

**FISCAL YEAR 2014 BUDGET**

**Fund Summary**

**Fund Name** : Cable Television  
**Business Area Name** : Mayor's Office  
**Fund No./Bus. Area No.** : 2401 / 2428 / 5000

	<u>FY2013 Current Budget</u>	<u>FY2013 Estimate</u>	<u>FY2014 Budget</u>
Beginning Fund Balance	2,569,704	2,569,704	2,507,819
Current Revenues	<u>3,697,178</u>	<u>3,985,812</u>	<u>4,213,553</u>
Total Available Resources	<u><u>6,266,882</u></u>	<u><u>6,555,516</u></u>	<u><u>6,721,372</u></u>
Maintenance and Operations	3,774,629	2,114,597	4,589,557
Contract With Non-Profit	1,782,662	1,933,100	2,050,850
Total Expenditures	<u>5,557,291</u>	<u>4,047,697</u>	<u>6,640,407</u>
Planned Ending Fund Balance	<u>709,591</u>	<u>2,507,819</u>	<u>80,965</u>
Total Budget	<u><u>6,266,882</u></u>	<u><u>6,555,516</u></u>	<u><u>6,721,372</u></u>

Fund Balance Distribution:

Non-Spendable	0	0	0
Restricted	709,591	2,507,819	80,965
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2013 Budget, the FY2013 Estimate and the FY2014 Budget for the Cable Television Fund (2401 and 2428). Also included are the beginning and ending fund balances, total revenues and total expenditures.

The purpose of Houston Television (HTV) is to produce and cablecast informational programming, describing services provided by both City departments and related community agencies, and educating the public on utilization of those services.

HTV began operations in 1986 as The Municipal Channel, with the distribution of Houston City Council meetings through a closed circuit network. Now, HTV provides a variety of informative, educational and feature programs. HTV produces both live and recorded taped programming, including live gavel-to-gavel coverage of City Council, Planning Commission and other special events. Live streaming of HTV programming 24/7 and on demand streaming of meetings such as; City Council, Planning and Parking Commission, is also available to the public through our website: [www.htvhouston.net](http://www.htvhouston.net).

The 82nd legislature passed SB1087, which was signed by the Governor on June 17, 2011, and was effective September 1, 2011. SB1087 requires that fees paid under state franchises be maintained in a separate account and not commingled with revenue from any other source. Any unspent Public, Educational, and Governmental (PEG) fees previously collected from State franchises must be transferred to the separate account. As a result, Ordinance #2011-731 established the Cable TV State Fund (2428).

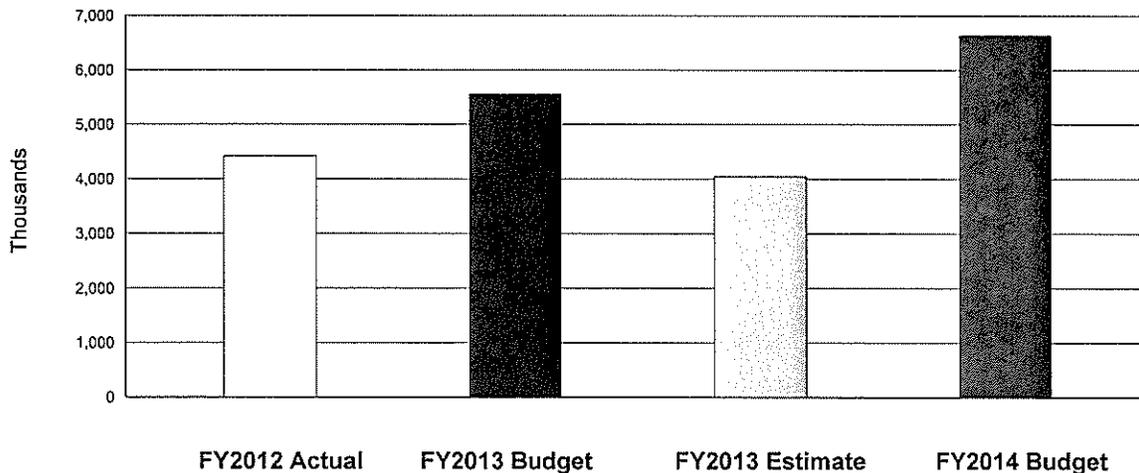
**FISCAL YEAR 2014 BUDGET**

**Business Area Budget Summary**

Fund Name : Cable Television  
 Business Area Name : Mayor's Office  
 Fund No./Bus. Area No. : 2401 / 2428 / 5000

		FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
Expenditures	Personnel Services	960,409	1,314,674	1,299,674	1,355,242
	Supplies	23,149	34,500	38,796	39,773
	Other Services and Charges	3,270,569	4,205,117	2,706,555	4,545,392
	Equipment	117,149	0	0	341,529
	Non-Capital Equipment	45,002	3,000	2,672	0
	Total M & O Expenditures	4,416,278	5,557,291	4,047,697	6,281,936
	Debt Service & Other Uses	0	0	0	358,471
	Total Expenditures	4,416,278	5,557,291	4,047,697	6,640,407
Revenues		4,958,443	3,697,178	3,985,812	4,213,553
Staffing	Full-Time Equivalents - Civilian	11.6	17.5	17.5	17.5
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	11.6	17.5	17.5	17.5
	Full-Time Equivalents - Overtime	0.1	0.1	0.1	0.2
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> <li>o Provide funding for renovation of studios, offices and facilities on the first floor of City Hall.</li> <li>o Purchase production equipment to convert from Standard Definition to High Definition mandated by the Federal Communications Commission.</li> <li>o Develop a partnership with the Public, Education, and Governmental (PEG) community and share opportunities.</li> <li>o Develop inter-local agreements and memorandum of understanding with local government and corporate partners.</li> <li>o Leverage marketing and production assets to assist departments in promoting city services, educate citizens and local business partners about new initiatives and offerings.</li> <li>o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.</li> </ul>				

**Cable Television  
 Mayor's Office  
 Expenditure Summary**



**FISCAL YEAR 2014 BUDGET**

<b>Business Area Performance Measures</b>					
Fund Name : Cable Television Business Area Name : Mayor's Office Fund No./Bus Area No. : 2401 / 2428 / 5000					
<b>Customer Measures</b>	<b>Priorities</b>	<b>FY2012 Actual</b>	<b>FY2013 Budget</b>	<b>FY2013 Estimate</b>	<b>FY2014 Budget</b>
<b>Business Process Measures</b>					
<b>People and Technology Measures</b>					
<b>Financial Measures</b>					
Expenditures Budget vs Actual Utilization	F	58%	98%	5%	98%
Revenues Budget vs Actual Utilization	F	63%	100%	83%	100%
Mayor's Five Priorities: Jobs and Sustainable Development (J)      Public Safety (P)      Infrastructure (I) Fiscal Responsibility (F)      Quality of Life (Q)					

**FISCAL YEAR 2014 BUDGET**

Division Summary						
Fund Name : Cable Television Business Area Name : Mayor's Office Fund No./Bus Area No. : 2401 / 2428 / 5000						
Division Description	FY2012 Actual		FY2013 Estimate		FY2014 Budget	
	FTEs	Cost \$	FTEs	Cost \$	FTEs	Cost \$
<b>HTV Houston Television</b> <span style="float: right;"><b>500002</b></span> Instrumental in providing quality services to our viewers and meet programming goals. Provide DVD programming copies to city departments and viewers as requested.	11.6	4,416,278	17.5	4,047,697	17.5	6,640,407
Total	<u>11.6</u>	<u>4,416,278</u>	<u>17.5</u>	<u>4,047,697</u>	<u>17.5</u>	<u>6,640,407</u>

---

**FISCAL YEAR 2014 BUDGET**

---

**Business Area Roster Summary**

---

**Fund Name** : Cable Television  
**Business Area Name** : Mayor's Office  
**Fund No./Bus Area No.** : 2401 / 2428 / 5000

---

<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2013 Current Budget FTE</b>	<b>FY2014 Budget FTE</b>	<b>Change</b>
ADMINISTRATIVE ASSISTANT	17	1.0	1.0	0.0
ASSISTANT DIRECTOR (EXE LEV)	32	0.5	0.5	0.0
CABLE ACCESS OPERATIONS SUPERVISOR	22	1.0	1.0	0.0
CABLE ACCESS PROGRAM SUPERVISOR	22	1.0	2.0	1.0
COMMUNICATIONS SPECIALIST SUPERVISOR	23	1.0	0.0	(1.0)
COMMUNICATIONS TECHNICIAN	15	1.0	1.0	0.0
DIVISION MANAGER (EXE LEV)	29	1.0	1.0	0.0
MASTER CONTROL OPERATOR	14	0.0	1.0	1.0
PRODUCTION SPECIALIST	15	2.0	1.0	(1.0)
SENIOR COMMUNICATIONS SPECIALIST	20	3.0	3.0	0.0
SENIOR COMMUNICATIONS TECHNICIAN	19	6.0	6.0	0.0
<b>Total FTEs</b>		<b>17.5</b>	<b>17.5</b>	<b>0.0</b>
<b>Less adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>17.5</b>	<b>17.5</b>	<b>0.0</b>

**FISCAL YEAR 2014 BUDGET**

**Business Area Revenue Summary**

Fund Name : Cable Television  
 Business Area Name : Mayor's Office  
 Fund No./Bus Area No. : 2401 / 2428 / 5000

Commit Item	Description	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
<b>5000020001</b>	<b>MYR- Muni Cable T.V.</b>			
432010	Interest on Pooled Investments	0	7,759	0
444020	PEG Contributions - Ongoing Support	145,325	100,300	103,400
452030	Miscellaneous Revenue	80,000	80,000	80,000
<b>5000020002</b>	<b>MYR- Capital Only</b>			
444030	PEG Contributions - State Franchises	1,358,600	1,433,800	1,599,200
<b>5000020003</b>	<b>MYR - Operational</b>			
432010	Interest on Pooled Investments	31,853	31,853	31,853
444030	PEG Contributions - State Franchises	2,081,400	2,332,100	2,399,100
<b>Total</b>	<b>Mayor's Office</b>	<u>3,697,178</u>	<u>3,985,812</u>	<u>4,213,553</u>

**FISCAL YEAR 2014 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Cable Television  
 Business Area Name : Mayor's Office  
 Fund No./Bus. Area No. : 2401 / 2428 / 5000

Commit Item	Description	FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
500010	Salary Base Pay - Civilian	618,243	848,523	848,523	883,695
500030	Salary Part Time - Civilian	33,492	15,000	15,000	0
500060	Overtime - Civilian	6,366	10,000	10,000	10,000
500090	Premium Pay - Civilian	5	200	200	200
501070	Pension - Civilian	110,698	184,793	184,793	200,510
501120	Termination Pay - Civilian	0	2,000	2,000	2,000
501160	Vehicle Allowance - Civilian	0	2,100	2,100	2,100
502010	FICA - Civilian	48,425	66,843	66,843	68,385
503010	Health Ins-Act Civilian	91,020	132,121	132,121	156,098
503015	Basic Life Insurance - Active Civilian	370	496	496	662
503050	Health/Life Insurance - Retiree Civilian	6,619	5,908	5,908	5,908
503060	Long Term Disability-Civilian	974	1,493	1,493	1,491
503090	Workers Compensation-Civilian-Admin	2,502	4,197	4,197	4,193
503100	Workers Compensation-Civilian-Claim	37,595	35,000	20,000	14,000
504030	Unemployment Claims - Administration	4,100	6,000	6,000	6,000
<b>Total</b>	<b>Personnel Services</b>	<b>960,409</b>	<b>1,314,674</b>	<b>1,299,674</b>	<b>1,355,242</b>
511025	Electrical Hardware & Parts	1,871	2,000	2,000	2,000
511030	Mechanical Hardware & Parts	71	500	500	500
511040	Audiovisual Supplies	7,743	10,000	10,000	10,000
511045	Computer Supplies	1,270	2,000	2,000	2,000
511050	Paper & Printing Supplies	0	200	200	200
511055	Publications & Printed Materials	0	300	300	300
511060	Postage	0	200	200	200
511070	Miscellaneous Office Supplies	2,009	4,500	4,500	5,000
511110	Fuel	0	1,000	1,000	5,273
511120	Clothing	0	2,000	2,000	3,000
511125	Food Supplies	0	296	296	0
511145	Small Tools & Minor Equipment	0	800	800	300
511150	Miscellaneous Parts & Supplies	10,185	10,704	15,000	11,000
<b>Total</b>	<b>Supplies</b>	<b>23,149</b>	<b>34,500</b>	<b>38,796</b>	<b>39,773</b>
520100	Temporary Personnel Services	14,652	13,917	13,917	10,000
520114	Miscellaneous Support Services	34,103	40,000	40,000	40,000
520115	Real Estate Lease/Office Rental	54,477	73,285	73,285	39,954
520119	Computer Equipment/Software Maintenance	0	500	500	500
520120	Communications Equipment Services	20,286	45,000	45,000	45,000
520121	IT Application Svcs	568	1,448	1,448	1,448
520122	Office Equipment Services	0	200	200	200
520123	Vehicle & Motor Equipment Services	480	1,500	1,500	2,000
520126	Construction Site Work Services	0	2,050,000	401,000	1,649,000
520132	Contracts/Sponsorships	1,901,641	1,782,662	1,933,100	2,050,850
520510	Mail/Delivery Services	98	300	300	300
520515	Print Shop Services	26	1,000	1,000	1,000
520605	Advertising Services	14,583	29,335	29,335	20,000
520705	Insurance Fees	2,702	3,014	3,014	3,497
520755	Contingency	32,839	26,622	26,622	525,000
520765	Membership & Professional Fees	1,365	2,665	2,665	3,000
520905	Travel - Training Related	5,352	6,000	6,000	7,000

**FISCAL YEAR 2014 BUDGET**

**Business Area Expenditure Summary**

Fund Name : Cable Television  
 Business Area Name : Mayor's Office  
 Fund No./Bus. Area No. : 2401 / 2428 / 5000

Commit Item	Description	FY2012 Actual	FY2013 Current Budget	FY2013 Estimate	FY2014 Budget
520910	Travel - Non-Training Related	29	500	500	500
521305	Indirect Cost Recovery Payment	39,659	39,659	39,659	40,528
521605	Data Services	32	9,191	9,191	9,791
521610	Voice Services	2,287	11,566	11,566	11,000
521620	Voice Equipment	574	1,564	1,564	3,000
521625	Voice Labor	4	500	500	500
521630	GIS Revolving Fund Services	365	512	512	885
521635	Voice Services -Wireless	0	0	0	5,752
521705	Vehicle/Equipment Rental/Lease	6,647	10,000	10,000	10,000
521715	Office Equipment Rental	2,102	3,500	3,500	3,500
521725	Other Rental	1,818	0	0	0
521730	Parking Space Rental	0	0	0	6,522
522305	Freight Charges	0	250	250	250
522430	Miscellaneous Other Services & Charges	29,858	39,950	39,950	40,120
522721	Interfund HR Client Services	7,732	9,490	9,490	12,822
522722	KRONOS Service Chargeback	290	487	487	665
522795	Other Interfund Services	1,096,000	0	0	0
522845	Interfund Vehicle Services	0	500	500	808
<b>Total</b>	<b>Other Services and Charges</b>	<b>3,270,569</b>	<b>4,205,117</b>	<b>2,706,555</b>	<b>4,545,392</b>
560220	Vehicles	21,755	0	0	0
560240	Communication Equipment	95,394	0	0	341,529
<b>Total</b>	<b>Equipment</b>	<b>117,149</b>	<b>0</b>	<b>0</b>	<b>341,529</b>
551020	Non-Capital Communication Equipment	45,002	3,000	2,672	0
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>45,002</b>	<b>3,000</b>	<b>2,672</b>	<b>0</b>
532020	Transfers to Capital Projects	0	0	0	358,471
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>358,471</b>
<b>Grand Total Expenditures</b>		<b>4,416,278</b>	<b>5,557,291</b>	<b>4,047,697</b>	<b>6,640,407</b>