

CITY OF HOUSTON, TEXAS

FY2023 FULL COST ALLOCATION PLAN

**Based on Actual Expenditures
For the Fiscal Year Ended
June 30, 2021**



CITY OF HOUSTON

Sylvester Turner, Mayor

FINANCE DEPARTMENT

Tantri Emo

Chief Business Officer/Director of Finance

Arif Rasheed, Deputy Director

www.houstontx.gov

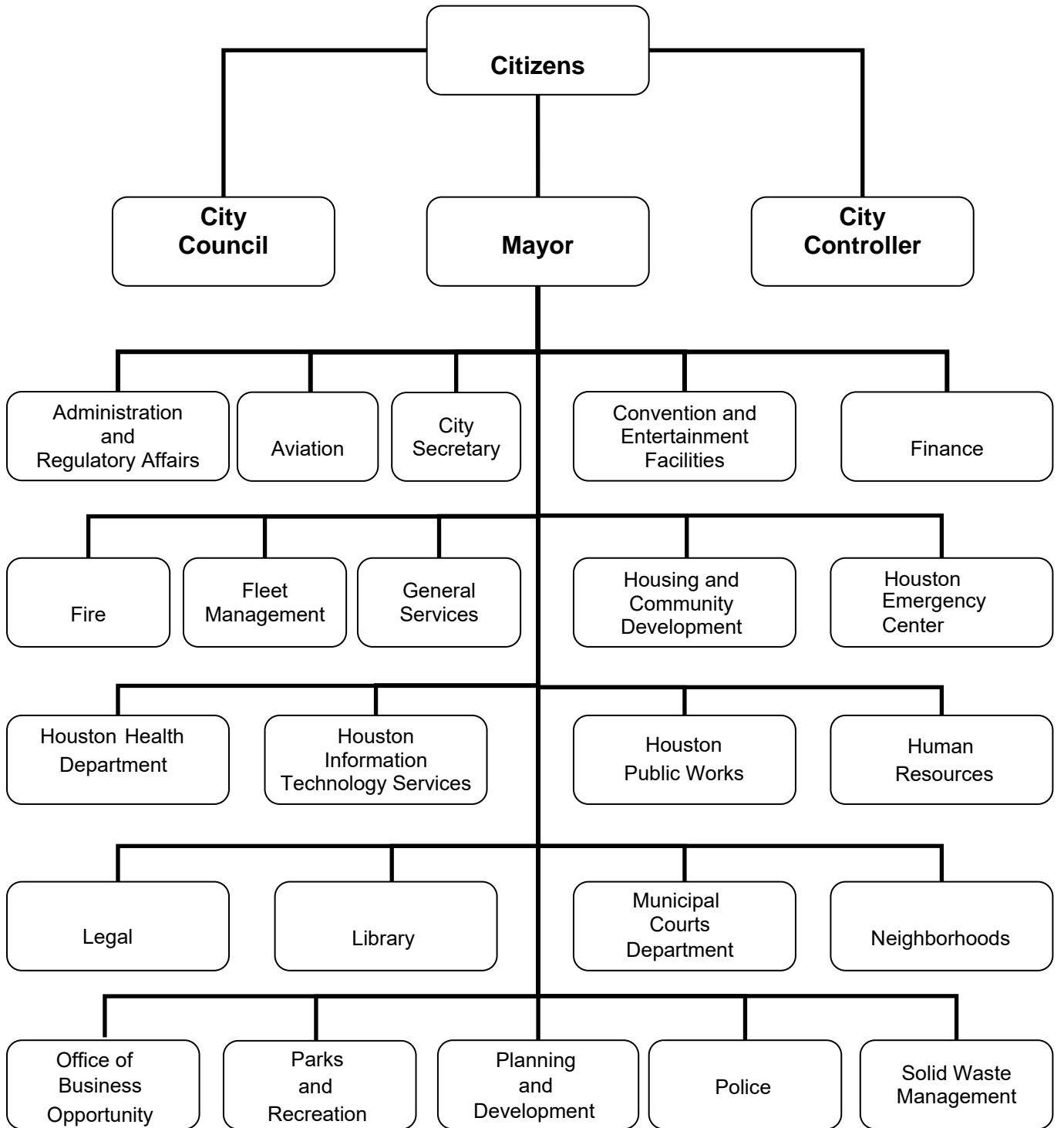
**City of Houston, Texas
FY2023 Full Cost Allocation Plan
Based on Actual Expenditures For
the Fiscal Year Ended June 30, 2021**

TABLE OF CONTENTS

SECTION I	ORGANIZATION CHART
SECTION II	OVERVIEW
SECTION III	SUMMARY OF ALLOCATED COSTS AND COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) RECONCILIATION
SECTION IV	FY2023 FULL COST ALLOCATION PLAN BASED ON ACTUAL EXPENDITURES FOR THE FISCAL YEAR ENDED JUNE 30, 2021

SECTION I – ORGANIZATION CHART

Organization Chart



SECTION II – OVERVIEW

**City of Houston, Texas
FY2023 Full Cost Allocation Plan
and Indirect Cost Rate Proposal
Based on Actual Expenditures For
the Fiscal Year Ended June 30, 2021**

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.

¹2 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: FY2021 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 RECONCILIATION**

City of Houston, Texas
FY 2023 Full Cost Allocation Plan
Summary of Allocated Costs and CAFR Reconciliation
Based on Actual Expenditures for the Fiscal Year Ended June 30, 2021

Department	Final GL A = B + C + D	Personnel B	Other Operating C	Transfer D	Adjusted GL E = A - D	CAFR F	CAFR Adjustments* G	Direct Costs H	Allocated Indirect I	Unallocated/DB J
Houston Police Department-HPD	\$ 922,930,842	\$ 846,830,658	\$ 72,000,184	\$ 4,100,000	\$ 918,830,842	\$ 918,811,813	\$ 19,029	\$ 913,415,795	\$ 5,415,047	\$ -
Dept of Neighborhoods (DON)	9,919,742	7,612,742	2,307,000	-	9,919,742	9,919,742	-	9,919,742	-	-
Houston Fire Department (HFD)	500,907,162	444,250,649	56,603,509	53,004	500,854,158	500,486,107	368,051	500,854,158	-	-
Houston Emergency Center (HEC)	9,616,701	-	31	9,616,670	31	31	-	31	-	-
Municipal Courts Department	27,223,835	21,651,846	5,441,524	130,465	27,093,370	27,093,370	-	27,093,370	-	-
Houston Public Works (HPW)	24,331,134	747,522	23,583,612	-	24,331,134	24,331,134	-	24,331,134	-	-
Solid Waste Management	87,683,345	39,214,311	44,556,400	3,912,634	83,770,711	83,770,711	-	83,770,711	-	-
General Services Department (GSD)	41,746,227	11,282,870	27,321,136	3,142,221	38,604,006	38,604,007	(1)	23,765	35,487,968	3,092,273
Housing and Community Devp.	497,958	81,971	415,987	-	497,958	497,958	-	497,958	-	-
Library	39,150,776	29,022,393	9,378,383	750,000	38,400,776	38,400,776	-	38,400,776	-	-
Parks & Recreation	53,980,483	33,599,497	19,315,711	1,065,275	52,915,208	52,915,209	(1)	52,915,208	-	-
Health & Human Services	57,215,541	35,431,632	21,783,909	-	57,215,541	57,215,541	-	43,388,538	13,721,832	105,171
Mayor's Office	7,286,091	4,858,675	699,544	1,727,872	5,558,219	5,558,219	-	1,027,678	4,313,762	216,779
Office of Business Opportunity (OBO)	3,481,502	3,177,679	303,823	-	3,481,502	3,481,503	(1)	730	3,042,101	438,671
City Council	10,047,772	7,159,820	1,510,493	1,377,459	8,670,313	8,689,342	(19,029)	14,068	7,296,528	1,359,717
City Controller's Office	7,813,946	6,748,362	1,065,584	-	7,813,946	7,813,946	-	-	7,813,946	-
Finance	16,317,861	12,424,469	3,893,392	-	16,317,861	16,317,861	-	(288,555)	15,355,465	1,250,951
Admn. & Regulatory Affairs	26,812,915	14,020,550	3,248,362	9,544,003	17,268,912	17,268,912	-	3,763,718	12,862,477	642,717
Fleet Management Department	-	-	-	-	-	-	-	-	-	-
Houston Information Tech Svcs	157,786	-	157,786	-	157,786	157,786	-	157,786	-	-
Planning & Development	3,192,092	2,846,929	345,163	-	3,192,092	3,192,093	(1)	1,784,220	593,381	814,491
City Secretary	759,827	607,569	152,258	-	759,827	759,827	-	-	759,827	-
Human Resources (HR)	2,419,959	2,124,417	295,542	-	2,419,959	2,419,959	-	(71,724)	2,166,579	325,104
Legal Department	14,575,947	13,361,084	1,214,863	-	14,575,947	14,575,947	-	1,234,671	12,886,408	454,868
Citywide General Government	183,122,151	13,289,566	96,894,581	72,938,004	110,184,147	166,134,125	(55,949,978)	79,673,175	30,510,972	-
GRAND TOTAL	2,051,191,595	1,550,345,211	392,488,777	108,357,607	1,942,833,988	1,998,415,919	(55,581,931)	1,781,906,953	152,226,293	8,700,742
Cost Adjustment	Building Use								507,351.00	
Cost Adjustment	Equipment use								1,466,574.00	
Cost Adjustment	HPW General Fund Credit								(68,926.00)	
Unallocated Indirect fr disallow functions	Non-Dept								(661,467.00)	
Unallocated Indirect fr disallow functions	OBO								(25,662.00)	
Unallocated Indirect fr disallow functions	HR								(997,256.00)	
Unallocated Indirect fr disallow functions	Gen Svcs								(1,216,744.00)	
Summary Schedule Total									151,230,163.00	

*- CAFR Adjustments includes the amount of Transfers from General Government in the amount of \$55,949,978 during FY21 as well as other adjustments for various departments

**SECTION IV – FY2023 FULL COST ALLOCATION PLAN
BASED ON ACTUAL EXPENDITURES
FOR THE FISCAL YEAR ENDED
JUNE 30, 2021**

Table of Contents

Schedule Description	Allocation Basis Units	Allocation Basis Source	Page #
Table of Contents			1
Summary Schedule			8
Building Depreciation			15
1 Department Costs			16
1 Incoming Costs			17
1 City Hall	Square footage per department	GSD Space Allocation	18
1 City Hall Annex	Square footage per department	GSD Space Allocation	19
1 Muni Court Bldg	Square footage per department	GSD Space Allocation	20
1 Allocation Summary			21
Equipment Depreciation			22
2 Department Costs			23
2 Incoming Costs			24
2 Equip Deprec	Current year depreciation by department	Asset Report	25
2 Allocation Summary			26
Non-Departmental-Gen Gov			27
3 Department Costs			28
3 Incoming Costs			34
3 Insurance Retirees	Number of General Fund civilian full time equivalents (FTE)	COH FTE Report	37
3 Memberships	Number of General Fund FTE positions	COH FTE Report	38
3 Consulting Services	Number of rev, exp, & purch transactions per dept	COH Transaction Report	39
3 Interest Costs	FY2021 actual GF expenditures excl TIRZ	COH Expenditure Report	41
3 Other Misc	FY2021 actual GF expenditures excl TIRZ	COH Expenditure Report	43
3 Claims & Judge	Dollar amount of claims & judgments for GF depts	Legal Report	45
3 Elections	Number of elected officials	City Charter	46
3 Non-Dpt. Legal Svcs/Lobby	Number of FTE positions all funds	COH FTE Report	47
3 Walker Rent	Square footage per dept General Fund departments	GSD Space Allocation	49
3 Dept Specific	Dollars expended per department	Expenses	50
3 Gen Govt	**Not Allocated**		
3 Allocation Summary			51
Finance Dir Office			55
4 Department Costs			56
4 Incoming Costs			57
4 Finance Dept Admin	Number of FTE positions supported	COH FTE Report	59
4 Allocation Summary			60

Finance Financial Planning & Analysis			61
5 Department Costs			62
5 Incoming Costs			63
5 Financial Plg & Analysis	Number of rev, exp, & purch transactions per dept	COH Transaction Report	65
5 Allocation Summary			67
Finance City Council			69
6 Department Costs			70
6 Incoming Costs			71
6 Fin City Council Support	Direct allocation to City Council	Direct Allocation	73
6 Allocation Summary			74
Finance Public Fin			75
7 Department Costs			76
7 Incoming Costs			77
7 Debt Svc	Percentage of effort	Finance Department	79
7 Capital Projects	Percentage of effort	Finance Department	80
7 Allocation Summary			81
Finance Reporting & Ops			82
8 Department Costs			83
8 Incoming Costs			85
8 Gen Acctng	Number of rev, exp, & purch transactions per dept	COH Transaction Report	89
8 Fixed Assets	Number of fixed assets excl PWE & Airport	Asset Report	91
8 Auditing Svcs	Number of rev, exp, & purch transactions excl enterprise	COH Transaction Report	92
8 Auditing Svcs - Enterprise	Percentage of enterprise audit hours	Finance Report	94
8 Fin Operations	FY2021 expenditures excl TIRZ	COH Expenditure Report	95
8 Allocation Summary			97
Finance Internal Controls			99
9 Department Costs			100
9 Incoming Costs			101
9 Internal Controls	FY2021 actual GF expenditures excl TIRZ	COH Expenditure Report	103
9 Allocation Summary			105
Finance Grants			106
10 Department Costs			107
10 Incoming Costs			108
10 Grants Mgmt	FY2021 Grant Funds expenditures	COH Expenditure Report	110
10 Cost Accounting	FY2021 expenditures excl TIRZ	COH Expenditure Report	111
10 Trust Funds Mgmt (TFM)	FY2021 expenditures excl TIRZ	COH Expenditure Report	113
10 Allocation Summary			115
Finance Perform Mgmt			117
11 Department Costs			118
11 Incoming Costs			119
11 Perf Mgmt Svcs	FY2021 expenditures excl TIRZ	COH Expenditure Report	121
11 Allocation Summary			123

Finance Treasury			125
12 Department Costs			126
12 Incoming Costs			127
12 Treasury	FY2021 actual GF expenditures excl TIRZ	COH Expenditure Report	128
12 Collections	**Not Allocated**		129
12 Allocation Summary			131
Finance Strategic Purchasing			132
13 Department Costs			133
13 Incoming Costs			134
13 Purchasing	Number of purchasing transactions	COH Transaction Report	136
13 Allocation Summary			138
ARA Director Office			140
14 Department Costs			141
14 Incoming Costs			142
14 ARA Dept Admin	Number of FTE positions supported	COH FTE Report	144
14 ARA Non-Parking	Number of FTE positions supported excl Parking	COH FTE Report	145
14 Allocation Summary			146
ARA Financial Svcs			147
15 Department Costs			148
15 Incoming Costs			149
15 Budgeting & Accounting Support	Number of FTE positions supported	COH FTE Report	151
15 Accounts Payable	Number of FTE positions supported	COH FTE Report	152
15 Allocation Summary			153
ARA Operations			154
16 Department Costs			155
16 Incoming Costs			156
16 Mailroom	Number of FTE positions	Departmental / COH FTE Report	158
16 Property	Percentage of net proceeds from sale of assets	Property Report	159
16 Records	Number of FTE positions all funds	COH FTE Report	160
16 3-1-1 Svcs	Number of contacts per department	Contact Report	162
16 Allocation Summary			163
ARA Payroll Services			165
17 Department Costs			166
17 Incoming Costs			167
17 Payroll Svcs	Number of FTE positions all funds	COH FTE Report	169
17 Allocation Summary			171
ARA Regulatory			173
18 Department Costs			174
18 Incoming Costs			175
18 Franchise	FY2021 actual GF expenditures excl TIRZ	COH Expenditure Report	177
18 Allocation Summary			179

HITS CIO			180
19 Department Costs			181
19 Incoming Costs			182
19 IT Dept Admin	Number of FTE positions supported	COH FTE Report	184
19 IT Director	Number of FTE positions supported	COH FTE Report	185
19 Allocation Summary			186
HITS EAS			187
20 Department Costs			188
20 Incoming Costs			189
20 Enterprise Appl	IT application hours per department	HITS Help Desk Report	191
20 IT ERP	Number of SAP licenses	HITS Report	192
19 Allocation Summary			194
HITS EIS			196
21 Department Costs			197
21 Incoming Costs			198
21 Client Svcs	IT Service Now (ITSN) requests submitted per dept	HITS Help Desk Report	200
21 NW Data	IT user count for network svcs	HITS User Report	201
21 NW Voice	IT user count for network svcs excl Airport	HITS User Report	202
21 Enterprise Optns	Number of rev, exp, & purch transactions per dept	COH Transaction Report	203
21 Allocation Summary			205
HITS Radio			207
22 Department Costs			208
22 Incoming Costs			209
22 IT Radio Svcs	Number of radios per department	HITS Radio Report	211
22 Allocation Summary			212
Office Business Opportunity			213
23 Department Costs			215
23 Incoming Costs			217
23 Certification	Number of FTE positions all funds	COH FTE Report	221
23 Contract Compliance	Number of contracts monitored	OBO Report	223
23 Reporting & Analytics	Number of awards with S/MWDBE requirements	OBO Report	224
23 Dept Services	Number of tasks completed by procurement specialists	OBO Report	225
23 External Affairs & Outreach	Number of FTE positions all funds	COH FTE Report	226
23 HAS Services	Direct allocation to HAS	Direct Allocation	228
23 Non-GF	**Not Allocated**		
23 Allocation Summary			229

Mayor			233
24 Department Costs			234
24 Incoming Costs			235
24 City Mayor Admin	Number of FTE positions all funds	COH FTE Report	237
24 Agenda Office	Direct allocation to City Council	Direct Allocation	239
24 I Gov Relats	Number of FTE positions all funds	COH FTE Report	240
24 Other Svcs	Direct allocation to Mayor other	Direct Allocation	242
24 Allocation Summary			243
Human Resources			245
25 Department Costs			246
25 Incoming Costs			247
25 Selection	Number of selections per department	Selection Analysis	248
25 Personnel Svcs	Number of FTE positions all funds	COH FTE Report	250
25 Non-GF	**Not Allocated**		
25 Allocation Summary			252
Legal			254
26 Department Costs			255
26 Incoming Costs			256
26 Legal Svcs	Number of Legal staff hours per department	Legal Staffing Report	258
26 HPW Legal	HPW Legal chargebacks by area	Legal Chargeback Report	259
26 Inspector General	% of complaints investigated	Complaint Report	260
26 Allocation Summary			261
City Secretary			262
27 Department Costs			263
27 Incoming Costs			264
27 City Sec Svcs	FY2021 expenditures excl TIRZ	COH Expenditure Report	266
27 Allocation Summary			268
City Council			270
28 Department Costs			271
28 Incoming Costs			272
28 City Council Svcs	FY2021 expenditures excl TIRZ	COH Expenditure Report	274
28 Special Projects	**Not Allocated**		
28 Allocation Summary			276
City Controller's Office			278
29 Department Costs			279
29 Incoming Costs			280
29 Controller Fin Svcs	Number of rev, exp, & purch transactions per dept	COH Transaction Report	282

29 Controller Treasury	FY2021 expenditures excl TIRZ	COH Transaction Report	284
29 Allocation Summary		COH Expenditure Report	286
Health Administration			288
30 Department Costs			289
30 Incoming Costs			290
30 Health Admin	Direct allocation to Health Department	Direct Allocation	292
30 Allocation Summary			293
Planning & Dev Admin			294
31 Department Costs			295
31 Incoming Costs			296
31 Planning Admin - FTEs	Planning & Dev FTEs	COH FTE Report	298
31 Planning Admin - Expenditures	Planning & Dev FY2021 Expenditures	COH Expenditure Report	299
31 Allocation Summary			300
HPW Administration Indirect			301
32 Department Costs			302
32 Incoming Costs			303
32 Admin Expenditures	HPW FY2021 Expenditures	COH Expenditure Report	304
32 Admin FTEs	HPW FTEs	COH FTE Report	305
32 Allocation Summary			306
CIP Sal Rec HPW			307
33 Department Costs			308
33 Incoming Costs			309
33 CIP Admin Svcs	Number of FTEs supported in CIP Sal Rec	COH FTE Report	311
33 Allocation Summary			312
HPD Police Records			313
34 Department Costs			314
34 Incoming Costs			315
34 Records Mgt	Number of reports issued per department	Police Department Report	317
34 Allocation Summary			318
General Services			319
35 Department Costs			320
35 Incoming Costs			322
35 Design & Const	GSD Fund 1001 expense per department served	GSD Report	328
35 Building Svcs	GSD expenditures per department served	GSD Report	329
35 Utilities	Dollar amount of utility costs	GSD Report	330
35 In-House Renov	In-house renovation costs for Fund 1003	GSD Report	331
35 Real Estate	Square footage maintained by GSD	GSD Report	332
35 Building Svcs Reimb	Dollar expenses/revenues	GSD Report	333
35 Other Non-GF	**Not Allocated**		
35 Allocation Summary			334

HEC			336
36 Department Costs			337
36 Incoming Costs			341
36 General Svcs	Square footage of occupants in HEC building	GSD Report	349
36 Legal 911	Direct allocation to HEC 911 Network	Direct Allocation	350
36 Legal OIG	Number of HEC FTEs	COH FTE Report	351
36 Citywide Gen Gov	Expenditures of HEC departments	COH Expenditure Report	352
36 ARA 311	Number of HEC FTEs	COH FTE Report	353
36 Fin Strategic Purchasing	Expenditures of HEC departments	COH Expenditure Report	354
36 Fin Grants	Expenditures of HEC dept's excl 911 network	COH Expenditure Report	355
36 Fin Reporting & Operations	Expenditures of HEC departments	COH Expenditure Report	356
36 Fin Planning & Analysis	Expenditures of HEC departments	COH Expenditure Report	357
36 IT Admin & Apps	Expenditures of HEC dept's excl 911 network	COH FTE Report	358
36 IT Infrastructure	Number of HEC FTEs excl 911 network	COH FTE Report	359
36 Office Business Opp	Number of HEC FTEs	COH Expenditure Report	360
36 Mayor's Office	Expenditures of HEC departments	COH FTE Report	361
36 Human Resources	Number of HEC FTEs	COH Expenditure Report	362
36 City Sec Svcs	Expenditures of HEC departments	COH FTE Report	363
36 City Council Svcs	Number of HEC FTEs	COH Expenditure Report	364
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
36 ARA Operations	Expenditures of HEC departments	COH Expenditure Report	368
36 Allocation Summary			369
HPW General Fund Credit			372
37 Department Costs			373
37 Incoming Costs			374
37 General Fund Credit	Direct allocation to HPW Water & Sewer	Direct Allocation	375
37 Allocation Summary			376

Summary Schedule

Department	Total
1 Building Depreciation	\$ 60,301
2 Equipment Depreciation	1,339,694
3 Non-Departmental-Gen Gov	25,162,791
4 Finance Dir Office	1,596,018
5 Finance FP&A	1,899,660
6 Finance City Council	0
7 Finance Public Fin	902,735
8 Finance Reporting & Ops	3,214,488
9 Finance Internal Controls	0
10 Finance Grants	1,258,618
11 Finance Perform Mgmt	400,064
12 Finance Treasury	552,409
13 Finance Strat Purchasing	5,237,199
14 ARA Director Office	2,278,047
15 ARA Financial Svcs	642,177
16 ARA Operations	6,424,323
17 ARA Payroll Services	3,377,715
18 ARA Regulatory	320,794
19 HITS CIO	0
20 HITS EAS	0
21 HITS EIS	0
22 HITS Radio	0
23 Office Business Opport	2,400,875
24 Mayor	5,053,672
25 Human Resources	2,103,180
26 Legal	11,047,105
27 City Secretary	829,957
28 City Council	9,276,807
29 City Controller's Office	7,486,523
30 Health Administration	15,391,373
31 Planning & Dev Admin	752,073
32 HPW Admin Indirect	2,678,818
33 CIP Sal Rec HPW	286,728-
34 HPD Police Records	5,646,283
35 General Services	33,641,951
36 HEC	610,167
37 HPW General Fund Credit	68,926-
<hr/>	
Tot.Current Allocations	\$151,230,163
	=====

**BUILDING DEPRECIATION
FUNCTION AND ALLOCATION BASIS**

The Building Depreciation schedule provides for the allocation of General Fund building depreciation expense for FY 2021. 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 507,351	0	271,077	235,778	496
Subtotal - Services & Supplies	507,351	0	271,077	235,778	496
Department Cost Total	507,351	0	271,077	235,778	496
Adjustments to Cost					
Subtotal - Adjustments	0	0	0	0	0
Total Costs After Adjustments	507,351	0	271,077	235,778	496
General Admin Distribution	0	0	0	0	0
Grand Total	\$ 507,351		\$ 271,077	\$ 235,778	\$ 496

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	16,035	19.6539	\$ 53,277	\$ 0	\$ 53,277	\$ 0	\$ 53,277
24 Mayor	27,300	33.4612	90,706	0	90,706	0	90,706
29 City Controller's Office	23,567	28.8857	78,303	0	78,303	0	78,303
35 General Services	1,570	1.9243	5,216	0	5,216	0	5,216
38 Police	440	0.5393	1,462	0	1,462	0	1,462
39 Dept of Neighborhoods	0	0.0000	0	0	0	0	0
45 Library	1,585	1.9427	5,266	0	5,266	0	5,266
94 HITS Other	1,595	1.9550	5,299	0	5,299	0	5,299
96 Other	9,495	11.6379	31,548	0	31,548	0	31,548
Subtotal	81,587	100.0000	271,077	0	271,077	0	271,077
Direct Bills					0		0
Total					\$271,077		\$271,077
	=====	=====	=====	=====	=====	=====	=====

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	0.7676	\$ 1,810	\$ 0	\$ 1,810	\$ 0	\$ 1,810
24 Mayor	8,889	7.0704	16,670	0	16,670	0	16,670
26 Legal	63,910	50.8344	119,856	0	119,856	0	119,856
27 City Secretary	5,540	4.4065	10,390	0	10,390	0	10,390
28 City Council	19,707	15.6751	36,958	0	36,958	0	36,958
35 General Services	18,043	14.3515	33,838	0	33,838	0	33,838
39 Dept of Neighborhoods	4,438	3.5300	8,323	0	8,323	0	8,323
49 Fleet Management	3,905	3.1061	7,323	0	7,323	0	7,323
94 HITS Other	0	0.0000	0	0	0	0	0
96 Other	325	0.2585	610	0	610	0	610
Subtotal	125,722	100.0000	235,778	0	235,778	0	235,778
Direct Bills					0		0
Total					\$235,778		\$235,778
	=====	=====	=====	=====	=====	=====	=====

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
26 Legal	3,884	5.2489	\$ 26	\$ 0	\$ 26	\$ 0	\$ 26
38 Police	2,391	3.2312	16	0	16	0	16
41 Municipal Court	54,562	73.7354	366	0	366	0	366
94 HITS Other	13,160	17.7845	88	0	88	0	88
Subtotal	73,997	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	53,277	1,810	0	55,087
24 Mayor	90,706	16,670	0	107,376
26 Legal	0	119,856	26	119,882
27 City Secretary	0	10,390	0	10,390
28 City Council	0	36,958	0	36,958
29 City Controller's Office	78,303	0	0	78,303
35 General Services	5,216	33,838	0	39,054
38 Police	1,462	0	16	1,478
39 Dept of Neighborhoods	0	8,323	0	8,323
41 Municipal Court	0	0	366	366
45 Library	5,266	0	0	5,266
49 Fleet Management	0	7,323	0	7,323
94 HITS Other	5,299	0	88	5,387
96 Other	31,548	610	0	32,158
Total	\$ 271,077	\$ 235,778	\$ 496	\$ 507,351
	=====	=====	=====	=====

**EQUIPMENT DEPRECIATION
FUNCTION AND ALLOCATION BASIS**

The Equipment Depreciation schedule provides the allocation of General Fund equipment fixed asset depreciation expense for FY 2021. 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 1,466,574	0	1,466,574
Subtotal - Services & Supplies	1,466,574	0	1,466,574
Department Cost Total	1,466,574	0	1,466,574
Adjustments to Cost			
Subtotal - Adjustments		0	0
Total Costs After Adjustments	1,466,574	0	1,466,574
General Admin Distribution		0	0
Grand Total	\$ 1,466,574 =====	=====	\$ 1,466,574 =====

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	0.0205	\$ 300	\$ 0	\$ 300	\$ 0	\$ 300
28 City Council	63,357.00	4.3201	63,357	0	63,357	0	63,357
30 Health Administration	49,911.00	3.4032	49,911	0	49,911	0	49,911
33 CIP Sal Rec HPW	2,862.00	0.1951	2,862	0	2,862	0	2,862
35 General Services	10,450.00	0.7125	10,450	0	10,450	0	10,450
38 Police	515,511.00	35.1507	515,511	0	515,511	0	515,511
39 Depart of Neighborhoods	2,653.00	0.1809	2,653	0	2,653	0	2,653
40 Fire	589,760.00	40.2134	589,760	0	589,760	0	589,760
42 Solid Waste	160,210.00	10.9241	160,210	0	160,210	0	160,210
45 Library	21,654.00	1.4765	21,654	0	21,654	0	21,654
46 Parks & Recreation	40,176.00	2.7394	40,176	0	40,176	0	40,176
94 HITS Other	9,730	0.6635	9,730	0	9,730	0	9,730
Subtotal	1,466,574	100.0000	1,466,574	0	1,466,574	0	1,466,574
Direct Bills					0		0
Total					\$1,466,574		\$1,466,574
	=====	=====	=====	=====	=====	=====	=====

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
28 City Council	63,357	63,357
30 Health Administration	49,911	49,911
33 CIP Sal Rec HPW	2,862	2,862
35 General Services	10,450	10,450
38 Police	515,511	515,511
39 Depart of Neighborhoods	2,653	2,653
40 Fire	589,760	589,760
42 Solid Waste	160,210	160,210
45 Library	21,654	21,654
46 Parks & Recreation	40,176	40,176
94 HITS Other	9,730	9,730
Total	\$ 1,466,574	\$ 1,466,574
	=====	=====

GENERAL CITYWIDE SERVICES (NON-DEPARTMENTAL) 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 186,776	0	0	0	0	0
Print Shop Svcs	P 1,797	0	0	0	0	0
Pub & Printed Materi	P 0	0	0	0	0	0
Other Interest	P 1,057,166	0	0	0	0	1,057,166
Hlth Ins Retire	P 13,286,536	0	13,286,536	0	0	0
Pension-Civilian	P 0	0	0	0	0	0
Pension-Legacy-Civil	P 160	0	0	0	0	0
Workers Comp-Civ Clm	P 2,870	0	0	0	0	0
Health Ins-Act	P 0	0	0	0	0	0
Mgt Consultant	P 1,290,043	0	0	0	33,601	0
Banking Services	P 72,217	0	0	0	0	0
Misc.Support Svcs	P 0	0	0	0	0	0
Real Estate	P 0	0	0	0	0	0
Application Services	P 0	0	0	0	0	0
Ltd purpose	P 66,151,395	0	0	0	0	0
Criminal Intell	P 0	0	0	0	0	0
Tax Appraisal	P 10,372,051	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 807,290	0	0	0	0	0

A. Department Costs

Dept:3 Non-Departmental-Gen Gov

Description	Amount	General Admin	Insurance Retirees	Memberships	Consulting Services	Interest Costs
Contributions	P 0	0	0	0	0	0
Membership	P 348,315	0	0	348,315	0	0
Food Supplies	P 0	0	0	0	0	0
AudioVisual Supplies	P 0	0	0	0	0	0
Early Pymt Discount	P 10,639-	0	0	0	0	0
Voice Svcs	P 0	0	0	0	0	0
Legal Svcs	P 971,945	0	0	0	0	0
Metro Commut	P 119,561	0	0	0	0	0
Misc Other Svcs	P 1,742,459	0	0	0	0	0
Claims & Judgements	P 12,396,045	0	0	0	0	0
Other IntfdSvcs	P 1,388,137	0	0	0	0	0
Intfd Engr Services	P 0	0	0	0	0	0
Transfer to Spec Rev	P 16,988,027	0	0	0	0	0
Transf - Spec Nonrecr	P 0	0	0	0	0	0
Transfer to Component	P 28,864,214	0	0	0	0	0
Transfer to Ike Fund	P 0	0	0	0	0	0
Ch380 Trans Other Fd	P 27,085,763	0	0	0	0	0
Transfer to CAP Proj	P 0	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 0	0	0	0	0	0
Subtotal - Services & Supplies	183,122,128	0	13,286,536	348,315	33,601	1,057,166
Department Cost Total	183,122,128	0	13,286,536	348,315	33,601	1,057,166
Adjustments to Cost						
Subtotal - Adjustments		0	0	0	0	0
Total Costs After Adjustments	183,122,128	0	13,286,536	348,315	33,601	1,057,166
General Admin Distribution		0	0	0	0	0
Grand Total	\$ 183,122,128	0	\$ 13,286,536	\$ 348,315	\$ 33,601	\$ 1,057,166

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	0
Salaries	S	0	0	0	0	0	0	0
Salary % Split			.00%	.00%	.00%	.00%	.00%	.00%
Benefits	P	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
Advertising	P	186,776	0	0	0	0	0	0
Print Shop Svcs	P	1,797	0	0	0	0	0	0
Pub & Printed Materi	P	0	0	0	0	0	0	0
Other Interest	P	1,057,166	0	0	0	0	0	0
Hlth Ins Retire	P	13,286,536	0	0	0	0	0	0
Pension-Civilian	P	0	0	0	0	0	0	0
Pension-Legacy-Civil	P	160	0	0	0	0	0	0
Workers Comp-Civ Clm	P	2,870	0	0	0	0	0	0
Health Ins-Act	P	0	0	0	0	0	0	0
Mgt Consultant	P	1,290,043	0	0	0	0	0	0
Banking Services	P	72,217	72,217	0	0	0	0	0
Misc.Support Svcs	P	0	0	0	0	0	0	0
Real Estate	P	0	0	0	0	0	0	0
Application Services	P	0	0	0	0	0	0	0
Ltd purpose	P	66,151,395	0	0	0	0	0	0
Criminal Intell	P	0	0	0	0	0	0	0
Tax Appraisal	P	10,372,051	0	0	0	0	0	0
Tax Refunds	P	0	0	0	0	0	0	0
Mgmt Initiative/Cons	P	0	0	0	0	0	0	0
Elections	P	807,290	0	0	807,290	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
Contributions	P 0	0	0	0	0	0
Membership	P 348,315	0	0	0	0	0
Food Supplies	P 0	0	0	0	0	0
AudioVisual Supplies	P 0	0	0	0	0	0
Early Pymt Discount	P 10,639-	0	0	0	0	0
Voice Svcs	P 0	0	0	0	0	0
Legal Svcs	P 971,945	0	0	0	971,945	0
Metro Commut	P 119,561	119,561	0	0	0	0
Misc Other Svcs	P 1,742,459	0	0	0	0	0
Claims & Judgements	P 12,396,045	0	12,396,045	0	0	0
Other IntfdSvcs	P 1,388,137	0	0	0	0	0
Intfd Engr Services	P 0	0	0	0	0	0
Transfer to Spec Rev	P 16,988,027	0	0	0	0	0
Transf - Spec Nonrecr	P 0	0	0	0	0	0
Transfer to Component	P 28,864,214	0	0	0	0	0
Transfer to Ike Fund	P 0	0	0	0	0	0
Ch380 Trans Other Fd	P 27,085,763	0	0	0	0	0
Transfer to CAP Proj	P 0	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 0	0	0	0	0	0
Subtotal - Services & Supplies	183,122,128	191,778	12,396,045	807,290	971,945	0
Department Cost Total	183,122,128	191,778	12,396,045	807,290	971,945	0
Adjustments to Cost						
Subtotal - Adjustments		0	0	0	0	0
Total Costs After Adjustments	183,122,128	191,778	12,396,045	807,290	971,945	0
General Admin Distribution		0	0	0	0	0
Grand Total	\$ 183,122,128	\$ 191,778	\$ 12,396,045	\$ 807,290	\$ 971,945	0

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	186,776	0	186,776
Print Shop Svcs	P	1,797	0	0
Pub & Printed Materi	P	0	0	0
Other Interest	P	1,057,166	0	0
Hlth Ins Retire	P	13,286,536	0	0
Pension-Civilian	P	0	0	0
Pension-Legacy-Civil	P	160	0	160
Workers Comp-Civ Clm	P	2,870	0	2,870
Health Ins-Act	P	0	0	0
Mgt Consultant	P	1,290,043	1,256,442	0
Banking Services	P	72,217	0	0
Misc.Support Svcs	P	0	0	0
Real Estate	P	0	0	0
Application Services	P	0	0	0
Ltd purpose	P	66,151,395	0	66,151,395
Criminal Intell	P	0	0	0
Tax Appraisal	P	10,372,051	0	10,372,051
Tax Refunds	P	0	0	0
Mgmt Initiative/Cons	P	0	0	0
Elections	P	807,290	0	0

A. Department Costs

Dept:3 Non-Departmental-Gen Gov

Description	Amount	Dept Specific	Gen Govt
Contributions	P 0	0	0
Membership	P 348,315	0	0
Food Supplies	P 0	0	0
AudioVisual Supplies	P 0	0	0
Early Pymt Discount	P 10,639-	0	10,639-
Voice Svcs	P 0	0	0
Legal Svcs	P 971,945	0	0
Metro Commut	P 119,561	0	0
Misc Other Svcs	P 1,742,459	160,057	1,582,402
Claims & Judgements	P 12,396,045	0	0
Other IntfdSvcs	P 1,388,137	0	1,388,137
Intfd Engr Services	P 0	0	0
Transfer to Spec Rev	P 16,988,027	0	16,988,027
Transf - Spec Nonrecr	P 0	0	0
Transfer to Component	P 28,864,214	0	28,864,214
Transfer to Ike Fund	P 0	0	0
Ch380 Trans Other Fd	P 27,085,763	0	27,085,763
Transfer to CAP Proj	P 0	0	0
Voice Labor	P 0	0	0
Eng Services	P 0	0	0
Travel- Non Training	P 0	0	0
Subtotal - Services & Supplies	183,122,128	1,416,499	152,611,156
Department Cost Total	183,122,128	1,416,499	152,611,156
Adjustments to Cost			
Subtotal - Adjustments		0	0
Total Costs After Adjustments	183,122,128	1,416,499	152,611,156
General Admin Distribution		0	0
Grand Total	\$ 183,122,128	\$ 1,416,499	\$ 152,611,156
	=====	=====	=====
			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	\$ 877	\$ 64	\$ 2	\$ 0	\$ 5	\$ 1
3 Interest Costs	0	47,437	3,442	90	9	274	50
3 Other Misc	0	8,605	624	16	2	50	9
Subtotal - Non-Dept-Gen Gov	0	56,919	4,130	108	11	329	60
5 Financial Plg & Analysis	0	53,422	3,876	102	10	308	56
Subtotal - Fin Plg & Analysis	0	53,422	3,876	102	10	308	56
8 Gen Acctng	0	34,240	2,484	65	6	198	36
8 Fixed Assets	0	0	0	0	0	0	0
8 Auditing Svcs	0	32,730	2,375	62	6	189	34
8 Fin Operations	0	8,156	592	16	1	47	9
Subtotal - Fin Reporting & Ops	0	75,126	5,451	143	13	434	79
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	6,130	445	12	1	35	6
10 Cost Accounting	0	6,595	479	13	1	38	7
10 Trust Funds Mgmt (TFM)	0	7,101	515	14	1	41	7
Subtotal - Fin Grants	0	19,826	1,439	39	3	114	20
11 Perf Mgmt Svcs	0	8,342	605	16	2	48	9
Subtotal - Fin Perform Mgmt	0	8,342	605	16	2	48	9
12 Treasury	0	25,892	1,879	49	5	149	27
Subtotal - Fin Treasury	0	25,892	1,879	49	5	149	27
13 Purchasing	0	42,900	3,113	82	8	248	45
Subtotal - Fin SPD	0	42,900	3,113	82	8	248	45
18 Franchise	0	15,189	1,102	29	3	88	16
Subtotal - ARA Regulatory	0	15,189	1,102	29	3	88	16
21 Enterprise Optns	0	0	0	0	0	0	0
Subtotal - HITS EIS	0	0	0	0	0	0	0
27 City Sec Svcs	0	17,316	1,256	33	3	100	18
Subtotal - City Secretary	0	17,316	1,256	33	3	100	18
28 City Council Svcs	0	196,533	14,260	374	36	1,135	206
Subtotal - City Council	0	196,533	14,260	374	36	1,135	206
29 Controller Fin Svcs	0	177,077	12,848	337	32	1,022	185
29 Controller Treasury	0	29,799	2,162	57	5	172	31
Subtotal - City Controller's	0	206,876	15,010	394	37	1,194	216
35 Design & Const	0	75,371	5,469	143	14	435	79
Subtotal - General Services	0	75,371	5,469	143	14	435	79
Total Incoming	0	793,712	57,590	1,512	145	4,582	831

C. Total Allocated

	\$ 183,915,840	\$ 13,344,126	\$ 349,827	\$ 33,746	\$ 1,061,748	\$ 192,609
		7.26%	0.19%	0.02%	0.58%	0.10%

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	\$ 877	\$59	\$4	\$5	\$0	\$7
3 Interest Costs	0	47,437	3,211	209	252	0	367
3 Other Misc	0	8,605	582	38	46	0	67
Subtotal - Non-Dept-Gen Gov	0	56,919	3,852	251	303	0	441
5 Financial Plg & Analysis	0	53,422	3,616	236	284	0	413
Subtotal - Fin Plg & Analysis	0	53,422	3,616	236	284	0	413
8 Gen Acctng	0	34,240	2,318	151	182	0	265
8 Fixed Assets	0	0	0	0	0	0	0
8 Auditing Svcs	0	32,730	2,216	144	174	0	253
8 Fin Operations	0	8,156	552	36	43	0	63
Subtotal - Fin Reporting & Ops	0	75,126	5,086	331	399	0	581
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	6,130	415	27	33	0	47
10 Cost Accounting	0	6,595	446	29	35	0	51
10 Trust Funds Mgmt (TFM)	0	7,101	481	31	38	0	55
Subtotal - Fin Grants	0	19,826	1,342	87	106	0	153
11 Perf Mgmt Svcs	0	8,342	565	37	44	0	65
Subtotal - Fin Perform Mgmt	0	8,342	565	37	44	0	65
12 Treasury	0	25,892	1,753	114	137	0	200
Subtotal - Fin Treasury	0	25,892	1,753	114	137	0	200
13 Purchasing	0	42,900	2,904	189	228	0	332
Subtotal - Fin SPD	0	42,900	2,904	189	228	0	332
18 Franchise	0	15,189	1,028	67	81	0	117
Subtotal - ARA Regulatory	0	15,189	1,028	67	81	0	117
21 Enterprise Optns	0	0	0	0	0	0	0
Subtotal - HITS EIS	0	0	0	0	0	0	0
27 City Sec Svcs	0	17,316	1,172	76	92	0	134
Subtotal - City Secretary	0	17,316	1,172	76	92	0	134
28 City Council Svcs	0	196,533	13,304	866	1,043	0	1,520
Subtotal - City Council	0	196,533	13,304	866	1,043	0	1,520
29 Controller Fin Svcs	0	177,077	11,987	781	940	0	1,370
29 Controller Treasury	0	29,799	2,017	131	158	0	231
Subtotal - City Controller's	0	206,876	14,004	912	1,098	0	1,601
35 Design & Const	0	75,371	5,102	332	400	0	583
Subtotal - General Services	0	75,371	5,102	332	400	0	583
Total Incoming	0	793,712	53,728	3,498	4,215	0	6,140

C. Total Allocated	\$ 183,915,840	\$ 12,449,773	\$ 810,788	\$ 976,160	\$ 1,422,639		
		6.77%	0.44%	0.53%	0.77%		

B. Incoming Costs-(Default Spread Salary%)

Dept:3 Non-Departmental-Gen Gov

Department	First Incoming	Second Incoming	Gen Govt
3 Consulting Services	\$ 0	\$ 877	\$731
3 Interest Costs	0	47,437	39,533
3 Other Misc	0	8,605	7,171
Subtotal - Non-Dept-Gen Gov	0	56,919	47,435
5 Financial Plg & Analysis	0	53,422	44,521
Subtotal - Fin Plg & Analysis	0	53,422	44,521
8 Gen Acctng	0	34,240	28,535
8 Fixed Assets	0	0	0
8 Auditing Svcs	0	32,730	27,277
8 Fin Operations	0	8,156	6,797
Subtotal - Fin Reporting & Ops	0	75,126	62,609
9 Internal Controls	0	0	0
Subtotal - Fin Int Controls	0	0	0
10 Grants Mgmt	0	6,130	5,109
10 Cost Accounting	0	6,595	5,496
10 Trust Funds Mgmt (TFM)	0	7,101	5,918
Subtotal - Fin Grants	0	19,826	16,523
11 Perf Mgmt Svcs	0	8,342	6,952
Subtotal - Fin Perform Mgmt	0	8,342	6,952
12 Treasury	0	25,892	21,578
Subtotal - Fin Treasury	0	25,892	21,578
13 Purchasing	0	42,900	35,752
Subtotal - Fin SPD	0	42,900	35,752
18 Franchise	0	15,189	12,658
Subtotal - ARA Regulatory	0	15,189	12,658
21 Enterprise Optns	0	0	0
Subtotal - HITS EIS	0	0	0
27 City Sec Svcs	0	17,316	14,431
Subtotal - City Secretary	0	17,316	14,431
28 City Council Svcs	0	196,533	163,788
Subtotal - City Council	0	196,533	163,788
29 Controller Fin Svcs	0	177,077	147,573
29 Controller Treasury	0	29,799	24,834
Subtotal - City Controller's	0	206,876	172,407
35 Design & Const	0	75,371	62,813
Subtotal - General Services	0	75,371	62,813
Total Incoming	0	793,712	661,467

C. Total Allocated \$ 183,915,840 \$ 153,272,623

=====

83.34%

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	6.91	0.1860	\$ 24,717	\$ 0	\$ 24,717	\$ 107	\$ 24,824
05 Finance Financial Plg & Analys	12.62	0.3398	45,141	0	45,141	196	45,337
06 Finance City Council	4.92	0.1325	17,599	0	17,599	76	17,675
07 Finance Public Fin	5.71	0.1537	20,424	0	20,424	89	20,513
08 Finance Reporting & Ops	17.00	0.4577	60,808	0	60,808	264	61,072
09 Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10 Finance Grants	9.27	0.2496	33,159	0	33,159	144	33,303
11 Finance Rev Perform Mgmt	2.80	0.0754	10,016	0	10,016	43	10,059
12 Finance Treasury	4.00	0.1077	14,308	0	14,308	62	14,370
13 Finance Strat Purchasing	36.24	0.9756	129,629	0	129,629	562	130,191
14 ARA Director Office	8.14	0.2191	29,117	0	29,117	126	29,243
15 ARA Financial Services	6.00	0.1615	21,462	0	21,462	93	21,555
16 ARA Operations	80.83	2.1761	289,126	0	289,126	1,253	290,379
17 ARA Payroll Services	36.73	0.9888	131,382	0	131,382	569	131,951
18 ARA Regulatory	3.08	0.0829	11,017	0	11,017	48	11,065
23 Office Business Opportunity	33.96	0.9143	121,474	0	121,474	527	122,001
24 Mayor	34.28	0.9229	122,618	0	122,618	531	123,149
25 Human Resources	14.17	0.3815	50,686	0	50,686	220	50,906
26 Legal	102.68	2.7643	367,283	0	367,283	1,592	368,875
27 City Secretary	7.01	0.1887	25,074	0	25,074	109	25,183
28 City Council	72.84	1.9610	260,546	0	260,546	1,129	261,675
29 City Controller's Office	50.02	1.3466	178,920	0	178,920	776	179,696
30 Health Administration	44.38	1.1948	158,746	0	158,746	688	159,434
31 Planning & Dev Admin	8.01	0.2156	28,651	0	28,651	124	28,775
34 HPD Police Records	73.93	1.9903	264,445	0	264,445	1,146	265,591
35 General Services	136.11	3.6643	486,861	0	486,861	2,110	488,971
38 Police	755.78	20.3469	2,703,400	0	2,703,400	11,718	2,715,118
39 Dept of Neighborhoods	85.55	2.3032	306,010	0	306,010	1,326	307,336
40 Fire	89.41	2.4071	319,817	0	319,817	1,386	321,203
41 Municipal Court	241.11	6.4911	862,442	0	862,442	3,738	866,180
42 Solid Waste	417.48	11.2393	1,493,312	0	1,493,312	6,473	1,499,785
44 Housing & Community Dev	0.27	0.0073	966	0	966	4	970
45 Library	415.61	11.1889	1,486,623	0	1,486,623	6,444	1,493,067
46 Parks & Recreation	512.26	13.7909	1,832,337	0	1,832,337	7,942	1,840,279
47 Health Department	322.17	8.6734	1,152,391	0	1,152,391	4,995	1,157,386
50 Planning & Dev Other	16.36	0.4404	58,519	0	58,519	254	58,773
53 Finance Other	0.16	0.0043	572	0	572	2	574
57 ARA Other	33.06	0.8900	118,255	0	118,255	513	118,768
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	6.24	0.1680	22,320	0	22,320	97	22,417
71 HPW Other	7.37	0.1984	26,362	0	26,362	114	26,476
94 HITS OTHER	0.00	0.0000	0	0	0	0	0
Subtotal	3,714.47	100.0000	13,286,535	0	13,286,535	57,590	13,344,125
Direct Bills					0		0
Total					\$13,286,535		\$ 13,344,125

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	6.91	0.0544	\$ 190	\$ 0	\$ 190	\$ 1	\$ 191
05 Finance Financial Plg & Analys	12.62	0.0994	346	0	346	2	348
06 Finance City Council	4.92	0.0388	135	0	135	1	136
07 Finance Public Fin	5.71	0.0450	157	0	157	1	158
08 Finance Reporting & Ops	17.00	0.1339	467	0	467	2	469
09 Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10 Finance Grants	9.27	0.0730	254	0	254	1	255
11 Finance Rev Perform Mgmt	2.80	0.0221	77	0	77	0	77
12 Finance Treasury	4.00	0.0315	110	0	110	0	110
13 Finance Strat Purchasing	36.24	0.2855	995	0	995	4	999
14 ARA Director Office	8.14	0.0641	223	0	223	1	224
15 ARA Financial Services	6.00	0.0473	165	0	165	1	166
16 ARA Operations	80.83	0.6369	2,218	0	2,218	10	2,228
17 ARA Payroll Services	36.73	0.2894	1,008	0	1,008	4	1,012
18 ARA Regulatory	3.08	0.0243	85	0	85	0	85
23 Office Business Opportunity	33.96	0.2676	932	0	932	4	936
24 Mayor	34.28	0.2701	941	0	941	4	945
25 Human Resources	14.17	0.1116	389	0	389	2	391
26 Legal	102.68	0.8090	2,818	0	2,818	12	2,830
27 City Secretary	7.01	0.0552	192	0	192	1	193
28 City Council	72.84	0.5739	1,999	0	1,999	9	2,008
29 City Controller's Office	50.02	0.3941	1,373	0	1,373	6	1,379
30 Health Administration	44.38	0.3497	1,218	0	1,218	5	1,223
31 Planning & Dev Admin	8.01	0.0631	220	0	220	1	221
34 HPD Police Records	73.93	0.5825	2,029	0	2,029	9	2,038
35 General Services	136.11	1.0724	3,735	0	3,735	16	3,751
38 Police	6,007.16	47.3319	164,864	0	164,864	716	165,580
39 Dept of Neighborhoods	85.55	0.6741	2,348	0	2,348	10	2,358
40 Fire	3,815.12	30.0603	104,705	0	104,705	455	105,160
41 Municipal Court	241.11	1.8998	6,617	0	6,617	29	6,646
42 Solid Waste	417.48	3.2894	11,458	0	11,458	50	11,508
44 Housing & Community Dev	0.27	0.0021	7	0	7	0	7
45 Library	415.61	3.2747	11,406	0	11,406	50	11,456
46 Parks & Recreation	512.26	4.0362	14,059	0	14,059	61	14,120
47 Health Department	322.17	2.5385	8,842	0	8,842	38	8,880
50 Planning & Dev Other	16.36	0.1289	449	0	449	2	451
53 Finance Other	0.16	0.0013	4	0	4	0	4
57 ARA Other	33.06	0.2605	907	0	907	4	911
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	6.24	0.0492	171	0	171	1	172
71 HPW Other	7.37	0.0581	202	0	202	1	203
94 HITS OTHER	0.00	0.0000	0	0	0	0	0
Subtotal	12,691.56	100.0000	348,315	0	348,315	1,512	349,827
Direct Bills					0		0
Total	=====	=====	=====	=====	\$348,315	=====	\$ 349,827

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	52,290	2.6103	\$ 877	\$ 0	\$ 877	\$ 0	\$ 877
04 Finance Dir Office	1,979	0.0988	33	0	33	0	33
05 Finance Financial Plg & Analys	443	0.0221	7	0	7	0	7
06 Finance City Council	605	0.0302	10	0	10	0	10
07 Finance Public Fin	401	0.0200	7	0	7	0	7
08 Finance Reporting & Ops	1,773	0.0885	30	0	30	0	30
09 Finance Internal Controls	0	0.0000	0	0	0	0	0
10 Finance Grants	719	0.0359	12	0	12	0	12
11 Finance Rev Perform Mgmt	318	0.0159	5	0	5	0	5
12 Finance Treasury	1,591	0.0794	27	0	27	0	27
13 Finance Strat Purchasing	715	0.0357	12	0	12	0	12
14 ARA Director Office	4,183	0.2088	70	0	70	0	70
15 ARA Financial Services	451	0.0225	8	0	8	0	8
16 ARA Operations	4,539	0.2266	76	0	76	0	76
17 ARA Payroll Services	687	0.0343	12	0	12	0	12
18 ARA Regulatory	1,668	0.0833	28	0	28	0	28
23 Office Business Opportunity	4,336	0.2165	73	0	73	0	73
24 Mayor	5,163	0.2577	87	0	87	0	87
25 Human Resources	50,679	2.5299	850	0	850	4	854
26 Legal	6,292	0.3141	106	0	106	0	106
27 City Secretary	1,675	0.0836	28	0	28	0	28
28 City Council	25,924	1.2941	435	0	435	2	437
29 City Controller's Office	4,162	0.2078	70	0	70	0	70
30 Health Administration	19,347	0.9658	325	0	325	1	326
31 Planning & Dev Admin	1,665	0.0831	28	0	28	0	28
33 CIP Sal Rec HPW	2,887	0.1441	48	0	48	0	48
34 HPD Police Records	1,213	0.0606	20	0	20	0	20
35 General Services	36,257	1.8099	608	0	608	3	611
36 HEC	6,384	0.3187	107	0	107	0	107
38 Police	196,670	9.8177	3,299	0	3,299	15	3,314
39 Dept of Neighborhoods	7,166	0.3577	120	0	120	1	121
40 Fire	173,127	8.6424	2,904	0	2,904	13	2,917
41 Municipal Court	20,106	1.0037	337	0	337	1	338
42 Solid Waste	38,003	1.8971	637	0	637	3	640
43 Houston Airport System (HAS)	113,265	5.6541	1,900	0	1,900	8	1,908
44 Housing & Community Dev	57,815	2.8861	970	0	970	4	974
45 Library	17,064	0.8518	286	0	286	1	287
46 Parks & Recreation	91,902	4.5877	1,542	0	1,542	7	1,549
47 Health Department	213,017	10.6337	3,573	0	3,573	16	3,589
48 Convention & Entertainment	1,690	0.0844	28	0	28	0	28
49 Fleet Management	185,580	9.2641	3,113	0	3,113	14	3,127
50 Planning & Dev Other	3,190	0.1592	54	0	54	0	54
51 Planning & Dev Spec Rev	6,927	0.3458	116	0	116	1	117
52 General Debt	6,539	0.3264	110	0	110	0	110
53 Finance Other	14,726	0.7351	247	0	247	1	248
54 ARA Insurance	1,416	0.0707	24	0	24	0	24
55 ARA BARC	12,920	0.6450	217	0	217	1	218
56 ARA Parking	17,138	0.8555	287	0	287	1	288
57 ARA Other	11,858	0.5919	199	0	199	1	200
58 IT Public Services	0	0.0000	0	0	0	0	0
59 Legal Insurance	5,718	0.2854	96	0	96	0	96
60 Legal Wkr Comp	1,022	0.0510	17	0	17	0	17
61 Mayor Cable TV	2,171	0.1084	36	0	36	0	36
62 Mayor Other	17,604	0.8788	295	0	295	1	296
63 TIRZ	1,495	0.0746	25	0	25	0	25
64 HR Health Benefits	141,865	7.0818	2,380	0	2,380	11	2,391

Consulting Services Allocations

Dept:3 Non-Departmental-Gen Gov

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
65 HR Long Term Disability	75	0.0037	1	0	1	0	1
66 HPW Bldg Insp	39,929	1.9932	670	0	670	3	673
67 HPW Stormwater	18,158	0.9064	305	0	305	1	306
68 HPW DDSR	41,372	2.0653	694	0	694	3	697
69 HPW Water & Sewer	183,029	9.1367	3,070	0	3,070	14	3,084
70 HPW Houston Transtar	2,971	0.1483	50	0	50	0	50
71 HPW Other	34,596	1.7270	580	0	580	3	583
72 Houston Permit Center	7,724	0.3856	130	0	130	1	131
73 CIP S/R Planning	2	0.0001	0	0	0	0	0
74 CIP Sal Rec RE	1,233	0.0616	21	0	21	0	21
75 CIP S/R Engrg	1,449	0.0723	24	0	24	0	24
76 CIP S/R Constr	1,680	0.0839	28	0	28	0	28
77 CIP S/R Eng/Const	1,984	0.0990	33	0	33	0	33
78 CIP S/R Geo/Env	580	0.0290	10	0	10	0	10
79 CIP S/R Other	7,339	0.3664	123	0	123	1	124
80 CIP S/R GSD	1,585	0.0791	27	0	27	0	27
91 Hurricane Ike Aid & Recovery	99	0.0049	2	0	2	0	2
92 ARRA Reimbursement Fund	266	0.0133	4	0	4	0	4
93 HR-W.C.	16,004	0.7989	268	0	268	1	269
94 HITS OTHER	44,355	2.2142	744	0	744	3	747
95 Legal Other	455	0.0227	8	0	8	0	8
Subtotal	2,003,225	100.0000	33,603	0	33,603	145	33,748
Direct Bills					0		0
Total					\$33,603		\$ 33,748
	=====	=====	=====	=====	=====	=====	=====

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	83,444,401	4.4872	\$ 47,437	\$ 0	\$ 47,437	\$ 0	\$ 47,437
04 Finance Dir Office	1,917,585	0.1031	1,090	0	1,090	5	1,095
05 Finance Financial Plg & Analys	1,748,817	0.0940	994	0	994	5	999
06 Finance City Council	579,620	0.0312	330	0	330	2	332
07 Finance Public Fin	872,602	0.0469	496	0	496	2	498
08 Finance Reporting & Ops	3,085,677	0.1659	1,754	0	1,754	8	1,762
09 Finance Internal Controls	0	0.0000	0	0	0	0	0
10 Finance Grants	1,080,267	0.0581	614	0	614	3	617
11 Finance Rev Perform Mgmt	351,508	0.0189	200	0	200	1	201
12 Finance Treasury	1,705,702	0.0917	970	0	970	4	974
13 Finance Strat Purchasing	4,807,816	0.2585	2,733	0	2,733	12	2,745
14 ARA Director Office	2,139,732	0.1151	1,216	0	1,216	6	1,222
15 ARA Financial Services	830,305	0.0446	472	0	472	2	474
16 ARA Operations	6,658,736	0.3581	3,785	0	3,785	17	3,802
17 ARA Payroll Services	3,581,329	0.1926	2,036	0	2,036	9	2,045
18 ARA Regulatory	295,092	0.0159	168	0	168	1	169
23 Office Business Opportunity	3,480,775	0.1872	1,979	0	1,979	9	1,988
24 Mayor	4,530,543	0.2436	2,576	0	2,576	12	2,588
25 Human Resources	2,412,654	0.1297	1,372	0	1,372	6	1,378
26 Legal	14,468,457	0.7780	8,225	0	8,225	37	8,262
27 City Secretary	759,827	0.0409	432	0	432	2	434
28 City Council	8,656,245	0.4655	4,921	0	4,921	22	4,943
29 City Controller's Office	7,813,946	0.4202	4,442	0	4,442	20	4,462
30 Health Administration	13,827,000	0.7435	7,860	0	7,860	36	7,896
31 Planning & Dev Admin	1,407,871	0.0757	800	0	800	4	804
34 HPD Police Records	5,415,046	0.2912	3,078	0	3,078	14	3,092
35 General Services	38,580,241	2.0746	21,932	0	21,932	100	22,032
38 Police	893,865,708	48.0673	508,151	0	508,151	2,306	510,457
39 Dept of Neighborhoods	9,919,720	0.5334	5,639	0	5,639	26	5,665
40 Fire	482,537,804	25.9483	274,317	0	274,317	1,245	275,562
41 Municipal Court	27,079,450	1.4562	15,394	0	15,394	70	15,464
42 Solid Waste	82,086,229	4.4142	46,665	0	46,665	212	46,877
44 Housing & Community Dev	483,940	0.0260	275	0	275	1	276
45 Library	34,805,355	1.8716	19,786	0	19,786	90	19,876
46 Parks & Recreation	52,905,548	2.8450	30,076	0	30,076	136	30,212
47 Health Department	31,294,929	1.6829	17,791	0	17,791	81	17,872
49 Fleet Management	0	0.0000	0	0	0	0	0
50 Planning & Dev Other	1,784,211	0.0959	1,014	0	1,014	5	1,019
53 Finance Other	145,068	0.0078	82	0	82	0	82
55 ARA BARC	0	0.0000	0	0	0	0	0
57 ARA Other	3,763,006	0.2024	2,139	0	2,139	10	2,149
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	24,331,134	1.3084	13,832	0	13,832	63	13,895
94 HITS OTHER	157,786	0.0085	90	0	90	0	90
Subtotal	1,859,611,682	100.0000	1,057,163	0	1,057,163	4,582	1,061,745
Direct Bills					0		0
Total					\$1,057,163		\$ 1,061,745

Basis Units: FY2021 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	83,444,401	4.4872	\$ 8,605	\$ 0	\$ 8,605	\$ 0	\$ 8,605
04 Finance Dir Office	1,917,585	0.1031	198	0	198	1	199
05 Finance Financial Plg & Analys	1,748,817	0.0940	180	0	180	1	181
06 Finance City Council	579,620	0.0312	60	0	60	0	60
07 Finance Public Fin	872,602	0.0469	90	0	90	0	90
08 Finance Reporting & Ops	3,085,677	0.1659	318	0	318	1	319
10 Finance Grants	1,080,267	0.0581	111	0	111	1	112
11 Finance Rev Perform Mgmt	351,508	0.0189	36	0	36	0	36
12 Finance Treasury	1,705,702	0.0917	176	0	176	1	177
13 Finance Strat Purchasing	4,807,816	0.2585	496	0	496	2	498
14 ARA Director Office	2,139,732	0.1151	221	0	221	1	222
15 ARA Financial Services	830,305	0.0446	86	0	86	0	86
16 ARA Operations	6,658,736	0.3581	687	0	687	3	690
17 ARA Payroll Services	3,581,329	0.1926	369	0	369	2	371
18 ARA Regulatory	295,092	0.0159	30	0	30	0	30
23 Office Business Opportunity	3,480,775	0.1872	359	0	359	2	361
24 Mayor	4,530,543	0.2436	467	0	467	2	469
25 Human Resources	2,412,654	0.1297	249	0	249	1	250
26 Legal	14,468,457	0.7780	1,492	0	1,492	7	1,499
27 City Secretary	759,827	0.0409	78	0	78	0	78
28 City Council	8,656,245	0.4655	893	0	893	4	897
29 City Controller's Office	7,813,946	0.4202	806	0	806	4	810
30 Health Administration	13,827,000	0.7435	1,426	0	1,426	6	1,432
31 Planning & Dev Admin	1,407,871	0.0757	145	0	145	1	146
34 HPD Police Records	5,415,046	0.2912	558	0	558	3	561
35 General Services	38,580,241	2.0746	3,979	0	3,979	18	3,997
38 Police	893,865,708	48.0673	92,183	0	92,183	418	92,601
39 Dept of Neighborhoods	9,919,720	0.5334	1,023	0	1,023	5	1,028
40 Fire	482,537,804	25.9483	49,763	0	49,763	226	49,989
41 Municipal Court	27,079,450	1.4562	2,793	0	2,793	13	2,806
42 Solid Waste	82,086,229	4.4142	8,465	0	8,465	38	8,503
44 Housing & Community Dev	483,940	0.0260	50	0	50	0	50
45 Library	34,805,355	1.8716	3,589	0	3,589	16	3,605
46 Parks & Recreation	52,905,548	2.8450	5,456	0	5,456	25	5,481
47 Health Department	31,294,929	1.6829	3,227	0	3,227	15	3,242
49 Fleet Management	0	0.0000	0	0	0	0	0
50 Planning & Dev Other	1,784,211	0.0959	184	0	184	1	185
53 Finance Other	145,068	0.0078	15	0	15	0	15
55 ARA BARC	0	0.0000	0	0	0	0	0
57 ARA Other	3,763,006	0.2024	388	0	388	2	390
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	24,331,134	1.3084	2,509	0	2,509	11	2,520
94 HITS OTHER	157,786	0.0085	16	0	16	0	16
Subtotal	1,859,611,682	100.0000	191,776	0	191,776	831	192,607
Direct Bills					0		0
Total					\$191,776		\$ 192,607

Basis Units: FY2021 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	4,009	0.1550	\$ 19,220	\$ 0	\$ 19,220	\$ 83	\$ 19,303
25 Human Resources	9,005	0.3483	43,172	0	43,172	187	43,359
35 General Services	7,337	0.2838	35,175	0	35,175	152	35,327
38 Police	1,569,817	60.7133	7,526,054	0	7,526,054	32,620	7,558,674
39 Department of Neighborhoods	4,922	0.1904	23,597	0	23,597	102	23,699
40 Fire	399,410	15.4474	1,914,861	0	1,914,861	8,300	1,923,161
42 Solid Waste	433,190	16.7538	2,076,810	0	2,076,810	9,001	2,085,811
46 Parks & Recreation	126,807	4.9043	607,941	0	607,941	2,635	610,576
47 Health Department	31,124	1.2037	149,215	0	149,215	647	149,862
Subtotal	2,585,621	100.0000	12,396,045	0	12,396,045	53,728	12,449,773
Direct Bills					0		0
Total					\$12,396,045		\$ 12,449,773
	=====	=====	=====	=====	=====	=====	=====

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	\$ 44,849	\$ 0	\$ 44,849	\$ 194	\$ 45,043
28 City Council	16	88.8889	717,591	0	717,591	3,109	720,700
29 City Controller's Office	1	5.5556	44,849	0	44,849	194	45,043
Subtotal	18	100.0000	807,289	0	807,289	3,498	810,787
Direct Bills					0		0
Total					\$807,289		\$ 810,787
	=====	=====	=====	=====	=====	=====	=====

Basis Units: Number of elected officials
 Source: City Charter

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04 Finance Dir Office	6.91	0.0334	\$ 325	\$ 0	\$ 325	\$ 1	\$ 326
05 Finance Financial Plg & Analys	12.62	0.0610	593	0	593	3	596
06 Finance City Council	4.92	0.0238	231	0	231	1	232
07 Finance Public Fin	5.71	0.0276	268	0	268	1	269
08 Finance Reporting & Ops	17.00	0.0822	799	0	799	3	802
09 Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10 Finance Grants	9.27	0.0448	436	0	436	2	438
11 Finance Rev Perform Mgmnt	2.80	0.0135	132	0	132	1	133
12 Finance Treasury	4.00	0.0193	188	0	188	1	189
13 Finance Strat Purchasing	36.24	0.1752	1,703	0	1,703	7	1,710
14 ARA Director Office	8.14	0.0394	382	0	382	2	384
15 ARA Financial Services	6.00	0.0290	282	0	282	1	283
16 ARA Operations	80.83	0.3908	3,798	0	3,798	16	3,814
17 ARA Payroll Services	36.73	0.1776	1,726	0	1,726	7	1,733
18 ARA Regulatory	3.08	0.0149	145	0	145	1	146
23 Office Business Opportunity	35.96	0.1739	1,690	0	1,690	7	1,697
24 Mayor	34.28	0.1657	1,611	0	1,611	7	1,618
25 Human Resources	190.56	0.9213	8,954	0	8,954	39	8,993
26 Legal	102.68	0.4964	4,825	0	4,825	21	4,846
27 City Secretary	7.01	0.0339	329	0	329	1	330
28 City Council	72.84	0.3521	3,423	0	3,423	15	3,438
29 City Controller's Office	50.17	0.2425	2,357	0	2,357	10	2,367
30 Health Administration	44.38	0.2146	2,085	0	2,085	9	2,094
31 Planning & Dev Admin	8.01	0.0387	376	0	376	2	378
33 CIP Sal Rec HPW	40.81	0.1973	1,918	0	1,918	8	1,926
34 HPD Police Records	73.93	0.3574	3,474	0	3,474	15	3,489
35 General Services	211.81	1.0240	9,953	0	9,953	43	9,996
36 HEC	215.52	1.0419	10,127	0	10,127	44	10,171
38 Police	6,100.90	29.4951	286,676	0	286,676	1,243	287,919
39 Dept of Neighborhoods	115.99	0.5608	5,450	0	5,450	24	5,474
40 Fire	3,815.29	18.4452	179,277	0	179,277	777	180,054
41 Municipal Court	251.65	1.2166	11,825	0	11,825	51	11,876
42 Solid Waste	420.19	2.0314	19,744	0	19,744	86	19,830
43 Houston Airport System (HAS)	1,125.02	5.4390	52,864	0	52,864	229	53,093
44 Housing & Community Dev	305.71	1.4780	14,365	0	14,365	62	14,427
45 Library	427.01	2.0644	20,065	0	20,065	87	20,152
46 Parks & Recreation	601.03	2.9057	28,242	0	28,242	122	28,364
47 Health Department	1,266.11	6.1211	59,493	0	59,493	258	59,751
49 Fleet Management	362.37	1.7519	17,027	0	17,027	74	17,101
50 Planning & Dev Other	29.84	0.1443	1,402	0	1,402	6	1,408
51 Planning & Dev Spec Rev	47.34	0.2289	2,224	0	2,224	10	2,234
53 Finance Other	59.13	0.2859	2,778	0	2,778	12	2,790
54 ARA Insurance	4.34	0.0210	204	0	204	1	205
55 ARA BARC	105.46	0.5099	4,955	0	4,955	21	4,976
56 ARA Parking	67.98	0.3287	3,194	0	3,194	14	3,208
57 ARA Other	33.06	0.1598	1,553	0	1,553	7	1,560
58 IT Public Services	0.00	0.0000	0	0	0	0	0
59 Legal Insurance	45.85	0.2217	2,154	0	2,154	9	2,163
60 Legal Wkr Comp	1.58	0.0076	74	0	74	0	74
61 Mayor Cable TV	17.86	0.0863	839	0	839	4	843
62 Mayor Other	51.61	0.2495	2,425	0	2,425	11	2,436
63 TIRZ	6.24	0.0302	293	0	293	1	294
64 HR Health Benefits	39.32	0.1901	1,848	0	1,848	8	1,856
66 HPW Bldg Insp	589.19	2.8485	27,686	0	27,686	120	27,806
67 HPW Stormwater	309.29	1.4953	14,533	0	14,533	63	14,596
68 HPW DDSR	468.62	2.2656	22,020	0	22,020	95	22,115

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
69 HPW Water & Sewer	2,123.72	10.2672	99,792	0	99,792	433	100,225
70 HPW Houston Transtar	8.54	0.0413	401	0	401	2	403
71 HPW Other	7.52	0.0364	353	0	353	2	355
72 Houston Permit Center	29.04	0.1404	1,365	0	1,365	6	1,371
73 CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	44.14	0.2134	2,074	0	2,074	9	2,083
75 CIP S/R Engrg	63.02	0.3047	2,961	0	2,961	13	2,974
76 CIP S/R Constr	66.01	0.3191	3,102	0	3,102	13	3,115
77 CIP S/R Eng/Const	25.71	0.1243	1,208	0	1,208	5	1,213
78 CIP S/R Geo/Env	10.18	0.0492	478	0	478	2	480
79 CIP S/R Other	56.71	0.2742	2,665	0	2,665	12	2,677
80 CIP S/R GSD	36.66	0.1772	1,723	0	1,723	7	1,730
93 HR-W.C.	44.98	0.2175	2,114	0	2,114	9	2,123
94 HITS OTHER	178.04	0.8607	8,366	0	8,366	36	8,402
Subtotal	20,684.46	100.0000	971,942	0	971,942	4,215	976,157
Direct Bills					0		0
Total	=====	=====	=====	=====	\$971,942	=====	\$ 976,157

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	13.1794	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
14 ARA Director Office	22,950	11.7921	0	0	0	0	0
16 ARA Operations	10,820	5.5595	0	0	0	0	0
23 Office Business Opportunity	11,675	5.9988	0	0	0	0	0
24 Mayor	0	0.0000	0	0	0	0	0
25 Human Resources	31,605	16.2392	0	0	0	0	0
31 Planning & Dev Admin	30,542	15.6930	0	0	0	0	0
35 General Services	5,965	3.0649	0	0	0	0	0
41 Municipal Court	4,695	2.4124	0	0	0	0	0
42 Solid Waste	12,835	6.5948	0	0	0	0	0
94 HITS Other	35,725	18.3561	0	0	0	0	0
96 Other	2,160	1.1098	0	0	0	0	0
Subtotal	194,622	100.0000	0	0	0	0	0
Direct Bills					0		0
Total					\$0		\$ 0
	=====	=====	=====	=====	=====	=====	=====

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	1,011,923	71.4383	\$ 1,011,923	\$ 0	\$ 1,011,923	\$ 4,386	\$ 1,016,309
14 ARA Director Office	199,519	14.0854	199,519	0	199,519	865	200,384
23 Office Business Opportunity	45,000	3.1768	45,000	0	45,000	195	45,195
28 City Council	160,057	11.2995	160,057	0	160,057	694	160,751
Subtotal	1,416,499	100.0000	1,416,499	0	1,416,499	6,140	1,422,639
Direct Bills					0		0
Total	=====	=====	=====	=====	\$1,416,499	=====	\$ 1,422,639

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	877	47,437	8,605	0	0
04 Finance Director Office	24,824	191	33	1,095	199	0	0
05 Finance Financial Plg & Analys	45,337	348	7	999	181	0	0
06 Finance City Council	17,675	136	10	332	60	0	0
07 Finance Public Fin	20,513	158	7	498	90	0	0
08 Finance Reporting & Ops	61,072	469	30	1,762	319	0	0
09 Finance Internal Controls	0	0	0	0	0	0	0
10 Finance Grants	33,303	255	12	617	112	0	0
11 Finance Rev Perform Mgmt	10,059	77	5	201	36	0	0
12 Finance Treasury	14,370	110	27	974	177	0	0
13 Finance Strat Purchasing	130,191	999	12	2,745	498	0	0
14 ARA Director Office	29,243	224	70	1,222	222	19,303	0
15 ARA Financial Services	21,555	166	8	474	86	0	0
16 ARA Operations	290,379	2,228	76	3,802	690	0	0
17 ARA Payroll Services	131,951	1,012	12	2,045	371	0	0
18 ARA Regulatory	11,065	85	28	169	30	0	0
23 Office Business Opportunity	122,001	936	73	1,988	361	0	0
24 Mayor	123,149	945	87	2,588	469	0	45,043
25 Human Resources	50,906	391	854	1,378	250	43,359	0
26 Legal	368,875	2,830	106	8,262	1,499	0	0
27 City Secretary	25,183	193	28	434	78	0	0
28 City Council	261,675	2,008	437	4,943	897	0	720,700
29 City Controller's Office	179,696	1,379	70	4,462	810	0	45,043
30 Health Administration	159,434	1,223	326	7,896	1,432	0	0
31 Planning & Dev Admin	28,775	221	28	804	146	0	0
33 CIP Sal Rec HPW	0	0	48	0	0	0	0
34 HPD Police Records	265,591	2,038	20	3,092	561	0	0
35 General Services	488,971	3,751	611	22,032	3,997	35,327	0
36 HEC	0	0	107	0	0	0	0
38 Police	2,715,118	165,580	3,314	510,457	92,601	7,558,674	0
39 Dept of Neighborhoods	307,336	2,358	121	5,665	1,028	23,699	0
40 Fire	321,203	105,160	2,917	275,562	49,989	1,923,161	0
41 Municipal Court	866,180	6,646	338	15,464	2,806	0	0
42 Solid Waste	1,499,785	11,508	640	46,877	8,503	2,085,811	0
43 Houston Airport System (HAS)	0	0	1,908	0	0	0	0
44 Housing & Community Dev	970	7	974	276	50	0	0
45 Library	1,493,067	11,456	287	19,876	3,605	0	0
46 Parks & Recreation	1,840,279	14,120	1,549	30,212	5,481	610,576	0
47 Health Department	1,157,386	8,880	3,589	17,872	3,242	149,862	0
48 Convention & Entertainment	0	0	28	0	0	0	0
49 Fleet Management	0	0	3,127	0	0	0	0
50 Planning & Dev Other	58,773	451	54	1,019	185	0	0
51 Planning & Dev Spec Rev	0	0	117	0	0	0	0
52 General Debt	0	0	110	0	0	0	0
53 Finance Other	574	4	248	82	15	0	0
54 ARA Insurance	0	0	24	0	0	0	0
55 ARA BARC	0	0	218	0	0	0	0
56 ARA Parking	0	0	288	0	0	0	0
57 ARA Other	118,768	911	200	2,149	390	0	0
58 IT Public Services	0	0	0	0	0	0	0
59 Legal Insurance	0	0	96	0	0	0	0
60 Legal Wkr Comp	0	0	17	0	0	0	0
61 Mayor Cable TV	0	0	36	0	0	0	0
62 Mayor Other	0	0	296	0	0	0	0
63 TIRZ	22,417	172	25	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
64 HR Health Benefits	0	0	2,391	0	0	0	0
65 HR Long Term Disability	0	0	1	0	0	0	0
66 HPW Bldg Insp	0	0	673	0	0	0	0
67 HPW Stormwater	0	0	306	0	0	0	0
68 HPW DDSR	0	0	697	0	0	0	0
69 HPW Water & Sewer	0	0	3,084	0	0	0	0
70 HPW Houston Transtar	0	0	50	0	0	0	0
71 HPW Other	26,476	203	583	13,895	2,520	0	0
72 Houston Permit Center	0	0	131	0	0	0	0
73 CIP S/R Planning	0	0	0	0	0	0	0
74 CIP Sal Rec RE	0	0	21	0	0	0	0
75 CIP S/R Engrg	0	0	24	0	0	0	0
76 CIP S/R Constr	0	0	28	0	0	0	0
77 CIP S/R Eng/Const	0	0	33	0	0	0	0
78 CIP S/R Geo/Env	0	0	10	0	0	0	0
79 CIP S/R Other	0	0	124	0	0	0	0
80 CIP S/R GSD	0	0	27	0	0	0	0
91 Hurricane Ike Aid & Recovery	0	0	2	0	0	0	0
92 ARRA Reimbursement Fund	0	0	4	0	0	0	0
93 HR-W.C.	0	0	269	0	0	0	0
94 HITS Other	0	0	747	90	16	0	0
95 Legal Other	0	0	8	0	0	0	0
96 Other	0	0	0	0	0	0	0
Total	\$ 13,344,125	\$ 349,829	\$ 33,743	\$ 1,061,747	\$ 192,607	\$ 12,449,772	\$ 810,786

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	56,919
04 Finance Director Office	326	0	1,016,309	0	1,042,977
05 Finance Financial Plg & Analys	596	0	0	0	47,468
06 Finance City Council	232	0	0	0	18,445
07 Finance Public Fin	269	0	0	0	21,535
08 Finance Reporting & Ops	802	0	0	0	64,454
09 Finance Internal Controls	0	0	0	0	0
10 Finance Grants	438	0	0	0	34,737
11 Finance Rev Perform Mgmt	133	0	0	0	10,511
12 Finance Treasury	189	0	0	0	15,847
13 Finance Strat Purchasing	1,710	0	0	0	136,155
14 ARA Director Office	384	0	200,384	0	251,052
15 ARA Financial Services	283	0	0	0	22,572
16 ARA Operations	3,814	0	0	0	300,989
17 ARA Payroll Services	1,733	0	0	0	137,124
18 ARA Regulatory	146	0	0	0	11,523
23 Office Business Opportunity	1,697	0	45,195	0	172,251
24 Mayor	1,618	0	0	0	173,899
25 Human Resources	8,993	0	0	0	106,131
26 Legal	4,846	0	0	0	386,418
27 City Secretary	330	0	0	0	26,246
28 City Council	3,438	0	160,751	0	1,154,849
29 City Controller's Office	2,367	0	0	0	233,827
30 Health Administration	2,094	0	0	0	172,405
31 Planning & Dev Admin	378	0	0	0	30,352
33 CIP Sal Rec HPW	1,926	0	0	0	1,974
34 HPD Police Records	3,489	0	0	0	274,791
35 General Services	9,996	0	0	0	564,685
36 HEC	10,171	0	0	0	10,278
38 Police	287,919	0	0	0	11,333,663
39 Dept of Neighborhoods	5,474	0	0	0	347,484
40 Fire	180,054	0	0	0	2,858,046
41 Municipal Court	11,876	0	0	0	903,310
42 Solid Waste	19,830	0	0	0	3,672,954
43 Houston Airport System (HAS)	53,093	0	0	0	55,001
44 Housing & Community Dev	14,427	0	0	0	16,704
45 Library	20,152	0	0	0	1,548,443
46 Parks & Recreation	28,364	0	0	0	2,530,581
47 Health Department	59,751	0	0	0	1,400,582
48 Convention & Entertainment	0	0	0	0	28
49 Fleet Management	17,101	0	0	0	20,228
50 Planning & Dev Other	1,408	0	0	0	61,890
51 Planning & Dev Spec Rev	2,234	0	0	0	2,351
52 General Debt	0	0	0	0	110
53 Finance Other	2,790	0	0	0	3,713
54 ARA Insurance	205	0	0	0	229
55 ARA BARC	4,976	0	0	0	5,194
56 ARA Parking	3,208	0	0	0	3,496
57 ARA Other	1,560	0	0	0	123,978
58 IT Public Services	0	0	0	0	0
59 Legal Insurance	2,163	0	0	0	2,259
60 Legal Wkr Comp	74	0	0	0	91
61 Mayor Cable TV	843	0	0	0	879
62 Mayor Other	2,436	0	0	0	2,732
63 TIRZ	294	0	0	0	22,908

Allocation Summary

Dept:3 Non-Departmental-Gen Gov

Department	Non-Dept Legal	Walker Rent	Dept Specific	Gen Govt	Total
64 HR Health Benefits	1,856	0	0	0	4,247
65 HR Long Term Disability	0	0	0	0	1
66 HPW Bldg Insp	27,806	0	0	0	28,479
67 HPW Stormwater	14,596	0	0	0	14,902
68 HPW DDSR	22,115	0	0	0	22,812
69 HPW Water & Sewer	100,225	0	0	0	103,309
70 HPW Houston Transtar	403	0	0	0	453
71 HPW Other	355	0	0	0	44,032
72 Houston Permit Center	1,371	0	0	0	1,502
73 CIP S/R Planning	0	0	0	0	0
74 CIP Sal Rec RE	2,083	0	0	0	2,104
75 CIP S/R Engrg	2,974	0	0	0	2,998
76 CIP S/R Constr	3,115	0	0	0	3,143
77 CIP S/R Eng/Const	1,213	0	0	0	1,246
78 CIP S/R Geo/Env	480	0	0	0	490
79 CIP S/R Other	2,677	0	0	0	2,801
80 CIP S/R GSD	1,730	0	0	0	1,757
91 Hurricane Ike Aid & Recovery	0	0	0	0	2
92 ARRA Reimbursement Fund	0	0	0	0	4
93 HR-W.C.	2,123	0	0	0	2,392
94 HITS Other	8,402	0	0	0	9,255
95 Legal Other	0	0	0	0	8
96 Other	0	0	0	0	0
Total	\$ 976,154	\$ 0	\$ 1,422,639	\$ 0	\$ 30,643,205

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	630,679	0	630,679
Salary % Split			.00%	100.00%
Benefits	S	290,948	0	290,948
Subtotal - Personnel Costs		921,627	0	921,627
Services & Supplies Cost				
Supplies	S	4,283-	0	4,283-
Temp Personnel Svcs	S	0	0	0
Application Svcs	S	403,430	0	403,430
Intfd HR Client Svcs	S	100,490	0	100,490
Other Svcs	S	496,323	0	496,323
Subtotal - Services & Supplies		995,960	0	995,960
Department Cost Total		1,917,587	0	1,917,587
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		1,917,587	0	1,917,587
General Admin Distribution			0	0
Grand Total		\$ 1,917,587		\$ 1,917,587
		=====	=====	=====

B. Incoming Costs-(Default Spread Salary%)

Dept:4 Finance Dir Office

Department	First Incoming	Second Incoming	Finance Dept Admin
1 City Hall	\$ 53,277	\$ 0	\$ 53,277
1 City Hall Annex	1,810	0	1,810
Subtotal - Building Depn	55,087	0	55,087
3 Insurance Retirees	24,717	107	24,824
3 Memberships	190	1	191
3 Consulting Services	33	0	33
3 Interest Costs	1,090	5	1,095
3 Other Misc	198	1	199
3 Non-Dept. Legal Svcs/Lobby	325	1	326
3 Walker Rent	0	0	0
3 Dept Specific	1,011,923	4,386	1,016,309
Subtotal - Non-Dept-Gen Gov	1,038,476	4,502	1,042,978
5 Financial Plg & Analysis	0	2,022	2,022
Subtotal - Fin Plg & Analysis	0	2,022	2,022
8 Gen Acctng	0	1,296	1,296
8 Fixed Assets	0	0	0
8 Auditing Svcs	0	1,239	1,239
8 Fin Operations	0	170	170
Subtotal - Fin Reporting & Ops	0	2,705	2,705
9 Internal Controls	0	0	0
Subtotal - Fin Int Controls	0	0	0
10 Cost Accounting	0	137	137
10 Trust Funds Mgmt (TFM)	0	148	148
Subtotal - Fin Grants	0	285	285
11 Perf Mgmt Svcs	0	174	174
Subtotal - Fin Perform Mgmt	0	174	174
12 Treasury	0	595	595
Subtotal - Fin Treasury	0	595	595
13 Purchasing	0	425	425
Subtotal - Fin SPD	0	425	425
16 Mailroom	0	17,367	17,367
16 Records	0	220	220
16 3-1-1 Svcs	0	1,681	1,681
Subtotal - ARA Operations	0	19,268	19,268
17 Payroll Svcs	0	1,352	1,352
Subtotal - ARA Payroll Svcs	0	1,352	1,352
18 Franchise	0	349	349
Subtotal - ARA Regulatory	0	349	349
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	0	0
Subtotal - HITS EIS	0	0	0
23 Certification	0	416	416
23 Contract Compliance	0	15,736	15,736
23 Reporting & Analytics	0	927	927
23 Dept Services	0	25,224	25,224
23 External Affairs & Outreach	0	247	247
Subtotal - OBO	0	42,550	42,550
24 City Mayor Admin	0	1,234	1,234
24 Inter Gov Rel	0	205	205
Subtotal - Mayor	0	1,439	1,439
25 Selection	0	3,719	3,719
25 Personnel Svcs	0	547	547
Subtotal - Human Resources	0	4,266	4,266
26 Legal Svcs	0	740,584	740,584
26 Inspector General	0	25,732	25,732
Subtotal - Legal	0	766,316	766,316
27 City Sec Svcs	0	360	360
Subtotal - City Secretary	0	360	360
28 City Council Svcs	0	4,091	4,091
Subtotal - City Council	0	4,091	4,091
29 Controller Fin Svcs	0	6,702	6,702
29 Controller Treasury	0	620	620
Subtotal - City Controller's	0	7,322	7,322
35 Design & Const	0	0	0
35 Building Svcs	0	138,672	138,672
35 Utilities	0	55,938	55,938
35 Real Estate	0	30,586	30,586
Subtotal - General Services	0	225,196	225,196
Total Incoming	1,093,563	1,083,217	2,176,780
C. Total Allocated		\$ 4,094,367	\$ 4,094,367
			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	12.62	8.3196	\$ 250,516	\$ 0	\$ 250,516	\$ 90,119	\$ 340,635
06 Finance City Council	4.92	3.2435	97,665	0	97,665	35,134	132,799
07 Finance Public Fin	5.71	3.7643	113,347	0	113,347	40,775	154,122
08 Finance Reporting & Ops	17.00	11.2071	337,462	0	337,462	121,397	458,859
09 Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10 Finance Grants	9.27	6.1111	184,016	0	184,016	66,197	250,213
11 Finance Rev Perform Mgmt	2.80	1.8459	55,582	0	55,582	19,995	75,577
12 Finance Treasury	4.00	2.6370	79,403	0	79,403	28,564	107,967
13 Finance Strat Purchasing	36.24	23.8908	719,389	0	719,389	258,789	978,178
53 Finance Other	59.13	38.9808	1,173,771	0	1,173,771	422,247	1,596,018
Subtotal	151.69	100.0000	3,011,151	0	3,011,151	1,083,217	4,094,368
Direct Bills					0		0
Total					\$3,011,151		\$ 4,094,368
	=====	=====	=====	=====	=====	=====	=====

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	340,635	340,635
06 Finance City Council	132,799	132,799
07 Finance Public Fin	154,122	154,122
08 Finance Reporting & Ops	458,859	458,859
09 Finance Internal Controls	0	0
10 Finance Grants	250,213	250,213
11 Finance Rev Perform Mgmnt	75,577	75,577
12 Finance Treasury	107,967	107,967
13 Finance Strat Purchasing	978,178	978,178
53 Finance Other	1,596,018	1,596,018
Total	\$ 4,094,368 =====	\$ 4,094,368 =====

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	1,164,830	0	1,164,830
Salary % Split			.00%	100.00%
Benefits	S	560,001	0	560,001
Subtotal - Personnel Costs		1,724,830	0	1,724,830
Services & Supplies Cost				
Supplies	S	4,191	0	4,191
Services	S	19,796	0	19,796
Subtotal - Services & Supplies		23,987	0	23,987
Department Cost Total		1,748,817	0	1,748,817
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		1,748,817	0	1,748,817
General Admin Distribution			0	0
Grand Total		\$ 1,748,817		\$ 1,748,817
		=====	=====	=====

B. Incoming Costs-(Default Spread Salary%)

Dept:5 Fin Plg & Analysis

Department	First Incoming	Second Incoming	Financial Plg & Analysis
3 Insurance Retirees	\$ 45,141	\$ 196	\$ 45,337
3 Memberships	346	2	348
3 Consulting Services	7	0	7
3 Interest Costs	994	5	999
3 Other Misc	180	1	181
3 Non-Dept. Legal Svcs/Lobby	593	3	596
Subtotal - Non-Dept-Gen Gov	47,261	205	47,466
4 Finance Dept Admin	250,516	90,119	340,635
Subtotal - Fin Dir Office	250,516	90,119	340,635
5 Financial Plg & Analysis	0	453	453
Subtotal - Fin Plg & Analysis	0	453	453
8 Gen Acctng	0	290	290
8 Auditing Svcs	0	277	277
8 Fin Operations	0	155	155
Subtotal - Fin Reporting & Ops	0	722	722
9 Internal Controls	0	0	0
Subtotal - Fin Int Controls	0	0	0
10 Cost Accounting	0	125	125
10 Trust Funds Mgmt (TFM)	0	135	135
Subtotal - Fin Grants	0	260	260
11 Perf Mgmt Svcs	0	158	158
Subtotal - Fin Perform Mgmt	0	158	158
12 Treasury	0	543	543
Subtotal - Fin Treasury	0	543	543
13 Purchasing	0	0	0
Subtotal - Fin SPD	0	0	0
16 Records	0	402	402
Subtotal - ARA Operations	0	402	402
17 Payroll Svcs	0	2,469	2,469
Subtotal - ARA Payroll Svcs	0	2,469	2,469
18 Franchise	0	318	318
Subtotal - ARA Regulatory	0	318	318
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	760	760
23 External Affairs & Outreach	0	451	451
Subtotal - OBO	0	1,211	1,211
24 City Mayor Admin	0	2,255	2,255

B. Incoming Costs-(Default Spread Salary%)

Dept:5 Fin Plg & Analysis

Department	First Incoming	Second Incoming	Financial Plg & Analysis
24 Inter Gov Rel	\$ 0	\$ 375	\$ 375
Subtotal - Mayor	0	2,630	2,630
25 Personnel Svcs	0	999	999
Subtotal - Human Resources	0	999	999
27 City Sec Svcs	0	329	329
Subtotal - City Secretary	0	329	329
28 City Council Svcs	0	3,731	3,731
Subtotal - City Council	0	3,731	3,731
29 Controller Fin Svcs	0	1,500	1,500
29 Controller Treasury	0	566	566
Subtotal - City Controller's	0	2,066	2,066
Total Incoming	297,777	106,615	404,392
C. Total Allocated		\$ 2,153,209	\$ 2,153,209
	=====	=====	=====
			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	52,290	2.6103	\$ 53,422	\$ 0	\$ 53,422	\$ 0	\$ 53,422
04 Finance Dir Office	1,979	0.0988	2,022	0	2,022	0	2,022
05 Finance Financial Plg & Analys	443	0.0221	453	0	453	0	453
06 Finance City Council	605	0.0302	618	0	618	33	651
07 Finance Public Fin	401	0.0200	410	0	410	22	432
08 Finance Reporting & Ops	1,773	0.0885	1,811	0	1,811	97	1,908
09 Finance Internal Controls	0	0.0000	0	0	0	0	0
10 Finance Grants	719	0.0359	735	0	735	39	774
11 Finance Rev Perform Mgmnt	318	0.0159	325	0	325	17	342
12 Finance Treasury	1,591	0.0794	1,625	0	1,625	87	1,712
13 Finance Strat Purchasing	715	0.0357	730	0	730	39	769
14 ARA Director Office	4,183	0.2088	4,274	0	4,274	229	4,503
15 ARA Financial Services	451	0.0225	461	0	461	25	486
16 ARA Operations	4,539	0.2266	4,637	0	4,637	248	4,885
17 ARA Payroll Services	687	0.0343	702	0	702	38	740
18 ARA Regulatory	1,668	0.0833	1,704	0	1,704	91	1,795
23 Office Business Opportunity	4,336	0.2165	4,430	0	4,430	237	4,667
24 Mayor	5,163	0.2577	5,275	0	5,275	283	5,558
25 Human Resources	50,679	2.5299	51,776	0	51,776	2,773	54,549
26 Legal	6,292	0.3141	6,428	0	6,428	344	6,772
27 City Secretary	1,675	0.0836	1,711	0	1,711	92	1,803
28 City Council	25,924	1.2941	26,485	0	26,485	1,418	27,903
29 City Controller's Office	4,162	0.2078	4,252	0	4,252	228	4,480
30 Health Administration	19,347	0.9658	19,766	0	19,766	1,059	20,825
31 Planning & Dev Admin	1,665	0.0831	1,701	0	1,701	91	1,792
33 CIP Sal Rec HPW	2,887	0.1441	2,950	0	2,950	158	3,108
34 HPD Police Records	1,213	0.0606	1,239	0	1,239	66	1,305
35 General Services	36,257	1.8099	37,042	0	37,042	1,984	39,026
36 HEC	6,384	0.3187	6,522	0	6,522	349	6,871
38 Police	196,670	9.8177	200,928	0	200,928	10,761	211,689
39 Dept of Neighborhoods	7,166	0.3577	7,321	0	7,321	392	7,713
40 Fire	173,127	8.6424	176,875	0	176,875	9,473	186,348
41 Municipal Court	20,106	1.0037	20,541	0	20,541	1,100	21,641
42 Solid Waste	38,003	1.8971	38,826	0	38,826	2,079	40,905
43 Houston Airport System (HAS)	113,265	5.6541	115,717	0	115,717	6,197	121,914
44 Housing & Community Dev	57,815	2.8861	59,067	0	59,067	3,163	62,230
45 Library	17,064	0.8518	17,433	0	17,433	934	18,367
46 Parks & Recreation	91,902	4.5877	93,892	0	93,892	5,029	98,921
47 Health Department	213,017	10.6337	217,629	0	217,629	11,656	229,285
48 Convention & Entertainment	1,690	0.0844	1,727	0	1,727	92	1,819
49 Fleet Management	185,580	9.2641	189,598	0	189,598	10,154	199,752
50 Planning & Dev Other	3,190	0.1592	3,259	0	3,259	175	3,434
51 Planning & Dev Spec Rev	6,927	0.3458	7,077	0	7,077	379	7,456
52 General Debt	6,539	0.3264	6,681	0	6,681	358	7,039
53 Finance Other	14,726	0.7351	15,045	0	15,045	806	15,851
54 ARA Insurance	1,416	0.0707	1,447	0	1,447	77	1,524
55 ARA BARC	12,920	0.6450	13,200	0	13,200	707	13,907
56 ARA Parking	17,138	0.8555	17,509	0	17,509	938	18,447
57 ARA Other	11,858	0.5919	12,115	0	12,115	649	12,764
58 IT Public Services	0	0.0000	0	0	0	0	0
59 Legal Insurance	5,718	0.2854	5,842	0	5,842	313	6,155
60 Legal Wkr Comp	1,022	0.0510	1,044	0	1,044	56	1,100
61 Mayor Cable TV	2,171	0.1084	2,218	0	2,218	119	2,337
62 Mayor Other	17,604	0.8788	17,985	0	17,985	963	18,948
63 TIRZ	1,495	0.0746	1,527	0	1,527	82	1,609
64 HR Health Benefits	141,865	7.0818	144,936	0	144,936	7,762	152,698

Financial Plg & Analysis Allocations

Dept:5 Fin Plg & Analysis

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
65 HR Long Term Disability	75	0.0037	77	0	77	4	81
66 HPW Bldg Insp	39,929	1.9932	40,793	0	40,793	2,185	42,978
67 HPW Stormwater	18,158	0.9064	18,551	0	18,551	994	19,545
68 HPW DDSR	41,372	2.0653	42,268	0	42,268	2,264	44,532
69 HPW Water & Sewer	183,029	9.1367	186,992	0	186,992	10,015	197,007
70 HPW Houston Transtar	2,971	0.1483	3,035	0	3,035	163	3,198
71 HPW Other	34,596	1.7270	35,345	0	35,345	1,893	37,238
72 Houston Permit Center	7,724	0.3856	7,891	0	7,891	423	8,314
73 CIP S/R Planning	2	0.0001	2	0	2	0	2
74 CIP Sal Rec RE	1,233	0.0616	1,260	0	1,260	67	1,327
75 CIP S/R Engrg	1,449	0.0723	1,480	0	1,480	79	1,559
76 CIP S/R Constr	1,680	0.0839	1,716	0	1,716	92	1,808
77 CIP S/R Eng/Const	1,984	0.0990	2,027	0	2,027	109	2,136
78 CIP S/R Geo/Env	580	0.0290	593	0	593	32	625
79 CIP S/R Other	7,339	0.3664	7,498	0	7,498	402	7,900
80 CIP S/R GSD	1,585	0.0791	1,619	0	1,619	87	1,706
91 Hurricane Ike Aid & Recovery	99	0.0049	101	0	101	5	106
92 ARRA Reimbursement Fund	266	0.0133	272	0	272	15	287
93 HR-W.C.	16,004	0.7989	16,350	0	16,350	876	17,226
94 HITS OTHER	44,355	2.2142	45,315	0	45,315	2,427	47,742
95 Legal Other	455	0.0227	465	0	465	25	490
Subtotal	2,003,225	100.0000	2,046,595	0	2,046,595	106,615	2,153,210
Direct Bills					0		0
Total					\$2,046,595		\$ 2,153,210
	=====	=====	=====	=====	=====	=====	=====

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	53,422	53,422
04 Finance Dir Office	2,022	2,022
05 Finance Financial Plg & Analys	453	453
06 Finance City Council	651	651
07 Finance Public Fin	432	432
08 Finance Reporting & Ops	1,908	1,908
09 Finance Internal Controls	0	0
10 Finance Grants	774	774
11 Finance Rev Perform Mgmt	342	342
12 Finance Treasury	1,712	1,712
13 Finance Strat Purchasing	769	769
14 ARA Director Office	4,503	4,503
15 ARA Financial Services	486	486
16 ARA Operations	4,885	4,885
17 ARA Payroll Services	740	740
18 ARA Regulatory	1,795	1,795
23 Office Business Opportunity	4,667	4,667
24 Mayor	5,558	5,558
25 Human Resources	54,549	54,549
26 Legal	6,772	6,772
27 City Secretary	1,803	1,803
28 City Council	27,903	27,903
29 City Controller's Office	4,480	4,480
30 Health Administration	20,825	20,825
31 Planning & Dev Admin	1,792	1,792
33 CIP Sal Rec HPW	3,108	3,108
34 HPD Police Records	1,305	1,305
35 General Services	39,026	39,026
36 HEC	6,871	6,871
38 Police	211,689	211,689
39 Dept of Neighborhoods	7,713	7,713
40 Fire	186,348	186,348
41 Municipal Court	21,641	21,641
42 Solid Waste	40,905	40,905
43 Houston Airport System (HAS)	121,914	121,914
44 Housing & Community Dev	62,230	62,230
45 Library	18,367	18,367
46 Parks & Recreation	98,921	98,921
47 Health Department	229,285	229,285
48 Convention & Entertainment	1,819	1,819
49 Fleet Management	199,752	199,752
50 Planning & Dev Other	3,434	3,434
51 Planning & Dev Spec Rev	7,456	7,456
52 General Debt	7,039	7,039
53 Finance Other	15,851	15,851
54 ARA Insurance	1,524	1,524
55 ARA BARC	13,907	13,907
56 ARA Parking	18,447	18,447
57 ARA Other	12,764	12,764
58 IT Public Services	0	0
59 Legal Insurance	6,155	6,155
60 Legal Wkr Comp	1,100	1,100
61 Mayor Cable TV	2,337	2,337
62 Mayor Other	18,948	18,948
63 TIRZ	1,609	1,609
64 HR Health Benefits	152,698	152,698
65 HR Long Term Disability	81	81

Allocation Summary

Dept:5 Fin Plg & Analysis

Department	Financial Plg & Analysis	Total
66 HPW Bldg Insp	42,978	42,978
67 HPW Stormwater	19,545	19,545
68 HPW DDSR	44,532	44,532
69 HPW Water & Sewer	197,007	197,007
70 HPW Houston Transtar	3,198	3,198
71 HPW Other	37,238	37,238
72 Houston Permit Center	8,314	8,314
73 CIP S/R Planning	2	2
74 CIP Sal Rec RE	1,327	1,327
75 CIP S/R Engrg	1,559	1,559
76 CIP S/R Constr	1,808	1,808
77 CIP S/R Eng/Const	2,136	2,136
78 CIP S/R Geo/Env	625	625
79 CIP S/R Other	7,900	7,900
80 CIP S/R GSD	1,706	1,706
91 Hurricane Ike Aid & Recovery	106	106
92 ARRA Reimbursement Fund	287	287
93 HR-W.C.	17,226	17,226
94 HITS OTHER	47,742	47,742
95 Legal Other	490	490
Total	<u>\$ 2,153,213</u> =====	<u>\$ 2,153,213</u> =====

**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	357,431	0	357,431
Salary % Split			.00%	100.00%
Benefits	S	176,987	0	176,987
Subtotal - Personnel Costs		<u>534,418</u>	<u>0</u>	<u>534,418</u>
Services & Supplies Cost				
Supplies	S	1,570	0	1,570
Services	S	12,585	0	12,585
Intfd HR Client Svcs	S	31,049	0	31,049
Subtotal - Services & Supplies		<u>45,204</u>	<u>0</u>	<u>45,204</u>
Department Cost Total		579,622	0	579,622
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		579,622	0	579,622
General Admin Distribution			0	0
Grand Total		<u>\$ 579,622</u> =====	<u>0</u> =====	<u>\$ 579,622</u> =====

B. Incoming Costs-(Default Spread Salary%)

Dept:6 Finance City Council

Department	First Incoming	Second Incoming	Fin City Council Support
3 Insurance Retirees	\$ 17,599	\$ 76	\$ 17,675
3 Memberships	135	1	136
3 Consulting Services	10	0	10
3 Interest Costs	330	2	332
3 Other Misc	60	0	60
3 Non-Dept. Legal Svcs/Lobby	231	1	232
Subtotal - Non-Dept-Gen Gov	18,365	80	18,445
4 Finance Dept Admin	97,665	35,134	132,799
Subtotal - Fin Dir Office	97,665	35,134	132,799
5 Financial Plg & Analysis	618	33	651
Subtotal - Fin Plg & Analysis	618	33	651
8 Gen Acctng	0	396	396
8 Auditing Svcs	0	379	379
8 Fin Operations	0	51	51
Subtotal - Fin Reporting & Ops	0	826	826
9 Internal Controls	0	0	0
Subtotal - Fin Int Controls	0	0	0
10 Cost Accounting	0	41	41
10 Trust Funds Mgmt (TFM)	0	45	45
Subtotal - Fin Grants	0	86	86
11 Perf Mgmt Svcs	0	52	52
Subtotal - Fin Perform Mgmt	0	52	52
12 Treasury	0	180	180
Subtotal - Fin Treasury	0	180	180
13 Purchasing	0	4,248	4,248
Subtotal - Fin SPD	0	4,248	4,248
16 Records	0	157	157
Subtotal - ARA Operations	0	157	157
17 Payroll Svcs	0	963	963
Subtotal - ARA Payroll Svcs	0	963	963
18 Franchise	0	106	106
Subtotal - ARA Regulatory	0	106	106
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	296	296
23 External Affairs & Outreach	0	176	176
Subtotal - OBO	0	472	472
24 City Mayor Admin	0	879	879

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	\$ 146	\$ 146
Subtotal - Mayor	0	1,025	1,025
25 Personnel Svcs	0	390	390
Subtotal - Human Resources	0	390	390
27 City Sec Svcs	0	109	109
Subtotal - City Secretary	0	109	109
28 City Council Svcs	0	1,237	1,237
Subtotal - City Council	0	1,237	1,237
29 Controller Fin Svcs	0	2,049	2,049
29 Controller Treasury	0	187	187
Subtotal - City Controller's	0	2,236	2,236
Total Incoming	116,648	47,333	163,981
C. Total Allocated		\$ 743,603	\$ 743,603
	=====	=====	=====
			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	\$ 696,270	\$ 0	\$ 696,270	\$ 47,333	\$ 743,603
Subtotal	100	100.0000	696,270	0	696,270	47,333	743,603
Direct Bills					0		0
Total					\$696,270		\$ 743,603

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	743,603	743,603
Total	<u>\$ 743,603</u> =====	<u>\$ 743,603</u> =====

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	574,309	0	273,552	300,757
Salary % Split			.00%	47.63%	52.37%
Benefits	S	276,831	0	131,855	144,977
Subtotal - Personnel Costs		851,140	0	405,407	445,734
Services & Supplies Cost					
Supplies	S	164	0	78	86
Services	S	21,297	0	10,144	11,153
Deduct Direct Bill(Personnel)	P	22,862-		22,862-	0
Subtotal - Services & Supplies		1,401-	0	12,640-	11,239
Department Cost Total		849,739	0	392,767	456,973
Adjustments to Cost					
Subtotal - Adjustments		0	0	0	0
Total Costs After Adjustments		849,739	0	392,767	456,973
Subtotal - Adjustments		0	0	0	0
Grand Total		\$ 849,739	0	\$ 392,767	\$ 456,973

B. Incoming Costs-(Default Spread Salary%)

Dept:7 Finance Public Fin

Department	First Incoming	Second Incoming	Debt Svc	Capital Projects
3 Insurance Retirees	\$ 20,424	\$ 89	\$ 9,770	\$ 10,742
3 Memberships	157	1	75	83
3 Consulting Services	7	0	3	4
3 Interest Costs	496	2	237	261
3 Other Misc	90	0	43	47
3 Non-Dept. Legal Svcs/Lobby	268	1	128	141
Subtotal - Non-Dept-Gen Gov	21,442	93	10,257	11,278
4 Finance Dept Admin	113,347	40,775	73,411	80,711
Subtotal - Fin Dir Office	113,347	40,775	73,411	80,711
5 Financial Plg & Analysis	410	22	206	226
Subtotal - Fin Plg & Analysis	410	22	206	226
8 Gen Acctng	0	263	125	138
8 Auditing Svcs	0	251	120	131
8 Fin Operations	0	77	37	40
Subtotal - Fin Reporting & Ops	0	591	282	309
9 Internal Controls	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0
10 Cost Accounting	0	62	30	32
10 Trust Funds Mgmt (TFM)	0	67	32	35
Subtotal - Fin Grants	0	129	61	68
11 Perf Mgmt Svcs	0	79	38	41
Subtotal - Fin Perform Mgmt	0	79	38	41
12 Treasury	0	271	129	142
Subtotal - Fin Treasury	0	271	129	142
13 Purchasing	0	0	0	0
Subtotal - Fin SPD	0	0	0	0
16 Records	0	182	87	95
Subtotal - ARA Operations	0	182	87	95
17 Payroll Svcs	0	1,117	532	585
Subtotal - ARA Payroll Svcs	0	1,117	532	585
18 Franchise	0	159	76	83
Subtotal - ARA Regulatory	0	159	76	83
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	344	164	180
23 External Affairs & Outreach	0	204	97	107
Subtotal - OBO	0	548	261	287
24 City Mayor Admin	0	1,020	486	534

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	\$ 169	\$ 81	\$ 89
Subtotal - Mayor	0	1,189	566	623
25 Personnel Svcs	0	452	215	237
Subtotal - Human Resources	0	452	215	237
27 City Sec Svcs	0	164	78	86
Subtotal - City Secretary	0	164	78	86
28 City Council Svcs	0	1,862	887	975
Subtotal - City Council	0	1,862	887	975
29 Controller Fin Svcs	0	1,358	647	711
29 Controller Treasury	0	282	134	148
Subtotal - City Controller's	0	1,640	781	859
Total Incoming	135,199	49,273	87,867	96,605
C. Total Allocated		\$ 1,034,211	\$ 480,634	\$ 553,578
			46.47%	53.53%

Debt Svc Allocations

Dept:7 Finance Public Fin

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
38 Police	6.10	6.1000	\$ 27,887	\$ 0	\$ 27,887	\$ 1,432	\$ 29,319
40 Fire	3.86	3.8600	17,647	0	17,647	906	18,553
42 Solid Waste	2.64	2.6400	12,069	0	12,069	620	12,689
43 Houston Airport System (HAS)	22.0	22.0000	100,576	0	100,576	5,163	105,739
44 Housing & Community Dev	0.20	0.2000	914	0	914	47	961
45 Library	2.00	2.0000	9,143	0	9,143	469	9,612
46 Parks & Recreation	6.30	6.3000	28,801	0	28,801	1,479	30,280
47 Health Department	3.00	3.0000	13,715	0	13,715	704	14,419
48 Covention & Entertainment	4.20	4.2000	19,201	0	19,201	986	20,187
69 HPW Water & Sewer	49.70	49.7000	227,211	0	227,211	11,664	238,875
Subtotal	100	100.0000	457,164	0	457,164	23,470	480,634
Direct Bills					0		0
Total					\$457,164		\$ 480,634
	=====	=====	=====	=====	=====	=====	=====

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	\$ 62,648	\$ 0	\$ 62,648	\$ 3,089	\$ 65,737
32 HPW Admin Indirect	11.875	11.8703	62,648	0	62,648	3,089	65,737
38 Police	11.875	11.8703	62,648	0	62,648	3,089	65,737
40 HFD	11.875	11.8703	62,648	0	62,648	3,089	65,737
42 Solid Waste	11.875	11.8703	62,648	0	62,648	3,089	65,737
43 Houston Airport System (HAS)	5.00	4.9980	26,378	0	26,378	1,301	27,679
44 Housing & Community Dev	11.875	11.8703	62,648	0	62,648	3,089	65,737
45 Library	11.875	11.8703	62,648	0	62,648	3,089	65,737
46 Parks & Recreation	11.875	11.8703	62,648	0	62,648	3,089	65,737
Subtotal	100	100.0000	527,562	0	527,562	26,016	553,578
Direct Bills					0		0
Total					\$527,562		\$ 553,578
	=====	=====	=====	=====	=====	=====	=====

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	65,737	65,737
32 HPW Admin Indirect	0	65,737	65,737
38 Police	29,319	65,737	95,056
40 HFD	18,553	65,737	84,290
42 Solid Waste	12,689	65,737	78,426
43 Houston Airport System (HAS)	105,739	27,679	133,418
44 Housing & Community Dev	961	65,737	66,698
45 Library	9,612	65,737	75,349
46 Parks & Recreation	30,280	65,737	96,017
47 Health Department	14,419	0	14,419
48 Covention & Entertainment	20,187	0	20,187
69 HPW Water & Sewer	238,875	0	238,875
Total	<u>\$ 480,634</u> =====	<u>\$ 553,575</u> =====	<u>\$ 1,034,209</u> =====

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, financial operations, and fixed assets. This includes establishing and updating accounting policies, fixed assets, financial operations and coordinating the annual external audit. Costs are identified and allocated as follows:

- **General Accounting** – Costs of the General Accounting division are allocated based upon number of revenues, expenditures, and purchasing transactions.
- **Fixed Assets** – Costs associated with fixed assets are allocated based upon the number of fixed and controlled assets.
- **Auditing Services** – Costs associated with the annual audit for all funds excluding enterprise are allocated based upon number of revenues, expenditures, 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.

A. Department Costs

Dept:8 Finance Reporting & Ops

Description	Amount	General Admin	Gen Acctng	Fixed Assets	Auditing Svcs
Personnel Costs					
Salaries	S1 1,154,456	0	692,196	258,919	0
Salary % Split		.00%	59.96%	22.43%	.00%
Benefits	S 592,963	0	334,472	125,113	0
Subtotal - Personnel Costs	1,747,419	0	1,026,668	384,032	0
Services & Supplies Cost					
Supplies	P 2,168	0	650	243	0
Services	P 58,394	0	42,498	15,897	0
Audit	P 1,277,697	0	0	0	1,067,366
Subtotal - Services & Supplies	1,338,259	0	43,148	16,140	1,067,366
Department Cost Total	3,085,678	0	1,069,816	400,172	1,067,366
Adjustments to Cost					
Subtotal - Adjustments		0	0	0	0
Total Costs After Adjustments	3,085,678	0	1,069,816	400,172	1,067,366
General Admin Distribution		0	0	0	0
Grand Total	\$ 3,085,678		\$ 1,069,816	\$ 400,172	\$ 1,067,366
	=====	=====	=====	=====	=====

A. Department Costs

Dept:8 Finance Reporting & Ops

Description		Amount	Auditing Svcs - Enterprise	Fin Operations
Personnel Costs				
Salaries	S1	1,154,456	0	203,341
Salary % Split			.00%	17.61%
Benefits	S	592,963	0	133,378
Subtotal - Personnel Costs		<u>1,747,419</u>	<u>0</u>	<u>336,719</u>
Services & Supplies Cost				
Supplies	P	2,168	0	1,275
Services	P	58,394	0	0
Audit	P	1,277,697	210,331	0
Subtotal - Services & Supplies		<u>1,338,259</u>	<u>210,331</u>	<u>1,275</u>
Department Cost Total		3,085,678	210,331	337,994
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		3,085,678	210,331	337,994
General Admin Distribution			0	0
Grand Total		<u>\$ 3,085,678</u>	<u>\$ 210,331</u>	<u>\$ 337,994</u>
		=====	=====	=====

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	\$ 60,808	\$ 264	\$ 36,618	\$ 13,697	\$ 0
3 Memberships	467	2	281	105	0
3 Consulting Services	30	0	18	7	0
3 Interest Costs	1,754	8	1,056	395	0
3 Other Misc	318	1	192	72	0
3 Non-Dept. Legal Svcs/Lobby	799	3	481	180	0
Subtotal - Non-Dept-Gen Gov	64,176	279	38,646	14,456	0
4 Finance Dept Admin	337,462	121,397	275,125	102,912	0
Subtotal - Fin Dir Office	337,462	121,397	275,125	102,912	0
5 Financial Plg & Analysis	1,811	97	1,144	428	0
Subtotal - Fin Plg & Analysis	1,811	97	1,144	428	0
8 Gen Acctng	0	1,161	696	260	0
8 Auditing Svcs	0	1,110	666	249	0
8 Fin Operations	0	273	164	61	0
Subtotal - Fin Reporting & Ops	0	2,544	1,525	571	0
9 Internal Controls	0	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0	0
10 Cost Accounting	0	221	133	50	0
10 Trust Funds Mgmt (TFM)	0	238	143	53	0
Subtotal - Fin Grants	0	459	275	103	0
11 Perf Mgmt Svcs	0	279	167	63	0
Subtotal - Fin Perform Mgmt	0	279	167	63	0
12 Treasury	0	957	574	215	0
Subtotal - Fin Treasury	0	957	574	215	0
13 Purchasing	0	2,973	1,783	667	0
Subtotal - Fin SPD	0	2,973	1,783	667	0
16 Records	0	541	324	121	0
Subtotal - ARA Operations	0	541	324	121	0
17 Payroll Svcs	0	3,326	1,994	746	0
Subtotal - ARA Payroll Svcs	0	3,326	1,994	746	0
18 Franchise	0	562	337	126	0
Subtotal - ARA Regulatory	0	562	337	126	0
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	1,024	614	230	0
23 External Affairs & Outreach	0	608	365	136	0
Subtotal - OBO	0	1,632	979	366	0
24 City Mayor Admin	0	3,037	1,821	681	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	\$ 505	\$ 303	\$ 113	\$ 0
Subtotal - Mayor	0	3,542	2,124	794	0
25 Personnel Svcs	0	1,346	807	302	0
Subtotal - Human Resources	0	1,346	807	302	0
27 City Sec Svcs	0	580	348	130	0
Subtotal - City Secretary	0	580	348	130	0
28 City Council Svcs	0	6,583	3,947	1,476	0
Subtotal - City Council	0	6,583	3,947	1,476	0
29 Controller Fin Svcs	0	6,004	3,600	1,347	0
29 Controller Treasury	0	998	598	224	0
Subtotal - City Controller's	0	7,002	4,198	1,570	0
Total Incoming	403,449	154,098	334,298	125,046	0
C. Total Allocated		\$ 3,643,225	\$ 1,404,114	\$ 525,218	\$ 1,067,366
			38.54%	14.42%	29.30%

B. Incoming Costs-(Default Spread Salary%)

Dept:8 Finance Reporting & Ops

Department	First Incoming	Second Incoming	Auditing Svcs - Enterprise	Fin Operations
3 Insurance Retirees	\$ 60,808	\$ 264	\$ 0	\$ 10,757
3 Memberships	467	2	0	83
3 Consulting Services	30	0	0	5
3 Interest Costs	1,754	8	0	310
3 Other Misc	318	1	0	56
3 Non-Dept. Legal Svcs/Lobby	799	3	0	141
Subtotal - Non-Dept-Gen Gov	64,176	279	0	11,353
4 Finance Dept Admin	337,462	121,397	0	80,822
Subtotal - Fin Dir Office	337,462	121,397	0	80,822
5 Financial Plg & Analysis	1,811	97	0	336
Subtotal - Fin Plg & Analysis	1,811	97	0	336
8 Gen Acctng	0	1,161	0	204
8 Auditing Svcs	0	1,110	0	196
8 Fin Operations	0	273	0	48
Subtotal - Fin Reporting & Ops	0	2,544	0	448
9 Internal Controls	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0
10 Cost Accounting	0	221	0	39
10 Trust Funds Mgmt (TFM)	0	238	0	42
Subtotal - Fin Grants	0	459	0	81
11 Perf Mgmt Svcs	0	279	0	49
Subtotal - Fin Perform Mgmt	0	279	0	49
12 Treasury	0	957	0	169
Subtotal - Fin Treasury	0	957	0	169
13 Purchasing	0	2,973	0	524
Subtotal - Fin SPD	0	2,973	0	524
16 Records	0	541	0	95
Subtotal - ARA Operations	0	541	0	95
17 Payroll Svcs	0	3,326	0	586
Subtotal - ARA Payroll Svcs	0	3,326	0	586
18 Franchise	0	562	0	99
Subtotal - ARA Regulatory	0	562	0	99
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	1,024	0	180
23 External Affairs & Outreach	0	608	0	107
Subtotal - OBO	0	1,632	0	287
24 City Mayor Admin	0	3,037	0	535

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	\$ 505	\$ 0	\$ 89
Subtotal - Mayor	0	3,542	0	624
25 Personnel Svcs	0	1,346	0	237
Subtotal - Human Resources	0	1,346	0	237
27 City Sec Svcs	0	580	0	102
Subtotal - City Secretary	0	580	0	102
28 City Council Svcs	0	6,583	0	1,160
Subtotal - City Council	0	6,583	0	1,160
29 Controller Fin Svcs	0	6,004	0	1,058
29 Controller Treasury	0	998	0	176
Subtotal - City Controller's	0	7,002	0	1,233
Total Incoming	403,449	154,098	0	98,204
C. Total Allocated		\$ 3,643,225	\$ 210,331	\$ 436,198
			5.77%	11.97%

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	52,290	2.6103	\$ 34,240	\$ 0	\$ 34,240	\$ 0	\$ 34,240
04 Finance Dir Office	1,979	0.0988	1,296	0	1,296	0	1,296
05 Finance Financial Plg & Analys	443	0.0221	290	0	290	0	290
06 Finance City Council	605	0.0302	396	0	396	0	396
07 Finance Public Fin	401	0.0200	263	0	263	0	263
08 Finance Reporting & Ops	1,773	0.0885	1,161	0	1,161	0	1,161
09 Finance Internal Controls	0	0.0000	0	0	0	0	0
10 Finance Grants	719	0.0359	471	0	471	34	505
11 Finance Rev Perform Mgmt	318	0.0159	208	0	208	15	223
12 Finance Treasury	1,591	0.0794	1,042	0	1,042	76	1,118
13 Finance Strat Purchasing	715	0.0357	468	0	468	34	502
14 ARA Director Office	4,183	0.2088	2,739	0	2,739	199	2,938
15 ARA Financial Services	451	0.0225	295	0	295	21	316
16 ARA Operations	4,539	0.2266	2,972	0	2,972	216	3,188
17 ARA Payroll Services	687	0.0343	450	0	450	33	483
18 ARA Regulatory	1,668	0.0833	1,092	0	1,092	79	1,171
23 Office Business Opportunity	4,336	0.2165	2,839	0	2,839	206	3,045
24 Mayor	5,163	0.2577	3,381	0	3,381	245	3,626
25 Human Resources	50,679	2.5299	33,185	0	33,185	2,407	35,592
26 Legal	6,292	0.3141	4,120	0	4,120	299	4,419
27 City Secretary	1,675	0.0836	1,097	0	1,097	80	1,177
28 City Council	25,924	1.2941	16,975	0	16,975	1,231	18,206
29 City Controller's Office	4,162	0.2078	2,725	0	2,725	198	2,923
30 Health Administration	19,347	0.9658	12,668	0	12,668	919	13,587
31 Planning & Dev Admin	1,665	0.0831	1,090	0	1,090	79	1,169
33 CIP Sal Rec HPW	2,887	0.1441	1,890	0	1,890	137	2,027
34 HPD Police Records	1,213	0.0606	794	0	794	58	852
35 General Services	36,257	1.8099	23,741	0	23,741	1,722	25,463
36 HEC	6,384	0.3187	4,180	0	4,180	303	4,483
38 Police	196,670	9.8177	128,780	0	128,780	9,339	138,119
39 Dept of Neighborhoods	7,166	0.3577	4,692	0	4,692	340	5,032
40 Fire	173,127	8.6424	113,364	0	113,364	8,221	121,585
41 Municipal Court	20,106	1.0037	13,165	0	13,165	955	14,120
42 Solid Waste	38,003	1.8971	24,884	0	24,884	1,805	26,689
43 Houston Airport System (HAS)	113,265	5.6541	74,166	0	74,166	5,379	79,545
44 Housing & Community Dev	57,815	2.8861	37,857	0	37,857	2,745	40,602
45 Library	17,064	0.8518	11,174	0	11,174	810	11,984
46 Parks & Recreation	91,902	4.5877	60,178	0	60,178	4,364	64,542
47 Health Department	213,017	10.6337	139,484	0	139,484	10,115	149,599
48 Convention & Entertainment	1,690	0.0844	1,107	0	1,107	80	1,187
49 Fleet Management	185,580	9.2641	121,518	0	121,518	8,813	130,331
50 Planning & Dev Other	3,190	0.1592	2,089	0	2,089	151	2,240
51 Planning & Dev Spec Rev	6,927	0.3458	4,536	0	4,536	329	4,865
52 General Debt	6,539	0.3264	4,282	0	4,282	311	4,593
53 Finance Other	14,726	0.7351	9,643	0	9,643	699	10,342
54 ARA Insurance	1,416	0.0707	927	0	927	67	994
55 ARA BARC	12,920	0.6450	8,460	0	8,460	614	9,074
56 ARA Parking	17,138	0.8555	11,222	0	11,222	814	12,036
57 ARA Other	11,858	0.5919	7,765	0	7,765	563	8,328
58 IT Public Services	0	0.0000	0	0	0	0	0
59 Legal Insurance	5,718	0.2854	3,744	0	3,744	272	4,016
60 Legal Wkr Comp	1,022	0.0510	669	0	669	49	718
61 Mayor Cable TV	2,171	0.1084	1,422	0	1,422	103	1,525
62 Mayor Other	17,604	0.8788	11,527	0	11,527	836	12,363
63 TIRZ	1,495	0.0746	979	0	979	71	1,050
64 HR Health Benefits	141,865	7.0818	92,894	0	92,894	6,737	99,631

Gen Acctng Allocations

Dept:8 Finance Reporting & Ops

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
65 HR Long Term Disability	75	0.0037	49	0	49	4	53
66 HPW Bldg Insp	39,929	1.9932	26,146	0	26,146	1,896	28,042
67 HPW Stormwater	18,158	0.9064	11,890	0	11,890	862	12,752
68 HPW DDSR	41,372	2.0653	27,091	0	27,091	1,965	29,056
69 HPW Water & Sewer	183,029	9.1367	119,848	0	119,848	8,691	128,539
70 HPW Houston Transtar	2,971	0.1483	1,945	0	1,945	141	2,086
71 HPW Other	34,596	1.7270	22,654	0	22,654	1,643	24,297
72 Houston Permit Center	7,724	0.3856	5,058	0	5,058	367	5,425
73 CIP S/R Planning	2	0.0001	1	0	1	0	1
74 CIP Sal Rec RE	1,233	0.0616	807	0	807	59	866
75 CIP S/R Engrg	1,449	0.0723	949	0	949	69	1,018
76 CIP S/R Constr	1,680	0.0839	1,100	0	1,100	80	1,180
77 CIP S/R Eng/Const	1,984	0.0990	1,299	0	1,299	94	1,393
78 CIP S/R Geo/Env	580	0.0290	380	0	380	28	408
79 CIP S/R Other	7,339	0.3664	4,806	0	4,806	349	5,155
80 CIP S/R GSD	1,585	0.0791	1,038	0	1,038	75	1,113
91 Hurricane Ike Aid & Recovery	99	0.0049	65	0	65	5	70
92 ARRA Reimbursement Fund	266	0.0133	174	0	174	13	187
93 HR-W.C.	16,004	0.7989	10,479	0	10,479	760	11,239
94 HITS OTHER	44,355	2.2142	29,044	0	29,044	2,106	31,150
95 Legal Other	455	0.0227	298	0	298	22	320
Subtotal	2,003,225	100.0000	1,311,717	0	1,311,717	92,397	1,404,114
Direct Bills					0		0
Total					\$1,311,717		\$ 1,404,114
	=====	=====	=====	=====	=====	=====	=====

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	1.1295	\$ 5,542	\$ 0	\$ 5,542	\$ 390	\$ 5,932
24 Mayor	13	0.5647	2,771	0	2,771	195	2,966
25 Human Resources	2	0.0869	426	0	426	30	456
26 Legal	13	0.5647	2,771	0	2,771	195	2,966
28 City Council	34	1.4770	7,247	0	7,247	510	7,757
29 City Controller's Office	5	0.2172	1,066	0	1,066	75	1,141
30 Health Administration	164	7.1242	34,956	0	34,956	2,462	37,418
31 Planning & Dev Admin	6	0.2606	1,279	0	1,279	90	1,369
35 General Services	57	2.4761	12,149	0	12,149	856	13,005
36 HEC	1	0.0434	213	0	213	15	228
38 Police	638	27.7150	135,986	0	135,986	9,578	145,564
39 Dept of Neighborhoods	17	0.7385	3,623	0	3,623	255	3,878
40 Fire	806	35.0130	171,794	0	171,794	12,101	183,895
41 Municipal Court	3	0.1303	639	0	639	45	684
42 Solid Waste	65	2.8236	13,854	0	13,854	976	14,830
44 Housing & Community Dev	1	0.0434	213	0	213	15	228
45 Library	83	3.6056	17,691	0	17,691	1,246	18,937
46 Parks & Recreation	277	12.0330	59,041	0	59,041	4,159	63,200
49 Fleet Management	74	3.2146	15,773	0	15,773	1,111	16,884
94 HITS Other	17	0.7385	3,623	0	3,623	255	3,878
Subtotal	2,302	100.0000	490,657	0	490,657	34,561	525,218
Direct Bills					0		0
Total					\$490,657		\$ 525,218
	=====	=====	=====	=====	=====	=====	=====

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	52,290	3.0664	\$ 32,730	\$ 0	\$ 32,730	\$ 0	\$ 32,730
04 Finance Dir Office	1,979	0.1161	1,239	0	1,239	0	1,239
05 Finance Financial Plg & Analys	443	0.0260	277	0	277	0	277
06 Finance City Council	605	0.0355	379	0	379	0	379
07 Finance Public Fin	401	0.0235	251	0	251	0	251
08 Finance Reporting & Ops	1,773	0.1040	1,110	0	1,110	0	1,110
09 Finance Internal Controls	0	0.0000	0	0	0	0	0
10 Finance Grants	719	0.0422	450	0	450	0	450
11 Finance Rev Perform Mgmt	318	0.0186	199	0	199	0	199
12 Finance Treasury	1,591	0.0933	996	0	996	0	996
13 Finance Strat Purchasing	715	0.0419	448	0	448	0	448
14 ARA Director Office	4,183	0.2453	2,618	0	2,618	0	2,618
15 ARA Financial Services	451	0.0264	282	0	282	0	282
16 ARA Operations	4,539	0.2662	2,841	0	2,841	0	2,841
17 ARA Payroll Services	687	0.0403	430	0	430	0	430
18 ARA Regulatory	1,668	0.0978	1,044	0	1,044	0	1,044
23 Office Business Opportunity	4,336	0.2543	2,714	0	2,714	0	2,714
24 Mayor	5,163	0.3028	3,232	0	3,232	0	3,232
25 Human Resources	50,679	2.9720	31,722	0	31,722	0	31,722
26 Legal	6,292	0.3690	3,938	0	3,938	0	3,938
27 City Secretary	1,675	0.0982	1,048	0	1,048	0	1,048
28 City Council	25,924	1.5203	16,227	0	16,227	0	16,227
29 City Controller's Office	4,162	0.2441	2,605	0	2,605	0	2,605
30 Health Administration	19,347	1.1346	12,110	0	12,110	0	12,110
31 Planning & Dev Admin	1,665	0.0976	1,042	0	1,042	0	1,042
33 CIP Sal Rec HPW	2,887	0.1693	1,807	0	1,807	0	1,807
34 HPD Police Records	1,213	0.0711	759	0	759	0	759
35 General Services	36,257	2.1262	22,694	0	22,694	0	22,694
36 HEC	6,384	0.3744	3,996	0	3,996	0	3,996
38 Police	196,670	11.5333	123,102	0	123,102	0	123,102
39 Dept of Neighborhoods	7,166	0.4202	4,485	0	4,485	0	4,485
40 Fire	173,127	10.1526	108,366	0	108,366	0	108,366
41 Municipal Court	20,106	1.1791	12,585	0	12,585	0	12,585
42 Solid Waste	38,003	2.2286	23,787	0	23,787	0	23,787
44 Housing & Community Dev	57,815	3.3904	36,188	0	36,188	0	36,188
45 Library	17,064	1.0007	10,681	0	10,681	0	10,681
46 Parks & Recreation	91,902	5.3894	57,524	0	57,524	0	57,524
47 Health Department	213,017	12.4919	133,334	0	133,334	0	133,334
49 Fleet Management	185,580	10.8829	116,161	0	116,161	0	116,161
50 Planning & Dev Other	3,190	0.1871	1,997	0	1,997	0	1,997
51 Planning & Dev Spec Rev	6,927	0.4062	4,336	0	4,336	0	4,336
52 General Debt	6,539	0.3835	4,093	0	4,093	0	4,093
53 Finance Other	14,726	0.8636	9,217	0	9,217	0	9,217
54 ARA Insurance	1,416	0.0830	886	0	886	0	886
55 ARA BARC	12,920	0.7577	8,087	0	8,087	0	8,087
56 ARA Parking	17,138	1.0050	10,727	0	10,727	0	10,727
57 ARA Other	11,858	0.6954	7,422	0	7,422	0	7,422
58 IT Public Services	0	0.0000	0	0	0	0	0
59 Legal Insurance	5,718	0.3353	3,579	0	3,579	0	3,579
60 Legal Wkr Comp	1,022	0.0599	640	0	640	0	640
61 Mayor Cable TV	2,171	0.1273	1,359	0	1,359	0	1,359
62 Mayor Other	17,604	1.0323	11,019	0	11,019	0	11,019
63 TIRZ	1,495	0.0877	936	0	936	0	936
64 HR Health Benefits	141,865	8.3194	88,798	0	88,798	0	88,798
65 HR Long Term Disability	75	0.0044	47	0	47	0	47
66 HPW Bldg Insp	39,929	2.3415	24,993	0	24,993	0	24,993

Auditing Svcs Allocations

Dept:8 Finance Reporting & Ops

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
67 HPW Stormwater	18,158	1.0648	11,366	0	11,366	0	11,366
68 HPW DDSR	41,372	2.4262	25,896	0	25,896	0	25,896
70 HPW Houston Transtar	2,971	0.1742	1,860	0	1,860	0	1,860
71 HPW Other	34,596	2.0288	21,655	0	21,655	0	21,655
72 Houston Permit Center	7,724	0.4530	4,835	0	4,835	0	4,835
73 CIP S/R Planning	2	0.0001	1	0	1	0	1
74 CIP Sal Rec RE	1,233	0.0723	772	0	772	0	772
75 CIP S/R Engrg	1,449	0.0850	907	0	907	0	907
76 CIP S/R Constr	1,680	0.0985	1,052	0	1,052	0	1,052
77 CIP S/R Eng/Const	1,984	0.1163	1,242	0	1,242	0	1,242
78 CIP S/R Geo/Env	580	0.0340	363	0	363	0	363
79 CIP S/R Other	7,339	0.4304	4,594	0	4,594	0	4,594
80 CIP S/R GSD	1,585	0.0929	992	0	992	0	992
91 Hurricane Ike Aid & Recovery	99	0.0058	62	0	62	0	62
92 ARRA Reimbursement Fund	266	0.0156	166	0	166	0	166
93 HR-W.C.	16,004	0.9385	10,017	0	10,017	0	10,017
94 HITS OTHER	44,355	2.6011	27,763	0	27,763	0	27,763
95 Legal Other	455	0.0267	285	0	285	0	285
Subtotal	1,705,241	100.0000	1,067,365	0	1,067,365	0	1,067,365
Direct Bills					0		0
Total					\$1,067,365		\$ 1,067,365

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)	50.08	50.0800	\$ 105,334	\$ 0	\$ 105,334	0.50-	\$ 105,334
48 Convention & Entertainment	16.81	16.8100	35,357	0	35,357	0.17-	35,357
69 HPW Water & Sewer	33.11	33.1100	69,641	0	69,641	0.33-	69,641
Subtotal	100	100.0000	210,332	0	210,332	1-	210,331
Direct Bills					0		0
Total					\$210,332		\$ 210,331
	=====	=====	=====	=====	=====	=====	=====

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	92,117,734	1.9940	\$ 8,156	\$ 0	\$ 8,156	\$ 0	\$ 8,156
04 Finance Dir Office	1,917,585	0.0415	170	0	170	0	170
05 Finance Financial Plg & Analys	1,748,817	0.0379	155	0	155	0	155
06 Finance City Council	579,620	0.0125	51	0	51	0	51
07 Finance Public Fin	872,602	0.0189	77	0	77	0	77
08 Finance Reporting & Ops	3,085,677	0.0668	273	0	273	0	273
09 Finance Internal Controls	0	0.0000	0	0	0	0	0
10 Finance Grants	1,080,267	0.0234	96	0	96	6	102
11 Finance Rev Perform Mgmt	351,508	0.0076	31	0	31	2	33
12 Finance Treasury	1,705,702	0.0369	151	0	151	10	161
13 Finance Strat Purchasing	4,807,816	0.1041	426	0	426	29	455
14 ARA Director Office	2,139,732	0.0463	189	0	189	13	202
15 ARA Financial Services	830,305	0.0180	74	0	74	5	79
16 ARA Operations	6,658,736	0.1441	590	0	590	40	630
17 ARA Payroll Services	3,581,329	0.0775	317	0	317	22	339
18 ARA Regulatory	295,092	0.0064	26	0	26	2	28
23 Office Business Opportunity	38,825,955	0.8404	3,438	0	3,438	233	3,671
24 Mayor	4,530,543	0.0981	401	0	401	27	428
25 Human Resources	45,934,805	0.9943	4,067	0	4,067	276	4,343
26 Legal	14,468,457	0.3132	1,281	0	1,281	87	1,368
27 City Secretary	759,827	0.0164	67	0	67	5	72
28 City Council	8,656,245	0.1874	766	0	766	52	818
29 City Controller's Office	7,814,179	0.1691	692	0	692	47	739
30 Health Administration	13,827,000	0.2993	1,224	0	1,224	83	1,307
31 Planning & Dev Admin	1,407,871	0.0305	125	0	125	8	133
33 CIP Sal Rec HPW	4,646,568	0.1006	411	0	411	28	439
34 HPD Police Records	5,415,046	0.1172	479	0	479	33	512
35 General Services	152,566,843	3.3025	13,509	0	13,509	916	14,425
36 HEC	26,351,959	0.5704	2,333	0	2,333	158	2,491
38 Police	962,590,931	20.8362	85,232	0	85,232	5,781	91,013
39 Dept of Neighborhoods	12,472,753	0.2700	1,104	0	1,104	75	1,179
40 Fire	505,051,996	10.9324	44,719	0	44,719	3,033	47,752
41 Municipal Court	29,937,229	0.6480	2,651	0	2,651	180	2,831
42 Solid Waste	105,943,711	2.2933	9,381	0	9,381	636	10,017
43 Houston Airport System (HAS)	321,378,127	6.9566	28,456	0	28,456	1,930	30,386
44 Housing & Community Dev	369,376,726	7.9955	32,706	0	32,706	2,219	34,925
45 Library	37,090,774	0.8029	3,284	0	3,284	223	3,507
46 Parks & Recreation	79,246,538	1.7154	7,017	0	7,017	476	7,493
47 Health Department	254,244,396	5.5034	22,512	0	22,512	1,527	24,039
48 Convention & Entertainment	100,153	0.0022	9	0	9	1	10
49 Fleet Management	83,412,953	1.8056	7,386	0	7,386	501	7,887
50 Planning & Dev Other	4,342,749	0.0940	385	0	385	26	411
51 Planning & Dev Spec Rev	7,169,889	0.1552	635	0	635	43	678
53 Finance Other	16,777,901	0.3632	1,486	0	1,486	101	1,587
54 ARA Insurance	20,666,869	0.4474	1,830	0	1,830	124	1,954
55 ARA BARC	11,496,376	0.2489	1,018	0	1,018	69	1,087
56 ARA Parking	8,796,436	0.1904	779	0	779	53	832
57 ARA Other	8,205,872	0.1776	727	0	727	49	776
58 IT Public Services	0	0.0000	0	0	0	0	0
59 Legal Insurance	12,829,357	0.2777	1,136	0	1,136	77	1,213
60 Legal Wkr Comp	179,896	0.0039	16	0	16	1	17
61 Mayor Cable TV	3,585,095	0.0776	317	0	317	22	339
62 Mayor Other	58,279,590	1.2615	5,160	0	5,160	350	5,510
64 HR Health Benefits	405,425,327	8.7758	35,898	0	35,898	2,435	38,333
65 HR Long Term Disability	929,317	0.0201	82	0	82	6	88
66 HPW Bldg Insp	67,774,172	1.4670	6,001	0	6,001	407	6,408

Fin Operations Allocations

Dept:8 Finance Reporting & Ops

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
67 HPW Stormwater	37,443,834	0.8105	3,315	0	3,315	225	3,540
68 HPW DDSR	67,216,611	1.4550	5,952	0	5,952	404	6,356
69 HPW Water & Sewer	473,355,544	10.2463	41,913	0	41,913	2,843	44,756
70 HPW Houston Transtar	2,468,121	0.0534	219	0	219	15	234
71 HPW Other	34,502,321	0.7468	3,055	0	3,055	207	3,262
72 Houston Permit Center	9,806,818	0.2123	868	0	868	59	927
73 CIP S/R Planning	0	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	5,141,071	0.1113	455	0	455	31	486
75 CIP S/R Engrg	8,043,181	0.1741	712	0	712	48	760
76 CIP S/R Constr	9,173,641	0.1986	812	0	812	55	867
77 CIP S/R Eng/Const	4,995,299	0.1081	442	0	442	30	472
78 CIP S/R Geo/Env	1,014,644	0.0220	90	0	90	6	96
79 CIP S/R Other	7,745,108	0.1677	686	0	686	47	733
80 CIP S/R GSD	4,734,100	0.1025	419	0	419	28	447
91 Hurricane Ike Aid & Recovery	3,291	0.0001	0	0	0	0	0
92 ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
93 HR-W.C.	30,515,560	0.6605	2,702	0	2,702	183	2,885
94 HITS OTHER	88,766,460	1.9214	7,860	0	7,860	533	8,393
95 Legal Other	581,662	0.0126	52	0	52	3	55
Subtotal	4,619,790,219	100.0000	409,054	0	409,054	27,144	436,198
Direct Bills					0		0
Total	=====	=====	=====	=====	\$409,054	=====	\$ 436,198

Basis Units: FY2021 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	34,240	0	32,730	0	8,156	75,126
04 Finance Dir Office	1,296	0	1,239	0	170	2,705
05 Finance Financial Plg & Analys	290	0	277	0	155	722
06 Finance City Council	396	0	379	0	51	826
07 Finance Public Fin	263	0	251	0	77	591
08 Finance Reporting & Ops	1,161	0	1,110	0	273	2,544
09 Finance Internal Controls	0	0	0	0	0	0
10 Finance Grants	505	0	450	0	102	1,057
11 Finance Rev Perform Mgmt	223	0	199	0	33	455
12 Finance Treasury	1,118	0	996	0	161	2,275
13 Finance Strat Purchasing	502	0	448	0	455	1,405
14 ARA Director Office	2,938	5,932	2,618	0	202	11,690
15 ARA Financial Services	316	0	282	0	79	677
16 ARA Operations	3,188	0	2,841	0	630	6,659
17 ARA Payroll Services	483	0	430	0	339	1,252
18 ARA Regulatory	1,171	0	1,044	0	28	2,243
23 Office Business Opportunity	3,045	0	2,714	0	3,671	9,430
24 Mayor	3,626	2,966	3,232	0	428	10,252
25 Human Resources	35,592	456	31,722	0	4,343	72,113
26 Legal	4,419	2,966	3,938	0	1,368	12,691
27 City Secretary	1,177	0	1,048	0	72	2,297
28 City Council	18,206	7,757	16,227	0	818	43,008
29 City Controller's Office	2,923	1,141	2,605	0	739	7,408
30 Health Administration	13,587	37,418	12,110	0	1,307	64,422
31 Planning & Dev Admin	1,169	1,369	1,042	0	133	3,713
33 CIP Sal Rec HPW	2,027	0	1,807	0	439	4,273
34 HPD Police Records	852	0	759	0	512	2,123
35 General Services	25,463	13,005	22,694	0	14,425	75,587
36 HEC	4,483	228	3,996	0	2,491	11,198
38 Police	138,119	145,564	123,102	0	91,013	497,798
39 Dept of Neighborhoods	5,032	3,878	4,485	0	1,179	14,574
40 Fire	121,585	183,895	108,366	0	47,752	461,598
41 Municipal Court	14,120	684	12,585	0	2,831	30,220
42 Solid Waste	26,689	14,830	23,787	0	10,017	75,323
43 Houston Airport System (HAS)	79,545	0	0	105,334	30,386	215,265
44 Housing & Community Dev	40,602	228	36,188	0	34,925	111,943
45 Library	11,984	18,937	10,681	0	3,507	45,109
46 Parks & Recreation	64,542	63,200	57,524	0	7,493	192,759
47 Health Department	149,599	0	133,334	0	24,039	306,972
48 Convention & Entertainment	1,187	0	0	35,357	10	36,554
49 Fleet Management	130,331	16,884	116,161	0	7,887	271,263
50 Planning & Dev Other	2,240	0	1,997	0	411	4,648
51 Planning & Dev Spec Rev	4,865	0	4,336	0	678	9,879
52 General Debt	4,593	0	4,093	0	0	8,686
53 Finance Other	10,342	0	9,217	0	1,587	21,146
54 ARA Insurance	994	0	886	0	1,954	3,834
55 ARA BARC	9,074	0	8,087	0	1,087	18,248
56 ARA Parking	12,036	0	10,727	0	832	23,595
57 ARA Other	8,328	0	7,422	0	776	16,526
58 IT Public Services	0	0	0	0	0	0
59 Legal Insurance	4,016	0	3,579	0	1,213	8,808
60 Legal Wkr Comp	718	0	640	0	17	1,375
61 Mayor Cable TV	1,525	0	1,359	0	339	3,223
62 Mayor Other	12,363	0	11,019	0	5,510	28,892
63 TIRZ	1,050	0	936	0	0	1,986

**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	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	83,444,401	4.4872	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
04 Finance Dir Office	1,917,585	0.1031	0	0	0	0	0
05 Finance Financial Plg & Analys	1,748,817	0.0940	0	0	0	0	0
06 Finance City Council	579,620	0.0312	0	0	0	0	0
07 Finance Public Fin	872,602	0.0469	0	0	0	0	0
08 Finance Reporting & Ops	3,085,677	0.1659	0	0	0	0	0
10 Finance Grants	1,080,267	0.0581	0	0	0	0	0
11 Finance Rev Perform Mgmt	351,508	0.0189	0	0	0	0	0
12 Finance Treasury	1,705,702	0.0917	0	0	0	0	0
13 Finance Strat Purchasing	4,807,816	0.2585	0	0	0	0	0
14 ARA Director Office	2,139,732	0.1151	0	0	0	0	0
15 ARA Financial Services	830,305	0.0446	0	0	0	0	0
16 ARA Operations	6,658,736	0.3581	0	0	0	0	0
17 ARA Payroll Services	3,581,329	0.1926	0	0	0	0	0
18 ARA Regulatory	295,092	0.0159	0	0	0	0	0
23 Office Business Opportunity	3,480,775	0.1872	0	0	0	0	0
24 Mayor	4,530,543	0.2436	0	0	0	0	0
25 Human Resources	2,412,654	0.1297	0	0	0	0	0
26 Legal	14,468,457	0.7780	0	0	0	0	0
27 City Secretary	759,827	0.0409	0	0	0	0	0
28 City Council	8,656,245	0.4655	0	0	0	0	0
29 City Controller's Office	7,813,946	0.4202	0	0	0	0	0
30 Health Administration	13,827,000	0.7435	0	0	0	0	0
31 Planning & Dev Admin	1,407,871	0.0757	0	0	0	0	0
34 HPD Police Records	5,415,046	0.2912	0	0	0	0	0
35 General Services	38,580,241	2.0746	0	0	0	0	0
38 Police	893,865,708	48.0673	0	0	0	0	0
39 Dept of Neighborhoods	9,919,720	0.5334	0	0	0	0	0
40 Fire	482,537,804	25.9483	0	0	0	0	0
41 Municipal Court	27,079,450	1.4562	0	0	0	0	0
42 Solid Waste	82,086,229	4.4142	0	0	0	0	0
44 Housing & Community Dev	483,940	0.0260	0	0	0	0	0
45 Library	34,805,355	1.8716	0	0	0	0	0
46 Parks & Recreation	52,905,548	2.8450	0	0	0	0	0
47 Health Department	31,294,929	1.6829	0	0	0	0	0
49 Fleet Management	0	0.0000	0	0	0	0	0
50 Planning & Dev Other	1,784,211	0.0959	0	0	0	0	0
53 Finance Other	145,068	0.0078	0	0	0	0	0
55 ARA BARC	0	0.0000	0	0	0	0	0
57 ARA Other	3,763,006	0.2024	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	24,331,134	1.3084	0	0	0	0	0
94 HITS OTHER	157,786	0.0085	0	0	0	0	0
Subtotal	1,859,611,682	100.0000	0	0	0	0	0
Direct Bills					0		0
Total					\$0		\$ 0
	=====	=====	=====	=====	=====	=====	=====

Basis Units: FY2021 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 Mgmt	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
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

The 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 20,000 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 and other Trust funds awarded to the City. 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 705,193	0	329,585	177,611	197,997
Salary % Split		.00%	46.74%	25.19%	28.08%
Benefits	P 373,702	0	180,764	97,411	95,527
Subtotal - Personnel Costs	1,078,895	0	510,349	275,022	293,524
Services & Supplies Cost					
Supplies	P 598	0	389	209	0
Services	P 774	0	19	10	744
Subtotal - Services & Supplies	1,372	0	408	220	744
Department Cost Total	1,080,267	0	510,757	275,242	294,268
Adjustments to Cost					
Subtotal - Adjustments		0	0	0	0
Total Costs After Adjustments	1,080,267	0	510,757	275,242	294,268
General Admin Distribution		0	0	0	0
Grand Total	\$ 1,080,267		\$ 510,757	\$ 275,242	\$ 294,268
	=====	=====	=====	=====	=====

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	\$ 33,159	\$ 144	\$ 15,565	\$ 8,388	\$ 9,350
3 Memberships	254	1	119	64	72
3 Consulting Services	12	0	6	3	3
3 Interest Costs	614	3	288	155	173
3 Other Misc	111	1	52	28	31
3 Non-Dept. Legal Svcs/Lobby	436	2	205	110	123
Subtotal - Non-Dept-Gen Gov	34,586	150	16,235	8,749	9,753
4 Finance Dept Admin	184,016	66,197	116,942	63,019	70,252
Subtotal - Fin Dir Office	184,016	66,197	116,942	63,019	70,252
5 Financial Plg & Analysis	735	39	362	195	217
Subtotal - Fin Plg & Analysis	735	39	362	195	217
8 Gen Acctng	471	34	236	127	142
8 Auditing Svcs	450	0	210	113	126
8 Fin Operations	96	6	48	26	29
Subtotal - Fin Reporting & Ops	1,017	41	494	266	297
9 Internal Controls	0	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0	0
10 Cost Accounting	0	77	36	19	22
10 Trust Funds Mgmt (TFM)	0	83	39	21	23
Subtotal - Fin Grants	0	160	75	40	45
11 Perf Mgmt Svcs	0	98	46	25	28
Subtotal - Fin Perform Mgmt	0	98	46	25	28
12 Treasury	0	335	157	84	94
Subtotal - Fin Treasury	0	335	157	84	94
13 Purchasing	0	0	0	0	0
Subtotal - Fin SPD	0	0	0	0	0
16 Records	0	295	138	74	83
Subtotal - ARA Operations	0	295	138	74	83
17 Payroll Svcs	0	1,814	848	457	509
Subtotal - ARA Payroll Svcs	0	1,814	848	457	509
18 Franchise	0	197	92	50	55
Subtotal - ARA Regulatory	0	197	92	50	55
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	558	261	141	157
23 External Affairs & Outreach	0	331	155	83	93
Subtotal - OBO	0	889	415	224	250
24 City Mayor Admin	0	1,656	774	417	465

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	\$ 275	\$ 129	\$ 69	\$ 77
Subtotal - Mayor	0	1,931	902	486	542
25 Personnel Svcs	0	734	343	185	206
Subtotal - Human Resources	0	734	343	185	206
27 City Sec Svcs	0	203	95	51	57
Subtotal - City Secretary	0	203	95	51	57
28 City Council Svcs	0	2,305	1,077	581	647
Subtotal - City Council	0	2,305	1,077	581	647
29 Controller Fin Svcs	0	2,435	1,138	613	684
29 Controller Treasury	0	349	163	88	98
Subtotal - City Controller's	0	2,784	1,301	701	782
Total Incoming	220,354	78,172	139,522	75,187	83,817
C. Total Allocated		\$ 1,378,793	\$ 650,279	\$ 350,429	\$ 378,085
			47.16%	25.42%	27.42%

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	8,386,219	0.9989	\$ 6,130	\$ 0	\$ 6,130	\$ 0	\$ 6,130
23 Office Business Opportunity	35,066,939	4.1767	25,634	0	25,634	1,541	27,175
24 Mayor	0	0.0000	0	0	0	0	0
25 Human Resources	19,851,574	2.3645	14,512	0	14,512	873	15,385
29 City Controller's Office	233	0.0000	0	0	0	0	0
35 General Services	1,901,616	0.2265	1,390	0	1,390	84	1,474
36 HEC	481,244	0.0573	352	0	352	21	373
38 Police	43,905,822	5.2295	32,096	0	32,096	1,930	34,026
39 Dept of Neighborhoods	2,295,266	0.2734	1,678	0	1,678	101	1,779
40 Fire	19,964,928	2.3780	14,595	0	14,595	877	15,472
41 Municipal Court	580,013	0.0691	424	0	424	25	449
42 Solid Waste	22,248,889	2.6500	16,264	0	16,264	978	17,242
43 Houston Airport System (HAS)	22,562,443	2.6873	16,493	0	16,493	992	17,485
44 Housing & Community Dev	368,752,367	43.9209	269,562	0	269,562	16,207	285,769
45 Library	656,543	0.0782	480	0	480	29	509
46 Parks & Recreation	16,258,210	1.9365	11,885	0	11,885	715	12,600
47 Health Department	198,783,337	23.6764	145,313	0	145,313	8,737	154,050
49 Fleet Management	242,823	0.0289	178	0	178	11	189
50 Planning & Dev Other	985,857	0.1174	721	0	721	43	764
53 Finance Other	10,166,602	1.2109	7,432	0	7,432	447	7,879
57 ARA Other	783,104	0.0933	572	0	572	34	606
62 Mayor Other	48,893,470	5.8235	35,742	0	35,742	2,149	37,891
69 HPW Water & Sewer	461,843	0.0550	338	0	338	20	358
71 HPW Other	10,055,608	1.1977	7,351	0	7,351	442	7,793
91 Hurricane Ike Aid & Recovery	3,291	0.0004	2	0	2	0	2
92 ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
94 HITS OTHER	5,714,020	0.6806	4,177	0	4,177	251	4,428
95 Legal Other	581,043	0.0692	425	0	425	26	451
Subtotal	839,583,304	100.0000	613,746	0	613,746	36,533	650,279
Direct Bills					0		0
Total					\$613,746		\$ 650,279

Basis Units: FY2021 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	92,117,734	1.9940	\$ 6,595	\$ 0	\$ 6,595	\$ 0	\$ 6,595
04 Finance Dir Office	1,917,585	0.0415	137	0	137	0	137
05 Finance Financial Plg & Analys	1,748,817	0.0379	125	0	125	0	125
06 Finance City Council	579,620	0.0125	41	0	41	0	41
07 Finance Public Fin	872,602	0.0189	62	0	62	0	62
08 Finance Reporting & Ops	3,085,677	0.0668	221	0	221	0	221
09 Finance Internal Controls	0	0.0000	0	0	0	0	0
10 Finance Grants	1,080,267	0.0234	77	0	77	0	77
11 Finance Rev Perform Mgmt	351,508	0.0076	25	0	25	2	27
12 Finance Treasury	1,705,702	0.0369	122	0	122	7	129
13 Finance Strat Purchasing	4,807,816	0.1041	344	0	344	21	365
14 ARA Director Office	2,139,732	0.0463	153	0	153	9	162
15 ARA Financial Services	830,305	0.0180	59	0	59	4	63
16 ARA Operations	6,658,736	0.1441	477	0	477	29	506
17 ARA Payroll Services	3,581,329	0.0775	256	0	256	16	272
18 ARA Regulatory	295,092	0.0064	21	0	21	1	22
23 Office Business Opportunity	38,825,955	0.8404	2,780	0	2,780	169	2,949
24 Mayor	4,530,543	0.0981	324	0	324	20	344
25 Human Resources	45,934,805	0.9943	3,289	0	3,289	200	3,489
26 Legal	14,468,457	0.3132	1,036	0	1,036	63	1,099
27 City Secretary	759,827	0.0164	54	0	54	3	57
28 City Council	8,656,245	0.1874	620	0	620	38	658
29 City Controller's Office	7,814,179	0.1691	559	0	559	34	593
30 Health Administration	13,827,000	0.2993	990	0	990	60	1,050
31 Planning & Dev Admin	1,407,871	0.0305	101	0	101	6	107
33 CIP Sal Rec HPW	4,646,568	0.1006	333	0	333	20	353
34 HPD Police Records	5,415,046	0.1172	388	0	388	24	412
35 General Services	152,566,843	3.3025	10,923	0	10,923	665	11,588
36 HEC	26,351,959	0.5704	1,887	0	1,887	115	2,002
38 Police	962,590,931	20.8362	68,914	0	68,914	4,195	73,109
39 Dept of Neighborhoods	12,472,753	0.2700	893	0	893	54	947
40 Fire	505,051,996	10.9324	36,158	0	36,158	2,201	38,359
41 Municipal Court	29,937,229	0.6480	2,143	0	2,143	130	2,273
42 Solid Waste	105,943,711	2.2933	7,585	0	7,585	462	8,047
43 Houston Airport System (HAS)	321,378,127	6.9566	23,008	0	23,008	1,400	24,408
44 Housing & Community Dev	369,376,726	7.9955	26,444	0	26,444	1,610	28,054
45 Library	37,090,774	0.8029	2,655	0	2,655	162	2,817
46 Parks & Recreation	79,246,538	1.7154	5,673	0	5,673	345	6,018
47 Health Department	254,244,396	5.5034	18,202	0	18,202	1,108	19,310
48 Convention & Entertainment	100,153	0.0022	7	0	7	0	7
49 Fleet Management	83,412,953	1.8056	5,972	0	5,972	363	6,335
50 Planning & Dev Other	4,342,749	0.0940	311	0	311	19	330
51 Planning & Dev Spec Rev	7,169,889	0.1552	513	0	513	31	544
53 Finance Other	16,777,901	0.3632	1,201	0	1,201	73	1,274
54 ARA Insurance	20,666,869	0.4474	1,480	0	1,480	90	1,570
55 ARA BARC	11,496,376	0.2489	823	0	823	50	873
56 ARA Parking	8,796,436	0.1904	630	0	630	38	668
57 ARA Other	8,205,872	0.1776	587	0	587	36	623
58 IT Public Services	0	0.0000	0	0	0	0	0
59 Legal Insurance	12,829,357	0.2777	918	0	918	56	974
60 Legal Wkr Comp	179,896	0.0039	13	0	13	1	14
61 Mayor Cable TV	3,585,095	0.0776	257	0	257	16	273
62 Mayor Other	58,279,590	1.2615	4,172	0	4,172	254	4,426
64 HR Health Benefits	405,425,327	8.7758	29,025	0	29,025	1,767	30,792
65 HR Long Term Disability	929,317	0.0201	67	0	67	4	71
66 HPW Bldg Insp	67,774,172	1.4670	4,852	0	4,852	295	5,147

Cost Accounting Allocations

Dept:10 Finance Grants

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
67 HPW Stormwater	37,443,834	0.8105	2,681	0	2,681	163	2,844
68 HPW DDSR	67,216,611	1.4550	4,812	0	4,812	293	5,105
69 HPW Water & Sewer	473,355,544	10.2463	33,889	0	33,889	2,063	35,952
70 HPW Houston Transtar	2,468,121	0.0534	177	0	177	11	188
71 HPW Other	34,502,321	0.7468	2,470	0	2,470	150	2,620
72 Houston Permit Center	9,806,818	0.2123	702	0	702	43	745
73 CIP S/R Planning	0	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	5,141,071	0.1113	368	0	368	22	390
75 CIP S/R Engrg	8,043,181	0.1741	576	0	576	35	611
76 CIP S/R Constr	9,173,641	0.1986	657	0	657	40	697
77 CIP S/R Eng/Const	4,995,299	0.1081	358	0	358	22	380
78 CIP S/R Geo/Env	1,014,644	0.0220	73	0	73	4	77
79 CIP S/R Other	7,745,108	0.1677	554	0	554	34	588
80 CIP S/R GSD	4,734,100	0.1025	339	0	339	21	360
91 Hurricane Ike Aid & Recovery	3,291	0.0001	0	0	0	0	0
92 ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
93 HR-W.C.	30,515,560	0.6605	2,185	0	2,185	133	2,318
94 HITS OTHER	88,766,460	1.9214	6,355	0	6,355	387	6,742
95 Legal Other	581,662	0.0126	42	0	42	3	45
Subtotal	4,619,790,219	100.0000	330,740	0	330,740	19,689	350,429
Direct Bills					0		0
Total					\$330,740		\$ 350,429
	=====	=====	=====	=====	=====	=====	=====

Basis Units: FY2021 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	92,117,734	1.9940	\$ 7,101	\$ 0	\$ 7,101	\$ 0	\$ 7,101
04 Finance Dir Office	1,917,585	0.0415	148	0	148	0	148
05 Finance Financial Plg & Analys	1,748,817	0.0379	135	0	135	0	135
06 Finance City Council	579,620	0.0125	45	0	45	0	45
07 Finance Public Fin	872,602	0.0189	67	0	67	0	67
08 Finance Reporting & Ops	3,085,677	0.0668	238	0	238	0	238
09 Finance Internal Controls	0	0.0000	0	0	0	0	0
10 Finance Grants	1,080,267	0.0234	83	0	83	0	83
11 Finance Rev Perform Mgmt	351,508	0.0076	27	0	27	2	29
12 Finance Treasury	1,705,702	0.0369	131	0	131	8	139
13 Finance Strat Purchasing	4,807,816	0.1041	371	0	371	23	394
14 ARA Director Office	2,139,732	0.0463	165	0	165	10	175
15 ARA Financial Services	830,305	0.0180	64	0	64	4	68
16 ARA Operations	6,658,736	0.1441	513	0	513	32	545
17 ARA Payroll Services	3,581,329	0.0775	276	0	276	17	293
18 ARA Regulatory	295,092	0.0064	23	0	23	1	24
23 Office Business Opportunity	38,825,955	0.8404	2,993	0	2,993	189	3,182
24 Mayor	4,530,543	0.0981	349	0	349	22	371
25 Human Resources	45,934,805	0.9943	3,541	0	3,541	223	3,764
26 Legal	14,468,457	0.3132	1,115	0	1,115	70	1,185
27 City Secretary	759,827	0.0164	59	0	59	4	63
28 City Council	8,656,245	0.1874	667	0	667	42	709
29 City Controller's Office	7,814,179	0.1691	602	0	602	38	640
30 Health Administration	13,827,000	0.2993	1,066	0	1,066	67	1,133
31 Planning & Dev Admin	1,407,871	0.0305	109	0	109	7	116
33 CIP Sal Rec HPW	4,646,568	0.1006	358	0	358	23	381
34 HPD Police Records	5,415,046	0.1172	417	0	417	26	443
35 General Services	152,566,843	3.3025	11,761	0	11,761	741	12,502
36 HEC	26,351,959	0.5704	2,031	0	2,031	128	2,159
38 Police	962,590,931	20.8362	74,206	0	74,206	4,676	78,882
39 Dept of Neighborhoods	12,472,753	0.2700	962	0	962	61	1,023
40 Fire	505,051,996	10.9324	38,934	0	38,934	2,453	41,387
41 Municipal Court	29,937,229	0.6480	2,308	0	2,308	145	2,453
42 Solid Waste	105,943,711	2.2933	8,167	0	8,167	515	8,682
43 Houston Airport System (HAS)	321,378,127	6.9566	24,775	0	24,775	1,561	26,336
44 Housing & Community Dev	369,376,726	7.9955	28,475	0	28,475	1,794	30,269
45 Library	37,090,774	0.8029	2,859	0	2,859	180	3,039
46 Parks & Recreation	79,246,538	1.7154	6,109	0	6,109	385	6,494
47 Health Department	254,244,396	5.5034	19,600	0	19,600	1,235	20,835
48 Convention & Entertainment	100,153	0.0022	8	0	8	0	8
49 Fleet Management	83,412,953	1.8056	6,430	0	6,430	405	6,835
50 Planning & Dev Other	4,342,749	0.0940	335	0	335	21	356
51 Planning & Dev Spec Rev	7,169,889	0.1552	553	0	553	35	588
53 Finance Other	16,777,901	0.3632	1,293	0	1,293	82	1,375
54 ARA Insurance	20,666,869	0.4474	1,593	0	1,593	100	1,693
55 ARA BARC	11,496,376	0.2489	886	0	886	56	942
56 ARA Parking	8,796,436	0.1904	678	0	678	43	721
57 ARA Other	8,205,872	0.1776	633	0	633	40	673
58 IT Public Services	0	0.0000	0	0	0	0	0
59 Legal Insurance	12,829,357	0.2777	989	0	989	62	1,051
60 Legal Wkr Comp	179,896	0.0039	14	0	14	1	15
61 Mayor Cable TV	3,585,095	0.0776	276	0	276	17	293
62 Mayor Other	58,279,590	1.2615	4,493	0	4,493	283	4,776
64 HR Health Benefits	405,425,327	8.7758	31,254	0	31,254	1,969	33,223
65 HR Long Term Disability	929,317	0.0201	72	0	72	5	77
66 HPW Bldg Insp	67,774,172	1.4670	5,225	0	5,225	329	5,554

Trust Funds Mgmt (TFM) Allocations

Dept:10 Finance Grants

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
67 HPW Stormwater	37,443,834	0.8105	2,887	0	2,887	182	3,069
68 HPW DDSR	67,216,611	1.4550	5,182	0	5,182	327	5,509
69 HPW Water & Sewer	473,355,544	10.2463	36,491	0	36,491	2,299	38,790
70 HPW Houston Transtar	2,468,121	0.0534	190	0	190	12	202
71 HPW Other	34,502,321	0.7468	2,660	0	2,660	168	2,828
72 Houston Permit Center	9,806,818	0.2123	756	0	756	48	804
73 CIP S/R Planning	0	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	5,141,071	0.1113	396	0	396	25	421
75 CIP S/R Engrg	8,043,181	0.1741	620	0	620	39	659
76 CIP S/R Constr	9,173,641	0.1986	707	0	707	45	752
77 CIP S/R Eng/Const	4,995,299	0.1081	385	0	385	24	409
78 CIP S/R Geo/Env	1,014,644	0.0220	78	0	78	5	83
79 CIP S/R Other	7,745,108	0.1677	597	0	597	38	635
80 CIP S/R GSD	4,734,100	0.1025	365	0	365	23	388
91 Hurricane Ike Aid & Recovery	3,291	0.0001	0	0	0	0	0
92 ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
93 HR-W.C.	30,515,560	0.6605	2,352	0	2,352	148	2,500
94 HITS OTHER	88,766,460	1.9214	6,843	0	6,843	431	7,274
95 Legal Other	581,662	0.0126	45	0	45	3	48
Subtotal	4,619,790,219	100.0000	356,136	0	356,136	21,949	378,085
Direct Bills					0		0
Total	=====	=====	=====	=====	\$356,136	=====	\$ 378,085

Basis Units: FY2021 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	6,130	6,595	7,101	19,826
04 Finance Dir Office	0	137	148	285
05 Finance Financial Plg & Analys	0	125	135	260
06 Finance City Council	0	41	45	86
07 Finance Public Fin	0	62	67	129
08 Finance Reporting & Ops	0	221	238	459
09 Finance Internal Controls	0	0	0	0
10 Finance Grants	0	77	83	160
11 Finance Rev Perform Mgmt	0	27	29	56
12 Finance Treasury	0	129	139	268
13 Finance Strat Purchasing	0	365	394	759
14 ARA Director Office	0	162	175	337
15 ARA Financial Services	0	63	68	131
16 ARA Operations	0	506	545	1,051
17 ARA Payroll Services	0	272	293	565
18 ARA Regulatory	0	22	24	46
23 Office Business Opportunity	27,175	2,949	3,182	33,306
24 Mayor	0	344	371	715
25 Human Resources	15,385	3,489	3,764	22,638
26 Legal	0	1,099	1,185	2,284
27 City Secretary	0	57	63	120
28 City Council	0	658	709	1,367
29 City Controller's Office	0	593	640	1,233
30 Health Administration	0	1,050	1,133	2,183
31 Planning & Dev Admin	0	107	116	223
33 CIP Sal Rec HPW	0	353	381	734
34 HPD Police Records	0	412	443	855
35 General Services	1,474	11,588	12,502	25,564
36 HEC	373	2,002	2,159	4,534
38 Police	34,026	73,109	78,882	186,017
39 Dept of Neighborhoods	1,779	947	1,023	3,749
40 Fire	15,472	38,359	41,387	95,218
41 Municipal Court	449	2,273	2,453	5,175
42 Solid Waste	17,242	8,047	8,682	33,971
43 Houston Airport System (HAS)	17,485	24,408	26,336	68,229
44 Housing & Community Dev	285,769	28,054	30,269	344,092
45 Library	509	2,817	3,039	6,365
46 Parks & Recreation	12,600	6,018	6,494	25,112
47 Health Department	154,050	19,310	20,835	194,195
48 Convention & Entertainment	0	7	8	15
49 Fleet Management	189	6,335	6,835	13,359
50 Planning & Dev Other	764	330	356	1,450
51 Planning & Dev Spec Rev	0	544	588	1,132
53 Finance Other	7,879	1,274	1,375	10,528
54 ARA Insurance	0	1,570	1,693	3,263
55 ARA BARC	0	873	942	1,815
56 ARA Parking	0	668	721	1,389
57 ARA Other	606	623	673	1,902
58 IT Public Services	0	0	0	0
59 Legal Insurance	0	974	1,051	2,025
60 Legal Wkr Comp	0	14	15	29
61 Mayor Cable TV	0	273	293	566
62 Mayor Other	37,891	4,426	4,776	47,093
64 HR Health Benefits	0	30,792	33,223	64,015
65 HR Long Term Disability	0	71	77	148

Allocation Summary

Dept:10 Finance Grants

Department	Grants Mgmt	Cost Accounting	Trust Funds Mgmt (TFM)	Total
66 HPW Bldg Insp	0	5,147	5,554	10,701
67 HPW Stormwater	0	2,844	3,069	5,913
68 HPW DDSR	0	5,105	5,509	10,614
69 HPW Water & Sewer	358	35,952	38,790	75,100
70 HPW Houston Transtar	0	188	202	390
71 HPW Other	7,793	2,620	2,828	13,241
72 Houston Permit Center	0	745	804	1,549
73 CIP S/R Planning	0	0	0	0
74 CIP Sal Rec RE	0	390	421	811
75 CIP S/R Engrg	0	611	659	1,270
76 CIP S/R Constr	0	697	752	1,449
77 CIP S/R Eng/Const	0	380	409	789
78 CIP S/R Geo/Env	0	77	83	160
79 CIP S/R Other	0	588	635	1,223
80 CIP S/R GSD	0	360	388	748
91 Hurricane Ike Aid & Recovery	2	0	0	2
92 ARRA Reimbursement Fund	0	0	0	0
93 HR-W.C.	0	2,318	2,500	4,818
94 HITS OTHER	4,428	6,742	7,274	18,444
95 Legal Other	451	45	48	544
Total	\$ 650,279	\$ 350,430	\$ 378,083	\$ 1,378,792
	=====	=====	=====	=====

FINANCE – PERFORMANCE MANAGEMENT FUNCTION AND ALLOCATION BASIS

The Performance Management division 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	244,143	0	244,143
Salary % Split			.00%	100.00%
Benefits	S	107,364	0	107,364
Subtotal - Personnel Costs		351,508	0	351,508
Services & Supplies Cost				
Supplies	S	0	0	0
Services	S	0	0	0
Other Intfd Services	S	0	0	0
Subtotal - Services & Supplies		0	0	0
Department Cost Total		351,508	0	351,508
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		351,508	0	351,508
General Admin Distribution			0	0
Grand Total		\$ 351,508		\$ 351,508
		=====	=====	=====

B. Incoming Costs-(Default Spread Salary%)

Dept:11 Finance Perform Mgmt

Department	First Incoming	Second Incoming	Perf Mgmt Svcs
3 Insurance Retirees	\$ 10,016	\$ 43	\$ 10,059
3 Memberships	77	0	77
3 Consulting Services	5	0	5
3 Interest Costs	200	1	201
3 Other Misc	36	0	36
3 Non-Dept. Legal Svcs/Lobby	132	1	133
Subtotal - Non-Dept-Gen Gov	10,466	45	10,511
4 Finance Dept Admin	55,582	19,995	75,577
Subtotal - Fin Dir Office	55,582	19,995	75,577
5 Financial Plg & Analysis	325	17	342
Subtotal - Fin Plg & Analysis	325	17	342
8 Gen Acctng	208	15	223
8 Auditing Svcs	199	0	199
8 Fin Operations	31	2	33
Subtotal - Fin Reporting & Ops	438	17	455
9 Internal Controls	0	0	0
Subtotal - Fin Int Controls	0	0	0
10 Cost Accounting	25	2	27
10 Trust Funds Mgmt (TFM)	27	2	29
Subtotal - Fin Grants	52	3	55
11 Perf Mgmt Svcs	0	32	32
Subtotal - Fin Perform Mgmt	0	32	32
12 Treasury	0	109	109
Subtotal - Fin Treasury	0	109	109
16 Records	0	89	89
Subtotal - ARA Operations	0	89	89
17 Payroll Svcs	0	548	548
Subtotal - ARA Payroll Svcs	0	548	548
18 Franchise	0	64	64
Subtotal - ARA Regulatory	0	64	64
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	169	169
23 External Affairs & Outreach	0	100	100
Subtotal - OBO	0	269	269
24 City Mayor Admin	0	500	500
24 Inter Gov Rel	0	83	83
Subtotal - Mayor	0	583	583

B. Incoming Costs-(Default Spread Salary%)

Dept:11 Finance Perform Mgmt

Department	First Incoming	Second Incoming	Perf Mgmt Svcs
25 Personnel Svcs	\$ 0	\$ 222	\$ 222
Subtotal - Human Resources	0	222	222
27 City Sec Svcs	0	66	66
Subtotal - City Secretary	0	66	66
28 City Council Svcs	0	750	750
Subtotal - City Council	0	750	750
29 Controller Fin Svcs	0	1,077	1,077
29 Controller Treasury	0	114	114
Subtotal - City Controller's	0	1,191	1,191
Total Incoming	66,863	24,001	90,864
C. Total Allocated		\$ 442,372	\$ 442,372
			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	92,117,734	1.9940	\$ 8,342	\$ 0	\$ 8,342	\$ 0	\$ 8,342
04 Finance Dir Office	1,917,585	0.0415	174	0	174	0	174
05 Finance Financial Plg & Analys	1,748,817	0.0379	158	0	158	0	158
06 Finance City Council	579,620	0.0125	52	0	52	0	52
07 Finance Public Fin	872,602	0.0189	79	0	79	0	79
08 Finance Reporting & Ops	3,085,677	0.0668	279	0	279	0	279
09 Finance Internal Controls	0	0.0000	0	0	0	0	0
10 Finance Grants	1,080,267	0.0234	98	0	98	0	98
11 Finance Rev Perform Mgmmt	351,508	0.0076	32	0	32	0	32
12 Finance Treasury	1,705,702	0.0369	154	0	154	9	163
13 Finance Strat Purchasing	4,807,816	0.1041	435	0	435	26	461
14 ARA Director Office	2,139,732	0.0463	194	0	194	11	205
15 ARA Financial Services	830,305	0.0180	75	0	75	4	79
16 ARA Operations	6,658,736	0.1441	603	0	603	35	638
17 ARA Payroll Services	3,581,329	0.0775	324	0	324	19	343
18 ARA Regulatory	295,092	0.0064	27	0	27	2	29
23 Office Business Opportunity	38,825,955	0.8404	3,516	0	3,516	206	3,722
24 Mayor	4,530,543	0.0981	410	0	410	24	434
25 Human Resources	45,934,805	0.9943	4,160	0	4,160	244	4,404
26 Legal	14,468,457	0.3132	1,310	0	1,310	77	1,387
27 City Secretary	759,827	0.0164	69	0	69	4	73
28 City Council	8,656,245	0.1874	784	0	784	46	830
29 City Controller's Office	7,814,179	0.1691	708	0	708	42	750
30 Health Administration	13,827,000	0.2993	1,252	0	1,252	73	1,325
31 Planning & Dev Admin	1,407,871	0.0305	127	0	127	7	134
33 CIP Sal Rec HPW	4,646,568	0.1006	421	0	421	25	446
34 HPD Police Records	5,415,046	0.1172	490	0	490	29	519
35 General Services	152,566,843	3.3025	13,817	0	13,817	810	14,627
36 HEC	26,351,959	0.5704	2,386	0	2,386	140	2,526
38 Police	962,590,931	20.8362	87,173	0	87,173	5,114	92,287
39 Dept of Neighborhoods	12,472,753	0.2700	1,130	0	1,130	66	1,196
40 Fire	505,051,996	10.9324	45,738	0	45,738	2,683	48,421
41 Municipal Court	29,937,229	0.6480	2,711	0	2,711	159	2,870
42 Solid Waste	105,943,711	2.2933	9,594	0	9,594	563	10,157
43 Houston Airport System (HAS)	321,378,127	6.9566	29,104	0	29,104	1,707	30,811
44 Housing & Community Dev	369,376,726	7.9955	33,451	0	33,451	1,962	35,413
45 Library	37,090,774	0.8029	3,359	0	3,359	197	3,556
46 Parks & Recreation	79,246,538	1.7154	7,177	0	7,177	421	7,598
47 Health Department	254,244,396	5.5034	23,025	0	23,025	1,351	24,376
48 Convention & Entertainment	100,153	0.0022	9	0	9	1	10
49 Fleet Management	83,412,953	1.8056	7,554	0	7,554	443	7,997
50 Planning & Dev Other	4,342,749	0.0940	393	0	393	23	416
51 Planning & Dev Spec Rev	7,169,889	0.1552	649	0	649	38	687
53 Finance Other	16,777,901	0.3632	1,519	0	1,519	89	1,608
54 ARA Insurance	20,666,869	0.4474	1,872	0	1,872	110	1,982
55 ARA BARC	11,496,376	0.2489	1,041	0	1,041	61	1,102
56 ARA Parking	8,796,436	0.1904	797	0	797	47	844
57 ARA Other	8,205,872	0.1776	743	0	743	44	787
58 IT Public Services	0	0.0000	0	0	0	0	0
59 Legal Insurance	12,829,357	0.2777	1,162	0	1,162	68	1,230
60 Legal Wkr Comp	179,896	0.0039	16	0	16	1	17
61 Mayor Cable TV	3,585,095	0.0776	325	0	325	19	344
62 Mayor Other	58,279,590	1.2615	5,278	0	5,278	310	5,588
64 HR Health Benefits	405,425,327	8.7758	36,716	0	36,716	2,154	38,870
65 HR Long Term Disability	929,317	0.0201	84	0	84	5	89
66 HPW Bldg Insp	67,774,172	1.4670	6,138	0	6,138	360	6,498

Perf Mgmt Svcs Allocations

Dept:11 Finance Perform Mgmt

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
67 HPW Stormwater	37,443,834	0.8105	3,391	0	3,391	199	3,590
68 HPW DDSR	67,216,611	1.4550	6,087	0	6,087	357	6,444
69 HPW Water & Sewer	473,355,544	10.2463	42,867	0	42,867	2,515	45,382
70 HPW Houston Transtar	2,468,121	0.0534	224	0	224	13	237
71 HPW Other	34,502,321	0.7468	3,125	0	3,125	183	3,308
72 Houston Permit Center	9,806,818	0.2123	888	0	888	52	940
73 CIP S/R Planning	0	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	5,141,071	0.1113	466	0	466	27	493
75 CIP S/R Engrg	8,043,181	0.1741	728	0	728	43	771
76 CIP S/R Constr	9,173,641	0.1986	831	0	831	49	880
77 CIP S/R Eng/Const	4,995,299	0.1081	452	0	452	27	479
78 CIP S/R Geo/Env	1,014,644	0.0220	92	0	92	5	97
79 CIP S/R Other	7,745,108	0.1677	701	0	701	41	742
80 CIP S/R GSD	4,734,100	0.1025	429	0	429	25	454
91 Hurricane Ike Aid & Recovery	3,291	0.0001	0	0	0	0	0
92 ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
93 HR-W.C.	30,515,560	0.6605	2,764	0	2,764	162	2,926
94 HITS OTHER	88,766,460	1.9214	8,039	0	8,039	472	8,511
95 Legal Other	581,662	0.0126	53	0	53	3	56
Subtotal	4,619,790,219	100.0000	418,371	0	418,371	24,001	442,372
Direct Bills					0		0
Total	=====	=====	=====	=====	\$418,371	=====	\$ 442,372

Basis Units: FY2021 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	8,342	8,342
04 Finance Dir Office	174	174
05 Finance Financial Plg & Analys	158	158
06 Finance City Council	52	52
07 Finance Public Fin	79	79
08 Finance Reporting & Ops	279	279
09 Finance Internal Controls	0	0
10 Finance Grants	98	98
11 Finance Rev Perform Mgmt	32	32
12 Finance Treasury	163	163
13 Finance Strat Purchasing	461	461
14 ARA Director Office	205	205
15 ARA Financial Services	79	79
16 ARA Operations	638	638
17 ARA Payroll Services	343	343
18 ARA Regulatory	29	29
23 Office Business Opportunity	3,722	3,722
24 Mayor	434	434
25 Human Resources	4,404	4,404
26 Legal	1,387	1,387
27 City Secretary	73	73
28 City Council	830	830
29 City Controller's Office	750	750
30 Health Administration	1,325	1,325
31 Planning & Dev Admin	134	134
33 CIP Sal Rec HPW	446	446
34 HPD Police Records	519	519
35 General Services	14,627	14,627
36 HEC	2,526	2,526
38 Police	92,287	92,287
39 Dept of Neighborhoods	1,196	1,196
40 Fire	48,421	48,421
41 Municipal Court	2,870	2,870
42 Solid Waste	10,157	10,157
43 Houston Airport System (HAS)	30,811	30,811
44 Housing & Community Dev	35,413	35,413
45 Library	3,556	3,556
46 Parks & Recreation	7,598	7,598
47 Health Department	24,376	24,376
48 Convention & Entertainment	10	10
49 Fleet Management	7,997	7,997
50 Planning & Dev Other	416	416
51 Planning & Dev Spec Rev	687	687
53 Finance Other	1,608	1,608
54 ARA Insurance	1,982	1,982
55 ARA BARC	1,102	1,102
56 ARA Parking	844	844
57 ARA Other	787	787
58 IT Public Services	0	0
59 Legal Insurance	1,230	1,230
60 Legal Wkr Comp	17	17
61 Mayor Cable TV	344	344
62 Mayor Other	5,588	5,588
64 HR Health Benefits	38,870	38,870
65 HR Long Term Disability	89	89

Allocation Summary

Dept:11 Finance Perform Mgmt

Department	Perf Mgmt Svcs	Total
66 HPW Bldg Insp	6,498	6,498
67 HPW Stormwater	3,590	3,590
68 HPW DDSR	6,444	6,444
69 HPW Water & Sewer	45,382	45,382
70 HPW Houston Transtar	237	237
71 HPW Other	3,308	3,308
72 Houston Permit Center	940	940
73 CIP S/R Planning	0	0
74 CIP Sal Rec RE	493	493
75 CIP S/R Engrg	771	771
76 CIP S/R Constr	880	880
77 CIP S/R Eng/Const	479	479
78 CIP S/R Geo/Env	97	97
79 CIP S/R Other	742	742
80 CIP S/R GSD	454	454
91 Hurricane Ike Aid & Recovery	0	0
92 ARRA Reimbursement Fund	0	0
93 HR-W.C.	2,926	2,926
94 HITS OTHER	8,511	8,511
95 Legal Other	56	56
Total	<u>\$ 442,373</u> =====	<u>\$ 442,373</u> =====

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	299,862	0	299,862	0
Salary % Split			.00%	100.00%	.00%
Benefits	P	136,593	0	136,593	0
Subtotal - Personnel Costs		436,455	0	436,455	0
Services & Supplies Cost					
Supplies	P	644	0	644	0
Services	P	40,514	0	40,514	0
Billing & Collection	P	1,228,089	0	0	1,228,089
Subtotal - Services & Supplies		1,269,247	0	41,158	1,228,089
Department Cost Total		1,705,702	0	477,613	1,228,089
Adjustments to Cost					
Subtotal - Adjustments		0	0	0	0
Total Costs After Adjustments		1,705,702	0	477,613	1,228,089
General Admin Distribution		0	0	0	0
Grand Total		\$ 1,705,702	0	\$ 477,613	\$ 1,228,089
					not allocated

B. Incoming Costs-(Default Spread Salary%)

Dept:12 Finance Treasury

Department	First Incoming	Second Incoming	Treasury	Collections
3 Insurance Retirees	\$ 14,308	\$ 62	\$ 14,370	\$ 0
3 Memberships	110	0	110	0
3 Consulting Services	27	0	27	0
3 Interest Costs	970	4	974	0
3 Other Misc	176	1	177	0
3 Non-Dept. Legal Svcs/Lobby	188	1	189	0
Subtotal - Non-Dept-Gen Gov	15,779	69	15,848	0
4 Finance Dept Admin	79,403	28,564	107,967	0
Subtotal - Fin Dir Office	79,403	28,564	107,967	0
5 Financial Plg & Analysis	1,625	87	1,712	0
Subtotal - Fin Plg & Analysis	1,625	87	1,712	0
8 Gen Acctng	1,042	76	1,118	0
8 Auditing Svcs	996	0	996	0
8 Fin Operations	151	10	161	0
Subtotal - Fin Reporting & Ops	2,189	86	2,275	0
9 Internal Controls	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0
10 Cost Accounting	122	7	129	0
10 Trust Funds Mgmt (TFM)	131	8	139	0
Subtotal - Fin Grants	253	16	269	0
11 Perf Mgmt Svcs	154	9	163	0
Subtotal - Fin Perform Mgmt	154	9	163	0
12 Treasury	0	529	529	0
Subtotal - Fin Treasury	0	529	529	0
13 Purchasing	0	2,973	2,973	0
Subtotal - Fin SPD	0	2,973	2,973	0
16 Records	0	127	127	0
Subtotal - ARA Operations	0	127	127	0
17 Payroll Svcs	0	783	783	0
Subtotal - ARA Payroll Svcs	0	783	783	0
18 Franchise	0	310	310	0
Subtotal - ARA Regulatory	0	310	310	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	241	241	0
23 External Affairs & Outreach	0	143	143	0
Subtotal - OBO	0	384	384	0
24 City Mayor Admin	0	715	715	0

B. Incoming Costs-(Default Spread Salary%)

Dept:12 Finance Treasury

Department	First Incoming	Second Incoming	Treasury	Collections
24 Inter Gov Rel	\$ 0	\$ 119	\$ 119	\$ 0
Subtotal - Mayor	0	834	834	0
25 Personnel Svcs	0	317	317	0
Subtotal - Human Resources	0	317	317	0
27 City Sec Svcs	0	321	321	0
Subtotal - City Secretary	0	321	321	0
28 City Council Svcs	0	3,639	3,639	0
Subtotal - City Council	0	3,639	3,639	0
29 Controller Fin Svcs	0	5,388	5,388	0
29 Controller Treasury	0	552	552	0
Subtotal - City Controller's	0	5,940	5,940	0
Total Incoming	99,403	44,987	144,390	0
C. Total Allocated		\$ 1,850,092	\$ 622,003	\$ 1,228,089
			33.62%	66.38%

Treasury Allocations

Dept:12 Finance Treasury

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
03 Non-Departmental-Gen Gov	83,444,401	4.4872	\$ 25,892	\$ 0	\$ 25,892	\$ 0	\$ 25,892
04 Finance Dir Office	1,917,585	0.1031	595	0	595	0	595
05 Finance Financial Plg & Analys	1,748,817	0.0940	543	0	543	0	543
06 Finance City Council	579,620	0.0312	180	0	180	0	180
07 Finance Public Fin	872,602	0.0469	271	0	271	0	271
08 Finance Reporting & Ops	3,085,677	0.1659	957	0	957	0	957
10 Finance Grants	1,080,267	0.0581	335	0	335	0	335
11 Finance Rev Perform Mgmt	351,508	0.0189	109	0	109	0	109
12 Finance Treasury	1,705,702	0.0917	529	0	529	0	529
13 Finance Strat Purchasing	4,807,816	0.2585	1,492	0	1,492	123	1,615
14 ARA Director Office	2,139,732	0.1151	664	0	664	55	719
15 ARA Financial Services	830,305	0.0446	258	0	258	21	279
16 ARA Operations	6,658,736	0.3581	2,066	0	2,066	170	2,236
17 ARA Payroll Services	3,581,329	0.1926	1,111	0	1,111	91	1,202
18 ARA Regulatory	295,092	0.0159	92	0	92	8	100
23 Office Business Opportunity	3,480,775	0.1872	1,080	0	1,080	89	1,169
24 Mayor	4,530,543	0.2436	1,406	0	1,406	115	1,521
25 Human Resources	2,412,654	0.1297	749	0	749	62	811
26 Legal	14,468,457	0.7780	4,489	0	4,489	369	4,858
27 City Secretary	759,827	0.0409	236	0	236	19	255
28 City Council	8,656,245	0.4655	2,686	0	2,686	221	2,907
29 City Controller's Office	7,813,946	0.4202	2,425	0	2,425	199	2,624
30 Health Administration	13,827,000	0.7435	4,290	0	4,290	352	4,642
31 Planning & Dev Admin	1,407,871	0.0757	437	0	437	36	473
34 HPD Police Records	5,415,046	0.2912	1,680	0	1,680	138	1,818
35 General Services	38,580,241	2.0746	11,971	0	11,971	983	12,954
38 Police	893,865,708	48.0673	277,356	0	277,356	22,785	300,141
39 Dept of Neighborhoods	9,919,720	0.5334	3,078	0	3,078	253	3,331
40 Fire	482,537,804	25.9483	149,726	0	149,726	12,300	162,026
41 Municipal Court	27,079,450	1.4562	8,402	0	8,402	690	9,092
42 Solid Waste	82,086,229	4.4142	25,470	0	25,470	2,092	27,562
44 Housing & Community Dev	483,940	0.0260	150	0	150	12	162
45 Library	34,805,355	1.8716	10,800	0	10,800	887	11,687
46 Parks & Recreation	52,905,548	2.8450	16,416	0	16,416	1,349	17,765
47 Health Department	31,294,929	1.6829	9,710	0	9,710	798	10,508
49 Fleet Management	0	0.0000	0	0	0	0	0
50 Planning & Dev Other	1,784,211	0.0959	554	0	554	45	599
53 Finance Other	145,068	0.0078	45	0	45	4	49
55 ARA BARC	0	0.0000	0	0	0	0	0
57 ARA Other	3,763,006	0.2024	1,168	0	1,168	96	1,264
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	24,331,134	1.3084	7,550	0	7,550	620	8,170
94 HITS OTHER	157,786	0.0085	49	0	49	4	53
Subtotal	1,859,611,682	100.0000	577,017	0	577,017	44,986	622,003
Direct Bills					0		0
Total					\$577,017		\$ 622,003
	=====	=====	=====	=====	=====	=====	=====

Basis Units: FY2021 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	25,892	0	25,892
04 Finance Dir Office	595	0	595
05 Finance Financial Plg & Analys	543	0	543
06 Finance City Council	180	0	180
07 Finance Public Fin	271	0	271
08 Finance Reporting & Ops	957	0	957
10 Finance Grants	335	0	335
11 Finance Rev Perform Mgmt	109	0	109
12 Finance Treasury	529	0	529
13 Finance Strat Purchasing	1,615	0	1,615
14 ARA Director Office	719	0	719
15 ARA Financial Services	279	0	279
16 ARA Operations	2,236	0	2,236
17 ARA Payroll Services	1,202	0	1,202
18 ARA Regulatory	100	0	100
23 Office Business Opportunity	1,169	0	1,169
24 Mayor	1,521	0	1,521
25 Human Resources	811	0	811
26 Legal	4,858	0	4,858
27 City Secretary	255	0	255
28 City Council	2,907	0	2,907
29 City Controller's Office	2,624	0	2,624
30 Health Administration	4,642	0	4,642
31 Planning & Dev Admin	473	0	473
34 HPD Police Records	1,818	0	1,818
35 General Services	12,954	0	12,954
38 Police	300,141	0	300,141
39 Dept of Neighborhoods	3,331	0	3,331
40 Fire	162,026	0	162,026
41 Municipal Court	9,092	0	9,092
42 Solid Waste	27,562	0	27,562
44 Housing & Community Dev	162	0	162
45 Library	11,687	0	11,687
46 Parks & Recreation	17,765	0	17,765
47 Health Department	10,508	0	10,508
49 Fleet Management	0	0	0
50 Planning & Dev Other	599	0	599
53 Finance Other	49	0	49
55 ARA BARC	0	0	0
57 ARA Other	1,264	0	1,264
58 IT Public Services	0	0	0
61 Mayor Cable TV	0	0	0
64 HR Health Benefits	0	0	0
71 HPW Other	8,170	0	8,170
94 HITS OTHER	53	0	53
Total	\$ 622,003	\$ 0	\$ 622,003
	=====	=====	=====

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, and 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 all 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	3,063,265	0	3,063,265
Salary % Split			.00%	100.00%
Benefits	S	1,574,280	0	1,574,280
Subtotal - Personnel Costs		4,637,545	0	4,637,545
Services & Supplies Cost				
Supplies	S	47,045	0	47,045
Services	S	123,227	0	123,227
Subtotal - Services & Supplies		170,272	0	170,272
Department Cost Total		4,807,817	0	4,807,817
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		4,807,817	0	4,807,817
General Admin Distribution			0	0
Grand Total		\$ 4,807,817		\$ 4,807,817
		=====	=====	=====

B. Incoming Costs-(Default Spread Salary%)

Dept:13 Finance Strategic Purchasing

Department	First Incoming	Second Incoming	Purchasing
3 Insurance Retirees	\$ 129,629	\$ 562	\$ 130,191
3 Memberships	995	4	999
3 Consulting Services	12	0	12
3 Interest Costs	2,733	12	2,745
3 Other Misc	496	2	498
3 Non-Dept. Legal Svcs/Lobby	1,703	7	1,710
Subtotal - Non-Dept-Gen Gov	135,568	588	136,156
4 Finance Dept Admin	719,389	258,789	978,178
Subtotal - Fin Dir Office	719,389	258,789	978,178
5 Financial Plg & Analysis	730	39	769
Subtotal - Fin Plg & Analysis	730	39	769
8 Gen Acctng	468	34	502
8 Auditing Svcs	448	0	448
8 Fin Operations	426	29	455
Subtotal - Fin Reporting & Ops	1,342	63	1,405
9 Internal Controls	0	0	0
Subtotal - Fin Int Controls	0	0	0
10 Cost Accounting	344	21	365
10 Trust Funds Mgmt (TFM)	371	23	394
Subtotal - Fin Grants	715	44	759
11 Perf Mgmt Svcs	435	26	461
Subtotal - Fin Perform Mgmt	435	26	461
12 Treasury	1,492	123	1,615
Subtotal - Fin Treasury	1,492	123	1,615
13 Purchasing	0	1,699	1,699
Subtotal - Fin SPD	0	1,699	1,699
16 Records	0	1,154	1,154
Subtotal - ARA Operations	0	1,154	1,154
17 Payroll Svcs	0	7,091	7,091
Subtotal - ARA Payroll Svcs	0	7,091	7,091
18 Franchise	0	875	875
Subtotal - ARA Regulatory	0	875	875
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	2,183	2,183
23 Contract Compliance	0	72,056	72,056
23 Reporting & Analytics	0	1,709	1,709
23 External Affairs & Outreach	0	1,295	1,295
Subtotal - OBO	0	77,243	77,243

B. Incoming Costs-(Default Spread Salary%)

Dept:13 Finance Strategic Purchasing

Department	First Incoming	Second Incoming	Purchasing
24 City Mayor Admin	0	6,474	6,474
24 Inter Gov Rel	0	1,076	1,076
Subtotal - Mayor	0	7,550	7,550
25 Personnel Svcs	0	2,870	2,870
Subtotal - Human Resources	0	2,870	2,870
27 City Sec Svcs	0	904	904
Subtotal - City Secretary	0	904	904
28 City Council Svcs	0	10,257	10,257
Subtotal - City Council	0	10,257	10,257
29 Controller Fin Svcs	0	2,421	2,421
29 Controller Treasury	0	1,555	1,555
Subtotal - City Controller's	0	3,976	3,976
Total Incoming	859,671	373,291	1,232,962
C. Total Allocated		\$ 6,040,779	\$ 6,040,779
	=====	=====	=====
			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	101	0.7570	\$ 42,900	\$ 0	\$ 42,900	\$ 0	\$ 42,900
04 Finance Dir Office	1	0.0075	425	0	425	0	425
05 Finance Financial Plg & Analys	0	0.0000	0	0	0	0	0
06 Finance City Council	10	0.0749	4,248	0	4,248	0	4,248
07 Finance Public Fin	0	0.0000	0	0	0	0	0
08 Finance Reporting & Ops	7	0.0525	2,973	0	2,973	0	2,973
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	7	0.0525	2,973	0	2,973	0	2,973
13 Finance Strat Purchasing	4	0.0300	1,699	0	1,699	0	1,699
14 ARA Director Office	3	0.0225	1,274	0	1,274	85	1,359
16 ARA Operations	13	0.0974	5,522	0	5,522	367	5,889
17 ARA Payroll Services	0	0.0000	0	0	0	0	0
23 Office Business Opportunity	16	0.1199	6,796	0	6,796	452	7,248
24 Mayor	7	0.0525	2,973	0	2,973	198	3,171
25 Human Resources	600	4.4967	254,852	0	254,852	16,951	271,803
26 Legal	13	0.0974	5,522	0	5,522	367	5,889
27 City Secretary	0	0.0000	0	0	0	0	0
28 City Council	9	0.0675	3,823	0	3,823	254	4,077
29 City Controller's Office	57	0.4272	24,211	0	24,211	1,610	25,821
30 Health Administration	36	0.2698	15,291	0	15,291	1,017	16,308
31 Planning & Dev Admin	1	0.0075	425	0	425	28	453
33 CIP Sal Rec HPW	5	0.0375	2,124	0	2,124	141	2,265
34 HPD Police Records	0	0.0000	0	0	0	0	0
35 General Services	879	6.5877	373,358	0	373,358	24,833	398,191
36 HEC	13	0.0974	5,522	0	5,522	367	5,889
38 Police	1,056	7.9143	448,540	0	448,540	29,834	478,374
39 Dept of Neighborhoods	126	0.9443	53,519	0	53,519	3,560	57,079
40 Fire	216	1.6188	91,747	0	91,747	6,102	97,849
41 Municipal Court	95	0.7120	40,352	0	40,352	2,684	43,036
42 Solid Waste	457	3.4250	194,112	0	194,112	12,911	207,023
43 Houston Airport System (HAS)	1,469	11.0095	623,963	0	623,963	41,502	665,465
44 Housing & Community Dev	1,621	12.1487	688,526	0	688,526	45,796	734,322
45 Library	297	2.2259	126,152	0	126,152	8,391	134,543
46 Parks & Recreation	472	3.5374	200,484	0	200,484	13,335	213,819
47 Health Department	1,021	7.6520	433,673	0	433,673	28,845	462,518
48 Convention & Entertainment	2	0.0150	849	0	849	57	906
49 Fleet Management	1,010	7.5695	429,001	0	429,001	28,534	457,535
50 Planning & Dev Other	29	0.2173	12,318	0	12,318	819	13,137
51 Planning & Dev Spec Rev	34	0.2548	14,442	0	14,442	961	15,403
52 General Debt	0	0.0000	0	0	0	0	0
53 Finance Other	15	0.1124	6,371	0	6,371	424	6,795
54 ARA Insurance	6	0.0450	2,548	0	2,548	170	2,718
55 ARA BARC	43	0.3223	18,264	0	18,264	1,215	19,479
56 ARA Parking	35	0.2623	14,866	0	14,866	989	15,855
57 ARA Other	19	0.1424	8,070	0	8,070	537	8,607
59 Legal Insurance	42	0.3148	17,840	0	17,840	1,187	19,027
61 Mayor Cable TV	18	0.1349	7,646	0	7,646	509	8,155
62 Mayor Other	338	2.5332	143,567	0	143,567	9,549	153,116
63 TIRZ	3	0.0225	1,274	0	1,274	85	1,359
64 HR Health Benefits	84	0.6295	35,679	0	35,679	2,373	38,052
65 HR Long Term Disability	2	0.0150	849	0	849	57	906
66 HPW Bldg Insp	73	0.5471	31,007	0	31,007	2,062	33,069
67 HPW Stormwater	151	1.1317	64,138	0	64,138	4,266	68,404
68 HPW DDSR	463	3.4700	196,661	0	196,661	13,081	209,742
69 HPW Water & Sewer	1,327	9.9453	563,648	0	563,648	37,490	601,138

Purchasing Allocations

Dept:13 Finance Strategic Purchasing

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
70 HPW Houston Transtar	26	0.1949	11,044	0	11,044	735	11,779
71 HPW Other	203	1.5214	86,225	0	86,225	5,735	91,960
72 Houston Permit Center	91	0.6820	38,653	0	38,653	2,571	41,224
73 CIP S/R Planning	0	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	4	0.0300	1,699	0	1,699	113	1,812
75 CIP S/R Engrg	2	0.0150	849	0	849	57	906
76 CIP S/R Constr	5	0.0375	2,124	0	2,124	141	2,265
77 CIP S/R Eng/Const	4	0.0300	1,699	0	1,699	113	1,812
78 CIP S/R Geo/Env	0	0.0000	0	0	0	0	0
79 CIP S/R Other	11	0.0824	4,672	0	4,672	311	4,983
93 HR-W.C.	28	0.2098	11,893	0	11,893	791	12,684
94 HITS OTHER	657	4.9239	279,063	0	279,063	18,562	297,625
95 Legal Other	6	0.0450	2,548	0	2,548	170	2,718
Subtotal	13,343	100.0000	5,667,486	0	5,667,486	373,293	6,040,779
Direct Bills					0		0
Total					\$5,667,486		\$ 6,040,779
	=====	=====	=====	=====	=====	=====	=====

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	42,900	42,900
04 Finance Dir Office	425	425
05 Finance Financial Plg & Analys	0	0
06 Finance City Council	4,248	4,248
07 Finance Public Fin	0	0
08 Finance Reporting & Ops	2,973	2,973
09 Finance Internal Controls	0	0
10 Finance Grants	0	0
12 Finance Treasury	2,973	2,973
13 Finance Strat Purchasing	1,699	1,699
14 ARA Director Office	1,359	1,359
16 ARA Operations	5,889	5,889
17 ARA Payroll Services	0	0
23 Office Business Opportunity	7,248	7,248
24 Mayor	3,171	3,171
25 Human Resources	271,803	271,803
26 Legal	5,889	5,889
27 City Secretary	0	0
28 City Council	4,077	4,077
29 City Controller's Office	25,821	25,821
30 Health Administration	16,308	16,308
31 Planning & Dev Admin	453	453
33 CIP Sal Rec HPW	2,265	2,265
34 HPD Police Records	0	0
35 General Services	398,191	398,191
36 HEC	5,889	5,889
38 Police	478,374	478,374
39 Dept of Neighborhoods	57,079	57,079
40 Fire	97,849	97,849
41 Municipal Court	43,036	43,036
42 Solid Waste	207,023	207,023
43 Houston Airport System (HAS)	665,465	665,465
44 Housing & Community Dev	734,322	734,322
45 Library	134,543	134,543
46 Parks & Recreation	213,819	213,819
47 Health Department	462,518	462,518
48 Convention & Entertainment	906	906
49 Fleet Management	457,535	457,535
50 Planning & Dev Other	13,137	13,137
51 Planning & Dev Spec Rev	15,403	15,403
52 General Debt	0	0
53 Finance Other	6,795	6,795
54 ARA Insurance	2,718	2,718
55 ARA BARC	19,479	19,479
56 ARA Parking	15,855	15,855
57 ARA Other	8,607	8,607
59 Legal Insurance	19,027	19,027
61 Mayor Cable TV	8,155	8,155
62 Mayor Other	153,116	153,116
63 TIRZ	1,359	1,359
64 HR Health Benefits	38,052	38,052
65 HR Long Term Disability	906	906
66 HPW Bldg Insp	33,069	33,069
67 HPW Stormwater	68,404	68,404
68 HPW DDSR	209,742	209,742

Allocation Summary

Dept:13 Finance Strategic Purchasing

Department	Purchasing	Total
69 HPW Water & Sewer	601,138	601,138
70 HPW Houston Transtar	11,779	11,779
71 HPW Other	91,960	91,960
72 Houston Permit Center	41,224	41,224
73 CIP S/R Planning	0	0
74 CIP Sal Rec RE	1,812	1,812
75 CIP S/R Engrg	906	906
76 CIP S/R Constr	2,265	2,265
77 CIP S/R Eng/Const	1,812	1,812
78 CIP S/R Geo/Env	0	0
79 CIP S/R Other	4,983	4,983
93 HR-W.C.	12,684	12,684
94 HITS OTHER	297,625	297,625
95 Legal Other	2,718	2,718
Total	<u>\$ 6,040,780</u> =====	<u>\$ 6,040,780</u> =====

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 an 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	684,684	0	684,684	0
Salary % Split			.00%	100.00%	.00%
Benefits	S	160,578	0	160,578	0
Subtotal - Personnel Costs		845,262	0	845,262	
Services & Supplies Cost					
Supplies	S	31,972	0	31,972	0
Services	S	1,262,499	0	1,262,499	0
Subtotal - Services & Supplies		1,294,471	0	1,294,471	
Department Cost Total		2,139,733	0	2,139,733	
Adjustments to Cost					
Subtotal - Adjustments			0	0	0
Total Costs After Adjustments		2,139,733	0	2,139,733	
General Admin Distribution			0	0	0
Grand Total		\$ 2,139,733		\$ 2,139,733	
		=====	=====	=====	=====

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	29,117	126	29,243	0
3 Memberships	223	1	224	0
3 Consulting Services	70	0	70	0
3 Interest Costs	1,216	6	1,222	0
3 Other Misc	221	1	222	0
3 Claims & Judge	19,220	83	19,303	0
3 Non-Dept. Legal Svcs/Lobby	382	2	384	0
3 Walker Rent	0	0	0	0
3 Dept Specific	199,519	865	200,384	0
Subtotal - Non-Dept-Gen Gov	249,968	1,084	251,052	0
5 Financial Plg & Analysis	4,274	229	4,503	0
Subtotal - Fin Plg & Analysis	4,274	229	4,503	0
8 Gen Acctng	2,739	199	2,938	0
8 Fixed Assets	5,542	390	5,932	0
8 Auditing Svcs	2,618	0	2,618	0
8 Fin Operations	189	13	202	0
Subtotal - Fin Reporting & Ops	11,088	602	11,690	0
9 Internal Controls	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0
10 Cost Accounting	153	9	162	0
10 Trust Funds Mgmt (TFM)	165	10	175	0
Subtotal - Fin Grants	318	20	338	0
11 Perf Mgmt Svcs	194	11	205	0
Subtotal - Fin Perform Mgmt	194	11	205	0
12 Treasury	664	55	719	0
Subtotal - Fin Treasury	664	55	719	0
13 Purchasing	1,274	85	1,359	0
Subtotal - Fin SPD	1,274	85	1,359	0
15 Budgeting & Accounting Support	0	5,170	5,170	0
15 Accounts Payable	0	8,655	8,655	0
Subtotal - ARA Financial Svcs	0	13,825	13,825	0
16 Mailroom	0	42,564	42,564	0
16 Property	0	1,652	1,652	0
16 Records	0	259	259	0
16 3-1-1 Svcs *	0	384,968	0	384,968
Subtotal - ARA Operations	0	429,443	44,475	384,968
17 Payroll Svcs	0	1,593	1,593	0
Subtotal - ARA Payroll Svcs	0	1,593	1,593	0
18 Franchise	0	389	389	0
Subtotal - ARA Regulatory	0	389	389	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	0	0	0
Subtotal - HITS EIS	0	0	0	0
23 Certification	0	490	490	0
23 Contract Compliance	0	17,393	17,393	0
23 Reporting & Analytics	0	2,057	2,057	0
23 Dept Services	0	4,324	4,324	0
23 External Affairs & Outreach	0	291	291	0
Subtotal - OBO	0	24,555	24,555	0
24 City Mayor Admin	0	1,454	1,454	0
24 Inter Gov Rel	0	242	242	0
Subtotal - Mayor	0	1,696	1,696	0
25 Selection	0	10,846	10,846	0
25 Personnel Svcs	0	645	645	0
Subtotal - Human Resources	0	11,491	11,491	0
26 Legal Svcs *	0	464,919	0	464,919
26 Inspector General	0	12,866	12,866	0
Subtotal - Legal	0	477,785	12,866	464,919
27 City Sec Svcs	0	402	402	0
Subtotal - City Secretary	0	402	402	0
28 City Council Svcs	0	4,565	4,565	0
Subtotal - City Council	0	4,565	4,565	0
29 Controller Fin Svcs	0	14,165	14,165	0
29 Controller Treasury	0	692	692	0
Subtotal - City Controller's	0	14,857	14,857	0
35 Building Svcs	0	261,453	261,453	0
35 Utilities	0	105,467	105,467	0
35 Real Estate	0	17,693	17,693	0
Subtotal - General Services	0	384,613	384,613	0
Total Incoming	268,080	1,367,299	785,492	849,887
C. Total Allocated		\$ 3,775,112	\$ 2,925,225	\$ 849,887
			77.49%	22.51%

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	6.00	1.7779	\$ 42,808	\$ 0	\$ 42,808	\$ 9,199	\$ 52,007
16 ARA Operations	80.83	23.9510	576,696	0	576,696	123,925	700,621
17 ARA Payroll Services	36.73	10.8836	262,057	0	262,057	56,313	318,370
18 ARA Regulatory	3.08	0.9126	21,975	0	21,975	4,722	26,697
54 ARA Insurance	4.34	1.2860	30,965	0	30,965	6,654	37,619
55 ARA BARC	105.46	31.2493	752,424	0	752,424	161,687	914,111
56 ARA Parking	67.98	20.1434	485,016	0	485,016	104,224	589,240
57 ARA Other	33.06	9.7961	235,873	0	235,873	50,686	286,559
Subtotal	337.48	100.0000	2,407,814	0	2,407,814	517,411	2,925,225
Direct Bills					0		0
Total	=====	=====	=====	=====	\$2,407,814	=====	\$ 2,925,225

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	6.00	2.2263	\$ 0	\$ 0	\$ 0	\$ 18,921	\$ 18,921
16 ARA Operations	80.83	29.9926	0	0	0	254,903	254,903
17 ARA Payroll Services	36.73	13.6289	0	0	0	115,831	115,831
18 ARA Regulatory	3.08	1.1429	0	0	0	9,713	9,713
54 ARA Insurance	4.34	1.6104	0	0	0	13,686	13,686
55 ARA BARC	105.46	39.1317	0	0	0	332,575	332,575
57 ARA Other	33.06	12.2672	0	0	0	104,257	104,257
Subtotal	269.50	100.0000	0	0	0	849,887	849,887
Direct Bills					0		0
Total	=====	=====	=====	=====	\$0	=====	\$ 849,887

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	52,007	18,921	70,928
16 ARA Operations	700,621	254,903	955,524
17 ARA Payroll Services	318,370	115,831	434,201
18 ARA Regulatory	26,697	9,713	36,410
54 ARA Insurance	37,619	13,686	51,305
55 ARA BARC	914,111	332,575	1,246,686
56 ARA Parking	589,240	0	589,240
57 ARA Other	286,559	104,257	390,816
Total	\$ 2,925,224 =====	\$ 849,886 =====	\$ 3,775,110 =====

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 395,923	0	127,700	268,223
Salary % Split		.00%	32.25%	67.75%
Salaries	S 202,884	0	65,438	137,446
Subtotal - Personnel Costs	598,807	0	193,138	405,669
Services & Supplies Cost				
Supplies	S 2,155	0	695	1,461
Services	S 229,342	0	73,972	155,370
Subtotal - Services & Supplies	231,497	0	74,667	156,831
Department Cost Total	830,304	0	267,805	562,500
Adjustments to Cost				
Subtotal - Adjustments		0	0	0
Total Costs After Adjustments	830,304	0	267,805	562,500
General Admin Distribution		0	0	0
Grand Total	\$ 830,304		\$ 267,805	\$ 562,500
	=====	=====	=====	=====

B. Incoming Costs-(Default Spread Salary%)

Dept:15 ARA Financial Svcs

Department	First Incoming	Second Incoming	Budgeting & Accounting Support	Accounts Payable
3 Insurance Retirees	\$ 21,462	\$ 93	\$ 6,952	\$ 14,603
3 Memberships	165	1	53	112
3 Consulting Services	8	0	3	5
3 Interest Costs	472	2	153	321
3 Other Misc	86	0	28	59
3 Non-Dept. Legal Svcs/Lobby	282	1	91	192
Subtotal - Non-Dept-Gen Gov	22,475	98	7,280	15,292
5 Financial Plg & Analysis	461	25	157	329
Subtotal - Fin Plg & Analysis	461	25	157	329
8 Gen Acctng	295	21	102	214
8 Auditing Svcs	282	0	91	191
8 Fin Operations	74	5	25	54
Subtotal - Fin Reporting & Ops	651	26	219	459
9 Internal Controls	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0
10 Cost Accounting	59	4	20	42
10 Trust Funds Mgmt (TFM)	0	68	22	46
Subtotal - Fin Grants	59	72	42	89
11 Perf Mgmt Svcs	75	4	26	54
Subtotal - Fin Perform Mgmt	75	4	26	54
12 Treasury	258	21	90	189
Subtotal - Fin Treasury	258	21	90	189
14 ARA Dept Admin	42,808	9,199	16,774	35,233
14 ARA Non - Parking	0	18,921	6,103	12,819
Subtotal - ARA Dir Office	42,808	28,120	22,877	48,051
15 Budgeting & Accounting Support	0	3,811	1,229	2,582
15 Accounts Payable	0	6,380	2,058	4,322
Subtotal - ARA Financial Svcs	0	10,191	3,287	6,904
16 Records	0	191	62	129
Subtotal - ARA Operations	0	191	62	129
17 Payroll Svcs	0	1,174	379	795
Subtotal - ARA Payroll Svcs	0	1,174	379	795
18 Franchise	0	151	49	102
Subtotal - ARA Regulatory	0	151	49	102
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	361	116	245
23 External Affairs & Outreach	0	214	69	145
Subtotal - OBO	0	575	185	390

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	1,072	346	726
24 Inter Gov Rel	0	178	57	121
Subtotal - Mayor	0	1,250	403	847
25 Personnel Svcs	0	475	153	322
Subtotal - Human Resources	0	475	153	322
27 City Sec Svcs	0	156	50	106
Subtotal - City Secretary	0	156	50	106
28 City Council Svcs	0	1,771	571	1,200
Subtotal - City Council	0	1,771	571	1,200
29 Controller Fin Svcs	0	1,527	493	1,034
29 Controller Treasury	0	269	87	182
Subtotal - City Controller's	0	1,796	579	1,217
Total Incoming	66,787	46,096	36,409	76,474
C. Total Allocated		\$ 943,187	\$ 304,214	\$ 638,974
			32.25%	67.75%

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	8.14	1.7866	\$ 5,170	\$ 0	\$ 5,170	\$ 0	\$ 5,170
15 ARA Financial Services	6.00	1.3169	3,811	0	3,811	0	3,811
16 ARA Operations	80.83	17.7411	51,337	0	51,337	2,718	54,055
17 ARA Payroll Services	36.73	8.0617	23,328	0	23,328	1,235	24,563
18 ARA Regulatory	3.08	0.6760	1,956	0	1,956	104	2,060
24 Mayor	34.28	7.5240	21,772	0	21,772	1,153	22,925
54 ARA Insurance	4.34	0.9526	2,756	0	2,756	146	2,902
55 ARA BARC	105.46	23.1470	66,980	0	66,980	3,547	70,527
56 ARA Parking	67.98	14.9207	43,175	0	43,175	2,286	45,461
57 ARA Other	33.06	7.2562	20,997	0	20,997	1,112	22,109
61 Mayor Cable TV	17.86	3.9200	11,343	0	11,343	601	11,944
62 Mayor Other	51.61	11.3277	32,779	0	32,779	1,736	34,515
63 TIRZ	6.24	1.3696	3,963	0	3,963	210	4,173
Subtotal	455.61	100.0000	289,367	0	289,367	14,847	304,214
Direct Bills					0		0
Total					\$289,367		\$ 304,214
	=====	=====	=====	=====	=====	=====	=====

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	8.14	1.4241	\$ 8,655	\$ 0	\$ 8,655	\$ 0	\$ 8,655
15 ARA Financial Services	6.00	1.0497	6,380	0	6,380	0	6,380
16 ARA Operations	80.83	14.1410	85,947	0	85,947	4,522	90,469
17 ARA Payroll Services	36.73	6.4258	39,055	0	39,055	2,055	41,110
18 ARA Regulatory	3.08	0.5388	3,275	0	3,275	172	3,447
24 Mayor	34.28	5.9972	36,450	0	36,450	1,918	38,368
39 Dept of Neighborhoods	115.99	20.2922	123,334	0	123,334	6,489	129,823
54 ARA Insurance	4.34	0.7593	4,615	0	4,615	243	4,858
55 ARA BARC	105.46	18.4500	112,137	0	112,137	5,900	118,037
56 ARA Parking	67.98	11.8929	72,284	0	72,284	3,803	76,087
57 ARA Other	33.06	5.7838	35,153	0	35,153	1,849	37,002
61 Mayor Cable TV	17.86	3.1246	18,991	0	18,991	999	19,990
62 Mayor Other	51.61	9.0290	54,878	0	54,878	2,887	57,765
63 TIRZ	6.24	1.0917	6,635	0	6,635	349	6,984
Subtotal	571.60	100.0000	607,789	0	607,789	31,185	638,974
Direct Bills					0		0
Total					\$607,789		\$ 638,974
	=====	=====	=====	=====	=====	=====	=====

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	5,170	8,655	13,825
15 ARA Financial Services	3,811	6,380	10,191
16 ARA Operations	54,055	90,469	144,524
17 ARA Payroll Services	24,563	41,110	65,673
18 ARA Regulatory	2,060	3,447	5,507
24 Mayor	22,925	38,368	61,293
39 Dept of Neighborhoods	0	129,823	129,823
54 ARA Insurance	2,902	4,858	7,760
55 ARA BARC	70,527	118,037	188,564
56 ARA Parking	45,461	76,087	121,548
57 ARA Other	22,109	37,002	59,111
61 Mayor Cable TV	11,944	19,990	31,934
62 Mayor Other	34,515	57,765	92,280
63 TIRZ	4,173	6,984	11,157
Total	<u>\$ 304,215</u> =====	<u>\$ 638,975</u> =====	<u>\$ 943,190</u> =====

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.

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	\$ 289,126	\$ 1,253	\$ 11,408	\$ 21,546	\$ 25,183	\$ 232,242
3 Memberships	2,218	10	88	165	193	1,782
3 Consulting Services	76	0	3	6	7	61
3 Interest Costs	3,785	17	149	282	330	3,041
3 Other Misc	687	3	27	51	60	552
3 Non-Dept. Legal Svcs/Lobby	3,798	16	150	283	331	3,051
3 Walker Rent *	0	0	0	0	0	0
Subtotal - Non-Dept-Gen Gov	299,690	1,300	11,825	22,333	26,104	240,728
5 Financial Plg & Analysis	4,637	248	192	362	424	3,907
Subtotal - Fin Plg & Analysis	4,637	248	192	362	424	3,907
8 Gen Acctng	2,972	216	125	237	276	2,549
8 Auditing Svcs	2,841	0	112	211	246	2,272
8 Fin Operations	590	40	25	47	55	504
Subtotal - Fin Reporting & Ops	6,403	256	262	494	577	5,325
9 Internal Controls	0	0	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0	0	0
10 Cost Accounting	477	29	20	38	44	405
10 Trust Funds Mgmt (TFM)	513	32	21	40	47	436
Subtotal - Fin Grants	990	61	41	78	91	841
11 Perf Mgmt Svcs	603	35	25	47	55	511
Subtotal - Fin Perform Mgmt	603	35	25	47	55	511
12 Treasury	2,066	170	88	166	194	1,788
Subtotal - Fin Treasury	2,066	170	88	166	194	1,788
13 Purchasing	5,522	367	231	437	511	4,710
Subtotal - Fin SPD	5,522	367	231	437	511	4,710
14 ARA Dept Admin	576,696	123,925	27,525	51,985	60,762	560,349
14 ARA Non - Parking	0	254,903	10,014	18,914	22,107	203,869
Subtotal - ARA Dir Office	576,696	378,828	37,539	70,899	82,869	764,218
15 Budgeting & Accounting Support	51,337	2,718	2,124	4,011	4,688	43,233
15 Accounts Payable	85,947	4,522	3,554	6,713	7,846	72,356
Subtotal - ARA Financial Svcs	137,284	7,240	5,678	10,724	12,534	115,589
16 Records	0	2,574	101	191	223	2,059
Subtotal - ARA Operations	0	2,574	101	191	223	2,059
17 Payroll Svcs	0	15,816	621	1,174	1,372	12,649
Subtotal - ARA Payroll Svcs	0	15,816	621	1,174	1,372	12,649
18 Franchise	0	1,212	48	90	105	969
Subtotal - ARA Regulatory	0	1,212	48	90	105	969
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	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Subtotal - HITS EIS	0	0	0	0	0	0
23 Certification	0	4,868	191	361	422	3,893
23 External Affairs & Outreach	0	2,889	114	214	251	2,311
Subtotal - OBO	0	7,757	305	576	673	6,204
24 City Mayor Admin	0	14,440	567	1,071	1,252	11,549
24 Inter Gov Rel	0	2,399	94	178	208	1,919
Subtotal - Mayor	0	16,839	662	1,249	1,460	13,468
25 Personnel Svcs	0	6,401	251	475	555	5,119
Subtotal - Human Resources	0	6,401	251	475	555	5,119
27 City Sec Svcs	0	1,252	49	93	109	1,001
Subtotal - City Secretary	0	1,252	49	93	109	1,001
28 City Council Svcs	0	14,206	558	1,054	1,232	11,362
Subtotal - City Council	0	14,206	558	1,054	1,232	11,362
29 Controller Fin Svcs	0	15,371	604	1,141	1,333	12,294
29 Controller Treasury	0	2,154	85	160	187	1,723
Subtotal - City Controller's	0	17,525	688	1,300	1,520	14,016
35 Real Estate	0	17,663	694	1,311	1,532	14,127
Subtotal - General Services	0	17,663	694	1,311	1,532	14,127
Total Incoming	1,033,891	489,751	59,858	113,053	132,140	1,218,592
C. Total Allocated		\$ 8,182,378	\$ 349,419	\$ 606,073	\$ 701,273	\$ 6,525,613
			4.27%	7.41%	8.57%	79.75%

Mailroom Allocations

Dept:16 ARA Operations

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04 Finance Dir Office	158.60	5.2600	\$ 17,367	\$ 0	\$ 17,367	\$ 0	\$ 17,367
14 ARA Director Office	388.70	12.8914	42,564	0	42,564	0	42,564
23 Office Business Opportunity	38.00	1.2603	4,161	0	4,161	296	4,457
24 Mayor	62.00	2.0562	6,789	0	6,789	483	7,272
25 Human Resources	241.00	7.9928	26,391	0	26,391	1,879	28,270
26 Legal	150.10	4.9781	16,437	0	16,437	1,170	17,607
27 City Secretary	9.90	0.3283	1,084	0	1,084	77	1,161
28 City Council	73.00	2.4211	7,994	0	7,994	569	8,563
29 City Controller's Office	53.90	1.7876	5,902	0	5,902	420	6,322
31 Planning & Dev Admin	83.00	2.7527	9,089	0	9,089	647	9,736
32 HPW Admin Indirect	7.00	0.2322	767	0	767	55	822
33 CIP Sal Rec HPW	293.00	9.7174	32,085	0	32,085	2,284	34,369
35 General Services	92.00	3.0512	10,074	0	10,074	717	10,791
39 Dept of Neighborhoods	30.00	0.9950	3,285	0	3,285	234	3,519
42 Solid Waste	31.00	1.0281	3,395	0	3,395	242	3,637
49 Fleet Management	23.00	0.7628	2,519	0	2,519	179	2,698
61 Mayor Cable TV	19.00	0.6301	2,081	0	2,081	148	2,229
66 HPW Bldg Insp	628.00	20.8278	68,769	0	68,769	4,896	73,665
67 HPW Stormwater	40.00	1.3266	4,380	0	4,380	312	4,692
68 HPW DDSR	74.00	2.4542	8,103	0	8,103	577	8,680
69 HPW Water & Sewer	403.00	13.3656	44,130	0	44,130	3,142	47,272
94 HITS OTHER	117.00	3.8803	12,812	0	12,812	912	13,724
Subtotal	3,015.20	100.0000	330,178	0	330,178	19,241	349,419
Direct Bills					0		0
Total					\$330,178		\$ 349,419
	=====	=====	=====	=====	=====	=====	=====

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	0.29	0.2900	\$ 1,652	\$ 0	\$ 1,652	\$ 0	\$ 1,652
24 Mayor	0.00	0.0000	0	0	0	0	0
32 HPW Admin Indirect	57.72	57.7200	328,850	0	328,850	21,037	349,887
35 General Services	0.70	0.7000	3,988	0	3,988	255	4,243
36 HEC	0.00	0.0000	0	0	0	0	0
38 Police	16.97	16.9700	96,684	0	96,684	6,185	102,869
39 Dept of Neighborhoods	1.47	1.4700	8,375	0	8,375	536	8,911
40 Fire	0.00	0.0000	0	0	0	0	0
42 Solid Waste	0.00	0.0000	0	0	0	0	0
43 Houston Airport System (HAS)	4.32	4.3200	24,612	0	24,612	1,574	26,186
44 Housing & Community Dev	0.28	0.2800	1,595	0	1,595	102	1,697
45 Library	0.00	0.0000	0	0	0	0	0
46 Parks & Recreation	6.16	6.1600	35,096	0	35,096	2,245	37,341
47 Health Department	0.96	0.9600	5,469	0	5,469	350	5,819
48 Convention & Entertainment	0.00	0.0000	0	0	0	0	0
49 Fleet Management	10.72	10.7200	61,075	0	61,075	3,907	64,982
94 HITS OTHER	0.41	0.4100	2,336	0	2,336	149	2,485
Subtotal	100.00	100.0000	569,732	0	569,732	36,341	606,073
Direct Bills					0		0
Total					\$569,732		\$ 606,073
	=====	=====	=====	=====	=====	=====	=====

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	6.91	0.0334	\$ 220	\$ 0	\$ 220	\$ 0	\$ 220
05 Finance Financial Plg & Analys	12.62	0.0610	402	0	402	0	402
06 Finance City Council	4.92	0.0238	157	0	157	0	157
07 Finance Public Fin	5.71	0.0276	182	0	182	0	182
08 Finance Reporting & Ops	17.00	0.0822	541	0	541	0	541
09 Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10 Finance Grants	9.27	0.0448	295	0	295	0	295
11 Finance Rev Perform Mgmt	2.80	0.0135	89	0	89	0	89
12 Finance Treasury	4.00	0.0193	127	0	127	0	127
13 Finance Strat Purchasing	36.24	0.1752	1,154	0	1,154	0	1,154
14 ARA Director Office	8.14	0.0394	259	0	259	0	259
15 ARA Financial Services	6.00	0.0290	191	0	191	0	191
16 ARA Operations	80.83	0.3908	2,574	0	2,574	0	2,574
17 ARA Payroll Services	36.73	0.1776	1,170	0	1,170	76	1,246
18 ARA Regulatory	3.08	0.0149	98	0	98	6	104
23 Office Business Opportunity	35.96	0.1739	1,145	0	1,145	75	1,220
24 Mayor	34.28	0.1657	1,092	0	1,092	71	1,163
25 Human Resources	190.56	0.9213	6,069	0	6,069	395	6,464
26 Legal	102.68	0.4964	3,270	0	3,270	213	3,483
27 City Secretary	7.01	0.0339	223	0	223	15	238
28 City Council	72.84	0.3521	2,320	0	2,320	151	2,471
29 City Controller's Office	50.17	0.2425	1,598	0	1,598	104	1,702
30 Health Administration	44.38	0.2146	1,413	0	1,413	92	1,505
31 Planning & Dev Admin	8.01	0.0387	255	0	255	17	272
33 CIP Sal Rec HPW	40.81	0.1973	1,300	0	1,300	85	1,385
34 HPD Police Records	73.93	0.3574	2,355	0	2,355	153	2,508
35 General Services	211.81	1.0240	6,746	0	6,746	439	7,185
36 HEC	215.52	1.0419	6,864	0	6,864	447	7,311
38 Police	6,100.90	29.4951	194,313	0	194,313	12,647	206,960
39 Dept of Neighborhoods	115.99	0.5608	3,694	0	3,694	240	3,934
40 Fire	3,815.29	18.4452	121,517	0	121,517	7,909	129,426
41 Municipal Court	251.65	1.2166	8,015	0	8,015	522	8,537
42 Solid Waste	420.19	2.0314	13,383	0	13,383	871	14,254
43 Houston Airport System (HAS)	1,125.02	5.4390	35,832	0	35,832	2,332	38,164
44 Housing & Community Dev	305.71	1.4780	9,737	0	9,737	634	10,371
45 Library	427.01	2.0644	13,600	0	13,600	885	14,485
46 Parks & Recreation	601.03	2.9057	19,143	0	19,143	1,246	20,389
47 Health Department	1,266.11	6.1211	40,326	0	40,326	2,625	42,951
49 Fleet Management	362.37	1.7519	11,541	0	11,541	751	12,292
50 Planning & Dev Other	29.84	0.1443	950	0	950	62	1,012
51 Planning & Dev Spec Rev	47.34	0.2289	1,508	0	1,508	98	1,606
53 Finance Other	59.13	0.2859	1,883	0	1,883	123	2,006
54 ARA Insurance	4.34	0.0210	138	0	138	9	147
55 ARA BARC	105.46	0.5099	3,359	0	3,359	219	3,578
56 ARA Parking	67.98	0.3287	2,165	0	2,165	141	2,306
57 ARA Other	33.06	0.1598	1,053	0	1,053	69	1,122
58 IT Public Services	0.00	0.0000	0	0	0	0	0
59 Legal Insurance	45.85	0.2217	1,460	0	1,460	95	1,555
60 Legal Wkr Comp	1.58	0.0076	50	0	50	3	53
61 Mayor Cable TV	17.86	0.0863	569	0	569	37	606
62 Mayor Other	51.61	0.2495	1,644	0	1,644	107	1,751
63 TIRZ	6.24	0.0302	199	0	199	13	212
64 HR Health Benefits	39.32	0.1901	1,252	0	1,252	82	1,334
66 HPW Bldg Insp	589.19	2.8485	18,766	0	18,766	1,221	19,987
67 HPW Stormwater	309.29	1.4953	9,851	0	9,851	641	10,492
68 HPW DDSR	468.62	2.2656	14,926	0	14,926	971	15,897

Records Allocations

Dept:16 ARA Operations

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
69 HPW Water & Sewer	2,123.72	10.2672	67,640	0	67,640	4,403	72,043
70 HPW Houston Transtar	8.54	0.0413	272	0	272	18	290
71 HPW Other	7.52	0.0364	240	0	240	16	256
72 Houston Permit Center	29.04	0.1404	925	0	925	60	985
73 CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	44.14	0.2134	1,406	0	1,406	92	1,498
75 CIP S/R Engrg	63.02	0.3047	2,007	0	2,007	131	2,138
76 CIP S/R Constr	66.01	0.3191	2,102	0	2,102	137	2,239
77 CIP S/R Eng/Const	25.71	0.1243	819	0	819	53	872
78 CIP S/R Geo/Env	10.18	0.0492	324	0	324	21	345
79 CIP S/R Other	56.71	0.2742	1,806	0	1,806	118	1,924
80 CIP S/R GSD	36.66	0.1772	1,168	0	1,168	76	1,244
93 HR-W.C.	44.98	0.2175	1,433	0	1,433	93	1,526
94 HITS OTHER	178.04	0.8607	5,671	0	5,671	369	6,040
Subtotal	20,684.46	100.0000	658,796	0	658,796	42,477	701,273
Direct Bills					0		0
Total	=====	=====	=====	=====	\$658,796	=====	\$ 701,273

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	326	0.0274	\$ 1,681	\$ 0	\$ 1,681	\$ 0	\$ 1,681
14 ARA Director Office	74,663	6.2761	384,968	0	384,968	0	384,968
23 Office Business Opportunity	438	0.0368	2,258	0	2,258	154	2,412
24 Mayor	8,119	0.6825	41,862	0	41,862	2,853	44,715
25 Human Resources	2,983	0.2507	15,381	0	15,381	1,048	16,429
26 Legal	683	0.0574	3,522	0	3,522	240	3,762
27 City Secretary	1,031	0.0867	5,316	0	5,316	362	5,678
28 City Council	3,091	0.2598	15,937	0	15,937	1,086	17,023
29 City Controller's Office	440	0.0370	2,269	0	2,269	155	2,424
31 Planning & Dev Admin	992	0.0834	5,115	0	5,115	349	5,464
32 HPW Admin Indirect	122,068	10.2608	629,391	0	629,391	42,895	672,286
35 General Services	895	0.0752	4,615	0	4,615	315	4,930
36 HEC	1,226	0.1031	6,321	0	6,321	431	6,752
38 Police	54,136	4.5506	279,129	0	279,129	19,024	298,153
39 Dept of Neighborhoods	28,609	2.4048	147,510	0	147,510	10,053	157,563
40 Fire	7,190	0.6044	37,072	0	37,072	2,527	39,599
41 Municipal Court	237,597	19.9720	1,225,067	0	1,225,067	83,493	1,308,560
42 Solid Waste	331,329	27.8510	1,708,356	0	1,708,356	116,430	1,824,786
43 Houston Airport System (HAS)	171	0.0144	882	0	882	60	942
44 Housing & Community Dev	2,023	0.1701	10,431	0	10,431	711	11,142
45 Library	793	0.0667	4,089	0	4,089	279	4,368
46 Parks & Recreation	8,878	0.7463	45,776	0	45,776	3,120	48,896
47 Health Department	58,283	4.8992	300,511	0	300,511	20,481	320,992
49 Fleet Management	905	0.0761	4,666	0	4,666	318	4,984
56 ARA Parking	32,814	2.7583	169,191	0	169,191	11,531	180,722
68 HPW DDSR	22,430	1.8854	115,651	0	115,651	7,882	123,533
69 HPW Water & Sewer	104,009	8.7428	536,278	0	536,278	36,549	572,827
94 HITS OTHER	5,738	0.4823	29,586	0	29,586	2,016	31,602
96 Other	77,789	6.5388	401,086	0	401,086	27,335	428,421
Subtotal	1,189,649	100.0000	6,133,917	0	6,133,917	391,696	6,525,613
Direct Bills					0		0
Total					\$6,133,917		\$ 6,525,613
	=====	=====	=====	=====	=====	=====	=====

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	17,367	0	220	1,681	19,268
05 Finance Financial Plg & Analys	0	0	402	0	402
06 Finance City Council	0	0	157	0	157
07 Finance Public Fin	0	0	182	0	182
08 Finance Reporting & Ops	0	0	541	0	541
09 Finance Internal Controls	0	0	0	0	0
10 Finance Grants	0	0	295	0	295
11 Finance Rev Perform Mgmt	0	0	89	0	89
12 Finance Treasury	0	0	127	0	127
13 Finance Strat Purchasing	0	0	1,154	0	1,154
14 ARA Director Office	42,564	1,652	259	384,968	429,443
15 ARA Financial Services	0	0	191	0	191
16 ARA Operations	0	0	2,574	0	2,574
17 ARA Payroll Services	0	0	1,246	0	1,246
18 ARA Regulatory	0	0	104	0	104
23 Office Business Opportunity	4,457	0	1,220	2,412	8,089
24 Mayor	7,272	0	1,163	44,715	53,150
25 Human Resources	28,270	0	6,464	16,429	51,163
26 Legal	17,607	0	3,483	3,762	24,852
27 City Secretary	1,161	0	238	5,678	7,077
28 City Council	8,563	0	2,471	17,023	28,057
29 City Controller's Office	6,322	0	1,702	2,424	10,448
30 Health Administration	0	0	1,505	0	1,505
31 Planning & Dev Admin	9,736	0	272	5,464	15,472
32 HPW Admin Indirect	822	349,887	0	672,286	1,022,995
33 CIP Sal Rec HPW	34,369	0	1,385	0	35,754
34 HPD Police Records	0	0	2,508	0	2,508
35 General Services	10,791	4,243	7,185	4,930	27,149
36 HEC	0	0	7,311	6,752	14,063
38 Police	0	102,869	206,960	298,153	607,982
39 Dept of Neighborhoods	3,519	8,911	3,934	157,563	173,927
40 Fire	0	0	129,426	39,599	169,025
41 Municipal Court	0	0	8,537	1,308,560	1,317,097
42 Solid Waste	3,637	0	14,254	1,824,786	1,842,677
43 Houston Airport System (HAS)	0	26,186	38,164	942	65,292
44 Housing & Community Dev	0	1,697	10,371	11,142	23,210
45 Library	0	0	14,485	4,368	18,853
46 Parks & Recreation	0	37,341	20,389	48,896	106,626
47 Health Department	0	5,819	42,951	320,992	369,762
48 Convention & Entertainment	0	0	0	0	0
49 Fleet Management	2,698	64,982	12,292	4,984	84,956
50 Planning & Dev Other	0	0	1,012	0	1,012
51 Planning & Dev Spec Rev	0	0	1,606	0	1,606
53 Finance Other	0	0	2,006	0	2,006
54 ARA Insurance	0	0	147	0	147
55 ARA BARC	0	0	3,578	0	3,578
56 ARA Parking	0	0	2,306	180,722	183,028
57 ARA Other	0	0	1,122	0	1,122
58 IT Public Services	0	0	0	0	0
59 Legal Insurance	0	0	1,555	0	1,555
60 Legal Wkr Comp	0	0	53	0	53
61 Mayor Cable TV	2,229	0	606	0	2,835
62 Mayor Other	0	0	1,751	0	1,751
63 TIRZ	0	0	212	0	212
64 HR Health Benefits	0	0	1,334	0	1,334

Allocation Summary

Dept:16 ARA Operations

Department	Mailroom	Property	Records	3-1-1 Svcs	Total
66 HPW Bldg Insp	73,665	0	19,987	0	93,652
67 HPW Stormwater	4,692	0	10,492	0	15,184
68 HPW DDSR	8,680	0	15,897	123,533	148,110
69 HPW Water & Sewer	47,272	0	72,043	572,827	692,142
70 HPW Houston Transtar	0	0	290	0	290
71 HPW Other	0	0	256	0	256
72 Houston Permit Center	0	0	985	0	985
73 CIP S/R Planning	0	0	0	0	0
74 CIP Sal Rec RE	0	0	1,498	0	1,498
75 CIP S/R Engrg	0	0	2,138	0	2,138
76 CIP S/R Constr	0	0	2,239	0	2,239
77 CIP S/R Eng/Const	0	0	872	0	872
78 CIP S/R Geo/Env	0	0	345	0	345
79 CIP S/R Other	0	0	1,924	0	1,924
80 CIP S/R GSD	0	0	1,244	0	1,244
93 HR-W.C.	0	0	1,526	0	1,526
94 HITS OTHER	13,724	2,485	6,040	31,602	53,851
96 Other	0	0	0	428,421	428,421
Total	\$ 349,417	\$ 606,072	\$ 701,275	\$ 6,525,614	\$ 8,182,378
	=====	=====	=====	=====	=====

**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 the 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	2,330,690	0	2,330,690
Salary % Split			.00%	100.00%
Benefits	S	1,218,621	0	1,218,621
Subtotal - Personnel Costs		3,549,312	0	3,549,312
Services & Supplies Cost				
Supplies	S	5,463	0	5,463
Services	S	26,555	0	26,555
Subtotal - Services & Supplies		32,018	0	32,018
Department Cost Total		3,581,330	0	3,581,330
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		3,581,330	0	3,581,330
General Admin Distribution			0	0
Grand Total		\$ 3,581,330		\$ 3,581,330
		=====	=====	=====

B. Incoming Costs-(Default Spread Salary%)

Dept:17 ARA Payroll Services

Department	First Incoming	Second Incoming	Payroll Svcs
3 Insurance Retirees	\$ 131,382	\$ 569	\$ 131,951
3 Memberships	1,008	4	1,012
3 Consulting Services	12	0	12
3 Interest Costs	2,036	9	2,045
3 Other Misc	369	2	371
3 Non-Dept. Legal Svcs/Lobby	1,726	7	1,733
Subtotal - Non-Dept-Gen Gov	136,533	592	137,125
5 Financial Plg & Analysis	702	38	740
Subtotal - Fin Plg & Analysis	702	38	740
8 Gen Acctng	450	33	483
8 Auditing Svcs	430	0	430
8 Fin Operations	317	22	339
Subtotal - Fin Reporting & Ops	1,197	54	1,251
9 Internal Controls	0	0	0
Subtotal - Fin Int Controls	0	0	0
10 Cost Accounting	256	16	272
10 Trust Funds Mgmt (TFM)	276	17	293
Subtotal - Fin Grants	532	33	565
11 Perf Mgmt Svcs	324	19	343
Subtotal - Fin Perform Mgmt	324	19	343
12 Treasury	1,111	91	1,202
Subtotal - Fin Treasury	1,111	91	1,202
13 Purchasing	0	0	0
Subtotal - Fin SPD	0	0	0
14 ARA Dept Admin	262,057	56,313	318,370
14 ARA Non - Parking	0	115,831	115,831
Subtotal - ARA Dir Office	262,057	172,144	434,201
15 Budgeting & Accounting Support	23,328	1,235	24,563
15 Accounts Payable	39,055	2,055	41,110
Subtotal - ARA Financial Svcs	62,383	3,290	65,673
16 Records	1,170	76	1,246
Subtotal - ARA Operations	1,170	76	1,246
17 Payroll Svcs	0	7,187	7,187
Subtotal - ARA Payroll Svcs	0	7,187	7,187
18 Franchise	0	652	652
Subtotal - ARA Regulatory	0	652	652
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	\$ 2,212	\$ 2,212
23 External Affairs & Outreach	0	1,313	1,313
Subtotal - OBO	0	3,525	3,525
24 City Mayor Admin	0	6,562	6,562
24 Inter Gov Rel	0	1,090	1,090
Subtotal - Mayor	0	7,652	7,652
25 Personnel Svcs	0	2,908	2,908
Subtotal - Human Resources	0	2,908	2,908
27 City Sec Svcs	0	673	673
Subtotal - City Secretary	0	673	673
28 City Council Svcs	0	7,641	7,641
Subtotal - City Council	0	7,641	7,641
29 Controller Fin Svcs	0	2,327	2,327
29 Controller Treasury	0	1,158	1,158
Subtotal - City Controller's	0	3,485	3,485
Total Incoming	466,009	210,060	676,069
C. Total Allocated		\$ 4,257,399	\$ 4,257,399
			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	6.91	0.0334	\$ 1,352	\$ 0	\$ 1,352	\$ 0	\$ 1,352
05 Finance Financial Plg & Analys	12.62	0.0610	2,469	0	2,469	0	2,469
06 Finance City Council	4.92	0.0238	963	0	963	0	963
07 Finance Public Fin	5.71	0.0276	1,117	0	1,117	0	1,117
08 Finance Reporting & Ops	17.00	0.0822	3,326	0	3,326	0	3,326
09 Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10 Finance Grants	9.27	0.0448	1,814	0	1,814	0	1,814
11 Finance Rev Perform Mgmt	2.80	0.0135	548	0	548	0	548
12 Finance Treasury	4.00	0.0193	783	0	783	0	783
13 Finance Strat Purchasing	36.24	0.1752	7,091	0	7,091	0	7,091
14 ARA Director Office	8.14	0.0394	1,593	0	1,593	0	1,593
15 ARA Financial Services	6.00	0.0290	1,174	0	1,174	0	1,174
16 ARA Operations	80.83	0.3908	15,816	0	15,816	0	15,816
17 ARA Payroll Services	36.73	0.1776	7,187	0	7,187	0	7,187
18 ARA Regulatory	3.08	0.0149	603	0	603	32	635
23 Office Business Opportunity	35.96	0.1739	7,036	0	7,036	369	7,405
24 Mayor	34.28	0.1657	6,708	0	6,708	352	7,060
25 Human Resources	190.56	0.9213	37,287	0	37,287	1,957	39,244
26 Legal	102.68	0.4964	20,091	0	20,091	1,055	21,146
27 City Secretary	7.01	0.0339	1,372	0	1,372	72	1,444
28 City Council	72.84	0.3521	14,253	0	14,253	748	15,001
29 City Controller's Office	50.17	0.2425	9,817	0	9,817	515	10,332
30 Health Administration	44.38	0.2146	8,684	0	8,684	456	9,140
31 Planning & Dev Admin	8.01	0.0387	1,567	0	1,567	82	1,649
33 CIP Sal Rec HPW	40.81	0.1973	7,985	32,956-	24,971-	419	24,552-
34 HPD Police Records	73.93	0.3574	14,466	0	14,466	759	15,225
35 General Services	211.81	1.0240	41,445	0	41,445	2,175	43,620
36 HEC	215.52	1.0419	42,171	0	42,171	2,213	44,384
38 Police	6,100.90	29.4951	1,193,766	0	1,193,766	62,659	1,256,425
39 Dept of Neighborhoods	115.99	0.5608	22,696	0	22,696	1,191	23,887
40 Fire	3,815.29	18.4452	746,540	0	746,540	39,184	785,724
41 Municipal Court	251.65	1.2166	49,240	0	49,240	2,585	51,825
42 Solid Waste	420.19	2.0314	82,219	0	82,219	4,316	86,535
43 Houston Airport System (HAS)	1,125.02	5.4390	220,133	267,300-	47,167-	11,554	35,613-
44 Housing & Community Dev	305.71	1.4780	59,818	0	59,818	3,140	62,958
45 Library	427.01	2.0644	83,553	0	83,553	4,386	87,939
46 Parks & Recreation	601.03	2.9057	117,604	0	117,604	6,173	123,777
47 Health Department	1,266.11	6.1211	247,740	0	247,740	13,003	260,743
49 Fleet Management	362.37	1.7519	70,905	0	70,905	3,722	74,627
50 Planning & Dev Other	29.84	0.1443	5,839	0	5,839	306	6,145
51 Planning & Dev Spec Rev	47.34	0.2289	9,263	0	9,263	486	9,749
53 Finance Other	59.13	0.2859	11,570	0	11,570	607	12,177
54 ARA Insurance	4.34	0.0210	849	0	849	45	894
55 ARA BARC	105.46	0.5099	20,635	0	20,635	1,083	21,718
56 ARA Parking	67.98	0.3287	13,302	0	13,302	698	14,000
57 ARA Other	33.06	0.1598	6,469	0	6,469	340	6,809
58 IT Public Services	0.00	0.0000	0	0	0	0	0
59 Legal Insurance	45.85	0.2217	8,971	0	8,971	471	9,442
60 Legal Wkr Comp	1.58	0.0076	309	0	309	16	325
61 Mayor Cable TV	17.86	0.0863	3,495	0	3,495	183	3,678
62 Mayor Other	51.61	0.2495	10,099	0	10,099	530	10,629
63 TIRZ	6.24	0.0302	1,221	0	1,221	64	1,285
64 HR Health Benefits	39.32	0.1901	7,694	0	7,694	404	8,098
66 HPW Bldg Insp	589.19	2.8485	115,287	67,212-	48,075	6,051	54,126
67 HPW Stormwater	309.29	1.4953	60,519	36,967-	23,552	3,177	26,729
68 HPW DDSR	468.62	2.2656	91,695	2,602-	89,093	4,813	93,906

Payroll Svcs Allocations

Dept:17 ARA Payroll Services

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
69 HPW Water & Sewer	2,123.72	10.2672	415,549	235,459-	180,090	21,811	201,901
70 HPW Houston Transtar	8.54	0.0413	1,671	221-	1,450	88	1,538
71 HPW Other	7.52	0.0364	1,471	0	1,471	77	1,548
72 Houston Permit Center	29.04	0.1404	5,682	0	5,682	298	5,980
73 CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	44.14	0.2134	8,637	0	8,637	453	9,090
75 CIP S/R Engrg	63.02	0.3047	12,331	0	12,331	647	12,978
76 CIP S/R Constr	66.01	0.3191	12,916	0	12,916	678	13,594
77 CIP S/R Eng/Const	25.71	0.1243	5,031	0	5,031	264	5,295
78 CIP S/R Geo/Env	10.18	0.0492	1,992	0	1,992	105	2,097
79 CIP S/R Other	56.71	0.2742	11,096	0	11,096	582	11,678
80 CIP S/R GSD	36.66	0.1772	7,173	0	7,173	377	7,550
93 HR-W.C.	44.98	0.2175	8,801	0	8,801	462	9,263
94 HITS OTHER	178.04	0.8607	34,837	0	34,837	1,829	36,666
Subtotal	20,684.46	100.0000	4,047,336	642,717-	3,404,619	210,063	3,614,682
Direct Bills					642,717		642,717
Total	=====	=====	=====	=====	\$4,047,336	=====	\$ 4,257,399

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	\$ 642,717	\$ 642,717
04 Finance Dir Office	1,352	1,352
05 Finance Financial Plg & Analys	2,469	2,469
06 Finance City Council	963	963
07 Finance Public Fin	1,117	1,117
08 Finance Reporting & Ops	3,326	3,326
09 Finance Internal Controls	0	0
10 Finance Grants	1,814	1,814
11 Finance Rev Perform Mgmt	548	548
12 Finance Treasury	783	783
13 Finance Strat Purchasing	7,091	7,091
14 ARA Director Office	1,593	1,593
15 ARA Financial Services	1,174	1,174
16 ARA Operations	15,816	15,816
17 ARA Payroll Services	7,187	7,187
18 ARA Regulatory	635	635
23 Office Business Opportunity	7,405	7,405
24 Mayor	7,060	7,060
25 Human Resources	39,244	39,244
26 Legal	21,146	21,146
27 City Secretary	1,444	1,444
28 City Council	15,001	15,001
29 City Controller's Office	10,332	10,332
30 Health Administration	9,140	9,140
31 Planning & Dev Admin	1,649	1,649
33 CIP Sal Rec HPW	24,552-	24,552-
34 HPD Police Records	15,225	15,225
35 General Services	43,620	43,620
36 HEC	44,384	44,384
38 Police	1,256,425	1,256,425
39 Dept of Neighborhoods	23,887	23,887
40 Fire	785,724	785,724
41 Municipal Court	51,825	51,825
42 Solid Waste	86,535	86,535
43 Houston Airport System (HAS)	35,613-	35,613-
44 Housing & Community Dev	62,958	62,958
45 Library	87,939	87,939
46 Parks & Recreation	123,777	123,777
47 Health Department	260,743	260,743
49 Fleet Management	74,627	74,627
50 Planning & Dev Other	6,145	6,145
51 Planning & Dev Spec Rev	9,749	9,749
53 Finance Other	12,177	12,177
54 ARA Insurance	894	894
55 ARA BARC	21,718	21,718
56 ARA Parking	14,000	14,000
57 ARA Other	6,809	6,809
58 IT Public Services	0	0
59 Legal Insurance	9,442	9,442
60 Legal Wkr Comp	325	325
61 Mayor Cable TV	3,678	3,678
62 Mayor Other	10,629	10,629
63 TIRZ	1,285	1,285
64 HR Health Benefits	8,098	8,098
66 HPW Bldg Insp	54,126	54,126
67 HPW Stormwater	26,729	26,729

Allocation Summary

Dept:17 ARA Payroll Services

Department	Payroll Svcs	Total
68 HPW DDSR	93,906	93,906
69 HPW Water & Sewer	201,901	201,901
70 HPW Houston Transtar	1,538	1,538
71 HPW Other	1,548	1,548
72 Houston Permit Center	5,980	5,980
73 CIP S/R Planning	0	0
74 CIP Sal Rec RE	9,090	9,090
75 CIP S/R Engrg	12,978	12,978
76 CIP S/R Constr	13,594	13,594
77 CIP S/R Eng/Const	5,295	5,295
78 CIP S/R Geo/Env	2,097	2,097
79 CIP S/R Other	11,678	11,678
80 CIP S/R GSD	7,550	7,550
93 HR-W.C.	9,263	9,263
94 HITS OTHER	36,666	36,666
Total	\$ 4,257,398	\$ 4,257,398
	=====	=====

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	199,685	0	199,685
Salary % Split			.00%	100.00%
Benefits	P	91,021	0	91,021
Subtotal - Personnel Costs		290,706	0	290,706
Services & Supplies Cost				
Supplies	P	1,010	0	1,010
Services	P	3,375	0	3,375
Subtotal - Services & Supplies		4,385	0	4,385
Department Cost Total		295,091	0	295,091
Adjustments to Cost				
Subtotal - Adjustments		0	0	0
Total Costs After Adjustments		295,091	0	295,091
General Admin Distribution		0	0	0
Grand Total		\$ 295,091	0	\$ 295,091

B. Incoming Costs-(Default Spread Salary%)

Dept:18 ARA Regulatory

Department	First Incoming	Second Incoming	Franchise
3 Insurance Retirees	\$ 11,017	\$ 48	\$ 11,065
3 Memberships	85	0	85
3 Consulting Services	28	0	28
3 Interest Costs	168	1	169
3 Other Misc	30	0	30
3 Non-Dept. Legal Svcs/Lobby	145	1	146
Subtotal - Non-Dept-Gen Gov	11,473	50	11,523
5 Financial Plg & Analysis	1,704	91	1,795
Subtotal - Fin Plg & Analysis	1,704	91	1,795
8 Gen Acctng	1,092	79	1,171
8 Auditing Svcs	1,044	0	1,044
8 Fin Operations	26	2	28
Subtotal - Fin Reporting & Ops	2,162	81	2,243
9 Internal Controls	0	0	0
Subtotal - Fin Int Controls	0	0	0
10 Cost Accounting	21	1	22
10 Trust Funds Mgmt (TFM)	23	1	24
Subtotal - Fin Grants	44	3	47
11 Perf Mgmt Svcs	27	2	29
Subtotal - Fin Perform Mgmt	27	2	29
12 Treasury	92	8	100
Subtotal - Fin Treasury	92	8	100
14 ARA Dept Admin	21,975	4,722	26,697
14 ARA Non - Parking	0	9,713	9,713
Subtotal - ARA Dir Office	21,975	14,435	36,410
15 Budgeting & Accounting Support	1,956	104	2,060
15 Accounts Payable	3,275	172	3,447
Subtotal - ARA Financial Svcs	5,231	276	5,507
16 Records	98	6	104
Subtotal - ARA Operations	98	6	104
17 Payroll Svcs	603	32	635
Subtotal - ARA Payroll Svcs	603	32	635
18 Franchise	0	54	54
Subtotal - ARA Regulatory	0	54	54
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	185	185
23 External Affairs & Outreach	0	110	110
Subtotal - OBO	0	295	295

B. Incoming Costs-(Default Spread Salary%)

Dept:18 ARA Regulatory

Department	First Incoming	Second Incoming	Franchise
24 City Mayor Admin	0	550	550
24 Inter Gov Rel	0	91	91
Subtotal - Mayor	0	641	641
25 Personnel Svcs	0	244	244
Subtotal - Human Resources	0	244	244
27 City Sec Svcs	0	55	55
Subtotal - City Secretary	0	55	55
28 City Council Svcs	0	630	630
Subtotal - City Council	0	630	630
29 Controller Fin Svcs	0	5,649	5,649
29 Controller Treasury	0	95	95
Subtotal - City Controller's	0	5,744	5,744
Total Incoming	43,409	22,646	66,055
C. Total Allocated		\$ 361,146	\$ 361,146
	=====	=====	=====
			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	83,444,401	4.4872	\$ 15,189	\$ 0	\$ 15,189	\$ 0	\$ 15,189
04 Finance Dir Office	1,917,585	0.1031	349	0	349	0	349
05 Finance Financial Plg & Analys	1,748,817	0.0940	318	0	318	0	318
06 Finance City Council	579,620	0.0312	106	0	106	0	106
07 Finance Public Fin	872,602	0.0469	159	0	159	0	159
08 Finance Reporting & Ops	3,085,677	0.1659	562	0	562	0	562
10 Finance Grants	1,080,267	0.0581	197	0	197	0	197
11 Finance Rev Perform Mgmt	351,508	0.0189	64	0	64	0	64
12 Finance Treasury	1,705,702	0.0917	310	0	310	0	310
13 Finance Strat Purchasing	4,807,816	0.2585	875	0	875	0	875
14 ARA Director Office	2,139,732	0.1151	389	0	389	0	389
15 ARA Financial Services	830,305	0.0446	151	0	151	0	151
16 ARA Operations	6,658,736	0.3581	1,212	0	1,212	0	1,212
17 ARA Payroll Services	3,581,329	0.1926	652	0	652	0	652
18 ARA Regulatory	295,092	0.0159	54	0	54	0	54
23 Office Business Opportunity	3,480,775	0.1872	634	0	634	45	679
24 Mayor	4,530,543	0.2436	825	0	825	59	884
25 Human Resources	2,412,654	0.1297	439	0	439	31	470
26 Legal	14,468,457	0.7780	2,634	0	2,634	188	2,822
27 City Secretary	759,827	0.0409	138	0	138	10	148
28 City Council	8,656,245	0.4655	1,576	0	1,576	112	1,688
29 City Controller's Office	7,813,946	0.4202	1,422	0	1,422	101	1,523
30 Health Administration	13,827,000	0.7435	2,517	0	2,517	179	2,696
31 Planning & Dev Admin	1,407,871	0.0757	256	0	256	18	274
34 HPD Police Records	5,415,046	0.2912	986	0	986	70	1,056
35 General Services	38,580,241	2.0746	7,023	0	7,023	500	7,523
38 Police	893,865,708	48.0673	162,708	0	162,708	11,589	174,297
39 Dept of Neighborhoods	9,919,720	0.5334	1,806	0	1,806	129	1,935
40 Fire	482,537,804	25.9483	87,835	0	87,835	6,256	94,091
41 Municipal Court	27,079,450	1.4562	4,929	0	4,929	351	5,280
42 Solid Waste	82,086,229	4.4142	14,942	0	14,942	1,064	16,006
44 Housing & Community Dev	483,940	0.0260	88	0	88	6	94
45 Library	34,805,355	1.8716	6,336	0	6,336	451	6,787
46 Parks & Recreation	52,905,548	2.8450	9,630	0	9,630	686	10,316
47 Health Department	31,294,929	1.6829	5,697	0	5,697	406	6,103
49 Fleet Management	0	0.0000	0	0	0	0	0
50 Planning & Dev Other	1,784,211	0.0959	325	0	325	23	348
53 Finance Other	145,068	0.0078	26	0	26	2	28
55 ARA BARC	0	0.0000	0	0	0	0	0
57 ARA Other	3,763,006	0.2024	685	0	685	49	734
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	24,331,134	1.3084	4,429	0	4,429	315	4,744
94 HITS OTHER	157,786	0.0085	29	0	29	2	31
Subtotal	1,859,611,682	100.0000	338,502	0	338,502	22,644	361,146
Direct Bills					0		0
Total	=====	=====	=====	=====	\$338,502	=====	\$ 361,146

Basis Units: FY2021 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	15,189	15,189
04 Finance Dir Office	349	349
05 Finance Financial Plg & Analys	318	318
06 Finance City Council	106	106
07 Finance Public Fin	159	159
08 Finance Reporting & Ops	562	562
10 Finance Grants	197	197
11 Finance Rev Perform Mgmt	64	64
12 Finance Treasury	310	310
13 Finance Strat Purchasing	875	875
14 ARA Director Office	389	389
15 ARA Financial Services	151	151
16 ARA Operations	1,212	1,212
17 ARA Payroll Services	652	652
18 ARA Regulatory	54	54
23 Office Business Opportunity	679	679
24 Mayor	884	884
25 Human Resources	470	470
26 Legal	2,822	2,822
27 City Secretary	148	148
28 City Council	1,688	1,688
29 City Controller's Office	1,523	1,523
30 Health Administration	2,696	2,696
31 Planning & Dev Admin	274	274
34 HPD Police Records	1,056	1,056
35 General Services	7,523	7,523
38 Police	174,297	174,297
39 Dept of Neighborhoods	1,935	1,935
40 Fire	94,091	94,091
41 Municipal Court	5,280	5,280
42 Solid Waste	16,006	16,006
44 Housing & Community Dev	94	94
45 Library	6,787	6,787
46 Parks & Recreation	10,316	10,316
47 Health Department	6,103	6,103
49 Fleet Management	0	0
50 Planning & Dev Other	348	348
53 Finance Other	28	28
55 ARA BARC	0	0
57 ARA Other	734	734
58 IT Public Services	0	0
61 Mayor Cable TV	0	0
64 HR Health Benefits	0	0
71 HPW Other	4,744	4,744
94 HITS OTHER	31	31
Total	\$ 361,144	\$ 361,144
	=====	=====

**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. These costs have been moved to the revolving fund for HITS.

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	0	0	0	0
Subtotal - Personnel Costs		0	0	0	0
Services & Supplies Cost					
Supplies	P	0	0	0	0
Services	P	0	0	0	0
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	0
		=====	=====	=====	=====

B. Incoming Costs-(Default Spread Salary%)

Dept:19 HITS CIO

Department	First Incoming	Second Incoming	IT Dept Admin	IT Director
1 City Hall	\$ 0	\$ 0	\$ 0	\$ 0
1 Muni Court Bldg	0	0	0	0
Subtotal - Building Depn	0	0	0	0
2 Equip Deprec	0	0	0	0
Subtotal - Equipment Depn	0	0	0	0
3 Insurance Retirees	0	0	0	0
3 Memberships	0	0	0	0
3 Consulting Services	0	0	0	0
3 Interest Costs	0	0	0	0
3 Other Misc	0	0	0	0
3 Claims & Judge	0	0	0	0
3 Non-Dept. Legal Svcs/Lobby	0	0	0	0
3 Walker Rent	0	0	0	0
Subtotal - Non-Dept-Gen Gov	0	0	0	0
5 Financial Plg & Analysis	0	0	0	0
Subtotal - Fin Plg & Analysis	0	0	0	0
8 Gen Acctng	0	0	0	0
8 Fixed Assets	0	0	0	0
8 Auditing Svcs	0	0	0	0
8 Fin Operations	0	0	0	0
Subtotal - Fin Reporting & Ops	0	0	0	0
9 Internal Controls	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0
10 Cost Accounting	0	0	0	0
10 Trust Funds Mgmt (TFM)	0	0	0	0
Subtotal - Fin Grants	0	0	0	0
11 Perf Mgmt Svcs	0	0	0	0
Subtotal - Fin Perform Mgmt	0	0	0	0
12 Treasury	0	0	0	0
Subtotal - Fin Treasury	0	0	0	0
13 Purchasing	0	0	0	0
Subtotal - Fin SPD	0	0	0	0
16 Mailroom	0	0	0	0
16 Property	0	0	0	0
16 Records	0	0	0	0
16 3-1-1 Svcs	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	0	0	0	0
Subtotal - ARA Regulatory	0	0	0	0
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	0	0	0
23 Reporting & Analytics	0	0	0	0
23 Dept Services	0	0	0	0
23 External Affairs & Outreach	0	0	0	0
Subtotal - OBO	0	0	0	0
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	0	0	0
25 Personnel Svcs	0	0	0	0
Subtotal - Human Resources	0	0	0	0
26 Legal Svcs	0	0	0	0
26 Inspector General	0	0	0	0
Subtotal - Legal	0	0	0	0
27 City Sec Svcs	0	0	0	0
Subtotal - City Secretary	0	0	0	0
28 City Council Svcs	0	0	0	0
Subtotal - City Council	0	0	0	0
29 Controller Fin Svcs	0	0	0	0
29 Controller Treasury	0	0	0	0
Subtotal - City Controller's	0	0	0	0
35 Building Svcs	0	0	0	0
35 Utilities	0	0	0	0
35 Real Estate	0	0	0	0
Subtotal - General Services	0	0	0	0
Total Incoming	0	0	0	0
C. Total Allocated		\$ 0		

IT Dept Admin Allocations

Dept:19 HITS CIO

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
58 IT Public Services	0.00	0.0000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
94 HITS OTHER	178.04	100.0000	0	0	0	0	0
Subtotal	178.04	100.0000	0	0	0	0	0
Direct Bills					0		0
Total					\$0		\$ 0
	=====	=====	=====	=====	=====	=====	=====

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
58 IT Public Services	0.00	0.0000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
94 HITS OTHER	178.04	100.0000	0	0	0	0	0
Subtotal	178.04	100.0000	0	0	0	0	0
Direct Bills					0		0
Total					\$0		\$ 0
	=====	=====	=====	=====	=====	=====	=====

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
58 IT Public Services	0	0	0
94 HITS OTHER	0	0	0
Total	<u>\$ 0</u> =====	<u>\$ 0</u> =====	<u>\$ 0</u> =====

**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. These costs have been moved to the revolving fund for HITS. 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	0	0	0	0
Subtotal - Personnel Costs		0	0	0	0
Services & Supplies Cost					
Supplies	P	0	0	0	0
Services	P	0	0	0	0
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	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	0	0	0	0
3 Interest Costs	0	0	0	0
3 Other Misc	0	0	0	0
3 Non-Dept. Legal Svcs/Lobby	0	0	0	0
Subtotal - Non-Dept-Gen Gov	0	0	0	0
5 Financial Plg & Analysis	0	0	0	0
Subtotal - Fin Plg & Analysis	0	0	0	0
8 Gen Acctng	0	0	0	0
8 Auditing Svcs	0	0	0	0
8 Fin Operations	0	0	0	0
Subtotal - Fin Reporting & Ops	0	0	0	0
9 Internal Controls	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0
10 Cost Accounting	0	0	0	0
10 Trust Funds Mgmt (TFM)	0	0	0	0
Subtotal - Fin Grants	0	0	0	0
11 Perf Mgmt Svcs	0	0	0	0
Subtotal - Fin Perform Mgmt	0	0	0	0
12 Treasury	0	0	0	0
Subtotal - Fin Treasury	0	0	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	0	0	0	0
Subtotal - ARA Regulatory	0	0	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	0	0	0
Subtotal - City Secretary	0	0	0	0
28 City Council Svcs	0	0	0	0
Subtotal - City Council	0	0	0	0
29 Controller Fin Svcs	0	0	0	0
29 Controller Treasury	0	0	0	0
Subtotal - City Controller's	0	0	0	0
Total Incoming	0	0	0	0

C. Total Allocated \$ 0

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 Mgmt	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 Mgmt	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	<u> </u> \$ 0 =====	<u> </u> \$ 0 =====	<u> </u> \$ 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. These costs have been moved to the revolving fund for HITS. 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 0	0	0	0	0	0
Subtotal - Personnel Costs	0	0	0	0	0	0
Services & Supplies Cost						
Supplies	P 0	0	0	0	0	0
Services	P 0	0	0	0	0	0
Subtotal - Services & Supplies	0	0	0	0	0	0
Department Cost Total	0	0	0	0	0	0
Adjustments to Cost						
Subtotal - Adjustments		0	0	0	0	0
Total Costs After Adjustments	0	0	0	0	0	0
General Admin Distribution		0	0	0	0	0
Grand Total	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
3 Insurance Retirees	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
3 Memberships	0	0	0	0	0	0
3 Consulting Services	0	0	0	0	0	0
3 Interest Costs	0	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	0	0	0	0	0	0
5 Financial Plg & Analysis	0	0	0	0	0	0
Subtotal - Fin Plg & Analysis	0	0	0	0	0	0
8 Gen Acctng	0	0	0	0	0	0
8 Auditing Svcs	0	0	0	0	0	0
8 Fin Operations	0	0	0	0	0	0
Subtotal - Fin Reporting & Ops	0	0	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	0	0	0	0	0	0
Subtotal - Fin Treasury	0	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	0	0	0	0	0	0
Subtotal - ARA Regulatory	0	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	0	0	0	0	0
Subtotal - City Council	0	0	0	0	0	0
29 Controller Fin Svcs	0	0	0	0	0	0
29 Controller Treasury	0	0	0	0	0	0
Subtotal - City Controller's	0	0	0	0	0	0
Total Incoming	0	0	0	0	0	0
C. Total Allocated		\$ 0				\$ 0

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	0	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	0	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	52,290	2.6458	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
04 Finance Dir Office	1,979	0.1001	0	0	0	0	0
05 Finance Financial Plg & Analys	443	0.0224	0	0	0	0	0
06 Finance City Council	605	0.0306	0	0	0	0	0
07 Finance Public Fin	401	0.0203	0	0	0	0	0
08 Finance Reporting & Ops	1,773	0.0897	0	0	0	0	0
09 Finance Internal Controls	0	0.0000	0	0	0	0	0
10 Finance Grants	719	0.0364	0	0	0	0	0
11 Finance Rev Perform Mgmt	318	0.0161	0	0	0	0	0
12 Finance Treasury	1,591	0.0805	0	0	0	0	0
13 Finance Strat Purchasing	715	0.0362	0	0	0	0	0
14 ARA Director Office	4,183	0.2117	0	0	0	0	0
15 ARA Financial Services	451	0.0228	0	0	0	0	0
16 ARA Operations	4,539	0.2297	0	0	0	0	0
17 ARA Payroll Services	687	0.0348	0	0	0	0	0
18 ARA Regulatory	1,668	0.0844	0	0	0	0	0
23 Office Business Opportunity	4,336	0.2194	0	0	0	0	0
24 Mayor	5,163	0.2612	0	0	0	0	0
25 Human Resources	50,679	2.5642	0	0	0	0	0
26 Legal	6,292	0.3184	0	0	0	0	0
27 City Secretary	1,675	0.0848	0	0	0	0	0
28 City Council	25,924	1.3117	0	0	0	0	0
29 City Controller's Office	4,162	0.2106	0	0	0	0	0
30 Health Administration	19,347	0.9789	0	0	0	0	0
31 Planning & Dev Admin	1,665	0.0842	0	0	0	0	0
33 CIP Sal Rec HPW	2,887	0.1461	0	0	0	0	0
34 HPD Police Records	1,213	0.0614	0	0	0	0	0
35 General Services	36,257	1.8345	0	0	0	0	0
38 Police	196,670	9.9511	0	0	0	0	0
39 Dept of Neighborhoods	7,166	0.3626	0	0	0	0	0
40 Fire	173,127	8.7598	0	0	0	0	0
42 Solid Waste	38,003	1.9229	0	0	0	0	0
43 Houston Airport System (HAS)	113,265	5.7310	0	0	0	0	0
44 Housing & Community Dev	57,815	2.9253	0	0	0	0	0
45 Library	17,064	0.8634	0	0	0	0	0
46 Parks & Recreation	91,902	4.6500	0	0	0	0	0
47 Health Department	213,017	10.7782	0	0	0	0	0
48 Convention & Entertainment	1,690	0.0855	0	0	0	0	0
49 Fleet Management	185,580	9.3899	0	0	0	0	0
50 Planning & Dev Other	3,190	0.1614	0	0	0	0	0
51 Planning & Dev Spec Rev	6,927	0.3505	0	0	0	0	0
52 General Debt	6,539	0.3309	0	0	0	0	0
53 Finance Other	14,726	0.7451	0	0	0	0	0
54 ARA Insurance	1,416	0.0716	0	0	0	0	0
55 ARA BARC	12,920	0.6537	0	0	0	0	0
56 ARA Parking	17,138	0.8671	0	0	0	0	0
57 ARA Other	11,858	0.6000	0	0	0	0	0
58 IT Public Services	0	0.0000	0	0	0	0	0
59 Legal Insurance	5,718	0.2893	0	0	0	0	0
60 Legal Wkr Comp	1,022	0.0517	0	0	0	0	0
61 Mayor Cable TV	2,171	0.1098	0	0	0	0	0
62 Mayor Other	17,604	0.8907	0	0	0	0	0
63 TIRZ	1,495	0.0756	0	0	0	0	0
64 HR Health Benefits	141,865	7.1781	0	0	0	0	0
65 HR Long Term Disability	75	0.0038	0	0	0	0	0
66 HPW Bldg Insp	39,929	2.0203	0	0	0	0	0

Enterprise Optns Allocations

Dept:21 HITS EIS

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
67 HPW Stormwater	18,158	0.9188	0	0	0	0	0
68 HPW DDSR	41,372	2.0933	0	0	0	0	0
69 HPW Water & Sewer	183,029	9.2609	0	0	0	0	0
70 HPW Houston Transtar	2,971	0.1503	0	0	0	0	0
71 HPW Other	34,596	1.7505	0	0	0	0	0
72 Houston Permit Center	7,724	0.3908	0	0	0	0	0
73 CIP S/R Planning	2	0.0001	0	0	0	0	0
74 CIP Sal Rec RE	1,233	0.0624	0	0	0	0	0
75 CIP S/R Engrg	1,449	0.0733	0	0	0	0	0
76 CIP S/R Constr	1,680	0.0850	0	0	0	0	0
77 CIP S/R Eng/Const	1,984	0.1004	0	0	0	0	0
78 CIP S/R Geo/Env	580	0.0293	0	0	0	0	0
79 CIP S/R Other	7,339	0.3713	0	0	0	0	0
80 CIP S/R GSD	1,585	0.0802	0	0	0	0	0
93 HR-W.C.	16,004	0.8098	0	0	0	0	0
94 HITS OTHER	44,355	2.2443	0	0	0	0	0
95 Legal Other	455	0.0230	0	0	0	0	0
Subtotal	1,976,370	100.0000	0	0	0	0	0
Direct Bills					0		0
Total					\$0		\$ 0
	=====	=====	=====	=====	=====	=====	=====

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	0	0
04 Finance Dir Office	0	0	0	0	0
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	0	0
09 Finance Internal Controls	0	0	0	0	0
10 Finance Grants	0	0	0	0	0
11 Finance Rev Perform Mgmt	0	0	0	0	0
12 Finance Treasury	0	0	0	0	0
13 Finance Strat Purchasing	0	0	0	0	0
14 ARA Director Office	0	0	0	0	0
15 ARA Financial Services	0	0	0	0	0
16 ARA Operations	0	0	0	0	0
17 ARA Payroll Services	0	0	0	0	0
18 ARA Regulatory	0	0	0	0	0
19 HITS CIO	0	0	0	0	0
23 Office Business Opportunity	0	0	0	0	0
24 Mayor	0	0	0	0	0
25 Human Resources	0	0	0	0	0
26 Legal	0	0	0	0	0
27 City Secretary	0	0	0	0	0
28 City Council	0	0	0	0	0
29 City Controller's Office	0	0	0	0	0
30 Health Administration	0	0	0	0	0
31 Planning & Dev Admin	0	0	0	0	0
32 HPW Administration Indirect	0	0	0	0	0
33 CIP Sal Rec HPW	0	0	0	0	0
34 HPD Police Records	0	0	0	0	0
35 General Services	0	0	0	0	0
36 HEC	0	0	0	0	0
38 Police	0	0	0	0	0
39 Dept of Neighborhoods	0	0	0	0	0
40 Fire	0	0	0	0	0
41 Municipal Court	0	0	0	0	0
42 Solid Waste	0	0	0	0	0
43 Houston Airport System (HAS)	0	0	0	0	0
44 Housing & Community Dev	0	0	0	0	0
45 Library	0	0	0	0	0
46 Parks & Recreation	0	0	0	0	0
47 Health Department	0	0	0	0	0
48 Convention & Entertainment	0	0	0	0	0
49 Fleet Management	0	0	0	0	0
50 Planning & Dev Other	0	0	0	0	0
51 Planning & Dev Spec Rev	0	0	0	0	0
52 General Debt	0	0	0	0	0
53 Finance Other	0	0	0	0	0
54 ARA Insurance	0	0	0	0	0
55 ARA BARC	0	0	0	0	0
56 ARA Parking	0	0	0	0	0
57 ARA Other	0	0	0	0	0
58 IT Public Services	0	0	0	0	0
59 Legal Insurance	0	0	0	0	0
60 Legal Wkr Comp	0	0	0	0	0
61 Mayor Cable TV	0	0	0	0	0

Allocation Summary

Dept:21 HITS EIS

Department	Client Svcs	NW Data	NW Voice	Enterprise Optns	Total
62 Mayor Other	0	0	0	0	0
63 TIRZ	0	0	0	0	0
64 HR Health Benefits	0	0	0	0	0
65 HR Long Term Disability	0	0	0	0	0
66 HPW Bldg Insp	0	0	0	0	0
67 HPW Stormwater	0	0	0	0	0
68 HPW DDSR	0	0	0	0	0
69 HPW Water & Sewer	0	0	0	0	0
70 HPW Houston Transtar	0	0	0	0	0
71 HPW Other	0	0	0	0	0
72 Houston Permit Center	0	0	0	0	0
73 CIP S/R Planning	0	0	0	0	0
74 CIP Sal Rec RE	0	0	0	0	0
75 CIP S/R Engrg	0	0	0	0	0
76 CIP S/R Constr	0	0	0	0	0
77 CIP S/R Eng/Const	0	0	0	0	0
78 CIP S/R Geo/Env	0	0	0	0	0
79 CIP S/R Other	0	0	0	0	0
80 CIP S/R GSD	0	0	0	0	0
93 HR-W.C.	0	0	0	0	0
94 HITS OTHER	0	0	0	0	0
95 Legal Other	0	0	0	0	0
Total	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
	=====	=====	=====	=====	=====

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. These costs have been moved to the revolving fund for HITS.

A. Department Costs

Dept:22 HITS Radio

Department		Amount	General Admin	IT Radio Svcs
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
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	0
		=====	=====	=====

B. Incoming Costs-(Default Spread Salary%)

Dept:22 HITS Radio

Department	First Incoming	Second Incoming	IT Radio Svcs
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
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
19 IT Dept Admin	0	0	0
19 IT Director	0	0	0
Subtotal - HITS CIO	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:22 HITS Radio

Department	First Incoming	Second Incoming	IT Radio Svcs
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	

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	0	0.0000	0	0	0	0	0
30 Health Administration	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
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
46 Parks & Recreation	0	0.0000	0	0	0	0	0
49 Fleet Management	0	0.0000	0	0	0	0	0
56 ARA Parking	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
96 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 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	0	0
30 Health Administration	0	0
32 HPW Admin Indirect	0	0
35 General Services	0	0
36 HEC	0	0
38 Police	0	0
40 Fire	0	0
41 Municipal Court	0	0
42 Solid Waste	0	0
46 Parks & Recreation	0	0
49 Fleet Management	0	0
56 ARA Parking	0	0
68 HPW DDSR	0	0
69 HPW Water & Sewer	0	0
96 Other	0	0
Total	<u> </u> \$ 0 =====	<u> </u> \$ 0 =====

OFFICE OF BUSINESS OPPORTUNITY FUNCTION AND ALLOCATION BASIS (Part 1)

The Office of Business Opportunity (OBO) is committed to cultivating a competitive and diverse business 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. 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 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.
- **Department Services Unit** – This unit is responsible for assisting departments with setting MWSDBE goals on contracts, reviewing RCAs for compliance with MWSDBE and Hire Houston First requirements and training city departments on best practices for compliance with the programs OBO administers. 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. The Reporting, Analytics & Technology function within OBO is allocated based on the number of contracts awarded with MWSDBE requirements.

**OFFICE OF BUSINESS OPPORTUNITY
FUNCTION AND ALLOCATION BASIS
(Part 2)
Continued**

- **Pay or Play Program** – This area works under the Chief Financial Officer to develop and implement policies and procedures to ensure adherence to the Pay or Play (POP) Program mandates ensuring the optimum efficiency and integrity of the program, train all departments citywide and ensure audits are conducted.
- **External Affairs, Workforce Development, and Office of Business Opportunity Solutions Center (OBOSC) Unit** – This unit's objective is to raise program awareness, increase the number of companies seeking certification and develop Houston's workforce. The unit 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 and leads OBO's workforce development initiatives. These costs are allocated based on the number of FTE positions.
- **HAS Services** – OBO has the responsibilities of 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 program. Services are provided by the Department Director based on a level of effort of 25%. The cost is directly allocated to HAS.
- **Non-General Fund** – The non-general fund expenses of OBO are not allocated within the plan. They are included for information purposes only.

A. Department Costs

Dept:23 Office Business Opportunity

Description	Amount	General Admin	Certification	Contract Compliance	Reporting & Analytics
Personnel Costs					
Salaries	S1 3,295,572	752,638	837,552	753,419	112,824
Salary % Split		22.8,379%	25.4,145%	22.8,616%	0.00%
Benefits	S 0	0	0	0	0
Subtotal - Personnel Costs	3,295,572	752,638	837,552	753,419	112,824
Services & Supplies Cost					
Supplies	P 5,921	1,425	1,586	1,426	214
Services	P 292,373	70,363	78,302	70,436	10,548
HAS Costs	P 55,111	0	0	0	0
N-GF Svcs	P 35,176,976	0	0	0	0
Subtotal - Services & Supplies	35,530,381	71,788	79,888	71,862	10,762
Department Cost Total	38,825,953	824,426	917,440	825,281	123,586
Adjustments to Cost					
Subtotal - Adjustments	0	0	0	0	0
Total Costs After Adjustments	38,825,953	824,426	917,440	825,281	123,586
General Admin Distribution		824,426-	271,536	244,260	36,578
Grand Total	\$ 38,825,953		\$ 1,188,976	\$ 1,069,541	\$ 160,164

A. Department Costs

Dept:23 Office Business Opportunity

Description	Amount	Dept Services	External Affairs & Outreach	HAS Services	Non-GF.
Personnel Costs					
Salaries	S1 3,295,572	173,953	496,981	0	168,205
Salary % Split		5.2,784%	15.0,803%	0.0,000%	5.1,040%
Benefits	S 0	0	0	0	0
Subtotal - Personnel Costs	3,295,572	173,953	496,981	0	168,205
Services & Supplies Cost					
Supplies	P 5,921	329	941	0	0
Services	P 292,373	16,263	46,462	0	0
HAS Costs	P 55,111	0	0	55,111	0
N-GF Svcs	P 35,176,976	0	0	0	35,176,976
Subtotal - Services & Supplies	35,530,381	16,592	47,403	55,111	35,176,976
Department Cost Total	38,825,953	190,545	544,384	55,111	35,345,181
Adjustments to Cost					
Subtotal - Adjustments	0	0	0	0	0
Total Costs After Adjustments	38,825,953	190,545	544,384	55,111	35,345,181
General Admin Distribution		56,396	161,123	0	54,532
Grand Total	\$ 38,825,953 =====	\$ 246,941 =====	\$ 705,507 =====	\$ 55,111 =====	\$ 35,399,713 =====
					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	\$ 121,474	\$ 527	\$ 40,183	\$ 36,146	\$ 5,413	\$ 8,346	\$ 23,843
3 Memberships	932	4	308	277	42	64	183
3 Consulting Services	73	0	24	22	3	5	14
3 Interest Costs	1,979	9	655	589	88	136	389
3 Other Misc	359	2	119	107	16	25	70
3 Non-Dept. Legal Svcs/Lobby	1,690	7	559	503	75	116	332
3 Walker Rent	0	0	0	0	0	0	0
Subtotal - Non-Dept-Gen Gov	126,507	549	41,848	37,644	5,637	8,691	24,831
5 Financial Plg & Analysis	4,430	237	1,537	1,383	207	319	912
Subtotal - Fin Plg & Analysis	4,430	237	1,537	1,383	207	319	912
8 Gen Acctng	2,839	206	1,003	902	135	208	595
8 Fixed Assets	0	0	0	0	0	0	0
8 Auditing Svcs	2,714	0	894	804	120	186	530
8 Fin Operations	3,438	233	1,209	1,088	163	251	717
Subtotal - Fin Reporting & Ops	8,991	439	3,106	2,794	418	645	1,843
9 Internal Controls	0	0	0	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0	0	0	0
10 Cost Accounting	2,780	169	971	874	131	202	576
10 Trust Funds Mgmt (TFM)	2,993	189	1,048	943	141	218	622
Subtotal - Fin Grants	5,773	358	2,019	1,816	272	419	1,198
11 Perf Mgmt Svcs	3,516	206	1,226	1,103	165	255	727
Subtotal - Fin Perform Mgmt	3,516	206	1,226	1,103	165	255	727
12 Treasury	1,080	89	385	346	52	80	228
Subtotal - Fin Treasury	1,080	89	385	346	52	80	228
13 Purchasing	6,796	452	2,387	2,147	322	496	1,417
Subtotal - Fin SPD	6,796	452	2,387	2,147	322	496	1,417
16 Mailroom	4,161	296	1,468	1,321	198	305	871
16 Records	1,145	75	402	361	54	83	238
16 3-1-1 Svcs	2,258	154	794	715	107	165	471
Subtotal - ARA Operations	7,564	525	2,664	2,397	359	553	1,581
17 Payroll Svcs	7,036	369	2,439	2,194	329	507	1,447
Subtotal - ARA Payroll Svcs	7,036	369	2,439	2,194	329	507	1,447
18 Franchise	634	45	224	201	30	46	133
Subtotal - ARA Regulatory	634	45	224	201	30	46	133
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	0	0	0	0	0	0	0
Subtotal - HITS EIS	0	0	0	0	0	0	0
23 Certification	0	2,166	713	642	96	148	423

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	\$ 2,485	\$ 818	\$ 736	\$ 110	\$ 170	\$ 486
23 Reporting & Analytics	0	579	191	172	26	40	113
23 External Affairs & Outreach	0	1,285	423	381	57	88	251
Subtotal - OBO	0	6,515	2,146	1,930	289	446	1,273
24 City Mayor Admin	0	6,424	2,116	1,903	285	439	1,255
24 I Gov Relats	0	1,067	351	316	47	73	209
Subtotal - Mayor	0	7,491	2,467	2,219	332	512	1,464
25 Selection	0	2,293	755	679	102	157	448
25 Personnel Svcs	0	2,847	938	844	126	195	556
Subtotal - Human Resources	0	5,140	1,693	1,523	228	352	1,005
26 Legal Svcs	0	60,444	19,908	17,908	2,682	4,135	11,813
26 Inspector General	0	6,389	2,104	1,893	283	437	1,249
Subtotal - Legal	0	66,833	22,012	19,801	2,965	4,572	13,062
27 City Sec Svcs	0	7,298	2,404	2,162	324	499	1,426
Subtotal - City Secretary	0	7,298	2,404	2,162	324	499	1,426
28 City Council Svcs	0	82,835	27,283	24,542	3,675	5,666	16,189
Subtotal - City Council	0	82,835	27,283	24,542	3,675	5,666	16,189
29 Controller Fin Svcs	0	14,684	4,836	4,351	651	1,004	2,870
29 Controller Treasury	0	12,560	4,137	3,721	557	859	2,455
Subtotal - City Controller's	0	27,244	8,973	8,072	1,209	1,864	5,324
35 Real Estate	0	9,001	2,965	2,667	399	616	1,759
Subtotal - General Services	0	9,001	2,965	2,667	399	616	1,759
Total Incoming	172,327	215,626	127,778	114,942	17,213	26,538	75,820
C. Total Allocated		\$ 39,213,906	\$ 1,316,754	\$ 1,184,483	\$ 177,377	\$ 273,479	\$ 781,327
			3.36%	3.02%	0.45%	0.70%	1.99%

B. Incoming Costs-(Default Spread Salary%)

Dept:23 Office Business Opportunity

Description	First Incoming	Second Incoming	HAS Services	Non-GF.
3 Insurance Retirees	\$ 121,474	\$ 527	\$ 0	\$ 8,070
3 Memberships	932	4	0	62
3 Consulting Services	73	0	0	5
3 Interest Costs	1,979	9	0	132
3 Other Misc	359	2	0	24
3 Non-Dept. Legal Svcs/Lobby	1,690	7	0	112
3 Walker Rent	0	0	0	0
Subtotal - Non-Dept-Gen Gov	126,507	549	0	8,404
5 Financial Plg & Analysis	4,430	237	0	309
Subtotal - Fin Plg & Analysis	4,430	237	0	309
8 Gen Acctng	2,839	206	0	201
8 Fixed Assets	0	0	0	0
8 Auditing Svcs	2,714	0	0	180
8 Fin Operations	3,438	233	0	243
Subtotal - Fin Reporting & Ops	8,991	439	0	624
9 Internal Controls	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0
10 Cost Accounting	2,780	169	0	195
10 Trust Funds Mgmt (TFM)	2,993	189	0	210
Subtotal - Fin Grants	5,773	358	0	406
11 Perf Mgmt Svcs	3,516	206	0	246
Subtotal - Fin Perform Mgmt	3,516	206	0	246
12 Treasury	1,080	89	0	77
Subtotal - Fin Treasury	1,080	89	0	77
13 Purchasing	6,796	452	0	479
Subtotal - Fin SPD	6,796	452	0	479
16 Mailroom	4,161	296	0	295
16 Records	1,145	75	0	81
16 3-1-1 Svcs	2,258	154	0	160
Subtotal - ARA Operations	7,564	525	0	535
17 Payroll Svcs	7,036	369	0	490
Subtotal - ARA Payroll Svcs	7,036	369	0	490
18 Franchise	634	45	0	45
Subtotal - ARA Regulatory	634	45	0	45
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	0	0	0
Subtotal - HITS EIS	0	0	0	0
23 Certification	0	2,166	0	143

B. Incoming Costs-(Default Spread Salary%)

Dept:23 Office Business Opportunity

Description	First Incoming	Second Incoming	HAS Services	Non-GF.
23 Contract Compliance	\$ 0	\$ 2,485	\$ 0	\$ 164
23 Reporting & Analytics	0	579	0	38
23 External Affairs & Outreach	0	1,285	0	85
Subtotal - OBO	0	6,515	0	431
24 City Mayor Admin	0	6,424	0	425
24 I Gov Relats	0	1,067	0	71
Subtotal - Mayor	0	7,491	0	496
25 Selection	0	2,293	0	152
25 Personnel Svcs	0	2,847	0	188
Subtotal - Human Resources	0	5,140	0	340
26 Legal Svcs	0	60,444	0	3,998
26 Inspector General	0	6,389	0	423
Subtotal - Legal	0	66,833	0	4,421
27 City Sec Svcs	0	7,298	0	483
Subtotal - City Secretary	0	7,298	0	483
28 City Council Svcs	0	82,835	0	5,479
Subtotal - City Council	0	82,835	0	5,479
29 Controller Fin Svcs	0	14,684	0	971
29 Controller Treasury	0	12,560	0	831
Subtotal - City Controller's	0	27,244	0	1,802
35 Real Estate	0	9,001	0	595
Subtotal - General Services	0	9,001	0	595
Total Incoming	172,327	215,626	0	25,662
C. Total Allocated		\$ 39,213,906	\$ 55,111	\$ 35,425,375
			0.14%	90.34%

Certification Allocations

Dept:23 Office Business Opportunity

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04 Finance Dir Office	6.91	0.0334	\$ 416	\$ 0	\$ 416	\$ 0	\$ 416
05 Finance Financial Plg & Analys	12.62	0.0610	760	0	760	0	760
06 Finance City Council	4.92	0.0238	296	0	296	0	296
07 Finance Public Fin	5.71	0.0276	344	0	344	0	344
08 Finance Reporting & Ops	17.00	0.0822	1,024	0	1,024	0	1,024
09 Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10 Finance Grants	9.27	0.0448	558	0	558	0	558
11 Finance Rev Perform Mgmt	2.80	0.0135	169	0	169	0	169
12 Finance Treasury	4.00	0.0193	241	0	241	0	241
13 Finance Strat Purchasing	36.24	0.1752	2,183	0	2,183	0	2,183
14 ARA Director Office	8.14	0.0394	490	0	490	0	490
15 ARA Financial Services	6.00	0.0290	361	0	361	0	361
16 ARA Operations	80.83	0.3908	4,868	0	4,868	0	4,868
17 ARA Payroll Services	36.73	0.1776	2,212	0	2,212	0	2,212
18 ARA Regulatory	3.08	0.0149	185	0	185	0	185
23 Office Business Opportunity	35.96	0.1739	2,166	0	2,166	0	2,166
24 Mayor	34.28	0.1657	2,065	0	2,065	119	2,184
25 Human Resources	190.56	0.9213	11,477	0	11,477	663	12,140
26 Legal	102.68	0.4964	6,184	0	6,184	357	6,541
27 City Secretary	7.01	0.0339	422	0	422	24	446
28 City Council	72.84	0.3521	4,387	0	4,387	253	4,640
29 City Controller's Office	50.17	0.2425	3,022	0	3,022	175	3,197
30 Health Administration	44.38	0.2146	2,673	0	2,673	154	2,827
31 Planning & Dev Admin	8.01	0.0387	482	0	482	28	510
33 CIP Sal Rec HPW	40.81	0.1973	2,458	0	2,458	142	2,600
34 HPD Police Records	73.93	0.3574	4,452	0	4,452	257	4,709
35 General Services	211.81	1.0240	12,756	0	12,756	737	13,493
36 HEC	215.52	1.0419	12,980	0	12,980	750	13,730
38 Police	6,100.90	29.4951	367,430	0	367,430	21,226	388,656
39 Dept of Neighborhoods	115.99	0.5608	6,986	0	6,986	404	7,390
40 Fire	3,815.29	18.4452	229,778	0	229,778	13,274	243,052
41 Municipal Court	251.65	1.2166	15,156	0	15,156	876	16,032
42 Solid Waste	420.19	2.0314	25,306	0	25,306	1,462	26,768
43 Houston Airport System (HAS)	1,125.02	5.4390	67,755	0	67,755	3,914	71,669
44 Housing & Community Dev	305.71	1.4780	18,412	0	18,412	1,064	19,476
45 Library	427.01	2.0644	25,717	0	25,717	1,486	27,203
46 Parks & Recreation	601.03	2.9057	36,197	0	36,197	2,091	38,288
47 Health Department	1,266.11	6.1211	76,252	0	76,252	4,405	80,657
49 Fleet Management	362.37	1.7519	21,824	0	21,824	1,261	23,085
50 Planning & Dev Other	29.84	0.1443	1,797	0	1,797	104	1,901
51 Planning & Dev Spec Rev	47.34	0.2289	2,851	0	2,851	165	3,016
53 Finance Other	59.13	0.2859	3,561	0	3,561	206	3,767
54 ARA Insurance	4.34	0.0210	261	0	261	15	276
55 ARA BARC	105.46	0.5099	6,351	0	6,351	367	6,718
56 ARA Parking	67.98	0.3287	4,094	0	4,094	237	4,331
57 ARA Other	33.06	0.1598	1,991	0	1,991	115	2,106
58 IT Public Services	0.00	0.0000	0	0	0	0	0
59 Legal Insurance	45.85	0.2217	2,761	0	2,761	160	2,921
60 Legal Wkr Comp	1.58	0.0076	95	0	95	6	101
61 Mayor Cable TV	17.86	0.0863	1,076	0	1,076	62	1,138
62 Mayor Other	51.61	0.2495	3,108	0	3,108	180	3,288
63 TIRZ	6.24	0.0302	376	0	376	22	398
64 HR Health Benefits	39.32	0.1901	2,368	0	2,368	137	2,505
66 HPW Bldg Insp	589.19	2.8485	35,484	0	35,484	2,050	37,534
67 HPW Stormwater	309.29	1.4953	18,627	0	18,627	1,076	19,703
68 HPW DDSR	468.62	2.2656	28,223	0	28,223	1,630	29,853

Certification Allocations

Dept:23 Office Business Opportunity

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
69 HPW Water & Sewer	2,123.72	10.2672	127,902	0	127,902	7,389	135,291
70 HPW Houston Transtar	8.54	0.0413	514	0	514	30	544
71 HPW Other	7.52	0.0364	453	0	453	26	479
72 Houston Permit Center	29.04	0.1404	1,749	0	1,749	101	1,850
73 CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	44.14	0.2134	2,658	0	2,658	154	2,812
75 CIP S/R Engrg	63.02	0.3047	3,795	0	3,795	219	4,014
76 CIP S/R Constr	66.01	0.3191	3,975	0	3,975	230	4,205
77 CIP S/R Eng/Const	25.71	0.1243	1,548	0	1,548	89	1,637
78 CIP S/R Geo/Env	10.18	0.0492	613	0	613	35	648
79 CIP S/R Other	56.71	0.2742	3,415	0	3,415	197	3,612
80 CIP S/R GSD	36.66	0.1772	2,208	0	2,208	128	2,336
93 HR-W.C.	44.98	0.2175	2,709	0	2,709	156	2,865
94 HITS OTHER	178.04	0.8607	10,723	0	10,723	619	11,342
Subtotal	20,684.46	100.0000	1,245,730	0	1,245,730	71,024	1,316,754
Direct Bills					0		0
Total	=====	=====	=====	=====	\$1,245,730	=====	\$ 1,316,754

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	19	1.4043	\$ 15,736	\$ 0	\$ 15,736	\$ 0	\$ 15,736
13 Finance Strategic Purchasing	87	6.4302	72,056	0	72,056	0	72,056
14 ARA Director Office	21	1.5521	17,393	0	17,393	0	17,393
23 Office Business Opportunity	3	0.2217	2,485	0	2,485	0	2,485
24 Mayor	16	1.1826	13,252	0	13,252	836	14,088
25 Human Resources	27	1.9956	22,362	0	22,362	1,410	23,772
26 Legal	15	1.1086	12,423	0	12,423	784	13,207
29 City Controller's Office	3	0.2217	2,485	0	2,485	157	2,642
31 Planning & Dev Admin	6	0.4435	4,969	0	4,969	313	5,282
32 HPW Administration Indirect	811	59.9409	671,696	0	671,696	42,365	714,061
33 CIP Sal Rec HPW	0	0.0000	0	384,139-	384,139-	0	384,139-
35 General Services	164	12.1212	135,830	0	135,830	8,567	144,397
38 Police	44	3.2520	36,442	0	36,442	2,298	38,740
39 Dept of Neighborhoods	13	0.9608	10,767	0	10,767	679	11,446
40 Fire	3	0.2217	2,485	0	2,485	157	2,642
41 Municipal Court	6	0.4435	4,969	0	4,969	313	5,282
42 Solid Waste	28	2.0695	23,190	0	23,190	1,463	24,653
45 Library	4	0.2956	3,313	0	3,313	209	3,522
46 Parks & Recreation	16	1.1826	13,252	0	13,252	836	14,088
47 Health Department	13	0.9608	10,767	0	10,767	679	11,446
49 Fleet Management	24	1.7738	19,878	0	19,878	1,254	21,132
94 HITS Other	30	2.2173	24,847	0	24,847	1,567	26,414
Subtotal	1,353	100.0000	1,120,597	384,139-	736,458	63,886	800,344
Direct Bills					384,139		384,139
Total					\$1,120,597		\$1,120,597
	=====	=====	=====	=====	=====	=====	=====

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
04 Finance Dir Office	32	0.5524	\$ 927	\$ 0	\$ 927	\$ 0	\$ 927
13 Finance Strategic Purchasing	59	1.0185	1,709	0	1,709	0	1,709
14 ARA Director Office	71	1.2256	2,057	0	2,057	0	2,057
23 Office Business Opportunity	20	0.3452	579	0	579	0	579
24 Mayor	38	0.6560	1,101	0	1,101	65	1,166
25 Human Resources	90	1.5536	2,607	0	2,607	153	2,760
26 Legal	46	0.7941	1,333	0	1,333	78	1,411
28 City Council	1	0.0173	29	0	29	2	31
29 City Controller's Office	25	0.4316	724	0	724	43	767
32 HPW Admin Indirect	2,558	44.1567	74,099	0	74,099	4,361	78,460
35 General Services	210	3.6251	6,083	0	6,083	358	6,441
36 HEC	4	0.0690	116	0	116	7	123
38 Police	237	4.0911	6,865	0	6,865	404	7,269
39 Dept of Neighborhoods	17	0.2935	492	0	492	29	521
40 Fire	167	2.8828	4,838	0	4,838	285	5,123
41 Municipal Court	41	0.7078	1,188	0	1,188	70	1,258
42 Solid Waste	151	2.6066	4,374	0	4,374	257	4,631
43 Houston Airport System (HAS)	725	12.5151	21,002	0	21,002	1,236	22,238
44 Housing & Community Dev	187	3.2280	5,417	0	5,417	319	5,736
45 Library	131	2.2613	3,795	0	3,795	223	4,018
46 Parks & Recreation	199	3.4352	5,765	0	5,765	339	6,104
47 Health Department	217	3.7459	6,286	0	6,286	370	6,656
49 Fleet Management	518	8.9418	15,005	0	15,005	883	15,888
50 Planning & Dev Other	26	0.4488	753	0	753	44	797
94 HITS Other	23	0.3970	666	0	666	39	705
Subtotal	5,793	100.0000	167,810	0	167,810	9,567	177,377
Direct Bills					0		0
Total					\$167,810		\$ 177,377
	=====	=====	=====	=====	=====	=====	=====

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	35	9.7493	\$ 25,224	\$ 0	\$ 25,224	\$ 0	\$ 25,224
13 Finance Strategic Purchasing	16	4.4568	11,531	0	11,531	0	11,531
14 ARA Director Office	6	1.6713	4,324	0	4,324	0	4,324
23 Office Business Opportunity	1	0.2786	721	0	721	0	721
24 Mayor	13	3.6212	9,369	0	9,369	637	10,006
25 Human Resources	10	2.7855	7,207	0	7,207	490	7,697
26 Legal	4	1.1142	2,883	0	2,883	196	3,079
29 Controller's Office	1	0.2786	721	0	721	49	770
32 HPW Administration Indirect	76	21.1699	54,773	0	54,773	3,724	58,497
35 General Services	14	3.8997	10,090	0	10,090	686	10,776
36 HEC	1	0.2786	721	0	721	49	770
38 Police	46	12.8134	33,152	0	33,152	2,254	35,406
40 Fire	19	5.2925	13,693	0	13,693	931	14,624
41 Municipal Courts	2	0.5571	1,441	0	1,441	98	1,539
42 Solid Waste	2	0.5571	1,441	0	1,441	98	1,539
43 Houston Airport System (HAS)	27	7.5209	19,459	0	19,459	1,323	20,782
44 Housing & Community Dev	5	1.3928	3,603	0	3,603	245	3,848
45 Library	8	2.2284	5,766	0	5,766	392	6,158
46 Parks & Recreation	1	0.2786	721	0	721	49	770
47 Health Department	32	8.9136	23,062	0	23,062	1,568	24,630
49 Fleet Management	8	2.2284	5,766	0	5,766	392	6,158
94 HITS Other	32	8.9136	23,062	0	23,062	1,568	24,630
Subtotal	359	100.0000	258,730	0	258,730	14,749	273,479
Direct Bills					0		0
Total					\$258,730		\$ 273,479
	=====	=====	=====	=====	=====	=====	=====

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	6.91	0.0334	\$ 247	\$ 0	\$ 247	\$ 0	\$ 247
05 Finance Financial Plg & Analys	12.62	0.0610	451	0	451	0	451
06 Finance City Council	4.92	0.0238	176	0	176	0	176
07 Finance Public Fin	5.71	0.0276	204	0	204	0	204
08 Finance Reporting & Ops	17.00	0.0822	608	0	608	0	608
09 Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10 Finance Grants	9.27	0.0448	331	0	331	0	331
11 Finance Rev Perform Mgmt	2.80	0.0135	100	0	100	0	100
12 Finance Treasury	4.00	0.0193	143	0	143	0	143
13 Finance Strat Purchasing	36.24	0.1752	1,295	0	1,295	0	1,295
14 ARA Director Office	8.14	0.0394	291	0	291	0	291
15 ARA Financial Services	6.00	0.0290	214	0	214	0	214
16 ARA Operations	80.83	0.3908	2,889	0	2,889	0	2,889
17 ARA Payroll Services	36.73	0.1776	1,313	0	1,313	0	1,313
18 ARA Regulatory	3.08	0.0149	110	0	110	0	110
23 Office Business Opportunity	35.96	0.1739	1,285	0	1,285	0	1,285
24 Mayor	34.28	0.1657	1,225	0	1,225	71	1,296
25 Human Resources	190.56	0.9213	6,810	0	6,810	393	7,203
26 Legal	102.68	0.4964	3,669	0	3,669	212	3,881
27 City Secretary	7.01	0.0339	251	0	251	14	265
28 City Council	72.84	0.3521	2,603	0	2,603	150	2,753
29 City Controller's Office	50.17	0.2425	1,793	0	1,793	104	1,897
30 Health Administration	44.38	0.2146	1,586	0	1,586	92	1,678
31 Planning & Dev Admin	8.01	0.0387	286	0	286	17	303
33 CIP Sal Rec HPW	40.81	0.1973	1,458	0	1,458	84	1,542
34 HPD Police Records	73.93	0.3574	2,642	0	2,642	153	2,795
35 General Services	211.81	1.0240	7,569	0	7,569	437	8,006
36 HEC	215.52	1.0419	7,702	0	7,702	445	8,147
38 Police	6,100.90	29.4951	218,024	0	218,024	12,594	230,618
39 Dept of Neighborhoods	115.99	0.5608	4,145	0	4,145	239	4,384
40 Fire	3,815.29	18.4452	136,344	0	136,344	7,876	144,220
41 Municipal Court	251.65	1.2166	8,993	0	8,993	519	9,512
42 Solid Waste	420.19	2.0314	15,016	0	15,016	867	15,883
43 Houston Airport System (HAS)	1,125.02	5.4390	40,204	0	40,204	2,322	42,526
44 Housing & Community Dev	305.71	1.4780	10,925	0	10,925	631	11,556
45 Library	427.01	2.0644	15,260	0	15,260	882	16,142
46 Parks & Recreation	601.03	2.9057	21,479	0	21,479	1,241	22,720
47 Health Department	1,266.11	6.1211	45,246	0	45,246	2,614	47,860
49 Fleet Management	362.37	1.7519	12,950	0	12,950	748	13,698
50 Planning & Dev Other	29.84	0.1443	1,066	0	1,066	62	1,128
51 Planning & Dev Spec Rev	47.34	0.2289	1,692	0	1,692	98	1,790
53 Finance Other	59.13	0.2859	2,113	0	2,113	122	2,235
54 ARA Insurance	4.34	0.0210	155	0	155	9	164
55 ARA BARC	105.46	0.5099	3,769	0	3,769	218	3,987
56 ARA Parking	67.98	0.3287	2,429	0	2,429	140	2,569
57 ARA Other	33.06	0.1598	1,181	0	1,181	68	1,249
58 IT Public Services	0.00	0.0000	0	0	0	0	0
59 Legal Insurance	45.85	0.2217	1,639	0	1,639	95	1,734
60 Legal Wkr Comp	1.58	0.0076	56	0	56	3	59
61 Mayor Cable TV	17.86	0.0863	638	0	638	37	675
62 Mayor Other	51.61	0.2495	1,844	0	1,844	107	1,951
63 TIRZ	6.24	0.0302	223	0	223	13	236
64 HR Health Benefits	39.32	0.1901	1,405	0	1,405	81	1,486
66 HPW Bldg Insp	589.19	2.8485	21,055	0	21,055	1,216	22,271
67 HPW Stormwater	309.29	1.4953	11,053	0	11,053	638	11,691
68 HPW DDSR	468.62	2.2656	16,747	0	16,747	967	17,714

External Affairs & Outreach Allocations

Dept:23 Office Business Opportunity

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
69 HPW Water & Sewer	2,123.72	10.2672	75,894	0	75,894	4,384	80,278
70 HPW Houston Transtar	8.54	0.0413	305	0	305	18	323
71 HPW Other	7.52	0.0364	269	0	269	16	285
72 Houston Permit Center	29.04	0.1404	1,038	0	1,038	60	1,098
73 CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	44.14	0.2134	1,577	0	1,577	91	1,668
75 CIP S/R Engrg	63.02	0.3047	2,252	0	2,252	130	2,382
76 CIP S/R Constr	66.01	0.3191	2,359	0	2,359	136	2,495
77 CIP S/R Eng/Const	25.71	0.1243	919	0	919	53	972
78 CIP S/R Geo/Env	10.18	0.0492	364	0	364	21	385
79 CIP S/R Other	56.71	0.2742	2,027	0	2,027	117	2,144
80 CIP S/R GSD	36.66	0.1772	1,310	0	1,310	76	1,386
93 HR-W.C.	44.98	0.2175	1,607	0	1,607	93	1,700
94 HITS OTHER	178.04	0.8607	6,362	0	6,362	368	6,730
Subtotal	20,684.46	100.0000	739,185	0	739,185	42,142	781,327
Direct Bills					0		0
Total	=====	=====	=====	=====	\$739,185	=====	\$ 781,327

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	\$ 55,111	\$ 0	\$ 55,111	\$ 0	\$ 55,111
Subtotal	100	100.0000	55,111	0	55,111	0	55,111
Direct Bills					0		0
Total					\$55,111		\$ 55,111

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	\$ 384,139	\$0	\$0	\$0	\$0	\$0
04 Finance Dir Office	416	15,736	927	25,224	247	0	0
05 Finance Financial Plg & Analys	760	0	0	0	451	0	0
06 Finance City Council	296	0	0	0	176	0	0
07 Finance Public Fin	344	0	0	0	204	0	0
08 Finance Reporting & Ops	1,024	0	0	0	608	0	0
09 Finance Internal Controls	0	0	0	0	0	0	0
10 Finance Grants	558	0	0	0	331	0	0
11 Finance Rev Perform Mgmt	169	0	0	0	100	0	0
12 Finance Treasury	241	0	0	0	143	0	0
13 Finance Strat Purchasing	2,183	72,056	1,709	11,531	1,295	0	0
14 ARA Director Office	490	17,393	2,057	4,324	291	0	0
15 ARA Financial Services	361	0	0	0	214	0	0
16 ARA Operations	4,868	0	0	0	2,889	0	0
17 ARA Payroll Services	2,212	0	0	0	1,313	0	0
18 ARA Regulatory	185	0	0	0	110	0	0
23 Office Business Opportunity	2,166	2,485	579	721	1,285	0	0
24 Mayor	2,184	14,088	1,166	10,006	1,296	0	0
25 Human Resources	12,140	23,772	2,760	7,697	7,203	0	0
26 Legal	6,541	13,207	1,411	3,079	3,881	0	0
27 City Secretary	446	0	0	0	265	0	0
28 City Council	4,640	0	31	0	2,753	0	0
29 City Controller's Office	3,197	2,642	767	770	1,897	0	0
30 Health Administration	2,827	0	0	0	1,678	0	0
31 Planning & Dev Admin	510	5,282	0	0	303	0	0
32 HPW Administration Indirect	0	714,061	78,460	58,497	0	0	0
33 CIP Sal Rec HPW	2,600	384,139-	0	0	1,542	0	0
34 HPD Police Records	4,709	0	0	0	2,795	0	0
35 General Services	13,493	144,397	6,441	10,776	8,006	0	0
36 HEC	13,730	0	123	770	8,147	0	0
38 Police	388,656	38,740	7,269	35,406	230,618	0	0
39 Dept of Neighborhoods	7,390	11,446	521	0	4,384	0	0
40 Fire	243,052	2,642	5,123	14,624	144,220	0	0
41 Municipal Court	16,032	5,282	1,258	1,539	9,512	0	0
42 Solid Waste	26,768	24,653	4,631	1,539	15,883	0	0
43 Houston Airport System (HAS)	71,669	0	22,238	20,782	42,526	55,111	0
44 Housing & Community Dev	19,476	0	5,736	3,848	11,556	0	0
45 Library	27,203	3,522	4,018	6,158	16,142	0	0
46 Parks & Recreation	38,288	14,088	6,104	770	22,720	0	0
47 Health Department	80,657	11,446	6,656	24,630	47,860	0	0
49 Fleet Management	23,085	21,132	15,888	6,158	13,698	0	0
50 Planning & Dev Other	1,901	0	797	0	1,128	0	0
51 Planning & Dev Spec Rev	3,016	0	0	0	1,790	0	0
53 Finance Other	3,767	0	0	0	2,235	0	0
54 ARA Insurance	276	0	0	0	164	0	0
55 ARA BARC	6,718	0	0	0	3,987	0	0
56 ARA Parking	4,331	0	0	0	2,569	0	0
57 ARA Other	2,106	0	0	0	1,249	0	0
58 IT Public Services	0	0	0	0	0	0	0
59 Legal Insurance	2,921	0	0	0	1,734	0	0
60 Legal Wkr Comp	101	0	0	0	59	0	0
61 Mayor Cable TV	1,138	0	0	0	675	0	0
62 Mayor Other	3,288	0	0	0	1,951	0	0
63 TIRZ	398	0	0	0	236	0	0
64 HR Health Benefits	2,505	0	0	0	1,486	0	0
66 HPW Bldg Insp	37,534	0	0	0	22,271	0	0

Allocation Summary

Dept:23 Office Business Opportunity

Department	Total
0 Direct Billed	\$ 384,139
04 Finance Dir Office	42,550
05 Finance Financial Plg & Analys	1,211
06 Finance City Council	472
07 Finance Public Fin	548
08 Finance Reporting & Ops	1,632
09 Finance Internal Controls	0
10 Finance Grants	889
11 Finance Rev Perform Mgmt	269
12 Finance Treasury	384
13 Finance Strat Purchasing	88,774
14 ARA Director Office	24,555
15 ARA Financial Services	575
16 ARA Operations	7,757
17 ARA Payroll Services	3,525
18 ARA Regulatory	295
23 Office Business Opportunity	7,236
24 Mayor	28,740
25 Human Resources	53,572
26 Legal	28,119
27 City Secretary	711
28 City Council	7,424
29 City Controller's Office	9,273
30 Health Administration	4,505
31 Planning & Dev Admin	6,095
32 HPW Administration Indirect	851,018
33 CIP Sal Rec HPW	379,997-
34 HPD Police Records	7,504
35 General Services	183,113
36 HEC	22,770
38 Police	700,689
39 Dept of Neighborhoods	23,741
40 Fire	409,661
41 Municipal Court	33,623
42 Solid Waste	73,474
43 Houston Airport System (HAS)	212,326
44 Housing & Community Dev	40,616
45 Library	57,043
46 Parks & Recreation	81,970
47 Health Department	171,249
49 Fleet Management	79,961
50 Planning & Dev Other	3,826
51 Planning & Dev Spec Rev	4,806
53 Finance Other	6,002
54 ARA Insurance	440
55 ARA BARC	10,705
56 ARA Parking	6,900
57 ARA Other	3,355
58 IT Public Services	0
59 Legal Insurance	4,655
60 Legal Wkr Comp	160
61 Mayor Cable TV	1,813
62 Mayor Other	5,239
63 TIRZ	634
64 HR Health Benefits	3,991
66 HPW Bldg Insp	59,805

Allocation Summary

Dept:23 Office Business Opportunity

Department	Total
67 HPW Stormwater	31,394
68 HPW DDSR	47,567
69 HPW Water & Sewer	215,569
70 HPW Houston Transtar	867
71 HPW Other	764
72 Houston Permit Center	2,948
73 CIP S/R Planning	0
74 CIP Sal Rec RE	4,480
75 CIP S/R Engrg	6,396
76 CIP S/R Constr	6,700
77 CIP S/R Eng/Const	2,609
78 CIP S/R Geo/Env	1,033
79 CIP S/R Other	5,756
80 CIP S/R GSD	3,722
93 HR-W.C.	4,565
94 HITS OTHER	69,821
Total	\$ 3,788,533
	=====

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 2,695,534	0	1,993,425	229,083	342,457	130,569
Salary % Split		.00%	73.95%	8.50%	12.70%	4.84%
Benefits	P 1,266,386	0	920,344	118,369	162,691	64,982
Subtotal - Personnel Costs	3,961,920	0	2,913,769	347,452	505,148	195,551
Services & Supplies Cost						
Supplies	P 20,438	0	19,020	675	742	0
Services	P 548,183	0	434,487	40,692	51,777	21,228
Credit Direct Expense	P 216,779-	0	0	0	0	216,779-
Subtotal - Services & Supplies	351,842	0	453,506	41,367	52,519	195,551-
Department Cost Total	4,313,762	0	3,367,275	388,819	557,667	0
Adjustments to Cost						
Subtotal - Adjustments		0	0	0	0	0
Total Costs After Adjustments	4,313,762	0	3,367,275	388,819	557,667	0
General Admin Distribution		0	0	0	0	0
Grand Total	\$ 4,313,762 =====	=====	\$ 3,367,275 =====	\$ 388,819 =====	\$ 557,667 =====	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	\$ 90,706	\$ 0	\$ 67,080	\$ 7,709	\$ 11,524	\$ 4,394
1 City Hall Annex	16,670	0	12,328	1,417	2,118	807
Subtotal - Building Depn	107,376	0	79,408	9,125	13,642	5,201
3 Insurance Retirees	122,618	531	91,073	10,466	15,646	5,965
3 Memberships	941	4	699	80	120	46
3 Consulting Services	87	0	65	7	11	4
3 Interest Costs	2,576	12	1,914	220	329	125
3 Other Misc	467	2	347	40	60	23
3 Elections	44,849	194	33,311	3,828	5,723	2,182
3 Non-Dept. Legal Svcs/Lobby	1,611	7	1,197	138	206	78
3 Dept Specific	0	0	0	0	0	0
Subtotal - Non-Dept-Gen Gov	173,149	751	128,604	14,779	22,093	8,424
5 Financial Plg & Analysis	5,275	283	4,110	472	706	269
Subtotal - Fin Plg & Analysis	5,275	283	4,110	472	706	269
8 Gen Acctng	3,381	245	2,682	308	461	176
8 Fixed Assets	2,771	195	2,194	252	377	144
8 Auditing Svcs	3,232	0	2,390	275	411	157
8 Fin Operations	401	27	317	36	54	21
Subtotal - Fin Reporting & Ops	9,785	468	7,582	871	1,303	497
9 Internal Controls	0	0	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0	0	0
10 Cost Accounting	324	20	254	29	44	17
10 Trust Funds Mgmt (TFM)	349	22	274	32	47	18
Subtotal - Fin Grants	673	42	529	61	91	35
11 Perf Mgmt Svcs	410	24	321	37	55	21
Subtotal - Fin Perform Mgmt	410	24	321	37	55	21
12 Treasury	1,406	115	1,125	129	193	74
Subtotal - Fin Treasury	1,406	115	1,125	129	193	74
13 Purchasing	2,973	198	2,345	269	403	154
Subtotal - Fin SPD	2,973	198	2,345	269	403	154
15 Budgeting & Accounting Support	21,772	1,153	16,954	1,948	2,913	1,110
15 Accounts Payable	36,450	1,918	28,374	3,261	4,874	1,858
Subtotal - ARA Financial Svcs	58,222	3,071	45,328	5,209	7,787	2,969
16 Mailroom	6,789	483	5,378	618	924	352
16 Property	0	0	0	0	0	0
16 Records	1,092	71	860	99	148	56
16 3-1-1 Svcs	41,862	2,853	33,068	3,800	5,681	2,166
Subtotal - ARA Operations	49,743	3,408	39,306	4,517	6,753	2,575
17 Payroll Svcs	6,708	352	5,221	600	897	342
Subtotal - ARA Payroll Svcs	6,708	352	5,221	600	897	342
18 Franchise	825	59	654	75	112	43
Subtotal - ARA Regulatory	825	59	654	75	112	43

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	0	0	0	0	0	0
Subtotal - HITS EIS	0	0	0	0	0	0
22 IT Radio Svcs	0	0	0	0	0	0
Subtotal - HITS Radio	0	0	0	0	0	0
23 Certification	2,065	119	1,615	186	278	106
23 Contract Compliance	13,252	836	10,418	1,197	1,790	682
23 Reporting & Analytics	1,101	65	862	99	148	56
23 Dept Services	9,369	637	7,400	850	1,271	485
23 External Affairs & Outreach	1,225	71	958	110	165	63
Subtotal - OBO	27,012	1,728	21,254	2,442	3,651	1,392
24 City Mayor Admin	0	6,124	4,529	520	778	297
24 Inter Gov Rel	0	1,018	753	87	129	49
Subtotal - Mayor	0	7,142	5,282	607	907	346
25 Selection	0	3,347	2,475	284	425	162
25 Personnel Svcs	0	2,714	2,007	231	345	131
Subtotal - Human Resources	0	6,061	4,482	515	770	294
26 Legal Svcs	0	793,106	586,525	67,403	100,761	38,417
26 Inspector General	0	19,255	14,240	1,636	2,446	933
Subtotal - Legal	0	812,361	600,765	69,039	103,207	39,350
27 City Sec Svcs	0	852	630	72	108	41
Subtotal - City Secretary	0	852	630	72	108	41
28 City Council Svcs	0	9,666	7,148	821	1,228	468
Subtotal - City Council	0	9,666	7,148	821	1,228	468
29 Controller Fin Svcs	0	17,484	12,930	1,486	2,221	847
29 Controller Treasury	0	1,466	1,084	125	186	71
Subtotal - City Controller's	0	18,950	14,014	1,610	2,408	918
35 Building Svcs	0	162,402	120,101	13,802	20,633	7,867
35 Utilities	0	80,844	59,786	6,871	10,271	3,916
35 Real Estate	0	36,440	26,948	3,097	4,630	1,765
Subtotal - General Services	0	279,686	206,836	23,769	35,533	13,548
Total Incoming	443,557	1,145,215	1,174,943	135,024	201,847	76,959
C. Total Allocated		\$ 5,902,534	\$ 4,542,218	\$ 523,843	\$ 759,514	\$ 76,959
			76.95%	8.87%	12.87%	1.30%

City Mayor Admin Allocations

Dept:24 Mayor

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04 Finance Dir Office	6.91	0.0334	\$ 1,234	\$ 0	\$ 1,234	\$ 0	\$ 1,234
05 Finance Financial Plg & Analys	12.62	0.0610	2,255	0	2,255	0	2,255
06 Finance City Council	4.92	0.0238	879	0	879	0	879
07 Finance Public Fin	5.71	0.0276	1,020	0	1,020	0	1,020
08 Finance Reporting & Ops	17.00	0.0822	3,037	0	3,037	0	3,037
09 Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10 Finance Grants	9.27	0.0448	1,656	0	1,656	0	1,656
11 Finance Rev Perform Mgmt	2.80	0.0135	500	0	500	0	500
12 Finance Treasury	4.00	0.0193	715	0	715	0	715
13 Finance Strat Purchasing	36.24	0.1752	6,474	0	6,474	0	6,474
14 ARA Director Office	8.14	0.0394	1,454	0	1,454	0	1,454
15 ARA Financial Services	6.00	0.0290	1,072	0	1,072	0	1,072
16 ARA Operations	80.83	0.3908	14,440	0	14,440	0	14,440
17 ARA Payroll Services	36.73	0.1776	6,562	0	6,562	0	6,562
18 ARA Regulatory	3.08	0.0149	550	0	550	0	550
23 Office Business Opportunity	35.96	0.1739	6,424	0	6,424	0	6,424
24 Mayor	34.28	0.1657	6,124	0	6,124	0	6,124
25 Human Resources	190.56	0.9213	34,044	0	34,044	7,919	41,963
26 Legal	102.68	0.4964	18,344	0	18,344	4,267	22,611
27 City Secretary	7.01	0.0339	1,252	0	1,252	291	1,543
28 City Council	72.84	0.3521	13,013	0	13,013	3,027	16,040
29 City Controller's Office	50.17	0.2425	8,963	0	8,963	2,085	11,048
30 Health Administration	44.38	0.2146	7,929	0	7,929	1,844	9,773
31 Planning & Dev Admin	8.01	0.0387	1,431	0	1,431	333	1,764
33 CIP Sal Rec HPW	40.81	0.1973	7,291	0	7,291	1,696	8,987
34 HPD Police Records	73.93	0.3574	13,208	0	13,208	3,072	16,280
35 General Services	211.81	1.0240	37,840	0	37,840	8,802	46,642
36 HEC	215.52	1.0419	38,503	0	38,503	8,956	47,459
38 Police	6,100.90	29.4951	1,089,932	0	1,089,932	253,531	1,343,463
39 Dept of Neighborhoods	115.99	0.5608	20,722	0	20,722	4,820	25,542
40 Fire	3,815.29	18.4452	681,605	0	681,605	158,549	840,154
41 Municipal Court	251.65	1.2166	44,958	0	44,958	10,458	55,416
42 Solid Waste	420.19	2.0314	75,067	0	75,067	17,462	92,529
43 Houston Airport System (HAS)	1,125.02	5.4390	200,986	0	200,986	46,752	247,738
44 Housing & Community Dev	305.71	1.4780	54,615	0	54,615	12,704	67,319
45 Library	427.01	2.0644	76,286	0	76,286	17,745	94,031
46 Parks & Recreation	601.03	2.9057	107,375	0	107,375	24,977	132,352
47 Health Department	1,266.11	6.1211	226,192	0	226,192	52,615	278,807
49 Fleet Management	362.37	1.7519	64,738	0	64,738	15,059	79,797
50 Planning & Dev Other	29.84	0.1443	5,331	0	5,331	1,240	6,571
51 Planning & Dev Spec Rev	47.34	0.2289	8,457	0	8,457	1,967	10,424
53 Finance Other	59.13	0.2859	10,564	0	10,564	2,457	13,021
54 ARA Insurance	4.34	0.0210	775	0	775	180	955
55 ARA BARC	105.46	0.5099	18,841	0	18,841	4,383	23,224
56 ARA Parking	67.98	0.3287	12,145	0	12,145	2,825	14,970
57 ARA Other	33.06	0.1598	5,906	0	5,906	1,374	7,280
58 IT Public Services	0.00	0.0000	0	0	0	0	0
59 Legal Insurance	45.85	0.2217	8,191	0	8,191	1,905	10,096
60 Legal Wkr Comp	1.58	0.0076	282	0	282	66	348
61 Mayor Cable TV	17.86	0.0863	3,191	0	3,191	742	3,933
62 Mayor Other	51.61	0.2495	9,220	0	9,220	2,145	11,365
63 TIRZ	6.24	0.0302	1,115	0	1,115	259	1,374
64 HR Health Benefits	39.32	0.1901	7,025	0	7,025	1,634	8,659
66 HPW Bldg Insp	589.19	2.8485	105,259	0	105,259	24,485	129,744
67 HPW Stormwater	309.29	1.4953	55,255	0	55,255	12,853	68,108
68 HPW DDSR	468.62	2.2656	83,719	0	83,719	19,474	103,193

City Mayor Admin Allocations

Dept:24 Mayor

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
69 HPW Water & Sewer	2,123.72	10.2672	379,405	0	379,405	88,254	467,659
70 HPW Houston Transtar	8.54	0.0413	1,526	0	1,526	355	1,881
71 HPW Other	7.52	0.0364	1,343	0	1,343	313	1,656
72 Houston Permit Center	29.04	0.1404	5,188	0	5,188	1,207	6,395
73 CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	44.14	0.2134	7,886	0	7,886	1,834	9,720
75 CIP S/R Engrg	63.02	0.3047	11,259	0	11,259	2,619	13,878
76 CIP S/R Constr	66.01	0.3191	11,793	0	11,793	2,743	14,536
77 CIP S/R Eng/Const	25.71	0.1243	4,593	0	4,593	1,068	5,661
78 CIP S/R Geo/Env	10.18	0.0492	1,819	0	1,819	423	2,242
79 CIP S/R Other	56.71	0.2742	10,131	0	10,131	2,357	12,488
80 CIP S/R GSD	36.66	0.1772	6,549	0	6,549	1,523	8,072
93 HR-W.C.	44.98	0.2175	8,036	0	8,036	1,869	9,905
94 HITS OTHER	178.04	0.8607	31,807	0	31,807	7,399	39,206
Subtotal	20,684.46	100.0000	3,695,301	0	3,695,301	846,917	4,542,218
Direct Bills					0		0
Total	=====	=====	=====	=====	\$3,695,301	=====	\$ 4,542,218

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	\$ 426,515	\$ 0	\$ 426,515	\$ 97,328	\$ 523,843
Subtotal	100	100.0000	426,515	0	426,515	97,328	523,843
Direct Bills					0		0
Total					\$426,515		\$ 523,843

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	6.91	0.0334	\$ 205	\$ 0	\$ 205	\$ 0	\$ 205
05 Finance Financial Plg & Analys	12.62	0.0610	375	0	375	0	375
06 Finance City Council	4.92	0.0238	146	0	146	0	146
07 Finance Public Fin	5.71	0.0276	169	0	169	0	169
08 Finance Reporting & Ops	17.00	0.0822	505	0	505	0	505
09 Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10 Finance Grants	9.27	0.0448	275	0	275	0	275
11 Finance Rev Perform Mgmt	2.80	0.0135	83	0	83	0	83
12 Finance Treasury	4.00	0.0193	119	0	119	0	119
13 Finance Strat Purchasing	36.24	0.1752	1,076	0	1,076	0	1,076
14 ARA Director Office	8.14	0.0394	242	0	242	0	242
15 ARA Financial Services	6.00	0.0290	178	0	178	0	178
16 ARA Operations	80.83	0.3908	2,399	0	2,399	0	2,399
17 ARA Payroll Services	36.73	0.1776	1,090	0	1,090	0	1,090
18 ARA Regulatory	3.08	0.0149	91	0	91	0	91
23 Office Business Opportunity	35.96	0.1739	1,067	0	1,067	0	1,067
24 Mayor	34.28	0.1657	1,018	0	1,018	0	1,018
25 Human Resources	190.56	0.9213	5,657	0	5,657	1,360	7,017
26 Legal	102.68	0.4964	3,048	0	3,048	733	3,781
27 City Secretary	7.01	0.0339	208	0	208	50	258
28 City Council	72.84	0.3521	2,162	0	2,162	520	2,682
29 City Controller's Office	50.17	0.2425	1,489	0	1,489	358	1,847
30 Health Administration	44.38	0.2146	1,317	0	1,317	317	1,634
31 Planning & Dev Admin	8.01	0.0387	238	0	238	57	295
33 CIP Sal Rec HPW	40.81	0.1973	1,211	0	1,211	291	1,502
34 HPD Police Records	73.93	0.3574	2,195	0	2,195	528	2,723
35 General Services	211.81	1.0240	6,288	0	6,288	1,512	7,800
36 HEC	215.52	1.0419	6,398	0	6,398	1,539	7,937
38 Police	6,100.90	29.4951	181,105	0	181,105	43,556	224,661
39 Dept of Neighborhoods	115.99	0.5608	3,443	0	3,443	828	4,271
40 Fire	3,815.29	18.4452	113,257	0	113,257	27,238	140,495
41 Municipal Court	251.65	1.2166	7,470	0	7,470	1,797	9,267
42 Solid Waste	420.19	2.0314	12,473	0	12,473	3,000	15,473
43 Houston Airport System (HAS)	1,125.02	5.4390	33,396	0	33,396	8,032	41,428
44 Housing & Community Dev	305.71	1.4780	9,075	0	9,075	2,183	11,258
45 Library	427.01	2.0644	12,676	0	12,676	3,049	15,725
46 Parks & Recreation	601.03	2.9057	17,842	0	17,842	4,291	22,133
47 Health Department	1,266.11	6.1211	37,585	0	37,585	9,039	46,624
49 Fleet Management	362.37	1.7519	10,757	0	10,757	2,587	13,344
50 Planning & Dev Other	29.84	0.1443	886	0	886	213	1,099
51 Planning & Dev Spec Rev	47.34	0.2289	1,405	0	1,405	338	1,743
53 Finance Other	59.13	0.2859	1,755	0	1,755	422	2,177
54 ARA Insurance	4.34	0.0210	129	0	129	31	160
55 ARA BARC	105.46	0.5099	3,131	0	3,131	753	3,884
56 ARA Parking	67.98	0.3287	2,018	0	2,018	485	2,503
57 ARA Other	33.06	0.1598	981	0	981	236	1,217
58 IT Public Services	0.00	0.0000	0	0	0	0	0
59 Legal Insurance	45.85	0.2217	1,361	0	1,361	327	1,688
60 Legal Wkr Comp	1.58	0.0076	47	0	47	11	58
61 Mayor Cable TV	17.86	0.0863	530	0	530	128	658
62 Mayor Other	51.61	0.2495	1,532	0	1,532	368	1,900
63 TIRZ	6.24	0.0302	185	0	185	45	230
64 HR Health Benefits	39.32	0.1901	1,167	0	1,167	281	1,448
66 HPW Bldg Insp	589.19	2.8485	17,490	0	17,490	4,206	21,696
67 HPW Stormwater	309.29	1.4953	9,181	0	9,181	2,208	11,389
68 HPW DDSR	468.62	2.2656	13,911	0	13,911	3,346	17,257

Inter Gov Rel Allocations

Dept:24 Mayor

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
69 HPW Water & Sewer	2,123.72	10.2672	63,043	0	63,043	15,162	78,205
70 HPW Houston Transtar	8.54	0.0413	254	0	254	61	315
71 HPW Other	7.52	0.0364	223	0	223	54	277
72 Houston Permit Center	29.04	0.1404	862	0	862	207	1,069
73 CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	44.14	0.2134	1,310	0	1,310	315	1,625
75 CIP S/R Engrg	63.02	0.3047	1,871	0	1,871	450	2,321
76 CIP S/R Constr	66.01	0.3191	1,960	0	1,960	471	2,431
77 CIP S/R Eng/Const	25.71	0.1243	763	0	763	184	947
78 CIP S/R Geo/Env	10.18	0.0492	302	0	302	73	375
79 CIP S/R Other	56.71	0.2742	1,683	0	1,683	405	2,088
80 CIP S/R GSD	36.66	0.1772	1,088	0	1,088	262	1,350
93 HR-W.C.	44.98	0.2175	1,335	0	1,335	321	1,656
94 HITS OTHER	178.04	0.8607	5,285	0	5,285	1,271	6,556
Subtotal	20,684.46	100.0000	614,016	0	614,016	145,498	759,514
Direct Bills					0		0
Total	=====	=====	=====	=====	\$614,016	=====	\$ 759,514

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	\$ 21,485	\$ 0	\$ 21,485	\$ 55,474	\$ 76,959
Subtotal	100	100.0000	21,485	0	21,485	55,474	76,959
Direct Bills					0		0
Total					\$21,485		\$ 76,959

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	1,234	0	205	0	1,439
05 Finance Financial Plg & Analys	2,255	0	375	0	2,630
06 Finance City Council	879	0	146	0	1,025
07 Finance Public Fin	1,020	0	169	0	1,189
08 Finance Reporting & Ops	3,037	0	505	0	3,542
09 Finance Internal Controls	0	0	0	0	0
10 Finance Grants	1,656	0	275	0	1,931
11 Finance Rev Perform Mgmnt	500	0	83	0	583
12 Finance Treasury	715	0	119	0	834
13 Finance Strat Purchasing	6,474	0	1,076	0	7,550
14 ARA Director Office	1,454	0	242	0	1,696
15 ARA Financial Services	1,072	0	178	0	1,250
16 ARA Operations	14,440	0	2,399	0	16,839
17 ARA Payroll Services	6,562	0	1,090	0	7,652
18 ARA Regulatory	550	0	91	0	641
23 Office Business Opportunity	6,424	0	1,067	0	7,491
24 Mayor	6,124	0	1,018	0	7,142
25 Human Resources	41,963	0	7,017	0	48,980
26 Legal	22,611	0	3,781	0	26,392
27 City Secretary	1,543	0	258	0	1,801
28 City Council	16,040	523,843	2,682	0	542,565
29 City Controller's Office	11,048	0	1,847	0	12,895
30 Health Administration	9,773	0	1,634	0	11,407
31 Planning & Dev Admin	1,764	0	295	0	2,059
33 CIP Sal Rec HPW	8,987	0	1,502	0	10,489
34 HPD Police Records	16,280	0	2,723	0	19,003
35 General Services	46,642	0	7,800	0	54,442
36 HEC	47,459	0	7,937	0	55,396
38 Police	1,343,463	0	224,661	0	1,568,124
39 Dept of Neighborhoods	25,542	0	4,271	0	29,813
40 Fire	840,154	0	140,495	0	980,649
41 Municipal Court	55,416	0	9,267	0	64,683
42 Solid Waste	92,529	0	15,473	0	108,002
43 Houston Airport System (HAS)	247,738	0	41,428	0	289,166
44 Housing & Community Dev	67,319	0	11,258	0	78,577
45 Library	94,031	0	15,725	0	109,756
46 Parks & Recreation	132,352	0	22,133	0	154,485
47 Health Department	278,807	0	46,624	0	325,431
49 Fleet Management	79,797	0	13,344	0	93,141
50 Planning & Dev Other	6,571	0	1,099	0	7,670
51 Planning & Dev Spec Rev	10,424	0	1,743	0	12,167
53 Finance Other	13,021	0	2,177	0	15,198
54 ARA Insurance	955	0	160	0	1,115
55 ARA BARC	23,224	0	3,884	0	27,108
56 ARA Parking	14,970	0	2,503	0	17,473
57 ARA Other	7,280	0	1,217	0	8,497
58 IT Public Services	0	0	0	0	0
59 Legal Insurance	10,096	0	1,688	0	11,784
60 Legal Wkr Comp	348	0	58	0	406
61 Mayor Cable TV	3,933	0	658	0	4,591
62 Mayor Other	11,365	0	1,900	76,959	90,224
63 TIRZ	1,374	0	230	0	1,604
64 HR Health Benefits	8,659	0	1,448	0	10,107
66 HPW Bldg Insp	129,744	0	21,696	0	151,440
67 HPW Stormwater	68,108	0	11,389	0	79,497

Allocation Summary

Dept:24 Mayor

Department	City Mayor Admin	Agenda Office	Inter Gov Rel	Other Svcs	Total
68 HPW DDSR	103,193	0	17,257	0	120,450
69 HPW Water & Sewer	467,659	0	78,205	0	545,864
70 HPW Houston Transtar	1,881	0	315	0	2,196
71 HPW Other	1,656	0	277	0	1,933
72 Houston Permit Center	6,395	0	1,069	0	7,464
73 CIP S/R Planning	0	0	0	0	0
74 CIP Sal Rec RE	9,720	0	1,625	0	11,345
75 CIP S/R Engrg	13,878	0	2,321	0	16,199
76 CIP S/R Constr	14,536	0	2,431	0	16,967
77 CIP S/R Eng/Const	5,661	0	947	0	6,608
78 CIP S/R Geo/Env	2,242	0	375	0	2,617
79 CIP S/R Other	12,488	0	2,088	0	14,576
80 CIP S/R GSD	8,072	0	1,350	0	9,422
93 HR-W.C.	9,905	0	1,656	0	11,561
94 HITS OTHER	39,206	0	6,556	0	45,762
Total	\$ 4,542,218	\$ 523,843	\$ 759,515	\$ 76,959	\$ 5,902,535
	=====	=====	=====	=====	=====

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.

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	50,686	220	1,504	3,606	45,796
3 Memberships	389	2	12	28	351
3 Consulting Services	850	4	25	60	768
3 Interest Costs	1,372	6	41	98	1,240
3 Other Misc	249	1	7	18	225
3 Non-Dept. Legal Svcs/Lobby	8,954	39	266	637	8,090
3 Walker Rent	0	0	0	0	0
Subtotal - Non-Dept-Gen Gov	62,500	271	1,855	4,446	56,470
5 Financial Plg & Analysis	51,776	2,773	1,612	3,864	49,073
Subtotal - Fin Plg & Analysis	51,776	2,773	1,612	3,864	49,073
8 Gen Acctng	33,185	2,407	1,052	2,521	32,019
8 Fixed Assets	426	30	13	32	410
8 Auditing Svcs	31,722	0	937	2,247	28,538
8 Fin Operations	4,067	276	128	308	3,907
Subtotal - Fin Reporting & Ops	69,400	2,713	2,131	5,108	64,874
9 Internal Controls	0	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0	0
10 Cost Accounting	3,289	200	103	247	3,139
10 Trust Funds Mgmt (TFM)	3,541	223	111	267	3,386
Subtotal - Fin Grants	6,830	423	214	514	6,525
11 Perf Mgmt Svcs	4,160	244	130	312	3,962
Subtotal - Fin Perform Mgmt	4,160	244	130	312	3,962
12 Treasury	749	62	24	57	729
Subtotal - Fin Treasury	749	62	24	57	729
13 Purchasing	254,852	16,951	8,032	19,253	244,519
Subtotal - Fin SPD	254,852	16,951	8,032	19,253	244,519
16 Mailroom	26,391	1,879	835	2,002	25,432
16 Records	6,069	395	191	458	5,815
16 3-1-1 Svcs	15,381	1,048	485	1,164	14,780
Subtotal - ARA Operations	47,841	3,322	1,512	3,624	46,027
17 Payroll Svcs	37,287	1,957	1,160	2,780	35,305
Subtotal - ARA Payroll Svcs	37,287	1,957	1,160	2,780	35,305
18 Franchise	439	31	14	33	423
Subtotal - ARA Regulatory	439	31	14	33	423
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	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Subtotal - HITS EIS	0	0	0	0	0
23 Certification	11,477	663	359	860	10,921
23 Contract Compliance	22,362	1,410	702	1,684	21,386
23 Reporting & Analytics	2,607	153	82	196	2,483
23 Dept Services	7,207	490	227	545	6,924
23 External Affairs & Outreach	6,810	393	213	510	6,480
Subtotal - OBO	50,463	3,110	1,583	3,795	48,195
24 City Mayor Admin	34,044	7,919	1,240	2,972	37,751
24 I Gov Relats	5,657	1,360	207	497	6,313
Subtotal - Mayor	39,701	9,279	1,447	3,469	44,064
25 Selection	0	7,004	207	496	6,301
25 Personnel Svcs	0	15,090	446	1,069	13,575
Subtotal - Human Resources	0	22,094	653	1,565	19,876
26 Legal Svcs	0	95,360	2,818	6,755	85,788
26 Inspector General	0	9,672	286	685	8,701
Subtotal - Legal	0	105,032	3,104	7,440	94,489
27 City Sec Svcs	0	8,635	255	612	7,768
Subtotal - City Secretary	0	8,635	255	612	7,768
28 City Council Svcs	0	98,002	2,896	6,942	88,164
Subtotal - City Council	0	98,002	2,896	6,942	88,164
29 Controller Fin Svcs	0	171,622	5,071	12,156	154,394
29 Controller Treasury	0	14,859	439	1,053	13,367
Subtotal - City Controller's	0	186,481	5,510	13,209	167,762
35 In-House Renov	0	0	0	0	0
35 Real Estate	0	21,154	625	1,498	19,031
Subtotal - General Services	0	21,154	625	1,498	19,031
Total Incoming	625,998	482,535	32,757	78,520	997,256
C. Total Allocated		\$ 27,252,798	\$ 605,778	\$ 1,672,080	\$ 24,974,942
			2.22%	6.14%	91.64%

Selection Allocations

Dept:25 Human Resources

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04 Finance Dir Office	60	0.6287	\$ 3,719	\$ 0	\$ 3,719	\$ 0	\$ 3,719
14 ARA Director Office	175	1.8336	10,846	0	10,846	0	10,846
23 Office Business Opportunity	37	0.3877	2,293	0	2,293	0	2,293
24 Mayor	54	0.5658	3,347	0	3,347	0	3,347
25 Human Resources	113	1.1840	7,004	0	7,004	0	7,004
26 Legal	112	1.1735	6,942	0	6,942	175	7,117
27 City Secretary	2	0.0210	124	0	124	3	127
28 City Council	100	1.0478	6,198	0	6,198	157	6,355
29 City Controller's Office	12	0.1257	744	0	744	19	763
31 Planning & Dev Admin	7	0.0733	434	0	434	11	445
32 HPW Administration Indirect	1	0.0105	62	0	62	2	64
33 CIP Sal Rec HPW	109	1.1421	6,756	0	6,756	171	6,927
35 General Services	97	1.0163	6,012	0	6,012	152	6,164
36 HEC	211	2.2108	13,077	0	13,077	330	13,407
38 Police	2,731	28.6148	169,262	0	169,262	4,276	173,538
39 Dept of Neighborhoods	74	0.7754	4,586	0	4,586	116	4,702
40 Fire	1,198	12.5524	74,250	0	74,250	1,876	76,126
41 Municipal Court	85	0.8906	5,268	0	5,268	133	5,401
42 Solid Waste	298	3.1224	18,469	0	18,469	467	18,936
43 Houston Airport System (HAS)	618	6.4753	38,302	0	38,302	968	39,270
44 Housing & Community Dev	135	1.4145	8,367	0	8,367	211	8,578
45 Library	199	2.0851	12,334	0	12,334	312	12,646
46 Parks & Recreation	473	4.9560	29,316	0	29,316	741	30,057
47 Health Department	975	10.2158	60,429	0	60,429	1,527	61,956
49 Fleet Management	108	1.1316	6,694	0	6,694	169	6,863
50 Planning & Dev Other	4	0.0419	248	0	248	6	254
51 Planning & Dev Spec Rev	30	0.3143	1,859	0	1,859	47	1,906
66 HPW Bldg Insp	189	1.9803	11,714	0	11,714	296	12,010
67 HPW Stormwater	152	1.5926	9,421	0	9,421	238	9,659
68 HPW DDSR	212	2.2213	13,139	0	13,139	332	13,471
69 HPW Water & Sewer	898	9.4091	55,656	0	55,656	1,406	57,062
70 HPW Houston Transtar	3	0.0314	186	0	186	5	191
71 HPW Other	22	0.2305	1,364	0	1,364	34	1,398
94 HITS Other	50	0.5239	3,099	0	3,099	78	3,177
Subtotal	9,544	100.0000	591,521	0	591,521	14,257	605,778
Direct Bills					0		0
Total	=====	=====	=====	=====	\$591,521	=====	\$ 605,778

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	6.91	0.0334	\$ 547	\$ 0	\$ 547	\$ 0	\$ 547
05 Finance Financial Plg & Analys	12.62	0.0610	999	0	999	0	999
06 Finance City Council	4.92	0.0238	390	0	390	0	390
07 Finance Public Fin	5.71	0.0276	452	0	452	0	452
08 Finance Reporting & Ops	17.00	0.0822	1,346	0	1,346	0	1,346
09 Finance Internal Controls	0.00	0.0000	0	0	0	0	0
10 Finance Grants	9.27	0.0448	734	0	734	0	734
11 Finance Rev Perform Mgmt	2.80	0.0135	222	0	222	0	222
12 Finance Treasury	4.00	0.0193	317	0	317	0	317
13 Finance Strat Purchasing	36.24	0.1752	2,870	0	2,870	0	2,870
14 ARA Director Office	8.14	0.0394	645	0	645	0	645
15 ARA Financial Services	6.00	0.0290	475	0	475	0	475
16 ARA Operations	80.83	0.3908	6,401	0	6,401	0	6,401
17 ARA Payroll Services	36.73	0.1776	2,908	0	2,908	0	2,908
18 ARA Regulatory	3.08	0.0149	244	0	244	0	244
23 Office Business Opportunity	35.96	0.1739	2,847	0	2,847	0	2,847
24 Mayor	34.28	0.1657	2,714	0	2,714	0	2,714
25 Human Resources	190.56	0.9213	15,090	0	15,090	0	15,090
26 Legal	102.68	0.4964	8,131	0	8,131	174	8,305
27 City Secretary	7.01	0.0339	555	0	555	12	567
28 City Council	72.84	0.3521	5,768	0	5,768	123	5,891
29 City Controller's Office	50.17	0.2425	3,973	0	3,973	85	4,058
30 Health Administration	44.38	0.2146	3,514	0	3,514	75	3,589
31 Planning & Dev Admin	8.01	0.0387	634	0	634	14	648
33 CIP Sal Rec HPW	40.81	0.1973	3,232	0	3,232	69	3,301
34 HPD Police Records	73.93	0.3574	5,854	0	5,854	125	5,979
35 General Services	211.81	1.0240	16,772	0	16,772	359	17,131
36 HEC	215.52	1.0419	17,066	0	17,066	365	17,431
38 Police	6,100.90	29.4951	483,100	0	483,100	10,327	493,427
39 Dept of Neighborhoods	115.99	0.5608	9,185	0	9,185	196	9,381
40 Fire	3,815.29	18.4452	302,114	0	302,114	6,458	308,572
41 Municipal Court	251.65	1.2166	19,927	0	19,927	426	20,353
42 Solid Waste	420.19	2.0314	33,273	0	33,273	711	33,984
43 Houston Airport System (HAS)	1,125.02	5.4390	89,085	0	89,085	1,904	90,989
44 Housing & Community Dev	305.71	1.4780	24,208	0	24,208	518	24,726
45 Library	427.01	2.0644	33,813	0	33,813	723	34,536
46 Parks & Recreation	601.03	2.9057	47,593	0	47,593	1,017	48,610
47 Health Department	1,266.11	6.1211	100,257	0	100,257	2,143	102,400
49 Fleet Management	362.37	1.7519	28,694	0	28,694	613	29,307
50 Planning & Dev Other	29.84	0.1443	2,363	0	2,363	51	2,414
51 Planning & Dev Spec Rev	47.34	0.2289	3,749	0	3,749	80	3,829
53 Finance Other	59.13	0.2859	4,682	0	4,682	100	4,782
54 ARA Insurance	4.34	0.0210	344	0	344	7	351
55 ARA BARC	105.46	0.5099	8,351	0	8,351	179	8,530
56 ARA Parking	67.98	0.3287	5,383	0	5,383	115	5,498
57 ARA Other	33.06	0.1598	2,618	0	2,618	56	2,674
58 IT Public Services	0.00	0.0000	0	0	0	0	0
59 Legal Insurance	45.85	0.2217	3,631	0	3,631	78	3,709
60 Legal Wkr Comp	1.58	0.0076	125	0	125	3	128
61 Mayor Cable TV	17.86	0.0863	1,414	0	1,414	30	1,444
62 Mayor Other	51.61	0.2495	4,087	0	4,087	87	4,174
63 TIRZ	6.24	0.0302	494	0	494	11	505
64 HR Health Benefits	39.32	0.1901	3,114	0	3,114	67	3,181
66 HPW Bldg Insp	589.19	2.8485	46,655	0	46,655	997	47,652
67 HPW Stormwater	309.29	1.4953	24,491	0	24,491	524	25,015
68 HPW DDSR	468.62	2.2656	37,108	0	37,108	793	37,901

Personnel Svcs Allocations

Dept:25 Human Resources

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
69 HPW Water & Sewer	2,123.72	10.2672	168,167	0	168,167	3,595	171,762
70 HPW Houston Transtar	8.54	0.0413	676	0	676	14	690
71 HPW Other	7.52	0.0364	595	0	595	13	608
72 Houston Permit Center	29.04	0.1404	2,300	0	2,300	49	2,349
73 CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	44.14	0.2134	3,495	0	3,495	75	3,570
75 CIP S/R Engrg	63.02	0.3047	4,990	0	4,990	107	5,097
76 CIP S/R Constr	66.01	0.3191	5,227	0	5,227	112	5,339
77 CIP S/R Eng/Const	25.71	0.1243	2,036	0	2,036	44	2,080
78 CIP S/R Geo/Env	10.18	0.0492	806	0	806	17	823
79 CIP S/R Other	56.71	0.2742	4,491	0	4,491	96	4,587
80 CIP S/R GSD	36.66	0.1772	2,903	0	2,903	62	2,965
93 HR-W.C.	44.98	0.2175	3,562	0	3,562	76	3,638
94 HITS OTHER	178.04	0.8607	14,098	0	14,098	301	14,399
Subtotal	20,684.46	100.0000	1,637,904	0	1,637,904	34,176	1,672,080
Direct Bills					0		0
Total	=====	=====	=====	=====	\$1,637,904	=====	\$ 1,672,080

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	3,719	547	0	4,266
05 Finance Financial Plg & Analys	0	999	0	999
06 Finance City Council	0	390	0	390
07 Finance Public Fin	0	452	0	452
08 Finance Reporting & Ops	0	1,346	0	1,346
09 Finance Internal Controls	0	0	0	0
10 Finance Grants	0	734	0	734
11 Finance Rev Perform Mgmt	0	222	0	222
12 Finance Treasury	0	317	0	317
13 Finance Strat Purchasing	0	2,870	0	2,870
14 ARA Director Office	10,846	645	0	11,491
15 ARA Financial Services	0	475	0	475
16 ARA Operations	0	6,401	0	6,401
17 ARA Payroll Services	0	2,908	0	2,908
18 ARA Regulatory	0	244	0	244
23 Office Business Opportunity	2,293	2,847	0	5,140
24 Mayor	3,347	2,714	0	6,061
25 Human Resources	7,004	15,090	0	22,094
26 Legal	7,117	8,305	0	15,422
27 City Secretary	127	567	0	694
28 City Council	6,355	5,891	0	12,246
29 City Controller's Office	763	4,058	0	4,821
30 Health Administration	0	3,589	0	3,589
31 Planning & Dev Admin	445	648	0	1,093
32 HPW Administration Indirect	64	0	0	64
33 CIP Sal Rec HPW	6,927	3,301	0	10,228
34 HPD Police Records	0	5,979	0	5,979
35 General Services	6,164	17,131	0	23,295
36 HEC	13,407	17,431	0	30,838
38 Police	173,538	493,427	0	666,965
39 Dept of Neighborhoods	4,702	9,381	0	14,083
40 Fire	76,126	308,572	0	384,698
41 Municipal Court	5,401	20,353	0	25,754
42 Solid Waste	18,936	33,984	0	52,920
43 Houston Airport System (HAS)	39,270	90,989	0	130,259
44 Housing & Community Dev	8,578	24,726	0	33,304
45 Library	12,646	34,536	0	47,182
46 Parks & Recreation	30,057	48,610	0	78,667
47 Health Department	61,956	102,400	0	164,356
49 Fleet Management	6,863	29,307	0	36,170
50 Planning & Dev Other	254	2,414	0	2,668
51 Planning & Dev Spec Rev	1,906	3,829	0	5,735
53 Finance Other	0	4,782	0	4,782
54 ARA Insurance	0	351	0	351
55 ARA BARC	0	8,530	0	8,530
56 ARA Parking	0	5,498	0	5,498
57 ARA Other	0	2,674	0	2,674
58 IT Public Services	0	0	0	0
59 Legal Insurance	0	3,709	0	3,709
60 Legal Wkr Comp	0	128	0	128
61 Mayor Cable TV	0	1,444	0	1,444
62 Mayor Other	0	4,174	0	4,174
63 TIRZ	0	505	0	505
64 HR Health Benefits	0	3,181	0	3,181
66 HPW Bldg Insp	12,010	47,652	0	59,662

Allocation Summary

Dept:25 Human Resources

Department	Selection	Personnel Svcs	Non-GF	Total
67 HPW Stormwater	9,659	25,015	0	34,674
68 HPW DDSR	13,471	37,901	0	51,372
69 HPW Water & Sewer	57,062	171,762	0	228,824
70 HPW Houston Transtar	191	690	0	881
71 HPW Other	1,398	608	0	2,006
72 Houston Permit Center	0	2,349	0	2,349
73 CIP S/R Planning	0	0	0	0
74 CIP Sal Rec RE	0	3,570	0	3,570
75 CIP S/R Engrg	0	5,097	0	5,097
76 CIP S/R Constr	0	5,339	0	5,339
77 CIP S/R Eng/Const	0	2,080	0	2,080
78 CIP S/R Geo/Env	0	823	0	823
79 CIP S/R Other	0	4,587	0	4,587
80 CIP S/R GSD	0	2,965	0	2,965
93 HR-W.C.	0	3,638	0	3,638
94 HITS OTHER	3,177	14,399	0	17,576
Total	<u>\$ 605,779</u> =====	<u>\$ 1,672,080</u> =====	<u>\$ 0</u> =====	<u>\$ 2,277,859</u> =====

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.
- **Legal Chargebacks** – Houston Public Works, Planning and Houston Airport System provide funding for legal representation, and these costs are allocated directly to those departments.
- **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.
- **Other** – The costs associated with other activities such as criminal law are included in this function are not allocated.

A. Department Costs

Dept:26 Legal

Department		Amount	General Admin	Legal Svcs	Legal Chargebacks	Inspector General
Personnel Costs						
Salaries	S1	8,867,250	1,480,516	6,645,273	320,033	421,428
Salary % Split			16.70%	74.94%	3.61%	4.75%
Benefits	P	4,493,832	744,853	3,375,913	134,835	238,231
Subtotal - Personnel Costs		13,361,082	2,225,369	10,021,186	454,868	659,659
Services & Supplies Cost						
Supplies	P	119,625	119,555	69	0	0
Services	P	987,754	835,894	142,493	0	9,362
Subtotal - Services & Supplies		1,107,379	955,450	142,562	0	9,362
Department Cost Total		14,468,461	3,180,819	10,163,748	454,868	669,021
Adjustments to Cost						
Subtotal - Adjustments			0	0	0	0
Total Costs After Adjustments		14,468,461	3,180,819	10,163,748	454,868	669,021
General Admin Distribution			3,180,819-	2,861,535	137,809	181,472
Grand Total		\$ 14,468,461		\$ 13,025,282	\$ 592,677	\$ 850,493
		=====	=====	=====	=====	=====

B. Incoming Costs-(Default Spread Salary%)

Dept:26 Legal

Department	First Incoming	Second Incoming	Legal Svcs	HPW Legal	Inspector General
1 City Hall Annex	\$ 119,856	\$ 0	\$ 107,825	\$ 5,193	\$ 6,838
1 Muni Court Bldg	26	0	23	1	1
Subtotal - Building Depn	119,882	0	107,849	5,194	6,840
3 Insurance Retirees	367,283	1,592	331,848	15,982	21,045
3 Memberships	2,818	12	2,546	123	161
3 Consulting Services	106	0	96	5	6
3 Interest Costs	8,225	37	7,433	358	471
3 Other Misc	1,492	7	1,348	65	86
3 Non-Dept. Legal Svcs/Lobby	4,825	21	4,360	210	276
3 Dept Specific	0	0	0	0	0
Subtotal - Non-Dept-Gen Gov	384,749	1,670	347,631	16,742	22,046
5 Financial Plg & Analysis	6,428	344	6,092	293	386
Subtotal - Fin Plg & Analysis	6,428	344	6,092	293	386
8 Gen Acctng	4,120	299	3,975	191	252
8 Fixed Assets	2,771	195	2,668	129	169
8 Auditing Svcs	3,938	0	3,543	171	225
8 Fin Operations	1,281	87	1,231	59	78
Subtotal - Fin Reporting & Ops	12,110	581	11,417	550	724
9 Internal Controls	0	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0	0
10 Cost Accounting	1,036	63	989	48	63
10 Trust Funds Mgmt (TFM)	1,115	70	1,066	51	68
Subtotal - Fin Grants	2,151	133	2,055	99	130
11 Perf Mgmt Svcs	1,310	77	1,248	60	79
Subtotal - Fin Perform Mgmt	1,310	77	1,248	60	79
12 Treasury	4,489	369	4,370	210	277
Subtotal - Fin Treasury	4,489	369	4,370	210	277
13 Purchasing	5,522	367	5,298	255	336
Subtotal - Fin SPD	5,522	367	5,298	255	336
16 Mailroom	16,437	1,170	15,840	763	1,005
16 Records	3,270	213	3,133	151	199
16 3-1-1 Svcs	3,522	240	3,384	163	215
Subtotal - ARA Operations	23,229	1,623	22,358	1,077	1,418
17 Payroll Svcs	20,091	1,055	19,023	916	1,206
Subtotal - ARA Payroll Svcs	20,091	1,055	19,023	916	1,206
18 Franchise	2,634	188	2,538	122	161
Subtotal - ARA Regulatory	2,634	188	2,538	122	161
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	0	0	0	0	0
Subtotal - HITS EIS	0	0	0	0	0
23 Certification	6,184	357	5,885	283	373
23 Contract Compliance	12,423	784	11,881	572	753
23 Reporting & Analytics	1,333	78	1,270	61	81
23 Dept Services	2,883	196	2,770	133	176
23 External Affairs & Outreach	3,669	212	3,491	168	221
Subtotal - OBO	26,492	1,627	25,297	1,218	1,604
24 City Mayor Admin	18,344	4,267	20,341	980	1,290
24 Inter Gov Rel	3,048	733	3,402	164	216
Subtotal - Mayor	21,392	5,000	23,743	1,143	1,506
25 Selection	6,942	175	6,403	308	406
25 Personnel Svcs	8,131	174	7,471	360	474
Subtotal - Human Resources	15,073	349	13,874	668	880
26 Legal Svcs	0	551,477	496,121	23,893	31,463
26 Inspector General	0	3,194	2,873	138	182
Subtotal - Legal	0	554,671	498,995	24,031	31,645
27 City Sec Svcs	0	2,720	2,447	118	155
Subtotal - City Secretary	0	2,720	2,447	118	155
28 City Council Svcs	0	30,868	27,770	1,337	1,761
Subtotal - City Council	0	30,868	27,770	1,337	1,761
29 Controller Fin Svcs	0	21,308	19,169	923	1,216
29 Controller Treasury	0	4,680	4,210	203	267
Subtotal - City Controller's	0	25,988	23,379	1,126	1,483
34 Records Mgmt	0	48,755	43,861	2,112	2,782
Subtotal - HPD Police Records	0	48,755	43,861	2,112	2,782
35 Building Svcs	0	245,094	220,492	10,619	13,983
35 Utilities	0	98,868	88,944	4,284	5,641
35 In-House Renov	0	0	0	0	0
35 Real Estate	0	70,120	63,082	3,038	4,000
Subtotal - General Services	0	414,082	372,518	17,940	23,624
Total Incoming	645,552	1,090,467	1,561,762	75,214	99,043

C. Total Allocated

	\$ 16,204,480	\$ 14,587,044	\$ 667,891	\$ 949,536
=====	=====	=====	=====	=====
		90.02%	4.12%	5.86%

Legal Svcs Allocations

Dept:26 Legal

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
04 Finance Dir Office	5,048.00	5.4431	\$ 740,584	\$ 0	\$ 740,584	\$ 0	\$ 740,584
14 ARA Director Office	3,169.00	3.4170	464,919	0	464,919	0	464,919
23 Office Business Opportunity	412.00	0.4442	60,444	0	60,444	0	60,444
24 Mayor	5,406.00	5.8291	793,106	0	793,106	0	793,106
25 Human Resources	650.00	0.7009	95,360	0	95,360	0	95,360
26 Legal	3,759.00	4.0532	551,477	0	551,477	0	551,477
27 City Secretary	387.00	0.4173	56,776	0	56,776	5,110	61,886
28 City Council	201.00	0.2167	29,488	0	29,488	2,654	32,142
29 City Controller's Office	346.00	0.3731	50,761	0	50,761	4,568	55,329
30 Health Administration	4,328.00	4.6667	634,954	0	634,954	57,146	692,100
31 Planning & Dev Admin	386.00	0.4162	56,629	0	56,629	5,097	61,726
32 HPW Administration Indirect	2,185.00	2.3560	320,558	0	320,558	28,850	349,408
35 General Services	2,395.00	2.5824	351,367	0	351,367	31,623	382,990
36 HEC	87.00	0.0938	12,764	0	12,764	1,149	13,913
38 Police	4,247.00	4.5794	623,071	0	623,071	56,076	679,147
39 Dept of Neighborhoods	1,988.00	2.1436	291,656	0	291,656	26,249	317,905
40 Fire	800.00	0.8626	117,367	0	117,367	10,563	127,930
41 Municipal court	42,029.00	45.3182	6,166,010	0	6,166,010	554,939	6,720,949
42 Solid Waste	294.00	0.3170	43,132	0	43,132	3,882	47,014
43 Houston Airport System (HAS)	280.00	0.3019	41,078	0	41,078	3,697	44,775
44 Housing & Community Dev	828.00	0.8928	121,475	0	121,475	10,933	132,408
45 Library	725.00	0.7817	106,364	0	106,364	9,573	115,937
46 Parks & Recreation	1,293.00	1.3942	189,694	0	189,694	17,072	206,766
49 Fleet Management	128.00	0.1380	18,779	0	18,779	1,690	20,469
56 ARA Parking	160.00	0.1725	23,473	0	23,473	2,113	25,586
66 HPW Bldg Insp	125.00	0.1348	18,339	0	18,339	1,650	19,989
67 HPW Stormwater	146.00	0.1574	21,419	0	21,419	1,928	23,347
69 HPW Water & Sewer	600.00	0.6470	88,025	0	88,025	7,922	95,947
71 HPW Other	6,407.00	6.9084	939,961	0	939,961	84,596	1,024,557
74 CIP Sal Rec RE	1,757.00	1.8945	257,767	0	257,767	23,199	280,966
94 HITS Other	1,561.00	1.6832	229,012	0	229,012	20,611	249,623
96 Other	615.00	0.6631	90,226	0	90,226	8,120	98,346
Subtotal	92,742.00	100.0000	13,606,035	0	13,606,035	981,009	14,587,044
Direct Bills					0		0
Total					\$13,606,035		\$ 14,587,044
	=====	=====	=====	=====	=====	=====	=====

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

Legal Chargebacks Allocations

Dept:26 Legal

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
43 Houston Airport System (HAS)	95,019.77	20.8895	\$ 129,650	95,020-	\$ 34,630	\$ 9,869	\$ 44,499
51 Planning & Dev Spec Rev	304,242.74	66.8860	415,125	304,243-	110,882	31,600	142,482
69 HPW Water & Sewer	55,605.21	12.2245	75,871	55,601-	20,270	5,775	26,045
Subtotal	454,867.72	100.0000	620,646	454,864-	165,782	47,245	213,027
Direct Bills					454,864		454,864
Total	=====	=====	=====	=====	\$620,646	=====	\$ 667,891

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	2.9	2.9000	\$ 25,732	\$ 0	\$ 25,732	\$ 0	\$ 25,732
14 ARA Director Office	1.45	1.4500	12,866	0	12,866	0	12,866
23 Office Business Opportunity	0.72	0.7200	6,389	0	6,389	0	6,389
24 Mayor	2.17	2.1700	19,255	0	19,255	0	19,255
25 Human Resources	1.09	1.0900	9,672	0	9,672	0	9,672
26 Legal	0.36	0.3600	3,194	0	3,194	0	3,194
28 City Council	0.36	0.3600	3,194	0	3,194	245	3,439
32 HPW Administration Indirect	21.74	21.7400	192,904	0	192,904	14,813	207,717
35 General Services	2.9	2.9000	25,732	0	25,732	1,976	27,708
36 HEC	3.26	3.2600	28,927	0	28,927	2,221	31,148
39 Dept of Neighborhoods	0.72	0.7200	6,389	0	6,389	491	6,880
40 Fire	20.29	20.2900	180,038	0	180,038	13,825	193,863
41 Municipal court	0.72	0.7200	6,389	0	6,389	491	6,880
42 Solid Waste	7.61	7.6100	67,525	0	67,525	5,185	72,710
43 Houston Airport System (HAS)	4.36	4.3600	38,687	0	38,687	2,971	41,658
44 Housing & Community Dev	4.35	4.3500	38,599	0	38,599	2,964	41,563
45 Library	5.43	5.4300	48,182	0	48,182	3,700	51,882
46 Parks & Recreation	2.9	2.9000	25,732	0	25,732	1,976	27,708
47 Health Department	5.8	5.8000	51,465	0	51,465	3,952	55,417
49 Fleet Management	2.9	2.9000	25,732	0	25,732	1,976	27,708
69 HPW Water & Sewer	7.25	7.2500	64,331	0	64,331	4,940	69,271
94 HITS Other	0.36	0.3600	3,194	0	3,194	245	3,439
96 Other	0.36	0.3600	3,194	0	3,194	245	3,439
Subtotal	100.00	100.0000	887,322	0	887,322	62,214	949,536
Direct Bills					0		0
Total					\$887,322		\$ 949,536

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	\$ 454,864	\$0	\$ 454,864
04 Finance Dir Office	740,584	0	25,732	766,316
14 ARA Director Office	464,919	0	12,866	477,785
23 Office Business Opportunity	60,444	0	6,389	66,833
24 Mayor	793,106	0	19,255	812,361
25 Human Resources	95,360	0	9,672	105,032
26 Legal	551,477	0	3,194	554,671
27 City Secretary	61,886	0	0	61,886
28 City Council	32,142	0	3,439	35,581
29 City Controller's Office	55,329	0	0	55,329
30 Health Administration	692,100	0	0	692,100
31 Planning & Dev Admin	61,726	0	0	61,726
32 HPW Administration Indirect	349,408	0	207,717	557,125
35 General Services	382,990	0	27,708	410,698
36 HEC	13,913	0	31,148	45,061
38 Police	679,147	0	0	679,147
39 Dept of Neighborhoods	317,905	0	6,880	324,785
40 Fire	127,930	0	193,863	321,793
41 Municipal court	6,720,949	0	6,880	6,727,829
42 Solid Waste	47,014	0	72,710	119,724
43 Houston Airport System (HAS)	44,775	44,499	41,658	130,932
44 Housing & Community Dev	132,408	0	41,563	173,971
45 Library	115,937	0	51,882	167,819
46 Parks & Recreation	206,766	0	27,708	234,474
47 Health Department	0	0	55,417	55,417
49 Fleet Management	20,469	0	27,708	48,177
51 Planning & Dev Spec Rev	0	142,482	0	142,482
56 ARA Parking	25,586	0	0	25,586
66 HPW Bldg Insp	19,989	0	0	19,989
67 HPW Stormwater	23,347	0	0	23,347
69 HPW Water & Sewer	95,947	26,045	69,271	191,263
71 HPW Other	1,024,557	0	0	1,024,557
74 CIP Sal Rec RE	280,966	0	0	280,966
94 HITS Other	249,623	0	3,439	253,062
96 Other	98,346	0	3,439	101,785
Total	\$ 14,587,045 =====	\$ 667,890 =====	\$ 949,538 =====	\$ 16,204,473 =====

**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	398,870	0	398,870
Salary % Split			.00%	100.00%
Benefits	S	208,699	0	208,699
Subtotal - Personnel Costs		607,569	0	607,569
Services & Supplies Cost				
Supplies	S	644	0	644
Services	S	151,614	0	151,614
Subtotal - Services & Supplies		152,258	0	152,258
Department Cost Total		759,827	0	759,827
Adjustments to Cost				
Subtotal - Adjustments		0	0	0
Total Costs After Adjustments		759,827	0	759,827
General Admin Distribution		0	0	0
Grand Total		\$ 759,827	0	\$ 759,827

B. Incoming Costs-(Default Spread Salary%)

Dept:27 City Secretary

Department	First Incoming	Second Incoming	City Sec Svcs
1 City Hall Annex	\$ 10,390	\$ 0	\$ 10,390
Subtotal - Building Depn	10,390	0	10,390
3 Insurance Retirees	25,074	109	25,183
3 Memberships	192	1	193
3 Consulting Services	28	0	28
3 Interest Costs	432	2	434
3 Other Misc	78	0	78
3 Non-Dept. Legal Svcs/Lobby	329	1	330
Subtotal - Non-Dept-Gen Gov	26,133	113	26,246
5 Financial Plg & Analysis	1,711	92	1,803
Subtotal - Fin Plg & Analysis	1,711	92	1,803
8 Gen Acctng	1,097	80	1,177
8 Auditing Svcs	1,048	0	1,048
8 Fin Operations	67	5	72
Subtotal - Fin Reporting & Ops	2,212	84	2,296
9 Internal Controls	0	0	0
Subtotal - Fin Int Controls	0	0	0
10 Cost Accounting	54	3	57
10 Trust Funds Mgmt (TFM)	59	4	63
Subtotal - Fin Grants	113	7	120
11 Perf Mgmt Svcs	69	4	73
Subtotal - Fin Perform Mgmt	69	4	73
12 Treasury	236	19	255
Subtotal - Fin Treasury	236	19	255
16 Mailroom	1,084	77	1,161
16 Records	223	15	238
16 3-1-1 Svcs	5,316	362	5,678
Subtotal - ARA Operations	6,623	454	7,077
17 Payroll Svcs	1,372	72	1,444
Subtotal - ARA Payroll Svcs	1,372	72	1,444
18 Franchise	138	10	148
Subtotal - ARA Regulatory	138	10	148
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	0	0	0
Subtotal - HITS EIS	0	0	0
23 Certification	422	24	446
23 Reporting & Analytics	0	0	0

B. Incoming Costs-(Default Spread Salary%)

Dept:27 City Secretary

Department	First Incoming	Second Incoming	City Sec Svcs
23 External Affairs & Outreach	\$ 251	\$ 14	\$ 265
Subtotal - OBO	673	39	712
24 City Mayor Admin	1,252	291	1,543
24 Inter Gov Rel	208	50	258
Subtotal - Mayor	1,460	341	1,801
25 Selection	124	3	127
25 Personnel Svcs	555	12	567
Subtotal - Human Resources	679	15	694
26 Legal Svcs	56,776	5,110	61,886
26 Inspector General	0	0	0
Subtotal - Legal	56,776	5,110	61,886
27 City Sec Svcs	0	143	143
Subtotal - City Secretary	0	143	143
28 City Council Svcs	0	1,621	1,621
Subtotal - City Council	0	1,621	1,621
29 Controller Fin Svcs	0	5,672	5,672
29 Controller Treasury	0	246	246
Subtotal - City Controller's	0	5,918	5,918
35 Building Svcs	0	20,029	20,029
35 Utilities	0	8,080	8,080
35 Real Estate	0	5,827	5,827
Subtotal - General Services	0	33,936	33,936
Total Incoming	108,585	47,978	156,563
C. Total Allocated		\$ 916,390	\$ 916,390
		=====	=====
			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	92,117,734	1.9940	\$ 17,316	\$ 0	\$ 17,316	\$ 0	\$ 17,316
04 Finance Dir Office	1,917,585	0.0415	360	0	360	0	360
05 Finance Financial Plg & Analys	1,748,817	0.0379	329	0	329	0	329
06 Finance City Council	579,620	0.0125	109	0	109	0	109
07 Finance Public Fin	872,602	0.0189	164	0	164	0	164
08 Finance Reporting & Ops	3,085,677	0.0668	580	0	580	0	580
09 Finance Internal Controls	0	0.0000	0	0	0	0	0
10 Finance Grants	1,080,267	0.0234	203	0	203	0	203
11 Finance Rev Perform Mgmt	351,508	0.0076	66	0	66	0	66
12 Finance Treasury	1,705,702	0.0369	321	0	321	0	321
13 Finance Strat Purchasing	4,807,816	0.1041	904	0	904	0	904
14 ARA Director Office	2,139,732	0.0463	402	0	402	0	402
15 ARA Financial Services	830,305	0.0180	156	0	156	0	156
16 ARA Operations	6,658,736	0.1441	1,252	0	1,252	0	1,252
17 ARA Payroll Services	3,581,329	0.0775	673	0	673	0	673
18 ARA Regulatory	295,092	0.0064	55	0	55	0	55
23 Office Business Opportunity	38,825,955	0.8404	7,298	0	7,298	0	7,298
24 Mayor	4,530,543	0.0981	852	0	852	0	852
25 Human Resources	45,934,805	0.9943	8,635	0	8,635	0	8,635
26 Legal	14,468,457	0.3132	2,720	0	2,720	0	2,720
27 City Secretary	759,827	0.0164	143	0	143	0	143
28 City Council	8,656,245	0.1874	1,627	0	1,627	95	1,722
29 City Controller's Office	7,814,179	0.1691	1,469	0	1,469	85	1,554
30 Health Administration	13,827,000	0.2993	2,599	0	2,599	151	2,750
31 Planning & Dev Admin	1,407,871	0.0305	265	0	265	15	280
33 CIP Sal Rec HPW	4,646,568	0.1006	873	0	873	51	924
34 HPD Police Records	5,415,046	0.1172	1,018	0	1,018	59	1,077
35 General Services	152,566,843	3.3025	28,679	0	28,679	1,666	30,345
36 HEC	26,351,959	0.5704	4,954	0	4,954	288	5,242
38 Police	962,590,931	20.8362	180,944	0	180,944	10,511	191,455
39 Dept of Neighborhoods	12,472,753	0.2700	2,345	0	2,345	136	2,481
40 Fire	505,051,996	10.9324	94,938	0	94,938	5,515	100,453
41 Municipal Court	29,937,229	0.6480	5,627	0	5,627	327	5,954
42 Solid Waste	105,943,711	2.2933	19,915	0	19,915	1,157	21,072
43 Houston Airport System (HAS)	321,378,127	6.9566	60,412	0	60,412	3,509	63,921
44 Housing & Community Dev	369,376,726	7.9955	69,434	0	69,434	4,034	73,468
45 Library	37,090,774	0.8029	6,972	0	6,972	405	7,377
46 Parks & Recreation	79,246,538	1.7154	14,896	0	14,896	865	15,761
47 Health Department	254,244,396	5.5034	47,792	0	47,792	2,776	50,568
48 Convention & Entertainment	100,153	0.0022	19	0	19	1	20
49 Fleet Management	83,412,953	1.8056	15,680	0	15,680	911	16,591
50 Planning & Dev Other	4,342,749	0.0940	816	0	816	47	863
51 Planning & Dev Spec Rev	7,169,889	0.1552	1,348	0	1,348	78	1,426
53 Finance Other	16,777,901	0.3632	3,154	0	3,154	183	3,337
54 ARA Insurance	20,666,869	0.4474	3,885	0	3,885	226	4,111
55 ARA BARC	11,496,376	0.2489	2,161	0	2,161	126	2,287
56 ARA Parking	8,796,436	0.1904	1,654	0	1,654	96	1,750
57 ARA Other	8,205,872	0.1776	1,543	0	1,543	90	1,633
58 IT Public Services	0	0.0000	0	0	0	0	0
59 Legal Insurance	12,829,357	0.2777	2,412	0	2,412	140	2,552
60 Legal Wkr Comp	179,896	0.0039	34	0	34	2	36
61 Mayor Cable TV	3,585,095	0.0776	674	0	674	39	713
62 Mayor Other	58,279,590	1.2615	10,955	0	10,955	636	11,591
64 HR Health Benefits	405,425,327	8.7758	76,210	0	76,210	4,427	80,637
65 HR Long Term Disability	929,317	0.0201	175	0	175	10	185
66 HPW Bldg Insp	67,774,172	1.4670	12,740	0	12,740	740	13,480

City Sec Svcs Allocations

Dept:27 City Secretary

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
67 HPW Stormwater	37,443,834	0.8105	7,039	0	7,039	409	7,448
68 HPW DDSR	67,216,611	1.4550	12,635	0	12,635	734	13,369
69 HPW Water & Sewer	473,355,544	10.2463	88,980	0	88,980	5,169	94,149
70 HPW Houston Transtar	2,468,121	0.0534	464	0	464	27	491
71 HPW Other	34,502,321	0.7468	6,486	0	6,486	377	6,863
72 Houston Permit Center	9,806,818	0.2123	1,843	0	1,843	107	1,950
73 CIP S/R Planning	0	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	5,141,071	0.1113	966	0	966	56	1,022
75 CIP S/R Engrg	8,043,181	0.1741	1,512	0	1,512	88	1,600
76 CIP S/R Constr	9,173,641	0.1986	1,724	0	1,724	100	1,824
77 CIP S/R Eng/Const	4,995,299	0.1081	939	0	939	55	994
78 CIP S/R Geo/Env	1,014,644	0.0220	191	0	191	11	202
79 CIP S/R Other	7,745,108	0.1677	1,456	0	1,456	85	1,541
80 CIP S/R GSD	4,734,100	0.1025	890	0	890	52	942
91 Hurricane Ike Aid & Recovery	3,291	0.0001	1	0	1	0	1
92 ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
93 HR-W.C.	30,515,560	0.6605	5,736	0	5,736	333	6,069
94 HITS OTHER	88,766,460	1.9214	16,686	0	16,686	969	17,655
95 Legal Other	581,662	0.0126	109	0	109	6	115
Subtotal	4,619,790,219	100.0000	868,414	0	868,414	47,976	916,390
Direct Bills					0		0
Total	=====	=====	=====	=====	\$868,414	=====	\$ 916,390

Basis Units: FY2021 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	17,316	17,316
04 Finance Dir Office	360	360
05 Finance Financial Plg & Analys	329	329
06 Finance City Council	109	109
07 Finance Public Fin	164	164
08 Finance Reporting & Ops	580	580
09 Finance Internal Controls	0	0
10 Finance Grants	203	203
11 Finance Rev Perform Mgmt	66	66
12 Finance Treasury	321	321
13 Finance Strat Purchasing	904	904
14 ARA Director Office	402	402
15 ARA Financial Services	156	156
16 ARA Operations	1,252	1,252
17 ARA Payroll Services	673	673
18 ARA Regulatory	55	55
23 Office Business Opportunity	7,298	7,298
24 Mayor	852	852
25 Human Resources	8,635	8,635
26 Legal	2,720	2,720
27 City Secretary	143	143
28 City Council	1,722	1,722
29 City Controller's Office	1,554	1,554
30 Health Administration	2,750	2,750
31 Planning & Dev Admin	280	280
33 CIP Sal Rec HPW	924	924
34 HPD Police Records	1,077	1,077
35 General Services	30,345	30,345
36 HEC	5,242	5,242
38 Police	191,455	191,455
39 Dept of Neighborhoods	2,481	2,481
40 Fire	100,453	100,453
41 Municipal Court	5,954	5,954
42 Solid Waste	21,072	21,072
43 Houston Airport System (HAS)	63,921	63,921
44 Housing & Community Dev	73,468	73,468
45 Library	7,377	7,377
46 Parks & Recreation	15,761	15,761
47 Health Department	50,568	50,568
48 Convention & Entertainment	20	20
49 Fleet Management	16,591	16,591
50 Planning & Dev Other	863	863
51 Planning & Dev Spec Rev	1,426	1,426
53 Finance Other	3,337	3,337
54 ARA Insurance	4,111	4,111
55 ARA BARC	2,287	2,287
56 ARA Parking	1,750	1,750
57 ARA Other	1,633	1,633
58 IT Public Services	0	0
59 Legal Insurance	2,552	2,552
60 Legal Wkr Comp	36	36
61 Mayor Cable TV	713	713
62 Mayor Other	11,591	11,591
64 HR Health Benefits	80,637	80,637
65 HR Long Term Disability	185	185

Allocation Summary

Dept:27 City Secretary

Department	City Sec Svcs	Total
66 HPW Bldg Insp	13,480	13,480
67 HPW Stormwater	7,448	7,448
68 HPW DDSR	13,369	13,369
69 HPW Water & Sewer	94,149	94,149
70 HPW Houston Transtar	491	491
71 HPW Other	6,863	6,863
72 Houston Permit Center	1,950	1,950
73 CIP S/R Planning	0	0
74 CIP Sal Rec RE	1,022	1,022
75 CIP S/R Engrg	1,600	1,600
76 CIP S/R Constr	1,824	1,824
77 CIP S/R Eng/Const	994	994
78 CIP S/R Geo/Env	202	202
79 CIP S/R Other	1,541	1,541
80 CIP S/R GSD	942	942
91 Hurricane Ike Aid & Recovery	1	1
92 ARRA Reimbursement Fund	0	0
93 HR-W.C.	6,069	6,069
94 HITS OTHER	17,655	17,655
95 Legal Other	115	115
Total	<u>\$ 916,389</u> =====	<u>\$ 916,389</u> =====

**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	4,926,392	0	4,633,604	292,788
Salary % Split			.00%	94.06%	5.94%
Benefits	P	2,233,428	0	2,232,221	1,207
Subtotal - Personnel Costs		7,159,820	0	6,865,825	293,995
Services & Supplies Cost					
Supplies	P	127,940	0	80,983	46,957
Services	P	1,368,485	0	349,721	1,018,765
Subtotal - Services & Supplies		1,496,425	0	430,704	1,065,722
Department Cost Total		8,656,245	0	7,296,529	1,359,717
Adjustments to Cost					
Subtotal - Adjustments		0	0	0	0
Total Costs After Adjustments		8,656,245	0	7,296,529	1,359,717
General Admin Distribution		0	0	0	0
Grand Total		\$ 8,656,245	0	\$ 7,296,529	\$ 1,359,717
		=====	=====	=====	=====
					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	\$ 36,958	\$ 0	\$ 36,958	\$ 0
Subtotal - Building Depn	36,958	0	36,958	0
2 Equip Deprec	63,357	0	63,357	0
Subtotal - Equipment Depn	63,357	0	63,357	0
3 Insurance Retirees	260,546	1,129	261,675	0
3 Memberships	1,999	9	2,008	0
3 Consulting Services	435	2	437	0
3 Interest Costs	4,921	22	4,943	0
3 Other Misc	893	4	897	0
3 Elections	717,591	3,109	720,700	0
3 Non-Dept. Legal Svcs/Lobby	3,423	15	3,438	0
3 Dept Specific	160,057	694	160,751	0
3 Health Insurance	0	0	0	0
Subtotal - Non-Dept-Gen Gov	1,149,865	4,984	1,154,849	0
5 Financial Plg & Analysis	26,485	1,418	27,903	0
Subtotal - Fin Plg & Analysis	26,485	1,418	27,903	0
6 Fin City Council Support	696,270	47,333	743,603	0
Subtotal - Fin City Council	696,270	47,333	743,603	0
8 Gen Acctng	16,975	1,231	18,206	0
8 Fixed Assets	7,247	510	7,757	0
8 Auditing Svcs	16,227	0	16,227	0
8 Fin Operations	766	52	818	0
Subtotal - Fin Reporting & Ops	41,215	1,793	43,008	0
9 Internal Controls	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0
10 Cost Accounting	620	38	658	0
10 Trust Funds Mgmt (TFM)	667	42	709	0
Subtotal - Fin Grants	1,287	80	1,367	0
11 Perf Mgmt Svcs	784	46	830	0
Subtotal - Fin Perform Mgmt	784	46	830	0
12 Treasury	2,686	221	2,907	0
Subtotal - Fin Treasury	2,686	221	2,907	0
13 Purchasing	3,823	254	4,077	0
Subtotal - Fin SPD	3,823	254	4,077	0
16 Mailroom	7,994	569	8,563	0
16 Records	2,320	151	2,471	0
16 3-1-1 Svcs	15,937	1,086	17,023	0
Subtotal - ARA Operations	26,251	1,806	28,057	0
17 Payroll Svcs	14,253	748	15,001	0
Subtotal - ARA Payroll Svcs	14,253	748	15,001	0
18 Franchise	1,576	112	1,688	0
Subtotal - ARA Regulatory	1,576	112	1,688	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	0	0	0	0
Subtotal - HITS EIS	0	0	0	0
23 Certification	4,387	253	4,640	0
23 Reporting & Analytics	29	2	31	0
23 External Affairs & Outreach	2,603	150	2,753	0
Subtotal - OBO	7,019	405	7,424	0
24 City Mayor Admin	13,013	3,027	16,040	0
24 Agenda Office	426,515	97,328	523,843	0
24 Inter Gov Rel	2,162	520	2,682	0
Subtotal - Mayor	441,690	100,875	542,565	0
25 Selection	6,198	157	6,355	0
25 Personnel Svcs	5,768	123	5,891	0
Subtotal - Human Resources	11,966	280	12,246	0
26 Legal Svcs	29,488	2,654	32,142	0
26 Inspector General	3,194	245	3,439	0
Subtotal - Legal	32,682	2,899	35,581	0
27 City Sec Svcs	1,627	95	1,722	0
Subtotal - City Secretary	1,627	95	1,722	0
28 City Council Svcs	0	18,468	18,468	0
Subtotal - City Council	0	18,468	18,468	0
29 Controller Fin Svcs	0	87,790	87,790	0
29 Controller Treasury	0	2,800	2,800	0
Subtotal - City Controller's	0	90,590	90,590	0
35 Building Svcs	0	71,247	71,247	0
35 Utilities	0	28,740	28,740	0
35 Real Estate	0	20,729	20,729	0
Subtotal - General Services	0	120,716	120,716	0
Total Incoming	2,559,794	393,125	2,952,919	0
C. Total Allocated		\$ 11,609,164	\$ 10,249,448	\$ 1,359,717
			88.29%	11.71%

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	92,117,734	1.9940	\$ 196,533	\$ 0	\$ 196,533	\$ 0	\$ 196,533
04 Finance Dir Office	1,917,585	0.0415	4,091	0	4,091	0	4,091
05 Finance Financial Plg & Analys	1,748,817	0.0379	3,731	0	3,731	0	3,731
06 Finance City Council	579,620	0.0125	1,237	0	1,237	0	1,237
07 Finance Public Fin	872,602	0.0189	1,862	0	1,862	0	1,862
08 Finance Reporting & Ops	3,085,677	0.0668	6,583	0	6,583	0	6,583
09 Finance Internal Controls	0	0.0000	0	0	0	0	0
10 Finance Grants	1,080,267	0.0234	2,305	0	2,305	0	2,305
11 Finance Rev Perform Mgmt	351,508	0.0076	750	0	750	0	750
12 Finance Treasury	1,705,702	0.0369	3,639	0	3,639	0	3,639
13 Finance Strat Purchasing	4,807,816	0.1041	10,257	0	10,257	0	10,257
14 ARA Director Office	2,139,732	0.0463	4,565	0	4,565	0	4,565
15 ARA Financial Services	830,305	0.0180	1,771	0	1,771	0	1,771
16 ARA Operations	6,658,736	0.1441	14,206	0	14,206	0	14,206
17 ARA Payroll Services	3,581,329	0.0775	7,641	0	7,641	0	7,641
18 ARA Regulatory	295,092	0.0064	630	0	630	0	630
23 Office Business Opportunity	38,825,955	0.8404	82,835	0	82,835	0	82,835
24 Mayor	4,530,543	0.0981	9,666	0	9,666	0	9,666
25 Human Resources	45,934,805	0.9943	98,002	0	98,002	0	98,002
26 Legal	14,468,457	0.3132	30,868	0	30,868	0	30,868
27 City Secretary	759,827	0.0164	1,621	0	1,621	0	1,621
28 City Council	8,656,245	0.1874	18,468	0	18,468	0	18,468
29 City Controller's Office	7,814,179	0.1691	16,672	0	16,672	701	17,373
30 Health Administration	13,827,000	0.2993	29,500	0	29,500	1,240	30,740
31 Planning & Dev Admin	1,407,871	0.0305	3,004	0	3,004	126	3,130
33 CIP Sal Rec HPW	4,646,568	0.1006	9,913	0	9,913	417	10,330
34 HPD Police Records	5,415,046	0.1172	11,553	0	11,553	485	12,038
35 General Services	152,566,843	3.3025	325,501	0	325,501	13,678	339,179
36 HEC	26,351,959	0.5704	56,222	0	56,222	2,363	58,585
38 Police	962,590,931	20.8362	2,053,688	0	2,053,688	86,301	2,139,989
39 Dept of Neighborhoods	12,472,753	0.2700	26,611	0	26,611	1,118	27,729
40 Fire	505,051,996	10.9324	1,077,529	0	1,077,529	45,281	1,122,810
41 Municipal Court	29,937,229	0.6480	63,871	0	63,871	2,684	66,555
42 Solid Waste	105,943,711	2.2933	226,031	0	226,031	9,498	235,529
43 Houston Airport System (HAS)	321,378,127	6.9566	685,660	0	685,660	28,813	714,473
44 Housing & Community Dev	369,376,726	7.9955	788,065	0	788,065	33,117	821,182
45 Library	37,090,774	0.8029	79,133	0	79,133	3,325	82,458
46 Parks & Recreation	79,246,538	1.7154	169,073	0	169,073	7,105	176,178
47 Health Department	254,244,396	5.5034	542,430	0	542,430	22,794	565,224
48 Convention & Entertainment	100,153	0.0022	214	0	214	9	223
49 Fleet Management	83,412,953	1.8056	177,962	0	177,962	7,478	185,440
50 Planning & Dev Other	4,342,749	0.0940	9,265	0	9,265	389	9,654
51 Planning & Dev Spec Rev	7,169,889	0.1552	15,297	0	15,297	643	15,940
53 Finance Other	16,777,901	0.3632	35,796	0	35,796	1,504	37,300
54 ARA Insurance	20,666,869	0.4474	44,093	0	44,093	1,853	45,946
55 ARA BARC	11,496,376	0.2489	24,528	0	24,528	1,031	25,559
56 ARA Parking	8,796,436	0.1904	18,767	0	18,767	789	19,556
57 ARA Other	8,205,872	0.1776	17,507	0	17,507	736	18,243
58 IT Public Services	0	0.0000	0	0	0	0	0
59 Legal Insurance	12,829,357	0.2777	27,371	0	27,371	1,150	28,521
60 Legal Wkr Comp	179,896	0.0039	384	0	384	16	400
61 Mayor Cable TV	3,585,095	0.0776	7,649	0	7,649	321	7,970
62 Mayor Other	58,279,590	1.2615	124,339	0	124,339	5,225	129,564
64 HR Health Benefits	405,425,327	8.7758	864,975	0	864,975	36,349	901,324
65 HR Long Term Disability	929,317	0.0201	1,983	0	1,983	83	2,066
66 HPW Bldg Insp	67,774,172	1.4670	144,596	0	144,596	6,076	150,672

City Council Svcs Allocations

Dept:28 City Council

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
67 HPW Stormwater	37,443,834	0.8105	79,886	0	79,886	3,357	83,243
68 HPW DDSR	67,216,611	1.4550	143,407	0	143,407	6,026	149,433
69 HPW Water & Sewer	473,355,544	10.2463	1,009,904	0	1,009,904	42,439	1,052,343
70 HPW Houston Transtar	2,468,121	0.0534	5,266	0	5,266	221	5,487
71 HPW Other	34,502,321	0.7468	73,611	0	73,611	3,093	76,704
72 Houston Permit Center	9,806,818	0.2123	20,923	0	20,923	879	21,802
73 CIP S/R Planning	0	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	5,141,071	0.1113	10,969	0	10,969	461	11,430
75 CIP S/R Engrg	8,043,181	0.1741	17,160	0	17,160	721	17,881
76 CIP S/R Constr	9,173,641	0.1986	19,572	0	19,572	822	20,394
77 CIP S/R Eng/Const	4,995,299	0.1081	10,657	0	10,657	448	11,105
78 CIP S/R Geo/Env	1,014,644	0.0220	2,165	0	2,165	91	2,256
79 CIP S/R Other	7,745,108	0.1677	16,524	0	16,524	694	17,218
80 CIP S/R GSD	4,734,100	0.1025	10,100	0	10,100	424	10,524
91 Hurricane Ike Aid & Recovery	3,291	0.0001	7	0	7	0	7
92 ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
93 HR-W.C.	30,515,560	0.6605	65,105	0	65,105	2,736	67,841
94 HITS OTHER	88,766,460	1.9214	189,383	0	189,383	7,958	197,341
95 Legal Other	581,662	0.0126	1,241	0	1,241	52	1,293
Subtotal	4,619,790,219	100.0000	9,856,323	0	9,856,323	393,125	10,249,448
Direct Bills					0		0
Total	=====	=====	=====	=====	\$9,856,323	=====	\$ 10,249,448

Basis Units: FY2021 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	196,533	0	196,533
04 Finance Dir Office	4,091	0	4,091
05 Finance Financial Plg & Analys	3,731	0	3,731
06 Finance City Council	1,237	0	1,237
07 Finance Public Fin	1,862	0	1,862
08 Finance Reporting & Ops	6,583	0	6,583
09 Finance Internal Controls	0	0	0
10 Finance Grants	2,305	0	2,305
11 Finance Rev Perform Mgmt	750	0	750
12 Finance Treasury	3,639	0	3,639
13 Finance Strat Purchasing	10,257	0	10,257
14 ARA Director Office	4,565	0	4,565
15 ARA Financial Services	1,771	0	1,771
16 ARA Operations	14,206	0	14,206
17 ARA Payroll Services	7,641	0	7,641
18 ARA Regulatory	630	0	630
23 Office Business Opportunity	82,835	0	82,835
24 Mayor	9,666	0	9,666
25 Human Resources	98,002	0	98,002
26 Legal	30,868	0	30,868
27 City Secretary	1,621	0	1,621
28 City Council	18,468	0	18,468
29 City Controller's Office	17,373	0	17,373
30 Health Administration	30,740	0	30,740
31 Planning & Dev Admin	3,130	0	3,130
33 CIP Sal Rec HPW	10,330	0	10,330
34 HPD Police Records	12,038	0	12,038
35 General Services	339,179	0	339,179
36 HEC	58,585	0	58,585
38 Police	2,139,989	0	2,139,989
39 Dept of Neighborhoods	27,729	0	27,729
40 Fire	1,122,810	0	1,122,810
41 Municipal Court	66,555	0	66,555
42 Solid Waste	235,529	0	235,529
43 Houston Airport System (HAS)	714,473	0	714,473
44 Housing & Community Dev	821,182	0	821,182
45 Library	82,458	0	82,458
46 Parks & Recreation	176,178	0	176,178
47 Health Department	565,224	0	565,224
48 Convention & Entertainment	223	0	223
49 Fleet Management	185,440	0	185,440
50 Planning & Dev Other	9,654	0	9,654
51 Planning & Dev Spec Rev	15,940	0	15,940
53 Finance Other	37,300	0	37,300
54 ARA Insurance	45,946	0	45,946
55 ARA BARC	25,559	0	25,559
56 ARA Parking	19,556	0	19,556
57 ARA Other	18,243	0	18,243
58 IT Public Services	0	0	0
59 Legal Insurance	28,521	0	28,521
60 Legal Wkr Comp	400	0	400
61 Mayor Cable TV	7,970	0	7,970
62 Mayor Other	129,564	0	129,564
64 HR Health Benefits	901,324	0	901,324
65 HR Long Term Disability	2,066	0	2,066

Allocation Summary

Dept:28 City Council

Department	City Council Svcs	Special Projects	Total
66 HPW Bldg Insp	150,672	0	150,672
67 HPW Stormwater	83,243	0	83,243
68 HPW DDSR	149,433	0	149,433
69 HPW Water & Sewer	1,052,343	0	1,052,343
70 HPW Houston Transtar	5,487	0	5,487
71 HPW Other	76,704	0	76,704
72 Houston Permit Center	21,802	0	21,802
73 CIP S/R Planning	0	0	0
74 CIP Sal Rec RE	11,430	0	11,430
75 CIP S/R Engrg	17,881	0	17,881
76 CIP S/R Constr	20,394	0	20,394
77 CIP S/R Eng/Const	11,105	0	11,105
78 CIP S/R Geo/Env	2,256	0	2,256
79 CIP S/R Other	17,218	0	17,218
80 CIP S/R GSD	10,524	0	10,524
91 Hurricane Ike Aid & Recovery	7	0	7
92 ARRA Reimbursement Fund	0	0	0
93 HR-W.C.	67,841	0	67,841
94 HITS OTHER	197,341	0	197,341
95 Legal Other	1,293	0	1,293
Total	\$ 10,249,443 =====	\$ 0 =====	\$ 10,249,443 =====

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	4,563,279	851,716	3,083,534	628,029
Salary % Split			18.66%	67.57%	13.76%
Benefits	P	2,185,314	365,928	1,519,531	299,856
Subtotal - Personnel Costs		6,748,593	1,217,645	4,603,065	927,885
Services & Supplies Cost					
Supplies	P	45,461	26,953	13,272	5,236
Services	P	1,020,122	524,162	312,467	183,493
Subtotal - Services & Supplies		1,065,583	551,115	325,739	188,729
Department Cost Total		7,814,176	1,768,760	4,928,805	1,116,615
Adjustments to Cost					
Subtotal - Adjustments			0	0	0
Total Costs After Adjustments		7,814,176	1,768,760	4,928,805	1,116,615
General Admin Distribution			1,768,760-	1,469,470	299,290
Grand Total		\$ 7,814,176		\$ 6,398,274	\$ 1,415,904
		=====	=====	=====	=====

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	\$ 78,303	\$ 0	\$ 65,053	\$ 13,250
Subtotal - Building Depn	78,303	0	65,053	13,250
2 Equip Deprec	0	0	0	0
Subtotal - Equipment Depn	0	0	0	0
3 Insurance Retirees	178,920	776	149,289	30,406
3 Memberships	1,373	6	1,146	233
3 Consulting Services	70	0	58	12
3 Interest Costs	4,442	20	3,707	755
3 Other Misc	806	4	673	137
3 Elections	44,849	194	37,422	7,622
3 Non-Dept. Legal Svcs/Lobby	2,357	10	1,967	401
Subtotal - Non-Dept-Gen Gov	232,817	1,010	194,262	39,566
5 Financial Plg & Analysis	4,252	228	3,722	758
Subtotal - Fin Plg & Analysis	4,252	228	3,722	758
8 Gen Acctng	2,725	198	2,428	495
8 Fixed Assets	1,066	75	948	193
8 Auditing Svcs	2,605	0	2,164	441
8 Fin Operations	692	47	614	125
Subtotal - Fin Reporting & Ops	7,088	320	6,154	1,253
9 Internal Controls	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0
10 Cost Accounting	559	34	493	100
10 Trust Funds Mgmt (TFM)	602	38	532	108
Subtotal - Fin Grants	1,161	72	1,024	209
11 Perf Mgmt Svcs	708	42	623	127
Subtotal - Fin Perform Mgmt	708	42	623	127
12 Treasury	2,425	199	2,180	444
Subtotal - Fin Treasury	2,425	199	2,180	444
13 Purchasing	24,211	1,610	21,452	4,369
Subtotal - Fin SPD	24,211	1,610	21,452	4,369
16 Mailroom	5,902	420	5,252	1,070
16 Records	1,598	104	1,414	288
16 3-1-1 Svcs	2,269	155	2,014	410
Subtotal - ARA Operations	9,769	679	8,680	1,768
17 Payroll Svcs	9,817	515	8,584	1,748
Subtotal - ARA Payroll Svcs	9,817	515	8,584	1,748
18 Franchise	1,422	101	1,266	258
Subtotal - ARA Regulatory	1,422	101	1,266	258
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	0	0	0	0
Subtotal - HITS EIS	0	0	0	0
23 Certification	3,022	175	2,656	541
23 Contract Compliance	2,485	157	2,195	447
23 Reporting & Analytics	724	43	637	130
23 External Affairs & Outreach	1,793	104	1,576	321
Subtotal - OBO	8,024	477	7,063	1,439
24 City Mayor Admin	8,963	2,085	9,178	1,869
24 Inter Gov Rel	1,489	358	1,535	313
Subtotal - Mayor	10,452	2,443	10,713	2,182
25 Selection	744	19	634	129
25 Personnel Svcs	3,973	85	3,371	687
Subtotal - Human Resources	4,717	104	4,005	816
26 Legal Svcs	50,761	4,568	45,967	9,362
Subtotal - Legal	50,761	4,568	45,967	9,362
27 City Sec Svcs	1,469	85	1,291	263
Subtotal - City Secretary	1,469	85	1,291	263
28 City Council Svcs	16,672	701	14,433	2,940
Subtotal - City Council	16,672	701	14,433	2,940
29 Controller Fin Svcs	0	14,094	11,709	2,385
29 Controller Treasury	0	2,528	2,100	428
Subtotal - City Controller's	0	16,622	13,809	2,813
35 Building Svcs	0	85,201	70,784	14,417
35 Utilities	0	34,369	28,553	5,816
35 Real Estate	0	17,085	14,194	2,891
Subtotal - General Services	0	136,655	113,532	23,123
Total Incoming	464,068	166,432	523,813	106,686
C. Total Allocated		\$ 8,444,676	\$ 6,922,087	\$ 1,522,590
			81.97%	18.03%

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	52,290	2.6103	\$ 177,077	\$ 0	\$ 177,077	\$ 0	\$ 177,077
04 Finance Dir Office	1,979	0.0988	6,702	0	6,702	0	6,702
05 Finance Financial Plg & Analys	443	0.0221	1,500	0	1,500	0	1,500
06 Finance City Council	605	0.0302	2,049	0	2,049	0	2,049
07 Finance Public Fin	401	0.0200	1,358	0	1,358	0	1,358
08 Finance Reporting & Ops	1,773	0.0885	6,004	0	6,004	0	6,004
09 Finance Internal Controls	0	0.0000	0	0	0	0	0
10 Finance Grants	719	0.0359	2,435	0	2,435	0	2,435
11 Finance Rev Perform Mgmnt	318	0.0159	1,077	0	1,077	0	1,077
12 Finance Treasury	1,591	0.0794	5,388	0	5,388	0	5,388
13 Finance Strat Purchasing	715	0.0357	2,421	0	2,421	0	2,421
14 ARA Director Office	4,183	0.2088	14,165	0	14,165	0	14,165
15 ARA Financial Services	451	0.0225	1,527	0	1,527	0	1,527
16 ARA Operations	4,539	0.2266	15,371	0	15,371	0	15,371
17 ARA Payroll Services	687	0.0343	2,327	0	2,327	0	2,327
18 ARA Regulatory	1,668	0.0833	5,649	0	5,649	0	5,649
23 Office Business Opportunity	4,336	0.2165	14,684	0	14,684	0	14,684
24 Mayor	5,163	0.2577	17,484	0	17,484	0	17,484
25 Human Resources	50,679	2.5299	171,622	0	171,622	0	171,622
26 Legal	6,292	0.3141	21,308	0	21,308	0	21,308
27 City Secretary	1,675	0.0836	5,672	0	5,672	0	5,672
28 City Council	25,924	1.2941	87,790	0	87,790	0	87,790
29 City Controller's Office	4,162	0.2078	14,094	0	14,094	0	14,094
30 Health Administration	19,347	0.9658	65,518	0	65,518	1,460	66,978
31 Planning & Dev Admin	1,665	0.0831	5,638	0	5,638	126	5,764
33 CIP Sal Rec HPW	2,887	0.1441	9,777	0	9,777	218	9,995
34 HPD Police Records	1,213	0.0606	4,108	0	4,108	92	4,200
35 General Services	36,257	1.8099	122,782	0	122,782	2,736	125,518
36 HEC	6,384	0.3187	21,619	0	21,619	482	22,101
38 Police	196,670	9.8177	666,013	0	666,013	14,839	680,852
39 Dept of Neighborhoods	7,166	0.3577	24,267	0	24,267	541	24,808
40 Fire	173,127	8.6424	586,286	0	586,286	13,062	599,348
41 Municipal Court	20,106	1.0037	68,088	0	68,088	1,517	69,605
42 Solid Waste	38,003	1.8971	128,695	0	128,695	2,867	131,562
43 Houston Airport System (HAS)	113,265	5.6541	383,566	0	383,566	8,546	392,112
44 Housing & Community Dev	57,815	2.8861	195,787	0	195,787	4,362	200,149
45 Library	17,064	0.8518	57,786	0	57,786	1,287	59,073
46 Parks & Recreation	91,902	4.5877	311,221	0	311,221	6,934	318,155
47 Health Department	213,017	10.6337	721,371	0	721,371	16,072	737,443
48 Convention & Entertainment	1,690	0.0844	5,723	0	5,723	128	5,851
49 Fleet Management	185,580	9.2641	628,457	0	628,457	14,002	642,459
50 Planning & Dev Other	3,190	0.1592	10,803	0	10,803	241	11,044
51 Planning & Dev Spec Rev	6,927	0.3458	23,458	0	23,458	523	23,981
52 General Debt	6,539	0.3264	22,144	0	22,144	493	22,637
53 Finance Other	14,726	0.7351	49,869	0	49,869	1,111	50,980
54 ARA Insurance	1,416	0.0707	4,795	0	4,795	107	4,902
55 ARA BARC	12,920	0.6450	43,753	0	43,753	975	44,728
56 ARA Parking	17,138	0.8555	58,037	0	58,037	1,293	59,330
57 ARA Other	11,858	0.5919	40,156	0	40,156	895	41,051
58 IT Public Services	0	0.0000	0	0	0	0	0
59 Legal Insurance	5,718	0.2854	19,364	0	19,364	431	19,795
60 Legal Wkr Comp	1,022	0.0510	3,461	0	3,461	77	3,538
61 Mayor Cable TV	2,171	0.1084	7,352	0	7,352	164	7,516
62 Mayor Other	17,604	0.8788	59,615	0	59,615	1,328	60,943
63 TIRZ	1,495	0.0746	5,063	0	5,063	113	5,176
64 HR Health Benefits	141,865	7.0818	480,418	0	480,418	10,704	491,122

Controller Fin Svcs Allocations

Dept:29 City Controller's Office

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
65 HR Long Term Disability	75	0.0037	254	0	254	6	260
66 HPW Bldg Insp	39,929	1.9932	135,217	0	135,217	3,013	138,230
67 HPW Stormwater	18,158	0.9064	61,491	0	61,491	1,370	62,861
68 HPW DDSR	41,372	2.0653	140,104	0	140,104	3,122	143,226
69 HPW Water & Sewer	183,029	9.1367	619,818	0	619,818	13,809	633,627
70 HPW Houston Transtar	2,971	0.1483	10,061	0	10,061	224	10,285
71 HPW Other	34,596	1.7270	117,158	0	117,158	2,610	119,768
72 Houston Permit Center	7,724	0.3856	26,157	0	26,157	583	26,740
73 CIP S/R Planning	2	0.0001	7	0	7	0	7
74 CIP Sal Rec RE	1,233	0.0616	4,176	0	4,176	93	4,269
75 CIP S/R Engrg	1,449	0.0723	4,907	0	4,907	109	5,016
76 CIP S/R Constr	1,680	0.0839	5,689	0	5,689	127	5,816
77 CIP S/R Eng/Const	1,984	0.0990	6,719	0	6,719	150	6,869
78 CIP S/R Geo/Env	580	0.0290	1,964	0	1,964	44	2,008
79 CIP S/R Other	7,339	0.3664	24,853	0	24,853	554	25,407
80 CIP S/R GSD	1,585	0.0791	5,367	0	5,367	120	5,487
91 Hurricane Ike Aid & Recovery	99	0.0049	335	0	335	7	342
92 ARRA Reimbursement Fund	266	0.0133	901	0	901	20	921
93 HR-W.C.	16,004	0.7989	54,197	0	54,197	1,208	55,405
94 HITS OTHER	44,355	2.2142	150,206	0	150,206	3,347	153,553
95 Legal Other	455	0.0227	1,541	0	1,541	34	1,575
Subtotal	2,003,225	100.0000	6,783,816	0	6,783,816	138,271	6,922,087
Direct Bills					0		0
Total					\$6,783,816		\$ 6,922,087
	=====	=====	=====	=====	=====	=====	=====

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	92,117,734	1.9940	\$ 29,799	\$ 0	\$ 29,799	\$ 0	\$ 29,799
04 Finance Dir Office	1,917,585	0.0415	620	0	620	0	620
05 Finance Financial Plg & Analys	1,748,817	0.0379	566	0	566	0	566
06 Finance City Council	579,620	0.0125	187	0	187	0	187
07 Finance Public Fin	872,602	0.0189	282	0	282	0	282
08 Finance Reporting & Ops	3,085,677	0.0668	998	0	998	0	998
09 Finance Internal Controls	0	0.0000	0	0	0	0	0
10 Finance Grants	1,080,267	0.0234	349	0	349	0	349
11 Finance Rev Perform Mgmt	351,508	0.0076	114	0	114	0	114
12 Finance Treasury	1,705,702	0.0369	552	0	552	0	552
13 Finance Strat Purchasing	4,807,816	0.1041	1,555	0	1,555	0	1,555
14 ARA Director Office	2,139,732	0.0463	692	0	692	0	692
15 ARA Financial Services	830,305	0.0180	269	0	269	0	269
16 ARA Operations	6,658,736	0.1441	2,154	0	2,154	0	2,154
17 ARA Payroll Services	3,581,329	0.0775	1,158	0	1,158	0	1,158
18 ARA Regulatory	295,092	0.0064	95	0	95	0	95
23 Office Business Opportunity	38,825,955	0.8404	12,560	0	12,560	0	12,560
24 Mayor	4,530,543	0.0981	1,466	0	1,466	0	1,466
25 Human Resources	45,934,805	0.9943	14,859	0	14,859	0	14,859
26 Legal	14,468,457	0.3132	4,680	0	4,680	0	4,680
27 City Secretary	759,827	0.0164	246	0	246	0	246
28 City Council	8,656,245	0.1874	2,800	0	2,800	0	2,800
29 City Controller's Office	7,814,179	0.1691	2,528	0	2,528	0	2,528
30 Health Administration	13,827,000	0.2993	4,473	0	4,473	89	4,562
31 Planning & Dev Admin	1,407,871	0.0305	455	0	455	9	464
33 CIP Sal Rec HPW	4,646,568	0.1006	1,503	0	1,503	30	1,533
34 HPD Police Records	5,415,046	0.1172	1,752	0	1,752	35	1,787
35 General Services	152,566,843	3.3025	49,353	0	49,353	982	50,335
36 HEC	26,351,959	0.5704	8,524	0	8,524	170	8,694
38 Police	962,590,931	20.8362	311,383	0	311,383	6,194	317,577
39 Dept of Neighborhoods	12,472,753	0.2700	4,035	0	4,035	80	4,115
40 Fire	505,051,996	10.9324	163,376	0	163,376	3,250	166,626
41 Municipal Court	29,937,229	0.6480	9,684	0	9,684	193	9,877
42 Solid Waste	105,943,711	2.2933	34,271	0	34,271	682	34,953
43 Houston Airport System (HAS)	321,378,127	6.9566	103,961	0	103,961	2,068	106,029
44 Housing & Community Dev	369,376,726	7.9955	119,487	0	119,487	2,377	121,864
45 Library	37,090,774	0.8029	11,998	0	11,998	239	12,237
46 Parks & Recreation	79,246,538	1.7154	25,635	0	25,635	510	26,145
47 Health Department	254,244,396	5.5034	82,244	0	82,244	1,636	83,880
48 Convention & Entertainment	100,153	0.0022	32	0	32	1	33
49 Fleet Management	83,412,953	1.8056	26,983	0	26,983	537	27,520
50 Planning & Dev Other	4,342,749	0.0940	1,405	0	1,405	28	1,433
51 Planning & Dev Spec Rev	7,169,889	0.1552	2,319	0	2,319	46	2,365
53 Finance Other	16,777,901	0.3632	5,427	0	5,427	108	5,535
54 ARA Insurance	20,666,869	0.4474	6,685	0	6,685	133	6,818
55 ARA BARC	11,496,376	0.2489	3,719	0	3,719	74	3,793
56 ARA Parking	8,796,436	0.1904	2,846	0	2,846	57	2,903
57 ARA Other	8,205,872	0.1776	2,654	0	2,654	53	2,707
58 IT Public Services	0	0.0000	0	0	0	0	0
59 Legal Insurance	12,829,357	0.2777	4,150	0	4,150	83	4,233
60 Legal Wkr Comp	179,896	0.0039	58	0	58	1	59
61 Mayor Cable TV	3,585,095	0.0776	1,160	0	1,160	23	1,183
62 Mayor Other	58,279,590	1.2615	18,853	0	18,853	375	19,228
64 HR Health Benefits	405,425,327	8.7758	131,149	0	131,149	2,609	133,758
65 HR Long Term Disability	929,317	0.0201	301	0	301	6	307
66 HPW Bldg Insp	67,774,172	1.4670	21,924	0	21,924	436	22,360

Controller Treasury Allocations

Dept:29 City Controller's Office

Department	Units	Allocation Percent	First Allocation	Direct Billed	Department Allocation	Second Allocation	Total
67 HPW Stormwater	37,443,834	0.8105	12,112	0	12,112	241	12,353
68 HPW DDSR	67,216,611	1.4550	21,744	0	21,744	433	22,177
69 HPW Water & Sewer	473,355,544	10.2463	153,123	0	153,123	3,046	156,169
70 HPW Houston Transtar	2,468,121	0.0534	798	0	798	16	814
71 HPW Other	34,502,321	0.7468	11,161	0	11,161	222	11,383
72 Houston Permit Center	9,806,818	0.2123	3,172	0	3,172	63	3,235
73 CIP S/R Planning	0	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	5,141,071	0.1113	1,663	0	1,663	33	1,696
75 CIP S/R Engrg	8,043,181	0.1741	2,602	0	2,602	52	2,654
76 CIP S/R Constr	9,173,641	0.1986	2,968	0	2,968	59	3,027
77 CIP S/R Eng/Const	4,995,299	0.1081	1,616	0	1,616	32	1,648
78 CIP S/R Geo/Env	1,014,644	0.0220	328	0	328	7	335
79 CIP S/R Other	7,745,108	0.1677	2,505	0	2,505	50	2,555
80 CIP S/R GSD	4,734,100	0.1025	1,531	0	1,531	30	1,561
91 Hurricane Ike Aid & Recovery	3,291	0.0001	1	0	1	0	1
92 ARRA Reimbursement Fund	0	0.0000	0	0	0	0	0
93 HR-W.C.	30,515,560	0.6605	9,871	0	9,871	196	10,067
94 HITS OTHER	88,766,460	1.9214	28,715	0	28,715	571	29,286
95 Legal Other	581,662	0.0126	188	0	188	4	192
Subtotal	4,619,790,219	100.0000	1,494,426	0	1,494,426	28,164	1,522,590
Direct Bills					0		0
Total	=====	=====	=====	=====	\$1,494,426	=====	\$ 1,522,590

Basis Units: FY2021 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	177,077	29,799	206,876
04 Finance Dir Office	6,702	620	7,322
05 Finance Financial Plg & Analys	1,500	566	2,066
06 Finance City Council	2,049	187	2,236
07 Finance Public Fin	1,358	282	1,640
08 Finance Reporting & Ops	6,004	998	7,002
09 Finance Internal Controls	0	0	0
10 Finance Grants	2,435	349	2,784
11 Finance Rev Perform Mgmt	1,077	114	1,191
12 Finance Treasury	5,388	552	5,940
13 Finance Strat Purchasing	2,421	1,555	3,976
14 ARA Director Office	14,165	692	14,857
15 ARA Financial Services	1,527	269	1,796
16 ARA Operations	15,371	2,154	17,525
17 ARA Payroll Services	2,327	1,158	3,485
18 ARA Regulatory	5,649	95	5,744
23 Office Business Opportunity	14,684	12,560	27,244
24 Mayor	17,484	1,466	18,950
25 Human Resources	171,622	14,859	186,481
26 Legal	21,308	4,680	25,988
27 City Secretary	5,672	246	5,918
28 City Council	87,790	2,800	90,590
29 City Controller's Office	14,094	2,528	16,622
30 Health Administration	66,978	4,562	71,540
31 Planning & Dev Admin	5,764	464	6,228
33 CIP Sal Rec HPW	9,995	1,533	11,528
34 HPD Police Records	4,200	1,787	5,987
35 General Services	125,518	50,335	175,853
36 HEC	22,101	8,694	30,795
38 Police	680,852	317,577	998,429
39 Dept of Neighborhoods	24,808	4,115	28,923
40 Fire	599,348	166,626	765,974
41 Municipal Court	69,605	9,877	79,482
42 Solid Waste	131,562	34,953	166,515
43 Houston Airport System (HAS)	392,112	106,029	498,141
44 Housing & Community Dev	200,149	121,864	322,013
45 Library	59,073	12,237	71,310
46 Parks & Recreation	318,155	26,145	344,300
47 Health Department	737,443	83,880	821,323
48 Convention & Entertainment	5,851	33	5,884
49 Fleet Management	642,459	27,520	669,979
50 Planning & Dev Other	11,044	1,433	12,477
51 Planning & Dev Spec Rev	23,981	2,365	26,346
52 General Debt	22,637	0	22,637
53 Finance Other	50,980	5,535	56,515
54 ARA Insurance	4,902	6,818	11,720
55 ARA BARC	44,728	3,793	48,521
56 ARA Parking	59,330	2,903	62,233
57 ARA Other	41,051	2,707	43,758
58 IT Public Services	0	0	0
59 Legal Insurance	19,795	4,233	24,028
60 Legal Wkr Comp	3,538	59	3,597
61 Mayor Cable TV	7,516	1,183	8,699
62 Mayor Other	60,943	19,228	80,171
63 TIRZ	5,176	0	5,176

Allocation Summary

Dept:29 City Controller's Office

Department	Controller Fin Svcs	Controller Treasury	Total
64 HR Health Benefits	491,122	133,758	624,880
65 HR Long Term Disability	260	307	567
66 HPW Bldg Insp	138,230	22,360	160,590
67 HPW Stormwater	62,861	12,353	75,214
68 HPW DDSR	143,226	22,177	165,403
69 HPW Water & Sewer	633,627	156,169	789,796
70 HPW Houston Transtar	10,285	814	11,099
71 HPW Other	119,768	11,383	131,151
72 Houston Permit Center	26,740	3,235	29,975
73 CIP S/R Planning	7	0	7
74 CIP Sal Rec RE	4,269	1,696	5,965
75 CIP S/R Engrg	5,016	2,654	7,670
76 CIP S/R Constr	5,816	3,027	8,843
77 CIP S/R Eng/Const	6,869	1,648	8,517
78 CIP S/R Geo/Env	2,008	335	2,343
79 CIP S/R Other	25,407	2,555	27,962
80 CIP S/R GSD	5,487	1,561	7,048
91 Hurricane Ike Aid & Recovery	342	1	343
92 ARRA Reimbursement Fund	921	0	921
93 HR-W.C.	55,405	10,067	65,472
94 HITS OTHER	153,553	29,286	182,839
95 Legal Other	1,575	192	1,767
Total	\$ 6,922,092 =====	\$ 1,522,595 =====	\$ 8,444,687 =====

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	3,580,076	0	3,580,076
Salary % Split			.00%	100.00%
Benefits	S	2,326,331	0	2,326,331
Subtotal - Personnel Costs		5,906,407	0	5,906,407
Services & Supplies Cost				
Supplies	S	302,232	0	302,232
Services	S	7,513,193	0	7,513,193
Drainage Chg	D	86,044	0	0
Pmt Chg	D	19,127	0	0
Intergov Exp-1115	D	0	0	0
Subtotal - Services & Supplies		7,920,596	0	7,815,425
Department Cost Total		13,827,003	0	13,721,832
Adjustments to Cost				
Drainage Chg	D	86,044-	0	0
Pmt Chg	D	19,127-	0	0
Intergov Exp-1115	D	0-	0	0
Subtotal - Adjustments		105,171-	0	0
Total Costs After Adjustments		13,721,832	0	13,721,832
General Admin Distribution		0		0
Grand Total		\$ 13,721,832		\$ 13,721,832

=====

B. Incoming Costs-(Default Spread Salary%)

Dept:30 Health Administration

Department	First Incoming	Second Incoming	Health Admin
2 Equip Deprec	\$ 49,911	\$ 0	\$ 49,911
Subtotal - Equipment Depn	49,911	0	49,911
3 Insurance Retirees	158,746	688	159,434
3 Memberships	1,218	5	1,223
3 Consulting Services	325	1	326
3 Interest Costs	7,860	36	7,896
3 Other Misc	1,426	6	1,432
3 Non-Dept. Legal Svcs/Lobby	2,085	9	2,094
Subtotal - Non-Dept-Gen Gov	171,660	746	172,406
5 Financial Plg & Analysis	19,766	1,059	20,825
Subtotal - Fin Plg & Analysis	19,766	1,059	20,825
7 Capital Projects	62,648	3,089	65,737
Subtotal - Fin Public Fin	62,648	3,089	65,737
8 Gen Acctng	12,668	919	13,587
8 Fixed Assets	34,956	2,462	37,418
8 Auditing Svcs	12,110	0	12,110
8 Fin Operations	1,224	83	1,307
Subtotal - Fin Reporting & Ops	60,958	3,464	64,422
9 Internal Controls	0	0	0
Subtotal - Fin Int Controls	0	0	0
10 Cost Accounting	990	60	1,050
10 Trust Funds Mgmt (TFM)	1,066	67	1,133
Subtotal - Fin Grants	2,056	127	2,183
11 Perf Mgmt Svcs	1,252	73	1,325
Subtotal - Fin Perform Mgmt	1,252	73	1,325
12 Treasury	4,290	352	4,642
Subtotal - Fin Treasury	4,290	352	4,642
13 Purchasing	15,291	1,017	16,308
Subtotal - Fin SPD	15,291	1,017	16,308
16 Records	1,413	92	1,505
Subtotal - ARA Operations	1,413	92	1,505
17 Payroll Svcs	8,684	456	9,140
Subtotal - ARA Payroll Svcs	8,684	456	9,140
18 Franchise	2,517	179	2,696
Subtotal - ARA Regulatory	2,517	179	2,696
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	0	0	0

B. Incoming Costs-(Default Spread Salary%)

Dept:30 Health Administration

Department	First Incoming	Second Incoming	Health Admin
Subtotal - HITS EIS	\$ 0	\$ 0	\$ 0
22 IT Radio Svcs	0	0	0
Subtotal - HITS Radio	0	0	0
23 Certification	2,673	154	2,827
23 External Affairs & Outreach	1,586	92	1,678
Subtotal - OBO	4,259	246	4,505
24 City Mayor Admin	7,929	1,844	9,773
24 Inter Gov Rel	1,317	317	1,634
Subtotal - Mayor	9,246	2,161	11,407
25 Personnel Svcs	3,514	75	3,589
Subtotal - Human Resources	3,514	75	3,589
26 Legal Svcs	634,954	57,146	692,100
Subtotal - Legal	634,954	57,146	692,100
27 City Sec Svcs	2,599	151	2,750
Subtotal - City Secretary	2,599	151	2,750
28 City Council Svcs	29,500	1,240	30,740
Subtotal - City Council	29,500	1,240	30,740
29 Controller Fin Svcs	65,518	1,460	66,978
29 Controller Treasury	4,473	89	4,562
Subtotal - City Controller's	69,991	1,549	71,540
35 Real Estate	0	441,809	441,809
Subtotal - General Services	0	441,809	441,809
Total Incoming	1,154,509	515,032	1,669,541
C. Total Allocated		\$ 15,391,373	\$ 15,391,373
			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	\$ 14,876,341	\$ 0	\$ 14,876,341	\$ 515,032	\$ 15,391,373
Subtotal	100	100.0000	14,876,341	0	14,876,341	515,032	15,391,373
Direct Bills					0		0
Total					\$14,876,341		\$ 15,391,373

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	15,391,373	15,391,373
Total	<u>\$ 15,391,373</u> =====	<u>\$ 15,391,373</u> =====

PLANNING AND DEVELOPMENT - ADMINISTRATION FUNCTION AND ALLOCATION BASIS

The Planning and Development Department is responsible for: comprehensive; strategic and long-range land use and transportation planning; reviewing subdivision and development plats; and development and maintenance of the citywide Geographic Information System (GIS). Additionally, the department's responsibilities include the Houston Office of Preservation, and community engagement. 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 departmental 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	748,335	0	374,168	374,168
Salary % Split			.00%	50.00%	50.00%
Benefits	S	338,329	0	169,165	169,165
Subtotal - Personnel Costs		1,086,664	0	543,332	543,332
Services & Supplies Cost					
Supplies	S	1,083	0	542	542
Services	S	320,125	0	160,063	160,063
Subtotal - Services & Supplies		321,208	0	160,604	160,604
Department Cost Total		1,407,872	0	703,936	703,936
Adjustments to Cost					
Subtotal - Adjustments			0	0	0
Total Costs After Adjustments		1,407,872	0	703,936	703,936
General Admin Distribution			0	0	0
Grand Total		\$ 1,407,872		\$ 703,936	\$ 703,936
		=====	=====	=====	=====

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	\$ 28,651	\$ 124	\$ 14,388	\$ 14,388
3 Memberships	220	1	110	110
3 Consulting Services	28	0	14	14
3 Interest Costs	800	4	402	402
3 Other Misc	145	1	73	73
3 Non-Dept. Legal Svcs/Lobby	376	2	189	189
3 Walker Rent	0	0	0	0
Subtotal - Non-Dept-Gen Gov	30,220	131	15,176	15,176
5 Financial Plg & Analysis	1,701	91	896	896
Subtotal - Fin Plg & Analysis	1,701	91	896	896
8 Gen Acctng	1,090	79	585	585
8 Fixed Assets	1,279	90	685	685
8 Auditing Svcs	1,042	0	521	521
8 Fin Operations	125	8	67	67
Subtotal - Fin Reporting & Ops	3,536	178	1,857	1,857
9 Internal Controls	0	0	0	0
Subtotal - Fin Int Controls	0	0	0	0
10 Cost Accounting	101	6	54	54
10 Trust Funds Mgmt (TFM)	109	7	58	58
Subtotal - Fin Grants	210	13	111	111
11 Perf Mgmt Svcs	127	7	67	67
Subtotal - Fin Perform Mgmt	127	7	67	67
12 Treasury	437	36	236	236
Subtotal - Fin Treasury	437	36	236	236
13 Purchasing	425	28	227	227
Subtotal - Fin SPD	425	28	227	227
16 Mailroom	9,089	647	4,868	4,868
16 Records	255	17	136	136
16 3-1-1 Svcs	5,115	349	2,732	2,732
Subtotal - ARA Operations	14,459	1,012	7,736	7,736
17 Payroll Svcs	1,567	82	825	825
Subtotal - ARA Payroll Svcs	1,567	82	825	825
18 Franchise	256	18	137	137
Subtotal - ARA Regulatory	256	18	137	137
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	0	0	0
Subtotal - HITS EIS	0	0	0	0

B. Incoming Costs-(Default Spread Salary%)

Dept:31 Planning & Dev Admin

Department	First Incoming	Second Incoming	Planning Admin-FTEs	Planning Admin-Expenditures
23 Certification	\$ 482	\$ 28	\$ 255	\$ 255
23 Contract Compliance	4,969	313	2,641	2,641
23 External Affairs & Outreach	286	17	151	151
Subtotal - OBO	5,737	358	3,047	3,047
24 City Mayor Admin	1,431	333	882	882
24 Inter Gov Rel	238	57	148	148
Subtotal - Mayor	1,669	390	1,030	1,030
25 Selection	434	11	222	222
25 Personnel Svcs	634	14	324	324
Subtotal - Human Resources	1,068	25	546	546
26 Legal Svcs	56,629	5,097	30,863	30,863
26 Inspector General	0	0	0	0
Subtotal - Legal	56,629	5,097	30,863	30,863
27 City Sec Svcs	265	15	140	140
Subtotal - City Secretary	265	15	140	140
28 City Council Svcs	3,004	126	1,565	1,565
Subtotal - City Council	3,004	126	1,565	1,565
29 Controller Fin Svcs	5,638	126	2,882	2,882
29 Controller Treasury	455	9	232	232
Subtotal - City Controller's	6,093	135	3,114	3,114
35 Real Estate	0	23,546	11,773	11,773
Subtotal - General Services	0	23,546	11,773	11,773
Total Incoming	127,403	31,289	79,346	79,346
C. Total Allocated		\$ 1,566,564	\$ 783,282	\$ 783,282
			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	29.84	38.6629	\$ 296,791	\$ 0	\$ 296,791	\$ 6,048	\$ 302,839
51 Planning & Dev Spec Rev	47.34	61.3371	470,847	0	470,847	9,596	480,443
Subtotal	77.18	100.0000	767,638	0	767,638	15,644	783,282
Direct Bills					0		0
Total					\$767,638		\$ 783,282
	=====	=====	=====	=====	=====	=====	=====

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	4,342,749	37.7216	\$ 289,565	\$ 0	\$ 289,565	\$ 5,901	\$ 295,466
51 Planning & Dev Spec Rev	7,169,889	62.2784	478,073	814,491-	336,418-	9,743	326,675-
Subtotal	11,512,638	100.0000	767,638	814,491-	46,853-	15,644	31,209-
Direct Bills					814,491		814,491
Total	=====	=====	=====	=====	\$767,638	=====	\$ 783,282

Basis Units: Planning & Dev FY2021 Expenditures

Source: COH Expenditure Report

Allocation Summary

Dept:31 Planning & Dev Admin

Department	Planning Admin - FTEs	Planning Admin - Expenditures	Total
0 Direct Billed	\$0	\$ 814,491	\$ 814,491
50 Planning & Dev Other	302,839	295,466	598,305
51 Planning & Dev Spec Rev	480,443	326,675-	153,768
Total	<u>\$ 783,282</u> =====	<u>\$ 783,282</u> =====	<u>\$ 1,566,564</u> =====

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	0
	=====	=====	=====	=====

B. Incoming Costs-(Default Spread Salary%)

Dept:32 HPW Admin Indirect

Department	First Incoming	Second Incoming	Admin Exp	Admin FTE
7 Capital Projects	\$ 62,648	\$ 3,089	\$ 32,869	\$ 32,869
Subtotal - Fin Public Fin	62,648	3,089	32,869	32,869
16 Mailroom	767	55	411	411
16 Property	328,850	21,037	174,943	174,943
16 3-1-1 Svcs	629,391	42,895	336,143	336,143
Subtotal - ARA Operations	959,008	63,987	511,497	511,497
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	671,696	42,365	357,030	357,030
23 Reporting & Analytics	74,099	4,361	39,230	39,230
23 Dept Services	54,773	3,724	29,249	29,249
Subtotal - OBO	800,568	50,450	425,509	425,509
25 Selection	62	2	32	32
Subtotal - Human Resources	62	2	32	32
26 Legal Svcs	320,558	28,850	174,704	174,704
26 Inspector General	192,904	14,813	103,858	103,858
Subtotal - Legal	513,462	43,663	278,562	278,562
34 Records Mgmt	0	71,797	35,899	35,899
Subtotal - HPD Police Records	0	71,797	35,899	35,899
35 In-House Renov	0	0	0	0
35 Real Estate	0	132,988	66,494	66,494
Subtotal - General Services	0	132,988	66,494	66,494
Total Incoming	2,335,748	365,975	1,350,862	1,350,862
C. Total Allocated		\$ 2,701,723	\$ 1,350,862	\$ 1,350,862
			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	4,646,568	0.6336	\$ 7,400	\$ 0	\$ 7,400	\$ 1,159	\$ 8,559
66 HPW Bldg Insp	67,774,172	9.2420	107,935	0	107,935	16,912	124,847
67 HPW Stormwater	37,443,834	5.1060	59,632	0	59,632	9,343	68,975
68 HPW DDSR	67,216,611	9.1660	107,047	0	107,047	16,773	123,820
69 HPW Water & Sewer	473,355,544	64.5490	753,852	0	753,852	118,117	871,969
70 HPW Houston Transtar	2,468,121	0.3366	3,931	0	3,931	616	4,547
71 HPW Other	34,502,321	4.7049	54,947	0	54,947	8,609	63,556
72 Houston Permit Center	9,806,818	1.3373	15,618	0	15,618	2,447	18,065
73 CIP S/R Planning	0	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	5,141,071	0.7011	8,188	0	8,188	1,283	9,471
75 CIP S/R Engrg	8,043,181	1.0968	12,809	0	12,809	2,007	14,816
76 CIP S/R Constr	9,173,641	1.2510	14,610	0	14,610	2,289	16,899
77 CIP S/R Eng/Const	4,995,299	0.6812	7,955	0	7,955	1,246	9,201
78 CIP S/R Geo/Env	1,014,644	0.1384	1,616	0	1,616	253	1,869
79 CIP S/R Other	7,745,108	1.0562	12,335	0	12,335	1,933	14,268
Subtotal	733,326,933	100.0000	1,167,875	0	1,167,875	182,988	1,350,863
Direct Bills					0		0
Total	=====	=====	=====	=====	\$1,167,875	=====	\$ 1,350,863

Basis Units: HPW FY2021 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	40.81	1.0621	\$ 12,404	\$ 0	\$ 12,404	\$ 1,943	\$ 14,347
66 HPW Bldg Insp	589.19	15.3335	179,076	0	179,076	28,058	207,134
67 HPW Stormwater	309.29	8.0492	94,004	0	94,004	14,729	108,733
68 HPW DDSR	468.62	12.1957	142,430	0	142,430	22,317	164,747
69 HPW Water & Sewer	2,123.72	55.2692	645,475	0	645,475	101,136	746,611
70 HPW Houston Transtar	8.54	0.2223	2,596	0	2,596	407	3,003
71 HPW Other	7.52	0.1957	2,286	0	2,286	358	2,644
72 Houston Permit Center	29.04	0.7558	8,826	0	8,826	1,383	10,209
73 CIP S/R Planning	0.00	0.0000	0	0	0	0	0
74 CIP Sal Rec RE	44.14	1.1487	13,416	0	13,416	2,102	15,518
75 CIP S/R Engrg	63.02	1.6401	19,154	0	19,154	3,001	22,155
76 CIP S/R Constr	66.01	1.7179	20,063	0	20,063	3,144	23,207
77 CIP S/R Eng/Const	25.71	0.6691	7,814	0	7,814	1,224	9,038
78 CIP S/R Geo/Env	10.18	0.2649	3,094	0	3,094	485	3,579
79 CIP S/R Other	56.71	1.4759	17,236	0	17,236	2,701	19,937
Subtotal	3,842.50	100.0000	1,167,874	0	1,167,874	182,988	1,350,862
Direct Bills					0		0
Total	=====	=====	=====	=====	\$1,167,874	=====	\$ 1,350,862

Basis Units: HPW FY2021 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	8,559	14,347	22,906
66 HPW Bldg Insp	124,847	207,134	331,981
67 HPW Stormwater	68,975	108,733	177,708
68 HPW DDSR	123,820	164,747	288,567
69 HPW Water & Sewer	871,969	746,611	1,618,580
70 HPW Houston Transtar	4,547	3,003	7,550
71 HPW Other	63,556	2,644	66,200
72 Houston Permit Center	18,065	10,209	28,274
73 CIP S/R Planning	0	0	0
74 CIP Sal Rec RE	9,471	15,518	24,989
75 CIP S/R Engrg	14,816	22,155	36,971
76 CIP S/R Constr	16,899	23,207	40,106
77 CIP S/R Eng/Const	9,201	9,038	18,239
78 CIP S/R Geo/Env	1,869	3,579	5,448
79 CIP S/R Other	14,268	19,937	34,205
Total	\$ 1,350,862	\$ 1,350,862	\$ 2,701,724
	=====	=====	=====

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	<u>0</u>	<u>0</u>	<u>0</u>
Department Cost Total	0	0	0
Adjustments to Cost			
Subtotal - Adjustments	<u>0</u>	<u>0</u>	<u>0</u>
Total Costs After Adjustments	0	0	0
General Admin Distribution		0	0
Grand Total	<u>0</u>	<u>0</u>	<u>0</u>
	=====	=====	=====

B. Incoming Costs-(Default Spread Salary%)

Dept:33 CIP Sal Rec HPW

Department	First Incoming	Second Incoming	CIP Admin Svcs
2 Equip Deprec	\$ 2,862	\$ 0	\$ 2,862
Subtotal - Equipment Depn	2,862	0	2,862
3 Consulting Services	48	0	48
3 Non-Dept. Legal Svcs/Lobby	1,918	8	1,926
Subtotal - Non-Dept-Gen Gov	1,966	8	1,974
5 Financial Plg & Analysis	2,950	158	3,108
Subtotal - Fin Plg & Analysis	2,950	158	3,108
8 Gen Acctng	1,890	137	2,027
8 Auditing Svcs	1,807	0	1,807
8 Fin Operations	411	28	439
Subtotal - Fin Reporting & Ops	4,108	165	4,273
10 Cost Accounting	333	20	353
10 Trust Funds Mgmt (TFM)	358	23	381
Subtotal - Finance Grants	691	43	734
11 Perf Mgmt Svcs	421	25	446
Subtotal - Fin Perform Mgmt	421	25	446
13 Purchasing	2,124	141	2,265
Subtotal - Finance SPD	2,124	141	2,265
16 Mailroom	32,085	2,284	34,369
16 Records	1,300	85	1,385
Subtotal - ARA Operations	33,385	2,369	35,754
17 Payroll Svcs	24,971-	419	24,552-
Subtotal - ARA Payroll Svcs	24,971-	419	24,552-
21 Enterprise Options	0	0	0
Subtotal - HITS EIS	0	0	0
23 Certification	2,458	142	2,600
23 Contract Compliance	384,139-	0	384,139-
23 External Affairs & Outreach	1,458	84	1,542
Subtotal - OBO	380,223-	226	379,997-
24 City Mayor Admin	7,291	1,696	8,987
24 I Gov Relats	1,211	291	1,502
Subtotal - Mayor	8,502	1,987	10,489
25 Selection	6,756	171	6,927
25 Personnel Svcs	3,232	69	3,301
Subtotal - Human Resources	9,988	240	10,228
27 City Sec Svcs	873	51	924
Subtotal - City Secretary	873	51	924
28 City Council Svcs	9,913	417	10,330
Subtotal - City Council	9,913	417	10,330
29 Controller Fin Svcs	9,777	218	9,995

B. Incoming Costs-(Default Spread Salary%)

Dept:33 CIP Sal Rec HPW

Department	First Incoming	Second Incoming	CIP Admin Svcs
29 Controller Treasury	\$ 1,503	\$ 30	\$ 1,533
Subtotal - City Controller's	11,280	248	11,528
32 Admin Exp	7,400	1,159	8,559
32 Admin FTE	12,404	1,943	14,347
Subtotal - HPW Admin Indirect	19,804	3,102	22,906
Total Incoming	296,327-	9,599	286,728-
C. Total Allocated		\$ 286,728	\$ 286,728
	=====	=====	=====

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	44.14	16.6083	49,215-	0	49,215-	1,594	47,621-
75 CIP S/R Engrg	63.02	23.7122	70,266-	0	70,266-	2,276	67,990-
76 CIP S/R Constr	66.01	24.8373	73,600-	0	73,600-	2,384	71,216-
77 CIP S/R Eng/Const	25.71	9.6738	28,666-	0	28,666-	929	27,737-
78 CIP S/R Geo/Env	10.18	3.8304	11,350-	0	11,350-	368	10,982-
79 CIP S/R Other	56.71	21.3380	63,230-	0	63,230-	2,048	61,182-
Subtotal	265.77	100.0000	296,327-	0	296,327-	9,599	286,728-
Direct Bills					0		0
Total	=====	=====	=====	=====	\$296,327-	=====	\$ 286,728

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	47,621-	47,621-
75 CIP S/R Engrg	67,990-	67,990-
76 CIP S/R Constr	71,216-	71,216-
77 CIP S/R Eng/Const	27,737-	27,737-
78 CIP S/R Geo/Env	10,982-	10,982-
79 CIP S/R Other	61,182-	61,182-
Total	<u>\$ 286,728</u> =====	<u>\$ 286,728</u> =====

**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	3,450,184	0	3,450,184
Salary % Split			.00%	100.00%
Benefits	S	1,959,475	0	1,959,475
Subtotal - Personnel Costs		5,409,659	0	5,409,659
Services & Supplies Cost				
Supplies	S	2,850	0	2,850
Services	S	2,538	0	2,538
Subtotal - Services & Supplies		5,388	0	5,388
Department Cost Total		5,415,047	0	5,415,047
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		5,415,047	0	5,415,047
General Admin Distribution			0	0
Grand Total		\$ 5,415,047		\$ 5,415,047
		=====	=====	=====

B. Incoming Costs-(Default Spread Salary%)

Dept:34 HPD Police Records

Department	First Incoming	Second Incoming	Records Mgmt
3 Insurance Retirees	\$ 264,445	\$ 1,146	\$ 265,591
3 Memberships	2,029	9	2,038
3 Consulting Services	20	0	20
3 Interest Costs	3,078	14	3,092
3 Other Misc	558	3	561
3 Non-Dept. Legal Svcs/Lobby	3,474	15	3,489
Subtotal - Non-Dept-Gen Gov	273,604	1,187	274,791
5 Financial Plg & Analysis	1,239	66	1,305
Subtotal - Fin Plg & Analysis	1,239	66	1,305
8 Gen Acctng	794	58	852
8 Auditing Svcs	759	0	759
8 Fin Operations	479	33	512
Subtotal - Fin Reporting & Ops	2,032	90	2,122
9 Internal Controls	0	0	0
Subtotal - Fin Int Controls	0	0	0
10 Cost Accounting	388	24	412
10 Trust Funds Mgmt (TFM)	417	26	443
Subtotal - Fin Grants	805	50	855
11 Perf Mgmt Svcs	490	29	519
Subtotal - Fin Perform Mgmt	490	29	519
12 Treasury	1,680	138	1,818
Subtotal - Fin Treasury	1,680	138	1,818
16 Records	2,355	153	2,508
Subtotal - ARA Operations	2,355	153	2,508
17 Payroll Svcs	14,466	759	15,225
Subtotal - ARA Payroll Svcs	14,466	759	15,225
18 Franchise	986	70	1,056
Subtotal - ARA Regulatory	986	70	1,056
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	4,452	257	4,709
23 External Affairs & Outreach	2,642	153	2,795
Subtotal - OBO	7,094	410	7,504
24 City Mayor Admin	13,208	3,072	16,280
24 Inter Gov Rel	2,195	528	2,723
Subtotal - Mayor	15,403	3,600	19,003
25 Personnel Svcs	5,854	125	5,979
Subtotal - Human Resources	5,854	125	5,979

B. Incoming Costs-(Default Spread Salary%)

Dept:34 HPD Police Records

Department	First Incoming	Second Incoming	Records Mgmt
27 City Sec Svcs	\$ 1,018	\$ 59	\$ 1,077
Subtotal - City Secretary	1,018	59	1,077
28 City Council Svcs	11,553	485	12,038
Subtotal - City Council	11,553	485	12,038
29 Controller Fin Svcs	4,108	92	4,200
29 Controller Treasury	1,752	35	1,787
Subtotal - City Controller's	5,860	126	5,986
Total Incoming	344,439	7,349	351,788
C. Total Allocated		\$ 5,766,835	\$ 5,766,835
	=====	=====	=====
			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	146	0.8465	\$ 48,755	\$ 0	\$ 48,755	\$ 0	\$ 48,755
32 HPW Administration Indirect	215	1.2466	71,797	0	71,797	0	71,797
38 Police	22	0.1276	7,347	0	7,347	10	7,357
40 Fire	11	0.0638	3,673	0	3,673	5	3,678
96 Other	16,853	97.7155	5,627,913	0	5,627,913	7,335	5,635,248
Subtotal	17,247	100.0000	5,759,485	0	5,759,485	7,350	5,766,835
Direct Bills					0		0
Total	=====	=====	=====	=====	\$5,759,485	=====	\$ 5,766,835

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	48,755	48,755
32 HPW Administration Indirect	71,797	71,797
38 Police	7,357	7,357
40 Fire	3,678	3,678
96 Other	5,635,248	5,635,248
Total	<u>\$ 5,766,835</u> =====	<u>\$ 5,766,835</u> =====

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 General Services Department.
- **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	10,598,339	897,322	102,910	5,426,325	0
Salary % Split			8.47%	0.97%	51.20%	0.00%
Benefits	P	6,315,426	601,282	48,109	3,335,245	161,428-
Subtotal - Personnel Costs		16,913,765	1,498,604	151,019	8,761,570	161,428-
Services & Supplies Cost						
Supplies	P	2,074,189	14,929	66,663	485,558	142,017
Services	P	26,590,825	163,405	103,872	11,972,121	9,505,358
N-GF Services	D	106,988,067	0	0	0	0
Credit direct Expenses	P	2,489,317-	0	0	0	0
Subtotal - Services & Supplies		133,163,764	178,334	170,535	12,457,679	9,647,375
Department Cost Total		150,077,529	1,676,938	321,554	21,219,249	9,485,947
Adjustments to Cost						
N-GF Services	D	106,988,067-	0	0	0	0
Subtotal - Adjustments	D	106,988,067-	0	0	0	0
Total Costs After Adjustments		43,089,462	1,676,938	321,554	21,219,249	9,485,947
General Admin Distribution			1,676,938-	17,789	938,005	0
Grand Total		\$ 43,089,462		\$ 339,343	\$ 22,157,254	\$ 9,485,947
		=====	=====	=====	=====	=====

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	\$ 5,216	\$ 0	\$ 55	\$ 2,918	\$ 0	\$ 139	\$ 111
1 City Hall Annex	33,838	0	359	18,927	0	902	721
Subtotal - Building Depn	39,054	0	414	21,845	0	1,041	832
2 Equip Deprec	10,450	0	111	5,845	0	278	223
Subtotal - Equipment Depn	10,450	0	111	5,845	0	278	223
3 Insurance Retirees	486,861	2,110	5,187	273,509	0	13,029	10,414
3 Memberships	3,735	16	40	2,098	0	100	80
3 Consulting Services	608	3	6	342	0	16	13
3 Interest Costs	21,932	100	234	12,323	0	587	469
3 Other Misc	3,979	18	42	2,236	0	107	85
3 Claims & Judge	35,175	152	375	19,761	0	941	752
3 Non-Dept. Legal Svcs/Lobby	9,953	43	106	5,591	0	266	213
3 Walker Rent	0	0	0	0	0	0	0
Subtotal - Non-Dept-Gen Gov	562,243	2,442	5,990	315,860	0	15,047	12,026
5 Financial Plg & Analysis	37,042	1,984	414	21,829	0	1,040	831
Subtotal - Fin Plg & Analysis	37,042	1,984	414	21,829	0	1,040	831
8 Gen Acctng	23,741	1,722	270	14,243	0	678	542
8 Fixed Assets	12,149	856	138	7,274	0	347	277
8 Auditing Svcs	22,694	0	241	12,694	0	605	483
8 Fin Operations	13,509	916	153	8,069	0	384	307
Subtotal - Fin Reporting & Ops	72,093	3,494	802	42,280	0	2,014	1,610
9 Internal Controls	0	0	0	0	0	0	0
Subtotal - Fin Int. Controls	0	0	0	0	0	0	0
10 Grants Mgmt	1,390	84	16	824	0	39	31
10 Cost Accounting	10,923	665	123	6,482	0	309	247
10 Trust Funds Mgmt (TFM)	11,761	741	133	6,993	0	333	266
Subtotal - Finance Grants	24,074	1,490	271	14,299	0	681	544
11 Perf Mgmt Svcs	13,817	810	155	8,182	0	390	312
Subtotal - Fin Perform Mgmt	13,817	810	155	8,182	0	390	312
12 Treasury	11,971	983	137	7,246	0	345	276
Subtotal - Fin Treasury	11,971	983	137	7,246	0	345	276
13 Purchasing	373,358	24,833	4,224	222,731	0	10,610	8,480
Subtotal - Finance SPD	373,358	24,833	4,224	222,731	0	10,610	8,480
16 Mailroom	10,074	717	114	6,036	0	288	230
16 Property	3,988	255	45	2,373	0	113	90
16 Records	6,746	439	76	4,019	0	191	153
16 3-1-1 Svcs	4,615	315	52	2,757	0	131	105
Subtotal - ARA Operations	25,423	1,726	288	15,186	0	723	578
17 Payroll Svcs	41,445	2,175	463	24,399	0	1,162	929
Subtotal - ARA Payroll Svcs	41,445	2,175	463	24,399	0	1,162	929
18 Franchise	7,023	500	80	4,208	0	200	160
Subtotal - ARA Regulatory	7,023	500	80	4,208	0	200	160

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	0	0	0	0	0	0	0
Subtotal - HITS EIS	0	0	0	0	0	0	0
22 IT Radio Svcs	0	0	0	0	0	0	0
Subtotal - HITS Radio	0	0	0	0	0	0	0
23 Certification	12,756	737	143	7,547	0	360	287
23 Contract Compliance	135,830	8,567	1,532	80,769	0	3,848	3,075
23 Reporting & Analytics	6,083	358	68	3,603	0	172	137
23 Dept Services	10,090	686	114	6,028	0	287	230
23 External Affairs & Outreach	7,569	437	85	4,478	0	213	171
Subtotal - OBO	172,328	10,785	1,943	102,425	0	4,879	3,900
24 City Mayor Admin	37,840	8,802	495	26,090	0	1,243	993
24 I Gov Relats	6,288	1,512	83	4,363	0	208	166
Subtotal - Mayor	44,128	10,314	578	30,453	0	1,451	1,159
25 Selection	6,012	152	65	3,448	0	164	131
25 Personnel Svcs	16,772	359	182	9,582	0	456	365
Subtotal - Human Resources	22,784	510	247	13,030	0	621	496
26 Legal Svcs	351,367	31,623	4,063	214,228	0	10,205	8,157
26 Inspector General	25,732	1,976	294	15,499	0	738	590
Subtotal - Legal	377,099	33,599	4,357	229,726	0	10,943	8,747
27 City Sec Svcs	28,679	1,666	322	16,974	0	809	646
Subtotal - City Secretary	28,679	1,666	322	16,974	0	809	646
28 City Council Svcs	325,501	13,678	3,598	189,722	0	9,038	7,224
Subtotal - City Council	325,501	13,678	3,598	189,722	0	9,038	7,224
29 Controller Fin Svcs	122,782	2,736	1,332	70,209	0	3,345	2,673
29 Controller Treasury	49,353	982	534	28,155	0	1,341	1,072
Subtotal - City Controller's	172,135	3,717	1,865	98,364	0	4,686	3,745
35 Design & Const	0	0	0	0	0	0	0
35 Building Svcs	0	593,015	6,291	331,707	0	15,801	12,630
35 Utilities	0	239,215	2,538	133,806	0	6,374	5,095
35 In-House Renov	0	0	0	0	0	0	0
35 Real Estate	0	76,412	811	42,742	0	2,036	1,627
Subtotal - General Services	0	908,642	9,639	508,254	0	24,212	19,352
Total Incoming	2,360,647	1,023,351	35,898	1,892,860	0	90,170	72,071

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		\$ 46,473,460	\$ 375,241	\$ 24,050,114	\$ 9,485,947	\$ 525,706	\$ 3,104,169
			0.81%	51.75%	20.41%	1.13%	6.68%

B. Incoming Costs-(Default Spread Salary%)

Dept:35 General Services

Description	First Incoming	Second Incoming	Building Svcs Reimb	Other Non-GF.
1 City Hall	\$ 5,216	\$ 0	\$ 118	\$ 1,875
1 City Hall Annex	33,838	0	763	12,167
Subtotal - Building Depn	39,054	0	880	14,042
2 Equip Deprec	10,450	0	235	3,757
Subtotal - Equipment Depn	10,450	0	235	3,757
3 Insurance Retirees	486,861	2,110	11,018	175,814
3 Memberships	3,735	16	85	1,349
3 Consulting Services	608	3	14	220
3 Interest Costs	21,932	100	496	7,922
3 Other Misc	3,979	18	90	1,437
3 Claims & Judge	35,175	152	796	12,702
3 Non-Dept. Legal Svcs/Lobby	9,953	43	225	3,594
3 Walker Rent	0	0	0	0
Subtotal - Non-Dept-Gen Gov	562,243	2,442	12,725	203,037
5 Financial Plg & Analysis	37,042	1,984	879	14,032
Subtotal - Fin Plg & Analysis	37,042	1,984	879	14,032
8 Gen Acctng	23,741	1,722	574	9,155
8 Fixed Assets	12,149	856	293	4,676
8 Auditing Svcs	22,694	0	511	8,160
8 Fin Operations	13,509	916	325	5,187
Subtotal - Fin Reporting & Ops	72,093	3,494	1,703	27,178
9 Internal Controls	0	0	0	0
Subtotal - Fin Int. Controls	0	0	0	0
10 Grants Mgmt	1,390	84	33	530
10 Cost Accounting	10,923	665	261	4,167
10 Trust Funds Mgmt (TFM)	11,761	741	282	4,495
Subtotal - Finance Grants	24,074	1,490	576	9,192
11 Perf Mgmt Svcs	13,817	810	330	5,259
Subtotal - Fin Perform Mgmt	13,817	810	330	5,259
12 Treasury	11,971	983	292	4,658
Subtotal - Fin Treasury	11,971	983	292	4,658
13 Purchasing	373,358	24,833	8,973	143,173
Subtotal - Finance SPD	373,358	24,833	8,973	143,173
16 Mailroom	10,074	717	243	3,880
16 Property	3,988	255	96	1,526
16 Records	6,746	439	162	2,583
16 3-1-1 Svcs	4,615	315	111	1,772
Subtotal - ARA Operations	25,423	1,726	612	9,762
17 Payroll Svcs	41,445	2,175	983	15,684
Subtotal - ARA Payroll Svcs	41,445	2,175	983	15,684
18 Franchise	7,023	500	170	2,705
Subtotal - ARA Regulatory	7,023	500	170	2,705

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	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	12,756	737	304	4,851
23 Contract Compliance	135,830	8,567	3,254	51,919
23 Reporting & Analytics	6,083	358	145	2,316
23 Dept Services	10,090	686	243	3,875
23 External Affairs & Outreach	7,569	437	180	2,879
Subtotal - OBO	172,328	10,785	4,126	65,840
24 City Mayor Admin	37,840	8,802	1,051	16,771
24 I Gov Relats	6,288	1,512	176	2,805
Subtotal - Mayor	44,128	10,314	1,227	19,575
25 Selection	6,012	152	139	2,216
25 Personnel Svcs	16,772	359	386	6,159
Subtotal - Human Resources	22,784	510	525	8,376
26 Legal Svcs	351,367	31,623	8,630	137,707
26 Inspector General	25,732	1,976	624	9,963
Subtotal - Legal	377,099	33,599	9,255	147,670
27 City Sec Svcs	28,679	1,666	684	10,911
Subtotal - City Secretary	28,679	1,666	684	10,911
28 City Council Svcs	325,501	13,678	7,643	121,955
Subtotal - City Council	325,501	13,678	7,643	121,955
29 Controller Fin Svcs	122,782	2,736	2,828	45,131
29 Controller Treasury	49,353	982	1,134	18,098
Subtotal - City Controller's	172,135	3,717	3,963	63,229
35 Design & Const	0	0	0	0
35 Building Svcs	0	593,015	13,363	213,223
35 Utilities	0	239,215	5,390	86,012
35 In-House Renov	0	0	0	0
35 Real Estate	0	76,412	1,722	27,475
Subtotal - General Services	0	908,642	20,475	326,710
Total Incoming	2,360,647	1,023,351	76,254	1,216,744

B. Incoming Costs-(Default Spread Salary%)

Dept:35 General Services

Description	First Incoming	Second Incoming	Building Svcs Reimb	Other Non-GF.
C. Total Allocated		\$ 46,473,460	\$ 114,042	\$ 8,818,238
	=====	=====	=====	=====
			0.25%	18.97%

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	987,687	20.6843	\$ 75,371	\$ 0	\$ 75,371	\$ 0	\$ 75,371
38 Police	789,889	16.5420	60,277	0	60,277	2,264	62,541
40 Fire	695,940	14.5745	53,107	0	53,107	1,995	55,102
42 Solid Waste	52,831	1.1064	4,032	0	4,032	151	4,183
45 Library	511,877	10.7198	39,061	0	39,061	1,467	40,528
46 Parks & Recreation	985,966	20.6483	75,239	0	75,239	2,826	78,065
47 Health Department	657,670	13.7730	50,187	0	50,187	1,885	52,072
69 HPW Water & Sewer	93,198	1.9518	7,112	0	7,112	267	7,379
Subtotal	4,775,058	100.0000	364,386	0	364,386	10,855	375,241
Direct Bills					0		0
Total	=====	=====	=====	=====	\$364,386	=====	\$ 375,241

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	73,070	0.5907	\$ 138,672	\$ 0	\$ 138,672	\$ 0	\$ 138,672
14 ARA Director Office	137,767	1.1136	261,453	0	261,453	0	261,453
24 Mayor	85,574	0.6917	162,402	0	162,402	0	162,402
26 Legal	129,147	1.0439	245,094	0	245,094	0	245,094
27 City Secretary	10,554	0.0853	20,029	0	20,029	0	20,029
28 City Council	37,542	0.3035	71,247	0	71,247	0	71,247
29 City Controller's Office	44,895	0.3629	85,201	0	85,201	0	85,201
35 General Services	312,476	2.5259	593,015	0	593,015	0	593,015
36 HEC	90,986	0.7355	172,673	0	172,673	4,513	177,186
38 Police	4,959,446	40.0891	9,412,006	0	9,412,006	246,003	9,658,009
39 Dept of Neighborhoods	16,396	0.1325	31,116	0	31,116	813	31,929
40 Fire	2,055,400	16.6146	3,900,726	0	3,900,726	101,954	4,002,680
41 Municipal Court	70,991	0.5738	134,726	0	134,726	3,521	138,247
45 Library	2,008,133	16.2325	3,811,023	0	3,811,023	99,609	3,910,632
46 Parks & Recreation	61,823	0.4997	117,327	0	117,327	3,067	120,394
47 Health Department	2,108,275	17.0420	4,001,072	0	4,001,072	104,577	4,105,649
49 Fleet Management	13,051	0.1055	24,768	0	24,768	647	25,415
61 Mayor Cable TV	20,029	0.1619	38,011	0	38,011	994	39,005
94 HITS OTHER	135,491	1.0952	257,134	0	257,134	6,721	263,855
Subtotal	12,371,046	100.0000	23,477,695	0	23,477,695	572,419	24,050,114
Direct Bills					0		0
Total	=====	=====	=====	=====	\$23,477,695	=====	\$ 24,050,114

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	74,468	0.5897	\$ 55,938	\$ 0	\$ 55,938	\$ 0	\$ 55,938
14 ARA Director Office	140,403	1.1118	105,467	0	105,467	0	105,467
24 Mayor	107,624	0.8523	80,844	0	80,844	0	80,844
26 Legal	131,618	1.0423	98,868	0	98,868	0	98,868
27 City Secretary	10,756	0.0852	8,080	0	8,080	0	8,080
28 City Council	38,260	0.3030	28,740	0	28,740	0	28,740
29 City Controller's Office	45,754	0.3623	34,369	0	34,369	0	34,369
35 General Services	318,455	2.5218	239,215	0	239,215	0	239,215
36 HEC	92,727	0.7343	69,654	0	69,654	0	69,654
38 Police	5,054,341	40.0243	3,796,688	0	3,796,688	0	3,796,688
39 Dept of Neighborhoods	16,710	0.1323	12,552	0	12,552	0	12,552
40 Fire	2,094,728	16.5877	1,573,505	0	1,573,505	0	1,573,505
41 Municipal Court	72,350	0.5729	54,347	0	54,347	0	54,347
45 Library	2,046,557	16.2063	1,537,320	0	1,537,320	0	1,537,320
46 Parks & Recreation	63,006	0.4989	47,328	0	47,328	0	47,328
47 Health Department	2,148,615	17.0145	1,613,983	0	1,613,983	0	1,613,983
49 Fleet Management	13,301	0.1053	9,991	0	9,991	0	9,991
61 Mayor Cable TV	20,412	0.1616	15,333	0	15,333	0	15,333
94 HITS OTHER	138,083	1.0935	103,724	0	103,724	0	103,724
Subtotal	12,628,168	100.0000	9,485,946	0	9,485,946	0	9,485,946
Direct Bills					0		0
Total					\$9,485,946		\$ 9,485,946

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
24 Mayor	166,431	100.0000	\$ 498,438	\$ 0	\$ 498,438	\$ 0	\$ 498,438
Subtotal	166,431	100.0000	498,438	0	498,438	27,268	498,438
Direct Bills					0		0
Total	=====	=====	=====	=====	\$498,438	=====	\$ 498,438

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	82,030	0.9923	\$ 30,586	\$ 0	\$ 30,586	\$ 0	\$ 30,586
14 ARA Director Office	47,452	0.5740	17,693	0	17,693	0	17,693
16 ARA Operations	47,372	0.5730	17,663	0	17,663	0	17,663
23 Office Business Opportunity	24,139	0.2920	9,001	0	9,001	0	9,001
24 Mayor	97,730	1.1822	36,440	0	36,440	0	36,440
25 Human Resources	56,733	0.6863	21,154	0	21,154	0	21,154
26 Legal	188,057	2.2749	70,120	0	70,120	0	70,120
27 City Secretary	15,628	0.1890	5,827	0	5,827	0	5,827
28 City Council	55,593	0.6725	20,729	0	20,729	0	20,729
29 City Controller's Office	45,820	0.5543	17,085	0	17,085	0	17,085
30 Health Administration	1,184,902	14.3334	441,809	0	441,809	0	441,809
31 Planning & Dev Admin	63,149	0.7639	23,546	0	23,546	0	23,546
32 HPW Admin Indirect	356,664	4.3145	132,988	0	132,988	0	132,988
35 General Services	204,931	2.4790	76,412	0	76,412	0	76,412
36 HEC	41,591	0.5031	15,508	0	15,508	156	15,664
38 Police	2,587,184	31.2964	964,671	0	964,671	9,726	974,397
39 Dept of Neighborhoods	21,630	0.2617	8,065	0	8,065	81	8,146
40 Fire	1,103,024	13.3429	411,279	0	411,279	4,147	415,426
41 Municipal Court	98,397	1.1903	36,689	0	36,689	370	37,059
42 Solid Waste	26,538	0.3210	9,895	0	9,895	100	9,995
45 Library	909,722	11.0046	339,204	0	339,204	3,420	342,624
46 Parks & Recreation	79,769	0.9649	29,743	0	29,743	300	30,043
49 Fleet Management	383,991	4.6450	143,177	0	143,177	1,444	144,621
55 ARA BARC	57,919	0.7006	21,596	0	21,596	218	21,814
56 ARA Parking	11,400	0.1379	4,251	0	4,251	43	4,294
61 Mayor Cable TV	20,442	0.2473	7,622	0	7,622	77	7,699
69 HPW Water & Sewer	122,118	1.4772	45,534	0	45,534	459	45,993
72 Houston Permit Center	187,000	2.2621	69,726	0	69,726	703	70,429
94 HITS OTHER	115,787	1.4006	43,173	0	43,173	435	43,608
96 Other	30,015	0.3631	11,192	0	11,192	113	11,305
Subtotal	8,266,727	100.0000	3,082,378	0	3,082,378	21,791	3,104,169
Direct Bills					0		0
Total	=====	=====	=====	=====	\$3,082,378	=====	\$ 3,104,169

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	277,950	11.1657	\$ 10,159	\$ 0	\$ 10,159	\$ 2,575	\$ 12,734
56 ARA Parking	14,459	0.5808	528	0	528	134	662
69 HPW Water & Sewer	771,116	30.9770	28,184	0	28,184	7,143	35,327
70 HPW Houston Transtar	545,859	21.9281	19,951	0	19,951	5,056	25,007
72 Houston Permit Center	879,931	35.3483	32,161	0	32,161	8,151	40,312
Subtotal	2,489,315	100.0000	90,983	0	90,983	23,059	114,042
Direct Bills					0		0
Total	=====	=====	=====	=====	\$90,983	=====	\$ 114,042

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	75,371	0	0	0	0	0	0
04 Finance Dir Office	0	138,672	55,938	0	30,586	0	0
14 ARA Director Office	0	261,453	105,467	0	17,693	0	0
16 ARA Operations	0	0	0	0	17,663	0	0
23 Office Business Opportunity	0	0	0	0	9,001	0	0
24 Mayor	0	162,402	80,844	498,438	36,440	0	0
25 Human Resources	0	0	0	0	21,154	0	0
26 Legal	0	245,094	98,868	0	70,120	0	0
27 City Secretary	0	20,029	8,080	0	5,827	0	0
28 City Council	0	71,247	28,740	0	20,729	0	0
29 City Controllor's Office	0	85,201	34,369	0	17,085	0	0
30 Health Administration	0	0	0	0	441,809	0	0
31 Planning & Dev Admin	0	0	0	0	23,546	0	0
32 HPW Admin Indirect	0	0	0	0	132,988	0	0
35 General Services	0	593,015	239,215	0	76,412	0	0
36 HEC	0	177,186	69,654	0	15,664	0	0
38 Police	62,541	9,658,009	3,796,688	0	974,397	0	0
39 Dept of Neighborhoods	0	31,929	12,552	0	8,146	0	0
40 Fire	55,102	4,002,680	1,573,505	0	415,426	0	0
41 Municipal Court	0	138,247	54,347	0	37,059	0	0
42 Solid Waste	4,183	0	0	0	9,995	0	0
45 Library	40,528	3,910,632	1,537,320	0	342,624	0	0
46 Parks & Recreation	78,065	120,394	47,328	0	30,043	0	0
47 Health Department	52,072	4,105,649	1,613,983	0	0	0	0
49 Fleet Management	0	25,415	9,991	0	144,621	12,734	0
55 ARA BARC	0	0	0	0	21,814	0	0
56 ARA Parking	0	0	0	0	4,294	662	0
61 Mayor Cable TV	0	39,005	15,333	0	7,699	0	0
69 HPW Water & Sewer	7,379	0	0	0	45,993	35,327	0
70 HPW Houston Transtar	0	0	0	0	0	25,007	0
72 Houston Permit Center	0	0	0	0	70,429	40,312	0
94 HITS OTHER	0	263,855	103,724	0	43,608	0	0
96 Other	0	0	0	0	11,305	0	0
Total	\$ 375,241	\$ 24,050,114	\$ 9,485,946	\$ 498,438	\$ 3,104,170	\$ 114,042	\$ 0

Allocation Summary

Dept:35 General Services

Department	Total
0 Direct Billed	\$0
03 Non-Departmental-Gen Gov	75,371
04 Finance Dir Office	225,196
14 ARA Director Office	384,613
16 ARA Operations	17,663
23 Office Business Opportunity	9,001
24 Mayor	778,124
25 Human Resources	21,154
26 Legal	414,082
27 City Secretary	33,936
28 City Council	120,716
29 City Controller's Office	136,655
30 Health Administration	441,809
31 Planning & Dev Admin	23,546
32 HPW Admin Indirect	132,988
35 General Services	908,642
36 HEC	262,504
38 Police	14,491,635
39 Dept of Neighborhoods	52,627
40 Fire	6,046,713
41 Municipal Court	229,653
42 Solid Waste	14,178
45 Library	5,831,104
46 Parks & Recreation	275,830
47 Health Department	5,771,704
49 Fleet Management	192,761
55 ARA BARC	21,814
56 ARA Parking	4,956
61 Mayor Cable TV	62,037
69 HPW Water & Sewer	88,699
70 HPW Houston Transtar	25,007
72 Houston Permit Center	110,741
94 HITS OTHER	411,187
96 Other	11,305
Total	\$ 37,627,951
	=====

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 County 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 *	\$ 107	\$ 0	\$ 0	\$ 0	\$ 0	\$ 107	\$ 0
3 Non-Dept. Legal Svcs/Lobby *	10,127	44	0	0	0	10,171	0
Subtotal - Non-Dep-Gen Gov	10,234	44	0	0	0	10,278	0
5 Financial Plg & Analysis	6,522	349	0	0	0	0	0
Subtotal - Fin Plg & Analysis	6,522	349	0	0	0	0	0
8 Gen Acctng *	4,180	303	0	0	0	0	0
8 Fixed Assets *	213	15	0	0	0	0	0
8 Auditing Svcs *	3,996	0	0	0	0	0	0
8 Fin Operations *	2,333	158	0	0	0	0	0
Subtotal - Fin Reporting & Ops	10,722	476	0	0	0	0	0
10 Grants Mgmt	352	21	0	0	0	0	0
10 Cost Accounting *	1,887	115	0	0	0	0	0
10 Trust Funds Mgmt (TFM)	2,031	128	0	0	0	0	0
Subtotal - Fin Grants	4,270	264	0	0	0	0	0
11 Perf Mgmt Svcs *	2,386	140	0	0	0	0	0
Subtotal - Fin Perform Mgmt	2,386	140	0	0	0	0	0
13 Purchasing *	5,522	367	0	0	0	0	0
Subtotal - Fin SPD	5,522	367	0	0	0	0	0
16 Records *	6,864	447	0	0	0	0	0
16 3-1-1 Svcs *	6,321	431	0	0	0	0	6,752
Subtotal - ARA Operations	13,185	878	0	0	0	0	6,752
17 Payroll Svcs *	42,171	2,213	0	0	0	0	0
Subtotal - ARA Payroll Svcs	42,171	2,213	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 *	0	0	0	0	0	0	0
Subtotal - HITS Radio	0	0	0	0	0	0	0
23 Certification *	12,980	750	0	0	0	0	0
23 Reporting & Analytics	116	7	0	0	0	0	0
23 External Affairs & Outreach *	7,702	445	0	0	0	0	0
Subtotal - OBO	20,798	1,202	0	0	0	0	0
24 City Mayor Admin *	38,503	8,956	0	0	0	0	0
24 Inter Gov Rel *	6,398	1,539	0	0	0	0	0
Subtotal - Mayor	44,901	10,495	0	0	0	0	0
25 Selection *	13,077	330	0	0	0	0	0
25 Personnel Svcs *	17,066	365	0	0	0	0	0
Subtotal - Human Resources	30,143	695	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 *	\$ 12,764	\$ 1,149	\$ 0	\$ 13,913	\$ 0	\$ 0	\$ 0
26 Inspector General *	28,927	2,221	0	0	31,148	0	0
Subtotal - Legal	41,691	3,370	0	13,913	31,148	0	0
27 City Sec Svcs *	4,954	288	0	0	0	0	0
Subtotal - City Secretary	4,954	288	0	0	0	0	0
28 City Council Svcs *	56,222	2,363	0	0	0	0	0
Subtotal - City Council	56,222	2,363	0	0	0	0	0
29 Controller Fin Svcs *	21,619	482	0	0	0	0	0
29 Controller Treasury *	8,524	170	0	0	0	0	0
Subtotal - City Controller's	30,143	651	0	0	0	0	0
35 Design & Const	0	0	0	0	0	0	0
35 Building Svcs *	172,673	4,513	177,186	0	0	0	0
35 Utilities *	69,654	0	69,654	0	0	0	0
35 Real Estate *	15,508	156	15,664	0	0	0	0
Subtotal - General Services	257,835	4,670	262,505	0	0	0	0
Total Incoming	581,699	28,465	262,505	13,913	31,148	10,278	6,752
C. Total Allocated	=====	\$ 610,164	\$ 262,505	\$ 13,913	\$ 31,148	\$ 10,278	\$ 6,752
		=====	=====	=====	=====	=====	=====
			43.02%	2.28%	5.10%	1.68%	1.11%

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 *	\$ 107	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
3 Non-Dept. Legal Svcs/Lobby *	10,127	44	0	0	0	0	0
Subtotal - Non-Dep-Gen Gov	10,234	44	0	0	0	0	0
5 Financial Plg & Analysis	6,522	349	0	0	0	6,871	0
Subtotal - Fin Plg & Analysis	6,522	349	0	0	0	6,871	0
8 Gen Acctng *	4,180	303	0	0	4,483	0	0
8 Fixed Assets *	213	15	0	0	228	0	0
8 Auditing Svcs *	3,996	0	0	0	3,996	0	0
8 Fin Operations *	2,333	158	0	0	2,491	0	0
Subtotal - Fin Reporting & Ops	10,722	476	0	0	11,198	0	0
10 Grants Mgmt	352	21	0	373	0	0	0
10 Cost Accounting *	1,887	115	0	0	2,002	0	0
10 Trust Funds Mgmt (TFM)	2,031	128	0	0	2,159	0	0
Subtotal - Fin Grants	4,270	264	0	373	4,161	0	0
11 Perf Mgmt Svcs *	2,386	140	0	0	2,526	0	0
Subtotal - Fin Perform Mgmt	2,386	140	0	0	2,526	0	0
13 Purchasing *	5,522	367	5,889	0	0	0	0
Subtotal - Fin SPD	5,522	367	5,889	0	0	0	0
16 Records *	6,864	447	0	0	0	0	0
16 3-1-1 Svcs *	6,321	431	0	0	0	0	0
Subtotal - ARA Operations	13,185	878	0	0	0	0	0
17 Payroll Svcs *	42,171	2,213	0	0	0	0	0
Subtotal - ARA Payroll Svcs	42,171	2,213	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 *	0	0	0	0	0	0	0
Subtotal - HITS Radio	0	0	0	0	0	0	0
23 Certification *	12,980	750	0	0	0	0	0
23 Reporting & Analytics	116	7	0	0	0	0	0
23 External Affairs & Outreach *	7,702	445	0	0	0	0	0
Subtotal - OBO	20,798	1,202	0	0	0	0	0
24 City Mayor Admin *	38,503	8,956	0	0	0	0	0
24 Inter Gov Rel *	6,398	1,539	0	0	0	0	0
Subtotal - Mayor	44,901	10,495	0	0	0	0	0
25 Selection *	13,077	330	0	0	0	0	0
25 Personnel Svcs *	17,066	365	0	0	0	0	0
Subtotal - Human Resources	30,143	695	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 *	\$ 12,764	\$ 1,149	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
26 Inspector General *	28,927	2,221	0	0	0	0	0
Subtotal - Legal	41,691	3,370	0	0	0	0	0
27 City Sec Svcs *	4,954	288	0	0	0	0	0
Subtotal - City Secretary	4,954	288	0	0	0	0	0
28 City Council Svcs *	56,222	2,363	0	0	0	0	0
Subtotal - City Council	56,222	2,363	0	0	0	0	0
29 Controller Fin Svcs *	21,619	482	0	0	0	0	0
29 Controller Treasury *	8,524	170	0	0	0	0	0
Subtotal - City Controller's	30,143	651	0	0	0	0	0
35 Design & Const	0	0	0	0	0	0	0
35 Building Svcs *	172,673	4,513	0	0	0	0	0
35 Utilities *	69,654	0	0	0	0	0	0
35 Real Estate *	15,508	156	0	0	0	0	0
Subtotal - General Services	257,835	4,670	0	0	0	0	0
Total Incoming	581,699	28,465	5,889	373	17,885	6,871	0
C. Total Allocated	=====	\$ 610,164	\$ 5,889	\$ 373	\$ 17,885	\$ 6,871	\$ 0
		=====	0.97%	0.06%	2.93%	1.13%	=====

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 *	\$ 107	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
3 Non-Dept. Legal Svcs/Lobby *	10,127	44	0	0	0	0	0
Subtotal - Non-Dep-Gen Gov	10,234	44	0	0	0	0	0
5 Financial Plg & Analysis	6,522	349	0	0	0	0	0
Subtotal - Fin Plg & Analysis	6,522	349	0	0	0	0	0
8 Gen Acctng *	4,180	303	0	0	0	0	0
8 Fixed Assets *	213	15	0	0	0	0	0
8 Auditing Svcs *	3,996	0	0	0	0	0	0
8 Fin Operations *	2,333	158	0	0	0	0	0
Subtotal - Fin Reporting & Ops	10,722	476	0	0	0	0	0
10 Grants Mgmt	352	21	0	0	0	0	0
10 Cost Accounting *	1,887	115	0	0	0	0	0
10 Trust Funds Mgmt (TFM)	2,031	128	0	0	0	0	0
Subtotal - Fin Grants	4,270	264	0	0	0	0	0
11 Perf Mgmt Svcs *	2,386	140	0	0	0	0	0
Subtotal - Fin Perform Mgmt	2,386	140	0	0	0	0	0
13 Purchasing *	5,522	367	0	0	0	0	0
Subtotal - Fin SPD	5,522	367	0	0	0	0	0
16 Records *	6,864	447	0	0	0	0	0
16 3-1-1 Svcs *	6,321	431	0	0	0	0	0
Subtotal - ARA Operations	13,185	878	0	0	0	0	0
17 Payroll Svcs *	42,171	2,213	0	0	0	0	0
Subtotal - ARA Payroll Svcs	42,171	2,213	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 *	0	0	0	0	0	0	0
Subtotal - HITS Radio	0	0	0	0	0	0	0
23 Certification *	12,980	750	0	13,730	0	0	0
23 Reporting & Analytics	116	7	0	123	0	0	0
23 External Affairs & Outreach *	7,702	445	0	8,147	0	0	0
Subtotal - OBO	20,798	1,202	0	22,000	0	0	0
24 City Mayor Admin *	38,503	8,956	0	0	47,459	0	0
24 Inter Gov Rel *	6,398	1,539	0	0	7,937	0	0
Subtotal - Mayor	44,901	10,495	0	0	55,396	0	0
25 Selection *	13,077	330	0	0	0	13,407	0
25 Personnel Svcs *	17,066	365	0	0	0	17,431	0
Subtotal - Human Resources	30,143	695	0	0	0	30,838	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 *	\$ 12,764	\$ 1,149	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
26 Inspector General *	28,927	2,221	0	0	0	0	0
Subtotal - Legal	41,691	3,370	0	0	0	0	0
27 City Sec Svcs *	4,954	288	0	0	0	0	5,242
Subtotal - City Secretary	4,954	288	0	0	0	0	5,242
28 City Council Svcs *	56,222	2,363	0	0	0	0	0
Subtotal - City Council	56,222	2,363	0	0	0	0	0
29 Controller Fin Svcs *	21,619	482	0	0	0	0	0
29 Controller Treasury *	8,524	170	0	0	0	0	0
Subtotal - City Controller's	30,143	651	0	0	0	0	0
35 Design & Const	0	0	0	0	0	0	0
35 Building Svcs *	172,673	4,513	0	0	0	0	0
35 Utilities *	69,654	0	0	0	0	0	0
35 Real Estate *	15,508	156	0	0	0	0	0
Subtotal - General Services	257,835	4,670	0	0	0	0	0
Total Incoming	581,699	28,465	0	22,000	55,396	30,838	5,242
C. Total Allocated	=====	\$ 610,164	\$ 0	\$ 22,000	\$ 55,396	\$ 30,838	\$ 5,242
		=====	=====	=====	=====	=====	=====
				3.61%	9.08%	5.05%	0.86%

B. Incoming Costs

Dept: 36 HEC

Department	First Incoming	Second Incoming	City Council	City Controller	Fin Operations	ARA Payroll	ARA Ops
3 Consulting Services *	\$ 107	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
3 Non-Dept. Legal Svcs/Lobby *	10,127	44	0	0	0	0	0
Subtotal - Non-Dep-Gen Gov	10,234	44	0	0	0	0	0
5 Financial Plg & Analysis	6,522	349	0	0	0	0	0
Subtotal - Fin Plg & Analysis	6,522	349	0	0	0	0	0
8 Gen Acctng *	4,180	303	0	0	0	0	0
8 Fixed Assets *	213	15	0	0	0	0	0
8 Auditing Svcs *	3,996	0	0	0	0	0	0
8 Fin Operations *	2,333	158	0	0	0	0	0
Subtotal - Fin Reporting & Ops	10,722	476	0	0	0	0	0
10 Grants Mgmt	352	21	0	0	0	0	0
10 Cost Accounting *	1,887	115	0	0	0	0	0
10 Trust Funds Mgmt (TFM)	2,031	128	0	0	0	0	0
Subtotal - Fin Grants	4,270	264	0	0	0	0	0
11 Perf Mgmt Svcs *	2,386	140	0	0	0	0	0
Subtotal - Fin Perform Mgmt	2,386	140	0	0	0	0	0
13 Purchasing *	5,522	367	0	0	0	0	0
Subtotal - Fin SPD	5,522	367	0	0	0	0	0
16 Records *	6,864	447	0	0	0	0	7,311
16 3-1-1 Svcs *	6,321	431	0	0	0	0	0
Subtotal - ARA Operations	13,185	878	0	0	0	0	7,311
17 Payroll Svcs *	42,171	2,213	0	0	0	44,384	0
Subtotal - ARA Payroll Svcs	42,171	2,213	0	0	0	44,384	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 *	0	0	0	0	0	0	0
Subtotal - HITS Radio	0	0	0	0	0	0	0
23 Certification *	12,980	750	0	0	0	0	0
23 Reporting & Analytics	116	7	0	0	0	0	0
23 External Affairs & Outreach *	7,702	445	0	0	0	0	0
Subtotal - OBO	20,798	1,202	0	0	0	0	0
24 City Mayor Admin *	38,503	8,956	0	0	0	0	0
24 Inter Gov Rel *	6,398	1,539	0	0	0	0	0
Subtotal - Mayor	44,901	10,495	0	0	0	0	0
25 Selection *	13,077	330	0	0	0	0	0
25 Personnel Svcs *	17,066	365	0	0	0	0	0
Subtotal - Human Resources	30,143	695	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 *	\$ 12,764	\$ 1,149	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
26 Inspector General *	28,927	2,221	0	0	0	0	0
Subtotal - Legal	41,691	3,370	0	0	0	0	0
27 City Sec Svcs *	4,954	288	0	0	0	0	0
Subtotal - City Secretary	4,954	288	0	0	0	0	0
28 City Council Svcs *	56,222	2,363	58,585	0	0	0	0
Subtotal - City Council	56,222	2,363	58,585	0	0	0	0
29 Controller Fin Svcs *	21,619	482	0	22,101	0	0	0
29 Controller Treasury *	8,524	170	0	8,694	0	0	0
Subtotal - City Controller's	30,143	651	0	30,794	0	0	0
35 Design & Const	0	0	0	0	0	0	0
35 Building Svcs *	172,673	4,513	0	0	0	0	0
35 Utilities *	69,654	0	0	0	0	0	0
35 Real Estate *	15,508	156	0	0	0	0	0
Subtotal - General Services	257,835	4,670	0	0	0	0	0
Total Incoming	581,699	28,465	58,585	30,794	0	44,384	7,311
C. Total Allocated	=====	\$ 610,164	\$ 58,585	\$ 30,794	\$ 0	\$ 44,384	\$ 7,311
		=====	9.60%	5.05%	=====	7.27%	1.20%

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	\$ 55,218	\$ 0	\$ 55,218	\$ 1,000	\$ 56,218
84 HEC-Police Call Takers	41,591	31.5083	81,240	0	81,240	1,471	82,711
86 HED-Harris County	14,178	10.7409	27,694	0	27,694	501	28,195
87 HEC-Genl Svcs Dept	6,171	4.6750	12,054	0	12,054	218	12,272
88 HEC-Homeland Security	13,552	10.2667	26,471	0	26,471	479	26,950
89 HEC-Off of Emg Mgmt	2,977	2.2553	5,815	0	5,815	105	5,920
90 HEC-HPD	10,726	8.1258	20,951	0	20,951	379	21,330
91 Hurricane Ike Aid & Recovery	14,536	11.0121	28,393	0	28,393	514	28,907
Subtotal	132,000	100.0000	257,836	0	257,836	4,669	262,505
Direct Bills					0		0
Total	=====	=====	=====	=====	\$257,836	=====	\$ 262,505

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	\$ 12,764	\$ 0	\$ 12,764	\$ 1,149	\$ 13,913
Subtotal	100	100.0000	12,764	0	12,764	1,149	13,913
Direct Bills					0		0
Total					\$12,764		\$ 13,913

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	2.62	1.2157	\$ 352	\$ 0	\$ 352	\$ 27	\$ 379
83 HEC-911 Network	169.03	78.4289	22,687	0	22,687	1,742	24,429
84 HEC-Police Call Takers	35.87	16.6435	4,814	0	4,814	370	5,184
89 HEC-Off of Emg Mgmt	8.00	3.7120	1,074	0	1,074	82	1,156
Subtotal	215.52	100.0000	28,927	0	28,927	2,221	31,148
Direct Bills					0		0
Total					\$28,927		\$ 31,148
	=====	=====	=====	=====	=====	=====	=====

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	512,961	1.9466	\$ 199	\$ 0	\$ 199	\$ 1	\$ 200
82 HEC-IT	5,653,055	21.4521	2,195	0	2,195	10	2,205
83 HEC-911 Network	15,818,866	60.0292	6,143	0	6,143	27	6,170
84 HEC-Police Call Takers	2,967,963	11.2628	1,153	0	1,153	5	1,158
89 HEC-Off of Emg Mgmt	1,399,114	5.3093	543	0	543	2	545
Subtotal	26,351,959	100.0000	10,233	0	10,233	45	10,278
Direct Bills					0		0
Total	=====	=====	=====	=====	\$10,233	=====	\$ 10,278

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	2.62	1.2157	\$ 77	\$ 0	\$ 77	\$ 5	\$ 82
83 HEC-911 Network	169.03	78.4289	4,957	0	4,957	338	5,295
84 HEC-Police Call Takers	35.87	16.6435	1,052	0	1,052	72	1,124
89 HEC-Off of Emg Mgmt	8.00	3.7120	235	0	235	16	251
Subtotal	215.52	100.0000	6,321	0	6,321	431	6,752
Direct Bills					0		0
Total					\$6,321		\$ 6,752
	=====	=====	=====	=====	=====	=====	=====

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	512,961	1.9466	\$ 107	\$ 0	\$ 107	\$ 7	\$ 114
82 HEC-IT	5,653,055	21.4521	1,185	0	1,185	79	1,264
83 HEC-911 Network	15,818,866	60.0292	3,315	0	3,315	220	3,535
84 HEC-Police Call Takers	2,967,963	11.2628	622	0	622	41	663
89 HEC-Off of Emg Mgmt	1,399,114	5.3093	293	0	293	20	313
Subtotal	26,351,959	100.0000	5,522	0	5,522	367	5,889
Direct Bills					0		0
Total	=====	=====	=====	=====	\$5,522	=====	\$ 5,889

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	512,961	4.7518	\$ 17	\$ 0	\$ 17	\$ 1	\$ 18
82 HEC-IT	5,653,055	52.3670	184	0	184	11	195
83 HEC-911 Network	261,977	2.4268	9	0	9	0	9
84 HEC-Police Call Takers	2,967,963	27.4937	97	0	97	6	103
89 HEC-Off of Emg Mgmt	1,399,114	12.9607	46	0	46	3	49
Subtotal	10,795,070	100.0000	353	0	353	20	373
Direct Bills					0		0
Total	=====	=====	=====	=====	\$353	=====	\$ 373

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	512,961	1.9466	\$ 331	\$ 0	\$ 331	\$ 17	\$ 348
82 HEC-IT	5,653,055	21.4521	3,652	0	3,652	184	3,836
83 HEC-911 Network	15,818,866	60.0292	10,221	0	10,221	516	10,737
84 HEC-Police Call Takers	2,967,963	11.2628	1,918	0	1,918	97	2,015
89 HEC-Off of Emg Mgmt	1,399,114	5.3093	904	0	904	46	950
Subtotal	26,351,959	100.0000	17,026	0	17,026	859	17,885
Direct Bills					0		0
Total	=====	=====	=====	=====	\$17,026	=====	\$ 17,885

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	512,961	1.9466	\$ 127	\$ 0	\$ 127	\$ 7	\$ 134
82 HEC-IT	5,653,055	21.4521	1,399	0	1,399	75	1,474
83 HEC-911 Network	15,818,866	60.0292	3,915	0	3,915	210	4,125
84 HEC-Police Call Takers	2,967,963	11.2628	735	0	735	39	774
89 HEC-Off of Emg Mgmt	1,399,114	5.3093	346	0	346	19	365
Subtotal	26,351,959	100.0000	6,522	0	6,522	349	6,871
Direct Bills					0		0
Total	=====	=====	=====	=====	\$6,522	=====	\$ 6,871

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	512,961	4.7518	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
82 HEC-IT	5,653,055	52.3670	0	0	0	0	0
83 HEC-911 Network	261,977	2.4268	0	0	0	0	0
84 HEC-Police Call Takers	2,967,963	27.4937	0	0	0	0	0
89 HEC-Off of Emg Mgmt	1,399,114	12.9607	0	0	0	0	0
Subtotal	10,795,070	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	2.62	5.6356	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
84 HEC-Police Call Takers	35.87	77.1564	0	0	0	0	0
89 HEC-Off of Emg Mgmt	8.00	17.2080	0	0	0	0	0
Subtotal	46.49	100.0000	0	0	0	0	0
Direct Bills					0		0
Total					\$0		\$ 0
	=====	=====	=====	=====	=====	=====	=====

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	2.62	1.2157	\$ 253	\$ 0	\$ 253	\$ 15	\$ 268
83 HEC-911 Network	169.03	78.4289	16,312	0	16,312	942	17,254
84 HEC-Police Call Takers	35.87	16.6435	3,462	0	3,462	200	3,662
89 HEC-Off of Emg Mgmt	8.00	3.7120	772	0	772	45	817
Subtotal	215.52	100.0000	20,799	0	20,799	1,201	22,000
Direct Bills					0		0
Total					\$20,799		\$ 22,000
	=====	=====	=====	=====	=====	=====	=====

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	512,961	1.9466	\$ 874	\$ 0	\$ 874	\$ 204	\$ 1,078
82 HEC-IT	5,653,055	21.4521	9,632	0	9,632	2,251	11,883
83 HEC-911 Network	15,818,866	60.0292	26,954	0	26,954	6,300	33,254
84 HEC-Police Call Takers	2,967,963	11.2628	5,057	0	5,057	1,182	6,239
89 HEC-Off of Emg Mgmt	1,399,114	5.3093	2,384	0	2,384	557	2,941
Subtotal	26,351,959	100.0000	44,901	0	44,901	10,495	55,396
Direct Bills					0		0
Total	=====	=====	=====	=====	\$44,901	=====	\$ 55,396

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	2.62	1.2157	\$ 366	\$ 0	\$ 366	\$ 8	\$ 374
83 HEC-911 Network	169.03	78.4289	23,641	0	23,641	545	24,186
84 HEC-Police Call Takers	35.87	16.6435	5,017	0	5,017	116	5,133
89 HEC-Off of Emg Mgmt	8.00	3.7120	1,119	0	1,119	26	1,145
Subtotal	215.52	100.0000	30,143	0	30,143	695	30,838
Direct Bills					0		0
Total					\$30,143		\$ 30,838
	=====	=====	=====	=====	=====	=====	=====

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	512,961	1.9466	\$ 96	\$ 0	\$ 96	\$ 6	\$ 102
82 HEC-IT	5,653,055	21.4521	1,063	0	1,063	62	1,125
83 HEC-911 Network	15,818,866	60.0292	2,974	0	2,974	173	3,147
84 HEC-Police Call Takers	2,967,963	11.2628	558	0	558	32	590
89 HEC-Off of Emg Mgmt	1,399,114	5.3093	263	0	263	15	278
Subtotal	26,351,959	100.0000	4,954	0	4,954	288	5,242
Direct Bills					0		0
Total	=====	=====	=====	=====	\$4,954	=====	\$ 5,242

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	2.62	1.2157	\$ 683	\$ 0	\$ 683	\$ 29	\$ 712
83 HEC-911 Network	169.03	78.4289	44,094	0	44,094	1,854	45,948
84 HEC-Police Call Takers	35.87	16.6435	9,357	0	9,357	393	9,750
89 HEC-Off of Emg Mgmt	8.00	3.7120	2,087	0	2,087	88	2,175
Subtotal	215.52	100.0000	56,221	0	56,221	2,364	58,585
Direct Bills					0		0
Total					\$56,221		\$ 58,585
	=====	=====	=====	=====	=====	=====	=====

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	512,961	1.9466	\$ 587	\$ 0	\$ 587	\$ 13	\$ 600
82 HEC-IT	5,653,055	21.4521	6,466	0	6,466	140	6,606
83 HEC-911 Network	15,818,866	60.0292	18,095	0	18,095	391	18,486
84 HEC-Police Call Takers	2,967,963	11.2628	3,395	0	3,395	73	3,468
89 HEC-Off of Emg Mgmt	1,399,114	5.3093	1,600	0	1,600	35	1,635
Subtotal	26,351,959	100.0000	30,143	0	30,143	651	30,794
Direct Bills					0		0
Total	=====	=====	=====	=====	\$30,143	=====	\$ 30,794

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	512,961	1.9466	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
82 HEC-IT	5,653,055	21.4521	0	0	0	0	0
83 HEC-911 Network	15,818,866	60.0292	0	0	0	0	0
84 HEC-Police Call Takers	2,967,963	11.2628	0	0	0	0	0
89 HEC-Off of Emg Mgmt	1,399,114	5.3093	0	0	0	0	0
Subtotal	26,351,959	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	512,961	4.7518	\$ 2,004	\$ 0	\$ 2,004	\$ 105	\$ 2,109
82 HEC-IT	5,653,055	52.3670	22,084	0	22,084	1,159	23,243
83 HEC-911 Network	261,977	2.4268	1,023	0	1,023	54	1,077
84 HEC-Police Call Takers	2,967,963	27.4937	11,594	0	11,594	609	12,203
89 HEC-Off of Emg Mgmt	1,399,114	12.9607	5,466	0	5,466	287	5,753
Subtotal	10,795,070	100.0000	42,171	0	42,171	2,213	44,384
Direct Bills					0		0
Total	=====	=====	=====	=====	\$42,171	=====	\$ 44,384

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	512,961	1.9466	\$ 134	\$ 0	\$ 134	\$ 9	\$ 143
82 HEC-IT	5,653,055	21.4521	1,472	0	1,472	96	1,568
83 HEC-911 Network	15,818,866	60.0292	4,120	0	4,120	269	4,389
84 HEC-Police Call Takers	2,967,963	11.2628	773	0	773	50	823
89 HEC-Off of Emg Mgmt	1,399,114	5.3093	364	0	364	24	388
Subtotal	26,351,959	100.0000	6,863	0	6,863	448	7,311
Direct Bills					0		0
Total	=====	=====	=====	=====	\$6,863	=====	\$ 7,311

Basis Units: Expenditures of HEC departments

Source: COH Expenditure Report

**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	68,926-	0	68,926-
Subtotal - Services & Supplies		68,926-	0	68,926-
Department Cost Total		68,926-	0	68,926-
Adjustments to Cost				
Subtotal - Adjustments			0	0
Total Costs After Adjustments		68,926-	0	68,926-
General Admin Distribution			0	0
Grand Total		68,926-		68,926-
		=====	=====	=====

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	68,926-	\$ 0	68,926-	\$ 0	68,926-
Subtotal	100	100.0000	68,926-	0	68,926-	0	68,926-
Direct Bills					0		0
Total					\$68,926-		\$68,926-

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	68,926-	68,926-
Total	<u>\$68,926-</u> =====	<u>\$68,926-</u> =====