITS EAS	0	0	0	0	0	0	0
21	Client Svcs *	0	0	0	0	0	0	0
21	NW Data *	0	0	0	0	0	0	0
21	NW Voice *	0	0	0	0	0	0	0
	Subtotal - HITS EIS	0	0	0	0	0	0	0
22	IT Radio Svcs *	8,884	217	0	0	0	0	0
	Subtotal - HITS Radio	8,884	217	0	0	0	0	0
23	Certification *	11,837	328	0	0	0	0	0
23	Reporting & Analytics	103	3	0	0	0	0	0
23	External Affairs & Outreach *	6,712	186	0	0	0	0	0
	Subtotal - OBO	18,652	517	0	0	0	0	0
24	City Mayor Admin *	48,998	8,703	0	0	0	0	0
24	Inter Gov Rel *	6,625	1,502	0	0	0	0	0
	Subtotal - Mayor	55,623	10,205	0	0	0	0	0
25	Selection *	18,185	479	0	0	0	0	0
25	Personnel Svcs *	14,292	354	0	0	0	0	0
	Subtotal - Human Resources	32,477	833	0	0	0	0	0

B. Incoming Costs

Dept:36 HEC

	Department	First Incoming	Second Incoming	City Council	City Controller	Fin Operations	ARA Payroll	ARA Ops
26	Legal Svcs *	$ 10,499	$ 1,192	$ 0	$ 0	$ 0	$ 0	$ 0
26	Inspector General *	26,412	2,601	0	0	0	0	0
	Subtotal - Legal	36,911	3,793	0	0	0	0	0
27	City Sec Svcs *	7,819	359	0	0	0	0	0
	Subtotal - City Secretary	7,819	359	0	0	0	0	0
28	City Council Svcs *	70,429	2,773	73,202	0	0	0	0
	Subtotal - City Council	70,429	2,773	73,202	0	0	0	0
29	Controller Fin Svcs *	23,621	571	0	24,192	0	0	0
29	Controller Treasury *	10,534	235	0	10,769	0	0	0
	Subtotal - City Controller's	34,155	806	0	34,961	0	0	0
35	Design & Const	0	0	0	0	0	0	0
35	Building Svcs *	168,072	5,060	0	0	0	0	0
35	Utilities *	77,297	0	0	0	0	0	0
35	Real Estate *	16,181	168	0	0	0	0	0
	Subtotal - General Services	261,550	5,228	0	0	0	0	0
	Total Incoming	621,017	29,549	73,202	34,961	0	46,248	8,806
C.	Total Allocated		$ 650,566	$ 73,202	$ 34,961	$ 0	$ 46,248	$ 8,806
				11.25%	5.37%		7.11%	1.35%

General Svcs Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
83	HEC-911 Network	28,269	21.4159	$ 56,013	$ 0	$ 56,013	$ 1,120	$ 57,133
84	HEC-Police Call Takers	41,591	31.5083	82,410	0	82,410	1,648	84,058
86	HED-Harris County	14,178	10.7409	28,093	0	28,093	562	28,655
87	HEC-Genl Svcs Dept	6,171	4.6750	12,227	0	12,227	244	12,471
88	HEC-Homeland Security	13,552	10.2667	26,852	0	26,852	537	27,389
89	HEC-Off of Emg Mgmt	2,977	2.2553	5,899	0	5,899	118	6,017
90	HEC-HPD	10,726	8.1258	21,253	0	21,253	425	21,678
91	Hurricane Ike Aid & Recovery	14,536	11.0121	28,802	0	28,802	576	29,378
	Subtotal	132,000	100.0000	261,549	0	261,549	5,229	266,778
	Direct Bills					0		0
	Total					$261,549		$ 266,778

Basis Units: Square footage of occupants in HEC building
Source: GSD Report

Legal 911 Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
83	HEC-911 Network	100	100.0000	$ 10,499	$ 0	$ 10,499	$ 1,192	$ 11,691
	Subtotal	100	100.0000	10,499	0	10,499	1,192	11,691
	Direct Bills					0		0
	Total					$10,499		$ 11,691

Basis Units: Direct allocation to HEC 911 Network
Source: Direct Allocation

Legal OIG Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	3.50	1.6062	$ 424	$ 0	$ 424	$ 42	$ 466
83	HEC-911 Network	159.60	73.2446	19,345	0	19,345	1,906	21,251
84	HEC-Police Call Takers	46.50	21.3401	5,636	0	5,636	555	6,191
89	HEC-Off of Emg Mgmt	8.30	3.8091	1,006	0	1,006	99	1,105
	Subtotal	217.90	100.0000	26,411	0	26,411	2,602	29,013
	Direct Bills					0		0
	Total					$26,411		$ 29,013

Basis Units: Number of HEC FTEs
Source: COH FTE Report

Citywide Gen Gov Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	584,713	2.2546	$ 168	$ 0	$ 168	$ 1	$ 169
82	HEC-IT	5,526,767	21.3108	1,587	0	1,587	13	1,600
83	HEC-911 Network	15,058,299	58.0637	4,325	0	4,325	36	4,361
84	HEC-Police Call Takers	3,298,532	12.7189	947	0	947	8	955
89	HEC-Off of Emg Mgmt	1,465,798	5.6520	421	0	421	3	424
	Subtotal	25,934,109	100.0000	7,448	0	7,448	62	7,510
	Direct Bills					0		0
	Total					$7,448		$ 7,510

Basis Units: Expenditures of HEC departments
Source: COH Expenditure Report

ARA 311 Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	3.50	1.6062	$ 24	$ 0	$ 24	$ 2	$ 26
83	HEC-911 Network	159.60	73.2446	1,077	0	1,077	70	1,147
84	HEC-Police Call Takers	46.50	21.3401	314	0	314	20	334
89	HEC-Off of Emg Mgmt	8.30	3.8091	56	0	56	4	60
	Subtotal	217.90	100.0000	1,471	0	1,471	96	1,567
	Direct Bills					0		0
	Total					$1,471		$ 1,567

Basis Units: Number of HEC FTEs
Source: COH FTE Report

Finance Strategic Purchasing Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	584,713	2.2546	$ 129	$ 0	$ 129	$ 10	$ 139
82	HEC-IT	5,526,767	21.3108	1,220	0	1,220	95	1,315
83	HEC-911 Network	15,058,299	58.0637	3,325	0	3,325	258	3,583
84	HEC-Police Call Takers	3,298,532	12.7189	728	0	728	56	784
89	HEC-Off of Emg Mgmt	1,465,798	5.6520	324	0	324	25	349
	Subtotal	25,934,109	100.0000	5,726	0	5,726	444	6,170
	Direct Bills					0		0
	Total					$5,726		$ 6,170

Basis Units: Expenditures of HEC departments
Source: COH Expenditure Report

Fin Grants Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	584,713	5.2445	$ 24	$ 0	$ 24	$ 2	$ 26
82	HEC-IT	5,526,767	49.5714	224	0	224	19	243
83	HEC-911 Network	273,301	2.4513	11	0	11	1	12
84	HEC-Police Call Takers	3,298,532	29.5856	133	0	133	11	144
89	HEC-Off of Emg Mgmt	1,465,798	13.1472	59	0	59	5	64
	Subtotal	11,149,111	100.0000	451	0	451	38	489
	Direct Bills					0		0
	Total					$451		$ 489

Basis Units: Expenditures of HEC depts excl 911 network
Source: COH Expenditure Report

Fin Reporting & Ops Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	584,713	2.2546	$ 418	$ 0	$ 418	$ 20	$ 438
82	HEC-IT	5,526,767	21.3108	3,950	0	3,950	189	4,139
83	HEC-911 Network	15,058,299	58.0637	10,762	0	10,762	514	11,276
84	HEC-Police Call Takers	3,298,532	12.7189	2,357	0	2,357	113	2,470
89	HEC-Off of Emg Mgmt	1,465,798	5.6520	1,048	0	1,048	50	1,098
	Subtotal	25,934,109	100.0000	18,535	0	18,535	886	19,421
	Direct Bills					0		0
	Total					$18,535		$ 19,421

Basis Units: Expenditures of HEC departments
Source: COH Expenditure Report

Fin Plg & Analysis Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	584,713	2.2546	$ 195	$ 0	$ 195	$ 11	$ 206
82	HEC-IT	5,526,767	21.3108	1,842	0	1,842	103	1,945
83	HEC-911 Network	15,058,299	58.0637	5,018	0	5,018	280	5,298
84	HEC-Police Call Takers	3,298,532	12.7189	1,099	0	1,099	61	1,160
89	HEC-Off of Emg Mgmt	1,465,798	5.6520	489	0	489	27	516
	Subtotal	25,934,109	100.0000	8,643	0	8,643	482	9,125
	Direct Bills					0		0
	Total					$8,643		$ 9,125

Basis Units: Expenditures of HEC departments
Source: COH Expenditure Report

IT Admin & Apps Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	584,713	5.2445	$ 0	$ 0	$ 0	$ 0	$ 0
82	HEC-IT	5,526,767	49.5714	0	0	0	0	0
83	HEC-911 Network	273,301	2.4513	0	0	0	0	0
84	HEC-Police Call Takers	3,298,532	29.5856	0	0	0	0	0
89	HEC-Off of Emg Mgmt	1,465,798	13.1472	0	0	0	0	0
	Subtotal	11,149,111	100.0000	0	0	0	0	0
	Direct Bills					0		0
	Total					$0		$ 0

Basis Units: Expenditures of HEC dept's excl 911 network
Source: COH Expenditure Report

IT Infrastructure Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	3.50	6.0034	$ 533	$ 0	$ 533	$ 13	$ 546
84	HEC-Police Call Takers	46.50	79.7599	7,086	0	7,086	173	7,259
89	HEC-Off of Emg Mgmt	8.30	14.2367	1,265	0	1,265	31	1,296
	Subtotal	58.30	100.0000	8,884	0	8,884	217	9,101
	Direct Bills					0		0
	Total					$8,884		$ 9,101

Basis Units: Number of HEC FTEs excl 911 network
Source: COH FTE Report

Office Business Opp Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	3.50	1.6062	$ 300	$ 0	$ 300	$ 8	$ 308
83	HEC-911 Network	159.60	73.2446	13,662	0	13,662	378	14,040
84	HEC-Police Call Takers	46.50	21.3401	3,980	0	3,980	110	4,090
89	HEC-Off of Emg Mgmt	8.30	3.8091	710	0	710	20	730
	Subtotal	217.90	100.0000	18,652	0	18,652	517	19,169
	Direct Bills					0		0
	Total					$18,652		$ 19,169

Basis Units: Number of HEC FTEs
Source: COH FTE Report

Mayor's Office Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	584,713	2.2546	$ 1,254	$ 0	$ 1,254	$ 230	$ 1,484
82	HEC-IT	5,526,767	21.3108	11,854	0	11,854	2,175	14,029
83	HEC-911 Network	15,058,299	58.0637	32,297	0	32,297	5,925	38,222
84	HEC-Police Call Takers	3,298,532	12.7189	7,075	0	7,075	1,298	8,373
89	HEC-Off of Emg Mgmt	1,465,798	5.6520	3,144	0	3,144	577	3,721
	Subtotal	25,934,109	100.0000	55,624	0	55,624	10,204	65,828
	Direct Bills					0		0
	Total					$55,624		$ 65,828

Basis Units: Expenditures of HEC departments
Source: COH Expenditure Report

Human Resources Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	3.50	1.6062	$ 522	$ 0	$ 522	$ 13	$ 535
83	HEC-911 Network	159.60	73.2446	23,788	0	23,788	610	24,398
84	HEC-Police Call Takers	46.50	21.3401	6,931	0	6,931	178	7,109
89	HEC-Off of Emg Mgmt	8.30	3.8091	1,237	0	1,237	32	1,269
	Subtotal	217.90	100.0000	32,478	0	32,478	832	33,310
	Direct Bills					0		0
	Total					$32,478		$ 33,310

Basis Units: Number of HEC FTEs
Source: COH FTE Report

City Sec Svcs Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	584,713	2.2546	$ 176	$ 0	$ 176	$ 8	$ 184
82	HEC-IT	5,526,767	21.3108	1,666	0	1,666	77	1,743
83	HEC-911 Network	15,058,299	58.0637	4,540	0	4,540	209	4,749
84	HEC-Police Call Takers	3,298,532	12.7189	994	0	994	46	1,040
89	HEC-Off of Emg Mgmt	1,465,798	5.6520	442	0	442	20	462
	Subtotal	25,934,109	100.0000	7,818	0	7,818	360	8,178
	Direct Bills					0		0
	Total					$7,818		$ 8,178

Basis Units: Expenditures of HEC departments
Source: COH Expenditure Report

City Council Svcs Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	3.50	1.6062	$ 1,131	$ 0	$ 1,131	$ 45	$ 1,176
83	HEC-911 Network	159.60	73.2446	51,585	0	51,585	2,031	53,616
84	HEC-Police Call Takers	46.50	21.3401	15,030	0	15,030	592	15,622
89	HEC-Off of Emg Mgmt	8.30	3.8091	2,683	0	2,683	106	2,789
	Subtotal	217.90	100.0000	70,429	0	70,429	2,773	73,202
	Direct Bills					0		0
	Total					$70,429		$ 73,202

Basis Units: Number of HEC FTEs
Source: COH FTE Report

City Controller Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	584,713	2.2546	$ 770	$ 0	$ 770	$ 18	$ 788
82	HEC-IT	5,526,767	21.3108	7,279	0	7,279	172	7,451
83	HEC-911 Network	15,058,299	58.0637	19,832	0	19,832	468	20,300
84	HEC-Police Call Takers	3,298,532	12.7189	4,344	0	4,344	102	4,446
89	HEC-Off of Emg Mgmt	1,465,798	5.6520	1,930	0	1,930	46	1,976
	Subtotal	25,934,109	100.0000	34,155	0	34,155	806	34,961
	Direct Bills					0		0
	Total					$34,155		$ 34,961

Basis Units: Expenditures of HEC departments
Source: COH Expenditure Report

Fin Operations Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	584,713	2.2546	$ 0	$ 0	$ 0	$ 0	$ 0
82	HEC-IT	5,526,767	21.3108	0	0	0	0	0
83	HEC-911 Network	15,058,299	58.0637	0	0	0	0	0
84	HEC-Police Call Takers	3,298,532	12.7189	0	0	0	0	0
89	HEC-Off of Emg Mgmt	1,465,798	5.6520	0	0	0	0	0
	Subtotal	25,934,109	100.0000	0	0	0	0	0
	Direct Bills					0		0
	Total					$0		$ 0

Basis Units: Expenditures of HEC departments
Source: COH Expenditure Report

ARA Payroll Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	584,713	5.2445	$ 2,306	$ 0	$ 2,306	$ 119	$ 2,425
82	HEC-IT	5,526,767	49.5714	21,800	0	21,800	1,126	22,926
83	HEC-911 Network	273,301	2.4513	1,078	0	1,078	56	1,134
84	HEC-Police Call Takers	3,298,532	29.5856	13,011	0	13,011	672	13,683
89	HEC-Off of Emg Mgmt	1,465,798	13.1472	5,782	0	5,782	299	6,081
	Subtotal	11,149,111	100.0000	43,977	0	43,977	2,271	46,248
	Direct Bills					0		0
	Total					$43,977		$ 46,248

Basis Units: Expenditures of HEC dept's excl 911 network
Source: COH Expenditure Report

ARA Operations Allocations

Dept:36 HEC

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
81	HEC-Director	584,713	2.2546	$ 186	$ 0	$ 186	$ 12	$ 198
82	HEC-IT	5,526,767	21.3108	1,762	0	1,762	115	1,877
83	HEC-911 Network	15,058,299	58.0637	4,800	0	4,800	314	5,114
84	HEC-Police Call Takers	3,298,532	12.7189	1,051	0	1,051	69	1,120
89	HEC-Off of Emg Mgmt	1,465,798	5.6520	467	0	467	31	498
	Subtotal	25,934,109	100.0000	8,266	0	8,266	540	8,806
	Direct Bills					0		0
	Total					$8,266		$ 8,806

Basis Units: Expenditures of HEC departments
Source: COH Expenditure Report

Allocation Summary

Dept:36 HEC

	Department	General Svcs	Legal 911	Legal OIG	Citywide Gen Gov	ARA 311	Fin SPD	Fin Grants Acctg
0	Direct Billed	$0	$0	$0	$0	$0	$0	$0
81	HEC-Director	0	0	466	169	26	139	26
82	HEC-IT	0	0	0	1,600	0	1,315	243
83	HEC-911 Network	57,133	11,691	21,251	4,361	1,147	3,583	12
84	HEC-Police Call Takers	84,058	0	6,191	955	334	784	144
86	HED-Harris County	28,655	0	0	0	0	0	0
87	HEC-Genl Svcs Dept	12,471	0	0	0	0	0	0
88	HEC-Homeland Security	27,389	0	0	0	0	0	0
89	HEC-Off of Emg Mgmt	6,017	0	1,105	424	60	349	64
90	HEC-HPD	21,678	0	0	0	0	0	0
91	Hurricane Ike Aid & Recovery	29,378	0	0	0	0	0	0
	Total	$266,778	$11,691	$29,013	$7,510	$1,567	$6,170	$489

Allocation Summary

Dept:36 HEC

	Department	Fin Rptg & Ops	Fin Plg & Analysis	IT Admin & Apps	IT Infra	OBO	Mayor's Office	Human Resources	City Sec Svcs
0	Direct Billed	$0	$0	$0	$0	$0	$0	$0	$0
81	HEC-Director	438	206	0	546	308	1,484	535	184
82	HEC-IT	4,139	1,945	0	0	0	14,029	0	1,743
83	HEC-911 Network	11,276	5,298	0	0	14,040	38,222	24,398	4,749
84	HEC-Police Call Takers	2,470	1,160	0	7,259	4,090	8,373	7,109	1,040
86	HED-Harris County	0	0	0	0	0	0	0	0
87	HEC-Genl Svcs Dept	0	0	0	0	0	0	0	0
88	HEC-Homeland Security	0	0	0	0	0	0	0	0
89	HEC-Off of Emg Mgmt	1,098	516	0	1,296	730	3,721	1,269	462
90	HEC-HPD	0	0	0	0	0	0	0	0
91	Hurricane Ike Aid & Recovery	0	0	0	0	0	0	0	0
	Total	$19,421	$9,125	$0	$9,101	$19,169	$65,828	$33,310	$8,178

Allocation Summary

Dept:36 HEC

	Department	City Council	City Controller	Fin Operations	ARA Payroll	ARA Ops	Total
0	Direct Billed	$0	$0	$0	$0	$0	$0
81	HEC-Director	1,176	788	0	2,425	198	9,114
82	HEC-IT	0	7,451	0	22,926	1,877	57,268
83	HEC-911 Network	53,616	20,300	0	1,134	5,114	277,325
84	HEC-Police Call Takers	15,622	4,446	0	13,683	1,120	158,838
86	HED-Harris County	0	0	0	0	0	28,655
87	HEC-Genl Svcs Dept	0	0	0	0	0	12,471
88	HEC-Homeland Security	0	0	0	0	0	27,389
89	HEC-Off of Emg Mgmt	2,789	1,976	0	6,081	498	28,455
90	HEC-HPD	0	0	0	0	0	21,678
91	Hurricane Ike Aid & Recovery	0	0	0	0	0	29,378
	Total	$73,202	$34,961	$0	$46,248	$8,806	$650,571

HPW – GENERAL FUND CREDIT
FUNCTION AND ALLOCATION BASIS

This section has been created within the plan to reflect the services that HPW Water/Sewer Fund provides to the HPW General Fund. This credit reflects the cost of services provided excluding street lighting and is allocated directly to HPW Water and Sewer Fund.

A. Department Costs

Dept:37 HPW General Fund Credit

Department		Amount	General Admin	General Fund Credit
Personnel Costs				
Salaries	S	0	0	0
Salary % Split			.00%	.00%
Benefits	S	0	0	0
Subtotal - Personnel Costs		0	0	0
Services & Supplies Cost				
Credit Fund 8300	P	65,075-	0	65,075-
Subtotal - Services & Supplies		65,075-	0	65,075-
Department Cost Total		65,075-	0	65,075-
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		65,075-	0	65,075-
General Admin Distribution			0	0
Grand Total		65,075-		65,075-

B. Incoming Costs-(Default Spread Custom%)

Dept:37 HPW General Fund Credit

No Indirect Costs

General Fund Credit Allocations

Dept:37 HPW General Fund Credit

	Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
69	HPW Water & Sewer	100	100.0000	65,075-	$ 0	65,075-	$ 0	65,075-
	Subtotal	100	100.0000	65,075-	0	65,075-	0	65,075-
	Direct Bills					0		0
	Total					$65,075-		$65,075-

Basis Units: Direct allocation to HPW Water & Sewer
Source: Direct Allocation

Allocation Summary

Dept:37 HPW General Fund Credit

	Department	General Fund Credit	Total
0	Direct Billed	$0	$0
69	HPW Water & Sewer	65,075-	65,075-
	Total	$65,075-	$65,075-