

REVENUE REPORT

FUND :580 ADMINISTRATIVE FUND  
 CHARACTER:34 CHARGES FOR SERVICES

SUBOBJ	SUBJECT TITLE	FY00 ACTUAL REVENUE	FY01 ACTUAL REVENUE	FY02 CURRENT BUDGET	FY02 PROJECTED BUDGET	FY03 RECOMMENDED BUDGET
341241	GRAPHICS/TYPESSETTING REVENUE	128,549	151,970	128,522	154,420	130,522
341280	ADMIN COST MAIL & COURIER SERVICE	141,750	143,692	146,300	122,178	154,071
341281	DUPL REV-SALE OF CITY ZONING CODE BOOKS	5,052	6,398	3,000	5,012	5,953
341282	CENTRAL MAILROOM REVENUE	315,953	379,274	409,427	341,558	317,648
341288	DUPLICATION REVENUE-OUTSIDE	4,769	2,709	3,000	3,312	5,000
CHARACTER 34 SUBTOTAL		596,073	684,043	690,249	626,480	613,194
CHARACTER:36 MISCELLANEOUS REVENUES						
361110	INT EARNG-POOLED CASH	-1,028	-1,126		-314	
364400	SALE OF CITY PROPERTY	2,000	-350			
364431	SALE OF CITY FURNITURE AND EQUIPMENT	8,847				
CHARACTER 36 SUBTOTAL		9,819	-1,476		-314	
FUND 580 SUBTOTAL		605,892	682,567	690,249	626,166	613,194

DEPARTMENT EXPENDITURES

SUBFUND :581 ADMIN FUND-OPERATIONS  
 DEPT :AS ADMINISTRATIVE SERVICES  
 CHARACTER:01 PERSONAL SERVICES

SUBOBJ	EXPENDITURE DETAIL	FY00 ACTUAL EXPENDITURE	FY01 ACTUAL EXPENDITURE	FY02 CURRENT BUDGET	FY02 PROJECTED BUDGET	FY03 RECOMMENDED BUDGET
01201	REGULAR SALARIES & WAGES	150,829	158,320	175,636	169,000	179,200
01202	TERMINAL LEAVE	367				
01203	LONGEVITY AWARDS	3,250	3,250	3,708	3,708	3,958
01212	ANNUAL LEAVE	6,390	8,815			
01213	SICK LEAVE	5,599	3,776			
01230	PAY ADJUSTMENTS			1,671		5,376
01231	RESERVE FOR VACANCIES			-3,513		-3,584
01502	SICK & ANNUAL LEAVE ACCRUAL	4,017	3,500			
02101	FICA MATCH	6,651	7,106	7,572	7,494	7,705
02110	1.45% MEDICARE MATCH	1,556	1,662	1,771	1,750	1,802
02200	RETIREMENT CONTRIB	4,142	1	3,567	3,383	3,657
02300	LIFE INS	549	633	860	710	915
02301	ACCIDENTAL D&D INS	84	98	155	132	165
02302	EMPLOYEE HEALTH INS	12,738	14,044	14,346	15,640	17,404
02303	LONG-TERM DISABILITY INS	146	202	237	218	241
02400	WORKERS COMP	5,219	2,094	13,716	12,172	12,976
02500	UNEMPLOYMENT COMP	161	170	107	176	110
CHARACTER 01 SUBTOTAL		201,698	203,671	219,833	214,383	229,925
CHARACTER:03 OPERATING EXPENSES						
03100	EMPLOYEE TRAINING COST-PROF SVC			200		100
03101	OTHER-PROF SVC	298	228	100		100
03401	OTHER-CONTRACTUAL SVC	3,447	5,701	5,698	5,500	5,500
04001	MOTOR POOL RENTAL	4,031	4,628	3,802	2,458	4,162
04100	COMMUNICATION SVC	919	1,254	1,000	960	1,000
04103	POSTAGE-OUTSIDE-TRANSPORTATION	320,162	361,387	402,762	307,570	310,488
04104	POSTAGE-INDIRECT COSTS-TRANSPORTATION	2,100	1,900	1,900	1,588	2,014
04400	RENT	624	778	1,216	762	1,000
04502	INTERDEPT-PREMIUM COSTS-INS	189	202	423	398	563
04600	REPAIR & MAINT-OUTSIDE	3,392	3,772	4,721	4,700	4,000
04602	COPIER MAINTENANCE			37		41
04701	COPY SVC	2,366	4,966	606	600	1,000
04924	PARKING DEPT-INTERDEPT CHARGES	100	100	100	100	100
04932	COST ALLOCATION-GENERAL FUND SVC	72,730	51,059	41,732	41,732	46,701
05100	OFFICE SUPPLIES-OUTSIDE VENDORS	725	694	801		1,000
05205	TOOLS & MINOR EQUIP		418	500		500
05998	BUDGET RESERVE			5,921		
CHARACTER 03 SUBTOTAL		411,083	437,087	471,519	366,368	378,269

DEPARTMENT EXPENDITURES

SUBFUND :581 ADMIN FUND-OPERATIONS  
 DEPT :AS ADMINISTRATIVE SERVICES  
 CHARACTER:06 CAPITAL OUTLAY

SUBOBJ	EXPENDITURE DETAIL	FY00 ACTUAL EXPENDITURE	FY01 ACTUAL EXPENDITURE	FY02 CURRENT BUDGET	FY02 PROJECTED BUDGET	FY03 RECOMMENDED BUDGET
06401	MACHINERY & EQUIP	9,120	3,249			
06402	FURNITURE & FIXTURES					5,000
CHARACTER 06 SUBTOTAL		9,120	3,249			5,000
DEPT AS SUBTOTAL		621,901	644,007	691,352	580,751	613,194
SUBFUND 581 SUBTOTAL		621,901	644,007	691,352	580,751	613,194

SALARY DETAIL

SUBFUND:581  
 DEPT :AS ADMINISTRATIVE SERVICES  
 IND :FULL-TIME (F)

NUMBER OF POSITIONS	TITLE	CODE	GRADE	AMOUNT
1.0	CENTRAL SERVICES COO	000708	S13	57,387
1.0	OFFICE SUPPORT SPECI	000100	015	22,549
1.0	OFFICE SUPPORT SPECI	000200	015	25,383
1.0	OFFICE SUPPORT SPECI	000300	021	34,798
1.0	GRAPHICS ARTIST I	000691	024	39,083
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IND F SUBTOTAL	5.0			179,200
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DEPT AS SUBTOTAL	5.0			179,200
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PAY ADJUSTMENTS/RESERVE FOR VACANCIES				1,792
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SUBFUND 581 SUBTOTAL	5.0			180,992