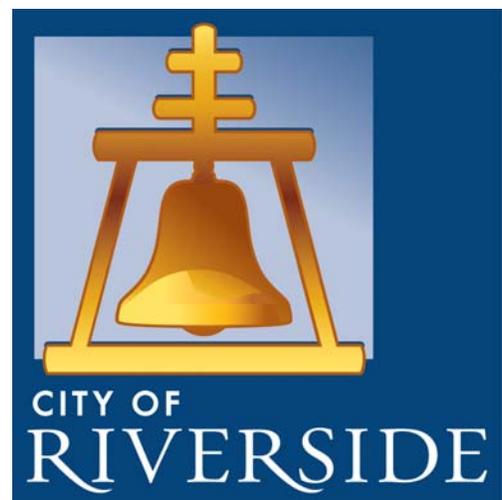


GENERAL SERVICES DEPARTMENT

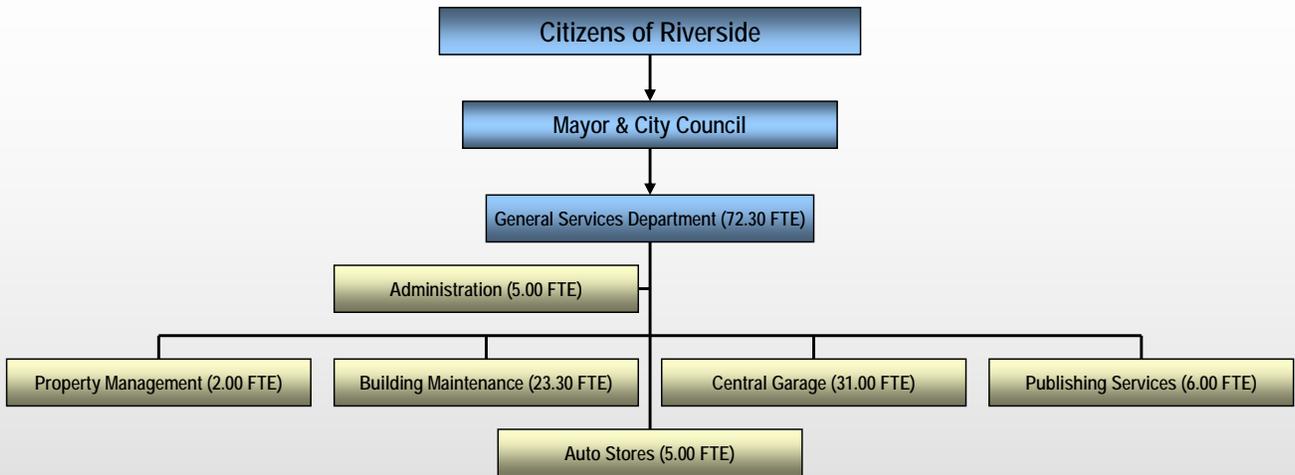
MISSION STATEMENT

The mission of the General Services Department is to provide timely, quality, and efficient services to all City departments in support of their departmental outcomes through Administration, Property Management, Fleet Management, Publishing, Building Maintenance, and Project Management Services.

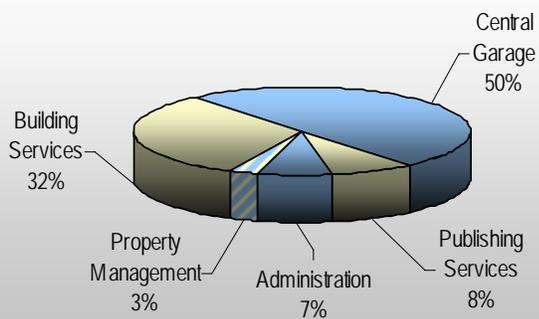


GENERAL SERVICES DEPARTMENT

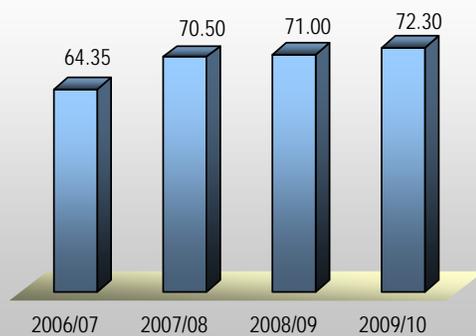
DEPARTMENT ORGANIZATIONAL CHART



PERSONNEL BY DIVISION



HISTORICAL PERSONNEL



GENERAL SERVICES DEPARTMENT

SERVICES PROVIDED BY DEPARTMENT

The General Services Department is responsible for providing support services to all City departments and includes the functions of Property Management, Building Services, Publishing, and Fleet Management. The cost of these services is allocated to user departments through the charges to/from or the Central Garage fund.

The Administration Division is responsible for providing leadership, administrative support, and fiscal management to enable the Divisions of the Department to achieve their goals.

The Building Services Division supports over 133 buildings and facilities located throughout the City through corrective and preventative maintenance programs as well as providing new facility design, construction specifications, and project management services for both new construction and existing building improvements.

The Fleet Management Division provides maintenance and repair services for the City's fleet of vehicles and equipment, writes specifications, and acquires new and replacement vehicles and equipment.

Other Divisions include the Property Management Division, which represents the City in the negotiation of leases and property management services, and the Publishing Services Division, which provides printing services to users throughout the City.

PERSONNEL SUMMARY BY DIVISION

	Budgeted 2006/07	Budgeted 2007/08	Budgeted 2008/09	Budgeted 2009/10	Change
Administration	5.00	5.00	5.00	5.00	-
Property Management	2.00	2.00	2.00	2.00	-
Building Services	19.35	21.50	22.00	23.30	1.30
Central Garage					
Central Garage	27.00	31.00	31.00	31.00	-
Auto Stores	5.00	5.00	5.00	5.00	-
Publishing Services	6.00	6.00	6.00	6.00	-
Total Personnel	64.35	70.50	71.00	72.30	1.30

GENERAL SERVICES DEPARTMENT

DEPARTMENT GOALS

1. To advance the mechanics' skills by promoting and implementing the Automotive Service Excellence (ASE) Certification Program so that Fleet Management is recognized as a Blue Seal of Excellence shop by 2010.
2. To research and develop an environmentally friendly approach to building maintenance at key City facilities, such as energy efficient lighting, use of recycled products, and low flush plumbing.
3. To research and develop an environmentally friendly publishing and mail operation by implementing the use of recycled paper, envelopes, and other supplies.
4. To research and develop environmentally friendly construction practices that implement energy sources, such as cool roofs, voltaic panels, water reclamation systems, and natural grading and bio swales for ground water clarification.

FISCAL YEAR 2008/09 DEPARTMENT ACCOMPLISHMENTS

Accomplishment	Related Goal	Related City Council Goal
1 Implemented fuel capacity improvements for Hydrogen, LPG and CNG.	Goal #1	Environmental Leadership
2 Received \$1.5 million in grant and fuel tax opportunities.	Goal #1	N/A
3 Added \$100,000 to City revenues related to cell phone sites.	Goal #2	N/A
4 Completed 3,036 Building Services Work Orders.	Goal #2	N/A
5 Streamlined publishing equipment to improve timeliness and quality.	Goal #3	N/A
6 Completed the City Hall restacking and renovation project including opening the Raincross Café and Grier Pavilion.	Goal #4	N/A
7 Completed 58 renovations at outlying City facilities.	Goal #4	N/A
8 Completed the renovation of Arlington Fire Station (Station 2).	Goal #4	N/A

GENERAL SERVICES DEPARTMENT

FISCAL YEAR 2009/10 DEPARTMENT OBJECTIVES

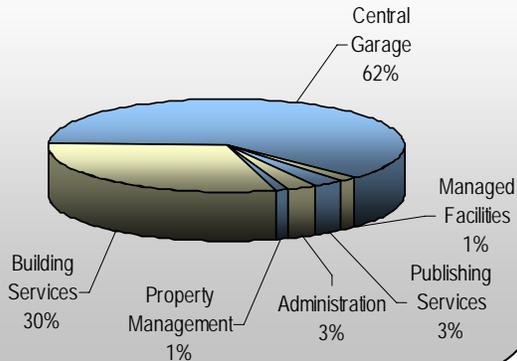
Objective	Related Goal	Related City Council Goal
1 To complete the Special Transportation CNG Vehicle Repair Facility.	Goal #1	Environmental Leadership
2 To complete the Installation of additional slow fill CNG Posts for the Public Utilities Operation Center.	Goal #1	Environmental Leadership
3 To construct additional CNG storage facilities.	Goal #1	Environmental Leadership
4 To achieve 60% non-emergency clean vehicles in the City's fleet.	Goal #1	Environmental Leadership
5 To continue implementation of the Continuous Improvement Program throughout Fleet Management.	Goal #1	N/A
6 To implement operations improvements including a reduction in work order response to 10 days, review the work order system for traffic related delays in response times, and evaluate the workplace safety program.	Goal #2	N/A
7 To Complete the Corporation Yard renovation project.	Goal #4	N/A
8 To renovate the Magnolia Center Fire Station (Station 3), including gender improvements.	Goal #4	N/A

GENERAL SERVICES DEPARTMENT

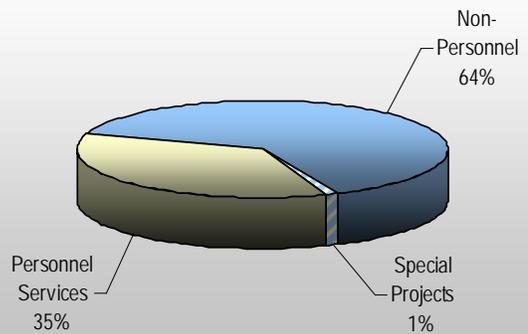
BUDGET SUMMARY BY DIVISION

	Actual 2006/07	Actual 2007/08	Budgeted 2008/09	Budgeted 2009/10	Change
Administration	471,928	469,370	426,110	391,802	-8.05%
Property Management	206,513	386,460	482,294	134,661	-72.08%
Building Services	3,901,338	4,934,844	5,120,374	4,015,484	-21.58%
Central Garage	6,594,850	7,525,088	7,780,812	8,325,435	7.00%
Managed Facilities	245,668	206,001	216,489	191,489	-11.55%
Energy Retrofit	128,872	65,102	-	-	---
Publishing Services	594,786	563,958	604,303	387,799	-35.83%
Current Operations Budget	\$ 12,143,958	\$ 14,150,823	\$ 14,630,382	\$ 13,446,670	-8.09%

BUDGET BY DIVISION



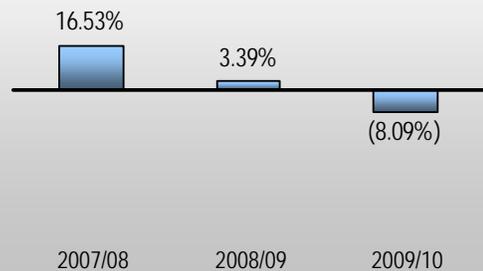
BUDGET BY CATEGORY



HISTORICAL BUDGET (MILLIONS)



HISTORICAL BUDGET INCREASE (OVER PRIOR FISCAL YEAR)



GENERAL SERVICES DEPARTMENT

BUDGET SUMMARY BY BUDGET CATEGORY

	Actual 2006/07	Actual 2007/08	Budgeted 2008/09	Budgeted 2009/10	Change
Personnel Services	4,873,428	5,318,919	5,440,798	4,772,608	-12.28%
Non-Personnel	7,047,125	8,659,803	9,004,584	8,530,416	-5.27%
Special Projects	223,405	172,101	185,000	143,646	-22.35%
Current Operations Budget	\$ 12,143,958	\$ 14,150,823	\$ 14,630,382	\$ 13,446,670	-8.09%
Equipment Outlay	1,623,075	650,729	980,706	1,251,960	27.66%
Debt Service	935,486	796,854	67,655	79,927	18.14%
Operating Grants	-	-	-	-	---
Capital Outlay & Grants	9,602,416	8,866,578	686,000	615,000	-10.35%
Charges From Others	4,073,187	6,398,318	2,848,432	2,077,776	-27.06%
Charges To Others	(10,353,185)	(14,924,269)	(8,847,318)	(6,961,159)	-21.32%
Total Budget	\$ 18,024,937	\$ 15,939,033	\$ 10,365,857	\$ 10,510,174	1.39%

SUMMARY OF SIGNIFICANT BUDGET ADJUSTMENTS – PRIOR YEAR TO CURRENT YEAR

Personnel Adjustments

- 1.30 part-time General Service Worker positions were added in the Building Maintenance Division to minimize outside costs associated with cleaning City Hall and improve efficiencies.
- One Senior Printing Services Operator position was deleted and one Offset Duplicate Equipment Operator II position was added in the Publishing Services Division to reflect realigned Division priorities and staffing requirements.
- Various vacant positions were unfunded as part of the strategy to balance the General Fund budget.

Other Adjustments

- Parking spaces for City employees formerly budgeted in the Property Management Division and allocated to other departments through the Cost Allocation Plan have been moved to the Public Works Department.
- The budget for the Shopping Center partially occupied by the Magnolia Police Department facility was consolidated into the Building Maintenance budget.
- The building improvement budget was temporarily reduced to assist with balancing the General Fund budget.
- The budget for fuel was increased by \$400,000 to account for increasing fuel costs.

Departmental Budget Detail

Department / Section: General Services / General Services-Administratn
101 - 220000

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
411100	2200000	Salaries-Regular	293,050	254,584	254,584	255,667	%
411110	2200000	Salaries-Temp & Part Time	10,419	0	0	0	---
412000	2200000	Emp Pension & Benefits	109,458	106,039	106,039	103,333	(2) %
413120	2200000	OT at 1.5 Rate	227	0	0	0	---
Personnel Services Total			413,155	360,623	360,623	359,000	() %
421000	2200000	Professional Services	10	7,050	7,050	0	---
422000	2200000	Utility Services	6,005	4,666	4,666	4,500	(3) %
423000	2200000	Rentals & Transport	4,725	12,875	12,875	5,350	(58) %
424000	2200000	Maint & Repairs	271	100	2,522	100	%
425000	2200000	Office Exp & Supplies	901	1,145	1,145	1,145	%
425200	2200000	Periodicals/Dues	0	250	250	250	%
426000	2200000	Materials & Supplies	2,131	400	400	700	75 %
427200	2200000	Training	54	1,800	1,800	300	(83) %
428400	2200000	Insurance/All Other	8,818	2,201	2,201	1,811	(17) %
Non-personnel Expenses Total			22,920	30,487	32,909	14,156	(53) %
450050	2200000	CATV Public Access Prog	30,877	25,000	111,382	13,646	(45) %
450052	2200000	Commission on Disabilities	2,416	10,000	15,000	5,000	(50) %
Special Projects Total			33,294	35,000	126,382	18,646	(46) %
881100	2200000	General Fund Allocation Chgs	225,099	186,644	186,644	45,624	(75) %
882101	2200000	Annual Utilization Chgs 101 Fd	0	0	0	3,658	---
Charges From Others Total			225,099	186,644	186,644	49,282	(73) %
891100	2200000	General Fund Allocation Chrges	(785,205)	(592,085)	(592,085)	(441,084)	(25) %
Charges to Others Total			(785,205)	(592,085)	(592,085)	(441,084)	(25) %
Total Budget Requirements			(90,735)	20,669	114,473	0	---

Departmental Budget Detail

Department / Section: General Services / General Serv-Property Mgmt
101 - 220500

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
411100	2205000	Salaries-Regular	125,981	133,334	133,334	84,250	(36) %
412000	2205000	Emp Pension & Benefits	46,569	55,582	55,582	35,929	(35) %
Personnel Services Total			172,550	188,916	188,916	120,179	(36) %
421000	2205000	Professional Services	258	2,000	2,000	500	(75) %
422000	2205000	Utility Services	2,357	941	941	941	%
423000	2205000	Rentals & Transport	139,668	156,620	159,090	5,800	(96) %
424000	2205000	Maint & Repairs	1,551	1,250	1,250	0	---
425000	2205000	Office Exp & Supplies	7,436	9,825	9,825	3,925	(60) %
425200	2205000	Periodicals/Dues	0	2,120	2,120	120	(94) %
426000	2205000	Materials & Supplies	4,518	6,700	6,700	1,700	(74) %
427200	2205000	Training	200	3,850	3,850	850	(77) %
428400	2205000	Insurance/All Other	3,054	851	851	592	(30) %
428420	2205000	Insurance Charges - Direct	46	54	54	54	%
447100	2205000	Taxes and Assessments	12,074	11,477	0	0	---
Non-personnel Expenses Total			171,166	195,688	186,681	14,482	(92) %
881100	2205000	General Fund Allocation Chgs	72,288	48,473	48,473	7,869	(83) %
Charges From Others Total			72,288	48,473	48,473	7,869	(83) %
891100	2205000	General Fund Allocation Chrges	(429,711)	(411,466)	(411,466)	(142,530)	(65) %
Charges to Others Total			(429,711)	(411,466)	(411,466)	(142,530)	(65) %
Total Budget Requirements			(13,706)	21,611	12,604	0	---

Departmental Budget Detail

Department / Section: General Services / Gen.Serv-Prop. Serv.-Mag Prop.
101 - 220510

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
413120	2205100	OT at 1.5 Rate	432	0	0	0	---
Personnel Services Total			432	0	0	0	---
421000	2205100	Professional Services	41,619	97,690	97,690	0	---
422000	2205100	Utility Services	691	0	0	0	---
Non-personnel Expenses Total			42,310	97,690	97,690	0	---
470020	2205100	Buildings/Structures Improveme	15,961	16,000	15,969	0	---
Grants & Capital Outlay Total			15,961	16,000	15,969	0	---
881100	2205100	General Fund Allocation Chgs	132	38	38	0	---
882101	2205100	Annual Utilization Chgs 101 Fd	1,050,000	0	0	0	---
Charges From Others Total			1,050,132	38	38	0	---
Total Budget Requirements			1,108,837	113,728	113,697	0	---

Departmental Budget Detail

Department / Section: General Services / Gen Svs-Bldg Svs-Maintenance

101 - 221000

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
411100	2210000	Salaries-Regular	1,101,765	1,185,681	1,185,681	839,259	(29) %
411110	2210000	Salaries-Temp & Part Time	9,503	0	0	0	---
411410	2210000	Vacation Payoff	5,804	0	0	0	---
411420	2210000	Sick Leave Payoff	1,004	0	0	0	---
412000	2210000	Emp Pension & Benefits	420,176	470,288	470,288	305,625	(35) %
413110	2210000	OT at Straight Time	11,046	10,000	10,000	10,000	%
413120	2210000	OT at 1.5 Rate	257,180	40,000	40,000	40,000	%
413130	2210000	OT at Double Time Rate	18,072	2,000	2,000	2,000	%
Personnel Services Total			1,824,554	1,707,969	1,707,969	1,196,884	(29) %
421000	2210000	Professional Services	958,593	1,188,800	1,540,020	780,473	(34) %
422000	2210000	Utility Services	64,589	74,597	74,597	67,600	(9) %
422200	2210000	Electric	140,810	130,400	130,400	130,400	%
422500	2210000	Water	9,862	8,100	8,100	15,100	86 %
422700	2210000	Refuse/Disposal Fees	0	1,200	1,200	1,200	%
423000	2210000	Rentals & Transport	243,532	201,100	201,100	121,100	(39) %
424000	2210000	Maint & Repairs	346,808	498,350	556,504	491,250	(1) %
424000	9781500	Homeless Acquisition - Hulen	7,744	0	(78)	0	---
425000	2210000	Office Exp & Supplies	10,321	9,000	9,000	7,300	(18) %
425200	2210000	Periodicals/Dues	176	500	500	500	%
426000	2210000	Materials & Supplies	61,880	25,500	25,500	32,600	27 %
427200	2210000	Training	868	6,000	6,000	3,000	(50) %
428400	2210000	Insurance/All Other	48,153	7,137	7,137	5,747	(19) %
428420	2210000	Insurance Charges - Direct	619	829	829	829	%
Non-personnel Expenses Total			1,893,961	2,151,513	2,560,809	1,657,099	(22) %
462100	2210000	Automotive Equipment	0	30,000	0	0	---
Equipment Outlay Total			0	30,000	0	0	---
440301	2210000	City Funds	160	0	0	0	---
440301	9778100	City Hall Elevator Modern.	197,664	0	10,725	0	---
440301	9815800	Mahatma Gandhi Monument	0	0	25,731	0	---
470020	2210000	Buildings/Structures Improve	327,814	500,000	798,579	300,000	(40) %
470040	2210000	Roof Replacement	0	0	6,838	0	---
470050	2210000	Air Conditioning & Heating	35,653	30,000	30,000	15,000	(50) %
470070	2210000	Carpet/Drapes/Floor Replmnt	84,241	0	27,964	0	---
470170	2210000	All Other Improvements	145,630	0	50,452	0	---
Grants & Capital Outlay Total			791,164	530,000	950,290	315,000	(40) %
881100	2210000	General Fund Allocation Chgs	507,195	436,850	436,850	170,407	(60) %
882101	2210000	Annual Utilization Chgs 101 Fd	1,938,886	202,584	202,584	61,181	(69) %
882260	2210000	Annual Utilization Chgs 260 Fd	6,999	7,000	7,000	48,430	591 %
882510	2210000	Annual Utilization Chgs 510 Fd	4,596	4,596	4,596	4,596	%
884101	2210000	General Fund Charges	0	4,000	4,000	4,000	%
Charges From Others Total			2,457,677	655,030	655,030	288,614	(55) %
891100	2210000	General Fund Allocation Chrges	(6,564,444)	(4,796,349)	(4,796,349)	(3,397,597)	(29) %
892101	2210000	Annual Utiliztn Chgs to 101 Fd	(186,999)	0	0	0	---
892510	2210000	Annual Utiliztn Chgs to 510 Fd	(12,999)	0	0	0	---
892570	2210000	Utilization Chgs to 570 Fund	(60,000)	(60,000)	(60,000)	(60,000)	%
892640	2210000	Annual Utiliztn Chgs to 640 Fd	(6,000)	0	0	0	---

Departmental Budget Detail

Department / Section: General Services / Gen Svs-Bldg Svs-Maintenance
101 - 221000

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
894101	2210000	Interfund Svcs-General Fund	(91,576)	0	0	0	---
894510	2210000	Interfund Svcs-Electric Fund	(23,311)	0	0	0	---
894530	2210000	Interfund Svcs-Airport	(65)	0	0	0	---
894540	2210000	Interfund Svcs-Refuse Fund	(258)	0	0	0	---
894650	2210000	Interfund Svcs-Central Garage	(152)	0	0	0	---
Charges to Others Total			(6,945,809)	(4,856,349)	(4,856,349)	(3,457,597)	(28) %
Total Budget Requirements			21,548	218,163	1,017,749	0	---

Departmental Budget Detail

Department / Section: General Services / Gen Svs-Bldg Svs-City Hall Occ
101 - 221020

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
411100	2210200	Salaries-Regular	100	0	0	0	---
413120	2210200	OT at 1.5 Rate	8,138	0	0	0	---
Personnel Services Total			8,239	0	0	0	---
421000	2210200	Professional Services	474,533	568,357	602,251	539,690	(5) %
422000	2210200	Utility Services	48,282	28,997	28,997	30,697	5 %
422200	2210200	Electric	350,623	400,000	400,000	400,000	%
422500	2210200	Water	15,046	9,800	9,800	16,000	63 %
422700	2210200	Refuse/Disposal Fees	20,825	17,800	17,800	20,000	12 %
424000	2210200	Maint & Repairs	133,330	44,300	53,495	43,600	(1) %
425000	2210200	Office Exp & Supplies	694	0	0	0	---
426000	2210200	Materials & Supplies	20,739	20,500	20,500	20,500	%
428420	2210200	Insurance Charges - Direct	85,866	91,014	91,014	91,014	%
Non-personnel Expenses Total			1,149,943	1,180,768	1,223,857	1,161,501	(1) %
462200	2210200	Machinery & Eqment	0	0	6,700	0	---
Equipment Outlay Total			0	0	6,700	0	---
881100	2210200	General Fund Allocation Chgs	45,618	76,922	76,922	89,612	16 %
882101	2210200	Annual Utilization Chgs 101 Fd	742,006	689,828	689,828	635,892	(7) %
882510	2210200	Annual Utilization Chgs 510 Fd	2,340	2,340	2,340	2,340	%
Charges From Others Total			789,964	769,090	769,090	727,844	(5) %
891100	2210200	General Fund Allocation Chrges	(1,790,874)	(1,879,011)	(1,879,011)	(1,889,345)	%
Charges to Others Total			(1,790,874)	(1,879,011)	(1,879,011)	(1,889,345)	%
Total Budget Requirements			157,272	70,847	120,636	0	---

Departmental Budget Detail

Department / Section: General Services / Gen Svcs-Bldg Svcs-Capital Imp
101 - 221040

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
413120	2210400	OT at 1.5 Rate	4,037	0	0	0	---
Personnel Services Total			4,037	0	0	0	---
440301	9784600	2005 City Hall Renovation	21,465	0	0	0	---
440301	9794400	Corp Yard Roof Replacement	0	0	5	0	---
440301	9794500	Heliport Roof PD	0	0	12,699	0	---
440301	9794600	Magnolia Gender Privacy Imp FD	115,210	0	0	0	---
440301	9794700	Fire Station Pkg Lots	0	0	13,348	0	---
440301	9794800	ADA Accessibility	7,600	0	142,400	0	---
440301	9794900	Corp Yard Pkg Lot PH 4	0	0	166,000	0	---
440301	9795100	Municipal Auditorium Roof	0	0	110,000	0	---
440301	9795300	Lincoln PD Garage Roof	0	0	12,000	0	---
440301	9795900	Lincoln Stn PD Tile Floor	0	0	10,000	0	---
440301	9810200	Fire Station #9-Relocaion	59,202	0	5,273	0	---
440301	9816900	City Hall Generator 2007-2008	92,661	0	120,684	0	---
440301	9817000	Corporation Yard Security Impr	24,505	0	75,494	0	---
463400	9118030	City Hall Improvements	1,704,776	0	25,744	0	---
463400	9118035	City Hall Improvements-2008	0	0	1,010,307	0	---
463400	9118060	Arlington Branch Library	939,461	0	0	0	---
470170	2210400	All Other Improvements	2,286,626	140,000	970,102	0	---
470170	9822000	Lincoln PD Improvements	39,670	0	329	0	---
470171	2210400	All Other Improvements-Special	1,135	0	4,115	0	---
Grants & Capital Outlay Total			5,292,315	140,000	2,678,502	0	---
892101	2210400	Annual Utiliztn Chgs to 101 Fd	(3,313,002)	(100,000)	(100,000)	0	---
892650	2210400	Annual Utiliztn Chgs to 650 Fd	0	(40,000)	(40,000)	0	---
Charges to Others Total			(3,313,002)	(140,000)	(140,000)	0	---
Total Budget Requirements			1,983,349	0	2,538,502	0	---

Departmental Budget Detail

Department / Section: General Services / Gen Svs-Bldg Svs-Transport Ctr
101 - 221050

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
421000	2210500	Professional Services	21,398	35,900	39,518	0	---
422000	2210500	Utility Services	4,838	3,700	3,700	0	---
422200	2210500	Electric	22,876	26,700	26,700	0	---
422500	2210500	Water	2,067	1,500	1,500	0	---
422700	2210500	Refuse/Disposal Fees	1,532	3,300	3,300	0	---
424000	2210500	Maint & Repairs	195	7,200	7,213	0	---
426000	2210500	Materials & Supplies	765	1,400	1,400	0	---
428420	2210500	Insurance Charges - Direct	434	424	424	0	---
Non-personnel Expenses Total			54,107	80,124	83,756	0	---
881100	2210500	General Fund Allocation Chgs	37,530	27,101	27,101	0	---
Charges From Others Total			37,530	27,101	27,101	0	---
891100	2210500	General Fund Allocation Chrges	(57,906)	(57,195)	(57,195)	0	---
Charges to Others Total			(57,906)	(57,195)	(57,195)	0	---
Total Budget Requirements			33,730	50,030	53,662	0	---

Departmental Budget Detail

Department / Section: General Services / General Svcs-Managed Facility
101 - 222000

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
422000	2220000	Utility Services	39,000	36,000	36,000	36,000	%
428420	2220000	Insurance Charges - Direct	28,194	30,489	30,489	30,489	%
Non-personnel Expenses Total			67,194	66,489	66,489	66,489	---
450050	2220000	CATV Public Access Prog	0	0	67	0	---
450112	2220000	Municipal Aud Improvement	6,861	50,000	30,440	25,000	(50) %
450310	2220000	Convention Center Improvements	101,238	50,000	50,000	50,000	%
450320	2220000	Convention Ctr Minor Repairs	30,700	50,000	201,900	50,000	%
450336	2220000	Muni Aud-Lower Level & Garden	6	0	0	0	---
Special Projects Total			138,807	150,000	282,407	125,000	(16) %
881100	2220000	General Fund Allocation Chgs	231,795	237,369	237,369	118,260	(50) %
Charges From Others Total			231,795	237,369	237,369	118,260	(50) %
Total Budget Requirements			437,796	453,858	586,265	309,749	(31) %

Departmental Budget Detail

Department / Section: General Services / Gen. Serv.-Energy Retrofit
101 - 222500

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
421000	2225000	Professional Services	65,102	0	43,656	0	---
Non-personnel Expenses Total			65,102	0	43,656	0	---
481000	2225000	Principal	657,094	0	0	0	---
482000	2225000	Interest	66,854	0	0	0	---
Debt Service Total			723,949	0	0	0	---
881100	2225000	General Fund Allocation Chgs	6,129	0	0	0	---
Charges From Others Total			6,129	0	0	0	---
892101	2225000	Annual Utiliztn Chgs to 101 Fd	(606,922)	0	0	0	---
892510	2225000	Annual Utiliztn Chgs to 510 Fd	(936)	0	0	0	---
892550	2225000	Annual Utiliztn Chgs to 550 Fd	(47,812)	0	0	0	---
Charges to Others Total			(655,671)	0	0	0	---
Total Budget Requirements			139,509	0	43,656	0	---

Departmental Budget Detail

Department / Section: General Services / General Sev-Publishing Svcs
101 - 223000

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
411100	2230000	Salaries-Regular	205,355	221,292	221,292	174,993	(20) %
412000	2230000	Emp Pension & Benefits	77,692	90,727	90,727	63,231	(30) %
413120	2230000	OT at 1.5 Rate	6,742	10,900	10,900	10,900	%
Personnel Services Total			289,790	322,919	322,919	249,124	(22) %
421000	2230000	Professional Services	20,893	1,650	1,650	2,000	21 %
422000	2230000	Utility Services	2,539	144	144	550	281 %
423000	2230000	Rentals & Transport	8,320	10,275	10,275	12,275	19 %
424000	2230000	Maint & Repairs	87,644	164,560	165,390	20,500	(87) %
425000	2230000	Office Exp & Supplies	86,909	3,768	3,768	11,980	217 %
426000	2230000	Materials & Supplies	59,404	99,575	99,611	90,125	(9) %
427200	2230000	Training	220	0	0	0	---
428400	2230000	Insurance/All Other	8,236	1,412	1,412	1,245	(11) %
Non-personnel Expenses Total			274,168	281,384	282,251	138,675	(50) %
462200	2230000	Machinery & Eqment	15,023	0	0	0	---
463300	2230000	Office Furniture & Equip-Cap	64,570	125,370	112,100	220,000	75 %
Equipment Outlay Total			79,593	125,370	112,100	220,000	75 %
881100	2230000	General Fund Allocation Chgs	183,775	144,459	144,459	79,066	(45) %
Charges From Others Total			183,775	144,459	144,459	79,066	(45) %
891100	2230000	General Fund Allocation Chrges	(497,553)	(368,812)	(368,812)	(247,271)	(32) %
894003	2230000	Print Shop Services	(377,533)	0	0	0	---
894101	2230000	Interfund Svcs-General Fund	0	(358,929)	(358,929)	(439,594)	22 %
894170	2230000	Interfund Svcs-Development	0	(12,269)	(12,269)	0	---
894220	2230000	Interfund Svcs-CDBG Fund	0	(12,269)	(12,269)	0	---
894240	2230000	Interfund Svcs-Air Quality Imp	0	(4,090)	(4,090)	0	---
894510	2230000	Interfund Svcs-Electric Fund	0	(43,168)	(43,168)	0	---
894511	2230000	Interfund Svcs-Pub Benefits Fd	0	(818)	(818)	0	---
894520	2230000	Interfund Svcs-Water Fund	0	(11,533)	(11,533)	0	---
894530	2230000	Interfund Svcs-Airport	0	(491)	(491)	0	---
894540	2230000	Interfund Svcs-Refuse Fund	0	(12,514)	(12,514)	0	---
894550	2230000	Interfund Svcs-Sewer Fund	0	(6,341)	(6,341)	0	---
894560	2230000	Interfund Svcs-Special	0	(1,227)	(1,227)	0	---
894570	2230000	Interfund Services to 570 Fund	0	(2,086)	(2,086)	0	---
894610	2230000	Interfund Svcs-Special Trans	0	(2,945)	(2,945)	0	---
894640	2230000	Interfund Svcs-Central Stores	0	(1,530)	(1,530)	0	---
894650	2230000	Interfund Svcs-Central Garage	0	(1,472)	(1,472)	0	---
Charges to Others Total			(875,086)	(840,494)	(840,494)	(686,865)	(18) %
Total Budget Requirements			(47,758)	33,638	21,235	0	---

Departmental Budget Detail

Department / Section: General Services / General Svcs-Debt
101 - 229000

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
882101	2290000	Annual Utilization Chgs 101 Fd	0	45,718	45,718	43,738	(4) %
		Charges From Others Total	0	45,718	45,718	43,738	(4) %
891100	2290000	General Fund Allocation Chrges	0	(45,718)	(45,718)	(43,738)	(4) %
		Charges to Others Total	0	(45,718)	(45,718)	(43,738)	(4) %
Total Budget Requirements			0	0	0	0	---

Departmental Budget Detail

Department / Section: General Services / General Svcs-Capital
101 - 229500

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
462100	2295000	Automotive Equipment	16,931	25,000	0	0	---
462200	2295000	Machinery & Eqment	6,778	0	0	0	---
Equipment Outlay Total			23,709	25,000	0	0	---
892101	2295000	Annual Utiliztn Chgs to 101 Fd	(70,999)	(25,000)	(25,000)	0	---
Charges to Others Total			(70,999)	(25,000)	(25,000)	0	---
Total Budget Requirements			(47,290)	0	(25,000)	0	---

Departmental Budget Detail

Department / Section: General Services / 2007-COPS-General Svcs
401 - 226500

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
463400	9801100	City Hall 1st & 2nd Floor Reno	2,767,137	0	(314,982)	0	---
463400	9801110	City Hall Improvements-PH 3	0	0	1,010,307	0	---
463400	9801120	Other City Hall Improvements	0	0	1,450,366	0	---
463400	9832800	Gender Imprvmnts-Magnolia FS	0	0	876,300	0	---
Grants & Capital Outlay Total			2,767,137	0	3,021,991	0	---
Total Budget Requirements			2,767,137	0	3,021,991	0	---

Departmental Budget Detail

Department / Section: General Services / Gen Svs-Central Garage
650 - 221500

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
411100	2215000	Salaries-Regular	1,570,979	1,680,505	1,680,505	1,663,076	(1) %
411110	2215000	Salaries-Temp & Part Time	44	0	0	0	---
411310	2215000	Night Shift Premium	29,908	34,320	34,320	34,302	() %
411320	2215000	Temp Foreman Pay-Extra 5%	9,760	8,601	8,601	8,601	%
411410	2215000	Vacation Payoff	0	5,000	5,000	5,000	%
411420	2215000	Sick Leave Payoff	0	600	600	600	%
412000	2215000	Emp Pension & Benefits	664,186	779,368	779,368	767,137	(1) %
413110	2215000	OT at Straight Time	187	0	0	0	---
413120	2215000	OT at 1.5 Rate	27,612	10,000	10,000	20,000	100 %
413130	2215000	OT at Double Time Rate	346	0	0	0	---
Personnel Services Total			2,303,025	2,518,394	2,518,394	2,498,716	() %
421000	2215000	Professional Services	3,212	57,803	107,803	57,803	%
422000	2215000	Utility Services	11,595	2,771	2,771	5,151	85 %
422200	2215000	Electric	0	60,000	60,000	60,000	%
422700	2215000	Refuse/Disposal Fees	7,128	21,000	21,000	21,000	%
423000	2215000	Rentals & Transport	29,271	29,400	29,400	40,400	37 %
424000	2215000	Maint & Repairs	1,322,706	1,367,320	1,430,702	1,367,820	%
425000	2215000	Office Exp & Supplies	12,867	11,750	11,750	11,250	(4) %
426000	2215000	Materials & Supplies	117,450	114,628	115,828	132,248	15 %
427100	2215000	Travel & Meeting	241	0	0	0	---
427200	2215000	Training	7,162	25,000	28,398	25,000	%
428400	2215000	Insurance/All Other	25,996	22,419	22,419	35,139	56 %
428420	2215000	Insurance Charges - Direct	630	814	814	814	%
Non-personnel Expenses Total			1,538,264	1,712,905	1,830,886	1,756,625	2 %
462200	2215000	Machinery & Eqment	52,011	48,960	54,729	48,960	%
462300	2215000	Office Furniture & Equipment	609	0	0	0	---
462308	2215000	Office Furn & Eq-Computer Acqu	12,677	6,000	6,000	0	---
Equipment Outlay Total			65,298	54,960	60,729	48,960	(10) %
481000	2215000	Principal	15,644	12,243	12,243	23,320	90 %
482000	2215000	Interest	57,261	55,412	55,412	56,607	2 %
Debt Service Total			72,905	67,655	67,655	79,927	18 %
440220	9323500	SCAQMD-Heavy Duty Vehicles	0	0	112,500	0	---
440301	9835900	Corp Yard Wash Rack	0	0	0	300,000	---
Grants & Capital Outlay Total			0	0	112,500	300,000	---
881100	2215000	General Fund Allocation Chgs	993,901	510,654	510,654	443,132	(13) %
882101	2215000	Annual Utilization Chgs 101 Fd	0	0	0	21,391	---
882510	2215000	Annual Utilization Chgs 510 Fd	4,596	4,596	4,596	4,596	%
Charges From Others Total			998,497	515,250	515,250	469,119	(8) %
892510	2215000	Annual Utiliztn Chgs to 510 Fd	0	0	0	(75,000)	---
892520	2215000	Annual Utiliztn Chgs to 520 Fd	0	0	0	(75,000)	---
892540	2215000	Annual Utiliztn Chgs to 540 Fd	0	0	0	(75,000)	---
892560	2215000	Utilization Chgs to 560 Fund	0	0	0	(75,000)	---
Charges to Others Total			0	0	0	(300,000)	---

Departmental Budget Detail

Department / Section: General Services / Gen Svs-Central Garage
650 - 221500

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
		Total Budget Requirements	4,977,992	4,869,164	5,105,414	4,853,347	() %

Departmental Budget Detail

Department / Section: General Services / Gen Svs-Cntrl Gar-Auto Stores
650 - 221510

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
411100	2215100	Salaries-Regular	210,161	214,532	214,532	215,720	%
411310	2215100	Night Shift Premium	6,094	5,400	5,400	10,800	100 %
411320	2215100	Temp Foreman Pay-Extra 5%	453	0	0	0	---
411410	2215100	Vacation Payoff	0	13,040	13,040	12,000	(7) %
411420	2215100	Sick Leave Payoff	0	7,290	7,290	6,500	(10) %
412000	2215100	Emp Pension & Benefits	85,009	99,215	99,215	96,685	(2) %
413110	2215100	OT at Straight Time	6	0	0	0	---
413120	2215100	OT at 1.5 Rate	1,406	2,500	2,500	7,000	180 %
Personnel Services Total			303,132	341,977	341,977	348,705	1 %
421000	2215100	Professional Services	879	1,700	1,700	1,700	%
422000	2215100	Utility Services	2,144	1,344	1,344	1,344	%
423000	2215100	Rentals & Transport	5,842	10,700	10,700	10,200	(4) %
424000	2215100	Maint & Repairs	82,589	57,050	57,050	104,050	82 %
425000	2215100	Office Exp & Supplies	3,007	5,500	5,500	5,500	%
426000	2215100	Materials & Supplies	10,823	12,600	12,600	28,550	126 %
427200	2215100	Training	0	500	500	500	%
428400	2215100	Insurance/All Other	3,121	3,142	3,142	4,545	44 %
Non-personnel Expenses Total			108,408	92,536	92,536	156,389	69 %
462100	2215100	Automotive Equipment	0	0	0	225,000	---
462200	2215100	Machinery & Eqment	4,635	0	0	0	---
Equipment Outlay Total			4,635	0	0	225,000	---
881100	2215100	General Fund Allocation Chgs	116,475	55,810	55,810	91,416	63 %
882101	2215100	Annual Utilization Chgs 101 Fd	0	40,000	40,000	0	---
Charges From Others Total			116,475	95,810	95,810	91,416	(4) %
Total Budget Requirements			532,650	530,323	530,323	821,510	54 %

Departmental Budget Detail

Department / Section: General Services / Gen Svs-Cntrl Gar-Motor Pool
650 - 221520

Object	GL Key	Description	Actual 2007/08	Budgeted 2008/09	Amended 2008/09	Requested 2009/10	% Budget Change
423000	2215200	Rentals & Transport	12,476	15,000	15,000	15,000	%
424000	2215200	Maint & Repairs	1,683,416	1,700,000	1,700,000	1,750,000	2 %
426000	2215200	Materials & Supplies	1,576,364	1,400,000	1,400,000	1,800,000	28 %
Non-personnel Expenses Total			3,272,257	3,115,000	3,115,000	3,565,000	14 %
462100	2215200	Automotive Equipment	477,492	745,376	1,133,913	758,000	1 %
Equipment Outlay Total			477,492	745,376	1,133,913	758,000	1 %
881100	2215200	General Fund Allocation Chgs	228,951	123,450	123,450	202,568	64 %
Charges From Others Total			228,951	123,450	123,450	202,568	64 %
Total Budget Requirements			3,978,701	3,983,826	4,372,363	4,525,568	13 %

This Page Intentionally Left Blank