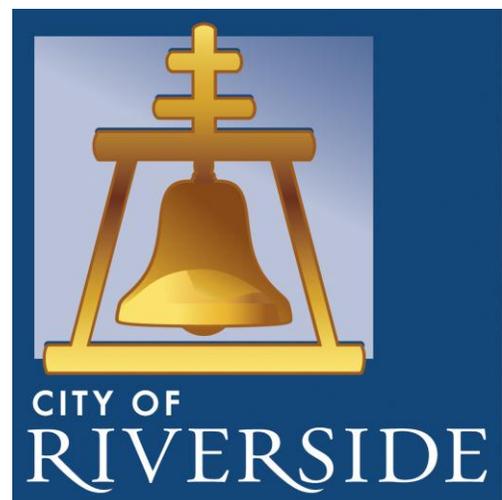


GENERAL SERVICES DEPARTMENT

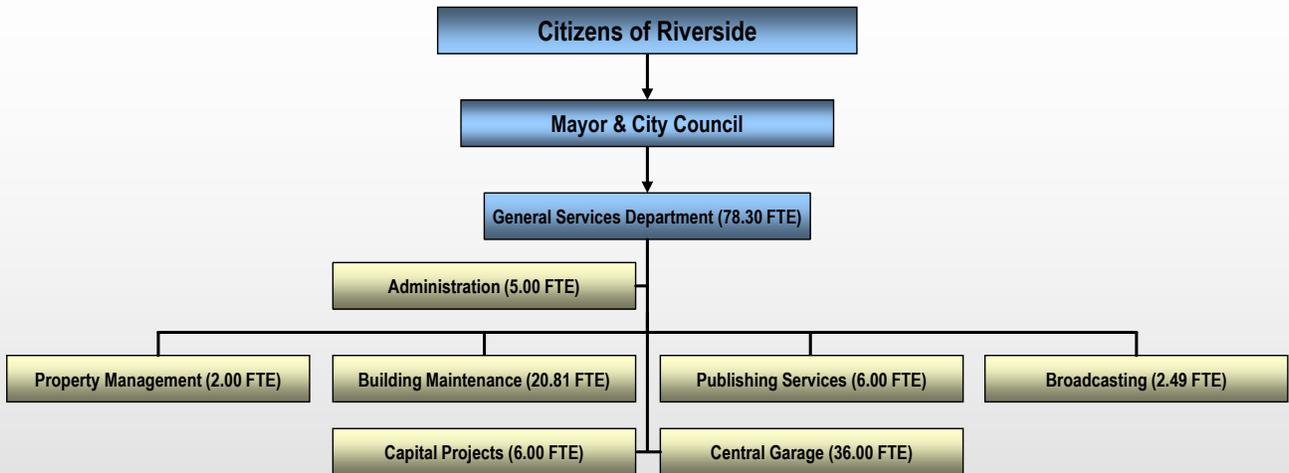
MISSION STATEMENT

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.

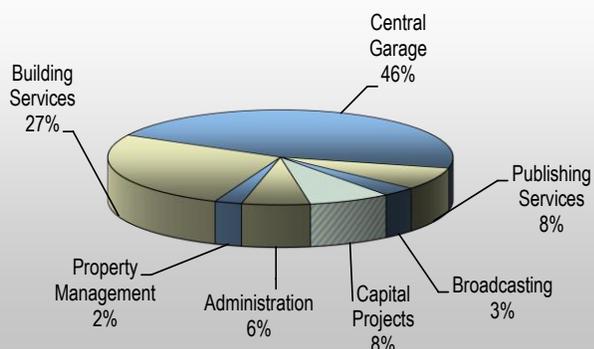


GENERAL SERVICES DEPARTMENT

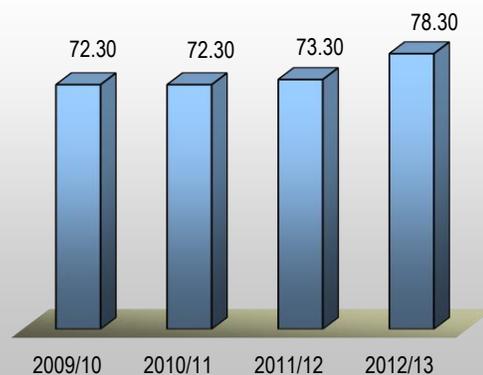
DEPARTMENT ORGANIZATIONAL CHART



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, Broadcast Services, Capital Projects 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.

The Broadcast Services Division provides live and recorded programming all day, every day, to city cable subscribers. It focuses on governmental meetings and news events, but also offers various programs highlighting the many aspects of living and working in Riverside.

The Capital Projects Division facilitates new construction and rehabilitation of public development projects in various areas of the city. 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 2009/10	Budgeted 2010/11	Budgeted 2011/12	Budgeted 2012/13	Change
Administration	5.00	5.00	5.00	5.00	-
Property Management	2.00	2.00	2.00	2.00	-
Building Services	23.30	23.30	21.81	20.81	(1.00)
Central Garage					
Central Garage	31.00	28.00	28.00	28.00	-
Auto Stores	5.00	6.00	6.00	6.00	-
Motor Pool	-	2.00	2.00	2.00	-
Publishing Services	6.00	6.00	6.00	6.00	-
Broadcasting	-	-	2.49	2.49	-
Capital Projects	-	-	-	6.00	6.00
Total Personnel	72.30	72.30	73.30	78.30	5.00

GENERAL SERVICES DEPARTMENT

DEPARTMENT GOALS

1. 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.
2. To research and develop environmentally friendly construction practices that implement supplemental energy sources, such as cool roofs, voltaic panels, water reclamation systems, and natural grading and bio swales for ground water clarification.
3. To provide capital projects that will assist in the development and enhancement of City facilities.
4. To support the advancement of mechanics' skills by continuing to promote the Automotive Service Excellence (ASE) Certification Program and continued recognition as a Blue Seal of Excellence shop.
5. To provide the Community with award-winning, timely programming about Riverside and its programs and projects on the GTV channel.

FISCAL YEAR 2011/12 DEPARTMENT ACCOMPLISHMENTS

Accomplishment	Related Goal	Related City Council Goal	Related Seizing Our Destiny Strategic Route
1 Completed the Corporation Yard facility renovation.	Goal #1 / Goal #2	Economic Development/ Livable Communities	Green
2 Won grants to promote air quality that offset the cost of Alternative Fuel Vehicles and infrastructure.	Goal #1 / Goal #2	Env. Leadership / Transportation / Livable Communities	Economy / Green / Community
3 Achieved replacement of the City Hall Domestic Water Pump (grant-funded).	Goal #1 / Goal #2	Environmental Leadership	Economy / Green
4 Completed renovation of the Hyatt Hotel.	Goal #1 / Goal #2 / Goal #3	Economic Development	Economy / Community
5 Completed Renovation of the Municipal Auditorium, Marcy Library and Municipal Metropolitan Museum.	Goal #1 / Goal #2 / Goal #3	Economic Development / Arts and Innovation	Creativity / Community
6 Achieved and maintained the ASE Blue Seal of Excellence Shop recognition.	Goal #4	Env. Leadership / Transportation	Learning / Green / Our Story
7 Increased broadcasting capabilities with live programming of events within the city, such as the State of the City, Festival of Lights and local athletic events.	Goal #5	Arts & Innovation	Entertainment / Recreation / Creativity / Community / Our Story
8 Won three STAR awards for GTV for excellence in government programming in California and Nevada in 22 categories.	Goal #5	Arts and Innovation / Economic Development	Our Story

GENERAL SERVICES DEPARTMENT

FISCAL YEAR 2012/13 DEPARTMENT OBJECTIVES

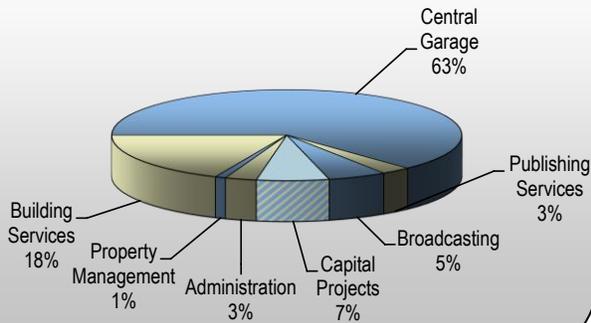
Objective	Related Goal	Related City Council Goal	Related Seizing Our Destiny Strategic Route
1 To complete renovation of the Magnolia Station Dispatch Data Center.	Goal #1 / Goal #2	Livable Communities	Community
2 To replace the HVAC system at the Utility Operations Center.	Goal #1 / Goal #2	Env. Leadership / Livable Communities	Community
3 To complete the design for the Main Library Renovation.	Goal #1 / Goal #2 / Goal #3	Economic Development / Env. Leadership / Livable Communities	Community / Learning
4 To complete the renovation of the Fox Entertainment Plaza.	Goal #1 / Goal #2 / Goal #3	Economic Development / Livable Communities / Arts and Innovation	Creativity / Our Story
5 To complete renovation of the downtown Fire Station.	Goal #1 / Goal #2 / Goal #3	Livable Communities	Community
6 To expand our alternative fuel infrastructure by installing an E85 fueling station.	Goal #1 / Goal #3	Env. Leadership / Transportation / Livable Communities	Economy / Green
7 To construct the Convention Center Renovation Project	Goal #2 / Goal #3	Economic Development	Economy / Green / Entertainment / Places
8 To complete the Special Transportation CNG Vehicle Repair Facility.	Goal #2 / Goal #3	Env. Leadership / Transportation / Livable Communities	Economy / Green / Entertainment / Places
9 To implement Wireless Automated Fueling (WAF) - requires no operator input when fueling vehicles, allows collection of vehicle information daily and tracks utilization information daily.	Goal #3	Env. Leadership / Transportation / Livable Communities	Economy / Green
10 To expand GTV programming while maintaining the quality/quantity of existing shows and increasing sponsorships.	Goal #5	Arts and Innovation / Economic Development	Our Story

GENERAL SERVICES DEPARTMENT

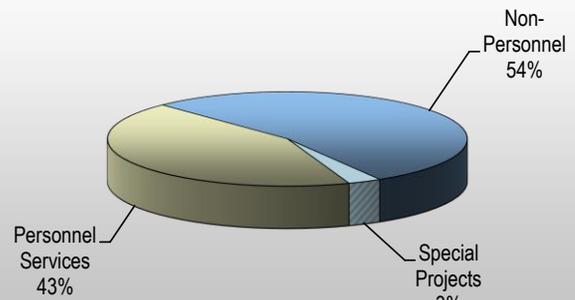
BUDGET SUMMARY BY DIVISION

	Actual 2009/10	Actual 2010/11	Budgeted 2011/12	Budgeted 2012/13	Change
Administration	465,623	536,103	405,273	405,776	0.12%
Property Management	129,489	131,399	137,628	136,204	-1.03%
Building Services	2,725,162	2,753,968	2,834,365	2,559,213	-9.71%
Central Garage	7,579,267	8,514,377	9,052,230	8,780,323	-3.00%
Publishing Services	292,608	323,643	387,816	384,784	-0.78%
Broadcasting	-	-	617,053	756,232	22.56%
Capital Projects	-	-	-	930,591	---
Current Operations Budget	\$ 11,192,151	\$ 12,259,491	\$ 13,434,365	\$ 13,953,123	3.86%

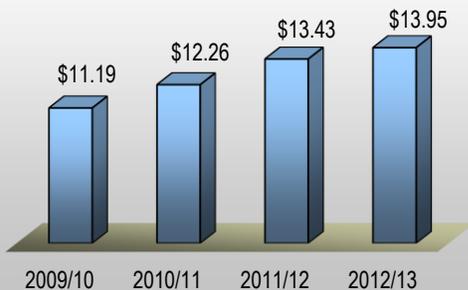
BUDGET BY DIVISION



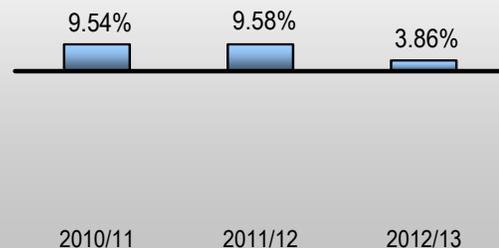
BUDGET BY CATEGORY



HISTORICAL BUDGET (MILLIONS)



HISTORICAL BUDGET INCREASE (OVER PRIOR FISCAL YEAR)



GENERAL SERVICES DEPARTMENT

BUDGET SUMMARY BY BUDGET CATEGORY

	Actual 2009/10	Actual 2010/11	Budgeted 2011/12	Budgeted 2012/13	Change
Personnel Services	5,061,005	4,926,594	5,384,562	6,042,114	12.21%
Non-Personnel	6,028,297	7,178,110	7,731,157	7,492,363	-3.09%
Special Projects	102,849	154,787	318,646	418,646	31.38%
Current Operations Budget	\$ 11,192,151	\$ 12,259,491	\$ 13,434,365	\$ 13,953,123	3.86%
Equipment Outlay	269,429	1,024,901	1,480,132	1,417,559	-4.23%
Debt Service	79,096	58,518	66,414	66,414	0.00%
Operating Grants	-	-	-	-	---
Capital Outlay & Grants	611,080	321,943	168,390	168,390	0.00%
Charges From Others	1,277,223	1,313,293	1,320,516	1,319,627	-0.07%
Charges To Others	(5,177,631)	(4,542,452)	(4,837,061)	(5,579,295)	15.34%
Total Budget	\$ 8,251,348	\$ 10,435,694	\$ 11,632,756	\$ 11,345,818	-2.47%

SUMMARY OF SIGNIFICANT BUDGET ADJUSTMENTS – PRIOR YEAR TO CURRENT YEAR

Personnel Adjustments

1. One Air Conditioning Technician position was transferred from the Building Services Division to the Parks, Recreation, and Community Services Department.
2. The Capital Projects Division was added and staffed with existing personnel transferred from the Development Department.
3. Various vacant positions were unfunded as part of the strategy to balance the General Fund budget.

Other Adjustments

1. The increase in the special projects budget is primarily attributable to an increase in appropriations from cable television (PEG) revenue.
2. The increase in the charges to others budget is the result of the addition of the Capital Projects Division, which charges time to capital projects.

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
411100	2200000	Salaries-Regular	262,983	265,997	265,997	268,361	%
412000	2200000	Emp Pension & Benefits	107,423	113,514	113,514	112,868	() %
413120	2200000	OT at 1.5 Rate	53	0	0	0	---
Personnel Services Total			370,460	379,511	379,511	381,229	%
421001	2200000	Prof Svcs - Admin	581	0	0	0	---
422000	2200000	Utility Services	1,673	4,500	4,500	4,500	%
423000	2200000	Rentals & Transport	5,639	5,200	5,200	5,200	%
424000	2200000	Maint & Repairs	0	100	100	100	%
425000	2200000	Office Exp & Supplies	486	1,395	1,395	1,395	%
425200	2200000	Periodicals/Dues	0	250	250	250	%
426000	2200000	Materials & Supplies	929	850	850	850	%
427200	2200000	Training	50	300	300	300	%
428400	2200000	Liability Insurance	2,194	8,167	8,167	6,952	(14) %
Non-personnel Expenses Total			11,554	20,762	20,762	19,547	(5) %
450050	2200000	CATV Public Access Prog	19,565	0	0	0	---
450052	2200000	Commission on Disabilities	3,687	5,000	5,000	5,000	%
450055	2200000	PEG Exp	133,783	0	116,362	0	---
450112	2200000	Municipal Aud Improvement	16	0	0	0	---
450320	2200000	Convention Ctr Minor Repairs	(2,963)	0	0	0	---
Special Projects Total			154,088	5,000	121,362	5,000	---
881100	2200000	General Fund Allocation Chgs	36,853	37,965	37,965	33,385	(12) %
882101	2200000	Annual Utilization Chgs 101 Fd	160	7,631	7,631	0	---
Charges From Others Total			37,013	45,596	45,596	33,385	(26) %
891100	2200000	General Fund Allocation Chrges	(442,441)	(450,869)	(450,869)	(439,161)	(2) %
894101	2200000	Interfund Svcs-General Fund	(348)	0	0	0	---
Charges to Others Total			(442,790)	(450,869)	(450,869)	(439,161)	(2) %
Total Budget Requirements			130,326	0	116,362	0	---

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
411100	2205000	Salaries-Regular	86,004	85,937	85,937	85,608	() %
412000	2205000	Emp Pension & Benefits	36,930	38,366	38,366	37,692	(1) %
Personnel Services Total			122,934	124,303	124,303	123,300	() %
421000	2205000	Professional Services	0	500	500	500	%
422000	2205000	Utility Services	422	941	941	941	%
423000	2205000	Rentals & Transport	5,917	6,000	6,000	6,000	%
425000	2205000	Office Exp & Supplies	821	1,825	1,825	1,825	%
425200	2205000	Periodicals/Dues	0	120	120	120	%
426000	2205000	Materials & Supplies	176	1,000	1,000	1,000	%
427200	2205000	Training	0	300	300	300	%
428400	2205000	Liability Insurance	717	2,639	2,639	2,218	(15) %
447100	2205000	Taxes and Assessments	408	0	0	0	---
Non-personnel Expenses Total			8,464	13,325	13,325	12,904	(3) %
881100	2205000	General Fund Allocation Chgs	10,186	13,045	13,045	19,298	47 %
Charges From Others Total			10,186	13,045	13,045	19,298	47 %
891100	2205000	General Fund Allocation Chrges	(145,917)	(150,673)	(150,673)	(155,502)	3 %
Charges to Others Total			(145,917)	(150,673)	(150,673)	(155,502)	3 %
Total Budget Requirements			(4,332)	0	0	0	---

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
421000	2205100	Professional Services	33,034	35,000	35,000	0	---
421001	2205100	Prof Svcs - Admin	703	0	0	0	---
422000	2205100	Utility Services	14,691	15,000	15,090	0	---
422200	2205100	Electric	8,486	11,000	11,000	0	---
422500	2205100	Water	22,855	16,000	16,000	0	---
424000	2205100	Maint & Repairs	520	8,000	10,313	0	---
Non-personnel Expenses Total			80,291	85,000	87,403	0	---
470020	2205100	Buildings/Structures Improveme	0	0	140	0	---
Grants & Capital Outlay Total			0	0	140	0	---
881100	2205100	General Fund Allocation Chgs	3,084	8,380	8,380	0	---
Charges From Others Total			3,084	8,380	8,380	0	---
Total Budget Requirements			83,375	93,380	95,923	0	---

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
411100	2210000	Salaries-Regular	872,614	830,971	830,971	774,845	(6) %
411110	2210000	Salaries-Temp & Part Time	45,791	35,921	35,921	52,000	44 %
412000	2210000	Emp Pension & Benefits	355,865	374,871	374,871	343,100	(8) %
413110	2210000	OT at Straight Time	12,520	10,000	10,000	10,000	%
413120	2210000	OT at 1.5 Rate	253,336	40,000	40,000	40,000	%
413130	2210000	OT at Double Time Rate	3,322	2,000	2,000	2,000	%
Personnel Services Total			1,543,451	1,293,763	1,293,763	1,221,945	(5) %
421000	2210000	Professional Services	471,106	661,404	913,936	526,704	(20) %
421001	2210000	Prof Svcs - Admin	7,521	0	0	0	---
422000	2210000	Utility Services	56,206	62,200	62,200	59,700	(4) %
422200	2210000	Electric	125,217	130,400	130,400	130,400	%
422500	2210000	Water	10,636	15,100	15,100	15,100	%
422700	2210000	Refuse/Disposal Fees	463	1,200	1,200	1,200	%
423000	2210000	Rentals & Transport	96,647	111,100	111,100	111,100	%
424000	2210000	Maint & Repairs	373,156	474,600	505,518	418,810	(11) %
424000	9781500	Homeless Acquisition - Hulen	14,445	0	0	0	---
425000	2210000	Office Exp & Supplies	5,774	7,300	7,300	5,800	(20) %
425200	2210000	Periodicals/Dues	0	500	500	500	%
426000	2210000	Materials & Supplies	38,867	40,600	40,600	40,600	%
427200	2210000	Training	509	3,000	3,000	3,000	%
428400	2210000	Liability Insurance	7,722	26,616	26,616	21,425	(19) %
428420	2210000	Insurance Charges - Direct	0	6,582	6,582	2,929	(55) %
Non-personnel Expenses Total			1,208,274	1,540,602	1,824,052	1,337,268	(13) %
450055	2210000	PEG Exp	699	0	0	0	---
Special Projects Total			699	0	0	0	---
440301	9815800	Mahatma Gandhi Monument	210	0	23,900	0	---
470020	2210000	Buildings/Structures Improve	31,833	153,390	516,810	153,390	%
470050	2210000	Air Conditioning & Heating	11,710	15,000	18,289	15,000	%
Grants & Capital Outlay Total			43,754	168,390	559,000	168,390	---
881100	2210000	General Fund Allocation Chgs	179,313	192,018	192,018	171,921	(10) %
882101	2210000	Annual Utilization Chgs 101 Fd	61,440	2,840	2,840	9,811	245 %
882260	2210000	Annual Utilization Chgs 260 Fd	61,923	41,933	41,933	55,977	33 %
882510	2210000	Annual Utilization Chgs 510 Fd	768	768	768	768	%
884101	2210000	General Fund Charges	0	4,000	4,000	4,000	%
Charges From Others Total			303,444	241,559	241,559	242,477	%
891100	2210000	General Fund Allocation Chrges	(3,296,427)	(3,244,314)	(3,244,314)	(2,970,080)	(8) %
894101	2210000	Interfund Svcs-General Fund	(46,641)	0	0	0	---
894170	2210000	Interfund Svcs-Development	(6,712)	0	0	0	---
894220	2210000	Interfund Svcs-CDBG Fund	(550)	0	0	0	---
894401	2210000	Interfund Services-401	(2,104)	0	0	0	---
894474	2210000	RDA-Magnolia Ctr Cap Projects	(1,185)	0	0	0	---
894479	2210000	Interfund Svcs to 479 Fund	(940)	0	0	0	---
894510	2210000	Interfund Svcs-Electric Fund	(68,626)	0	0	0	---
894520	2210000	Interfund Svcs-Water Fund	(5,014)	0	0	0	---
894530	2210000	Interfund Svcs-Airport	(2,266)	0	0	0	---
894640	2210000	Interfund Svcs-Central Stores	(1,455)	0	0	0	---

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
894650	2210000	Interfund Svcs-Central Garage	(43,666)	0	0	0	---
		Charges to Others Total	(3,475,591)	(3,244,314)	(3,244,314)	(2,970,080)	(8) %
		Total Budget Requirements	(375,966)	0	674,061	0	---

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
421000	2210200	Professional Services	206,325	386,588	496,863	0	---
421001	2210200	Prof Svcs - Admin	463	0	0	0	---
422000	2210200	Utility Services	24,461	30,697	30,697	0	---
422200	2210200	Electric	369,125	400,000	400,000	0	---
422500	2210200	Water	16,668	16,000	16,000	0	---
422700	2210200	Refuse/Disposal Fees	0	15,000	15,000	0	---
424000	2210200	Maint & Repairs	27,440	37,600	40,460	0	---
425000	2210200	Office Exp & Supplies	597	0	0	0	---
426000	2210200	Materials & Supplies	28,880	10,000	10,000	0	---
428420	2210200	Insurance Charges - Direct	43,721	56,166	56,166	0	---
Non-personnel Expenses Total			717,683	952,051	1,065,186	0	---
881100	2210200	General Fund Allocation Chgs	63,688	65,664	65,664	0	---
882101	2210200	Annual Utilization Chgs 101 Fd	1,064,002	1,066,911	1,066,911	0	---
882510	2210200	Annual Utilization Chgs 510 Fd	2,616	2,616	2,616	0	---
Charges From Others Total			1,130,307	1,135,191	1,135,191	0	---
891100	2210200	General Fund Allocation Chrges	(2,090,133)	(2,087,242)	(2,087,242)	0	---
Charges to Others Total			(2,090,133)	(2,087,242)	(2,087,242)	0	---
Total Budget Requirements			(242,141)	0	113,135	0	---

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
440301	9817000	Corporation Yard Security Impr	0	0	33,305	0	---
470170	2210400	All Other Improvements	34,750	0	360,305	0	---
Grants & Capital Outlay Total			34,750	0	393,610	0	---
Total Budget Requirements			34,750	0	393,610	0	---

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
426000	2210500	Materials & Supplies	869	0	0	0	---
428420	2210500	Insurance Charges - Direct	674	0	0	0	---
Non-personnel Expenses Total			1,543	0	0	0	---
Total Budget Requirements			1,543	0	0	0	---

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
422000	2220000	Utility Services	42,594	36,000	36,000	0	---
428420	2220000	Insurance Charges - Direct	7,566	19,563	19,563	0	---
Non-personnel Expenses Total			50,160	55,563	55,563	0	---
450112	2220000	Municipal Aud Improvement	32,067	25,000	57,996	0	---
450310	2220000	Convention Center Improvements	62,153	50,000	86,357	0	---
450320	2220000	Convention Ctr Minor Repairs	16,226	50,000	100,075	0	---
Special Projects Total			110,447	125,000	244,429	0	---
881100	2220000	General Fund Allocation Chgs	133,659	121,719	121,719	0	---
882101	2220000	Annual Utilization Chgs 101 Fd	0	15,349	15,349	0	---
Charges From Others Total			133,659	137,068	137,068	0	---
Total Budget Requirements			294,266	317,631	437,060	0	---

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
411100	2230000	Salaries-Regular	180,202	180,680	180,680	179,988	() %
411310	2230000	Night Shift Premium	1,308	0	0	0	---
412000	2230000	Emp Pension & Benefits	78,710	81,139	81,139	89,682	10 %
413120	2230000	OT at 1.5 Rate	533	10,900	10,900	10,900	%
Personnel Services Total			260,755	272,719	272,719	280,570	2 %
421000	2230000	Professional Services	14,007	7,000	9,245	7,000	%
422000	2230000	Utility Services	126	150	150	150	%
423000	2230000	Rentals & Transport	9,895	10,200	10,200	10,200	%
424000	2230000	Maint & Repairs	14	20,500	20,500	20,500	%
425000	2230000	Office Exp & Supplies	5,034	6,600	6,600	6,600	%
426000	2230000	Materials & Supplies	32,307	65,100	65,100	55,100	(15) %
428400	2230000	Liability Insurance	1,501	5,547	5,547	4,664	(15) %
Non-personnel Expenses Total			62,888	115,097	117,342	104,214	(9) %
463300	2230000	Office Furniture & Equip-Cap	160,114	149,000	149,177	149,000	%
Equipment Outlay Total			160,114	149,000	149,177	149,000	---
881100	2230000	General Fund Allocation Chgs	84,915	87,828	87,828	94,773	7 %
Charges From Others Total			84,915	87,828	87,828	94,773	7 %
891100	2230000	General Fund Allocation Chrges	(262,527)	(510,786)	(510,786)	(514,699)	%
892101	2230000	Annual Utiliztn Chgs to 101 Fd	0	(48,929)	(48,929)	(48,929)	%
892510	2230000	Annual Utiliztn Chgs to 510 Fd	0	(64,929)	(64,929)	(64,929)	%
894101	2230000	Interfund Svcs-General Fund	(178,752)	0	0	0	---
Charges to Others Total			(441,279)	(624,644)	(624,644)	(628,557)	%
Total Budget Requirements			127,394	0	2,422	0	---

Departmental Budget Detail

Department / Section: General Services / General Services-Broadcasting
101 - 223500

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
411100	2235000	Salaries-Regular	0	142,400	142,400	140,264	(1) %
411110	2235000	Salaries-Temp & Part Time	0	11,211	11,211	41,367	268 %
412000	2235000	Emp Pension & Benefits	0	59,879	59,879	63,566	6 %
Personnel Services Total			0	213,490	213,490	245,197	14 %
421000	2235000	Professional Services	0	85,200	102,700	85,200	%
422000	2235000	Utility Services	0	0	0	2,750	---
423000	2235000	Rentals & Transport	0	0	0	2,400	---
425000	2235000	Office Exp & Supplies	0	0	0	2,250	---
428400	2235000	Liability Insurance	0	4,717	4,717	4,789	1 %
Non-personnel Expenses Total			0	89,917	107,417	97,389	8 %
450050	2235000	CATV Public Access Prog	0	13,646	31,560	13,646	%
450055	2235000	PEG Exp	0	300,000	543,347	400,000	33 %
Special Projects Total			0	313,646	574,907	413,646	31 %
881100	2235000	General Fund Allocation Chgs	0	8,773	8,773	28,307	222 %
Charges From Others Total			0	8,773	8,773	28,307	222 %
891100	2235000	General Fund Allocation Chrges	0	(325,826)	(325,826)	(384,539)	18 %
Charges to Others Total			0	(325,826)	(325,826)	(384,539)	18 %
Total Budget Requirements			0	300,000	578,761	400,000	33 %

Departmental Budget Detail

Department / Section: General Services / Capital Projects
101 - 224000

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
411100	2240000	Salaries-Regular	0	0	0	597,768	---
412000	2240000	Emp Pension & Benefits	0	0	0	258,838	---
Personnel Services Total			0	0	0	856,606	---
421000	2240000	Professional Services	0	0	0	40,000	---
422000	2240000	Utility Services	0	0	0	3,750	---
423000	2240000	Rentals & Transport	0	0	0	10,250	---
424000	2240000	Maint & Repairs	0	0	0	250	---
425000	2240000	Office Exp & Supplies	0	0	0	2,500	---
426000	2240000	Materials & Supplies	0	0	0	750	---
427200	2240000	Training	0	0	0	1,000	---
428400	2240000	Liability Insurance	0	0	0	15,485	---
Non-personnel Expenses Total			0	0	0	73,985	---
881100	2240000	General Fund Allocation Chgs	0	0	0	27,955	---
Charges From Others Total			0	0	0	27,955	---
894101	2240000	Interfund Svcs-General Fund	0	0	0	(958,546)	---
Charges to Others Total			0	0	0	(958,546)	---
Total Budget Requirements			0	0	0	0	---

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
882101	2290000	Annual Utilization Chgs 101 Fd	26,659	40,735	40,735	42,910	5 %
Charges From Others Total			26,659	40,735	40,735	42,910	5 %
891100	2290000	General Fund Allocation Chrges	(26,659)	(40,735)	(40,735)	(42,910)	5 %
Charges to Others Total			(26,659)	(40,735)	(40,735)	(42,910)	5 %
Total Budget Requirements			0	0	0	0	---

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
463400	9801110	City Hall Improvements-PH 3	19,260	0	0	0	---
463400	9832800	Gender Imprvmnts-Magnolia FS	22,105	0	0	0	---
Grants & Capital Outlay Total			41,366	0	0	0	---
Total Budget Requirements			41,366	0	0	0	---

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
411100	2215000	Salaries-Regular	1,443,962	1,609,123	1,609,123	1,552,040	(3) %
411310	2215000	Night Shift Premium	26,352	34,302	34,302	34,302	%
411320	2215000	Temp Foreman Pay-Extra 5%	10,727	8,601	8,601	8,601	%
411410	2215000	Vacation Payoff	3,668	5,000	5,000	4,000	(20) %
411420	2215000	Sick Leave Payoff	1,347	600	600	11,000	1,733 %
411430	2215000	Compensatory Time Payoff	182	0	0	0	---
412000	2215000	Emp Pension & Benefits	623,789	785,238	785,238	748,337	(4) %
412313	2215000	OPEB Annual Amortization	76,870	0	0	0	---
413110	2215000	OT at Straight Time	3,412	0	0	0	---
413120	2215000	OT at 1.5 Rate	34,818	40,000	40,000	40,000	%
413130	2215000	OT at Double Time Rate	977	0	0	0	---
Personnel Services Total			2,226,109	2,482,864	2,482,864	2,398,280	(3) %
421000	2215000	Professional Services	99,680	77,803	151,481	63,503	(18) %
421001	2215000	Prof Svcs - Admin	43,983	0	0	0	---
421002	2215000	Prof Svcs - Prof Svcs	148	0	0	0	---
422000	2215000	Utility Services	3,931	5,151	5,151	5,151	%
422200	2215000	Electric	856	60,000	60,000	0	---
422700	2215000	Refuse/Disposal Fees	5,597	21,000	21,000	21,000	%
423000	2215000	Rentals & Transport	33,470	48,800	48,800	35,800	(26) %
424000	2215000	Maint & Repairs	1,882,778	1,588,414	1,591,689	1,547,870	(2) %
425000	2215000	Office Exp & Supplies	8,374	11,250	11,250	16,250	44 %
426000	2215000	Materials & Supplies	177,526	134,798	134,798	142,348	5 %
427100	2215000	Travel & Meeting	255	0	0	0	---
427200	2215000	Training	2,036	25,000	25,000	25,000	%
428200	2215000	Legal Fees	396	0	0	0	---
428400	2215000	Liability Insurance	28,342	28,501	28,501	40,679	42 %
428420	2215000	Insurance Charges - Direct	4	0	0	1,086	---
Non-personnel Expenses Total			2,287,383	2,000,717	2,077,670	1,898,687	(5) %
462100	2215000	Automotive Equipment	160,439	0	32,087	0	---
462100	9405900	SCAQMD Heavy Duty Vehicle 2010	0	0	400,000	0	---
462200	2215000	Machinery & Eqment	15,371	130,559	130,559	130,559	%
Equipment Outlay Total			175,810	130,559	562,646	130,559	---
481000	2215000	Principal	27,595	32,259	32,259	32,259	%
482000	2215000	Interest	30,923	34,155	34,155	34,155	%
Debt Service Total			58,518	66,414	66,414	66,414	---
440220	9323500	SCAQMD-Heavy Duty Vehicles	23,662	0	88,837	0	---
440301	9835900	Corp Yard Wash Rack	166,295	0	132,899	0	---
470020	2215000	Buildings/Structures Improve	0	0	50,000	0	---
Grants & Capital Outlay Total			189,958	0	271,736	0	---
881100	2215000	General Fund Allocation Chgs	491,945	491,376	491,376	359,506	(26) %
882101	2215000	Annual Utilization Chgs 101 Fd	2,880	4,600	4,600	0	---
882510	2215000	Annual Utilization Chgs 510 Fd	768	768	768	5,732	646 %
Charges From Others Total			495,593	496,744	496,744	365,238	(26) %
894101	2215000	Interfund Svcs-General Fund	(865)	0	0	0	---
894510	2215000	Interfund Svcs-Electric Fund	(556)	0	0	0	---

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
894650	2215000	Interfund Svcs-Central Garage	(8,474)	0	0	0	---
		Charges to Others Total	(9,896)	0	0	0	---
		Total Budget Requirements	5,423,475	5,177,298	5,958,076	4,859,178	(6) %

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
411100	2215100	Salaries-Regular	210,454	297,941	297,941	231,048	(22) %
411310	2215100	Night Shift Premium	3,016	10,800	10,800	10,800	%
411320	2215100	Temp Foreman Pay-Extra 5%	1,642	0	0	0	---
411410	2215100	Vacation Payoff	2,725	12,000	12,000	25,000	108 %
411420	2215100	Sick Leave Payoff	558	6,500	6,500	0	---
412000	2215100	Emp Pension & Benefits	89,819	150,861	150,861	130,306	(13) %
412313	2215100	OPEB Annual Amortization	11,443	0	0	0	---
413110	2215100	OT at Straight Time	146	0	0	0	---
413120	2215100	OT at 1.5 Rate	14,184	7,000	7,000	7,000	%
Personnel Services Total			333,991	485,102	485,102	404,154	(16) %
421000	2215100	Professional Services	436	1,700	1,700	1,700	%
422000	2215100	Utility Services	1,651	1,730	1,730	1,730	%
422200	2215100	Electric	17,416	0	0	0	---
423000	2215100	Rentals & Transport	14,754	11,000	11,000	14,200	29 %
424000	2215100	Maint & Repairs	128,327	175,050	194,723	175,050	%
425000	2215100	Office Exp & Supplies	2,895	5,500	5,500	7,900	43 %
426000	2215100	Materials & Supplies	16,882	42,900	46,926	35,290	(17) %
427200	2215100	Training	0	500	500	500	%
428400	2215100	Liability Insurance	4,399	4,985	4,985	2,221	(55) %
Non-personnel Expenses Total			186,763	243,365	267,065	238,591	(1) %
462100	2215100	Automotive Equipment	0	257,776	482,776	250,000	(3) %
Equipment Outlay Total			0	257,776	482,776	250,000	(3) %
440301	9859800	Ethanol (E85) Project	0	0	100,000	0	---
Grants & Capital Outlay Total			0	0	100,000	0	---
881100	2215100	General Fund Allocation Chgs	76,782	82,015	82,015	163,382	99 %
Charges From Others Total			76,782	82,015	82,015	163,382	99 %
Total Budget Requirements			597,537	1,068,258	1,416,958	1,056,127	(1) %

Departmental Budget Detail

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

Object	GL Key	Description	Actual 2010/11	Budgeted 2011/12	Amended 2011/12	Requested 2012/13	% Budget Change
411100	2215200	Salaries-Regular	43,642	84,142	84,142	84,737	%
412000	2215200	Emp Pension & Benefits	22,237	48,668	48,668	46,096	(5) %
412313	2215200	OPEB Annual Amortization	2,694	0	0	0	---
413120	2215200	OT at 1.5 Rate	318	0	0	0	---
Personnel Services Total			68,891	132,810	132,810	130,833	(1) %
421001	2215200	Prof Svcs - Admin	8,474	0	0	0	---
423000	2215200	Rentals & Transport	3,623	5,400	5,400	1,500	(72) %
424000	2215200	Maint & Repairs	1,895,603	1,900,000	1,900,000	1,900,000	%
426000	2215200	Materials & Supplies	1,501,927	1,800,000	1,800,000	1,800,000	%
428400	2215200	Liability Insurance	1,608	1,972	1,972	8,278	319 %
Non-personnel Expenses Total			3,411,238	3,707,372	3,707,372	3,709,778	%
462100	2215200	Automotive Equipment	676,862	942,797	1,452,248	888,000	(5) %
462100	9405910	SCAQMD Heavy Duty Vehicle 2010	12,114	0	93,385	0	---
Equipment Outlay Total			688,976	942,797	1,545,633	888,000	(5) %
440301	9405920	SCAQMD Heavy Duty Vehicle 2010	12,114	0	93,385	0	---
Grants & Capital Outlay Total			12,114	0	93,385	0	---
881100	2215200	General Fund Allocation Chgs	259,641	284,574	284,574	282,730	() %
882101	2215200	Annual Utilization Chgs 101 Fd	19,054	19,647	19,647	19,172	(2) %
Charges From Others Total			278,696	304,221	304,221	301,902	() %
894650	2215200	Interfund Svcs-Central Garage	(316)	0	0	0	---
Charges to Others Total			(316)	0	0	0	---
Total Budget Requirements			4,459,601	5,087,200	5,783,422	5,030,513	(1) %

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