CITY OF HOUSTON

# ADOPTED OPERATING BUDGET VOLUME II

For the Period
July 1, 2013 to June 30, 2014

Annise D. Parker

Mayor

CITY OF HOUSTON
TEXAS

# FY2014 ADOPTED BUDGET

# VOLUME II

# TABLE OF CONTENTS


| | Page |
|---|---|
| **Enterprise Funds** | IX - 1 |
| Aviation Fund | IX - 2 |
| Airport Capital Outlay Fund | IX - 16 |
| Convention and Entertainment Facilities Fund | IX - 22 |
| Facilities Operating Fund | IX - 23 |
| Combined Utility System | IX - 30 |
| Water and Sewer Operating Fund | IX - 32 |
| Combined Utility System Operating Fund | IX - 46 |
| Combined Utility System General Purpose Fund | IX - 50 |
| Dedicated Drainage and Street Renewal Fund | IX - 56 |
| Storm Water Fund | IX - 70 |
| **Special Revenue Funds** | X - 1 |
| BARC | X - 2 |
| Parking Management | X - 12 |
| Digital Automated Red Light Enforcement Program | X - 20 |
| Essential Public Health Services Fund | X - 32 |
| Health Special Revenue | X - 40 |
| Laboratory Operations and Maintenance | X - 50 |
| Special Waste | X - 56 |
| Swimming Pool Safety Fund | X - 64 |
| Digital Houston | X - 72 |
| Houston Emergency Center | X - 80 |
| Cable Television | X - 88 |
| Municipal Courts Building Security | X - 96 |
| Municipal Courts Technology Fee | X - 102 |
| Juvenile Case Manager Fee | X - 108 |
| Contractors Responsibility Fund | X - 116 |
| Park Golf Special Revenue | X - 124 |
| Parks Special Revenue | X - 132 |
| Historic Preservation | X - 142 |
| Asset Forfeiture | X - 154 |
| Auto Dealers | X - 162 |
| Child Safety Fund | X - 172 |
| Forensic Transition Special Fund | X - 180 |
| Police Special Services | X - 190 |
| Supplemental Environmental Protection | X - 200 |
| Building Inspection | X - 208 |
| Houston TranStar Center | X - 220 |
| Mobility Response Team | X - 228 |
| Recycling Expansion Program | X - 238 |
| **Internal Service Funds** | XI - 1 |
| Health Benefits | XI - 2 |
| Long Term Disability | XI - 12 |

Page

**Service Chargeback Funds** ..... XII - 1
In-House Renovation. ..... XII - 2
Fleet Management ..... XII - 10
Property and Casualty ..... XII - 34
Workers' Compensation ..... XII - 48
Central Services ..... XII - 62
Project Cost Recovery ..... XII - 102

**Capital and Equipment** ..... XIII - 1
Equipment Acquisition Fund Summary ..... XIII - 2
Capital Improvement Plan Summary ..... XIII - 4

**Debt and Debt Service** ..... XIV - 1
General Obligation Debt Service Summary ..... XIV - 2
Debt Service Fund Budget ..... XIV - 8
Annual Financing Plan ..... XIV - 9
Tax Increment Reinvestment Zones ..... XIV - 10

**Appendices** ..... XV - 1
Glossary ..... XV - 2
Definition of Performance Measures ..... XV - 15
General Fund Revenue by Department ..... XV - 19
Citywide Revenues by Category ..... XV - 26
Citywide Expenditure Summary ..... XV - 32
Revenue Supported Debt Service Schedules ..... XV - 37
Non-Major Special Revenue Funds ..... XV - 41
Budget Summary by Fund ..... XV - 47
Summary of FY2014 City Council Actions ..... XV - 54
FY2014 Budget Ordinance ..... XV - 57
Departmental Cross Reference ..... XV - 65

# FY2014 ADOPTED BUDGET

# VOLUME II

Annise D. Parker, Mayor

Council Members

| | |
|---|---|
| Helena Brown | District A |
| Jerry Davis | District B |
| Ellen R. Cohen | District C |
| Wanda Adams | District D |
| Dave Martin | District E |
| Al Hoang | District F |
| Oliver Pennington | District G |
| Edward Gonzalez | District H |
| James G. Rodriguez | District I |
| Mike Laster | District J |
| Larry V. Green | District K |
| Stephen C. Costello | At-Large, Position 1 |
| Andrew C. Burks, Jr. | At-Large, Position 2 |
| Melissa Noriega | At-Large, Position 3 |
| C. O. "Brad" Bradford | At-Large, Position 4 |
| Jack Christie, D.C. | At-Large, Position 5 |

Ronald C. Green, City Controller

Kelly Dowe
Director, Finance

www.houstontx.gov/budget/

# ENTERPRISE FUNDS

Aviation Fund ..... IX - 2

Airport Capital Outlay Fund ..... IX - 16

Convention and Entertainment Facilities ..... IX - 22

Facilities Operating Fund ..... IX - 23

Combined Utility System ..... IX - 30

Water and Sewer Operating Fund ..... IX - 32

Combined Utility System Operating Fund ..... IX - 46

Combined Utility System General Purpose Fund ..... IX - 50

Dedicated Drainage and Street Renewal Fund* ..... IX - 56

Storm Water Fund* ..... IX - 70

*The Dedicated Drainage and Street Renewal Fund and the Storm Water Fund are not technically enterprise funds, but are grouped with the Combined Utility System Funds for clarity.

# AVIATION FUND

## Department Description and Mission

The mission of the Houston Airport System (HAS) is to connect people, businesses, cultures, and economies of the world to Houston.

Our vision is to seek to become a high performance organization that establishes the Houston Airport System as the airport standard of excellence and success in the Americas.

The core values of HAS are integrity, efficiency, trust, innovation, teamwork, excellence and create fun.

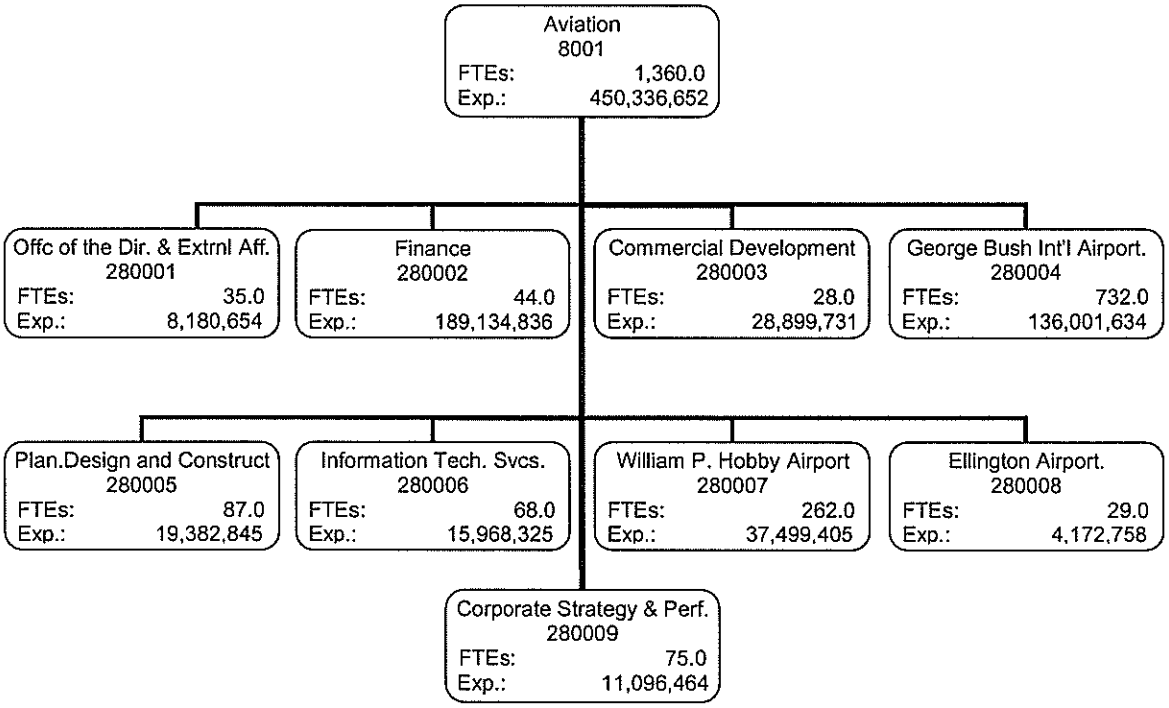
**Short-Term Goals**

- Build a high performance organization.
- Serve the customer.
- Restore and maintain facilities to opening day fresh.
- Fund the future.

**Long-Term Goals**

- Evaluate major changes to the configuration and layout of Terminal D to modernize it, improve passenger access and provide more gates for Group 7 aircraft
- Support the Southwest Airlines construction of the Federal Inspection Services (FIS) at William P. Hobby Airport
- Drive and support the Spaceport venture at Ellington Airport

## Department Organization



**Fund Summary**

**Fund Name** : **HAS-Revenue Fund**
**Business Area Name** : **Houston Airport System**
**Fund No./Bus. Area No.** : **8001 / 2800**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 0 | 0 | **0** |
| Current Revenues | 441,141,964 | 441,141,964 | **450,336,652** |
| Total Available Resources | 441,141,964 | 441,141,964 | **450,336,652** |
| Maintenance and Operations | 264,139,003 | 257,223,757 | **278,382,800** |
| Debt Service | 118,394,465 | 120,045,104 | **120,707,728** |
| Renewal/Replacement Cap. Exp. | 0 | 0 | **0** |
| Other Interest | 106,500 | 106,500 | **106,500** |
| System Improvements | 58,501,996 | 63,766,603 | **51,139,624** |
| Total Expenditures | 441,141,964 | 441,141,964 | **450,336,652** |
| Planned Ending Fund Balance | 0 | 0 | **0** |
| Total Budget | 441,141,964 | 441,141,964 | **450,336,652** |

**Business Area Budget Summary**

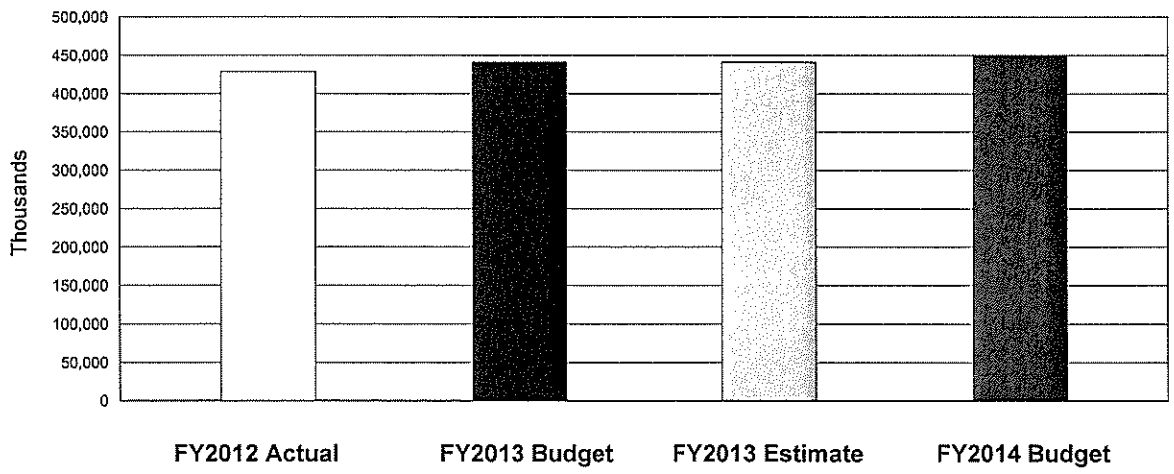
**Fund Name** : **HAS-Revenue Fund**
**Business Area Name** : **Houston Airport System**
**Fund No./Bus. Area No.** : **8001 / 2800**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 107,532,287 | 99,099,388 | 94,697,813 | **106,492,451** |
| | Supplies | 7,289,903 | 8,404,021 | 8,864,177 | **9,145,476** |
| | Other Services and Charges | 139,611,440 | 154,406,113 | 151,404,225 | **160,822,706** |
| | Non-Capital Equipment | 967,479 | 2,229,481 | 2,257,542 | **1,922,167** |
| | Total M & O Expenditures | 255,401,109 | 264,139,003 | 257,223,757 | **278,382,800** |
| | Debt Service & Other Uses | 173,488,216 | 177,002,961 | 183,918,207 | **171,953,852** |
| | Total Expenditures | 428,889,325 | 441,141,964 | 441,141,964 | **450,336,652** |
| Revenues | | 429,736,576 | 441,141,964 | 441,141,964 | **450,336,652** |
| Staffing | Full-Time Equivalents - Civilian | 1,360.0 | 1,400.0 | 1,286.8 | **1,360.0** |
| | 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 | 1,360.0 | 1,400.0 | 1,286.8 | **1,360.0** |
| | Full-Time Equivalents - Overtime | 51.6 | 45.0 | 54.6 | **50.0** |

**Significant Budget Changes and Highlights**

- FY2014 Budget provides funding for the health benefits, pension contribution and municipal employee 3% pay increases.
- FY2014 Budget reflects funding for a full year of the new valet and ambassador programs at Intercontinental (IAH) and Hobby (HOU).
- FY2014 Budget incorporates funding to support the Spaceport initiative at Ellington Field (EFD).
- Pursuant to our strategic and business plans, HAS will endeavor to continue efforts toward building a high performance organization that will drive innovation, customer service and bring it constantly closer to its vision.

**HAS-Revenue Fund**
**Houston Airport System**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : HAS-Revenue Fund**
**Business Area Name : Houston Airport System**
**Fund No./Bus Area No. : 8001 / 2800**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Domestic Enplanements | J | 20,984,937 | 21,056,500 | 20,789,424 | **20,793,732** |
| International Enplanements | J | 4,318,626 | 4,370,100 | 4,373,136 | **4,504,330** |
| Originating Passengers | J | 13,804,103 | 13,979,137 | 13,372,775 | **13,486,130** |
| Non-Stop Flights to International Cities | J | 66 | 64 | 64 | **66** |
| Improve baseline customer satisfaction score by 2 points | J | N/A | N/A | N/A | **TBD** |
| **Business Process Measures** | | | | | |
| Annual Business Unit Activities Completed | J | N/A | 90% | 89% | **90%** |
| Complete 6 categories of asset management assessments | I | N/A | N/A | N/A | **6** |
| **People and Technology Measures** | | | | | |
| FTEs (Full-Time Equivalents) | J | 1,361 | 1,400 | 1400 | **1,405** |
| Vacancy Factor | J | 122 | 113 | 110 | **45** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 99% | 98% | 100% | **98%** |
| Revenues Budget vs Actual Utilization | F | 99% | 100% | 100% | **100%** |
| Airline Cost Per Enplaned Passenger (CPE) | F | $9.68 | $10.04 | $10.18 | **$10.21** |
| Debt Coverage Ratio Including Grants | F | 1.61 | 1.37 | 1.42 | **1.50** |
| Debt Coverage Ratio Excluding Grants | F | 1.50 | 1.37 | 1.42 | **1.33** |
| Non-Airline Revenues | F | $184,198,072 | $183,858,173 | $185,092,332 | **$191,987,628** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8001 / 2800

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Office of the Director & External Affairs 280001**<br>This group consists of the Director's Office, Risk Management and External Affairs. | 30.9 | 6,682,061 | 35.4 | 7,924,690 | **35.0** | **8,180,654** |
| **Finance 280002**<br>Directs the financial responsibilities of the following areas: Finance, Debt & Financial Programs, and Accounting. Ensures proper financial controls in all areas. | 60.3 | 199,279,260 | 50.3 | 198,512,645 | **44.0** | **189,134,836** |
| **Commercial Development 280003**<br>The Commercial Development organization plans and directs parking facilities and products, concession programs, real estate and air service development to maximize customer choice and experience and grow non-airline revenue. | 24.3 | 15,584,276 | 22.2 | 21,931,788 | **28.0** | **28,899,731** |
| **George Bush International Airport 280004**<br>George Bush Intercontinental Airport (IAH) provides a safe, secure and efficient airport that focuses attention on the needs of its customers, the talent of its employees and the vision of the Aviation department. IAH's objective is to establish the most efficient and cost effective organization possible within the current economic environment. | 747.6 | 135,280,683 | 698.8 | 133,058,681 | **732.0** | **136,001,634** |
| **Planning, Design & Construction 280005**<br>Initiates, manages and provides administrative support for all capital project planning, programming, design and construction. Coordinates all projects with the Federal Aviation Administration as necessary. Reviews, designs and inspects construction of airport facilities. | 81.1 | 9,955,059 | 76.5 | 11,603,866 | **87.0** | **19,382,845** |
| **Information Technology & Services 280006**<br>Provides technical infrastructure support for HAS personnel, tenants and contractors in the areas of data network, applications, servers and storage, desktops, the technical service desk, application development, telephony, security systems, terminal systems, radio systems and special events audiovisual systems. | 56.8 | 11,798,872 | 60.1 | 14,624,072 | **68.0** | **15,968,325** |

Division Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8001 / 2800

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **William P Hobby Airport 280007** | | | | | | |
| William P Hobby Airport (HOU) provides a safe, secure and efficient airport that focuses attention on the needs of its customers, the talent of its employees and the vision of the Aviation department. HOU's objective is to establish the most efficient and cost effective organization possible within the current economic environment. | 265.1 | 38,099,593 | 251.2 | 39,656,701 | **262.0** | **37,499,405** |
| **Ellington Airport 280008** | | | | | | |
| Ellington Airport (EFD) provides a safe, secure and efficient airport that focuses attention on the needs of its customers, the talent of its employees and the vision of the Aviation department. EFD's objective is to establish the most efficient and cost effective organization possible within the current economic environment. | 26.5 | 3,575,263 | 26.5 | 4,094,080 | **29.0** | **4,172,758** |
| **Corporate Strategy & Performance 280009** | | | | | | |
| This group consists of Supply Chain, Human Performance Technology, Strategic Management and the Office of Business Opportunity. | 67.4 | 8,634,258 | 65.8 | 9,735,441 | **75.0** | **11,096,464** |
| Total | 1,360.0 | 428,889,325 | 1,286.8 | 441,141,964 | **1,360.0** | **450,336,652** |

**Business Area Roster Summary**

**Fund Name : HAS-Revenue Fund**
**Business Area Name : Houston Airport System**
**Fund No./Bus Area No. : 8001 / 2800**

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ACCOUNTANT | 17 | 3.0 | 3.0 | |
| ACCOUNTANT ASSOCIATE | 14 | 4.0 | 4.0 | |
| ACCOUNTANT SUPERVISOR | 24 | 3.0 | 3.0 | |
| ACCOUNTING SERVICES SUPERVISOR | 17 | 1.0 | 1.0 | |
| ADMINISTRATION MANAGER | 26 | 2.0 | 2.0 | |
| ADMINISTRATION MANAGER (EXE LEV) | 26 | 0.0 | 1.0 | 1.0 |
| ADMINISTRATIVE AIDE | 10 | 4.0 | 4.0 | |
| ADMINISTRATIVE ASSISTANT | 17 | 19.0 | 17.0 | (2.0) |
| ADMINISTRATIVE ASSOCIATE | 13 | 9.0 | 7.0 | (2.0) |
| ADMINISTRATIVE COORDINATOR | 24 | 13.0 | 13.0 | |
| ADMINISTRATIVE SPECIALIST | 20 | 19.0 | 19.0 | |
| ADMINISTRATIVE SUPERVISOR | 22 | 3.0 | 3.0 | |
| AIRPORT BUSINESS DEVELOPMENT COORDINATOR | 29 | 9.0 | 8.0 | (1.0) |
| AIRPORT COMMUNICATIONS OPERATOR | 13 | 27.0 | 24.0 | (3.0) |
| AIRPORT OPERATIONS ASSISTANT | 13 | 71.0 | 67.0 | (4.0) |
| AIRPORT OPERATIONS COORDINATOR | 20 | 45.0 | 44.0 | (1.0) |
| AIRPORT OPERATIONS SPECIALIST | 17 | 38.0 | 38.0 | |
| AIRPORT OPERATIONS SUPERVISOR | 23 | 46.0 | 45.0 | (1.0) |
| AIRPORT SECURITY COORDINATOR | 25 | 5.0 | 4.0 | (1.0) |
| AIRPORT SECURITY INVESTIGATOR | 23 | 3.0 | 4.0 | 1.0 |
| AIRPORT SUPERINTENDENT | 25 | 21.0 | 20.0 | (1.0) |
| AIRPORT SUPERVISOR | 18 | 66.0 | 61.0 | (5.0) |
| AIRPORT SYSTEMS TECHNICIAN | 17 | 8.0 | 7.0 | (1.0) |
| ASSISTANT AIRPORT MANAGER | 29 | 3.0 | 3.0 | |
| ASSISTANT AIRPORT SUPERINTENDENT | 22 | 7.0 | 6.0 | (1.0) |
| ASSISTANT CITY ATTORNEY III | 27 | 1.0 | 0.0 | (1.0) |
| ASSISTANT DIRECTOR (EXE LEV) | 32 | 15.0 | 15.0 | |
| ASSISTANT DIRECTOR-AVIATION (EXE LEV) | 34 | 3.0 | 3.0 | |
| ASSISTANT ELECTRICAL SUPERVISOR | 22 | 6.0 | 6.0 | |
| ASSISTANT PROJECT MANAGER | 20 | 2.0 | 2.0 | |
| AVIATION DIRECTOR | 38 | 1.0 | 1.0 | |
| CARPENTER | 14 | 10.0 | 10.0 | |
| CEMENT FINISHER | 11 | 4.0 | 4.0 | |
| CHIEF ARCHITECT | 31 | 3.0 | 3.0 | |
| CONTRACT ADMINISTRATOR | 22 | 9.0 | 9.0 | |
| CONTRACT COMPLIANCE OFFICER | 15 | 3.0 | 3.0 | |
| CONTRACT COMPLIANCE SUPERVISOR | 22 | 1.0 | 1.0 | |
| CUSTOMER SERVICE CLERK | 10 | 1.0 | 1.0 | |
| CUSTOMER SERVICE REP. I | 13 | 2.0 | 2.0 | |
| CUSTOMER SERVICE REP. II | 15 | 3.0 | 3.0 | |
| CUSTOMER SERVICE REP. III | 16 | 1.0 | 1.0 | |
| DEPUTY AIRPORT MANAGER (EXE LEV) | 31 | 2.0 | 1.0 | (1.0) |
| DEPUTY ASSISTANT DIRECTOR (EXE LEV) | 30 | 9.0 | 10.0 | 1.0 |
| DEPUTY DIRECTOR (EXE LEV) | 34 | 2.0 | 2.0 | |
| DEPUTY DIRECTOR-AVIATION | 36 | 5.0 | 5.0 | |
| DIVISION MANAGER | 29 | 20.0 | 19.0 | (1.0) |
| DIVISION MANAGER (EXE LEV) | 29 | 2.0 | 2.0 | |
| ELECTRICAL SUPERINTENDENT | 26 | 3.0 | 3.0 | |
| ELECTRICIAN | 18 | 30.0 | 30.0 | |
| ENGINEER | 26 | 1.0 | 1.0 | |
| ENVIRONMENTAL INVESTIGATOR III | 20 | 1.0 | 1.0 | |
| ENVIRONMENTAL INVESTIGATOR V | 28 | 1.0 | 1.0 | |

Business Area Roster Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8001 / 2800

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| EQUIPMENT OPERATOR I | 8 | 33.0 | 28.0 | (5.0) |
| EQUIPMENT OPERATOR II | 10 | 28.0 | 25.0 | (3.0) |
| EQUIPMENT OPERATOR III | 13 | 26.0 | 26.0 | |
| EQUIPMENT WORKER | 13 | 3.0 | 2.0 | (1.0) |
| EXECUTIVE OFFICE ASSISTANT | 15 | 4.0 | 3.0 | (1.0) |
| EXECUTIVE RECRUITER | 27 | 0.0 | 1.0 | 1.0 |
| EXECUTIVE STAFF ANALYST (EXE LEV) | 30 | 2.0 | 2.0 | |
| FINANCIAL ANALYST II | 18 | 1.0 | 0.0 | (1.0) |
| FINANCIAL ANALYST III | 21 | 1.0 | 3.0 | 2.0 |
| FINANCIAL ANALYST IV | 25 | 1.0 | 0.0 | (1.0) |
| GIS ANALYST | 20 | 2.0 | 2.0 | |
| GIS SUPERVISOR | 26 | 1.0 | 1.0 | |
| GIS TECHNICIAN | 12 | 1.0 | 0.0 | (1.0) |
| GRADUATE ENGINEER | 22 | 5.0 | 3.0 | (2.0) |
| GRAPHIC DESIGNER | 17 | 1.0 | 1.0 | |
| GROUND TRANSPORTATION REP. | 8 | 56.0 | 54.0 | (2.0) |
| INFORMATION SYSTEMS ADMIN. (EXE LEV) | 30 | 1.0 | 1.0 | |
| INSPECTOR | 18 | 34.0 | 29.0 | (5.0) |
| INSTRUMENT PERSON | 11 | 2.0 | 2.0 | |
| INVENTORY MANAGEMENT CLERK | 9 | 12.0 | 11.0 | (1.0) |
| IRM MANAGER | 29 | 1.0 | 1.0 | |
| IT PROJECT MANAGER | 28 | 13.0 | 15.0 | 2.0 |
| LABORER | 4 | 209.0 | 190.0 | (19.0) |
| MAINTENANCE MECHANIC I | 8 | 21.0 | 18.0 | (3.0) |
| MAINTENANCE MECHANIC II | 12 | 5.0 | 5.0 | |
| MAINTENANCE MECHANIC III | 14 | 44.0 | 41.0 | (3.0) |
| MAINTENANCE SUPERVISOR | 16 | 3.0 | 3.0 | |
| MANAGEMENT ANALYST I | 15 | 1.0 | 1.0 | |
| MANAGEMENT ANALYST II | 18 | 1.0 | 2.0 | 1.0 |
| MANAGEMENT ANALYST III | 21 | 5.0 | 5.0 | |
| MANAGEMENT ANALYST IV | 25 | 3.0 | 4.0 | 1.0 |
| MANAGING ENGINEER | 31 | 7.0 | 9.0 | 2.0 |
| OFFICE SUPERVISOR | 17 | 1.0 | 1.0 | |
| PAINTER | 11 | 23.0 | 21.0 | (2.0) |
| PAINTER LEADER | 15 | 1.0 | 1.0 | |
| PARTY CHIEF | 19 | 2.0 | 2.0 | |
| PLUMBER | 14 | 2.0 | 0.0 | (2.0) |
| PROCUREMENT SPECIALIST | 24 | 5.0 | 3.0 | (2.0) |
| PROGRAMMER ANALYST IV | 25 | 1.0 | 1.0 | |
| PROJECT MANAGER | 24 | 10.0 | 10.0 | |
| PROJECT TECHNICIAN III | 17 | 3.0 | 4.0 | 1.0 |
| PUBLIC INFORMATION OFFICER (EXE LEV) | 26 | 1.0 | 1.0 | |
| REGULATORY INVESTIGATOR | 11 | 4.0 | 4.0 | |
| SAFETY REPRESENTATIVE | 19 | 2.0 | 1.0 | (1.0) |
| SECURITY OFFICER | 8 | 66.0 | 53.0 | (13.0) |
| SEMI-SKILLED LABORER | 6 | 65.0 | 54.0 | (11.0) |
| SENIOR ACCOUNTANT | 20 | 5.0 | 5.0 | |
| SENIOR AIRPORT COMMUNICATIONS OPERATOR | 15 | 15.0 | 14.0 | (1.0) |
| SENIOR AIRPORT MANAGER (EXE LEV) | 35 | 1.0 | 1.0 | |
| SENIOR AIRPORT PROPERTIES REPRESENTATIVE | 26 | 7.0 | 6.0 | (1.0) |
| SENIOR AIRPORT SYSTEMS TECHNICIAN | 20 | 6.0 | 6.0 | |
| SENIOR ARCHITECT | 29 | 1.0 | 1.0 | |

**Business Area Roster Summary**

**Fund Name : HAS-Revenue Fund**
**Business Area Name : Houston Airport System**
**Fund No./Bus Area No. : 8001 / 2800**

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| SENIOR ASSISTANT CITY ATTORNEY I | 30 | 2.0 | 2.0 | |
| SENIOR ASSISTANT CITY ATTORNEY II | 32 | 0.0 | 1.0 | 1.0 |
| SENIOR ASSISTANT CITY ATTORNEY III | 34 | 1.0 | 1.0 | |
| SENIOR COMMUNICATIONS SPECIALIST | 20 | 1.0 | 1.0 | |
| SENIOR CONTRACT ADMINISTRATOR | 27 | 3.0 | 1.0 | (2.0) |
| SENIOR CONTRACT COMPLIANCE OFFICER | 18 | 5.0 | 3.0 | (2.0) |
| SENIOR CUSTOMER SERVICE CLERK | 12 | 0.0 | 1.0 | 1.0 |
| SENIOR GIS ANALYST | 24 | 2.0 | 1.0 | (1.0) |
| SENIOR GIS TECHNICIAN | 17 | 2.0 | 1.0 | (1.0) |
| SENIOR HUMAN RESOURCES SPECIALIST | 21 | 1.0 | 0.0 | (1.0) |
| SENIOR INSPECTOR | 22 | 7.0 | 7.0 | |
| SENIOR INVENTORY MANAGEMENT CLERK | 12 | 6.0 | 5.0 | (1.0) |
| SENIOR MARKETING SPECIALIST | 28 | 2.0 | 2.0 | |
| SENIOR MICROCOMPUTER ANALYST | 23 | 11.0 | 11.0 | |
| SENIOR OFFICE ASSISTANT | 12 | 9.0 | 8.0 | (1.0) |
| SENIOR PARALEGAL | 19 | 1.0 | 1.0 | |
| SENIOR PAYROLL CLERK | 13 | 5.0 | 4.0 | (1.0) |
| SENIOR PROCUREMENT SPECIALIST | 27 | 11.0 | 9.0 | (2.0) |
| SENIOR PROJECT MANAGER | 27 | 11.0 | 10.0 | (1.0) |
| SENIOR REGULATORY INVESTIGATOR | 14 | 4.0 | 4.0 | |
| SENIOR RODPERSON | 9 | 1.0 | 1.0 | |
| SENIOR SPECIAL SERVICE REPRESENTATIVE | 15 | 4.0 | 4.0 | |
| SENIOR STAFF ANALYST | 28 | 7.0 | 7.0 | |
| SENIOR STAFF ANALYST (EXE LEV) | 28 | 1.0 | 1.0 | |
| SENIOR SUPERINTENDENT | 27 | 16.0 | 17.0 | 1.0 |
| SIGN PROCESSOR | 9 | 1.0 | 1.0 | |
| SPECIAL SERVICE REPRESENTATIVE | 13 | 41.0 | 37.0 | (4.0) |
| STAFF ANALYST | 26 | 9.0 | 9.0 | |
| STAFF ANALYST (EXE LEV) | 26 | 1.0 | 1.0 | |
| SUPERVISING ENGINEER | 29 | 2.0 | 2.0 | |
| SYSTEMS ACCOUNTANT II | 23 | 1.0 | 1.0 | |
| SYSTEMS ACCOUNTANT III | 27 | 8.0 | 6.0 | (2.0) |
| SYSTEMS ACCOUNTANT IV | 29 | 3.0 | 3.0 | |
| SYSTEMS CONSULTANT | 26 | 6.0 | 7.0 | 1.0 |
| SYSTEMS SUPPORT ANALYST III | 22 | 2.0 | 2.0 | |
| SYSTEMS SUPPORT ANALYST IV | 25 | 6.0 | 6.0 | |
| TRAINING COORDINATOR | 24 | 3.0 | 3.0 | |
| **Total FTEs** | | **1,514.0** | **1,405.0** | **(109.0)** |
| **Less adjustment for Civilian Vacancy Factor** | | **114.0** | **45.0** | **(69.0)** |
| **Full-Time Equivalents** | | **1,400.0** | **1,360.0** | **(40.0)** |

Business Area Revenue Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8001 / 2800

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **2800020002** | **Finance & Accounting** | | | |
| 428060 | Other Interest Income | 43,440 | 43,440 | **0** |
| 428080 | Returned Check Charges | 120 | 120 | **0** |
| 432010 | Interest on Pooled Investments | 8,075,854 | 8,075,854 | **6,300,524** |
| 434505 | Prior Year Expenditure Recovery | 1,679 | 1,679 | **0** |
| 434510 | Prior Year Revenue | (179,540) | (179,540) | **0** |
| 443060 | Ground Transport Concessions | 545,712 | 545,712 | **639,132** |
| 456255 | Misc Operating Revenue | 72,924 | 72,924 | **125,988** |
| 456260 | Oper Recov & Refunds | 3,817 | 3,817 | **168** |
| **Total** | **Finance & Accounting** | **8,564,006** | **8,564,006** | **7,065,812** |
| **2800040003** | **EFD Operations** | | | |
| 426420 | Building Space Rental Fees | 73,620 | 73,620 | **38,208** |
| 434240 | Sale of Capital Assets-Land/Streets | 517,023 | 517,023 | **700,000** |
| 434510 | Prior Year Revenue | 283,209 | 283,209 | **0** |
| 441020 | Aviation Fuel Revenue | 273,000 | 273,000 | **247,224** |
| 442050 | Hangar Rental Fees | 853,968 | 853,968 | **900,060** |
| 442060 | Grounds Rental Fees | 373,814 | 373,814 | **380,776** |
| 443080 | Special Events Concessions | 0 | 0 | **23,083** |
| 456175 | Disposal Fees | 96 | 96 | **100** |
| 456253 | Badging Fees | 3,396 | 3,396 | **4,404** |
| 456255 | Misc Operating Revenue | 279,624 | 279,624 | **148,260** |
| **Total** | **EFD Operations** | **2,657,750** | **2,657,750** | **2,442,115** |
| **2800040005** | **HOU Management** | | | |
| 426420 | Building Space Rental Fees | 203,640 | 203,640 | **230,997** |
| 441010 | Signatory Landings | 13,326,462 | 13,326,462 | **13,748,540** |
| 441020 | Aviation Fuel Revenue | 894,000 | 894,000 | **883,908** |
| 441030 | Aircraft Parking Revenue | 196,000 | 196,000 | **228,888** |
| 442030 | Terminal Space Rental Fees | 22,901,563 | 22,901,563 | **24,297,432** |
| 442035 | Terminal Space Nonair Rental Fees | 474,384 | 474,384 | **376,020** |
| 442040 | Cargo Building Rental Fees | 177,516 | 177,516 | **177,516** |
| 442050 | Hangar Rental Fees | 3,671,850 | 3,671,850 | **3,464,321** |
| 442060 | Grounds Rental Fees | 1,399,465 | 1,399,465 | **1,627,533** |
| 443050 | Auto Rental Concessions | 7,883,881 | 7,883,881 | **8,407,274** |
| 443060 | Ground Transport Concessions | 1,612,069 | 1,612,069 | **1,647,703** |
| 443190 | Retail Concessions | 8,475,980 | 8,475,980 | **9,053,119** |
| 447020 | Garage Parking Revenue | 16,949,953 | 16,949,953 | **18,645,568** |
| 456175 | Disposal Fees | 75,984 | 75,984 | **70,080** |
| 456253 | Badging Fees | 115,440 | 115,440 | **115,572** |
| 456255 | Misc Operating Revenue | 34,236 | 34,236 | **25,152** |
| 456260 | Oper Recov & Refunds | 261,276 | 261,276 | **268,476** |
| **Total** | **HOU Management** | **78,653,699** | **78,653,699** | **83,268,099** |
| **2800040016** | **IAH Management** | | | |
| 426420 | Building Space Rental Fees | 5,451,615 | 5,451,615 | **5,893,273** |
| 434240 | Sale of Capital Assets-Land/Streets | 0 | 0 | **100,000** |
| 434510 | Prior Year Revenue | 46,005 | 46,005 | **2,356,096** |
| 441010 | Signatory Landings | 77,027,066 | 77,027,066 | **77,679,052** |
| 441015 | Carrier Incentive Program | (750,000) | (750,000) | **(3,500,000)** |
| 441020 | Aviation Fuel Revenue | 333,000 | 333,000 | **339,131** |
| 441030 | Aircraft Parking Revenue | 2,260,000 | 2,260,000 | **2,302,248** |

Business Area Revenue Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8001 / 2800

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 442030 | Terminal Space Rental Fees | 141,088,541 | 141,088,541 | **143,592,864** |
| 442035 | Terminal Space Nonair Rental Fees | 635,405 | 635,405 | **825,978** |
| 442040 | Cargo Building Rental Fees | 2,281,850 | 2,281,850 | **2,101,395** |
| 442050 | Hangar Rental Fees | 2,225,746 | 2,225,746 | **2,246,948** |
| 442060 | Grounds Rental Fees | 6,588,187 | 6,588,187 | **5,265,033** |
| 443050 | Auto Rental Concessions | 18,639,021 | 18,639,021 | **18,580,621** |
| 443060 | Ground Transport Concessions | 4,389,571 | 4,389,571 | **5,185,388** |
| 443190 | Retail Concessions | 30,560,315 | 30,560,315 | **32,580,744** |
| 445050 | Cell Tower Revenue | 744,984 | 744,984 | **815,787** |
| 447020 | Garage Parking Revenue | 57,556,991 | 57,556,991 | **58,943,327** |
| 456175 | Disposal Fees | 134,616 | 134,616 | **147,482** |
| 456253 | Badging Fees | 814,320 | 814,320 | **806,554** |
| 456255 | Misc Operating Revenue | 322,596 | 322,596 | **338,028** |
| 456260 | Oper Recov & Refunds | 916,680 | 916,680 | **960,677** |
| **Total** | **IAH Management** | **351,266,509** | **351,266,509** | **357,560,626** |
| **Total** | **Houston Airport System** | **441,141,964** | **441,141,964** | **450,336,652** |

Business Area Expenditure Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus. Area No. : 8001 / 2800

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 61,521,067 | 62,994,155 | 58,476,802 | **63,866,782** |
| 500030 | Salary Part Time - Civilian | 280,115 | 327,634 | 289,703 | **399,387** |
| 500060 | Overtime - Civilian | 2,765,931 | 1,744,507 | 2,729,256 | **2,590,497** |
| 500090 | Premium Pay - Civilian | 634,427 | 686,695 | 724,051 | **726,835** |
| 500110 | Bilingual Pay - Civilian | 114,512 | 121,080 | 106,417 | **107,576** |
| 500210 | Pay for Performance-Municipal | 500 | 0 | 0 | **0** |
| 500240 | HOPE Community Service Usage | 0 | 0 | 3,172 | **0** |
| 500250 | HOPE Union Business Usage | 4,616 | 0 | 4,630 | **0** |
| 501050 | Employee Awards | 200 | 31,500 | 62,800 | **0** |
| 501060 | Moving Expenses | 30,864 | 25,000 | 74,015 | **50,000** |
| 501070 | Pension - Civilian | 11,681,558 | 13,480,762 | 12,573,178 | **14,491,361** |
| 501120 | Termination Pay - Civilian | 1,076,424 | 400,000 | 1,153,782 | **550,000** |
| 501150 | Trainees for Classified Service - Cadets | 147 | 0 | 0 | **0** |
| 501160 | Vehicle Allowance - Civilian | 4,588 | 0 | 0 | **0** |
| 502010 | FICA - Civilian | 4,830,075 | 4,993,223 | 4,579,840 | **5,138,736** |
| 503010 | Health Ins-Act Civilian | 9,899,070 | 11,338,321 | 11,422,593 | **12,754,740** |
| 503015 | Basic Life Insurance - Active Civilian | 35,806 | 37,464 | 33,891 | **49,473** |
| 503050 | Health/Life Insurance - Retiree Civilian | 9,668,104 | 1,503,259 | 1,237,406 | **1,698,683** |
| 503060 | Long Term Disability-Civilian | 114,994 | 118,691 | 108,063 | **115,103** |
| 503090 | Workers Compensation-Civilian-Admin | 432,873 | 334,622 | 319,009 | **325,087** |
| 503100 | Workers Compensation-Civilian-Claim | 655,885 | 659,135 | 737,811 | **659,135** |
| 504010 | Pension - GASB 27 Pension Accrual | 3,394,588 | 0 | 0 | **0** |
| 504020 | Compensation Contingency | 0 | 250,000 | 0 | **2,915,856** |
| 504030 | Unemployment Claims - Administration | 385,943 | 53,340 | 61,394 | **53,200** |
| **Total** | **Personnel Services** | **107,532,287** | **99,099,388** | **94,697,813** | **106,492,451** |
| 511010 | Chemical Gases & Special Fluids | 200,254 | 430,177 | 470,513 | **385,818** |
| 511015 | Cleaning & Sanitary Supplies | 1,250,097 | 1,230,268 | 1,205,530 | **1,195,804** |
| 511020 | Construction Materials | 1,222,016 | 1,334,333 | 1,310,511 | **1,431,300** |
| 511025 | Electrical Hardware & Parts | 997,299 | 1,027,777 | 1,023,766 | **1,269,020** |
| 511030 | Mechanical Hardware & Parts | 212,585 | 179,501 | 163,123 | **202,343** |
| 511035 | Meters Hydrants & Plumbing Supplies | 148,236 | 133,060 | 123,949 | **129,625** |
| 511040 | Audiovisual Supplies | 227,147 | 246,030 | 203,062 | **250,095** |
| 511045 | Computer Supplies | 130,672 | 153,333 | 156,031 | **139,893** |
| 511050 | Paper & Printing Supplies | 55,847 | 112,336 | 109,095 | **126,385** |
| 511055 | Publications & Printed Materials | 69,607 | 160,792 | 159,668 | **165,576** |
| 511060 | Postage | 18,914 | 23,876 | 23,776 | **23,360** |
| 511070 | Miscellaneous Office Supplies | 235,866 | 227,950 | 226,221 | **225,311** |
| 511080 | General Laboratory Supplies | 419 | 0 | 0 | **0** |
| 511085 | Drugs & Medical Chemicals | 8 | 0 | 22 | **0** |
| 511090 | Medical & Surgical Supplies | 24,618 | 179,697 | 180,246 | **87,250** |
| 511095 | Small Technical & Scientific Equipment | 5,439 | 21,096 | 17,039 | **23,704** |
| 511110 | Fuel | 1,191,141 | 1,099,526 | 1,208,025 | **1,308,264** |
| 511115 | Vehicle Repair & Maintenance Supplies | 92,587 | 72,870 | 71,726 | **66,150** |
| 511120 | Clothing | 428,038 | 580,682 | 578,503 | **644,140** |
| 511125 | Food Supplies | 81,398 | 220,466 | 221,314 | **392,440** |
| 511130 | Weapons Munitions & Supplies | 4,027 | 4,150 | 4,200 | **7,800** |
| 511135 | Recreational Supplies | 22 | 0 | 16,295 | **0** |
| 511140 | Landscaping & Gardening Supplies | 12,824 | 216,600 | 218,100 | **225,600** |
| 511145 | Small Tools & Minor Equipment | 205,722 | 175,720 | 204,004 | **238,448** |
| 511150 | Miscellaneous Parts & Supplies | 445,923 | 554,581 | 959,285 | **577,950** |
| 511155 | Inventory Sales | 24,322 | 0 | 0 | **0** |
| 511160 | Protective Gear | 0 | 0 | 573 | **10,000** |
| 511165 | Fire Fighting Equipment | 4,875 | 19,200 | 9,600 | **19,200** |

**Business Area Expenditure Summary**

**Fund Name : HAS-Revenue Fund**
**Business Area Name : Houston Airport System**
**Fund No./Bus. Area No. : 8001 / 2800**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| **Total** | **Supplies** | **7,289,903** | **8,404,021** | **8,864,177** | **9,145,476** |
| 520100 | Temporary Personnel Services | 47,180 | 60,000 | 60,000 | **454,700** |
| 520101 | Janitorial Services | 143,294 | 188,479 | 141,463 | **162,094** |
| 520105 | Accounting & Auditing Services | 55,975 | 125,000 | 194,000 | **239,900** |
| 520106 | Architectural Services | 72,189 | 0 | 0 | **0** |
| 520107 | Computer Info/Contr | 1,431,485 | 1,518,070 | 1,449,136 | **1,399,880** |
| 520108 | Information Resource Services | 33,359 | 16,020 | 16,020 | **25,900** |
| 520109 | Medical Dental & Laboratory Services | 35,372 | 46,819 | 46,819 | **51,200** |
| 520110 | Management Consulting Services | 2,404,005 | 4,454,145 | 4,115,561 | **11,494,910** |
| 520111 | Real Estate Services | 71,915 | 186,000 | 186,000 | **167,500** |
| 520112 | Banking Services | 6,693 | 6,000 | 6,000 | **6,000** |
| 520113 | Photographic Services | 933 | 50 | 3,600 | **10,050** |
| 520114 | Miscellaneous Support Services | 158,414 | 353,429 | 279,935 | **868,560** |
| 520115 | Real Estate Lease/Office Rental | 22,479 | 22,800 | 22,584 | **225,600** |
| 520116 | Parking Services Contract | 13,347,976 | 17,608,328 | 17,832,557 | **20,204,534** |
| 520118 | Refuse Disposal | 856,528 | 1,068,297 | 1,030,481 | **1,116,351** |
| 520119 | Computer Equipment/Software Maintenance | 484,993 | 1,345,466 | 1,462,017 | **1,483,876** |
| 520120 | Communications Equipment Services | 2,297,193 | 2,529,636 | 2,656,982 | **2,598,418** |
| 520121 | IT Application Svcs | 86,873 | 173,781 | 176,863 | **455,659** |
| 520122 | Office Equipment Services | 5,893 | 14,950 | 15,000 | **13,100** |
| 520123 | Vehicle & Motor Equipment Services | 2,543,855 | 2,251,392 | 2,433,114 | **24,100** |
| 520124 | Other Equipment Services | 287,628 | 391,661 | 391,595 | **393,700** |
| 520126 | Construction Site Work Services | 2,797,072 | 0 | 1,900 | **12,000** |
| 520128 | Other Construction Work Services | 0 | 0 | 211,200 | **0** |
| 520141 | Engineering Services | 23,850 | 0 | 47,331 | **0** |
| 520143 | Credit/Bank Card Services | 1,639,246 | 2,083,412 | 1,976,805 | **1,823,139** |
| 520145 | Criminal Intelligence Services | 383,778 | 420,992 | 399,107 | **448,600** |
| 520510 | Mail/Delivery Services | 7,731 | 15,450 | 15,450 | **15,150** |
| 520515 | Print Shop Services | 14,529 | 5,964 | 18,110 | **20,030** |
| 520520 | Printing & Reproduction Services | 16,478 | 57,449 | 55,572 | **58,260** |
| 520605 | Advertising Services | 1,032,781 | 2,388,715 | 1,893,576 | **2,447,715** |
| 520705 | Insurance Fees | 3,111,662 | 4,236,112 | 4,233,738 | **4,440,285** |
| 520720 | Fines | 0 | 2,000 | 2,000 | **2,000** |
| 520755 | Contingency | 0 | 43,267 | 43,267 | **0** |
| 520765 | Membership & Professional Fees | 270,510 | 295,005 | 307,567 | **367,476** |
| 520805 | Education & Training | 487,558 | 1,245,634 | 1,239,351 | **1,539,843** |
| 520815 | Tuition Reimbursement | 48,268 | 0 | 0 | **0** |
| 520905 | Travel - Training Related | 193,294 | 441,411 | 424,081 | **554,965** |
| 520910 | Travel - Non-Training Related | 282,525 | 476,282 | 490,404 | **560,259** |
| 521305 | Indirect Cost Recovery Payment | 3,209,709 | 3,085,666 | 3,085,665 | **2,651,941** |
| 521405 | Building Maintenance Services | 26,424,463 | 30,036,904 | 27,208,610 | **26,122,979** |
| 521410 | Sewer Services | 1,589,815 | 1,804,380 | 1,735,715 | **1,499,081** |
| 521415 | Land and Grounds Maintenance | 1,348,940 | 789,311 | 737,809 | **967,673** |
| 521435 | Water Services | 1,378,110 | 1,585,625 | 1,577,126 | **1,556,157** |
| 521505 | Electricity | 19,447,078 | 18,499,030 | 18,813,912 | **14,625,880** |
| 521510 | Natural Gas | 1,779,313 | 1,782,520 | 2,103,494 | **2,331,495** |
| 521515 | Electricity Fran Fee Exp | 332,237 | 394,740 | 369,917 | **379,206** |
| 521605 | Data Services | 217,893 | 285,658 | 281,657 | **436,108** |
| 521610 | Voice Services | 802,678 | 867,268 | 844,520 | **470,514** |
| 521620 | Voice Equipment | 9,905 | 8,418 | 8,418 | **11,318** |
| 521625 | Voice Labor | 561 | 367 | 367 | **9,278** |
| 521630 | GIS Revolving Fund Services | 167,335 | 184,432 | 184,432 | **231,104** |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | **418,000** |

Business Area Expenditure Summary

Fund Name : HAS-Revenue Fund
Business Area Name : Houston Airport System
Fund No./Bus. Area No. : 8001 / 2800

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 521705 | Vehicle/Equipment Rental/Lease | 12,619 | 54,000 | 57,634 | **59,000** |
| 521715 | Office Equipment Rental | 4,170 | 284,079 | 266,794 | **305,522** |
| 521725 | Other Rental | 52,036 | 110,687 | 110,895 | **162,920** |
| 521730 | Parking Space Rental | 9,444 | 7,372 | 7,372 | **10,322** |
| 521905 | Legal Services | 1,771,749 | 1,072,800 | 1,122,500 | **939,000** |
| 521910 | Legal Svcs - Crt Report | 9 | 0 | 0 | **0** |
| 522205 | Metro Commuter Passes | 10,338 | 3,600 | 3,600 | **3,600** |
| 522305 | Freight Charges | 0 | 5,000 | 5,000 | **0** |
| 522430 | Miscellaneous Other Services & Charges | 1,148,017 | 1,729,367 | 1,722,181 | **2,491,990** |
| 522435 | Interest Charges Past Due Accounts | 0 | 0 | 785 | **0** |
| 522620 | Claims & Judgments | 70,016 | 175,000 | 175,000 | **175,000** |
| 522720 | Interfund Payroll Services | 322,837 | 229,771 | 229,771 | **307,779** |
| 522721 | Interfund HR Client Services | 1,140,107 | 1,179,045 | 1,142,803 | **1,078,962** |
| 522722 | KRONOS Service Chargeback | 109,815 | 52,810 | 52,927 | **54,251** |
| 522723 | Drainage Fee Service Chargeback | 4,581,798 | 5,378,126 | 4,581,798 | **4,581,900** |
| 522740 | Interfund Police Service | 20,888,206 | 22,917,741 | 22,917,741 | **23,232,130** |
| 522755 | Interfund Fire Protection Service | 16,617,771 | 16,516,840 | 16,516,840 | **17,276,037** |
| 522765 | Interfund Legal Services | 0 | 90,000 | 90,000 | **90,000** |
| 522780 | Interfund Photo Copy Services | 241,850 | 0 | 1,973 | **0** |
| 522790 | Interfund Inventory Adjustments | 1,459 | 0 | 182 | **0** |
| 522795 | Other Interfund Services | 277,925 | 258,500 | 208,500 | **244,456** |
| 522800 | Cost of Goods Sold | 0 | 0 | 518 | **0** |
| 522805 | Interfund Network Services | 0 | 0 | 0 | **1,200** |
| 522840 | Interfund Permit Center Rent Chargeback | 9,037 | 9,008 | 9,007 | **6,005** |
| 522845 | Interfund Vehicle Services | 0 | 0 | 413,143 | **3,238,909** |
| 522910 | Indirect Cost - Expenses | (9) | 0 | 0 | **0** |
| 531160 | Issuance Expense Cost-Commercial Paper | 930,695 | 936,032 | 936,433 | **1,167,235** |
| **Total** | **Other Services and Charges** | **139,611,440** | **154,406,113** | **151,404,225** | **160,822,706** |
| 551010 | Non-Capital Office Furniture & Equipment | 34,196 | 92,754 | 87,519 | **163,859** |
| 551015 | Non-Capital Computer Equipment | 723,971 | 1,175,843 | 1,185,076 | **1,245,050** |
| 551020 | Non-Capital Communication Equipment | 118,530 | 931,566 | 951,511 | **492,858** |
| 551030 | Non-Capital Machinery & Equipment | 30,088 | 22,670 | 13,300 | **16,200** |
| 551040 | Non-Capital Other | 52,387 | 948 | 14,436 | **400** |
| 551045 | Non-Capital Vehicles/Rolling Stock | 8,307 | 5,700 | 5,700 | **3,800** |
| **Total** | **Non-Capital Equipment** | **967,479** | **2,229,481** | **2,257,542** | **1,922,167** |
| 531010 | Amortization Expense | 1,465 | 1,465 | 1,465 | **1,465** |
| 531085 | Other Interest | 106,500 | 106,500 | 106,500 | **106,500** |
| 532080 | System Debt Service Transfers | 105,371,692 | 118,393,000 | 120,043,639 | **120,706,263** |
| 532110 | System Improvement Transfers | 67,021,418 | 56,501,996 | 61,766,603 | **49,139,624** |
| 532115 | System Operating Reserve | 987,141 | 2,000,000 | 2,000,000 | **2,000,000** |
| **Total** | **Debt Service and Other Uses** | **173,488,216** | **177,002,961** | **183,918,207** | **171,953,852** |
| | **Grand Total Expenditures** | **428,889,325** | **441,141,964** | **441,141,964** | **450,336,652** |

# AIRPORT CAPITAL OUTLAY FUND

The Airport Capital Outlay Fund (8012) is used to budget the Houston Airport System's capital outlay expenditures that support the operations of Bush Intercontinental Airport, William P. Hobby Airport and Ellington Airport. This fund receives funding transfers from the Aviation Fund. This fund is a sub-fund of the Airport's Capital Improvement Fund (8011).

**Fund Summary**

**Fund Name** : **HAS-AIF Capital Outlay**
**Business Area Name** : **Houston Airport System**
**Fund No./Bus. Area No.** : **8012 / 2800**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Operating Fund Balance | 0 | 0 | **0** |
| Current Revenues | 12,488,115 | 12,488,115 | **16,563,602** |
| Total Available Resources | 12,488,115 | 12,488,115 | **16,563,602** |
| Maintenance and Operations | 12,488,115 | 12,488,115 | **16,563,602** |
| Total Expenditures | 12,488,115 | 12,488,115 | **16,563,602** |
| Planned Ending Operating Fund Balance | 0 | 0 | **0** |
| Total Budget | 12,488,115 | 12,488,115 | **16,563,602** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 0 | 0 | **0** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

**Business Area Budget Summary**

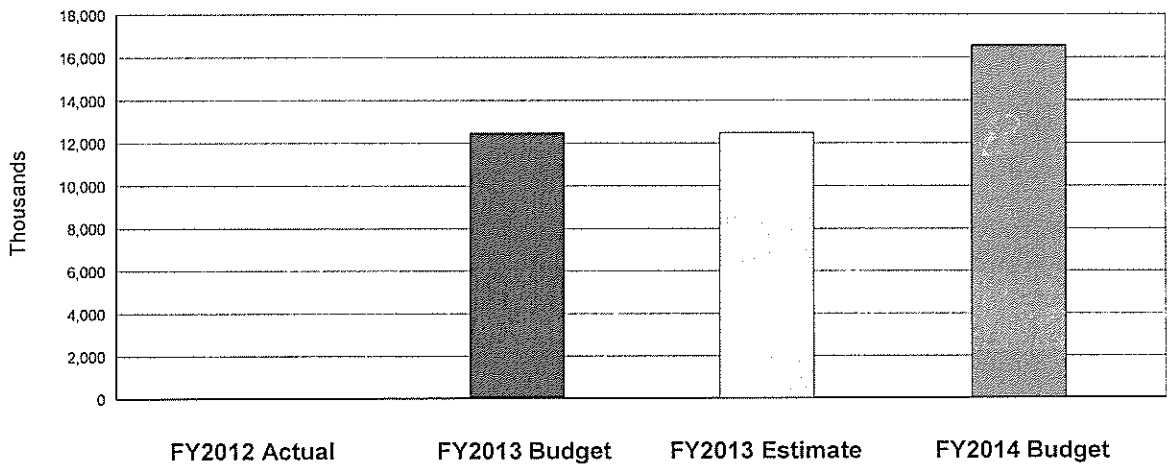
**Fund Name : HAS-AIF Capital Outlay**
**Business Area Name : Houston Airport System**
**Fund No./Bus. Area No. : 8012 / 2800**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Other Services and Charges | 0 | 0 | 0 | **0** |
| | Equipment | 0 | 12,488,115 | 12,488,115 | **16,563,602** |
| | Total M & O Expenditures | 0 | 12,488,115 | 12,488,115 | **16,563,602** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 0 | 12,488,115 | 12,488,115 | **16,563,602** |
| Revenues | | 0 | 12,488,115 | 12,488,115 | **16,563,602** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 0.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget includes $2.9M of FY2013 expenditures for rolling stock items that will not be received before June 30, 2013.
- The FY2014 Budget primarily consists of $3.0M for replacement fire vehicles, $850,000 for an incident command vehicle, $650,000 for vehicles to support the Houston Police Department, $875,000 for tractor replacement at Intercontinental Airport (IAH), $518,000 for a Cisco core upgrade, $550,000 for Customs & Border Protection (CBP) Automated Passport Control (APC) kiosks and $400,000 for the Airport Operations Center (AOC) facility at IAH.

**HAS-AIF Capital Outlay**
**Houston Airport System**
**Expenditure Summary**



Business Area Revenue Summary

Fund Name : HAS-AIF Capital Outlay
Business Area Name : Houston Airport System
Fund No./Bus Area No. : 8012 / 2800

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 2800010001 | Director's Office | | | |
| 490050 | Transfer from Aviation Fund | 12,488,115 | 12,488,115 | 16,563,602 |
| Total | Houston Airport System | 12,488,115 | 12,488,115 | 16,563,602 |

Business Area Expenditure Summary

Fund Name : HAS-AIF Capital Outlay
Business Area Name : Houston Airport System
Fund No./Bus. Area No. : 8012 / 2800

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 560120 | Capital Exp-Building and Bldg Improvement | 0 | 0 | 0 | **145,000** |
| 560140 | Improvements other than Buildings | 0 | 253,000 | 253,000 | **654,506** |
| 560210 | Furniture Fixtures and Equipment | 0 | 86,890 | 36,500 | **94,200** |
| 560220 | Vehicles | 0 | 5,904,521 | 5,173,515 | **11,393,396** |
| 560230 | Computer HW and Developed SW | 0 | 1,015,106 | 1,150,100 | **4,158,000** |
| 560240 | Communication Equipment | 0 | 5,228,598 | 5,875,000 | **110,000** |
| 560260 | Infrastructure | 0 | 0 | 0 | **8,500** |
| **Total** | **Equipment** | **0** | **12,488,115** | **12,488,115** | **16,563,602** |
| | **Grand Total Expenditures** | **0** | **12,488,115** | **12,488,115** | **16,563,602** |

# CONVENTION AND ENTERTAINMENT FACILITIES

## Description and Mission

Effective July 1, 2011, the Convention & Entertainment Facilities Department was consolidated into the Houston Convention Center Hotel Corporation with the resulting organization reconstituted and renamed Houston First Corporation. Through an Interlocal Agreement and Lease Agreement, Houston First Corporation has assumed all of the principal roles and responsibilities of the department, including the responsibility to manage the department's facilities and department-managed facilities. Houston First Corporation also acts as the City's agent for the collection of hotel occupancy taxes, including the portion that is pledged to the City's bonds. However, the consolidation does not affect the pledge of, or the revenues that constitute, the pledged revenues under the ordinances authorizing the bonds and parity bonds; accordingly, all pledged revenues continue to be recorded in CEFD's Revenue Fund in compliance with respective bond ordinances.

**Fund Summary**

**Fund Name** : **C&E - Facility Operating Fund**
**Business Area Name** : **Convention & Entertainment**
**Fund No./Bus. Area No.** : **8601 / 4200**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 4,234,890 | 4,234,890 | **3,282,137** |
| Current Revenues | 83,347,394 | 83,347,394 | **87,908,996** |
| Total Available Resources | 87,582,284 | 87,582,284 | **91,191,133** |
| Maintenance and Operations | 3,128,535 | 3,128,535 | **1,144,150** |
| Debt Service | 79,769,498 | 79,769,498 | **85,044,413** |
| Other Interfund Transfers | 1,402,114 | 1,402,114 | **1,380,000** |
| Total Expenditures | 84,300,147 | 84,300,147 | **87,568,563** |
| Planned Ending Fund Balance | 3,282,137 | 3,282,137 | **3,622,570** |
| Total Budget | 87,582,284 | 87,582,284 | **91,191,133** |

**Business Area Budget Summary**

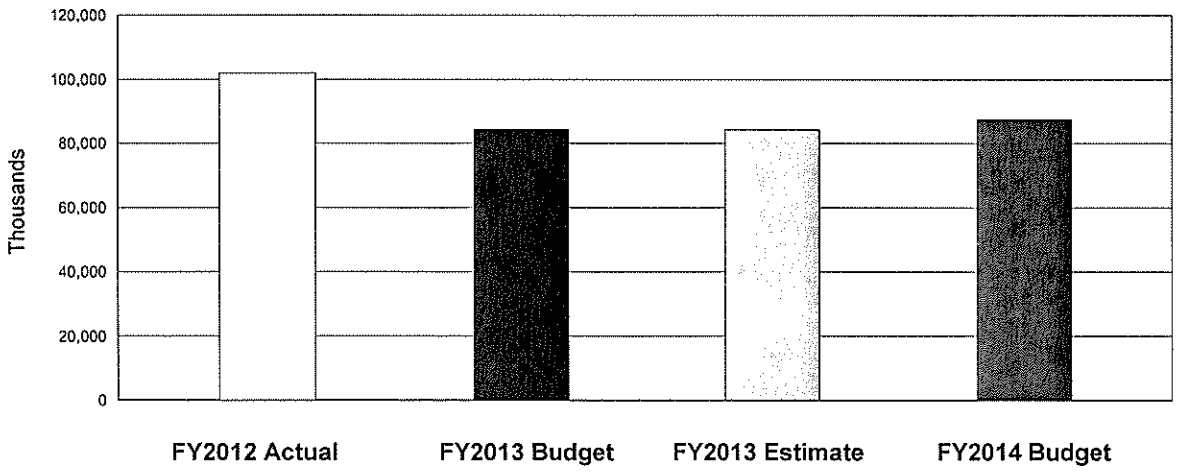
**Fund Name : C&E - Facility Operating Fund**
**Business Area Name : Convention & Entertainment**
**Fund No./Bus. Area No. : 8601 / 4200**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 530,631 | 428,958 | 428,958 | **280,150** |
| | Other Services and Charges | 932,359 | 880,450 | 880,450 | **864,000** |
| | Equipment | 0 | 1,819,127 | 1,819,127 | **0** |
| | Total M & O Expenditures | 1,462,990 | 3,128,535 | 3,128,535 | **1,144,150** |
| | Debt Service & Other Uses | 100,482,296 | 81,171,612 | 81,171,612 | **86,424,413** |
| | Total Expenditures | 101,945,286 | 84,300,147 | 84,300,147 | **87,568,563** |
| Revenues | | 81,613,959 | 83,347,394 | 83,347,394 | **87,908,996** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 0.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

The adoption of the Interlocal Agreement consolidated the facility operations of the Department with Houston First Corporation (formerly Houston Convention Center Hotel Corporation) effective July 1, 2011, leaving primarily the pledged revenues and debt service expenditures in the department's budget.

**C&E - Facility Operating Fund**
**Convention & Entertainment**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : C&E - Facility Operating Fund**
**Business Area Name : Convention & Entertainment**
**Fund No./Bus Area No. : 8601 / 4200**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| | | | | | |
| **Business Process Measures** | | | | | |
| | | | | | |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 101% | 98% | 100% | **98%** |
| Revenues Budget vs Actual Utilization | F | 111% | 100% | 100% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

**Division Summary**

**Fund Name : C&E - Facility Operating Fund**
**Business Area Name : Convention & Entertainment**
**Fund No./Bus Area No. : 8601 / 4200**

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **George R Brown Convention Center 420001**<br>A multi-pupose facility that hosts national conventions, trade shows, consumer shows, corporate meetings and religious meetings. | 0.0 | 23,627,056 | 0.0 | 22,273,674 | **0.0** | **23,464,076** |
| **Theater District Facilities 420002**<br>The Theater District is home of the Houston Symphony, Society for the Performing Arts, Stages Repertory Theater, Houston Grand Opera, Houston Ballet and Miller Outdoor Theatre as well as several downtown parks, the Theater District Parking Garage, and the City surface Lots C and H. | 0.0 | 603,588 | 0.0 | 132,427 | **0.0** | **102,878** |
| **Administration Costs 420005**<br>Provide policies, programs and direction to all personnel associated with sales, marketing and maintenance facilities. | 0.0 | 77,714,642 | 0.0 | 60,052,805 | **0.0** | **64,001,609** |
| **Regional Tourism Center 420007**<br>Located near the George R. Brown Convention Center, it will provide out-of-town visitors with information on local historic sites, entertainment venues, dining options and shopping opportunities. | 0.0 | 0 | 0.0 | 1,841,241 | **0.0** | **0** |
| Total | 0.0 | 101,945,286 | 0.0 | 84,300,147 | **0.0** | **87,568,563** |

Business Area Revenue Summary

Fund Name : C&E - Facility Operating Fund
Business Area Name : Convention & Entertainment
Fund No./Bus Area No. : 8601 / 4200

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **4200010001** | **C&E - AdminGRBConvCntr** | | | |
| 432010 | Interest on Pooled Investments | 395,450 | 395,450 | **400,000** |
| **4200020005** | **Gus S. Wortham Theater** | | | |
| 422040 | Federal Emergency Mgmt Agency Grants | 118,725 | 118,725 | **0** |
| **4200020008** | **Theater District Parking** | | | |
| 422040 | Federal Emergency Mgmt Agency Grants | 430,910 | 430,910 | **0** |
| 434510 | Prior Year Revenue | 100,000 | 100,000 | **0** |
| 447020 | Garage Parking Revenue | 8,035,319 | 8,035,319 | **7,975,614** |
| 447030 | Surface Parking Revenue | 372,002 | 372,002 | **341,799** |
| **Total** | **Theater District Parking** | **8,938,231** | **8,938,231** | **8,317,413** |
| **4200050001** | **General Administration** | | | |
| 426420 | Building Space Rental Fees | 1,380,000 | 1,380,000 | **1,380,000** |
| 449110 | Hotel Occupancy Tax | 71,229,280 | 71,229,280 | **76,000,000** |
| 449510 | Delinquent Hotel Occupancy Tax | 994,125 | 994,125 | **1,520,000** |
| 452030 | Miscellaneous Revenue | 291,583 | 291,583 | **291,583** |
| **Total** | **General Administration** | **73,894,988** | **73,894,988** | **79,191,583** |
| **Total** | **Convention & Entertainment** | **83,347,394** | **83,347,394** | **87,908,996** |

## Business Area Expenditure Summary

**Fund Name** : **C&E - Facility Operating Fund**
**Business Area Name** : **Convention & Entertainment**
**Fund No./Bus. Area No.** : **8601 / 4200**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 501120 | Termination Pay - Civilian | 0 | 308,285 | 308,285 | **152,830** |
| 503050 | Health/Life Insurance - Retiree Civilian | 272,320 | 120,673 | 120,673 | **127,320** |
| 503090 | Workers Compensation-Civilian-Admin | (1,346) | 0 | 0 | **0** |
| 504010 | Pension - GASB 27 Pension Accrual | 259,657 | 0 | 0 | **0** |
| **Total** | **Personnel Services** | **530,631** | **428,958** | **428,958** | **280,150** |
| 520100 | Temporary Personnel Services | (485) | 0 | 0 | **0** |
| 520106 | Architectural Services | (310) | 0 | 0 | **0** |
| 520110 | Management Consulting Services | 50,833 | 25,940 | 25,940 | **25,000** |
| 520111 | Real Estate Services | 0 | 4,500 | 4,500 | **0** |
| 520112 | Banking Services | 800,481 | 797,000 | 797,000 | **800,000** |
| 520126 | Construction Site Work Services | 18,754 | 0 | 0 | **0** |
| 520250 | CIP Expense | 310 | 0 | 0 | **0** |
| 520715 | Arbitrage Expenses | 14,766 | 7,500 | 7,500 | **7,500** |
| 521405 | Building Maintenance Services | 17,650 | 0 | 0 | **0** |
| 521630 | GIS Revolving Fund Services | 2,252 | 0 | 0 | **0** |
| 521905 | Legal Services | 0 | 14,822 | 14,822 | **0** |
| 522430 | Miscellaneous Other Services & Charges | 22,358 | 23,188 | 23,188 | **24,000** |
| 531160 | Issuance Expense Cost-Commercial Paper | 5,750 | 7,500 | 7,500 | **7,500** |
| **Total** | **Other Services and Charges** | **932,359** | **880,450** | **880,450** | **864,000** |
| 560010 | Land | 0 | 1,819,127 | 1,819,127 | **0** |
| **Total** | **Equipment** | **0** | **1,819,127** | **1,819,127** | **0** |
| 531085 | Other Interest | 55,839 | 89,240 | 89,240 | **472,000** |
| 531140 | Transfers for Principal | 13,418,333 | 16,085,000 | 16,085,000 | **17,719,166** |
| 531145 | Transfers for Interest | 4,814,770 | 5,104,137 | 5,104,137 | **4,386,279** |
| 532005 | Transfers to General Fund | 10,388,221 | 1,380,000 | 1,380,000 | **1,380,000** |
| 532020 | Transfers to Capital Projects | 0 | 22,114 | 22,114 | **0** |
| 532030 | Transfers to Trans Debt Service | 2,312,092 | 0 | 0 | **0** |
| 532040 | Transfers to Component Unit | 69,493,041 | 58,491,121 | 58,491,121 | **62,466,968** |
| **Total** | **Debt Service and Other Uses** | **100,482,296** | **81,171,612** | **81,171,612** | **86,424,413** |
| | **Grand Total Expenditures** | **101,945,286** | **84,300,147** | **84,300,147** | **87,568,563** |

# COMBINED UTILITY SYSTEM

## Description and Mission

The Combined Utility System (CUS) of the Public Works & Engineering Department is composed of three separate funds: the Water and Sewer System Operating Fund 8300, the Combined Utility System Operating Fund 8301 and the Combined Utility System General Purpose Fund 8305.

The department's mission is to plan, design, construct, operate and maintain Houston's critical public infrastructure systems to provide excellent drinking water and wastewater collection and treatment, as well as, provide superior customer service to our utility customers and do so responsively, efficiently, and in an environmentally responsible fashion.

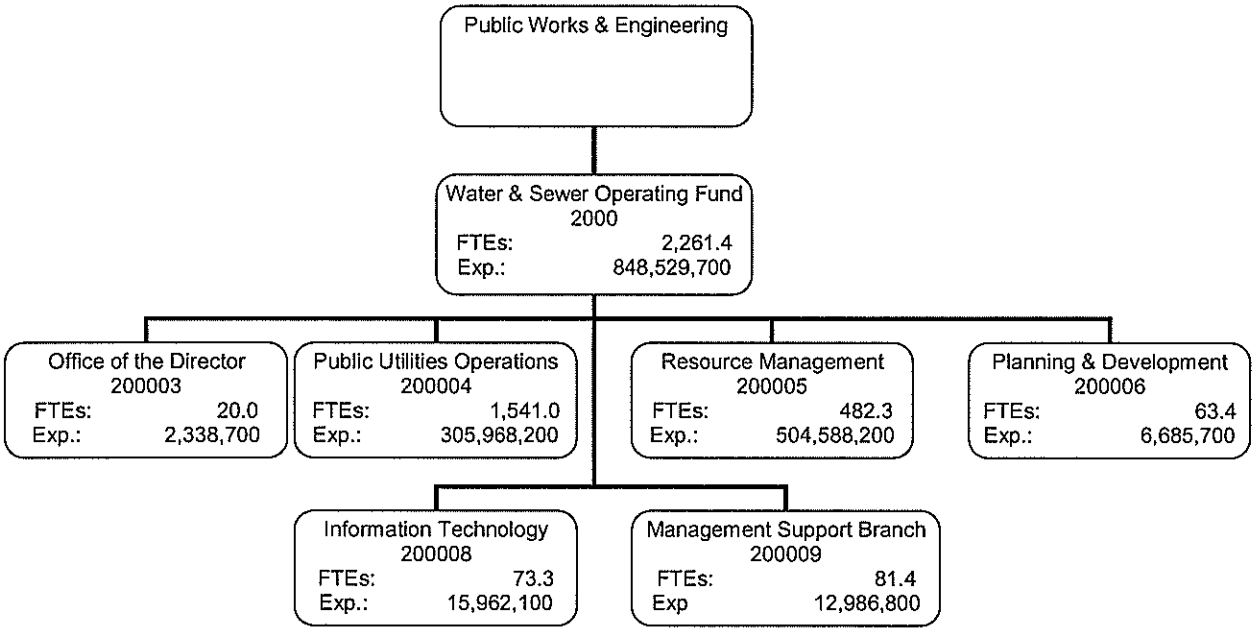
**Department Short Term Goals:**

- Further reduce the City's use of groundwater to achieve compliance with mandates of Harris-Galveston Coastal Subsidence District.
- Maintain compliance with the Texas Commission on Environmental Quality (TCEQ) and Environmental Protection Agency (EPA) clean water standards, as well as, American Water Works Association (AWWA) meter fire safety standards.
- Expand fixed network system coverage and implementation of automated meter reading functionality to enhance consumption data collection, improve services to water customers through leak identification, usage patterns and billing accuracy.
- Complete implementation of an Integrated Disaster Recovery/Data Storage System for consolidated mainframe and open systems.

**Department Long Term Goals:**

- Continue to train and develop a group of professional water and wastewater managers and operators to ensure continued reliable and efficient operation of the utility in the coming decades.
- Continue neighborhood sanitary sewer rehabilitation program. This will provide a reliable system to the citizens and reduce repair costs in the future.
- Continue fire hydrant rehabilitation program. This will provide reliable water access to City fire fighters in response to future fire emergency calls that protect citizen lives and property.
- Implement and support wireless WiMax initiatives.
- Increase the number of preventive maintenance repairs at wastewater facilities by 100% (2,100 vs. 4,300) in order to maintain high operational efficiency and reduce service interruption.

# COMBINED UTILITY SYSTEM
## Department Organization



**Fund Summary**

**Fund Name** : **Water and Sewer Operating Fund**
**Business Area Name** : **Public Works & Engineering**
**Fund No./Bus. Area No.** : **8300 / 2000**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 35,009,817 | 35,009,817 | **174,922,394** |
| Provision for Bad Debt | 0 | 0 | **0** |
| Current Revenues | 950,409,700 | 947,184,648 | **1,001,651,700** |
| Total Available Resources | 985,419,517 | 982,194,465 | **1,176,574,094** |
| Maintenance and Operations | 420,117,800 | 416,487,234 | **430,655,500** |
| Debt Service | 65,267,400 | 70,262,900 | **15,530,400** |
| Operating Transfers | 339,367,100 | 320,521,937 | **402,343,800** |
| Total Expenditures | 824,752,300 | 807,272,071 | **848,529,700** |
| Planned Ending Fund Balance | 160,667,217 | 174,922,394 | **328,044,394** |
| Total Budget | 985,419,517 | 982,194,465 | **1,176,574,094** |

**Business Area Budget Summary**

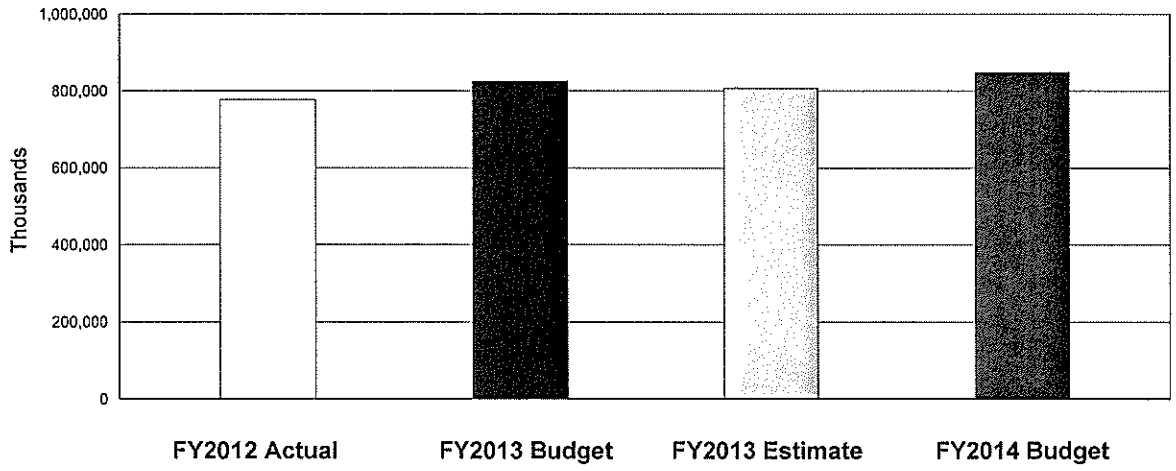
**Fund Name** : **Water and Sewer Operating Fund**
**Business Area Name** : **Public Works & Engineering**
**Fund No./Bus. Area No.** : **8300 / 2000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 148,601,390 | 161,970,200 | 154,885,762 | **170,088,700** |
| | Supplies | 48,003,224 | 44,390,155 | 46,121,572 | **49,119,300** |
| | Other Services and Charges | 218,568,360 | 210,646,100 | 212,451,065 | **208,307,800** |
| | Non-Capital Equipment | 3,027,335 | 3,111,345 | 3,028,835 | **3,139,700** |
| | Total M & O Expenditures | 418,200,309 | 420,117,800 | 416,487,234 | **430,655,500** |
| | Debt Service & Other Uses | 358,687,185 | 404,634,500 | 390,784,837 | **417,874,200** |
| | Total Expenditures | 776,887,494 | 824,752,300 | 807,272,071 | **848,529,700** |
| Revenues | | 938,796,883 | 950,409,700 | 947,184,648 | **1,001,651,700** |
| Staffing | Full-Time Equivalents - Civilian | 2,086.6 | 2,251.9 | 2,099.2 | **2,261.4** |
| | 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 | 2,086.6 | 2,251.9 | 2,099.2 | **2,261.4** |
| | Full-Time Equivalents - Overtime | 198.3 | 131.9 | 154.3 | **135.4** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- Decrease in System Debt Service Transfer of $54.8 million, from FY2013 estimate, is due to payoff of a Junior Lien debt series.
- Electricity savings of $10.2 million, from FY2013 Budget due to lower electricity rates.
- Transfer E.B. Cape Training Development and Delivery employees to Human Resources Department and split the associated costs between the Water and Sewer System Operating Fund and the Central Services Revolving Fund.
- Continue to expand fixed network system coverage and implementation of automated meter reading functionality to enhance consumption data collection, improve services to water customers through leak identification, usage patterns and billing accuracy.
- $500,000 included for the citywide collection contract to improve collections on past due utility receivables.
- Revenue increase is primarily due to the annual rate increase.

**Water and Sewer Operating Fund**
**Public Works & Engineering**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Water and Sewer Operating Fund**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus Area No. : 8300 / 2000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Avg days to process open records request | Q | 5 | 5 | 5 | **5** |
| Respond to water quality/taste/color/odor w/in 2 business days | P,Q,I | 97% | 98% | 97% | **98%** |
| Respond to customer out of water needs w/in 1 day | Q | 83% | 90% | 82% | **90%** |
| Respond to sewer and residence business w/in 1 day | Q | 93% | 90% | 99% | **90%** |
| Billing accuracy | F | 99% | 99% | 99% | **99%** |
| CUS calls answered w/in 5 minutes | I | 75% | 80% | 92% | **90%** |
| **Business Process Measures** | | | | | |
| Wastewater - pipe renewal completed (linear feet) | I | 629K LF | 600K LF | 600K LF | **600K LF** |
| Wastewater - pipe cleaning completed (linear feet) | I | 2.8 Mil LF | 2.0 Mil LF | 2.3 Mil LF | **2.0 Mil LF** |
| Compliance with safe drinking water act | I | 100% | 100% | 100% | **100%** |
| Water repairs completed (each) | I | 17,998 | 11,400 | 12,000 | **11,400** |
| Wastewater repairs completed (each) | I | 2,487 | 2,150 | 2,300 | **2,150** |
| Wastewater capacity rsrv letters sent w/in 12 days | I | 98% | 98% | 98% | **98%** |
| Water delivered (MGD) | I | 483 | 457 | 449 | **460** |
| Wastewater treated (MGD) | I | 217 | 239 | 217 | **239** |
| **People and Technology Measures** | | | | | |
| Systems availability - wimax networks | I | N/A | 100% | 100% | **100%** |
| Systems availability - other Servers | I | 100% | 100% | 100% | **100%** |
| DWO SCADA and WWO Lift station locations connected using WiMax (each) | I | N/A | 75 | 70 | **275** |
| Accounts billed off automated reads | I | N/A | N/A | N/A | **93%** |
| Accident frequency per 75,000 miles driven | F,I | N/A | N/A | N/A | **<1 accident** |
| Workers' Compensation incident frequency per 2,000 productive days worked | F,I | N/A | N/A | N/A | **<1 incident** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 95% | 98% | 98% | **98%** |
| Revenues Budget vs Actual Utilization | F | 105% | 100% | 100% | **100%** |
| Combined Utility System Collection Rate | F | 99% | 99% | 99% | **99%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

## Division Summary

**Fund Name** : **Water and Sewer Operating Fund**
**Business Area Name** : **Public Works & Engineering**
**Fund No./Bus Area No.** : **8300 / 2000**

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Office of the Director 200003** | | | | | | |
| Provide oversight in the daily operation of the PWE Department. Review departmental correspondence and requests for action. Provide information to the broadcast media, respond to citizens' inquiries and open record requests. Manage utilization of small and minority businesses. | 18.2 | 1,892,318 | 18.0 | 2,046,958 | **20.0** | **2,338,700** |
| **Public Utilities Division 200004** | | | | | | |
| Produce and supply potable drinking water throughout Harris County and portions of surrounding counties. Treat domestic and industrial wastewater, meet all regulatory mandates and requirements and plan future water supply for the region. | 1,412.2 | 306,301,776 | 1,455.8 | 303,519,047 | **1,541.0** | **305,968,200** |
| **Resource Management Division 200005** | | | | | | |
| Manage, monitor and control the department's financial and accounting activities; read and maintain customers' water/sewer meters; produce water/sewer and drainage bills; receive and process invoice payments; process and coordinate procurement and contract-related activities, as well as, warehouse and distribute general inventory items for the department. | 470.8 | 440,536,152 | 421.6 | 469,520,740 | **482.3** | **504,588,200** |
| **Planning & Development Services Division 200006** | | | | | | |
| Plan long range improvements for the City's water and wastewater infrastructure. Manage utility system capacity, impact fee administration, as well as, municipal utility district creation and annexation. | 51.1 | 4,958,668 | 52.5 | 5,477,716 | **63.4** | **6,685,700** |
| **Information Technology 200008** | | | | | | |
| Implement, install, configure, support, and maintain computer hardware, software, telecommunication, SCADA, WIMAX network, and security systems that enable the development, modification and maintenance of core application programs for mission critical systems. Provide data management, business continuity and disaster recovery services. | 71.5 | 14,470,755 | 71.7 | 15,138,325 | **73.3** | **15,962,100** |

**Division Summary**

**Fund Name** : **Water and Sewer Operating Fund**
**Business Area Name** : **Public Works & Engineering**
**Fund No./Bus Area No.** : **8300 / 2000**

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Management Support Branch** **200009** | | | | | | |
| Provide support in the areas of Safety, Security, Workers' Compensation, Records Management, Performance Development, Internal Review. Render building maintenance and administrative support to the E.B. Cape Learning Center and the 611 Walker building. | 62.8 | 8,727,825 | 79.6 | 11,569,285 | **81.4** | **12,986,800** |
| Total | 2,086.6 | 776,887,494 | 2,099.2 | 807,272,071 | **2,261.4** | **848,529,700** |

Business Area Roster Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ACCOUNT CLERK | 10 | 2.0 | 2.0 | |
| ACCOUNTANT | 17 | 5.0 | 5.0 | |
| ACCOUNTANT ASSOCIATE | 14 | 9.5 | 10.5 | 1.0 |
| ACCOUNTANT MANAGER | 27 | 1.0 | 1.0 | |
| ACCOUNTANT SUPERVISOR | 24 | 2.0 | 2.0 | |
| ADMINISTRATION MANAGER | 26 | 11.0 | 12.0 | 1.0 |
| ADMINISTRATIVE AIDE | 10 | 8.0 | 5.0 | (3.0) |
| ADMINISTRATIVE ASSISTANT | 17 | 49.0 | 46.0 | (3.0) |
| ADMINISTRATIVE ASSOCIATE | 13 | 28.0 | 31.0 | 3.0 |
| ADMINISTRATIVE COORDINATOR | 24 | 18.0 | 18.0 | |
| ADMINISTRATIVE SPECIALIST | 20 | 22.0 | 22.0 | |
| ADMINISTRATIVE SUPERVISOR | 22 | 7.0 | 6.0 | (1.0) |
| ASSISTANT CHIEF INSPECTOR | 25 | 2.0 | 3.0 | 1.0 |
| ASSISTANT CUSTOMER SERVICE MANAGER | 26 | 3.0 | 3.0 | |
| ASSISTANT DIRECTOR (EXE LEV) | 32 | 6.0 | 8.0 | 2.0 |
| ASSISTANT DIRECTOR-PUBLIC WORKS (EXE LEV) | 34 | 7.0 | 6.0 | (1.0) |
| ASSISTANT INDUSTRIAL MECHANIC | 11 | 2.0 | 2.0 | |
| ASSISTANT OPERATIONS MANAGER | 22 | 1.0 | 1.0 | |
| ASSISTANT PROJECT MANAGER | 20 | 0.0 | 1.0 | 1.0 |
| ASSISTANT PUBLIC WORKS MAINTENANCE MANAGER | 26 | 15.0 | 14.0 | (1.0) |
| ASSISTANT PUBLIC WORKS OPERATIONS MANAGER | 26 | 9.0 | 10.0 | 1.0 |
| ASSISTANT SUPERINTENDENT | 20 | 3.0 | 3.0 | |
| AUDITOR MANAGER | 28 | 1.0 | 1.0 | |
| BUILDING MAINTENANCE SUPERVISOR | 13 | 1.0 | 1.0 | |
| BUYER | 16 | 8.0 | 8.0 | |
| CAR ATTENDANT LEADER | 10 | 2.0 | 2.0 | |
| CAR ATTENDANT SUPERVISOR | 13 | 1.0 | 1.0 | |
| CARPENTER | 14 | 1.0 | 1.0 | |
| CHEMIST I | 14 | 1.0 | 1.0 | |
| CHEMIST II | 17 | 12.0 | 12.0 | |
| CHEMIST III | 21 | 11.0 | 12.0 | 1.0 |
| CHEMIST IV | 23 | 4.0 | 4.0 | |
| CHIEF INSPECTOR | 27 | 1.0 | 1.0 | |
| CLERK | 5 | 1.0 | 0.0 | (1.0) |
| COLLECTIONS SUPERVISOR | 18 | 1.0 | 1.0 | |
| COMMUNITY INVOLVEMENT COORDINATOR | 22 | 1.0 | 1.0 | |
| COMPUTER OPERATOR | 10 | 4.0 | 4.0 | |
| CONTRACT ADMINISTRATOR | 22 | 3.0 | 4.0 | 1.0 |
| CONTRACT COMPLIANCE OFFICER | 15 | 2.0 | 2.0 | |
| CONTRACT COMPLIANCE SUPERVISOR | 22 | 5.0 | 3.0 | (2.0) |
| CUSTOMER SERVICE CASHIER | 12 | 3.0 | 3.0 | |
| CUSTOMER SERVICE CLERK | 10 | 1.0 | 1.0 | |
| CUSTOMER SERVICE MANAGER | 29 | 3.0 | 3.0 | |
| CUSTOMER SERVICE REP. I | 13 | 69.1 | 73.4 | 4.3 |
| CUSTOMER SERVICE REP. II | 15 | 35.0 | 39.0 | 4.0 |
| CUSTOMER SERVICE REP. III | 16 | 36.0 | 38.0 | 2.0 |
| CUSTOMER SERVICE SECTION CHIEF | 22 | 9.0 | 10.0 | 1.0 |
| CUSTOMER SERVICE SUPERVISOR | 18 | 13.0 | 16.0 | 3.0 |
| DEPUTY ASSISTANT DIRECTOR (EXE LEV) | 30 | 8.0 | 8.0 | |
| DEPUTY DIRECTOR-PUBLIC WORKS | 36 | 2.0 | 2.0 | |
| DIVISION MANAGER | 29 | 15.0 | 15.0 | |
| ELECTRICAL ESTIMATOR | 23 | 1.0 | 1.0 | |
| ELECTRICAL SUPERINTENDENT | 26 | 3.0 | 3.0 | |
| ELECTRICIAN | 18 | 10.0 | 10.0 | |

Business Area Roster Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ENGINEER | 26 | 26.0 | 26.0 | |
| ENVIRONMENTAL INVESTIGATOR I | 14 | 1.0 | 1.0 | |
| ENVIRONMENTAL INVESTIGATOR II | 16 | 3.0 | 3.0 | |
| ENVIRONMENTAL INVESTIGATOR III | 20 | 8.0 | 8.0 | |
| ENVIRONMENTAL INVESTIGATOR IV | 23 | 5.0 | 6.0 | 1.0 |
| ENVIRONMENTAL INVESTIGATOR V | 28 | 5.0 | 6.0 | 1.0 |
| EXECUTIVE OFFICE ASSISTANT | 15 | 4.0 | 3.0 | (1.0) |
| EXECUTIVE STAFF ANALYST (EXE LEV) | 30 | 3.5 | 2.5 | (1.0) |
| FACILITIES TECHNICIAN I | 9 | 18.0 | 17.0 | (1.0) |
| FIELD SUPERVISOR | 17 | 77.0 | 81.0 | 4.0 |
| FINANCIAL ANALYST I | 15 | 2.0 | 2.0 | |
| FINANCIAL ANALYST II | 18 | 3.0 | 4.0 | 1.0 |
| FINANCIAL ANALYST III | 21 | 10.0 | 11.0 | 1.0 |
| FINANCIAL ANALYST IV | 25 | 8.0 | 7.0 | (1.0) |
| FIXED ASSET SPECIALIST | 13 | 2.0 | 1.0 | (1.0) |
| GENERAL SUPERINTENDENT | 21 | 2.0 | 2.0 | |
| GIS ANALYST | 20 | 6.0 | 7.0 | 1.0 |
| GIS MANAGER | 29 | 1.0 | 1.0 | |
| GIS SUPERVISOR | 26 | 1.0 | 1.0 | |
| GRADUATE ENGINEER | 22 | 29.0 | 34.0 | 5.0 |
| GRAPHIC DESIGNER | 17 | 1.0 | 0.0 | (1.0) |
| HUMAN RESOURCES ASSISTANT | 13 | 2.0 | 1.0 | (1.0) |
| HUMAN RESOURCES MANAGER | 27 | 3.0 | 1.0 | (2.0) |
| HUMAN RESOURCES SUPERVISOR | 24 | 2.0 | 2.0 | |
| HUMAN RESOURCES TECHNICIAN | 12 | 3.0 | 3.0 | |
| INDUSTRIAL MECHANIC | 17 | 4.0 | 4.0 | |
| INFORMATION SYSTEMS ADMIN. (EXE LEV) | 30 | 2.0 | 2.0 | |
| INFORMATION SYSTEMS ADMINISTRATOR | 30 | 1.0 | 1.0 | |
| INSPECTOR | 18 | 70.0 | 68.0 | (2.0) |
| INVENTORY MANAGEMENT CLERK | 9 | 12.0 | 13.0 | 1.0 |
| INVENTORY MANAGEMENT SUPERVISOR | 17 | 10.0 | 10.0 | |
| IRM MANAGER | 29 | 2.0 | 5.0 | 3.0 |
| IRON WORKER | 13 | 1.0 | 0.0 | (1.0) |
| IT PROJECT MANAGER | 28 | 4.0 | 3.0 | (1.0) |
| LABORATORY MANAGER | 28 | 2.0 | 2.0 | |
| LABORATORY SUPERVISOR | 24 | 3.0 | 3.0 | |
| LABORER | 4 | 2.0 | 2.0 | |
| LAN SPECIALIST | 26 | 4.0 | 2.0 | (2.0) |
| MAINTENANCE MECHANIC II | 12 | 4.0 | 4.0 | |
| MAINTENANCE MECHANIC III | 14 | 7.0 | 5.0 | (2.0) |
| MAINTENANCE SUPERVISOR | 16 | 5.0 | 4.0 | (1.0) |
| MANAGEMENT ANALYST I | 15 | 1.0 | 2.0 | 1.0 |
| MANAGEMENT ANALYST II | 18 | 6.0 | 6.0 | |
| MANAGEMENT ANALYST III | 21 | 8.0 | 7.0 | (1.0) |
| MANAGEMENT ANALYST IV | 25 | 10.0 | 10.0 | |
| MANAGING ENGINEER | 31 | 15.0 | 16.0 | 1.0 |
| MECHANIC III | 19 | 1.0 | 1.0 | |
| MESSENGER | 6 | 0.0 | 1.0 | 1.0 |
| METER READER | 7 | 5.0 | 4.0 | (1.0) |
| MICROBIOLOGIST I | 14 | 1.0 | 1.0 | |
| MICROBIOLOGIST III | 21 | 1.0 | 1.0 | |
| OFFICE SERVICE MANAGER | 23 | 3.0 | 3.0 | |
| OFFICE SUPERVISOR | 17 | 6.0 | 3.0 | (3.0) |
| OPERATIONS MANAGER | 27 | 1.0 | 0.0 | (1.0) |
| OPERATIONS SUPERVISOR | 18 | 2.0 | 2.0 | |

Business Area Roster Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| PAINTER | 11 | 1.0 | 1.0 | |
| PAINTER LEADER | 15 | 1.0 | 0.0 | (1.0) |
| PBX ATTENDANT | 8 | 1.0 | 1.0 | |
| PLAN ANALYST | 14 | 0.0 | 4.0 | 4.0 |
| PLAN ANALYST SUPERVISOR | 22 | 0.0 | 2.0 | 2.0 |
| PLANT OPERATOR | 11 | 44.0 | 47.0 | 3.0 |
| PLANT OPERATOR SUPERVISOR | 19 | 36.0 | 36.0 | |
| PLANT OPERATOR TRAINEE | 6 | 30.0 | 29.0 | (1.0) |
| PLUMBER LEADER | 18 | 1.0 | 1.0 | |
| PROCUREMENT SPECIALIST | 24 | 4.8 | 9.8 | 5.0 |
| PROGRAMMER ANALYST II | 19 | 2.0 | 2.0 | |
| PROGRAMMER ANALYST III | 22 | 3.0 | 3.0 | |
| PROGRAMMER ANALYST IV | 25 | 12.0 | 12.0 | |
| PROJECT MANAGER | 24 | 24.0 | 28.0 | 4.0 |
| PROJECT TECHNICIAN I | 8 | 1.0 | 1.0 | |
| PROJECT TECHNICIAN II | 13 | 3.0 | 3.0 | |
| PROJECT TECHNICIAN III | 17 | 14.0 | 11.0 | (3.0) |
| PROJECT TECHNICIAN IV | 20 | 11.0 | 10.0 | (1.0) |
| PUBLIC LOSS INVESTIGATOR | 22 | 1.0 | 3.0 | 2.0 |
| PUBLIC WORKS DIRECTOR | 39 | 1.0 | 1.0 | |
| PUBLIC WORKS MAINTENANCE MANAGER | 29 | 15.0 | 15.0 | |
| PUBLIC WORKS MAINTENANCE SECTION CHIEF | 22 | 32.0 | 34.0 | 2.0 |
| PUBLIC WORKS OPERATIONS MANAGER | 29 | 6.0 | 6.0 | |
| PUBLIC WORKS OPERATIONS SECTION CHIEF | 22 | 14.0 | 14.0 | |
| RECORDS SUPERVISOR | 18 | 1.0 | 0.0 | (1.0) |
| RECORDS TECHNICIAN | 9 | 2.0 | 2.0 | |
| SAFETY ADMINISTRATOR | 27 | 1.0 | 1.0 | |
| SAFETY COORDINATOR | 15 | 2.0 | 1.0 | (1.0) |
| SAFETY OFFICER | 21 | 2.0 | 2.0 | |
| SAFETY REPRESENTATIVE | 19 | 10.0 | 9.0 | (1.0) |
| SAFETY SUPERVISOR | 24 | 1.0 | 1.0 | |
| SECURITY OFFICER LEADER | 12 | 6.0 | 6.0 | |
| SEMI-SKILLED LABORER | 6 | 27.0 | 20.0 | (7.0) |
| SENIOR ACCOUNT CLERK | 13 | 5.0 | 4.0 | (1.0) |
| SENIOR ACCOUNTANT | 20 | 2.0 | 2.0 | |
| SENIOR AUDITOR | 21 | 5.0 | 5.0 | |
| SENIOR BUYER | 22 | 10.0 | 8.0 | (2.0) |
| SENIOR CLERK | 8 | 4.0 | 2.0 | (2.0) |
| SENIOR COMMUNICATIONS SPECIALIST | 20 | 1.0 | 1.0 | |
| SENIOR COMMUNITY LIAISON | 23 | 1.0 | 1.0 | |
| SENIOR COMPUTER OPERATOR | 14 | 7.0 | 7.0 | |
| SENIOR CONTRACT ADMINISTRATOR | 27 | 3.0 | 4.0 | 1.0 |
| SENIOR CONTRACT COMPLIANCE OFFICER | 18 | 7.0 | 7.0 | |
| SENIOR CUSTOMER SERVICE CLERK | 12 | 4.0 | 3.0 | (1.0) |
| SENIOR DATA CONTROL CLERK | 12 | 2.0 | 2.0 | |
| SENIOR DATA ENTRY OPERATOR | 12 | 7.0 | 6.0 | (1.0) |
| SENIOR DISPATCHER | 12 | 12.0 | 6.0 | (6.0) |
| SENIOR FIXED ASSET SPECIALIST | 17 | 2.0 | 1.0 | (1.0) |
| SENIOR GIS ANALYST | 24 | 2.0 | 3.0 | 1.0 |
| SENIOR GIS TECHNICIAN | 17 | 13.0 | 13.0 | |
| SENIOR IMAGING TECHNICIAN | 13 | 0.0 | 1.0 | 1.0 |
| SENIOR INSPECTOR | 22 | 13.5 | 13.5 | |
| SENIOR INSTRUMENT TECHNICIAN | 14 | 3.0 | 3.0 | |
| SENIOR INVENTORY MANAGEMENT CLERK | 12 | 25.0 | 24.0 | (1.0) |
| SENIOR IT PROJECT MANAGER (EXE LEV) | 30 | 1.0 | 1.0 | |

Business Area Roster Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| SENIOR MICROCOMPUTER ANALYST | 23 | 1.0 | 0.0 | (1.0) |
| SENIOR PLAN ANALYST | 18 | 9.0 | 7.0 | (2.0) |
| SENIOR PLANT OPERATOR | 15 | 68.0 | 67.0 | (1.0) |
| SENIOR PROCUREMENT SPECIALIST | 27 | 2.0 | 2.0 | |
| SENIOR PROJECT MANAGER | 27 | 22.0 | 23.0 | 1.0 |
| SENIOR PUBLIC LOSS INVESTIGATOR | 24 | 2.0 | 1.0 | (1.0) |
| SENIOR SLUDGE PROCESSOR | 15 | 13.0 | 12.0 | (1.0) |
| SENIOR STAFF ANALYST | 28 | 5.5 | 4.5 | (1.0) |
| SENIOR STAFF ANALYST (EXE LEV) | 28 | 2.0 | 3.0 | 1.0 |
| SENIOR SUPERINTENDENT | 27 | 1.0 | 2.0 | 1.0 |
| SENIOR TELECOMMUNICATIONS SPECIALIST | 21 | 3.0 | 3.0 | |
| SENIOR TRAINER | 21 | 9.0 | 2.0 | (7.0) |
| SENIOR UTILITY MECHANIC | 16 | 67.0 | 70.0 | 3.0 |
| SLUDGE PROCESSOR | 11 | 2.0 | 2.0 | |
| STAFF ANALYST | 26 | 6.0 | 7.0 | 1.0 |
| STUDENT INTERN II | 10 | 3.0 | 1.5 | (1.5) |
| SUPERINTENDENT | 24 | 8.0 | 6.0 | (2.0) |
| SUPERVISING ENGINEER | 29 | 22.0 | 21.0 | (1.0) |
| SYSTEMS ACCOUNTANT III | 27 | 1.0 | 1.0 | |
| SYSTEMS CONSULTANT | 26 | 15.0 | 18.0 | 3.0 |
| SYSTEMS SUPPORT ANALYST I | 16 | 5.0 | 4.0 | (1.0) |
| SYSTEMS SUPPORT ANALYST II | 19 | 6.0 | 6.0 | |
| SYSTEMS SUPPORT ANALYST IV | 25 | 4.0 | 4.0 | |
| TECHNICAL HARDWARE ANALYST I | 17 | 10.0 | 8.0 | (2.0) |
| TECHNICAL HARDWARE ANALYST II | 21 | 42.0 | 48.0 | 6.0 |
| TECHNICAL HARDWARE ANALYST III | 23 | 20.8 | 21.8 | 1.0 |
| TECHNICAL INSTRUCTOR | 15 | 0.0 | 1.0 | 1.0 |
| TELECOMMUNICATIONS SPECIALIST | 18 | 1.0 | 1.0 | |
| TRAINER | 17 | 1.0 | 1.0 | |
| TRAINING ADMINISTRATOR | 24 | 4.0 | 2.0 | (2.0) |
| TRAINING COORDINATOR | 24 | 1.0 | 1.0 | |
| UTILITY MECHANIC | 12 | 47.0 | 48.0 | 1.0 |
| UTILITY WORKER | 12 | 518.0 | 531.0 | 13.0 |
| WATER SERVICE INSPECTOR I | 11 | 72.0 | 72.0 | |
| WATER SERVICE INSPECTOR II | 15 | 22.0 | 22.0 | |
| WATER SERVICE INSPECTOR III | 17 | 15.0 | 15.0 | |
| WEB COORDINATOR | 17 | 1.0 | 1.0 | |
| WEBMASTER | 26 | 1.0 | 1.0 | |
| **Total FTEs** | | **2,368.7** | **2,382.5** | **13.8** |
| **Less adjustment for Civilian Vacancy Factor** | | **116.8** | **121.1** | **4.3** |
| **Full-Time Equivalents** | | **2,251.9** | **2,261.4** | **9.5** |

Business Area Revenue Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **2000030009** | **PWE - Small Business Development** | | | |
| 424110 | Other Interfund Services | 354,700 | 354,700 | **514,300** |
| **2000040003** | **PWE - Business Services Branch** | | | |
| 445050 | Cell Tower Revenue | 25,000 | 25,000 | **25,000** |
| **2000040004** | **PWE - Management & Regulatory Affairs** | | | |
| 456115 | Industrial Waste Discharge Permits | 5,000 | 4,583 | **5,000** |
| 456180 | Fertilizer Sales | 160,000 | 171,411 | **160,000** |
| **Total** | **PWE - Management & Regulatory Affairs** | **165,000** | **175,994** | **165,000** |
| **2000040021** | **PWE - System Maintenance** | | | |
| 434245 | Sale of Capital Assets - Vehicles | 150,000 | 136,829 | **150,000** |
| **2000050002** | **PWE - Financial Management** | | | |
| 421630 | Administrative Fee - Licenses & Permits | 20,000 | 177,605 | **20,000** |
| 423010 | Other Grant Awards | 0 | 11,078 | **0** |
| 425120 | PWE Allocated Cost Recovery | 0 | 0 | **4,939,400** |
| 426330 | Miscellaneous Copies Fees | 5,000 | 4,629 | **5,000** |
| 426420 | Building Space Rental Fees | 1,600 | 1,468 | **1,600** |
| 426430 | Facility Rental Fees | 6,746,900 | 6,790,419 | **7,087,300** |
| 428030 | Release of Liens | 100 | 480 | **100** |
| 428080 | Returned Check Charges | 250,000 | 227,000 | **250,000** |
| 428090 | Miscellaneous Fines & Forfeitures | 4,000 | 0 | **4,000** |
| 432010 | Interest on Pooled Investments | 3,306,000 | 3,466,049 | **2,323,100** |
| 434205 | Sale of Scrap Metal | 100,000 | 103,127 | **100,000** |
| 434235 | Sale of Capital Assets | 50,000 | 45,833 | **50,000** |
| 434240 | Sale of Capital Assets-Land/Streets | 100,000 | 533,470 | **100,000** |
| 434305 | Judgments & Claims | 12,000 | 271,703 | **12,000** |
| 434335 | Recover Damage-Infrastructure | 75,000 | 87,188 | **75,000** |
| 452020 | Recoveries & Refunds | 50,000 | 1,969,570 | **50,000** |
| 452030 | Miscellaneous Revenue | 30,000 | 28,000 | **30,000** |
| 453010 | Retail Water Sales | 378,588,900 | 375,453,449 | **396,681,300** |
| 453012 | Con Treat Wat NonGov | 34,549,400 | 34,549,500 | **34,961,800** |
| 453013 | Ret Wat Bill Adjusts | (5,000,000) | (5,000,000) | **(5,000,000)** |
| 453020 | Bulk Water Sales - Treated | 41,153,200 | 40,411,485 | **47,031,100** |
| 453030 | Bulk Water Sales - Untreated | 45,469,300 | 45,490,208 | **47,294,700** |
| 453116 | In City MUD Water Rebates Government | (747,400) | (747,400) | **(515,300)** |
| 454010 | Sewer Service Revenue | 442,255,500 | 439,678,028 | **460,063,500** |
| 454012 | Sewer Bill Adjusts | (14,000,000) | (14,000,000) | **(14,000,000)** |
| 454116 | In City MUD Sewer Rebates Government | (1,136,700) | (1,136,700) | **(1,067,400)** |
| 455010 | Sewer Service Penalties | 5,000,000 | 5,000,000 | **5,000,000** |
| 455020 | Water Service Penalties | 4,000,000 | 4,000,000 | **4,000,000** |
| 456125 | Fire Sprinkler Fees | 5,156,700 | 5,172,170 | **5,500,000** |
| 456130 | Water Meter Rental Fees | 100,000 | 102,755 | **100,000** |
| 456135 | Delinquent Reconnection Fees | 500,000 | 497,435 | **500,000** |
| 456140 | Tap Installation Fees | 5,000 | 4,583 | **5,000** |
| 456145 | Meter Installation Fees | 500,000 | 512,524 | **500,000** |
| 456150 | Engineering Inspection Fees | 300,000 | 305,958 | **300,000** |
| 456155 | Meter Testing Fees | 2,000 | 4,455 | **2,000** |
| 456160 | Transient Meter Relocation Fee | 2,500 | 2,563 | **2,500** |
| 456165 | New Customer Fees | 250,000 | 247,272 | **250,000** |
| 456170 | Account Record Fees | 1,500 | 1,769 | **1,500** |

Business Area Revenue Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8300 / 2000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 456185 | Contract Revenue from Water Authority | 1,131,500 | 1,132,724 | **1,131,500** |
| 456210 | Missed Appointment | 5,000 | 5,201 | **5,000** |
| 456220 | Tenant Notice | 2,000 | 3,147 | **2,000** |
| 456225 | Failure to Apply | 90,000 | 117,238 | **90,000** |
| 456230 | Illegal Turn On | 1,200 | 1,266 | **1,200** |
| 456235 | Lock Device Damage/Repair | 100 | 132 | **100** |
| 456240 | Submeter Application | 7,000 | 7,191 | **7,000** |
| 456245 | Evaporation Credit Processing Fee | 150,000 | 150,460 | **150,000** |
| 456250 | Sewage Disposal | 11,000 | 10,883 | **11,000** |
| 456260 | Oper Recov & Refunds | 0 | 0 | **2,000,000** |
| **Total** | **PWE - Financial Management** | **949,098,300** | **945,695,915** | **1,000,056,000** |
| **2000060005** | **PWE - Utilities Analysis** | | | |
| 421410 | Permit Preparation Fees | 1,000 | 917 | **1,000** |
| 426270 | Utility District Application Review | 12,000 | 27,966 | **12,000** |
| 426320 | City Maps & Related Items | 100 | 39 | **100** |
| 434340 | Cashier Overages | 0 | 1 | **0** |
| 456105 | Oil and Gas Well Permits | 2,500 | 1,000 | **2,500** |
| 456120 | Development Permits | 200,000 | 259,533 | **200,000** |
| 456265 | Municipal Setting Designation Application | 20,000 | 39,400 | **20,000** |
| **Total** | **PWE - Utilities Analysis** | **235,600** | **328,856** | **235,600** |
| **2000080001** | **PWE - Information Technology** | | | |
| 424110 | Other Interfund Services | 284,100 | 312,322 | **505,800** |
| **2000090009** | **PWE EB Cape Center** | | | |
| 426370 | Training Services | 97,000 | 155,032 | **0** |
| **Total** | **Public Works & Engineering** | **950,409,700** | **947,184,648** | **1,001,651,700** |

Business Area Expenditure Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 8300 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 90,726,970 | 98,146,010 | 92,662,307 | **101,291,744** |
| 500030 | Salary Part Time - Civilian | 366,308 | 360,656 | 345,746 | **299,762** |
| 500060 | Overtime - Civilian | 10,728,595 | 6,913,175 | 8,087,012 | **6,997,124** |
| 500090 | Premium Pay - Civilian | 256,787 | 521,635 | 259,304 | **276,000** |
| 500110 | Bilingual Pay - Civilian | 103,366 | 118,421 | 98,534 | **113,904** |
| 500180 | Temporary Employees | 10,690 | 0 | 0 | **0** |
| 500250 | HOPE Union Business Usage | (4,388) | 11,700 | 4,892 | **5,000** |
| 501050 | Employee Awards | 6,093 | 21,000 | 21,000 | **11,000** |
| 501070 | Pension - Civilian | 17,124,867 | 21,019,267 | 19,793,141 | **22,983,106** |
| 501120 | Termination Pay - Civilian | 1,358,730 | 1,860,200 | 1,504,750 | **1,858,700** |
| 501160 | Vehicle Allowance - Civilian | 6,171 | 9,700 | 9,700 | **4,600** |
| 502010 | FICA - Civilian | 7,566,440 | 8,096,809 | 7,515,908 | **8,318,817** |
| 503010 | Health Ins-Act Civilian | 15,507,065 | 19,334,331 | 19,012,243 | **21,719,819** |
| 503015 | Basic Life Insurance - Active Civilian | 52,141 | 58,080 | 52,618 | **77,825** |
| 503050 | Health/Life Insurance - Retiree Civilian | 3,346,494 | 3,536,576 | 3,901,528 | **4,171,515** |
| 503060 | Long Term Disability-Civilian | 165,348 | 191,009 | 167,522 | **192,171** |
| 503090 | Workers Compensation-Civilian-Admin | 390,888 | 539,221 | 511,006 | **541,850** |
| 503100 | Workers Compensation-Civilian-Claim | 715,121 | 990,800 | 814,590 | **985,000** |
| 504030 | Unemployment Claims - Administration | 173,704 | 241,610 | 123,961 | **240,763** |
| **Total** | **Personnel Services** | **148,601,390** | **161,970,200** | **154,885,762** | **170,088,700** |
| 511010 | Chemical Gases & Special Fluids | 27,445,735 | 26,269,500 | 27,959,116 | **30,521,000** |
| 511015 | Cleaning & Sanitary Supplies | 212,014 | 203,800 | 172,300 | **258,300** |
| 511020 | Construction Materials | 3,387,646 | 2,950,700 | 2,952,138 | **2,957,700** |
| 511025 | Electrical Hardware & Parts | 978,478 | 1,111,300 | 1,111,388 | **1,099,300** |
| 511030 | Mechanical Hardware & Parts | 2,344,824 | 1,736,400 | 1,456,774 | **1,770,000** |
| 511035 | Meters Hydrants & Plumbing Supplies | 1,803,534 | 1,519,600 | 1,625,994 | **1,403,300** |
| 511040 | Audiovisual Supplies | 32,212 | 33,400 | 30,700 | **24,400** |
| 511045 | Computer Supplies | 485,652 | 455,400 | 393,878 | **411,000** |
| 511050 | Paper & Printing Supplies | 123,032 | 134,400 | 122,903 | **131,100** |
| 511055 | Publications & Printed Materials | 78,148 | 96,000 | 87,100 | **114,200** |
| 511060 | Postage | 1,842,474 | 2,078,700 | 1,984,884 | **2,017,200** |
| 511070 | Miscellaneous Office Supplies | 463,016 | 349,355 | 339,895 | **319,100** |
| 511080 | General Laboratory Supplies | 354,560 | 407,000 | 407,000 | **413,000** |
| 511085 | Drugs & Medical Chemicals | 109 | 3,200 | 3,200 | **3,000** |
| 511090 | Medical & Surgical Supplies | 85,697 | 38,700 | 63,729 | **44,800** |
| 511095 | Small Technical & Scientific Equipment | 169,352 | 197,900 | 152,253 | **215,300** |
| 511110 | Fuel | 4,939,551 | 4,623,800 | 4,825,118 | **5,116,200** |
| 511115 | Vehicle Repair & Maintenance Supplies | 267,678 | 100,800 | 129,444 | **101,500** |
| 511120 | Clothing | 529,806 | 440,300 | 446,433 | **511,700** |
| 511125 | Food Supplies | 50,216 | 57,300 | 63,119 | **46,800** |
| 511135 | Recreational Supplies | 66 | 0 | 0 | **0** |
| 511140 | Landscaping & Gardening Supplies | 289,819 | 184,300 | 184,200 | **192,100** |
| 511145 | Small Tools & Minor Equipment | 1,038,056 | 1,054,100 | 941,915 | **1,086,500** |
| 511150 | Miscellaneous Parts & Supplies | 1,080,220 | 344,200 | 668,091 | **361,800** |
| 511165 | Fire Fighting Equipment | 1,329 | 0 | 0 | **0** |
| **Total** | **Supplies** | **48,003,224** | **44,390,155** | **46,121,572** | **49,119,300** |
| 520100 | Temporary Personnel Services | 1,727,179 | 414,900 | 1,217,100 | **662,200** |
| 520101 | Janitorial Services | 1,031,068 | 918,500 | 913,500 | **1,041,500** |
| 520102 | Security Services | 1,610,498 | 1,709,300 | 1,709,300 | **1,802,600** |
| 520105 | Accounting & Auditing Services | 49,276 | 85,000 | 60,000 | **60,000** |
| 520106 | Architectural Services | 10,168 | 3,122 | 1,000 | **1,000** |

Business Area Expenditure Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 8300 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520107 | Computer Info/Contr | 1,661,542 | 1,954,600 | 1,951,100 | **2,308,100** |
| 520108 | Information Resource Services | 698,112 | 620,600 | 620,100 | **607,600** |
| 520109 | Medical Dental & Laboratory Services | 76,829 | 44,800 | 45,919 | **45,600** |
| 520110 | Management Consulting Services | 1,417,245 | 1,552,000 | 1,601,947 | **1,535,000** |
| 520111 | Real Estate Services | 0 | 6,000 | 6,000 | **6,000** |
| 520112 | Banking Services | 184,596 | 200,000 | 200,000 | **200,000** |
| 520114 | Miscellaneous Support Services | 3,948,598 | 4,097,100 | 4,096,100 | **3,812,600** |
| 520115 | Real Estate Lease/Office Rental | 689,270 | 260,700 | 260,700 | **280,900** |
| 520118 | Refuse Disposal | 5,883,075 | 6,799,700 | 6,799,700 | **9,846,400** |
| 520119 | Computer Equipment/Software Maintenance | 165,572 | 1,068,600 | 1,088,333 | **1,123,300** |
| 520120 | Communications Equipment Services | 4,080 | 7,600 | 7,600 | **27,300** |
| 520121 | IT Application Svcs | 91,182 | 325,700 | 320,158 | **1,414,200** |
| 520122 | Office Equipment Services | 9,319 | 13,700 | 13,700 | **13,700** |
| 520123 | Vehicle & Motor Equipment Services | 6,799,720 | 5,673,200 | 6,844,781 | **5,790,200** |
| 520124 | Other Equipment Services | 10,984,572 | 14,232,400 | 14,192,400 | **14,443,200** |
| 520126 | Construction Site Work Services | 6,963,171 | 1,136,181 | 2,646,500 | **4,201,000** |
| 520128 | Other Construction Work Services | 37,356 | 50,000 | 50,000 | **79,800** |
| 520129 | Sewer Authority Contracts | 892,673 | 855,100 | 855,100 | **858,400** |
| 520130 | Water Authority Contracts | 26,207,524 | 32,447,600 | 29,947,600 | **29,277,400** |
| 520131 | Water Authority Contracts Debt Service | 20,389,245 | 19,663,000 | 19,663,000 | **18,875,300** |
| 520132 | Contracts/Sponsorships | 285,758 | 307,000 | 431,800 | **418,000** |
| 520136 | Billing & Collection Services | 234,153 | 362,000 | 352,000 | **362,000** |
| 520141 | Engineering Services | 192,903 | 194,462 | 195,000 | **200,000** |
| 520157 | Computer Software Maintenance Services | 3,394,563 | 3,735,400 | 3,712,900 | **3,734,300** |
| 520158 | Computer Equipment Maintenance Services | 363,019 | 644,800 | 644,800 | **488,800** |
| 520170 | Generator Equipment Services | 1,056,614 | 2,894,400 | 2,894,400 | **2,894,400** |
| 520510 | Mail/Delivery Services | 683,185 | 669,600 | 669,015 | **858,000** |
| 520515 | Print Shop Services | 44,667 | 77,500 | 71,900 | **75,200** |
| 520520 | Printing & Reproduction Services | 53,311 | 145,400 | 127,000 | **159,400** |
| 520605 | Advertising Services | 86,129 | 213,300 | 206,800 | **139,300** |
| 520705 | Insurance Fees | 4,128,582 | 5,900,200 | 5,776,928 | **6,068,000** |
| 520710 | State/Federal Inspection Fees | 3,690,336 | 3,927,600 | 3,727,800 | **3,940,900** |
| 520715 | Arbitrage Expenses | 3,647,905 | 2,000 | 2,000 | **2,000** |
| 520720 | Fines | 2,460 | 20,000 | 20,000 | **20,000** |
| 520725 | Assessments - Other Governments | 1,061,219 | 1,226,000 | 1,100,000 | **1,396,300** |
| 520740 | Document Recording/Filing Fees | 0 | 600 | 600 | **600** |
| 520745 | Third Party Collection Fees | 0 | 0 | 0 | **500,000** |
| 520755 | Contingency | 0 | 60,000 | 60,000 | **1,200,000** |
| 520765 | Membership & Professional Fees | 510,766 | 499,400 | 539,001 | **519,600** |
| 520805 | Education & Training | 257,498 | 528,777 | 532,551 | **607,600** |
| 520810 | Human Relations Training | 0 | 0 | 595 | **0** |
| 520905 | Travel - Training Related | 69,705 | 137,600 | 105,744 | **177,700** |
| 520910 | Travel - Non-Training Related | 22,223 | 41,300 | 39,400 | **34,100** |
| 521305 | Indirect Cost Recovery Payment | 3,868,673 | 3,479,400 | 3,479,400 | **6,173,300** |
| 521405 | Building Maintenance Services | 5,252,527 | 4,850,011 | 4,946,079 | **5,555,200** |
| 521415 | Land and Grounds Maintenance | 2,451,257 | 2,402,279 | 2,403,000 | **2,473,200** |
| 521420 | Infrastructure Maintenance Service | 16,703,378 | 8,770,000 | 10,770,000 | **8,070,000** |
| 521505 | Electricity | 59,420,218 | 54,359,700 | 54,366,700 | **44,190,900** |
| 521510 | Natural Gas | 3,455,307 | 3,241,200 | 3,241,200 | **3,167,500** |
| 521515 | Electricity Fran Fee Exp | 987,267 | 954,100 | 954,100 | **1,111,000** |
| 521605 | Data Services | 81,342 | 633,700 | 778,252 | **1,234,700** |
| 521610 | Voice Services | 3,221,247 | 3,954,200 | 2,869,652 | **2,665,600** |

Business Area Expenditure Summary

Fund Name : Water and Sewer Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 8300 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 521620 | Voice Equipment | 122,180 | 49,300 | 29,325 | **66,800** |
| 521625 | Voice Labor | 90,121 | 22,600 | 96,232 | **55,700** |
| 521630 | GIS Revolving Fund Services | 446,155 | 422,200 | 422,200 | **539,000** |
| 521705 | Vehicle/Equipment Rental/Lease | 546,746 | 279,300 | 768,700 | **542,500** |
| 521715 | Office Equipment Rental | 394,005 | 375,200 | 362,700 | **359,200** |
| 521720 | Computer Equipment Rental | 49,409 | 0 | 0 | **0** |
| 521725 | Other Rental | 918,219 | 900,000 | 899,500 | **1,026,600** |
| 521730 | Parking Space Rental | 203,781 | 210,800 | 211,709 | **137,600** |
| 521735 | Hobby Parking Space Rental | 0 | 0 | 0 | **77,900** |
| 521905 | Legal Services | 170,022 | 769,600 | 601,600 | **601,600** |
| 521910 | Legal Svcs - Crt Report | 2,133 | 5,500 | 5,500 | **5,500** |
| 522205 | Metro Commuter Passes | 137,855 | 233,800 | 223,800 | **242,800** |
| 522305 | Freight Charges | 1,291 | 24,000 | 32,000 | **25,000** |
| 522410 | Cashier Shortages | 0 | 200 | 200 | **0** |
| 522430 | Miscellaneous Other Services & Charges | 472,678 | 306,400 | 344,593 | **299,200** |
| 522435 | Interest Charges Past Due Accounts | 65 | 0 | 0 | **0** |
| 522620 | Claims & Judgments | 730,370 | 1,400,000 | 1,416,000 | **1,400,000** |
| 522705 | Interfund Environmental Inspection | 350,000 | 340,000 | 340,000 | **340,000** |
| 522710 | Interfund Utility Cut Repairs | 573,930 | 420,000 | 420,000 | **420,000** |
| 522720 | Interfund Payroll Services | 177,819 | 166,500 | 166,500 | **203,100** |
| 522721 | Interfund HR Client Services | 1,518,440 | 1,758,700 | 1,758,700 | **1,824,600** |
| 522722 | KRONOS Service Chargeback | 75,700 | 79,100 | 79,101 | **88,000** |
| 522723 | Drainage Fee Service Chargeback | 646,714 | 0 | 0 | **0** |
| 522730 | Interfund Engineering Services | 45,818 | 4,468 | 0 | **0** |
| 522740 | Interfund Police Service | 575,408 | 605,200 | 605,200 | **622,700** |
| 522750 | Interfund Land/Property Appraisal Service | 110,900 | 385,500 | 385,500 | **316,300** |
| 522765 | Interfund Legal Services | 771,592 | 826,400 | 826,400 | **904,500** |
| 522790 | Interfund Inventory Adjustments | (740) | 0 | 0 | **0** |
| 522795 | Other Interfund Services | 1,665,303 | 1,609,600 | 1,229,600 | **606,200** |
| 522800 | Cost of Goods Sold | 61,754 | 0 | 0 | **0** |
| 522810 | Interfund Carpentry & Painting | 603,528 | 658,500 | 658,500 | **658,500** |
| 522840 | Interfund Permit Center Rent Chargeback | 349,082 | 421,900 | 437,250 | **193,600** |
| **Total** | **Other Services and Charges** | **218,568,360** | **210,646,100** | **212,451,065** | **208,307,800** |
| 551010 | Non-Capital Office Furniture & Equipment | 29,404 | 98,600 | 92,435 | **132,900** |
| 551015 | Non-Capital Computer Equipment | 1,555,927 | 1,627,645 | 1,602,300 | **1,535,700** |
| 551020 | Non-Capital Communication Equipment | 750,490 | 537,600 | 486,600 | **503,000** |
| 551025 | Non-Capital Scientific/Medical Equipment | 144,073 | 194,500 | 194,500 | **219,100** |
| 551030 | Non-Capital Machinery & Equipment | 544,545 | 653,000 | 653,000 | **739,000** |
| 551040 | Non-Capital Other | 2,896 | 0 | 0 | **10,000** |
| **Total** | **Non-Capital Equipment** | **3,027,335** | **3,111,345** | **3,028,835** | **3,139,700** |
| 531135 | Interfund Transfers | 0 | 0 | 0 | **800,000** |
| 532080 | System Debt Service Transfers | 69,249,155 | 65,267,400 | 70,262,900 | **15,530,400** |
| 532100 | Trans to CUS Operating | 289,438,030 | 339,367,100 | 320,521,937 | **401,543,800** |
| **Total** | **Debt Service and Other Uses** | **358,687,185** | **404,634,500** | **390,784,837** | **417,874,200** |
| | **Grand Total Expenditures** | **776,887,494** | **824,752,300** | **807,272,071** | **848,529,700** |

**Fund Summary**

**Fund Name** : **Combined Utility System Operating Fund**
**Business Area Name** : **Public Works & Engineering**
**Fund No./Bus. Area No.** : **8301 / 2000**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 35,009,817 | 35,009,817 | **35,009,817** |
| Provision for Bad Debt | 0 | 0 | **0** |
| Current Revenues | 356,659,100 | 341,038,989 | **422,449,600** |
| Total Available Resources | 391,668,917 | 376,048,806 | **457,459,417** |
| Maintenance and Operations | 0 | 0 | **0** |
| Debt Service | 356,659,100 | 341,038,989 | **422,449,600** |
| Operating Transfers | 0 | 0 | **0** |
| Total Expenditures | 356,659,100 | 341,038,989 | **422,449,600** |
| Planned Ending Fund Balance | 35,009,817 | 35,009,817 | **35,009,817** |
| Total Budget | 391,668,917 | 376,048,806 | **457,459,417** |

**Business Area Budget Summary**

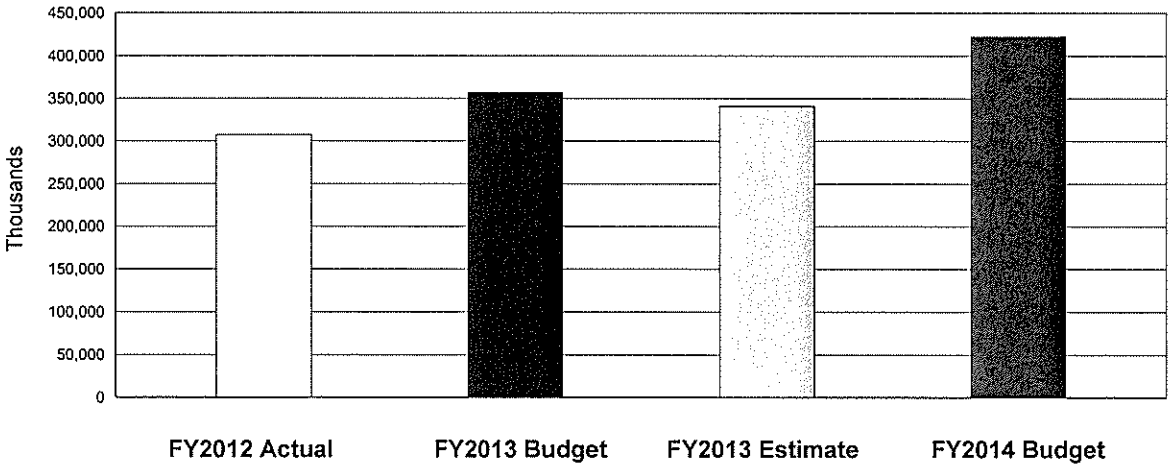
**Fund Name** : **Combined Utility System Operating Fund**
**Business Area Name** : **Public Works & Engineering**
**Fund No./Bus. Area No.** : **8301 / 2000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Other Services and Charges | (3,672,534) | 0 | 0 | **0** |
| | Total M & O Expenditures | (3,672,534) | 0 | 0 | **0** |
| | Debt Service & Other Uses | 310,903,075 | 356,659,100 | 341,038,989 | **422,449,600** |
| | Total Expenditures | 307,230,541 | 356,659,100 | 341,038,989 | **422,449,600** |
| Revenues | | 311,770,922 | 356,659,100 | 341,038,989 | **422,449,600** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 0.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- Water and sewer impact fees are increasing due to a better economic outlook in the Houston environment that will encourage more development projects.

**Combined Utility System Operating Fund**
**Public Works & Engineering**
**Expenditure Summary**



Business Area Revenue Summary

Fund Name : Combined Utility System Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 8301 / 2000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **2000050002** | **PWE - Financial Management** | | | |
| 432010 | Interest on Pooled Investments | 4,292,000 | 3,134,589 | **3,405,800** |
| 458030 | Impact Fee Transfer | 13,000,000 | 17,382,463 | **17,500,000** |
| 490040 | Transfer from Water & Sewer Fund | 339,367,100 | 320,521,937 | **401,543,800** |
| **Total** | **PWE - Financial Management** | **356,659,100** | **341,038,989** | **422,449,600** |
| **Total** | **Public Works & Engineering** | **356,659,100** | **341,038,989** | **422,449,600** |

Business Area Expenditure Summary

Fund Name : Combined Utility System Operating Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 8301 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520715 | Arbitrage Expenses | (3,672,534) | 0 | 0 | 0 |
| **Total** | **Other Services and Charges** | **(3,672,534)** | **0** | **0** | **0** |
| 531170 | Rev Bonds COI | 682,485 | 0 | 831,162 | **1,000,000** |
| 532080 | System Debt Service Transfers | 310,220,590 | 356,659,100 | 340,207,827 | **421,449,600** |
| **Total** | **Debt Service and Other Uses** | **310,903,075** | **356,659,100** | **341,038,989** | **422,449,600** |
| | **Grand Total Expenditures** | **307,230,541** | **356,659,100** | **341,038,989** | **422,449,600** |

# COMBINED UTILITY SYSTEM GENERAL PURPOSE FUND

## Description and Mission

The Combined Utility System (CUS) General Purpose Fund is used to budget the water and sewer capital outlay expenditures and other items such as discretionary debt and transfers to support storm water functions.

The FY2014 CUS General Purpose Fund Budget totals $157,435,900. The largest transactions and allocations are $26,792,000 for capital outlay, $45,557,300 for the Storm Water Fund, $19,411,600 for debt service and $65,000,000 for 'pay as you go' funding for CUS Capital Projects.

**Fund Summary**

**Fund Name** : **Combined Utility System Gen Pur Fund**
**Business Area Name** : **Public Works & Engineering**
**Fund No./Bus. Area No.** : **8305 / 2000**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 448,552,275 | 448,552,275 | **317,617,679** |
| Provision for Bad Debt | 0 | 0 | **0** |
| Current Revenues | 0 | 0 | **0** |
| Total Available Resources | 448,552,275 | 448,552,275 | **317,617,679** |
| Maintenance and Operations | 24,786,006 | 13,530,245 | **27,467,000** |
| Debt Service | 21,154,200 | 21,154,200 | **19,411,600** |
| Operating Transfers | 98,756,194 | 96,250,151 | **110,557,300** |
| Total Expenditures | 144,696,400 | 130,934,596 | **157,435,900** |
| Planned Ending Fund Balance | 303,855,875 | 317,617,679 | **160,181,779** |
| Total Budget | 448,552,275 | 448,552,275 | **317,617,679** |

**Business Area Budget Summary**

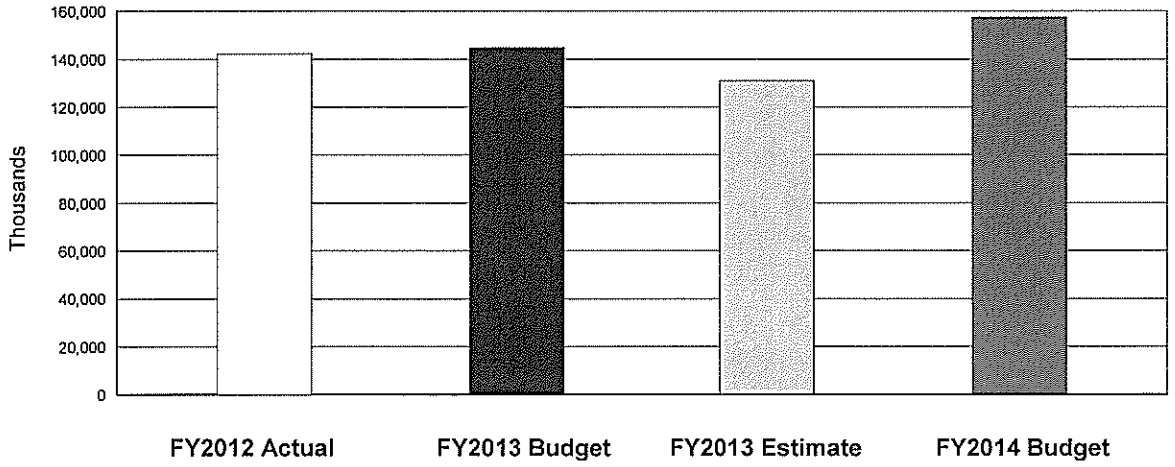
**Fund Name : Combined Utility System Gen Pur Fund**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus. Area No. : 8305 / 2000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Other Services and Charges | 2,283,094 | 4,286,695 | 2,577,157 | **675,000** |
| | Equipment | 19,114,041 | 20,499,311 | 10,953,088 | **26,792,000** |
| | Total M & O Expenditures | 21,397,135 | 24,786,006 | 13,530,245 | **27,467,000** |
| | Debt Service & Other Uses | 120,903,770 | 119,910,394 | 117,404,351 | **129,968,900** |
| | Total Expenditures | 142,300,905 | 144,696,400 | 130,934,596 | **157,435,900** |
| Revenues | | 0 | 0 | 0 | **0** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 0.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- Capital Acquisition budget of $6.2 million is a carryover from FY2013, for equipment ordered but not expected to arrive until FY2014.
- Water Conservation Rebate Program decreased by $2.2 million due to completion of the program in FY2013.
- Transfer to Capital Projects increased by $10 million due to additional 'pay-as-you-go' funding for CUS Capital Projects in FY2014.
- The CIS Billing System migration of $1.4 million is scheduled to be completed in FY2013.

**Combined Utility System Gen Pur Fund**
**Public Works & Engineering**
**Expenditure Summary**



**Business Area Expenditure Summary**

**Fund Name : Combined Utility System Gen Pur Fund**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus. Area No. : 8305 / 2000**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520106 | Architectural Services | 0 | 4,222 | 4,222 | **0** |
| 520107 | Computer Info/Contr | 27,292 | 0 | 0 | **0** |
| 520110 | Management Consulting Services | (10,746) | 475,000 | 475,000 | **475,000** |
| 520119 | Computer Equipment/Software Maintenance | 4,935 | 0 | 0 | **0** |
| 520124 | Other Equipment Services | 391,909 | 0 | 0 | **0** |
| 520126 | Construction Site Work Services | (1,967) | 0 | 0 | **0** |
| 520141 | Engineering Services | 0 | 32,560 | 32,560 | **0** |
| 520160 | CIP-Software | 424,459 | 1,378,000 | 1,228,000 | **0** |
| 521316 | Water Conservation Rebate | 1,327,749 | 2,178,500 | 629,000 | **0** |
| 521405 | Building Maintenance Services | 0 | 9,126 | 0 | **0** |
| 521905 | Legal Services | 118,610 | 200,000 | 200,000 | **200,000** |
| 522430 | Miscellaneous Other Services & Charges | 0 | 4,270 | 4,270 | **0** |
| 522730 | Interfund Engineering Services | 0 | 5,017 | 4,105 | **0** |
| 522790 | Interfund Inventory Adjustments | 853 | 0 | 0 | **0** |
| **Total** | **Other Services and Charges** | **2,283,094** | **4,286,695** | **2,577,157** | **675,000** |
| 560010 | Land | 4,285,812 | 0 | 0 | **0** |
| 560120 | Capital Exp-Building and Bldg Improvement | 254,387 | 523,805 | 693,843 | **328,400** |
| 560140 | Improvements other than Buildings | 0 | 110,000 | 57,070 | **48,000** |
| 560210 | Furniture Fixtures and Equipment | 1,510,491 | 1,475,900 | 974,012 | **1,565,400** |
| 560220 | Vehicles | 4,405,927 | 10,583,858 | 3,477,918 | **17,722,300** |
| 560230 | Computer HW and Developed SW | 2,252,666 | 466,000 | 489,230 | **893,500** |
| 560240 | Communication Equipment | 307,596 | 393,248 | 402,000 | **0** |
| 560260 | Infrastructure | 6,097,162 | 6,946,500 | 4,859,015 | **6,234,400** |
| **Total** | **Equipment** | **19,114,041** | **20,499,311** | **10,953,088** | **26,792,000** |
| 531085 | Other Interest | 3,813,653 | 3,813,700 | 3,813,700 | **4,723,700** |
| 531170 | Rev Bonds COI | 325,662 | 300,000 | 300,000 | **360,000** |
| 531175 | Allen's Creek & Wallisville Principal | 109,640 | 113,200 | 113,200 | **116,800** |
| 531180 | Allen's Creek & Wallisville Interest | 1,122,473 | 1,120,700 | 1,120,700 | **1,117,100** |
| 532020 | Transfers to Capital Projects | 50,000,000 | 55,100,000 | 55,171,000 | **65,000,000** |
| 532050 | Trans to PIB Bonds Debt Service | 21,162,932 | 15,806,600 | 15,806,600 | **13,094,000** |
| 532095 | Transfer to Stormwater Fund | 44,369,410 | 43,656,194 | 41,079,151 | **45,557,300** |
| **Total** | **Debt Service and Other Uses** | **120,903,770** | **119,910,394** | **117,404,351** | **129,968,900** |
| | **Grand Total Expenditures** | **142,300,905** | **144,696,400** | **130,934,596** | **157,435,900** |

# DEDICATED DRAINAGE AND STREET RENEWAL FUND

## Description and Mission

The Dedicated Drainage & Street Renewal Fund (DDSRF) was established beginning in FY2012. The DDSRF provides a dedicated, pay-as-you-go fund for enhancement, improvement and ongoing renewal of Houston's drainage and streets, as well as traffic control operations.

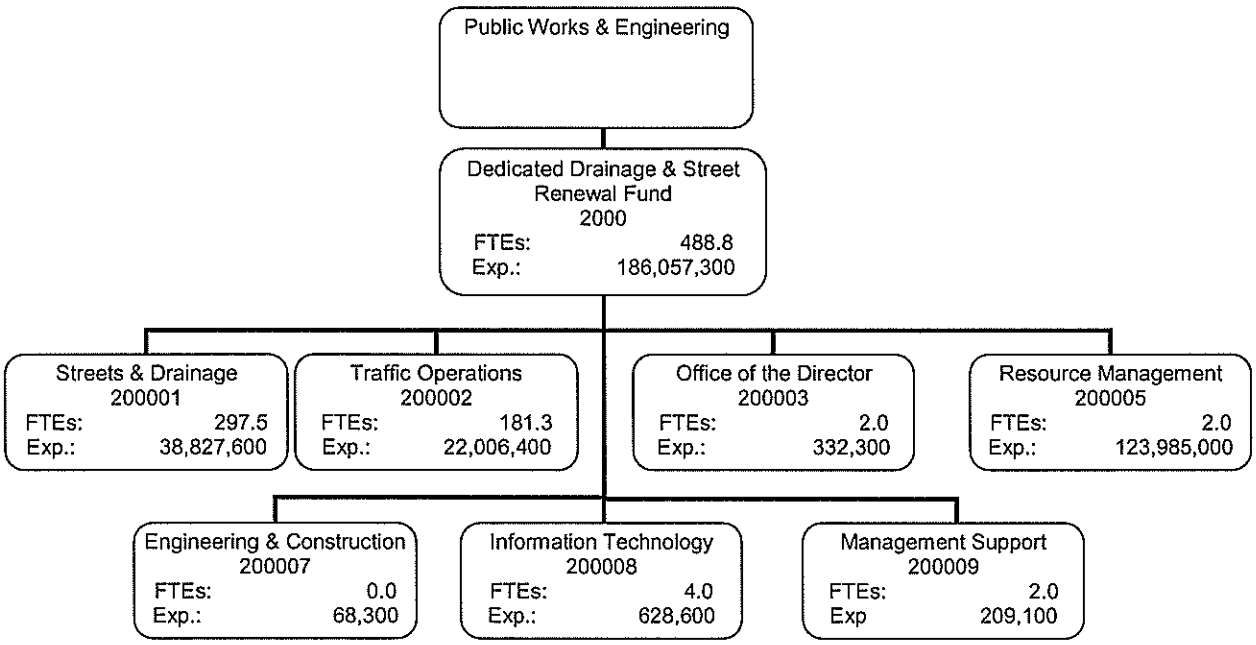
**Department Short Term Goals**

- Enhance the existing pavement management services by incorporating Ground Penetrating Radar (GPR) Technology.
- Continue preventive maintenance on Signal and Intersection Optimization per Federal Highway Administration (FHWA) requirements.
- Educate the Public on the ReBuild Houston initiative through speaking engagements, stakeholder meetings, media and other measures.
- Interface with Code Enforcement, Planning and Office of City Engineers to accurately bill for improvements that increase impervious surface area.

**Department Long Term Goals**

- Improve responsiveness and efficiency to public requests via 311.
- Better Streets. Better Drainage.
- Continue with superior customer service operations for drainage customers.
- Foster opportunities to improve our infrastructure by means of prioritization, standards and intergovernmental relationships.

## Department Organization



**Fund Summary**

**Fund Name** : **Dedicated Drainage & Street Renewal Fund**
**Business Area Name** : **Public Works & Engineering**
**Fund No./Bus. Area No.** : **2310 / 2000**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 76,069,489 | 76,069,489 | **70,696,439** |
| Current Revenues | 169,590,300 | 170,516,397 | **176,907,700** |
| Total Available Resources | 245,659,789 | 246,585,886 | **247,604,139** |
| Maintenance and Operations | 60,519,122 | 57,435,747 | **65,257,300** |
| Operating Transfers | 118,422,172 | 118,453,700 | **120,800,000** |
| Total Expenditures | 178,941,294 | 175,889,447 | **186,057,300** |
| Planned Ending Fund Balance | 66,718,495 | 70,696,439 | **61,546,839** |
| Total Budget | 245,659,789 | 246,585,886 | **247,604,139** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 66,718,495 | 70,696,439 | **61,546,839** |
| 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 Dedicated Drainage & Street Renewal Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

In FY2014, $61.8 million is expected to be spent for the maintenance of street & bridge infrastructure, signals and intersection optimizations, as well as, $3.5 million for the drainage call center operations and ReBuild Houston (RBH) administration. Also included in the expenditures are $110.8 million that will be transferred to the Capital Project Fund to continue the 'pay-as-you-go' program and $10 million to the Storm Water Fund for the continuation of the phase-in process of transferring cash to partially cover the maintenance and operational expense.

**Business Area Budget Summary**

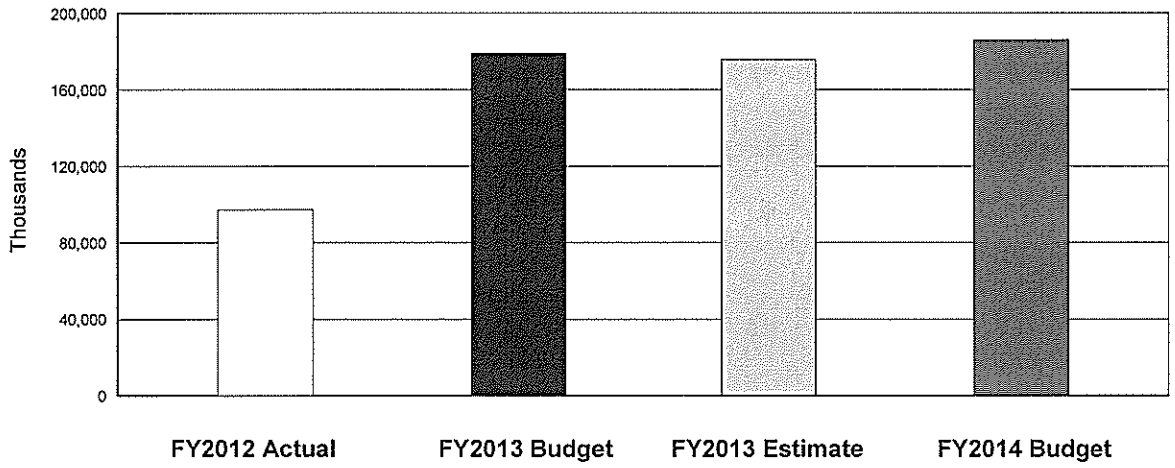
**Fund Name : Dedicated Drainage & Street Renewal Fund**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus. Area No. : 2310 / 2000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 28,549,014 | 30,727,495 | 29,342,433 | **32,481,400** |
| | Supplies | 12,883,816 | 13,306,999 | 12,726,085 | **12,982,700** |
| | Other Services and Charges | 13,389,755 | 13,124,300 | 13,409,002 | **16,307,900** |
| | Equipment | 479,668 | 3,293,528 | 1,902,427 | **3,356,700** |
| | Non-Capital Equipment | 255,674 | 66,800 | 55,800 | **128,600** |
| | Total M & O Expenditures | 55,557,927 | 60,519,122 | 57,435,747 | **65,257,300** |
| | Debt Service & Other Uses | 41,789,038 | 118,422,172 | 118,453,700 | **120,800,000** |
| | Total Expenditures | 97,346,965 | 178,941,294 | 175,889,447 | **186,057,300** |
| Revenues | | 173,416,446 | 169,590,300 | 170,516,397 | **176,907,700** |
| Staffing | Full-Time Equivalents - Civilian | 453.5 | 485.8 | 456.8 | **488.8** |
| | 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 | 453.5 | 485.8 | 456.8 | **488.8** |
| | Full-Time Equivalents - Overtime | 42.1 | 27.0 | 28.7 | **30.2** |

**Significant Budget Changes and Highlights**

- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- o Continuation of the Metro reimbursements to cover the costs of asphalt tonnage, street resurfacing, street maintenance, concrete repair, bridge maintenance, signal maintenance, signal engineering and traffic operation ($56.1 million from Metro).
- o Includes $11.1 million transfer from General Fund for the captured tax revenues.
- o Includes $10.0 million to be transferred to the Storm Water Fund to partially cover Storm Water Fund's operating and maintenance expenses.
- o $500,000 for implementation of the Street Preventive Maintenance Program (Crack and Street Sealant contract).
- o $250,000 for the citywide collection contract to improve collections on past due drainage receivables.

**Dedicated Drainage & Street Renewal Fund**
**Public Works & Engineering**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Dedicated Drainage & Street Renewal Fund**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus Area No. : 2310 / 2000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Drainage utility calls answered within 4 minutes | Q | 80% | 80% | 95% | **90%** |
| Signs completed in 14 days | P,I | 98% | 90% | 95% | **95%** |
| Traffic plan reviews completed in 2 weeks | I | 93% | 90% | 94% | **90%** |
| Potholes repaired within 5 days | I | 55% | 95% | 71% | **95%** |
| Signals maintained & optimized (each) | P,I | 780 | 800 | 800 | **800** |
| **Business Process Measures** | | | | | |
| Skin patching completed (ton) | P,Q,I | 19,002 | 16,000 | 16,000 | **16,000** |
| Bridges inspected (each) | P,Q,I | 100% | 100% | 100% | **100%** |
| Concrete streets repaired, full depth (CuFt) | P,Q,I | 280,153 | 262,000 | 250,000 | **262,000** |
| Bridges replaced (each) | P,Q,I | 8 | 8 | 7 | **8** |
| Asphalt surface overlaid (lane miles) | P,Q,I | 140 | 140 | 110 | **140** |
| Mobility permit investigations completed (each) | P,I | 11,558 | 10,000 | 13,500 | **13,500** |
| **People and Technology Measures** | | | | | |
| System availability | I | 100% | 100% | 100% | **100%** |
| Equipment workers with CDLs | Q,I | 98% | 95% | 98% | **95%** |
| Accident frequency per 75,000 miles driven | F,I | N/A | N/A | N/A | **<1 accident** |
| Workers' compensation incident frequency per 2,000 productive days worked | F,I | N/A | N/A | N/A | **<1 incident** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 55% | 98% | 98% | **98%** |
| Revenues Budget vs Actual Utilization | F | 73% | 100% | 101% | **100%** |
| O&M is less than or equal to 25% of all RBH appropriation | F | 100.0% | 100.0% | 100.0% | **100.0%** |
| Drainage Collection Rate | F | 90.0% | 87.0% | 90.0% | **90.0%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2310 / 2000

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Streets and Drainage Division 200001** | | | | | | |
| Street and Bridge - maintain a smooth riding surface free of obstacles and debris. | 270.7 | 33,497,199 | 277.5 | 34,311,571 | **297.5** | **38,827,600** |
| **Traffic Operations Division 200002** | | | | | | |
| Responsible for the installation, operation, and maintenance of the traffic signal system; installation and maintenance of traffic control signs, pavement markings, and flashing school beacons; maintenance of roadway lighting on major highways; conducting studies involving speed zones, traffic counts, stop signs warrants, street lighting installations and parking. | 175.3 | 18,294,620 | 170.3 | 19,111,215 | **181.3** | **22,006,400** |
| **Office of the Director 200003** | | | | | | |
| Administer the RBH Initiative by coordinating the City of Houston's plan to rebuild the city's drainage and street infrastructure in order to improve the quality of life and mobility for residents of the city through drainage and street improvements and maintenance. | 0.8 | 133,166 | 1.0 | 230,060 | **2.0** | **332,300** |
| **Resource Management Division 200005** | | | | | | |
| Provide customer billing and support; manage fund transfers for CIP projects. | 1.8 | 44,961,558 | 2.0 | 121,574,637 | **2.0** | **123,985,000** |
| **Engineering and Construction Division 200007** | | | | | | |
| Responsible for the implementation of engineering and construction of infrastructure projects per the City's adopted five year CIP plan. | 0.0 | 14,658 | 0.0 | 68,300 | **0.0** | **68,300** |
| **Information Technology 200008** | | | | | | |
| Provide helpdesk, desktop, application & work management system support; along with other systems support. | 2.9 | 295,148 | 4.0 | 427,129 | **4.0** | **628,600** |

Division Summary

Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2310 / 2000

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Management Support Branch 200009** | | | | | | |
| Provision of professional services related to employee health and safety, response support in emergencies created by natural or man-made disasters, spill response, contractor compliance, accident and injury investigations, and field surveys/inspections. | 2.0 | 150,616 | 2.0 | 166,535 | **2.0** | **209,100** |
| Total | 453.5 | 97,346,965 | 456.8 | 175,889,447 | **488.8** | **186,057,300** |

Business Area Roster Summary

Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2310 / 2000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ACCOUNTANT | 17 | 1.0 | 0.0 | (1.0) |
| ADMINISTRATION MANAGER | 26 | 3.0 | 1.0 | (2.0) |
| ADMINISTRATIVE AIDE | 10 | 3.0 | 4.0 | 1.0 |
| ADMINISTRATIVE ASSISTANT | 17 | 10.0 | 9.0 | (1.0) |
| ADMINISTRATIVE ASSOCIATE | 13 | 13.0 | 13.0 | |
| ADMINISTRATIVE COORDINATOR | 24 | 2.0 | 3.0 | 1.0 |
| ADMINISTRATIVE SPECIALIST | 20 | 2.0 | 3.0 | 1.0 |
| ADMINISTRATIVE SUPERVISOR | 22 | 1.0 | 2.0 | 1.0 |
| ASSISTANT DIRECTOR (EXE LEV) | 32 | 3.0 | 3.0 | |
| ASSISTANT ELECTRICAL SUPERVISOR | 22 | 1.0 | 1.0 | |
| BUYER | 16 | 1.0 | 1.0 | |
| CARPENTER | 14 | 4.0 | 4.0 | |
| CEMENT FINISHER | 11 | 2.0 | 2.0 | |
| CEMENT FINISHER SUPERVISOR | 15 | 2.0 | 2.0 | |
| CONTRACT ADMINISTRATOR | 22 | 1.0 | 0.0 | (1.0) |
| CUSTODIAN | 4 | 1.0 | 1.0 | |
| CUSTOMER SERVICE REP. I | 13 | 2.0 | 1.0 | (1.0) |
| CUSTOMER SERVICE REP. II | 15 | 2.0 | 3.0 | 1.0 |
| CUSTOMER SERVICE REP. III | 16 | 2.0 | 1.0 | (1.0) |
| CUSTOMER SERVICE SUPERVISOR | 18 | 3.0 | 3.0 | |
| DEPUTY ASSISTANT DIRECTOR (EXE LEV) | 30 | 1.0 | 1.0 | |
| DEPUTY DIRECTOR-PUBLIC WORKS | 36 | 3.0 | 3.0 | |
| DISPATCHER | 8 | 1.0 | 0.0 | (1.0) |
| DIVISION MANAGER | 29 | 0.0 | 1.0 | 1.0 |
| ELECTRICAL ESTIMATOR | 23 | 3.0 | 3.0 | |
| ELECTRICAL SUPERINTENDENT | 26 | 1.0 | 1.0 | |
| ELECTRICAL SUPERVISOR | 24 | 2.0 | 2.0 | |
| ELECTRICIAN | 18 | 27.0 | 27.0 | |
| ENGINEER | 26 | 1.0 | 1.0 | |
| EQUIPMENT WORKER | 13 | 94.0 | 136.0 | 42.0 |
| FIELD SUPERVISOR | 17 | 29.0 | 31.0 | 2.0 |
| FINANCIAL ANALYST III | 21 | 0.0 | 1.0 | 1.0 |
| GENERAL SUPERINTENDENT | 21 | 1.0 | 1.0 | |
| GRADUATE ENGINEER | 22 | 8.0 | 8.0 | |
| INSPECTOR | 18 | 5.0 | 6.0 | 1.0 |
| INSTRUMENT PERSON | 11 | 1.0 | 1.0 | |
| IRON WORKER | 13 | 3.0 | 3.0 | |
| LABORER | 4 | 85.0 | 84.0 | (1.0) |
| MANAGEMENT ANALYST IV | 25 | 1.0 | 1.0 | |
| MANAGEMENT INTERN | 11 | 0.0 | 1.0 | 1.0 |
| MESSENGER | 6 | 1.0 | 1.0 | |
| OFFICE SUPERVISOR | 17 | 1.0 | 3.0 | 2.0 |
| PAINTER | 11 | 4.0 | 4.0 | |
| PAVING ASSESSMENT SPECIALIST | 16 | 2.0 | 2.0 | |
| PROCUREMENT SPECIALIST | 24 | 1.0 | 1.0 | |
| PROJECT MANAGER | 24 | 2.0 | 2.0 | |
| PROJECT TECHNICIAN III | 17 | 3.0 | 3.0 | |
| PROJECT TECHNICIAN IV | 20 | 4.0 | 4.0 | |
| PUBLIC WORKS MAINTENANCE MANAGER | 29 | 4.0 | 5.0 | 1.0 |
| PUBLIC WORKS MAINTENANCE SECTION CHIEF | 22 | 12.0 | 10.0 | (2.0) |
| SAFETY OFFICER | 21 | 1.0 | 1.0 | |

Business Area Roster Summary

Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2310 / 2000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| SAFETY REPRESENTATIVE | 19 | 0.0 | 1.0 | 1.0 |
| SAFETY SUPERVISOR | 24 | 1.0 | 0.0 | (1.0) |
| SEMI-SKILLED LABORER | 6 | 29.0 | 29.0 | |
| SENIOR BUYER | 22 | 1.0 | 1.0 | |
| SENIOR DATA ENTRY OPERATOR | 12 | 2.0 | 3.0 | 1.0 |
| SENIOR DISPATCHER | 12 | 7.0 | 7.0 | |
| SENIOR FIXED ASSET SPECIALIST | 17 | 0.0 | 1.0 | 1.0 |
| SENIOR INSPECTOR | 22 | 2.0 | 2.0 | |
| SENIOR INVENTORY MANAGEMENT CLERK | 12 | 2.0 | 2.0 | |
| SENIOR PAYROLL CLERK | 13 | 2.0 | 2.0 | |
| SENIOR PROJECT MANAGER | 27 | 3.0 | 3.0 | |
| SENIOR TRAFFIC ANALYST | 13 | 6.0 | 6.0 | |
| SIGN PROCESSOR | 9 | 6.0 | 6.0 | |
| STUDENT INTERN II | 10 | 1.0 | 1.0 | |
| SUPERVISING ENGINEER | 29 | 4.0 | 4.0 | |
| SYSTEMS CONSULTANT | 26 | 1.0 | 1.0 | |
| SYSTEMS SUPPORT ANALYST II | 19 | 1.0 | 1.0 | |
| TECHNICAL HARDWARE ANALYST I | 17 | 13.0 | 12.0 | (1.0) |
| TECHNICAL HARDWARE ANALYST II | 21 | 10.0 | 9.0 | (1.0) |
| TECHNICAL HARDWARE ANALYST III | 23 | 6.0 | 8.0 | 2.0 |
| TRAFFIC ANALYST | 7 | 3.0 | 3.0 | |
| TRAFFIC SIGNAL SUPERVISOR | 22 | 4.0 | 4.0 | |
| TRUCK DRIVER | 6 | 44.0 | 2.0 | (42.0) |
| **Total FTEs** | | **508.0** | **513.0** | **5.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **22.2** | **24.2** | **2.0** |
| **Full-Time Equivalents** | | **485.8** | **488.8** | **3.0** |

Business Area Revenue Summary

Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2310 / 2000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **2000010002** | **PWE - Street Maintenance** | | | |
| 422150 | Intergovernmental Revenue - Metro | 33,654,300 | 33,654,300 | **35,305,100** |
| 434245 | Sale of Capital Assets - Vehicles | 6,000 | 0 | **0** |
| **Total** | **PWE - Street Maintenance** | **33,660,300** | **33,654,300** | **35,305,100** |
| **2000010003** | **PWE - Street Resurfacing** | | | |
| 434335 | Recover Damage-Infrastructure | 29,000 | 29,000 | **29,000** |
| 434515 | Street Milling Sale Earnings | 900,000 | 900,000 | **950,000** |
| **Total** | **PWE - Street Resurfacing** | **929,000** | **929,000** | **979,000** |
| **2000010004** | **PWE - Bridge Maintenance** | | | |
| 434205 | Sale of Scrap Metal | 0 | 1,207 | **0** |
| 452030 | Miscellaneous Revenue | 0 | 190 | **0** |
| **Total** | **PWE - Bridge Maintenance** | **0** | **1,397** | **0** |
| **2000010018** | **PWE - Special Project** | | | |
| 424110 | Other Interfund Services | 845,000 | 400,000 | **844,800** |
| **2000010020** | **PWE - Brick Street Maintenance** | | | |
| 422122 | Municipal Service Fees - TIRZ | 10,000 | 10,000 | **10,000** |
| **2000020003** | **PWE - Signs and Marking Maintenance** | | | |
| 421400 | Miscellaneous Sign Fees | 28,000 | 62,100 | **35,500** |
| 434335 | Recover Damage-Infrastructure | 93,000 | 66,193 | **85,000** |
| **Total** | **PWE - Signs and Marking Maintenance** | **121,000** | **128,293** | **120,500** |
| **2000020004** | **PWE - Signal Maintenance** | | | |
| 422150 | Intergovernmental Revenue - Metro | 17,545,700 | 17,545,700 | **20,798,100** |
| 426290 | Other Service Charges | 31,000 | 25,000 | **31,000** |
| 426390 | Misc. Services to Other Agencies | 380,800 | 380,800 | **380,800** |
| 434205 | Sale of Scrap Metal | 10,000 | 23,792 | **22,900** |
| 434335 | Recover Damage-Infrastructure | 7,000 | 10,537 | **15,000** |
| **Total** | **PWE - Signal Maintenance** | **17,974,500** | **17,985,829** | **21,247,800** |
| **2000020007** | **PWE - Mobility Permitting** | | | |
| 421310 | Mobility Permits | 670,000 | 830,000 | **918,000** |
| 428080 | Returned Check Charges | 500 | 600 | **500** |
| **Total** | **PWE - Mobility Permitting** | **670,500** | **830,600** | **918,500** |
| **2000020011** | **PWE - Pavement Marking Maintenance** | | | |
| 421400 | Miscellaneous Sign Fees | 0 | 0 | **2,000** |
| **2000050002** | **PWE - Financial Management** | | | |
| 424190 | Interfund Drainage Fee | 1,879,000 | 1,879,000 | **1,621,800** |
| 426500 | Drainage Charge Revenue | 103,001,000 | 103,001,000 | **103,258,200** |
| 432010 | Interest on Pooled Investments | 500,000 | 800,000 | **500,000** |
| 456260 | Oper Recov & Refunds | 0 | 0 | **1,000,000** |
| **Total** | **PWE - Financial Management** | **105,380,000** | **105,680,000** | **106,380,000** |
| **2000050033** | **PWE - Captured Tax Revenues for CIP Projects** | | | |
| 490010 | Transfer from General Fund | 10,000,000 | 10,896,978 | **11,100,000** |
| **Total** | **Public Works & Engineering** | **169,590,300** | **170,516,397** | **176,907,700** |

**Business Area Expenditure Summary**

**Fund Name** : **Dedicated Drainage & Street Renewal Fund**
**Business Area Name** : **Public Works & Engineering**
**Fund No./Bus. Area No.** : **2310 / 2000**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 17,077,115 | 18,487,220 | 17,405,541 | **19,163,176** |
| 500060 | Overtime - Civilian | 2,203,908 | 1,605,449 | 1,705,329 | **1,600,248** |
| 500090 | Premium Pay - Civilian | 98,845 | 116,638 | 80,451 | **113,432** |
| 500110 | Bilingual Pay - Civilian | 7,072 | 7,231 | 6,728 | **6,328** |
| 500250 | HOPE Union Business Usage | (599) | 0 | 0 | **0** |
| 501050 | Employee Awards | 2,250 | 3,500 | 3,500 | **4,000** |
| 501070 | Pension - Civilian | 3,216,914 | 3,956,238 | 3,716,157 | **4,348,121** |
| 501120 | Termination Pay - Civilian | 466,083 | 213,600 | 191,039 | **279,400** |
| 501160 | Vehicle Allowance - Civilian | 2,132 | 8,410 | 0 | **4,200** |
| 502010 | FICA - Civilian | 1,446,863 | 1,539,104 | 1,415,404 | **1,591,148** |
| 503010 | Health Ins-Act Civilian | 3,338,505 | 4,115,739 | 4,033,362 | **4,606,350** |
| 503015 | Basic Life Insurance - Active Civilian | 9,772 | 10,907 | 9,799 | **14,664** |
| 503050 | Health/Life Insurance - Retiree Civilian | 9,698 | 0 | 28,842 | **95,000** |
| 503060 | Long Term Disability-Civilian | 36,850 | 41,320 | 37,946 | **41,603** |
| 503090 | Workers Compensation-Civilian-Admin | 86,540 | 116,162 | 111,998 | **116,949** |
| 503100 | Workers Compensation-Civilian-Claim | 509,812 | 458,374 | 567,279 | **451,900** |
| 504030 | Unemployment Claims - Administration | 37,254 | 47,603 | 29,058 | **44,881** |
| **Total** | **Personnel Services** | **28,549,014** | **30,727,495** | **29,342,433** | **32,481,400** |
| 511010 | Chemical Gases & Special Fluids | 17,011 | 24,900 | 24,900 | **40,900** |
| 511015 | Cleaning & Sanitary Supplies | 27,616 | 30,800 | 30,800 | **30,300** |
| 511020 | Construction Materials | 9,180,243 | 9,823,700 | 9,221,645 | **9,315,700** |
| 511025 | Electrical Hardware & Parts | 1,266,320 | 1,114,600 | 1,020,037 | **1,068,000** |
| 511030 | Mechanical Hardware & Parts | 20,752 | 9,100 | 28,014 | **9,100** |
| 511035 | Meters Hydrants & Plumbing Supplies | 7 | 0 | 0 | **0** |
| 511040 | Audiovisual Supplies | (944) | 0 | 0 | **0** |
| 511045 | Computer Supplies | 10,663 | 39,000 | 32,879 | **38,000** |
| 511050 | Paper & Printing Supplies | 11,401 | 17,800 | 17,800 | **17,600** |
| 511055 | Publications & Printed Materials | 1,964 | 9,300 | 9,300 | **9,100** |
| 511060 | Postage | 273,734 | 202,800 | 202,800 | **203,300** |
| 511070 | Miscellaneous Office Supplies | 56,872 | 68,100 | 68,100 | **68,700** |
| 511080 | General Laboratory Supplies | 110 | 0 | 0 | **0** |
| 511085 | Drugs & Medical Chemicals | 0 | 500 | 500 | **500** |
| 511090 | Medical & Surgical Supplies | 13,476 | 9,000 | 12,476 | **10,800** |
| 511095 | Small Technical & Scientific Equipment | 0 | 13,700 | 13,890 | **6,000** |
| 511110 | Fuel | 1,547,658 | 1,428,800 | 1,551,790 | **1,637,500** |
| 511115 | Vehicle Repair & Maintenance Supplies | 32,693 | 27,300 | 27,300 | **27,100** |
| 511120 | Clothing | 132,790 | 139,300 | 139,299 | **138,700** |
| 511125 | Food Supplies | 3,786 | 20,800 | 17,800 | **20,900** |
| 511135 | Recreational Supplies | 1,029 | 0 | 0 | **0** |
| 511140 | Landscaping & Gardening Supplies | 7,229 | 8,700 | 8,850 | **8,700** |
| 511145 | Small Tools & Minor Equipment | 75,080 | 121,300 | 102,381 | **134,300** |
| 511150 | Miscellaneous Parts & Supplies | 204,326 | 197,499 | 195,500 | **197,500** |
| 511165 | Fire Fighting Equipment | 0 | 0 | 24 | **0** |
| **Total** | **Supplies** | **12,883,816** | **13,306,999** | **12,726,085** | **12,982,700** |
| 520100 | Temporary Personnel Services | 1,802,837 | 1,471,100 | 1,765,308 | **1,727,500** |
| 520101 | Janitorial Services | 17,123 | 21,600 | 21,600 | **21,600** |
| 520106 | Architectural Services | 5,469 | 0 | 0 | **0** |
| 520107 | Computer Info/Contr | 153,918 | 38,400 | 15,000 | **38,400** |
| 520108 | Information Resource Services | 13,995 | 24,500 | 24,500 | **24,500** |
| 520109 | Medical Dental & Laboratory Services | 12,813 | 12,100 | 15,200 | **15,000** |
| 520110 | Management Consulting Services | 80,019 | 22,800 | 22,800 | **22,800** |

Business Area Expenditure Summary

Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2310 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520114 | Miscellaneous Support Services | 16,105 | 12,100 | 12,100 | **12,100** |
| 520115 | Real Estate Lease/Office Rental | 373,914 | 368,100 | 368,100 | **376,100** |
| 520118 | Refuse Disposal | 307,394 | 317,700 | 307,700 | **317,700** |
| 520119 | Computer Equipment/Software Maintenance | 215,892 | 363,900 | 359,303 | **105,000** |
| 520120 | Communications Equipment Services | 0 | 0 | 2,820 | **0** |
| 520121 | IT Application Svcs | 159,160 | 540,200 | 540,200 | **65,700** |
| 520123 | Vehicle & Motor Equipment Services | 3,273,004 | 3,675,800 | 3,513,230 | **3,366,100** |
| 520124 | Other Equipment Services | 2,330 | 7,500 | 7,500 | **7,500** |
| 520126 | Construction Site Work Services | 35,321 | 21,230 | 60,800 | **22,500** |
| 520128 | Other Construction Work Services | 0 | 0 | 10,372 | **0** |
| 520141 | Engineering Services | 37,432 | 50,500 | 50,500 | **50,500** |
| 520157 | Computer Software Maintenance Services | 239,429 | 275,000 | 275,000 | **538,100** |
| 520160 | CIP-Software | 43,575 | 514,000 | 272,000 | **72,000** |
| 520510 | Mail/Delivery Services | 142,475 | 242,400 | 242,400 | **242,400** |
| 520515 | Print Shop Services | 6,512 | 5,700 | 5,700 | **5,700** |
| 520520 | Printing & Reproduction Services | 6,259 | 5,700 | 5,624 | **4,700** |
| 520605 | Advertising Services | 0 | 2,000 | 6,583 | **1,500** |
| 520705 | Insurance Fees | 32,231 | 42,400 | 59,200 | **65,100** |
| 520720 | Fines | 3,080 | 0 | 0 | **0** |
| 520745 | Third Party Collection Fees | 0 | 0 | 0 | **250,000** |
| 520765 | Membership & Professional Fees | 27,990 | 25,100 | 25,100 | **22,200** |
| 520805 | Education & Training | 52,952 | 103,000 | 95,070 | **100,000** |
| 520905 | Travel - Training Related | 9,943 | 13,700 | 18,304 | **13,900** |
| 520910 | Travel - Non-Training Related | 167 | 1,900 | 1,900 | **1,900** |
| 521305 | Indirect Cost Recovery Payment | 0 | 0 | 0 | **1,728,700** |
| 521306 | PWE Allocated Cost | 0 | 0 | 0 | **1,848,400** |
| 521405 | Building Maintenance Services | 69,979 | 125,900 | 117,293 | **125,900** |
| 521410 | Sewer Services | 17,038 | 28,700 | 28,700 | **28,900** |
| 521415 | Land and Grounds Maintenance | 5,237 | 0 | 2,943 | **0** |
| 521420 | Infrastructure Maintenance Service | 3,745,689 | 2,068,300 | 2,558,300 | **2,563,300** |
| 521505 | Electricity | 356,902 | 318,700 | 338,454 | **280,300** |
| 521510 | Natural Gas | 17,858 | 20,700 | 20,700 | **21,200** |
| 521605 | Data Services | 84,235 | 150,900 | 123,113 | **51,100** |
| 521610 | Voice Services | 360,496 | 497,800 | 348,190 | **309,000** |
| 521620 | Voice Equipment | 11,152 | 10,800 | 1,396 | **9,300** |
| 521625 | Voice Labor | 15,102 | 7,800 | 3,037 | **8,100** |
| 521630 | GIS Revolving Fund Services | 88,000 | 84,500 | 84,500 | **107,800** |
| 521705 | Vehicle/Equipment Rental/Lease | 50,840 | 90,100 | 80,900 | **90,200** |
| 521715 | Office Equipment Rental | 43,963 | 51,100 | 54,394 | **49,100** |
| 521725 | Other Rental | 1,275 | 0 | 14,138 | **0** |
| 521730 | Parking Space Rental | 65,750 | 59,500 | 59,500 | **61,900** |
| 521735 | Hobby Parking Space Rental | 0 | 0 | 0 | **9,900** |
| 521905 | Legal Services | 295 | 1,300 | 871 | **1,300** |
| 521910 | Legal Svcs - Crt Report | 1,361 | 700 | 3,292 | **700** |
| 522205 | Metro Commuter Passes | 32,725 | 50,600 | 47,600 | **71,600** |
| 522305 | Freight Charges | 1,617 | 1,000 | 4,692 | **2,700** |
| 522430 | Miscellaneous Other Services & Charges | 92,574 | 72,500 | 72,500 | **68,500** |
| 522720 | Interfund Payroll Services | 38,807 | 36,400 | 36,400 | **43,900** |
| 522721 | Interfund HR Client Services | 327,670 | 386,200 | 386,200 | **396,700** |
| 522722 | KRONOS Service Chargeback | 16,200 | 17,200 | 17,200 | **19,000** |
| 522723 | Drainage Fee Service Chargeback | 29,340 | 23,800 | 29,340 | **29,400** |
| 522730 | Interfund Engineering Services | 0 | 1,270 | 0 | **0** |

Business Area Expenditure Summary

Fund Name : Dedicated Drainage & Street Renewal Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2310 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 522735 | Interfund Communication Equipment Repair | 0 | 115,500 | 115,500 | **115,500** |
| 522775 | Interfund Utility Services | 553,077 | 548,900 | 548,900 | **0** |
| 522790 | Interfund Inventory Adjustments | 44 | 0 | 25 | **0** |
| 522795 | Other Interfund Services | 204,477 | 175,700 | 207,010 | **775,000** |
| 522800 | Cost of Goods Sold | 616 | 0 | 0 | **0** |
| 522840 | Interfund Permit Center Rent Chargeback | 86,097 | 0 | 0 | **0** |
| **Total** | **Other Services and Charges** | **13,389,755** | **13,124,300** | **13,409,002** | **16,307,900** |
| 560210 | Furniture Fixtures and Equipment | 45,060 | 0 | 0 | **0** |
| 560220 | Vehicles | 111,588 | 3,293,528 | 1,902,427 | **3,199,600** |
| 560230 | Computer HW and Developed SW | 323,020 | 0 | 0 | **157,100** |
| **Total** | **Equipment** | **479,668** | **3,293,528** | **1,902,427** | **3,356,700** |
| 551010 | Non-Capital Office Furniture & Equipment | 2,818 | 16,000 | 5,000 | **4,000** |
| 551015 | Non-Capital Computer Equipment | 239,016 | 50,800 | 50,800 | **124,600** |
| 551030 | Non-Capital Machinery & Equipment | 13,840 | 0 | 0 | **0** |
| **Total** | **Non-Capital Equipment** | **255,674** | **66,800** | **55,800** | **128,600** |
| 531110 | Commercial Paper Agent Fees | 513,613 | 800,000 | 800,000 | **800,000** |
| 532020 | Transfers to Capital Projects | 41,275,425 | 109,968,472 | 106,500,000 | **110,000,000** |
| 532095 | Transfer to Stormwater Fund | 0 | 7,653,700 | 11,153,700 | **10,000,000** |
| **Total** | **Debt Service and Other Uses** | **41,789,038** | **118,422,172** | **118,453,700** | **120,800,000** |
| | **Grand Total Expenditures** | **97,346,965** | **178,941,294** | **175,889,447** | **186,057,300** |

# STORM WATER FUND

## Description and Mission

The Storm Water Fund is not technically an enterprise fund; however, it is closely associated with the Combined Utility System Fund, so it is grouped with the enterprise funds for clarity. The Combined Utility System transfer funds to this fund to support storm water drainage operation and maintenance activities.

The Department's mission is to provide the best level of maintenance to the storm water infrastructure with the resources provided and to maintain flow of storm water free of debris and foreign objects that obstruct the flow of Storm Water drainage.

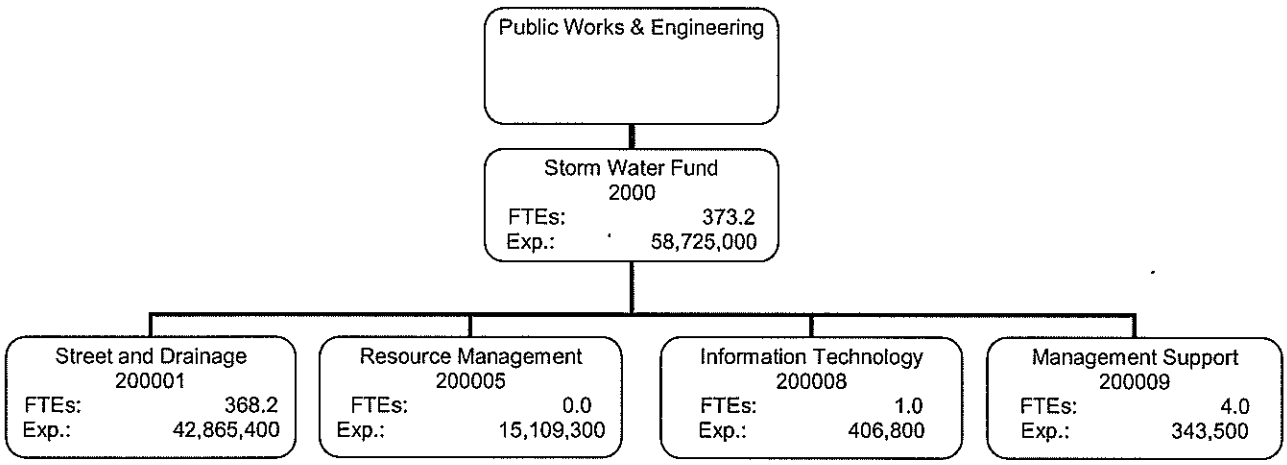
**Department Short Term Goals**

- Achieve the Street and Drainage (Storm Water Maintenance Branch) annual performance targets and be responsive to 311 requests from the citizens
- Community involvement:
  - Storm Water Education
  - Adopt Ditch

**Department Long Term Goals**

- Increase productivity and reduce costs with improved technology, equipment and work procedures
- Reduce storm sewer pollution and environmental concerns
- Continue to improve services and responses to 311 requests

## Organization



**Fund Summary**

**Fund Name : Storm Water**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus. Area No. : 2302 / 2000**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 2,593,750 | 2,593,750 | **5,000,000** |
| Current Revenues | 51,620,700 | 52,400,551 | **55,725,000** |
| Total Available Resources | 54,214,450 | 54,994,301 | **60,725,000** |
| Maintenance and Operations | 38,916,300 | 37,289,901 | **45,009,800** |
| Debt Service | 12,704,400 | 12,704,400 | **13,715,200** |
| Total Expenditures | 51,620,700 | 49,994,301 | **58,725,000** |
| Planned Ending Fund Balance | 2,593,750 | 5,000,000 | **2,000,000** |
| Total Budget | 54,214,450 | 54,994,301 | **60,725,000** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 2,593,750 | 5,000,000 | **2,000,000** |
| 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 Storm Water Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

In FY2014, $38.1 million is expected to be spent for the maintenance of rights-of-way and drainage infrastructure, such as storm sewers and roadside ditches and $13.7 million in debt service, which includes the principal and interest on the drainage debt and pension obligation bonds. Also included in the expenditures are approximately $1.9 million for the Texas Pollutant Discharge Elimination System (TPDES) permit and $3 million for a Ditch Infrastructure Inventory and Assessment Profession Services Contract that will be used to survey and evaluate the conditon of all storm sewers in the existing inventory.

**Business Area Budget Summary**

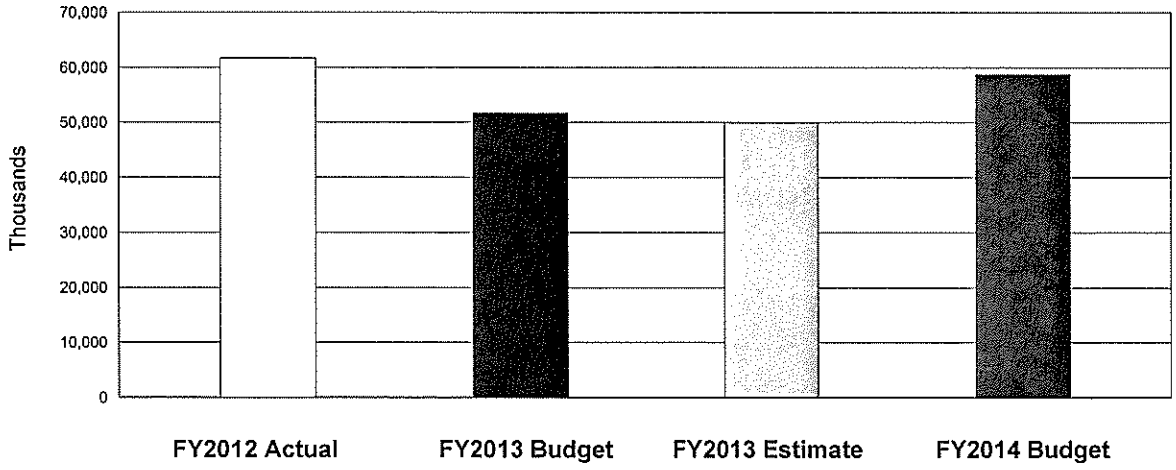
**Fund Name : Storm Water**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus. Area No. : 2302 / 2000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 19,348,736 | 20,843,700 | 20,409,655 | **21,794,500** |
| | Supplies | 2,574,000 | 2,327,500 | 2,505,798 | **2,599,500** |
| | Other Services and Charges | 10,764,637 | 11,957,900 | 12,188,758 | **16,867,600** |
| | Equipment | 1,712,402 | 3,734,800 | 2,133,290 | **3,684,800** |
| | Non-Capital Equipment | 127,987 | 52,400 | 52,400 | **63,400** |
| | Total M & O Expenditures | 34,527,762 | 38,916,300 | 37,289,901 | **45,009,800** |
| | Debt Service & Other Uses | 27,152,655 | 12,704,400 | 12,704,400 | **13,715,200** |
| | Total Expenditures | 61,680,417 | 51,620,700 | 49,994,301 | **58,725,000** |
| Revenues | | 45,047,210 | 51,620,700 | 52,400,551 | **55,725,000** |
| Staffing | Full-Time Equivalents - Civilian | 346.8 | 377.2 | 361.8 | **373.2** |
| | 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 | 346.8 | 377.2 | 361.8 | **373.2** |
| | Full-Time Equivalents - Overtime | 36.0 | 25.8 | 25.9 | **24.9** |

**Significant Budget Changes and Highlights**

- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- o This fund includes funding to maintain the City's TPDES Storm Water Permit through February 2014.
- o Provide for the de-silting, re-grading and establishment of proper elevation in roadside ditches.
- o Provide for the inspection, repair and maintenance of damaged inlets, manholes and storm sewers.
- o Provide for the maintenance, mowing and de-silting of off-road and esplanade ditches, drainage easements and for the mowing and herbicide application in the City's right-of-way.
- o Provide for the sweeping of the City's downtown streets and major thoroughfares.
- o This fund includes $10M from the Dedicated Drainage & Street Renewal (DD&SR) Fund to partially cover Stormwater Fund's operating and maintenance expenses.
- o The FY2014 Budget includes $3M for a Ditch Infrastructure Inventory and Assessment Professional Services contract that will be used to survey and evaluate the condition of all storm sewers in the existing inventory.
- o Provide funding of $2M for the buffalo bayou erosion control project near memorial park.

**Storm Water**
**Public Works & Engineering**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Storm Water**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus Area No. : 2302 / 2000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Storm sewers inspected within 7 days | I | 73% | 90% | 85% | **90%** |
| Inlets/manholes inspected within 7 days | I | 90% | 90% | 90% | **90%** |
| **Business Process Measures** | | | | | |
| Inlets/manholes inspected (each) | I | 63,014 | 40,000 | 40,000 | **40,000** |
| Ditches de-silted (miles) | I | 279 | 275 | 275 | **275** |
| Ditches inspected (miles) | I | 249 | 244 | 244 | **244** |
| Gutters swept (miles) | I | 21,506 | 21,500 | 21,500 | **21,500** |
| Lines/leads inspected (miles) | I | 261 | 320 | 250 | **320** |
| Storm water quality inspections completed (each) | P,Q,I | 1,402 | 700 | 700 | **700** |
| Storm sewer line cleaning (miles) | I | N/A | N/A | 41 | **50** |
| **People and Technology Measures** | | | | | |
| System availability | I | 100% | 100% | 100% | **100%** |
| Equipment workers with CDLs | I | 98% | 95% | 98% | **95%** |
| Equipment workers with state licenses for herbicide applications and confined space entry | I | 98% | 95% | 98% | **95%** |
| Accident frequency per 75,000 miles driven | I | N/A | N/A | N/A | **<1 accident** |
| Workers' compensation incident frequency per 2,000 productive days worked | I | N/A | N/A | N/A | **<1 incident** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 93% | 98% | 97% | **98%** |
| Revenues Budget vs Actual Utilization | F | 90% | 100% | 102% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

**Division Summary**

**Fund Name : Storm Water**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus Area No. : 2302 / 2000**

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **Street and Drainage Division 200001** | | | | | | |
| De-silt, re-grade and establish proper elevations in roadside ditches. Clean and flush culverts. Funding includes $3M for the Ditch Infrastructure Inventory and Assessment Professional Services contract. | 342.4 | 60,314,925 | 356.9 | 36,731,878 | **368.2** | **42,865,400** |
| **Resource Management Division 200005** | | | | | | |
| Manage payment of the principal and interest on stormwater debt. | 0.0 | 1,000,514 | 0.0 | 12,612,600 | **0.0** | **15,109,300** |
| **Information Technology 200008** | | | | | | |
| Provide support and maintenance of software and hardware used for the Storm Water maintenance operations. | 1.0 | 134,886 | 1.0 | 364,394 | **1.0** | **406,800** |
| **Management Support Branch 200009** | | | | | | |
| Provide Federal and State mandated training relating to various safety practices. Provides safety awareness initiatives and acts as liaison between divisions, state and local regulatory agencies. | 3.4 | 230,092 | 3.9 | 285,429 | **4.0** | **343,500** |
| Total | 346.8 | 61,680,417 | 361.8 | 49,994,301 | **373.2** | **58,725,000** |

Business Area Roster Summary

Fund Name : Storm Water
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2302 / 2000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATION MANAGER | 26 | 1.0 | 1.0 | |
| ADMINISTRATIVE AIDE | 10 | 2.0 | 2.0 | |
| ADMINISTRATIVE ASSISTANT | 17 | 5.0 | 5.0 | |
| ADMINISTRATIVE ASSOCIATE | 13 | 8.0 | 8.0 | |
| ADMINISTRATIVE COORDINATOR | 24 | 1.0 | 1.0 | |
| ADMINISTRATIVE SPECIALIST | 20 | 3.0 | 3.0 | |
| ASSISTANT DIRECTOR (EXE LEV) | 32 | 1.0 | 1.0 | |
| CEMENT FINISHER | 11 | 3.0 | 3.0 | |
| CLERK | 5 | 0.0 | 2.0 | 2.0 |
| CREW LEADER | 11 | 4.0 | 4.0 | |
| CUSTODIAN LEADER | 8 | 1.0 | 1.0 | |
| CUSTOMER SERVICE REP. I | 13 | 0.8 | 1.0 | 0.2 |
| CUSTOMER SERVICE REP. III | 16 | 1.0 | 1.0 | |
| DEPUTY ASSISTANT DIRECTOR (EXE LEV) | 30 | 0.0 | 1.0 | 1.0 |
| DIVISION MANAGER | 29 | 2.0 | 1.0 | (1.0) |
| ENVIRONMENTAL INVESTIGATOR I | 14 | 1.0 | 2.0 | 1.0 |
| ENVIRONMENTAL INVESTIGATOR II | 16 | 6.0 | 6.0 | |
| ENVIRONMENTAL INVESTIGATOR III | 20 | 2.0 | 2.0 | |
| ENVIRONMENTAL INVESTIGATOR IV | 23 | 1.0 | 1.0 | |
| ENVIRONMENTAL INVESTIGATOR V | 28 | 1.0 | 1.0 | |
| EQUIPMENT WORKER | 13 | 105.0 | 173.0 | 68.0 |
| FIELD SUPERVISOR | 17 | 26.0 | 24.0 | (2.0) |
| GIS ANALYST | 20 | 1.0 | 1.0 | |
| GIS TECHNICIAN | 12 | 0.0 | 1.0 | 1.0 |
| GRADUATE ENGINEER | 22 | 0.0 | 1.0 | 1.0 |
| INSPECTOR | 18 | 2.0 | 2.0 | |
| INSTRUMENT PERSON | 11 | 4.0 | 4.0 | |
| LABORER | 4 | 100.0 | 100.0 | |
| PROCUREMENT SPECIALIST | 24 | 1.0 | 1.0 | |
| PROJECT TECHNICIAN I | 8 | 3.0 | 3.0 | |
| PROJECT TECHNICIAN III | 17 | 1.0 | 1.0 | |
| PUBLIC WORKS MAINTENANCE MANAGER | 29 | 3.0 | 3.0 | |
| PUBLIC WORKS MAINTENANCE SECTION CHIEF | 22 | 7.0 | 9.0 | 2.0 |
| SAFETY REPRESENTATIVE | 19 | 1.0 | 1.0 | |
| SEMI-SKILLED LABORER | 6 | 18.0 | 17.0 | (1.0) |
| SENIOR CLERK | 8 | 2.0 | 2.0 | |
| SENIOR DATA BASE ANALYST | 25 | 1.0 | 1.0 | |
| SENIOR DISPATCHER | 12 | 2.0 | 2.0 | |
| SENIOR INVENTORY MANAGEMENT CLERK | 12 | 1.0 | 1.0 | |
| SENIOR OFFICE ASSISTANT | 12 | 1.0 | 1.0 | |
| SENIOR PAYROLL CLERK | 13 | 1.0 | 1.0 | |
| STUDENT INTERN II | 10 | 1.0 | 1.0 | |
| TRUCK DRIVER | 6 | 75.0 | 0.0 | (75.0) |
| **Total FTEs** | | **399.8** | **397.0** | **(2.8)** |
| **Less adjustment for Civilian Vacancy Factor** | | **22.6** | **23.8** | **1.2** |
| **Full-Time Equivalents** | | **377.2** | **373.2** | **(4.0)** |

Business Area Revenue Summary

Fund Name : Storm Water
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2302 / 2000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **2000010001** | **PWE - Management & Support** | | | |
| 452020 | Recoveries & Refunds | 0 | 595 | **0** |
| **2000010009** | **PWE - Mowing Maintenance** | | | |
| 434335 | Recover Damage-Infrastructure | 10,000 | 10,000 | **10,000** |
| 452020 | Recoveries & Refunds | 0 | 44 | **0** |
| 452030 | Miscellaneous Revenue | 5,000 | 4,361 | **5,000** |
| **Total** | **PWE - Mowing Maintenance** | **15,000** | **14,405** | **15,000** |
| **2000010013** | **PWE - Major Ditch Maintenance** | | | |
| 434245 | Sale of Capital Assets - Vehicles | 15,000 | 15,000 | **15,000** |
| **2000010018** | **PWE - Special Project** | | | |
| 424110 | Other Interfund Services | 87,700 | 87,700 | **87,700** |
| **2000050002** | **PWE - Financial Management** | | | |
| 432010 | Interest on Pooled Investments | 50,000 | 50,000 | **50,000** |
| 490020 | Transfer from Special Revenue Fund | 7,653,700 | 11,153,700 | **10,000,000** |
| 490100 | Transfer from Combined Utility General | 43,799,300 | 41,079,151 | **45,557,300** |
| **Total** | **PWE - Financial Management** | **51,503,000** | **52,282,851** | **55,607,300** |
| **Total** | **Public Works & Engineering** | **51,620,700** | **52,400,551** | **55,725,000** |

Business Area Expenditure Summary

Fund Name : Storm Water
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2302 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 11,175,627 | 12,133,878 | 11,723,105 | **12,446,849** |
| 500030 | Salary Part Time - Civilian | 27,288 | 24,444 | 26,528 | **29,922** |
| 500060 | Overtime - Civilian | 1,633,458 | 1,196,541 | 1,198,472 | **1,196,562** |
| 500090 | Premium Pay - Civilian | 41,688 | 49,013 | 64,269 | **48,617** |
| 500110 | Bilingual Pay - Civilian | 2,578 | 2,712 | 2,607 | **904** |
| 500250 | HOPE Union Business Usage | (1,981) | 0 | 0 | **0** |
| 501070 | Pension - Civilian | 2,081,367 | 2,596,629 | 2,511,844 | **2,824,204** |
| 501120 | Termination Pay - Civilian | 209,055 | 93,337 | 251,483 | **103,412** |
| 502010 | FICA - Civilian | 951,720 | 1,024,327 | 968,452 | **1,049,608** |
| 503010 | Health Ins-Act Civilian | 2,426,621 | 3,004,864 | 2,999,407 | **3,315,941** |
| 503015 | Basic Life Insurance - Active Civilian | 6,323 | 7,088 | 6,617 | **9,527** |
| 503050 | Health/Life Insurance - Retiree Civilian | 217,945 | 239,300 | 277,581 | **298,600** |
| 503060 | Long Term Disability-Civilian | 28,778 | 32,027 | 30,055 | **31,674** |
| 503090 | Workers Compensation-Civilian-Admin | 68,072 | 90,242 | 87,998 | **89,280** |
| 503100 | Workers Compensation-Civilian-Claim | 447,261 | 294,700 | 248,568 | **294,700** |
| 504030 | Unemployment Claims - Administration | 32,936 | 54,598 | 12,669 | **54,700** |
| **Total** | **Personnel Services** | **19,348,736** | **20,843,700** | **20,409,655** | **21,794,500** |
| 511010 | Chemical Gases & Special Fluids | 169,681 | 168,400 | 168,400 | **168,400** |
| 511015 | Cleaning & Sanitary Supplies | 19,329 | 17,300 | 17,300 | **17,300** |
| 511020 | Construction Materials | 655,648 | 600,100 | 585,272 | **633,300** |
| 511025 | Electrical Hardware & Parts | 4,647 | 6,600 | 6,600 | **6,600** |
| 511030 | Mechanical Hardware & Parts | 11,098 | 8,600 | 8,600 | **8,600** |
| 511035 | Meters Hydrants & Plumbing Supplies | 0 | 500 | 500 | **500** |
| 511040 | Audiovisual Supplies | 0 | 300 | 300 | **300** |
| 511045 | Computer Supplies | 9,918 | 3,000 | 3,000 | **3,000** |
| 511050 | Paper & Printing Supplies | 3,534 | 5,800 | 5,800 | **5,800** |
| 511055 | Publications & Printed Materials | 0 | 800 | 800 | **800** |
| 511060 | Postage | 2,576 | 1,500 | 1,500 | **1,500** |
| 511070 | Miscellaneous Office Supplies | 19,036 | 5,800 | 20,628 | **5,800** |
| 511080 | General Laboratory Supplies | 4,653 | 13,300 | 13,300 | **13,300** |
| 511090 | Medical & Surgical Supplies | 13,632 | 8,900 | 18,349 | **8,900** |
| 511095 | Small Technical & Scientific Equipment | 78 | 600 | 600 | **600** |
| 511110 | Fuel | 1,275,070 | 1,117,500 | 1,295,798 | **1,356,300** |
| 511115 | Vehicle Repair & Maintenance Supplies | 30,161 | 18,100 | 18,100 | **18,100** |
| 511120 | Clothing | 100,970 | 85,100 | 85,100 | **85,100** |
| 511125 | Food Supplies | 2,747 | 7,000 | 7,000 | **7,000** |
| 511140 | Landscaping & Gardening Supplies | 2,627 | 5,700 | 5,700 | **5,700** |
| 511145 | Small Tools & Minor Equipment | 33,426 | 66,400 | 66,400 | **66,400** |
| 511150 | Miscellaneous Parts & Supplies | 215,169 | 186,200 | 176,727 | **186,200** |
| 511165 | Fire Fighting Equipment | 0 | 0 | 24 | **0** |
| **Total** | **Supplies** | **2,574,000** | **2,327,500** | **2,505,798** | **2,599,500** |
| 520100 | Temporary Personnel Services | 128,560 | 95,000 | 141,519 | **14,600** |
| 520102 | Security Services | 1,112 | 0 | 0 | **0** |
| 520105 | Accounting & Auditing Services | 49,385 | 0 | 0 | **0** |
| 520106 | Architectural Services | 21,098 | 15,839 | 16,500 | **16,500** |
| 520107 | Computer Info/Contr | 10,595 | 200,000 | 49,305 | **50,000** |
| 520108 | Information Resource Services | 43,662 | 17,300 | 17,300 | **17,300** |
| 520109 | Medical Dental & Laboratory Services | 12,034 | 12,700 | 12,732 | **12,700** |
| 520110 | Management Consulting Services | 62,197 | 544,500 | 544,500 | **4,500** |
| 520114 | Miscellaneous Support Services | 37,530 | 5,000 | 5,000 | **2,005,000** |
| 520115 | Real Estate Lease/Office Rental | 134,784 | 157,100 | 157,100 | **130,500** |

**Business Area Expenditure Summary**

**Fund Name : Storm Water**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus. Area No. : 2302 / 2000**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520118 | Refuse Disposal | 1,192,854 | 938,600 | 1,298,600 | **1,138,600** |
| 520119 | Computer Equipment/Software Maintenance | 119 | 232,900 | 233,595 | **236,500** |
| 520121 | IT Application Svcs | 3,845 | 12,500 | 12,500 | **53,000** |
| 520123 | Vehicle & Motor Equipment Services | 4,172,322 | 4,852,800 | 4,665,470 | **4,489,900** |
| 520124 | Other Equipment Services | 2,226 | 14,800 | 14,800 | **14,800** |
| 520126 | Construction Site Work Services | 250 | 326,300 | 0 | **31,300** |
| 520128 | Other Construction Work Services | 700,166 | 199,600 | 199,600 | **199,600** |
| 520141 | Engineering Services | 8,520 | 258,100 | 550,000 | **3,028,600** |
| 520157 | Computer Software Maintenance Services | 859,047 | 0 | 3,150 | **0** |
| 520160 | CIP-Software | 0 | 52,000 | 52,000 | **52,000** |
| 520510 | Mail/Delivery Services | 0 | 3,800 | 3,800 | **3,800** |
| 520515 | Print Shop Services | 1,868 | 800 | 800 | **800** |
| 520520 | Printing & Reproduction Services | 44 | 300 | 300 | **300** |
| 520605 | Advertising Services | 430 | 0 | 0 | **0** |
| 520705 | Insurance Fees | 16,171 | 18,400 | 20,168 | **21,300** |
| 520720 | Fines | 4,080 | 0 | 0 | **0** |
| 520765 | Membership & Professional Fees | 4,066 | 2,400 | 3,554 | **2,400** |
| 520805 | Education & Training | 17,759 | 28,800 | 28,800 | **28,800** |
| 520905 | Travel - Training Related | 7,656 | 8,200 | 11,776 | **8,200** |
| 520910 | Travel - Non-Training Related | 95 | 0 | 926 | **0** |
| 521305 | Indirect Cost Recovery Payment | 1,257,112 | 1,131,200 | 1,131,200 | **1,120,200** |
| 521306 | PWE Allocated Cost | 0 | 0 | 0 | **843,400** |
| 521405 | Building Maintenance Services | 58,626 | 83,600 | 83,600 | **83,600** |
| 521415 | Land and Grounds Maintenance | 3,286 | 2,300 | 2,300 | **2,300** |
| 521420 | Infrastructure Maintenance Service | 1,320,695 | 1,903,700 | 1,903,700 | **2,539,300** |
| 521605 | Data Services | 70 | 400 | 0 | **41,200** |
| 521610 | Voice Services | 100,733 | 149,500 | 86,895 | **70,400** |
| 521620 | Voice Equipment | 2,606 | 1,200 | 3,348 | **4,700** |
| 521625 | Voice Labor | 331 | 200 | 4,739 | **3,700** |
| 521630 | GIS Revolving Fund Services | 63,297 | 23,000 | 23,000 | **29,400** |
| 521705 | Vehicle/Equipment Rental/Lease | 1,227 | 1,300 | 301,300 | **1,300** |
| 521715 | Office Equipment Rental | 10,927 | 12,200 | 12,200 | **12,200** |
| 521725 | Other Rental | 4,570 | 13,000 | 13,000 | **13,000** |
| 521730 | Parking Space Rental | 18,273 | 18,900 | 18,900 | **13,500** |
| 521735 | Hobby Parking Space Rental | 0 | 0 | 0 | **5,400** |
| 521905 | Legal Services | 435 | 500 | 500 | **500** |
| 521910 | Legal Svcs - Crt Report | 242 | 200 | 213 | **200** |
| 522205 | Metro Commuter Passes | 4,793 | 8,800 | 8,800 | **8,800** |
| 522430 | Miscellaneous Other Services & Charges | 21,678 | 32,700 | 32,700 | **32,700** |
| 522720 | Interfund Payroll Services | 30,146 | 28,300 | 28,300 | **34,100** |
| 522721 | Interfund HR Client Services | 255,682 | 296,200 | 296,168 | **306,500** |
| 522722 | KRONOS Service Chargeback | 12,800 | 13,100 | 13,100 | **15,000** |
| 522723 | Drainage Fee Service Chargeback | 51,088 | 122,800 | 122,800 | **51,100** |
| 522730 | Interfund Engineering Services | 0 | 661 | 0 | **0** |
| 522735 | Interfund Communication Equipment Repair | 0 | 200 | 200 | **200** |
| 522790 | Interfund Inventory Adjustments | 6 | 600 | 600 | **600** |
| 522795 | Other Interfund Services | 53,539 | 115,600 | 57,400 | **73,300** |
| **Total** | **Other Services and Charges** | **10,764,637** | **11,957,900** | **12,188,758** | **16,867,600** |
| 560210 | Furniture Fixtures and Equipment | 28,883 | 0 | 14,032 | **0** |
| 560220 | Vehicles | 1,651,925 | 3,734,800 | 2,119,258 | **3,559,800** |
| 560230 | Computer HW and Developed SW | 31,594 | 0 | 0 | **125,000** |
| **Total** | **Equipment** | **1,712,402** | **3,734,800** | **2,133,290** | **3,684,800** |

Business Area Expenditure Summary

Fund Name : Storm Water
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2302 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 551010 | Non-Capital Office Furniture & Equipment | 1,748 | 0 | 0 | **0** |
| 551015 | Non-Capital Computer Equipment | 126,239 | 52,400 | 52,400 | **63,400** |
| **Total** | **Non-Capital Equipment** | **127,987** | **52,400** | **52,400** | **63,400** |
| 531150 | Discretionary Debt | 9,420,828 | 12,072,600 | 12,072,600 | **13,109,300** |
| 532005 | Transfers to General Fund | 17,166,506 | 0 | 0 | **0** |
| 532020 | Transfers to Capital Projects | 0 | 66,500 | 66,500 | **0** |
| 532050 | Trans to PIB Bonds Debt Service | 565,321 | 565,300 | 565,300 | **605,900** |
| **Total** | **Debt Service and Other Uses** | **27,152,655** | **12,704,400** | **12,704,400** | **13,715,200** |
| | **Grand Total Expenditures** | **61,680,417** | **51,620,700** | **49,994,301** | **58,725,000** |

# SPECIAL REVENUE FUNDS


Administration and Regulatory Affairs
- BARC ..... X - 2
- Parking Management ..... X - 12

Finance/Police
- Digital Automated Red Light Enforcement Program ..... X - 20

Health
- Essential Public Health Services Fund ..... X - 32
- Health Special Revenue ..... X - 40
- Laboratory Operations and Maintenance ..... X - 50
- Special Waste ..... X - 56
- Swimming Pool Safety Fund ..... X - 64

Library
- Digital Houston ..... X - 72

Mayor's Office
- Houston Emergency Center ..... X - 80
- Cable Television ..... X - 88

Municipal Courts
- Municipal Courts Building Security ..... X - 96
- Municipal Courts Technology Fee ..... X - 102
- Juvenile Case Manager Fee ..... X - 108

Office of Business Opportunity
- Contractors Responsibility Fund ..... X - 116

Parks and Recreation
- Park Golf Special Fund ..... X - 124
- Parks Special Revenue ..... X - 132

Planning & Development/Library
- Historic Preservation ..... X - 142

Police
- Asset Forfeiture ..... X - 154
- Auto Dealers ..... X - 162
- Child Safety Fund ..... X - 172
- Forensic Transition Special Fund ..... X - 180
- Police Special Services ..... X - 190
- Supplemental Environmental Protection ..... X - 200

Public Works and Engineering
- Building Inspection ..... X - 208
- Houston TranStar Center ..... X - 220

Police/Public Works and Engineering
- Mobility Response Team ..... X - 228

Solid Waste
- Recycling Expansion Program ..... X - 238

**Fund Summary**

| | | |
|---|---|---|
| **Fund Name** | : | **BARC Special Revenue** |
| **Business Area Name** | : | **Administration and Regulatory Affairs** |
| **Fund No./Bus. Area No.** | : | **2427 / 6500** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 978,636 | 978,636 | **359,523** |
| Current Revenues | 7,712,709 | 7,553,168 | **8,562,955** |
| Total Available Resources | 8,691,345 | 8,531,804 | **8,922,478** |
| Maintenance and Operations | 8,453,367 | 8,172,281 | **8,922,478** |
| Total Expenditures | 8,453,367 | 8,172,281 | **8,922,478** |
| Planned Ending Fund Balance | 237,978 | 359,523 | **0** |
| Total Budget | 8,691,345 | 8,531,804 | **8,922,478** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 237,978 | 359,523 | **0** |
| 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 Bureau of Animal Regulation and Care (BARC) Special Revenue Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

BARC's mission is to promote and protect the public health and animal care through sheltering, pet placement programs, pet ownership education and animal law enforcement. Our vision is to be the nationally recognized model of excellence in animal care and placement where City governments throughout the United States see BARC as the beacon of best practices dedicated to delivering humane, efficient and high quality service.

In an attempt to raise additional funding to meet per capita requirements for the City of Houston, Mayor Parker requested City Council to create the BARC Special Revenue Fund. On November 3, 2010, City Council approved Ordinance 2010-856 creating the BARC Special Revenue Fund transferring a total of $6.1 million from Administration and Regulatory Affair's General Fund. On September 3, 2011, BARC established an in-house wellness clinic dedicated to the prevention of various animal related diseases and illnesses. Since being established, this wellness clinic has been successful in providing low cost veterinary services. In November 2012, BARC established an in-house licensing program to replace an outside vendor, ensuring local pet licensing compliance and enhancing public health.

**Business Area Budget Summary**

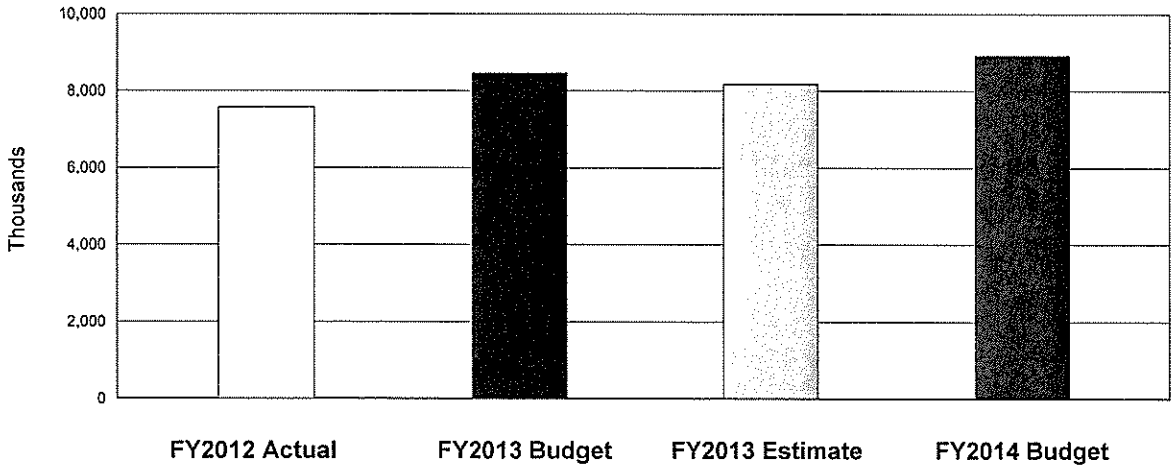
**Fund Name** : **BARC Special Revenue**
**Business Area Name** : **Administration and Regulatory Affairs**
**Fund No./Bus. Area No.** : **2427 / 6500**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 5,265,609 | 6,058,974 | 5,601,367 | **6,251,713** |
| | Supplies | 773,722 | 781,289 | 856,564 | **942,054** |
| | Other Services and Charges | 1,522,160 | 1,590,004 | 1,692,761 | **1,728,711** |
| | Non-Capital Equipment | 7,139 | 23,100 | 21,589 | **0** |
| | Total M & O Expenditures | 7,568,630 | 8,453,367 | 8,172,281 | **8,922,478** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 7,568,630 | 8,453,367 | 8,172,281 | **8,922,478** |
| Revenues | | 7,427,808 | 7,712,709 | 7,553,168 | **8,562,955** |
| Staffing | Full-Time Equivalents - Civilian | 87.8 | 103.1 | 92.0 | **94.1** |
| | 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 | 87.8 | 103.1 | 92.0 | **94.1** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.4 | **0.1** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- The Medical and Shelter division will be split into two separate cost centers to reflect the unique cost structures associated with BARC's medical and shelter operations.
- Includes an estimated 115% increase from the FY2013 Budget in Animal Wellness Clinic revenue from $57,500 to $123,458.
- Includes an estimated 76% increase from the FY2013 Budget in Animal Adoption revenue from $142,800 to $251,028 due to a new tiered pricing structure.
- Includes funding in the amount of $693,683 for BARC's increased animal intake and positive outcomes, and in-house licensing program.
- BARC will be funded at $4.16 per capita in FY2014, which represents an increase of 4.5% compared to FY2013 when BARC was funded at $3.98 per capita.

**BARC Special Revenue**
**Administration and Regulatory Affairs**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : BARC Special Revenue**
**Business Area Name : Administration and Regulatory Affairs**
**Fund No./Bus Area No. : 2427 / 6500**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Animal Adoptions | Q,F | 5,607 | 6,448 | 5,848 | **6,023** |
| Animals Fostered | Q | 2,331 | 2,564 | 2,588 | **2,665** |
| Animals Rescued/Transferred | Q,F | 3,249 | 3,737 | 3,071 | **3,163** |
| **Business Process Measures** | | | | | |
| Animal Live Releases | P,Q | 10,816 | 12,749 | 12,452 | **13,511** |
| Animal Intakes | P,Q | 24,143 | 29,281 | 24,416 | **25,493** |
| Spay and Neuter Procedures Completed | Q | 6,986 | 8,426 | 7,863 | **8,335** |
| Priority 1 Calls Completed | P,Q | 2,574 | 2,599 | 3,969 | **4,088** |
| Priority 2 Calls Completed | P,Q | 3,628 | 3,680 | 3,982 | **4,022** |
| Priority 3 Calls Completed | P,Q | 5,740 | 5,797 | 5,822 | **5,880** |
| **People and Technology Measures** | | | | | |
| Volunteer Hours | P,Q,F | 11,213 | 12,257 | 14,094 | **14,512** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 93% | 98% | 97% | **98%** |
| Revenues Budget vs Actual Utilization | F | 103% | 100% | 98% | **100%** |
| Expenditures per Capita | J,P,Q,F | $3.53 | $3.94 | $3.77 | **$4.16** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : BARC Special Revenue
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 2427 / 6500

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **ARA - Administration 650081** | | | | | | |
| Administration provides support for operations within the BARC division through the facilitation of purchasing and vendor compliance, policy, training, budget, warehousing, fleet maintenance, facility improvements, and other administrative services. | 8.2 | 1,994,976 | 7.0 | 1,715,634 | **6.5** | **1,753,565** |
| **ARA - Medical 650082** | | | | | | |
| Medical maintains a comprehensive management and health care program, ensuring that the well-being of all animals is addressed. Medical ensures that the shelter environment exemplifies disease control and promotes the overall health and welfare of animals. The Medical and Shelter cost center was separated to reflect the unique cost structures of BARC's medical and shelter services in FY2014. | 46.0 | 3,333,315 | 50.0 | 3,841,440 | **17.6** | **2,208,523** |
| **ARA - Animal Enforcement 650083** | | | | | | |
| Enforcement protects the health and safety of the residents of the City by facilitating investigations, provisioning support for law enforcement agencies and provide educational services to the community. Investigations performed by the division handle dangerous animals with potential rabies exposure, livestock law violations and other matters of animal law and animal welfare. | 17.9 | 1,078,202 | 22.0 | 1,336,236 | **21.1** | **1,392,390** |
| **ARA - Marketing Outreach 650084** | | | | | | |
| Marketing Outreach creates community awareness of BARC's initiatives and programs through the leadership, design and implementation of targeted adoption, volunteer, foster and rescue programs. In addition, this division provides exemplary customer service for customers that interact and transact with BARC's front counter. | 5.1 | 482,937 | 10.0 | 585,711 | **11.0** | **782,840** |
| **ARA - Customer Service 650085** | | | | | | |
| Process and assist the citizens of Houston with animal intakes, adoptions, pet licensing, and other customer related activities. | 9.6 | 371,716 | 0.0 | 376,926 | **0.0** | **373,375** |
| **ARA - Licensing 650086** | | | | | | |
| Licensing builds and maintains a state of the art licensing program that is designed to be both affordable and beneficial to citizens while ensuring that City of Houston's legal and compliance requirements are met in full. In FY2014, the process of bringing licensing in-house is now completed, and no additional vendor contracts will be maintained to provide this service. | 1.0 | 307,484 | 3.0 | 316,334 | **5.0** | **446,110** |

Division Summary

Fund Name : BARC Special Revenue
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 2427 / 6500

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **ARA - Shelter** 650087 | | | | | | |
| Shelter ensures the well-being of animals kept on-site by making use of effective cleaning agents, maintaining a regular feeding schedule, monitoring animals, and ensuring that the latest in animal shelter best practices are rigorously followed.<br><br>This cost center is newly separated from the Medical and Shelter cost center as of FY2014. | 0.0 | 0 | 0.0 | 0 | **32.9** | **1,965,675** |
| Total | 87.8 | 7,568,630 | 92.0 | 8,172,281 | **94.1** | **8,922,478** |

**Business Area Roster Summary**

**Fund Name** : **BARC Special Revenue**
**Business Area Name** : **Administration and Regulatory Affairs**
**Fund No./Bus Area No.** : **2427 / 6500**

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATION MANAGER | 26 | 2.0 | 0.0 | (2.0) |
| ADMINISTRATIVE ASSISTANT | 17 | 2.0 | 1.0 | (1.0) |
| ADMINISTRATIVE ASSOCIATE | 13 | 1.0 | 0.0 | (1.0) |
| ADMINISTRATIVE SPECIALIST | 20 | 5.0 | 3.0 | (2.0) |
| ADMINISTRATIVE SUPERVISOR | 22 | 0.0 | 2.0 | 2.0 |
| ANIMAL CARE TECHNICIAN | 11 | 16.0 | 15.0 | (1.0) |
| ANIMAL CONTROL MANAGER | 25 | 0.0 | 2.0 | 2.0 |
| ANIMAL CONTROL OFFICER | 13 | 15.0 | 14.0 | (1.0) |
| ANIMAL CONTROL OFFICER TRAINEE | 11 | 2.0 | 3.0 | 1.0 |
| ANIMAL CONTROL SUPERVISOR | 22 | 2.0 | 0.0 | (2.0) |
| ASSISTANT DIRECTOR (EXE LEV) | 32 | 1.0 | 1.0 | |
| CHIEF VETERINARIAN,DVM | 30 | 1.0 | 1.0 | |
| CUSTOMER SERVICE REP. I | 13 | 6.0 | 2.0 | (4.0) |
| CUSTOMER SERVICE REP. II | 15 | 5.0 | 8.0 | 3.0 |
| CUSTOMER SERVICE REP. III | 16 | 2.0 | 2.0 | |
| CUSTOMER SERVICE SUPERVISOR | 18 | 1.0 | 0.0 | (1.0) |
| DEPUTY ASSISTANT DIRECTOR (EXE LEV) | 30 | 1.0 | 0.0 | (1.0) |
| DIVISION MANAGER | 29 | 2.0 | 3.0 | 1.0 |
| INVENTORY MANAGEMENT CLERK | 9 | 1.0 | 0.0 | (1.0) |
| KENNEL ATTENDANT | 8 | 4.0 | 6.0 | 2.0 |
| MANAGEMENT ANALYST II | 18 | 2.0 | 1.0 | (1.0) |
| MECHANIC III | 19 | 1.0 | 1.0 | |
| OFFICE SERVICE MANAGER | 23 | 0.0 | 1.0 | 1.0 |
| SECURITY OFFICER | 8 | 1.0 | 0.0 | (1.0) |
| SENIOR ANIMAL CARE TECHNICIAN | 15 | 9.0 | 9.0 | |
| SENIOR ANIMAL CONTROL OFFICER | 16 | 2.0 | 2.0 | |
| SENIOR INVENTORY MANAGEMENT CLERK | 12 | 0.0 | 1.0 | 1.0 |
| SHELTER SUPERVISOR | 22 | 3.0 | 3.0 | |
| STAFF ANALYST | 26 | 0.0 | 1.0 | 1.0 |
| STAFF VETERINARIAN,DVM | 28 | 2.6 | 2.6 | |
| VETERINARIAN TECHNICIAN SUPERVISOR | 21 | 1.0 | 1.0 | |
| VETERINARY TECHNICIAN | 15 | 13.0 | 12.0 | (1.0) |
| **Total FTEs** | | **103.6** | **97.6** | **(6.0)** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.5** | **3.5** | **3.0** |
| **Full-Time Equivalents** | | **103.1** | **94.1** | **(9.0)** |

Business Area Revenue Summary

Fund Name : BARC Special Revenue
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 2427 / 6500

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 6500080008 | ARA - BARC | | | |
| 421080 | Rabies Control Licenses | 977,506 | 719,462 | **828,185** |
| 426050 | Animal Control Fees | 122,200 | 95,719 | **95,719** |
| 426060 | Clinical Fees | 57,500 | 123,458 | **123,458** |
| 428010 | Deposit Forfeitures | 0 | 100 | **0** |
| 432010 | Interest on Pooled Investments | 48,672 | 48,672 | **48,672** |
| 434230 | Animal Adoption | 142,800 | 182,726 | **251,028** |
| 444010 | Private Contributions | 35,000 | 50,000 | **40,000** |
| 452030 | Miscellaneous Revenue | 0 | 4,000 | **0** |
| 490010 | Transfer from General Fund | 6,329,031 | 6,329,031 | **7,175,893** |
| **Total** | **ARA - BARC** | **7,712,709** | **7,553,168** | **8,562,955** |
| **Total** | **Administration and Regulatory Affairs** | **7,712,709** | **7,553,168** | **8,562,955** |

Business Area Expenditure Summary

Fund Name : BARC Special Revenue
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 2427 / 6500

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 3,541,759 | 3,836,537 | 3,567,775 | **3,880,410** |
| 500030 | Salary Part Time - Civilian | 114,362 | 168,359 | 101,707 | **149,909** |
| 500060 | Overtime - Civilian | 1,731 | 20,000 | 13,000 | **13,000** |
| 500090 | Premium Pay - Civilian | 3,602 | 9,396 | 9,396 | **9,500** |
| 500110 | Bilingual Pay - Civilian | 13,931 | 18,975 | 14,883 | **15,500** |
| 500210 | Pay for Performance-Municipal | 0 | 5,750 | 0 | **0** |
| 501070 | Pension - Civilian | 617,093 | 821,025 | 763,878 | **880,466** |
| 501120 | Termination Pay - Civilian | 20,538 | 0 | 3,994 | **4,000** |
| 502010 | FICA - Civilian | 270,842 | 308,949 | 281,853 | **310,549** |
| 503010 | Health Ins-Act Civilian | 530,330 | 720,422 | 632,134 | **784,631** |
| 503015 | Basic Life Insurance - Active Civilian | 1,883 | 2,354 | 2,125 | **3,077** |
| 503060 | Long Term Disability-Civilian | 7,423 | 7,865 | 7,550 | **7,779** |
| 503090 | Workers Compensation-Civilian-Admin | 17,068 | 22,982 | 21,638 | **22,503** |
| 503100 | Workers Compensation-Civilian-Claim | 113,619 | 102,000 | 141,434 | **130,000** |
| 504030 | Unemployment Claims - Administration | 11,428 | 14,360 | 40,000 | **40,389** |
| **Total** | **Personnel Services** | **5,265,609** | **6,058,974** | **5,601,367** | **6,251,713** |
| 511010 | Chemical Gases & Special Fluids | 1,983 | 1,530 | 3,000 | **3,500** |
| 511015 | Cleaning & Sanitary Supplies | 53,804 | 54,570 | 72,369 | **71,800** |
| 511020 | Construction Materials | 0 | 2,040 | 2,040 | **2,040** |
| 511025 | Electrical Hardware & Parts | 424 | 510 | 2,179 | **2,000** |
| 511030 | Mechanical Hardware & Parts | 128 | 510 | 510 | **510** |
| 511040 | Audiovisual Supplies | 350 | 4,590 | 4,590 | **3,060** |
| 511045 | Computer Supplies | 2,163 | 4,080 | 7,962 | **8,060** |
| 511050 | Paper & Printing Supplies | 4,495 | 4,080 | 5,416 | **5,416** |
| 511055 | Publications & Printed Materials | 915 | 6,120 | 4,060 | **4,060** |
| 511060 | Postage | 1,104 | 17,340 | 35,649 | **68,441** |
| 511070 | Miscellaneous Office Supplies | 27,844 | 28,090 | 23,000 | **22,407** |
| 511085 | Drugs & Medical Chemicals | 21,909 | 35,800 | 29,161 | **29,161** |
| 511090 | Medical & Surgical Supplies | 29,353 | 35,700 | 35,700 | **35,700** |
| 511095 | Small Technical & Scientific Equipment | 2,403 | 510 | 700 | **700** |
| 511100 | Veterinary & Animal Supplies | 423,674 | 342,507 | 420,000 | **466,000** |
| 511110 | Fuel | 118,374 | 143,924 | 120,000 | **120,000** |
| 511115 | Vehicle Repair & Maintenance Supplies | 6,184 | 1,020 | 1,020 | **1,020** |
| 511120 | Clothing | 34,061 | 15,531 | 34,000 | **36,069** |
| 511125 | Food Supplies | 1,076 | 0 | 0 | **0** |
| 511145 | Small Tools & Minor Equipment | 3,128 | 5,100 | 3,128 | **3,530** |
| 511150 | Miscellaneous Parts & Supplies | 39,298 | 73,657 | 48,000 | **54,500** |
| 511160 | Protective Gear | 1,052 | 4,080 | 4,080 | **4,080** |
| **Total** | **Supplies** | **773,722** | **781,289** | **856,564** | **942,054** |
| 520100 | Temporary Personnel Services | 333,686 | 170,247 | 308,783 | **308,783** |
| 520102 | Security Services | 35,545 | 36,905 | 7,323 | **6,723** |
| 520103 | Subrecipient Contract Services | 298,741 | 207,962 | 160,854 | **96,000** |
| 520106 | Architectural Services | 4,947 | 0 | 0 | **0** |
| 520109 | Medical Dental & Laboratory Services | 823 | 1,020 | 1,358 | **1,298** |
| 520110 | Management Consulting Services | 126,562 | 36,500 | 12,000 | **5,000** |
| 520114 | Miscellaneous Support Services | 9,492 | 11,220 | 14,380 | **14,380** |
| 520118 | Refuse Disposal | 0 | 9,197 | 6,565 | **6,565** |
| 520119 | Computer Equipment/Software Maintenance | 44,760 | 44,000 | 38,000 | **44,000** |
| 520120 | Communications Equipment Services | 635 | 1,020 | 1,020 | **1,020** |
| 520121 | IT Application Svcs | 95 | 5,000 | 5,000 | **36,141** |
| 520123 | Vehicle & Motor Equipment Services | 37,855 | 15,810 | 42,810 | **42,810** |

Business Area Expenditure Summary

Fund Name : BARC Special Revenue
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 2427 / 6500

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520124 | Other Equipment Services | 598 | 1,020 | 1,020 | **1,020** |
| 520126 | Construction Site Work Services | 4,275 | 3,060 | 3,060 | **3,060** |
| 520143 | Credit/Bank Card Services | 0 | 10,133 | 6,995 | **14,000** |
| 520510 | Mail/Delivery Services | 72 | 510 | 510 | **510** |
| 520515 | Print Shop Services | 14,358 | 5,100 | 25,000 | **23,888** |
| 520520 | Printing & Reproduction Services | 4,468 | 11,730 | 5,162 | **5,162** |
| 520605 | Advertising Services | 20,562 | 20,000 | 28,000 | **60,000** |
| 520705 | Insurance Fees | 9,470 | 10,936 | 9,892 | **12,030** |
| 520765 | Membership & Professional Fees | 1,518 | 3,735 | 4,600 | **4,600** |
| 520805 | Education & Training | 6,191 | 25,500 | 7,000 | **7,000** |
| 520905 | Travel - Training Related | 21,554 | 23,460 | 22,636 | **22,636** |
| 521405 | Building Maintenance Services | 19,921 | 0 | 20,005 | **26,311** |
| 521505 | Electricity | 174,407 | 152,347 | 152,347 | **241,996** |
| 521510 | Natural Gas | 11,484 | 14,201 | 14,201 | **18,878** |
| 521605 | Data Services | 7,501 | 8,000 | 15,168 | **54,562** |
| 521610 | Voice Services | 86,715 | 88,200 | 88,200 | **25,961** |
| 521620 | Voice Equipment | 2,881 | 3,000 | 3,000 | **3,000** |
| 521625 | Voice Labor | 5,443 | 2,500 | 6,000 | **6,000** |
| 521630 | GIS Revolving Fund Services | 0 | 7,500 | 7,500 | **9,227** |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | **4,614** |
| 521705 | Vehicle/Equipment Rental/Lease | 616 | 2,040 | 2,040 | **2,040** |
| 521715 | Office Equipment Rental | 0 | 20,400 | 20,400 | **20,400** |
| 521730 | Parking Space Rental | 1,482 | 1,482 | 1,482 | **0** |
| 521735 | Hobby Parking Space Rental | 0 | 0 | 0 | **4,500** |
| 522305 | Freight Charges | 63,963 | 83,640 | 89,620 | **89,620** |
| 522430 | Miscellaneous Other Services & Charges | 23,934 | 24,583 | 32,784 | **31,684** |
| 522721 | Interfund HR Client Services | 56,407 | 70,077 | 70,077 | **71,321** |
| 522722 | KRONOS Service Chargeback | 1,668 | 3,596 | 3,596 | **3,596** |
| 522780 | Interfund Photo Copy Services | 11,297 | 0 | 0 | **0** |
| 522795 | Other Interfund Services | 78,234 | 454,373 | 454,373 | **398,375** |
| **Total** | **Other Services and Charges** | **1,522,160** | **1,590,004** | **1,692,761** | **1,728,711** |
| 551010 | Non-Capital Office Furniture & Equipment | 0 | 5,100 | 0 | **0** |
| 551015 | Non-Capital Computer Equipment | 0 | 2,000 | 1,700 | **0** |
| 551020 | Non-Capital Communication Equipment | 0 | 0 | 3,519 | **0** |
| 551025 | Non-Capital Scientific/Medical Equipment | 1,913 | 0 | 0 | **0** |
| 551040 | Non-Capital Other | 5,226 | 16,000 | 16,370 | **0** |
| **Total** | **Non-Capital Equipment** | **7,139** | **23,100** | **21,589** | **0** |
| | **Grand Total Expenditures** | **7,568,630** | **8,453,367** | **8,172,281** | **8,922,478** |

**Fund Summary**

**Fund Name** : **Parking Management**
**Business Area Name** : **Administration and Regulatory Affairs**
**Fund No./Bus. Area No.** : **8700 / 6500**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 2,540,510 | 2,540,510 | **2,382,653** |
| Current Revenues | 17,693,232 | 17,904,303 | **18,783,918** |
| Total Available Resources | 20,233,742 | 20,444,813 | **21,166,571** |
| Maintenance and Operations | 9,042,847 | 8,554,916 | **11,856,130** |
| Debt Service | 1,513,022 | 1,513,022 | **1,519,447** |
| Other Interfund Transfers | 7,994,222 | 7,994,222 | **7,500,000** |
| Total Expenditures | 18,550,091 | 18,062,160 | **20,875,577** |
| Planned Ending Fund Balance | 1,683,651 | 2,382,653 | **290,994** |
| Total Budget | 20,233,742 | 20,444,813 | **21,166,571** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 1,683,651 | 2,382,653 | **290,994** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2013 Budget, FY2013 Estimate and FY2014 Budget for the Parking Management Special Revenue Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Parking Management Operating Fund was reclassified as a Special Revenue Fund in FY2011. This fund supports the activities of the Parking Management Division. This division is also responsible for the enforcement of ordinances that govern vehicles parked in the public right-of-way and the management and distribution of a variety of permits.

The Parking Management Division is dedicated to enhancing the quality of life for residents and visitors of the City of Houston by encouraging the efficient movement of people and goods throughout the City. Parking Management is responsible for managing and providing on-street parking alternatives to the citizens in the greater Houston area and all downtown employees parking and transit administration.

**Business Area Budget Summary**

**Fund Name : Parking Management**
**Business Area Name : Administration and Regulatory Affairs**
**Fund No./Bus. Area No. : 8700 / 6500**

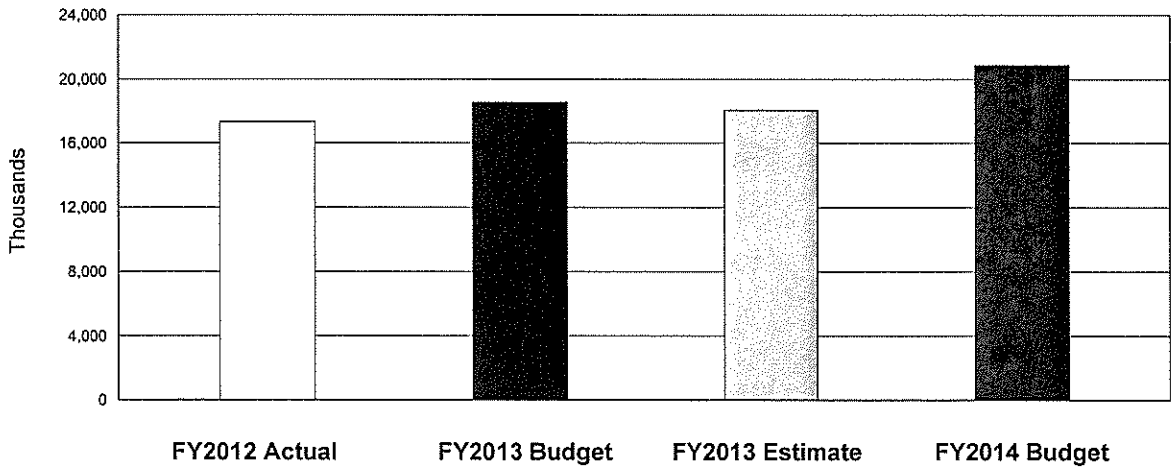
| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 3,644,371 | 4,426,034 | 3,991,101 | **4,708,478** |
| | Supplies | 446,528 | 847,940 | 845,515 | **582,978** |
| | Other Services and Charges | 3,497,203 | 3,711,333 | 3,668,628 | **6,251,004** |
| | Equipment | 78,279 | 41,240 | 33,372 | **93,970** |
| | Non-Capital Equipment | 31,926 | 16,300 | 16,300 | **219,700** |
| | Total M & O Expenditures | 7,698,307 | 9,042,847 | 8,554,916 | **11,856,130** |
| | Debt Service & Other Uses | 9,630,393 | 9,507,244 | 9,507,244 | **9,019,447** |
| | Total Expenditures | 17,328,700 | 18,550,091 | 18,062,160 | **20,875,577** |
| Revenues | | 18,230,204 | 17,693,232 | 17,904,303 | **18,783,918** |
| Staffing | Full-Time Equivalents - Civilian | 63.8 | 72.0 | 66.3 | **75.0** |
| | 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 | 63.8 | 72.0 | 66.3 | **75.0** |
| | Full-Time Equivalents - Overtime | 0.6 | 0.3 | 0.3 | **0.9** |

**Significant Budget Changes and Highlights**

FY2014 Budget includes:

- o Commitment to transfer $7.5M funding to support the General Fund.
- o $1.3M for the street parking signage-messaging project at central business district with collaboration from Public Works Department.
- o $900,000 for improvements at University of Houston Downtown, Municipal Courts and West End Service Center Parking Lots.
- o $314,000 for three vehicles and 45 handheld devices to improve data communication for enforcement of on-street parking ordinances.
- o $1.5M principal and interest related to the 2006 Commercial Paper Program that funded the purchase of 1,000 parking meters.
- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.

**Parking Management**
**Administration and Regulatory Affairs**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Parking Management**
**Business Area Name : Administration and Regulatory Affairs**
**Fund No./Bus Area No. : 8700 / 6500**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Civic Group/HOA meetings attended | Q | 10 | 11 | 11 | **12** |
| **Business Process Measures** | | | | | |
| Parking Citations Issued | P | 201,341 | 224,000 | 202,297 | **206,240** |
| Vehicle Boots Applied | P | 2,130 | 2,035 | 2,035 | **2,066** |
| Permits Issued | J | 4,075 | 4,217 | 4,217 | **4,220** |
| **People and Technology Measures** | | | | | |
| Volunteer Hours at FTE equivalent | F | 100.5 | 110 | 110 | **121** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 100% | 98% | 97% | **98%** |
| Revenues Budget vs Actual Utilization | F | 91% | 100% | 101% | **100%** |
| Parking Citations Paid | F | 72% | 72% | 72% | **75%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Parking Management
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 8700 / 6500

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Administration & Customer Service 650091** | | | | | | |
| Responsible for managing and monitoring the City of Houston's parking programs. Duties include: management of citation database, sale of permits, commercial vehicle loading/unloading zones, valet parking operators, meter bagging, news racks, and bank deposits of all meter and permit payments received. | 17.6 | 12,803,274 | 19.0 | 13,665,165 | **21.0** | **13,626,060** |
| **Meter Enforcement 650092** | | | | | | |
| Meter Enforcement is staffed with employees responsible for monitoring citizens compliance with the City of Houston's on-street parking ordinances. Search for and boot vehicles for failure to issue payment of applicable fees associated with on-street parking violations. | 32.4 | 1,870,907 | 31.5 | 1,815,629 | **37.0** | **2,512,724** |
| **Meter Operation 650093** | | | | | | |
| Responsible for the collection of coins and bills inserted into the on-street meters and the delivery of the collections to the division's business office. Provides regular maintenance of infrastructure equipment associated with on-street metered parking spaces. | 13.8 | 2,654,519 | 15.8 | 2,581,366 | **17.0** | **4,736,793** |
| Total | 63.8 | 17,328,700 | 66.3 | 18,062,160 | **75.0** | **20,875,577** |

Business Area Roster Summary

Fund Name : Parking Management
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 8700 / 6500

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ACCOUNTANT | 17 | 0.0 | 1.0 | 1.0 |
| ADMINISTRATIVE ASSISTANT | 17 | 1.0 | 1.0 | |
| ADMINISTRATIVE SPECIALIST | 20 | 3.0 | 3.0 | |
| COLLECTIONS SUPERVISOR | 18 | 1.0 | 1.0 | |
| CUSTOMER SERVICE REP. I | 13 | 5.0 | 6.0 | 1.0 |
| CUSTOMER SERVICE REP. II | 15 | 1.0 | 1.0 | |
| CUSTOMER SERVICE SUPERVISOR | 18 | 2.0 | 2.0 | |
| DATA CONTROL CLERK | 8 | 1.0 | 1.0 | |
| DEPUTY ASSISTANT DIRECTOR (EXE LEV) | 30 | 1.0 | 1.0 | |
| DEPUTY DIRECTOR (EXE LEV) | 34 | 1.0 | 1.0 | |
| DIVISION MANAGER | 29 | 4.0 | 4.0 | |
| EQUIPMENT WORKER | 13 | 1.0 | 1.0 | |
| FIELD SUPERVISOR | 17 | 0.0 | 3.0 | 3.0 |
| FINANCIAL ANALYST III | 21 | 1.0 | 1.0 | |
| MAINTENANCE MECHANIC II | 12 | 5.0 | 5.0 | |
| MAINTENANCE MECHANIC III | 14 | 1.0 | 0.0 | (1.0) |
| MAINTENANCE SUPERVISOR | 16 | 1.0 | 1.0 | |
| MECHANIC II | 15 | 0.0 | 1.0 | 1.0 |
| OFFICE SUPERVISOR | 17 | 3.0 | 0.0 | (3.0) |
| PARKING ENFORCEMENT LEADER | 14 | 3.0 | 3.0 | |
| PARKING ENFORCEMENT OFFICER | 10 | 27.0 | 29.0 | 2.0 |
| PARKING METER COLLECTOR | 10 | 5.0 | 5.0 | |
| PROJECT MANAGER | 24 | 1.0 | 1.0 | |
| SEMI-SKILLED LABORER | 6 | 1.0 | 1.0 | |
| SENIOR DISPATCHER | 12 | 1.0 | 0.0 | (1.0) |
| STAFF ANALYST | 26 | 1.0 | 1.0 | |
| SYSTEMS SUPPORT ANALYST III | 22 | 1.0 | 1.0 | |
| **Total FTEs** | | **72.0** | **75.0** | **3.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **72.0** | **75.0** | **3.0** |

Business Area Revenue Summary

Fund Name : Parking Management
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 8700 / 6500

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 6500090001 | ARA - Parking Customer Services | | | |
| 421250 | Valet Parking Operator Permits | 45,034 | 60,316 | **59,804** |
| 421280 | Other Licenses & Permits | 254,106 | 251,792 | **251,974** |
| 427020 | Parking Violations | 9,097,943 | 9,176,000 | **9,462,316** |
| 427090 | Residential Parking Permit | 66,064 | 114,585 | **101,057** |
| 427230 | Boot Fees | 509,282 | 458,652 | **458,652** |
| 428080 | Returned Check Charges | 2,000 | 2,000 | **2,016** |
| 432010 | Interest on Pooled Investments | 50,000 | 50,000 | **50,000** |
| 434215 | Sale of Non-Capital Rolling Stock | 0 | 3,513 | **0** |
| 434510 | Prior Year Revenue | 0 | 10,757 | **0** |
| 447010 | Metered Parking Revenue | 6,100,186 | 6,100,186 | **6,266,000** |
| 447030 | Surface Parking Revenue | 1,152,932 | 1,138,378 | **1,138,378** |
| 447031 | Commerce Surface Lot Revenue | 25,000 | 34,370 | **34,370** |
| 447033 | Commerce Street Annex Surfact Lot Revenue | 22,680 | 19,543 | **22,140** |
| 447035 | Washington Ave Parking Revenue | 0 | 0 | **445,900** |
| 447040 | Contract Parking Revenue | 367,800 | 483,686 | **483,686** |
| 452030 | Miscellaneous Revenue | 0 | 320 | **0** |
| 456256 | NewSrack Permit and Decal Fees | 205 | 205 | **7,625** |
| **Total** | **ARA - Parking Customer Services** | **17,693,232** | **17,904,303** | **18,783,918** |
| **Total** | **Administration and Regulatory Affairs** | **17,693,232** | **17,904,303** | **18,783,918** |

**Business Area Expenditure Summary**

**Fund Name** : **Parking Management**
**Business Area Name** : **Administration and Regulatory Affairs**
**Fund No./Bus. Area No.** : **8700 / 6500**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 2,356,682 | 2,871,084 | 2,580,111 | **3,012,846** |
| 500060 | Overtime - Civilian | 34,329 | 26,574 | 39,600 | **40,000** |
| 500090 | Premium Pay - Civilian | 6,370 | 8,320 | 7,312 | **8,350** |
| 500110 | Bilingual Pay - Civilian | 10,948 | 11,748 | 10,852 | **10,854** |
| 500250 | HOPE Union Business Usage | 0 | 0 | 572 | **0** |
| 501050 | Employee Awards | 0 | 1,000 | 1,000 | **1,000** |
| 501070 | Pension - Civilian | 448,049 | 614,411 | 553,833 | **683,615** |
| 501120 | Termination Pay - Civilian | 73,172 | 0 | 17,623 | **0** |
| 501160 | Vehicle Allowance - Civilian | (65) | 0 | 0 | **0** |
| 502010 | FICA - Civilian | 179,286 | 221,028 | 198,315 | **233,653** |
| 503010 | Health Ins-Act Civilian | 460,773 | 606,118 | 529,781 | **657,743** |
| 503015 | Basic Life Insurance - Active Civilian | 1,271 | 1,719 | 1,520 | **2,329** |
| 503050 | Health/Life Insurance - Retiree Civilian | 2,410 | 3,219 | 3,790 | **3,788** |
| 503060 | Long Term Disability-Civilian | 5,315 | 6,120 | 5,705 | **6,375** |
| 503090 | Workers Compensation-Civilian-Admin | 12,056 | 17,208 | 16,087 | **17,925** |
| 503100 | Workers Compensation-Civilian-Claim | 47,086 | 35,000 | 25,000 | **30,000** |
| 504030 | Unemployment Claims - Administration | 6,689 | 2,485 | 0 | **0** |
| **Total** | **Personnel Services** | **3,644,371** | **4,426,034** | **3,991,101** | **4,708,478** |
| 511010 | Chemical Gases & Special Fluids | 36 | 3,585 | 3,585 | **3,585** |
| 511015 | Cleaning & Sanitary Supplies | 3,531 | 36,855 | 36,000 | **22,100** |
| 511020 | Construction Materials | 16,236 | 54,870 | 54,000 | **26,470** |
| 511025 | Electrical Hardware & Parts | 152,083 | 442,002 | 442,002 | **229,200** |
| 511030 | Mechanical Hardware & Parts | 20,495 | 25,000 | 25,000 | **25,000** |
| 511035 | Meters Hydrants & Plumbing Supplies | 0 | 10,200 | 10,200 | **0** |
| 511045 | Computer Supplies | 5,555 | 8,950 | 8,950 | **6,350** |
| 511050 | Paper & Printing Supplies | 83,238 | 115,580 | 111,080 | **92,200** |
| 511055 | Publications & Printed Materials | 59 | 1,000 | 1,000 | **1,000** |
| 511060 | Postage | 4,664 | 8,155 | 8,155 | **8,400** |
| 511070 | Miscellaneous Office Supplies | 23,822 | 19,000 | 18,300 | **20,860** |
| 511090 | Medical & Surgical Supplies | 0 | 300 | 300 | **300** |
| 511110 | Fuel | 71,073 | 60,000 | 60,000 | **69,170** |
| 511115 | Vehicle Repair & Maintenance Supplies | 3,655 | 2,000 | 3,000 | **5,500** |
| 511120 | Clothing | 39,844 | 48,000 | 48,000 | **52,950** |
| 511125 | Food Supplies | 3,806 | 4,500 | 4,500 | **5,500** |
| 511145 | Small Tools & Minor Equipment | 4,604 | 3,500 | 7,000 | **6,500** |
| 511150 | Miscellaneous Parts & Supplies | 13,827 | 4,443 | 4,443 | **5,893** |
| 511160 | Protective Gear | 0 | 0 | 0 | **2,000** |
| **Total** | **Supplies** | **446,528** | **847,940** | **845,515** | **582,978** |
| 520100 | Temporary Personnel Services | 5,628 | 10,000 | 18,200 | **15,000** |
| 520102 | Security Services | 40,775 | 53,820 | 50,420 | **55,000** |
| 520105 | Accounting & Auditing Services | 11,077 | 0 | 1,271 | **0** |
| 520108 | Information Resource Services | 14,303 | 26,987 | 28,987 | **62,987** |
| 520109 | Medical Dental & Laboratory Services | 763 | 1,500 | 1,500 | **2,200** |
| 520110 | Management Consulting Services | 65,287 | 300,000 | 275,000 | **132,000** |
| 520112 | Banking Services | 65,499 | 100,000 | 91,800 | **100,000** |
| 520114 | Miscellaneous Support Services | 537,264 | 495,000 | 439,956 | **572,179** |
| 520115 | Real Estate Lease/Office Rental | 197,010 | 248,520 | 238,520 | **248,520** |
| 520118 | Refuse Disposal | 495 | 2,700 | 2,572 | **2,900** |
| 520119 | Computer Equipment/Software Maintenance | 160,495 | 178,598 | 178,842 | **201,248** |
| 520120 | Communications Equipment Services | 117,222 | 129,700 | 129,700 | **148,910** |
| 520121 | IT Application Svcs | 28,232 | 55,513 | 55,513 | **39,596** |
| 520123 | Vehicle & Motor Equipment Services | 47,543 | 68,700 | 63,100 | **74,760** |
| 520124 | Other Equipment Services | 3,652 | 17,500 | 14,500 | **22,031** |
| 520126 | Construction Site Work Services | 184,009 | 20,309 | 20,396 | **13,396** |
| 520128 | Other Construction Work Services | 75,889 | 198,100 | 73,100 | **1,000,000** |
| 520141 | Engineering Services | 59,960 | 45,250 | 45,250 | **48,000** |

## Business Area Expenditure Summary

**Fund Name** : **Parking Management**
**Business Area Name** : **Administration and Regulatory Affairs**
**Fund No./Bus. Area No.** : **8700 / 6500**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520143 | Credit/Bank Card Services | 373,333 | 204,400 | 410,726 | **400,000** |
| 520157 | Computer Software Maintenance Services | 5,413 | 0 | 47 | **0** |
| 520250 | CIP Expense | 80,640 | 0 | 0 | **0** |
| 520510 | Mail/Delivery Services | 115,872 | 138,120 | 138,120 | **145,320** |
| 520515 | Print Shop Services | 4,959 | 10,000 | 10,000 | **12,500** |
| 520520 | Printing & Reproduction Services | 39,450 | 74,875 | 74,875 | **79,345** |
| 520605 | Advertising Services | 1,594 | 3,000 | 1,000 | **3,000** |
| 520705 | Insurance Fees | 764 | 1,669 | 1,669 | **1,207** |
| 520725 | Assessments - Other Governments | (39) | 0 | 0 | **0** |
| 520765 | Membership & Professional Fees | 7,254 | 3,989 | 3,989 | **5,349** |
| 520805 | Education & Training | 7,232 | 11,750 | 11,750 | **13,791** |
| 520905 | Travel - Training Related | 11,402 | 12,000 | 12,000 | **17,200** |
| 520910 | Travel - Non-Training Related | 0 | 0 | 265 | **0** |
| 521305 | Indirect Cost Recovery Payment | 349,755 | 403,634 | 403,634 | **522,617** |
| 521405 | Building Maintenance Services | 12,965 | 34,285 | 34,717 | **50,000** |
| 521410 | Sewer Services | 1,109 | 2,000 | 2,000 | **2,000** |
| 521415 | Land and Grounds Maintenance | 4,388 | 20,000 | 20,000 | **20,000** |
| 521505 | Electricity | 21,275 | 31,020 | 31,020 | **14,170** |
| 521510 | Natural Gas | 0 | 3,600 | 3,600 | **3,600** |
| 521605 | Data Services | 30,871 | 6,463 | 22,463 | **184,954** |
| 521610 | Voice Services | 130,721 | 272,372 | 89,200 | **47,323** |
| 521625 | Voice Labor | 417 | 182 | 304 | **0** |
| 521630 | GIS Revolving Fund Services | 2,024 | 2,657 | 2,823 | **3,642** |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | **64,554** |
| 521705 | Vehicle/Equipment Rental/Lease | 6,459 | 6,510 | 1,260 | **3,630** |
| 521715 | Office Equipment Rental | 9,691 | 12,059 | 12,059 | **12,059** |
| 521725 | Other Rental | 1,329 | 5,564 | 5,564 | **5,564** |
| 522205 | Metro Commuter Passes | 3,092 | 5,000 | 5,000 | **5,000** |
| 522305 | Freight Charges | 43 | 8,250 | 8,250 | **8,450** |
| 522430 | Miscellaneous Other Services & Charges | 17,547 | 12,750 | 161,251 | **1,317,420** |
| 522720 | Interfund Payroll Services | 0 | 0 | (572) | **0** |
| 522721 | Interfund HR Client Services | 39,480 | 48,178 | 48,178 | **50,485** |
| 522722 | KRONOS Service Chargeback | 1,225 | 2,434 | 2,434 | **2,617** |
| 522795 | Other Interfund Services | 595,091 | 416,275 | 416,275 | **510,380** |
| 522820 | Interfund EB Cape Training | 6,744 | 6,100 | 6,100 | **6,100** |
| **Total** | **Other Services and Charges** | **3,497,203** | **3,711,333** | **3,668,628** | **6,251,004** |
| 560210 | Furniture Fixtures and Equipment | 0 | 16,240 | 14,532 | **0** |
| 560220 | Vehicles | 78,279 | 25,000 | 18,840 | **93,970** |
| **Total** | **Equipment** | **78,279** | **41,240** | **33,372** | **93,970** |
| 551015 | Non-Capital Computer Equipment | 12,804 | 4,200 | 4,200 | **219,700** |
| 551020 | Non-Capital Communication Equipment | 13,455 | 0 | 0 | **0** |
| 551025 | Non-Capital Scientific/Medical Equipment | 1,913 | 0 | 0 | **0** |
| 551030 | Non-Capital Machinery & Equipment | 3,754 | 0 | 0 | **0** |
| 551040 | Non-Capital Other | 0 | 12,100 | 12,100 | **0** |
| **Total** | **Non-Capital Equipment** | **31,926** | **16,300** | **16,300** | **219,700** |
| 531145 | Transfers for Interest | 1,513,022 | 1,513,022 | 1,513,022 | **1,519,447** |
| 532005 | Transfers to General Fund | 8,117,371 | 7,994,222 | 7,994,222 | **7,500,000** |
| **Total** | **Debt Service and Other Uses** | **9,630,393** | **9,507,244** | **9,507,244** | **9,019,447** |
| | **Grand Total Expenditures** | **17,328,700** | **18,550,091** | **18,062,160** | **20,875,577** |

**Fund Summary**

**Fund Name** : **Digital Automated Red Light Enforcement Program**
**Business Area Name** : **Finance Department**
**Fund No./Bus. Area No.** : **2212 / 6400**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 121,841 | 121,841 | **126,058** |
| Current Revenues | 4,106,870 | 398,598 | **3,052,111** |
| Total Available Resources | 4,228,711 | 520,439 | **3,178,169** |
| Maintenance and Operations | 520,439 | 394,381 | **2,512,937** |
| Other Interfund Transfers | 0 | 0 | **0** |
| Total Expenditures | 520,439 | 394,381 | **2,512,937** |
| Planned Ending Fund Balance | 3,708,272 | 126,058 | **665,232** |
| Total Budget | 4,228,711 | 520,439 | **3,178,169** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 3,708,272 | 126,058 | **665,232** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The Digital Automated Red Light Enforcement Program (DARLEP) Fund was created to account for funds according to Senate Bill 1119, which requires the City to share, with the State of Texas, 50% of net proceeds collected from violations captured by red light cameras on or after September 1, 2007.

Effective August 24, 2011 by ordinance number 2011-748 passed and approved by City Council of the City of Houston, photographic traffic signal enforcement was repealed except for the limited purpose of continuing application to any violation that occurred before November 15, 2010, and during the period July 24 - August 24, 2011. Thus, the City of Houston is committed to supporting the collection efforts to reduce outstanding debt of approximately $25.3 million in unpaid violations.

**Business Area Budget Summary**

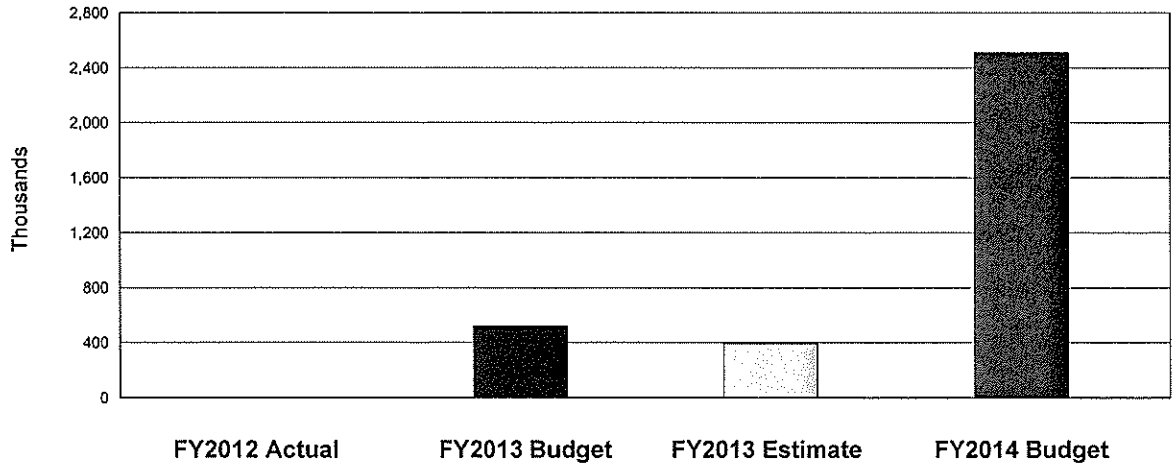
**Fund Name : Digital Automated Red Light Enforcement Program**
**Business Area Name : Finance Department**
**Fund No./Bus. Area No. : 2212 / 6400**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 0 | 0 | 0 | **0** |
| | Supplies | 0 | 0 | 0 | **1,500** |
| | Other Services and Charges | 0 | 520,439 | 394,381 | **2,511,437** |
| | Total M & O Expenditures | 0 | 520,439 | 394,381 | **2,512,937** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 0 | 520,439 | 394,381 | **2,512,937** |
| Revenues | | 0 | 4,106,870 | 398,598 | **3,052,111** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 0.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- o Engage new collections vendor to skip trace, bill, and credit bureau report violators for outstanding receivables.
- o Pay collection fees of 18% for 3rd party vendor receivables.
- o Maintain the agreement between the Texas Department of Transportation and the City of Houston for purposes of scofflaw services of placing registration holds by marking Texas Motor Vehicle Registration Records.
- o Fund management of delinquent accounts receivable estimated at $25.3 million.
- o Implementation of monthly performance updates to Council.

**Digital Automated Red Light Enforcement Program**
**Finance Department**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Digital Automated Red Light Enforcement Program**
**Business Area Name : Finance Department**
**Fund No./Bus Area No. : 2212 / 6400**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Performance reports issued | F | N/A | N/A | N/A | **12** |
| **Business Process Measures** | | | | | |
| Collection rate - City managed | F | 6.5% | 15% | 1.57% | **N/A** |
| Reduction in delinquency rate | F | N/A | N/A | N/A | **12%** |
| Collectable notices issued | F | N/A | 275,725 | 175,177 | **265,686** |
| Settlement of litigation costs | F | $2.36M | $1.1M | $250,000 | **$1.25M** |
| Collection rate - vendor managed | F | N/A | N/A | N/A | **15%** |
| **People and Technology Measures** | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | N/A | 98% | 76% | **98%** |
| Revenues Budget vs Actual Utilization | F | N/A | 100% | 10% | **100%** |
| Collections | F | N/A | $4.0M | $397,458 | **$3.0M** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Digital Automated Red Light Enforcement Program
Business Area Name : Finance Department
Fund No./Bus Area No. : 2212 / 6400

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Financial Operations** 640009 | | | | | | |
| Execution of amended and restated agreement of photo red light camera enforcement system and services along with inter-departmental collaborations, Mayor's directives, and implementation of vendor collections. | 0.0 | 0 | 0.0 | 394,381 | **0.0** | **2,512,937** |
| Total | 0.0 | 0 | 0.0 | 394,381 | **0.0** | **2,512,937** |

Business Area Revenue Summary

Fund Name : Digital Automated Red Light Enforcement Program
Business Area Name : Finance Department
Fund No./Bus Area No. : 2212 / 6400

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 6400090002 | Accounts Receivable & Collections | | | |
| 428095 | Red Light Enforcement | 4,065,000 | 397,458 | 3,032,400 |
| 432010 | Interest on Pooled Investments | 41,870 | 1,140 | 19,711 |
| Total | Accounts Receivable & Collections | 4,106,870 | 398,598 | 3,052,111 |
| Total | Finance Department | 4,106,870 | 398,598 | 3,052,111 |

Business Area Expenditure Summary

Fund Name : Digital Automated Red Light Enforcement Program
Business Area Name : Finance Department
Fund No./Bus. Area No. : 2212 / 6400

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 511045 | Computer Supplies | 0 | 0 | 0 | **1,000** |
| 511070 | Miscellaneous Office Supplies | 0 | 0 | 0 | **500** |
| **Total** | **Supplies** | **0** | **0** | **0** | **1,500** |
| 520136 | Billing & Collection Services | 0 | 44,933 | 44,933 | **545,832** |
| 520725 | Assessments - Other Governments | 0 | 0 | 3,078 | **519,463** |
| 521605 | Data Services | 0 | 370 | 370 | **0** |
| 521630 | GIS Revolving Fund Services | 0 | 0 | 0 | **142** |
| 522620 | Claims & Judgments | 0 | 379,136 | 250,000 | **1,250,000** |
| 522760 | Interfund Billing & Collection Service | 0 | 96,000 | 96,000 | **96,000** |
| 522795 | Other Interfund Services | 0 | 0 | 0 | **100,000** |
| **Total** | **Other Services and Charges** | **0** | **520,439** | **394,381** | **2,511,437** |
| | **Grand Total Expenditures** | **0** | **520,439** | **394,381** | **2,512,937** |

**Business Area Budget Summary**

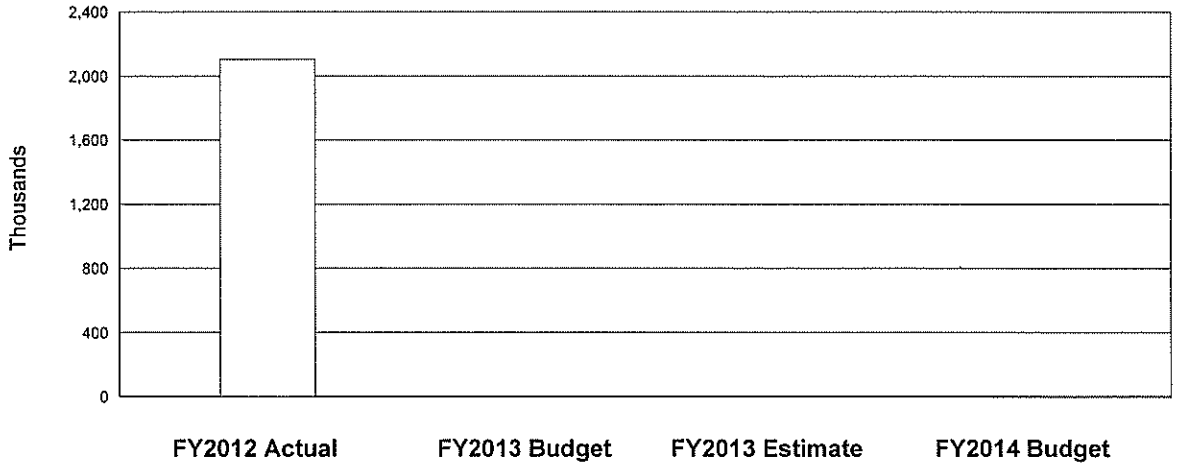
**Fund Name** : **Digital Automated Red Light Enforcement Program**
**Business Area Name** : **Police Department**
**Fund No./Bus. Area No.** : **2212 / 1000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 17,713 | 0 | 0 | **0** |
| | Other Services and Charges | 3,365,476 | 0 | 0 | **0** |
| | Total M & O Expenditures | 3,383,189 | 0 | 0 | **0** |
| | Debt Service & Other Uses | (1,277,253) | 0 | 0 | **0** |
| | Total Expenditures | 2,105,936 | 0 | 0 | **0** |
| Revenues | | 1,723,283 | 0 | 0 | **0** |
| Staffing | Full-Time Equivalents - Civilian | 2.1 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Classified | 0.2 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Cadets | 0.0 | 0.0 | 0.0 | **0.0** |
| | Total | 2.3 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

o Effective FY2013, funds management of DARLEP moved to the Finance Department's Accounts Receivable and Collections Division.

**Digital Automated Red Light Enforcement Program**
**Police Department**
**Expenditure Summary**



Division Summary

Fund Name : Digital Automated Red Light Enforcement Program
Business Area Name : Police Department
Fund No./Bus Area No. : 2212 / 1000

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **Chiefs Command 100001** | | | | | | |
| Effective FY2013, funds management of DARLEP, has moved to the Finance Department's Accounts Receivable and Collections Division. | 2.3 | 2,105,936 | 0.0 | 0 | **0.0** | **0** |

Division Summary

Fund Name : Digital Automated Red Light Enforcement Program
Business Area Name : Police Department
Fund No./Bus Area No. : 2212 / 1000

| Division | Division Name | FY2012 Actual FTEs | FY2012 Actual Costs $ | FY2013 Estimate FTEs | FY2013 Estimate Costs $ | FY2014 Budget FTEs | FY2014 Budget Costs $ |
|---|---|---|---|---|---|---|---|
| 100001 | Chiefs Command | | | | | | |
| | Civilian | 2.1 | | 0.0 | | **0.0** | |
| | Classified | 0.2 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Total | 2.3 | 2,105,936 | 0.0 | 0 | **0.0** | **0** |
| Grand Total | | | | | | | |
| | Civilian | 2.1 | | 0.0 | | **0.0** | |
| | Classified | 0.2 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Grand Total | 2.3 | 2,105,936 | 0.0 | 0 | **0.0** | **0** |

## Business Area Expenditure Summary

**Fund Name** : **Digital Automated Red Light Enforcement Program**
**Business Area Name** : **Police Department**
**Fund No./Bus. Area No.** : **2212 / 1000**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500060 | Overtime - Civilian | 532 | 0 | 0 | 0 |
| 500070 | Overtime - Classified | 2,755 | 0 | 0 | 0 |
| 500090 | Premium Pay - Civilian | 9 | 0 | 0 | 0 |
| 501070 | Pension - Civilian | 3,077 | 0 | 0 | 0 |
| 501120 | Termination Pay - Civilian | 62 | 0 | 0 | 0 |
| 502010 | FICA - Civilian | (80) | 0 | 0 | 0 |
| 503010 | Health Ins-Act Civilian | 297 | 0 | 0 | 0 |
| 503015 | Basic Life Insurance - Active Civilian | 2 | 0 | 0 | 0 |
| 503020 | Health Ins.Act-Classified | 151 | 0 | 0 | 0 |
| 503025 | Basic Life Insurance - Active Classified | 3 | 0 | 0 | 0 |
| 503060 | Long Term Disability-Civilian | 4 | 0 | 0 | 0 |
| 503090 | Workers Compensation-Civilian-Admin | (6) | 0 | 0 | 0 |
| 504030 | Unemployment Claims - Administration | 10,907 | 0 | 0 | 0 |
| **Total** | **Personnel Services** | **17,713** | **0** | **0** | **0** |
| 520100 | Temporary Personnel Services | 11,707 | 0 | 0 | 0 |
| 520114 | Miscellaneous Support Services | 109,379 | 0 | 0 | 0 |
| 520136 | Billing & Collection Services | 50,000 | 0 | 0 | 0 |
| 521610 | Voice Services | 364 | 0 | 0 | 0 |
| 522620 | Claims & Judgments | 3,180,807 | 0 | 0 | 0 |
| 522760 | Interfund Billing & Collection Service | 13,219 | 0 | 0 | 0 |
| **Total** | **Other Services and Charges** | **3,365,476** | **0** | **0** | **0** |
| 521930 | Contingency/Reserve | (1,277,253) | 0 | 0 | 0 |
| **Total** | **Debt Service and Other Uses** | **(1,277,253)** | **0** | **0** | **0** |
| | **Grand Total Expenditures** | **2,105,936** | **0** | **0** | **0** |

**Fund Summary**

| | | |
|---|---|---|
| **Fund Name** | : | **Essential Public Health Services Fund** |
| **Business Area Name** | : | **Health and Human Services** |
| **Fund No./Bus. Area No.** | : | **2010 / 3800** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 0 | 0 | **1,653,042** |
| Current Revenues | 2,504,692 | 2,504,692 | **14,278,631** |
| Total Available Resources | 2,504,692 | 2,504,692 | **15,931,673** |
| Maintenance and Operations | 877,653 | 851,650 | **15,931,673** |
| Total Expenditures | 877,653 | 851,650 | **15,931,673** |
| Planned Ending Fund Balance | 1,627,039 | 1,653,042 | **0** |
| Total Budget | 2,504,692 | 2,504,692 | **15,931,673** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 1,627,039 | 1,653,042 | **0** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarized the FY2013 Budget, the FY2013 Estimate and the FY2014 Budget for the Essential Public Health Services Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Essential Public Health Services Fund was created in FY2013 for the purpose of offsetting costs associated with the administration of Medicaid Transformation Waiver projects and to perform other essential public health services as defined in Chapter 121 of the Texas Health and Safety Code. This fund will capture the costs and reimbursement of the expenses for the projects. The expected reimbursements are for costs that are incurred for the expansion of health and human services.

The Centers for Medicare and Medicaid Services (CMS) approved the Texas request for a new Medicaid Demonstration Waiver in accordance with section 1115 of the Social Security Act. The Waiver was approved through September 30, 2016. The Waiver allows the state to expand Medicaid managed care while preserving hospital funding and provides incentive payments for health care improvements. Participants who implement the projects will earn payments by meeting performance targets.

As a participant, the City of Houston submitted a plan that identifies projects to carry out as well as the performance targets to be met semi-annually for each project. The Health and Human Services Department will proceed with each project, meet the performance targets and report the progress and simultaneously request payment for reimbursement. CMS will review reports submitted by the City of Houston and reimburse the City of Houston an assigned value for the project based upon achievement of specific objectives. The assigned value includes 100% reimbursement of the program costs and the required 42% local match for the project.

**Business Area Budget Summary**

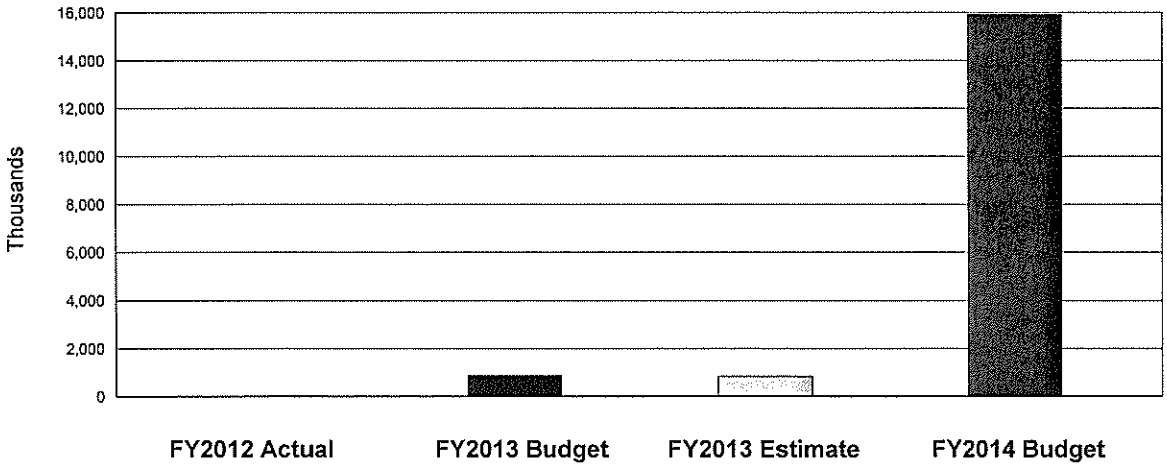
**Fund Name** : **Essential Public Health Services Fund**
**Business Area Name** : **Health and Human Services**
**Fund No./Bus. Area No.** : **2010 / 3800**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 0 | 511,000 | 511,000 | **7,438,779** |
| | Supplies | 0 | 57,500 | 54,500 | **524,224** |
| | Other Services and Charges | 0 | 215,453 | 192,400 | **7,378,007** |
| | Non-Capital Equipment | 0 | 93,700 | 93,750 | **590,663** |
| | Total M & O Expenditures | 0 | 877,653 | 851,650 | **15,931,673** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 0 | 877,653 | 851,650 | **15,931,673** |
| Revenues | | 0 | 2,504,692 | 2,504,692 | **14,278,631** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 6.0 | **89.2** |
| | 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 | 0.0 | 0.0 | 6.0 | **89.2** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- The Essential Public Health Services Fund was created for the purpose of offsetting costs associated with the administration of Medical Transformation Waiver projects and to perform other essential public health services as defined in Chapter 121 of the Texas Health and Safety Code.
- The Essential Public Health Services Fund will capture the costs and reimbursement of the expenses for projects related to the expansion of public health and human services.
- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.

**Essential Public Health Services Fund**
**Health and Human Services**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name** : **Essential Public Health Services Fund**
**Business Area Name** : **Health and Human Services**
**Fund No./Bus Area No.** : **2010 / 3800**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Participants enrolled in Diabetes Awareness (DAWN) | Q,F | N/A | N/A | N/A | **300** |
| Home inspections for older adults | Q,F | N/A | N/A | N/A | **75** |
| Clients served by Tuberculosis Innovation Project | P,F | N/A | N/A | N/A | **562** |
| **Business Process Measures** | | | | | |
| | | | | | |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | N/A | 98% | 97% | **98%** |
| Revenues Budget vs Actual Utilization | F | N/A | 100% | 100% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Essential Public Health Services Fund
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2010 / 3800

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **EssentialPubHlthSrvc 380007** | | | | | | |
| Essential Public Health Services is created for the purpose of offsetting costs associated with the administration of Medicaid Transformation Waiver projects and to perform other essential public health services. | 0.0 | 0 | 6.0 | 851,650 | **89.2** | **15,931,673** |
| Total | 0.0 | 0 | 6.0 | 851,650 | **89.2** | **15,931,673** |

**Business Area Roster Summary**

**Fund Name : Essential Public Health Services Fund**
**Business Area Name : Health and Human Services**
**Fund No./Bus Area No. : 2010 / 3800**

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATIVE ASSISTANT | 17 | 0.0 | 1.0 | 1.0 |
| ADMINISTRATIVE COORDINATOR | 24 | 0.0 | 1.5 | 1.5 |
| ADMINISTRATIVE SUPERVISOR | 22 | 0.0 | 1.0 | 1.0 |
| ADMINISTRATIVE SUPERVISOR (EXE LEV) | 22 | 0.0 | 1.0 | 1.0 |
| CLINIC ASSISTANT | 9 | 0.0 | 0.6 | 0.6 |
| COMMUNITY LIAISON | 18 | 0.0 | 3.4 | 3.4 |
| COMMUNITY RELATIONS SPECIALIST | 11 | 0.0 | 3.9 | 3.9 |
| COUNSELOR | 20 | 0.0 | 3.0 | 3.0 |
| CUSTOMER SERVICE REP. II | 15 | 0.0 | 1.0 | 1.0 |
| DENTAL ASSISTANT | 9 | 0.0 | 8.7 | 8.7 |
| DIVISION MANAGER | 29 | 0.0 | 1.0 | 1.0 |
| ENVIRONMENTAL INVESTIGATOR III | 20 | 0.0 | 3.0 | 3.0 |
| FINANCIAL ANALYST III | 21 | 0.0 | 1.0 | 1.0 |
| FINANCIAL ANALYST IV | 25 | 0.0 | 1.0 | 1.0 |
| MANAGEMENT ANALYST II | 18 | 0.0 | 4.0 | 4.0 |
| MANAGEMENT ANALYST III | 21 | 0.0 | 1.0 | 1.0 |
| MANAGEMENT ANALYST IV | 25 | 0.0 | 1.8 | 1.8 |
| MICROBIOLOGIST III | 21 | 0.0 | 1.0 | 1.0 |
| NUTRITIONIST CONSULTANT | 19 | 0.0 | 1.0 | 1.0 |
| PHYSICIAN,MD | 33 | 0.0 | 6.2 | 6.2 |
| PROJECT MANAGER | 24 | 0.0 | 1.0 | 1.0 |
| PUBLIC HEALTH DENTIST,DDS | 26 | 0.0 | 3.5 | 3.5 |
| PUBLIC HEALTH EDUCATOR | 14 | 0.0 | 1.5 | 1.5 |
| PUBLIC HEALTH INVESTIGATOR | 12 | 0.0 | 1.0 | 1.0 |
| PUBLIC HEALTH INVESTIGATOR MANAGER | 26 | 0.0 | 1.0 | 1.0 |
| PUBLIC HEALTH INVESTIGATOR SPECIALIST | 20 | 0.0 | 1.0 | 1.0 |
| PUBLIC HEALTH INVESTIGATOR SUPERVISOR | 21 | 0.0 | 2.0 | 2.0 |
| PUBLIC HEALTH NURSE IV | 22 | 0.0 | 5.6 | 5.6 |
| SENIOR CLERK | 8 | 0.0 | 1.0 | 1.0 |
| SENIOR CLINICAL EDUCATION COORDINATOR | 20 | 0.0 | 1.0 | 1.0 |
| SENIOR COUNSELOR | 22 | 0.0 | 4.6 | 4.6 |
| SENIOR CUSTOMER SERVICE CLERK | 12 | 0.0 | 1.0 | 1.0 |
| SENIOR PUBLIC HEALTH EDUCATOR | 18 | 0.0 | 0.6 | 0.6 |
| SENIOR PUBLIC HEALTH INVESTIGATOR | 16 | 0.0 | 13.3 | 13.3 |
| SENIOR STAFF ANALYST | 28 | 0.0 | 1.0 | 1.0 |
| STAFF ANALYST | 26 | 0.0 | 0.3 | 0.3 |
| STUDENT INTERN II | 10 | 0.0 | 0.3 | 0.3 |
| SYSTEMS CONSULTANT | 26 | 0.0 | 0.9 | 0.9 |
| SYSTEMS SUPPORT ANALYST II | 19 | 0.0 | 0.9 | 0.9 |
| TRAINER | 17 | 0.0 | 1.6 | 1.6 |
| **Total FTEs** | | **0.0** | **89.2** | **89.2** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **0.0** | **89.2** | **89.2** |

Business Area Revenue Summary

Fund Name : Essential Public Health Services Fund
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2010 / 3800

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 3800070015 | HHS - EssentialPubHlthSrvc | | | |
| 422153 | Intergovernmental Revenue - 1115 Waiver | 2,504,692 | 2,504,692 | 14,278,631 |
| Total | Health and Human Services | 2,504,692 | 2,504,692 | 14,278,631 |

## Business Area Expenditure Summary

**Fund Name** : **Essential Public Health Services Fund**
**Business Area Name** : **Health and Human Services**
**Fund No./Bus. Area No.** : **2010 / 3800**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 0 | 387,900 | 387,900 | **3,988,229** |
| 500030 | Salary Part Time - Civilian | 0 | 0 | 0 | **1,131,488** |
| 500060 | Overtime - Civilian | 0 | 0 | 0 | **393,000** |
| 501070 | Pension - Civilian | 0 | 55,900 | 55,900 | **904,927** |
| 502010 | FICA - Civilian | 0 | 20,200 | 20,200 | **419,476** |
| 503010 | Health Ins-Act Civilian | 0 | 45,400 | 45,400 | **569,243** |
| 503015 | Basic Life Insurance - Active Civilian | 0 | 600 | 600 | **3,025** |
| 503060 | Long Term Disability-Civilian | 0 | 500 | 500 | **7,016** |
| 503090 | Workers Compensation-Civilian-Admin | 0 | 500 | 500 | **22,375** |
| **Total** | **Personnel Services** | **0** | **511,000** | **511,000** | **7,438,779** |
| 511045 | Computer Supplies | 0 | 7,500 | 7,500 | **9,000** |
| 511050 | Paper & Printing Supplies | 0 | 4,500 | 4,500 | **12,000** |
| 511060 | Postage | 0 | 0 | 0 | **1,000** |
| 511070 | Miscellaneous Office Supplies | 0 | 11,500 | 8,500 | **90,000** |
| 511080 | General Laboratory Supplies | 0 | 30,000 | 30,000 | **339,224** |
| 511090 | Medical & Surgical Supplies | 0 | 4,000 | 4,000 | **45,000** |
| 511150 | Miscellaneous Parts & Supplies | 0 | 0 | 0 | **28,000** |
| **Total** | **Supplies** | **0** | **57,500** | **54,500** | **524,224** |
| 520100 | Temporary Personnel Services | 0 | 90,000 | 90,000 | **12,000** |
| 520103 | Subrecipient Contract Services | 0 | 42,944 | 0 | **6,608,978** |
| 520109 | Medical Dental & Laboratory Services | 0 | 0 | 0 | **93,400** |
| 520119 | Computer Equipment/Software Maintenance | 0 | 25,000 | 25,000 | **32,000** |
| 520121 | IT Application Svcs | 0 | 0 | 0 | **2,000** |
| 520124 | Other Equipment Services | 0 | 0 | 0 | **1,000** |
| 520159 | Non-Sub-Recipient Grant Contract | 0 | 0 | 29,200 | **202,800** |
| 520515 | Print Shop Services | 0 | 0 | 0 | **19,750** |
| 520520 | Printing & Reproduction Services | 0 | 0 | 0 | **6,500** |
| 520765 | Membership & Professional Fees | 0 | 0 | 0 | **2,000** |
| 520805 | Education & Training | 0 | 21,000 | 12,700 | **21,300** |
| 520905 | Travel - Training Related | 0 | 0 | 0 | **54,700** |
| 520910 | Travel - Non-Training Related | 0 | 7,709 | 7,700 | **89,287** |
| 521605 | Data Services | 0 | 0 | 0 | **5,000** |
| 521610 | Voice Services | 0 | 5,000 | 5,000 | **18,900** |
| 521625 | Voice Labor | 0 | 20,000 | 20,000 | **5,000** |
| 521630 | GIS Revolving Fund Services | 0 | 0 | 0 | **1,000** |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | **5,300** |
| 521715 | Office Equipment Rental | 0 | 2,600 | 2,600 | **0** |
| 521725 | Other Rental | 0 | 0 | 0 | **4,500** |
| 522430 | Miscellaneous Other Services & Charges | 0 | 1,200 | 200 | **132,292** |
| 522721 | Interfund HR Client Services | 0 | 0 | 0 | **15,300** |
| 522722 | KRONOS Service Chargeback | 0 | 0 | 0 | **5,000** |
| 522795 | Other Interfund Services | 0 | 0 | 0 | **40,000** |
| **Total** | **Other Services and Charges** | **0** | **215,453** | **192,400** | **7,378,007** |
| 551015 | Non-Capital Computer Equipment | 0 | 88,400 | 88,450 | **0** |
| 551025 | Non-Capital Scientific/Medical Equipment | 0 | 0 | 0 | **590,663** |
| 551040 | Non-Capital Other | 0 | 5,300 | 5,300 | **0** |
| **Total** | **Non-Capital Equipment** | **0** | **93,700** | **93,750** | **590,663** |
| | **Grand Total Expenditures** | **0** | **877,653** | **851,650** | **15,931,673** |

**Fund Summary**

| | | |
|---|---|---|
| **Fund Name** | : | **Health Special Revenue** |
| **Business Area Name** | : | **Health and Human Services** |
| **Fund No./Bus. Area No.** | : | **2002 / 3800** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 4,202,782 | 4,202,782 | **4,729,222** |
| Current Revenues | 2,642,200 | 2,642,200 | **2,888,100** |
| Total Available Resources | 6,844,982 | 6,844,982 | **7,617,322** |
| Maintenance and Operations | 3,386,623 | 2,115,760 | **3,505,696** |
| Total Expenditures | 3,386,717 | 2,115,760 | **3,505,696** |
| Planned Ending Fund Balance | 3,458,265 | 4,729,222 | **4,111,626** |
| Total Budget | 6,844,982 | 6,844,982 | **7,617,322** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 3,458,265 | 4,729,222 | **4,111,626** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2013 Current Budget, the FY2013 Estimate and the FY2014 Budget for the Health Special Revenue Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures. Prior to FY2014, this fund was reported as non budgeted fund. The Health Special Revenue Fund contains several revenue generating activities that are supported by ordinances, including the following:

1. Consumer Foods Technology Fee - Sec. 20 - 38: Revenue stream that includes the $10/permit technology fee and the $200/mobile unit surveillance monitoring fees established in 2007. These fees are dedicated to the purchase and maintenance of technology used by inspection staff. These fees also provide funding for maintenance of the application software used by field and office staff. The $200 mobile unit surveillance fee supports the application software and hardware that tracks the frequency of visits of mobile food units to any of the 14 approved servicing commissaries in the City.

2. Ambulance Permit Fee - Sec. 4 - 19 - Disposition of certain fees: All fees collected under sections 4-3 and 4-16 of this Code shall be allocated to the Health & Human Services Department (HHS) to fund the inspection of ambulances and permitting of ambulance operators as required by this chapter.

3. Vital Statistics - Sec. 21 - 225 - Certified copies of records, searches, amendments: Upon receipt of a completed application form and the applicable fee prescribed by law, the registrar of births, deaths and stillbirths shall provide certified copies of birth certificates (conventional or wallet size), death certificates and fetal death certificates. The fee for the foregoing certificates shall be an amount equal to that imposed by the Texas Department of Health or Texas Health and Safety Code, whichever is greater. The expedited processing requires an additional fee of $15 to defray the added costs associated with the special handling of the application. The aforesaid expedited processing fee shall be payable for each separate request for document copies submitted on an expedited basis, regardless of the number of different documents or the number of copies specified in the request.

4. Specific public health purposes for HHS as appropriated by Ordinance 2010-692 for Tuberculosis, Re-Entry and Kid's Village Initiative.

5. Donated funds for community activities or special events coordinated by Children and Family Services Division and Community Health Services Division.

6. Geriatric Dental Program - Ordinance 2012-0254 approving and authorizing deposit of all revenue generated from the Geriatric Dental Program, including Medicaid fee-for-services payments and other fees generated from the operation and administration of the program, into the Health Special Revenue Fund to be used exclusively to defray the costs associated with the administration and operation of the program.

**Business Area Budget Summary**

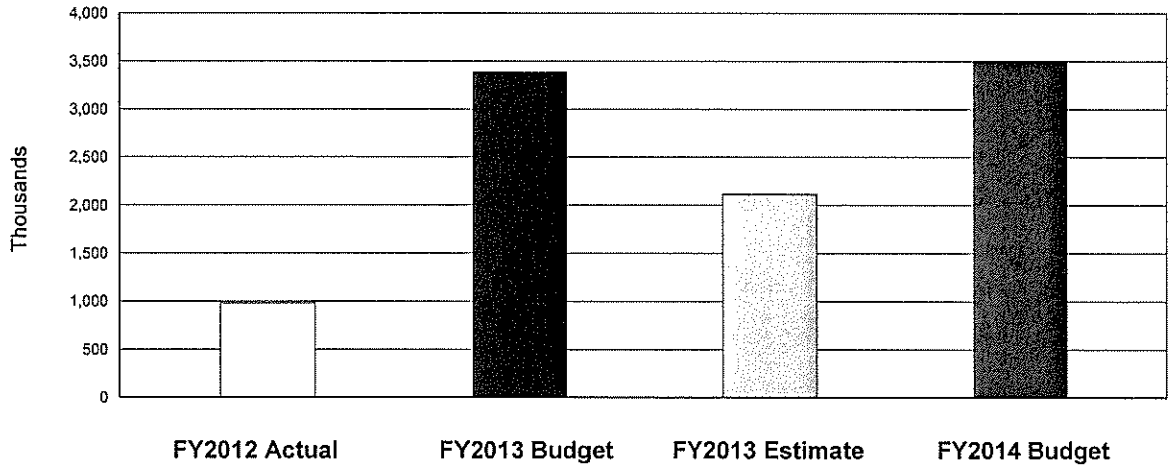
**Fund Name : Health Special Revenue**
**Business Area Name : Health and Human Services**
**Fund No./Bus. Area No. : 2002 / 3800**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 448,640 | 1,221,075 | 729,420 | **918,026** |
| | Supplies | 239,935 | 681,000 | 492,418 | **519,600** |
| | Other Services and Charges | 284,682 | 1,223,769 | 804,270 | **1,669,070** |
| | Equipment | 0 | 27,073 | 22,400 | **365,000** |
| | Non-Capital Equipment | 4,331 | 233,706 | 67,252 | **34,000** |
| | Total M & O Expenditures | 977,588 | 3,386,623 | 2,115,760 | **3,505,696** |
| | Debt Service & Other Uses | 0 | 94 | 0 | **0** |
| | Total Expenditures | 977,588 | 3,386,717 | 2,115,760 | **3,505,696** |
| Revenues | | 2,514,057 | 2,642,200 | 2,642,200 | **2,888,100** |
| Staffing | Full-Time Equivalents - Civilian | 6.7 | 10.0 | 10.0 | **15.0** |
| | 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 | 6.7 | 10.0 | 10.0 | **15.0** |
| | Full-Time Equivalents - Overtime | 1.2 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- o This fund was previously reported as non budgeted fund.
- o New maintenance contract and new application developement for Consumers Radio Frequency Identification (RFID).
- o Provide funding for construction cost of inspection pavilion at Park Place.
- o Include replacement of vehicles.

**Health Special Revenue**
**Health and Human Services**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Health Special Revenue**
**Business Area Name : Health and Human Services**
**Fund No./Bus Area No. : 2002 / 3800**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Vaccine Dose per International Travelers | P | 2,334 | 1,262 | 2,524 | **2,439** |
| Dental Services Provided to Senior Citizens | Q | 47 | 30 | 44 | **38** |
| Care Houston-Individuals with 3 or more 911 calls | Q,F | 1,274 | 2,262 | 3,800 | **3,800** |
| Congregate Meals for Senior Citizens | Q | N/A | N/A | N/A | **35,000** |
| **Business Process Measures** | | | | | |
| Private Ambulance Inspections | P,Q | 233 | 556 | 435 | **653** |
| Technology Fees Sold | P,Q | 22,088 | 19,414 | 22,464 | **22,464** |
| Mobile Food Electronic Surveillance Sold | P,Q | 670 | 600 | 710 | **710** |
| Passports Issued | J,Q | 1,637 | 1,200 | 3,200 | **3,700** |
| **People and Technology Measures** | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 31% | 98% | 62% | **98%** |
| Revenues Budget vs Actual Utilization | F | N/A | 100% | 100% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

**Division Summary**

**Fund Name : Health Special Revenue**
**Business Area Name : Health and Human Services**
**Fund No./Bus Area No. : 2002 / 3800**

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **Director Office Group 380001** | | | | | | |
| The Director's Office provides oversight and input related to legislative and health policy issues, facilitates department strategic planning, acts as liaison for community stakeholders. Instrumental in providing direction for administrative support, management, and programmatic issues. Coordinates strategic planning, program evaluation, project partnership and policy development support. | 0.0 | (51,880) | 0.0 | 161,600 | **0.0** | **80,500** |
| **Administrative Services Division 380002** | | | | | | |
| Administrative Services Division consists of General, Special Revenue Funds and Grants Budget Groups, Contracts and Procurement, Business Management, Birth and Death Certificates and Facility Maintenance. | 3.9 | 334,896 | 4.0 | 702,500 | **5.0** | **894,064** |
| **Children and Family Services 380003** | | | | | | |
| Instrumental in promoting optimal growth of Houston's at risk mothers, babies and small children through nutrition, nutrition education and referral services. Promotes the well-being and quality of life for seniors and assists with oral health and preventive dental cares for at-risk Houston children. | 0.0 | 2,716 | 0.5 | 129,488 | **0.5** | **152,421** |
| **Environmental Health Services 380004** | | | | | | |
| The Environmental Health Division consists of the Bureaus of Air Quality Control (BAQC), Water Resources Protection (BWRP), Consumer Health Services (BCHS), and Community and Children's Environmental Health (BCCEH). | 2.8 | 462,622 | 5.5 | 662,500 | **5.5** | **1,277,481** |
| **Community Health Services 380005** | | | | | | |
| Community Health Services provides public health clinical and social support services to enhance the health and well-being of individuals through a network of Houston area health centers and multi-service centers. Key components include HIV/STD prevention, TB Control, Immunizations, and Jail Health Operations. | 0.0 | 229,128 | 0.0 | 360,852 | **4.0** | **1,027,930** |

Division Summary

Fund Name : Health Special Revenue
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2002 / 3800

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Surveillance & Public Health Preparedness 380006** | | | | | | |
| Surveillance and Public Health Preparedness consists of Epidemiology, Laboratory Services and Public Health Preparedness. | 0.0 | 106 | 0.0 | 98,820 | **0.0** | **73,300** |
| Total | 6.7 | 977,588 | 10.0 | 2,115,760 | **15.0** | **3,505,696** |

Business Area Roster Summary

Fund Name : Health Special Revenue
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2002 / 3800

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATION MANAGER | 26 | 1.0 | 1.1 | 0.1 |
| BUREAU CHIEF,PUBLIC HEALTH | 30 | 0.0 | 0.4 | 0.4 |
| COMMUNITY RELATIONS SPECIALIST | 11 | 0.0 | 2.4 | 2.4 |
| CUSTOMER SERVICE REP. III | 16 | 1.0 | 1.8 | 0.8 |
| DEPUTY REGISTRAR-VITAL STATISTICS | 22 | 1.0 | 1.0 | |
| EMERGENCY MEDICAL TECHNICIAN INSPECTOR | 18 | 2.0 | 4.0 | 2.0 |
| FINANCIAL ANALYST IV | 25 | 0.0 | 1.0 | 1.0 |
| OFFICE SUPERVISOR | 17 | 1.0 | 1.0 | |
| PUBLIC HEALTH DENTIST,DDS | 26 | 0.0 | 0.5 | 0.5 |
| SENIOR ACCOUNT CLERK | 13 | 1.0 | 1.0 | |
| SENIOR DATA ENTRY OPERATOR | 12 | 0.0 | 0.8 | 0.8 |
| **Total FTEs** | | **7.0** | **15.0** | **8.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **(3.0)** | **0.0** | **3.0** |
| **Full-Time Equivalents** | | **10.0** | **15.0** | **5.0** |

Business Area Revenue Summary

Fund Name : Health Special Revenue
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2002 / 3800

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **3800010004** | **HHS - Health Planning** | | | |
| 444010 | Private Contributions | 50,004 | 50,004 | **50,000** |
| 452030 | Miscellaneous Revenue | 996 | 996 | **1,800** |
| **Total** | **HHS - Health Planning** | **51,000** | **51,000** | **51,800** |
| **3800020003** | **HHS - Grant ACCTG** | | | |
| 452030 | Miscellaneous Revenue | 758,500 | 758,500 | **632,000** |
| **3800020009** | **HHS - Department Wide Charges** | | | |
| 432010 | Interest on Pooled Investments | 42,400 | 42,400 | **42,400** |
| 447020 | Garage Parking Revenue | 25,700 | 25,700 | **25,700** |
| **Total** | **HHS - Department Wide Charges** | **68,100** | **68,100** | **68,100** |
| **3800030003** | **HHS - Immunization** | | | |
| 426060 | Clinical Fees | 310,400 | 310,400 | **300,000** |
| **3800030005** | **HHS - Area Agency On Aging** | | | |
| 444010 | Private Contributions | 5,000 | 5,000 | **5,000** |
| 452030 | Miscellaneous Revenue | 100 | 100 | **100** |
| **Total** | **HHS - Area Agency On Aging** | **5,100** | **5,100** | **5,100** |
| **3800040004** | **HHS - Comm Environ.Health** | | | |
| 421090 | Ambulance Permits | 353,100 | 353,100 | **494,000** |
| 421630 | Administrative Fee - Licenses & Permits | 27,500 | 27,500 | **30,000** |
| **Total** | **HHS - Comm Environ.Health** | **380,600** | **380,600** | **524,000** |
| **3800040006** | **HHS - Consumer Health** | | | |
| 426290 | Other Service Charges | 381,800 | 381,800 | **385,100** |
| **3800050001** | **HHS - Neighborhood Svc** | | | |
| 452030 | Miscellaneous Revenue | 1,500 | 1,500 | **1,500** |
| **3800050004** | **HHS - Oral Health** | | | |
| 426130 | Dental Fees | 87,800 | 87,800 | **75,000** |
| **3800050005** | **HHS - Kashmere MSC** | | | |
| 426210 | Special Events Reimbursement | 2,000 | 2,000 | **2,000** |
| **3800050008** | **HHS - Sunnyside MSC** | | | |
| 426210 | Special Events Reimbursement | 4,200 | 4,200 | **4,300** |
| **3800050009** | **HHS - West End MSC** | | | |
| 426210 | Special Events Reimbursement | 1,300 | 1,300 | **1,200** |
| **3800050010** | **HHS - Acres Homes** | | | |
| 426210 | Special Events Reimbursement | 2,700 | 2,700 | **2,800** |
| 426430 | Facility Rental Fees | 100 | 100 | **100** |
| **Total** | **HHS - Acres Homes** | **2,800** | **2,800** | **2,900** |
| **3800050011** | **HHS - Fifth Ward** | | | |
| 426210 | Special Events Reimbursement | 2,200 | 2,200 | **2,200** |
| **3800050012** | **HHS - Third Ward** | | | |
| 426210 | Special Events Reimbursement | 5,700 | 5,700 | **5,700** |
| **3800050013** | **HHS - Denver Harbor MSC** | | | |
| 426210 | Special Events Reimbursement | 400 | 400 | **400** |
| **3800050014** | **HHS - Southwest MSC** | | | |
| 426210 | Special Events Reimbursement | 200 | 200 | **200** |
| **3800050015** | **HHS - Northeast MSC** | | | |
| 426210 | Special Events Reimbursement | 1,800 | 1,800 | **1,800** |
| **3800050030** | **HHS - South Post Oak Msc** | | | |
| 426210 | Special Events Reimbursement | 3,400 | 3,400 | **3,400** |
| **3800050031** | **HHS - Quad Agency Eligibility** | | | |
| 452030 | Miscellaneous Revenue | 0 | 0 | **235,300** |

Business Area Revenue Summary

Fund Name : Health Special Revenue
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2002 / 3800

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **3800050034** | **HHS - NSD AIM Projects** | | | |
| 490020 | Transfer from Special Revenue Fund | 400,000 | 400,000 | **400,000** |
| **3800060003** | **HHS - Vital Statistics** | | | |
| 421630 | Administrative Fee - Licenses & Permits | 15,600 | 15,600 | **15,600** |
| 426151 | Passport Service Fee | 80,000 | 80,000 | **92,500** |
| 456255 | Misc Operating Revenue | 77,800 | 77,800 | **78,000** |
| **Total** | **HHS - Vital Statistics** | **173,400** | **173,400** | **186,100** |
| **Total** | **Health and Human Services** | **2,642,200** | **2,642,200** | **2,888,100** |

Business Area Expenditure Summary

Fund Name : Health Special Revenue
Business Area Name : Health and Human Services
Fund No./Bus. Area No. : 2002 / 3800

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 301,582 | 795,301 | 465,200 | **500,398** |
| 500030 | Salary Part Time - Civilian | 0 | 32,800 | 36,500 | **137,162** |
| 500060 | Overtime - Civilian | 0 | 19,783 | 0 | **0** |
| 500110 | Bilingual Pay - Civilian | 907 | 7,317 | 1,000 | **1,807** |
| 501070 | Pension - Civilian | 54,434 | 110,160 | 97,900 | **113,540** |
| 501120 | Termination Pay - Civilian | 479 | 3,000 | 0 | **0** |
| 502010 | FICA - Civilian | 22,619 | 75,192 | 38,392 | **48,912** |
| 503010 | Health Ins-Act Civilian | 59,426 | 117,991 | 85,400 | **111,248** |
| 503015 | Basic Life Insurance - Active Civilian | 177 | 8,468 | 400 | **418** |
| 503060 | Long Term Disability-Civilian | 512 | 9,641 | 1,400 | **896** |
| 503090 | Workers Compensation-Civilian-Admin | 1,386 | 39,108 | 3,028 | **3,645** |
| 504030 | Unemployment Claims - Administration | 7,118 | 2,314 | 200 | **0** |
| **Total** | **Personnel Services** | **448,640** | **1,221,075** | **729,420** | **918,026** |
| 511015 | Cleaning & Sanitary Supplies | 0 | 1,000 | 0 | **0** |
| 511020 | Construction Materials | 0 | 182 | 0 | **0** |
| 511040 | Audiovisual Supplies | 933 | 6,477 | 3,500 | **6,400** |
| 511045 | Computer Supplies | 9,470 | 58,410 | 49,800 | **62,200** |
| 511050 | Paper & Printing Supplies | 4,976 | 22,889 | 6,000 | **11,200** |
| 511055 | Publications & Printed Materials | 1,900 | 10,881 | 4,000 | **4,000** |
| 511060 | Postage | 17,162 | 20,116 | 19,800 | **31,400** |
| 511070 | Miscellaneous Office Supplies | 13,813 | 63,536 | 50,500 | **54,300** |
| 511080 | General Laboratory Supplies | 0 | 0 | 0 | **5,000** |
| 511085 | Drugs & Medical Chemicals | 173,552 | 425,217 | 311,301 | **305,100** |
| 511090 | Medical & Surgical Supplies | 2,580 | 36,413 | 27,550 | **17,800** |
| 511115 | Vehicle Repair & Maintenance Supplies | 7,800 | 0 | 0 | **0** |
| 511120 | Clothing | 667 | 2,231 | 2,500 | **2,500** |
| 511125 | Food Supplies | 3,116 | 12,139 | 7,600 | **3,100** |
| 511140 | Landscaping & Gardening Supplies | (50) | 747 | 800 | **800** |
| 511150 | Miscellaneous Parts & Supplies | 4,016 | 20,762 | 9,067 | **15,800** |
| **Total** | **Supplies** | **239,935** | **681,000** | **492,418** | **519,600** |
| 520100 | Temporary Personnel Services | 1,318 | 346,647 | 228,700 | **224,800** |
| 520101 | Janitorial Services | 1,275 | 0 | 0 | **0** |
| 520102 | Security Services | 61,863 | 46,796 | 60,000 | **50,000** |
| 520103 | Subrecipient Contract Services | 0 | 33,320 | 10,000 | **117,500** |
| 520109 | Medical Dental & Laboratory Services | 0 | 0 | 22,750 | **35,000** |
| 520110 | Management Consulting Services | 2,000 | 1,240 | 0 | **0** |
| 520114 | Miscellaneous Support Services | 0 | 127,852 | 137,200 | **446,600** |
| 520119 | Computer Equipment/Software Maintenance | 1,261 | 88,212 | 29,600 | **56,900** |
| 520120 | Communications Equipment Services | 1,602 | 0 | 0 | **0** |
| 520126 | Construction Site Work Services | 0 | 6,175 | 0 | **0** |
| 520141 | Engineering Services | 0 | 92 | 0 | **0** |
| 520158 | Computer Equipment Maintenance Services | 0 | 4,614 | 0 | **0** |
| 520159 | Non-Sub-Recipient Grant Contract | 207,889 | 291,594 | 143,200 | **363,000** |
| 520515 | Print Shop Services | 4,982 | 5,896 | 2,000 | **17,400** |
| 520520 | Printing & Reproduction Services | 13,894 | 18,572 | 12,000 | **30,000** |
| 520765 | Membership & Professional Fees | 0 | 2,823 | 0 | **0** |
| 520805 | Education & Training | 4,102 | 5,753 | 6,500 | **10,600** |
| 520900 | CIP-Capital Equipment Acquisition | 0 | 43,000 | 43,000 | **0** |
| 520905 | Travel - Training Related | 10,598 | 31,639 | 11,800 | **27,200** |
| 520910 | Travel - Non-Training Related | 647 | 10,358 | 1,420 | **3,200** |
| 521610 | Voice Services | (42,821) | 65,685 | 65,600 | **24** |
| 521635 | Voice Services -Wireless | 0 | 0 | 300 | **53,317** |

## Business Area Expenditure Summary

**Fund Name** : **Health Special Revenue**
**Business Area Name** : **Health and Human Services**
**Fund No./Bus. Area No.** : **2002 / 3800**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 521715 | Office Equipment Rental | 190 | 6,511 | 2,500 | **4,800** |
| 521725 | Other Rental | 0 | 819 | 1,000 | **0** |
| 522305 | Freight Charges | 0 | 264 | 700 | **500** |
| 522410 | Cashier Shortages | 0 | 488 | 400 | **500** |
| 522430 | Miscellaneous Other Services & Charges | 11,316 | 73,854 | 17,700 | **219,300** |
| 522721 | Interfund HR Client Services | 4,412 | 6,800 | 7,300 | **8,014** |
| 522722 | KRONOS Service Chargeback | 0 | 0 | 600 | **415** |
| 522780 | Interfund Photo Copy Services | 154 | 4,765 | 0 | **0** |
| **Total** | **Other Services and Charges** | **284,682** | **1,223,769** | **804,270** | **1,669,070** |
| 560120 | Capital Exp-Building and Bldg Improvement | 0 | 0 | 0 | **175,000** |
| 560210 | Furniture Fixtures and Equipment | 0 | 2,368 | 2,400 | **20,000** |
| 560220 | Vehicles | 0 | 23,941 | 20,000 | **170,000** |
| 560230 | Computer HW and Developed SW | 0 | 764 | 0 | **0** |
| **Total** | **Equipment** | **0** | **27,073** | **22,400** | **365,000** |
| 551010 | Non-Capital Office Furniture & Equipment | 0 | 44,823 | 29,200 | **0** |
| 551015 | Non-Capital Computer Equipment | 2,489 | 164,095 | 18,752 | **34,000** |
| 551025 | Non-Capital Scientific/Medical Equipment | 0 | 2,630 | 0 | **0** |
| 551040 | Non-Capital Other | 1,842 | 22,158 | 19,300 | **0** |
| **Total** | **Non-Capital Equipment** | **4,331** | **233,706** | **67,252** | **34,000** |
| 532020 | Transfers to Capital Projects | 0 | 94 | 0 | **0** |
| **Total** | **Debt Service and Other Uses** | **0** | **94** | **0** | **0** |
| | **Grand Total Expenditures** | **977,588** | **3,386,717** | **2,115,760** | **3,505,696** |

**Fund Summary**

**Fund Name** : **Laboratory Operations and Maintenance**
**Business Area Name** : **Health and Human Services**
**Fund No./Bus. Area No.** : **2008 / 3800**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 316,749 | 316,749 | **221,949** |
| Current Revenues | 398,500 | 398,500 | **398,500** |
| Total Available Resources | 715,249 | 715,249 | **620,449** |
| Maintenance and Operations | 679,046 | 493,300 | **592,900** |
| Total Expenditures | 679,046 | 493,300 | **592,900** |
| Planned Ending Fund Balance | 36,203 | 221,949 | **27,549** |
| Total Budget | 715,249 | 715,249 | **620,449** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 36,203 | 221,949 | **27,549** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2013 Current Budget, the FY2013 Estimate and the FY2014 Budget for the Laboratory Operations and Maintenance Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

Prior to FY2014, this fund was reported as non-budgeted fund. The Laboratory Operations and Maintenance Fund is designated for the retention of all revenues from laboratory fees, which pertains to Ordinance Amending Chapter 21 of the Code of Ordinance. All laboratory fees charged and revenues collected are to defray the costs associated with the purchase, maintenance, operation, and utilization of the City laboratories, including but not limited to, infrastructure, equipment, supplies, software, and hardware systems, and with performing public health surveillance tests.

**Business Area Budget Summary**

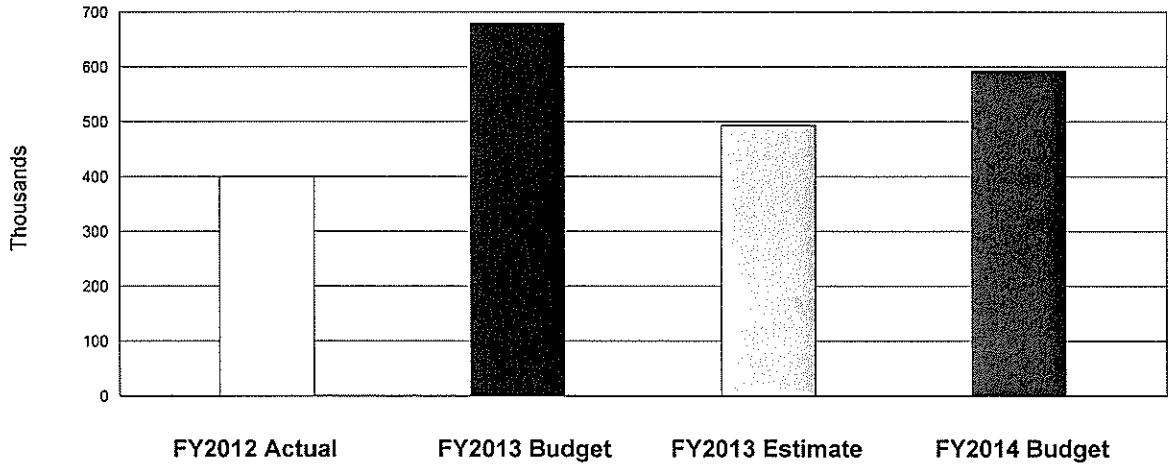
**Fund Name** : **Laboratory Operations and Maintenance**
**Business Area Name** : **Health and Human Services**
**Fund No./Bus. Area No.** : **2008 / 3800**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Supplies | 5,865 | 226,835 | 102,600 | **87,600** |
| | Other Services and Charges | 393,357 | 452,211 | 390,700 | **505,300** |
| | Total M & O Expenditures | 399,222 | 679,046 | 493,300 | **592,900** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 399,222 | 679,046 | 493,300 | **592,900** |
| Revenues | | 387,138 | 398,500 | 398,500 | **398,500** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 0.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- o This fund was previously reported as non-budgeted fund.
- o The FY2014 Budget includes the implementation of Laboratory Order Entry System. This program will connect to existing labware to allow remote sites to enter test requests and receive test results electronically.

**Laboratory Operations and Maintenance**
**Health and Human Services**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Laboratory Operations and Maintenance**
**Business Area Name : Health and Human Services**
**Fund No./Bus Area No. : 2008 / 3800**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| | | | | | |
| **Business Process Measures** | | | | | |
| Laboratory Tests Performed | I | 29,303 | 27,600 | 27,850 | **27,850** |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 67% | 98% | 73% | **98%** |
| Revenues Budget vs Actual Utilization | F | N/A | 100% | 100% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Laboratory Operations and Maintenance
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2008 / 3800

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Surveillance & Public Health Preparedness 380006** | | | | | | |
| Environmental and Clinical Laboratory testing | 0.0 | 399,222 | 0.0 | 493,300 | **0.0** | **592,900** |
| Total | 0.0 | 399,222 | 0.0 | 493,300 | **0.0** | **592,900** |

Business Area Revenue Summary

Fund Name : Laboratory Operations and Maintenance
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2008 / 3800

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **3800060005** | **HHS - Laboratory Admin** | | | |
| 426140 | Laboratory Fees | 106,200 | 106,200 | **106,200** |
| 426510 | Environmental Lab Services | 289,000 | 289,000 | **289,000** |
| 432010 | Interest on Pooled Investments | 3,300 | 3,300 | **3,300** |
| **Total** | **HHS - Laboratory Admin** | **398,500** | **398,500** | **398,500** |
| **Total** | **Health and Human Services** | **398,500** | **398,500** | **398,500** |

## Business Area Expenditure Summary

**Fund Name** : **Laboratory Operations and Maintenance**
**Business Area Name** : **Health and Human Services**
**Fund No./Bus. Area No.** : **2008 / 3800**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 511010 | Chemical Gases & Special Fluids | 2,080 | 7,920 | 7,600 | **7,600** |
| 511080 | General Laboratory Supplies | 3,785 | 218,715 | 95,000 | **80,000** |
| 511090 | Medical & Surgical Supplies | 0 | 200 | 0 | **0** |
| **Total** | **Supplies** | **5,865** | **226,835** | **102,600** | **87,600** |
| 520103 | Subrecipient Contract Services | 4,319 | 24 | 0 | **0** |
| 520109 | Medical Dental & Laboratory Services | 16,289 | 13,824 | 20,000 | **50,000** |
| 520110 | Management Consulting Services | 22,253 | 2 | 100 | **0** |
| 520114 | Miscellaneous Support Services | 90,186 | 148,958 | 115,000 | **132,000** |
| 520124 | Other Equipment Services | 84,076 | 65,337 | 115,000 | **144,000** |
| 520157 | Computer Software Maintenance Services | 38,364 | 37,736 | 60,000 | **70,000** |
| 520158 | Computer Equipment Maintenance Services | 6,900 | 0 | 0 | **0** |
| 520159 | Non-Sub-Recipient Grant Contract | 75,834 | 190 | 0 | **0** |
| 520725 | Assessments - Other Governments | 6,921 | 79 | 0 | **0** |
| 521620 | Voice Equipment | 848 | 152 | 500 | **0** |
| 521705 | Vehicle/Equipment Rental/Lease | 0 | 23,300 | 0 | **0** |
| 521725 | Other Rental | 0 | 1,604 | 0 | **0** |
| 522305 | Freight Charges | (52) | 1,965 | 300 | **300** |
| 522430 | Miscellaneous Other Services & Charges | 46,605 | 158,955 | 79,800 | **109,000** |
| 522780 | Interfund Photo Copy Services | 814 | 85 | 0 | **0** |
| **Total** | **Other Services and Charges** | **393,357** | **452,211** | **390,700** | **505,300** |
| | **Grand Total Expenditures** | **399,222** | **679,046** | **493,300** | **592,900** |

**Fund Summary**

| | | |
|---|---|---|
| **Fund Name** | : | **Special Waste** |
| **Business Area Name** | : | **Health and Human Services** |
| **Fund No./Bus. Area No.** | : | **2423 / 3800** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 2,939,780 | 2,939,780 | **3,612,713** |
| Current Revenues | 2,279,400 | 2,279,400 | **2,588,100** |
| Total Available Resources | 5,219,180 | 5,219,180 | **6,200,813** |
| Maintenance and Operations | 4,281,883 | 1,606,467 | **4,879,855** |
| Total Expenditures | 4,281,883 | 1,606,467 | **4,879,855** |
| Planned Ending Fund Balance | 937,297 | 3,612,713 | **1,320,958** |
| Total Budget | 5,219,180 | 5,219,180 | **6,200,813** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 937,297 | 3,612,713 | **1,320,958** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2013 Current Budget, the FY2013 Estimate and the FY2014 Budget for the Special Waste. Also included are the beginning and ending fund balances, total revenues and total expenditures.

Prior to FY2014, this fund was reported as non budgeted fund. The Health and Human Service Special Waste Fund pertains to Ordinance Sec. 47-423 - Fees; issuance of permit or registration certificate.

The Fats, Oil, and Grease (FOG) section is responsible for the permitting of all special waste generators, transporters, and biological pretreaters in the City of Houston. The mentioned entities are regulated by Environmental Investigators who are charged with the responsibility of conducting routine inspections, and providing technical knowledge for complaint investigations. Investigators conduct routine inspections to assure that generators are complying with the cleaning requirements and other regulations mandated by the FOG ordinance. Special waste transporters and biological pretreaters are monitored to assure that waste loads from generators are treated and dispose properly. The goal of the FOG program is to prevent the infiltration of fats, oils, and grease into the sanitary sewer, and to assure that the City's infrastructure and the health of the citizens are protected. The FOG program is responsible for conducting over 15,000 inspections annually on commercial establishments that includes restaurants, carwashes, laundry mats, and dry cleaners.

Revenue from permitting and collaboration with the Public Works and Engineering Department is based on inspections and investigations conducted. The revenue is used for numerous reasons to support and provide resources useful to the program, such as personnel cost. Field investigators are supplied with tools such as laptops and network equipment to input daily field activities. In addition, sampling equipment and other supplies are necessary to conduct proper and efficient field investigations. Print shop cost are also pertinent for supplying stakeholders with manifest that are purchased by the section and sold to the stakeholders on an as-needed basis to document the collection, transportation, and disposal of City-regulated waste.

**Business Area Budget Summary**

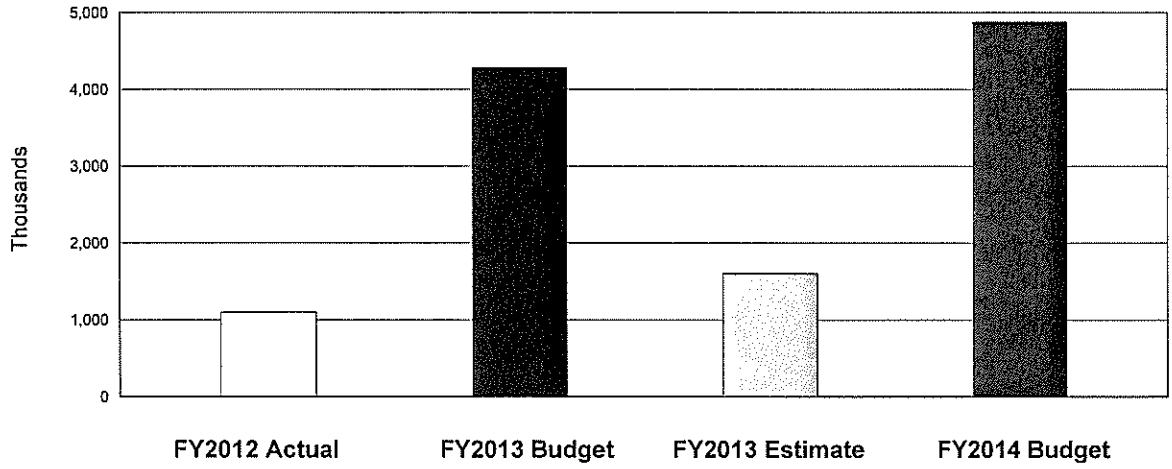
**Fund Name : Special Waste**
**Business Area Name : Health and Human Services**
**Fund No./Bus. Area No. : 2423 / 3800**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 1,021,241 | 3,854,926 | 1,441,476 | **2,089,647** |
| | Supplies | 20,563 | 46,643 | 30,369 | **79,400** |
| | Other Services and Charges | 57,649 | 261,586 | 115,009 | **949,333** |
| | Equipment | 0 | 85,111 | 13,250 | **1,576,470** |
| | Non-Capital Equipment | 0 | 33,617 | 6,363 | **185,005** |
| | Total M & O Expenditures | 1,099,453 | 4,281,883 | 1,606,467 | **4,879,855** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 1,099,453 | 4,281,883 | 1,606,467 | **4,879,855** |
| Revenues | | 2,031,162 | 2,279,400 | 2,279,400 | **2,588,100** |
| Staffing | Full-Time Equivalents - Civilian | 13.8 | 20.4 | 20.4 | **32.0** |
| | 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 | 13.8 | 20.4 | 20.4 | **32.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.4** |

**Significant Budget Changes and Highlights**

- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- o This fund was previously reported as non budgeted fund.
- o Include replacement of aging fleet with larger vehicles to assist PWE on sewer overflow investigations.
- o Include improvements at Park Place for transporter annual inspections and update work stations and conference room.
- o Include surveillance and communications equipment service to monitor and investigate illegal dumping - joint project with Police.
- o Include Radio Frequency Identification (RFID) waste tracking system that will mirror the current system food mobile units use.
- o Include cost of pamphlets and a paperless file room for Cease the Grease Campaign to reduce sewer overflows caused by grease.

**Special Waste**
**Health and Human Services**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Special Waste**
**Business Area Name : Health and Human Services**
**Fund No./Bus Area No. : 2423 / 3800**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Fats, Oil and Grease (FOG) Permits | J,Q,P | 13,221 | 12,911 | 12,911 | **13,021** |
| **Business Process Measures** | | | | | |
| Fats, Oil and Grease (FOG) Complaints | P,Q | 2,225 | 1,942 | 1,942 | **2,000** |
| Fats, Oil and Grease (FOG) Inspections | P,Q | 12,294 | 12,125 | 12,125 | **12,300** |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 32% | 98% | 38% | **98%** |
| Revenues Budget vs Actual Utilization | F | N/A | 100% | 100% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Special Waste
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2423 / 3800

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Environmental Health Services 380004** | | | | | | |
| The Environmental Health Division consists of the Bureaus of Air Quality Control (BAQC), Water Resources Protection (BWRP), Consumer Health Services (BCHS), and Community and Children's Environmental Health (BCCEH). | 13.8 | 1,099,453 | 20.4 | 1,606,467 | **32.0** | **4,879,855** |
| Total | 13.8 | 1,099,453 | 20.4 | 1,606,467 | **32.0** | **4,879,855** |

Business Area Roster Summary

Fund Name : Special Waste
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2423 / 3800

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATIVE ASSISTANT | 17 | 0.0 | 0.2 | 0.2 |
| ADMINISTRATIVE SPECIALIST | 20 | 1.0 | 0.2 | (0.8) |
| BUREAU CHIEF,PUBLIC HEALTH (EXE LEV) | 30 | 0.0 | 0.2 | 0.2 |
| CHIEF SANITARIAN | 28 | 0.0 | 0.6 | 0.6 |
| CUSTOMER SERVICE CLERK | 10 | 0.2 | 0.4 | 0.2 |
| ENVIRONMENTAL INVESTIGATOR II | 16 | 2.0 | 2.0 | |
| ENVIRONMENTAL INVESTIGATOR III | 20 | 3.0 | 5.0 | 2.0 |
| ENVIRONMENTAL INVESTIGATOR IV | 23 | 2.0 | 2.0 | |
| ENVIRONMENTAL INVESTIGATOR V | 28 | 0.5 | 1.0 | 0.5 |
| MANAGEMENT ANALYST II | 18 | 1.0 | 1.0 | |
| MANAGEMENT ANALYST IV | 25 | 1.0 | 0.2 | (0.8) |
| OFFICE SUPERVISOR | 17 | 0.0 | 0.2 | 0.2 |
| SANITARIAN I | 14 | 7.0 | 9.4 | 2.4 |
| SANITARIAN II | 17 | 2.0 | 3.2 | 1.2 |
| SANITARIAN III | 21 | 0.0 | 2.6 | 2.6 |
| SENIOR CUSTOMER SERVICE CLERK | 12 | 1.0 | 3.4 | 2.4 |
| STAFF ANALYST | 26 | 0.0 | 0.2 | 0.2 |
| SYSTEMS CONSULTANT | 26 | 0.0 | 0.2 | 0.2 |
| **Total FTEs** | | **20.7** | **32.0** | **11.3** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.3** | **0.0** | **(0.3)** |
| **Full-Time Equivalents** | | **20.4** | **32.0** | **11.6** |

Business Area Revenue Summary

Fund Name : Special Waste
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2423 / 3800

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **3800040005** | **HHS - Plt, Cnt&Prev-Wtr** | | | |
| 421280 | Other Licenses & Permits | 1,945,500 | 1,945,500 | **2,237,100** |
| 421630 | Administrative Fee - Licenses & Permits | 302,500 | 302,500 | **319,600** |
| 432010 | Interest on Pooled Investments | 31,400 | 31,400 | **31,400** |
| **Total** | **HHS - Plt, Cnt&Prev-Wtr** | **2,279,400** | **2,279,400** | **2,588,100** |
| **Total** | **Health and Human Services** | **2,279,400** | **2,279,400** | **2,588,100** |

## Business Area Expenditure Summary

Fund Name : Special Waste
Business Area Name : Health and Human Services
Fund No./Bus. Area No. : 2423 / 3800

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 723,945 | 2,530,076 | 985,556 | 1,380,192 |
| 500030 | Salary Part Time - Civilian | 0 | 0 | 0 | 26,884 |
| 500060 | Overtime - Civilian | 14,065 | 5,486 | 2,472 | 25,000 |
| 500090 | Premium Pay - Civilian | 0 | 85 | 0 | 0 |
| 500110 | Bilingual Pay - Civilian | 2,141 | 3,579 | 2,667 | 700 |
| 500210 | Pay for Performance-Municipal | 0 | 500 | 0 | 0 |
| 501070 | Pension - Civilian | 129,745 | 435,366 | 199,475 | 313,169 |
| 502010 | FICA - Civilian | 53,905 | 187,028 | 68,856 | 109,556 |
| 503010 | Health Ins-Act Civilian | 90,836 | 519,136 | 175,800 | 222,756 |
| 503015 | Basic Life Insurance - Active Civilian | 322 | 502 | 460 | 764 |
| 503060 | Long Term Disability-Civilian | 1,216 | 13,276 | 1,526 | 2,726 |
| 503090 | Workers Compensation-Civilian-Admin | 2,911 | 149,234 | 4,468 | 7,900 |
| 503100 | Workers Compensation-Civilian-Claim | 2,155 | 98 | 196 | 0 |
| 504030 | Unemployment Claims - Administration | 0 | 10,560 | 0 | 0 |
| **Total** | **Personnel Services** | **1,021,241** | **3,854,926** | **1,441,476** | **2,089,647** |
| 511015 | Cleaning & Sanitary Supplies | 3,361 | 445 | 2,000 | 5,000 |
| 511045 | Computer Supplies | 0 | 6,062 | 4,000 | 15,000 |
| 511050 | Paper & Printing Supplies | 889 | 111 | 1,000 | 5,000 |
| 511060 | Postage | 3,171 | 1,321 | 4,000 | 24,800 |
| 511070 | Miscellaneous Office Supplies | 9,959 | 2,944 | 4,000 | 15,000 |
| 511085 | Drugs & Medical Chemicals | 0 | 159 | 200 | 200 |
| 511090 | Medical & Surgical Supplies | 0 | 1,191 | 2,000 | 2,000 |
| 511115 | Vehicle Repair & Maintenance Supplies | 0 | 3,127 | 100 | 2,400 |
| 511120 | Clothing | 510 | 19,265 | 11,069 | 3,000 |
| 511150 | Miscellaneous Parts & Supplies | 2,673 | 12,018 | 2,000 | 7,000 |
| **Total** | **Supplies** | **20,563** | **46,643** | **30,369** | **79,400** |
| 520100 | Temporary Personnel Services | 0 | 12,492 | 8,000 | 30,000 |
| 520114 | Miscellaneous Support Services | 0 | 73,716 | 0 | 0 |
| 520120 | Communications Equipment Services | 0 | 12,000 | 0 | 150,000 |
| 520121 | IT Application Svcs | 0 | (16) | 0 | 0 |
| 520159 | Non-Sub-Recipient Grant Contract | 19,880 | 86,830 | 65,000 | 200,400 |
| 520515 | Print Shop Services | 5,788 | 10,955 | 3,000 | 108,000 |
| 520520 | Printing & Reproduction Services | 16,569 | 5,432 | 2,000 | 40,000 |
| 520765 | Membership & Professional Fees | 0 | 113 | 1,000 | 3,000 |
| 520805 | Education & Training | 810 | 5,307 | 3,000 | 15,000 |
| 520905 | Travel - Training Related | 2,433 | 23,920 | 5,000 | 19,600 |
| 520910 | Travel - Non-Training Related | 0 | 4,000 | 2,000 | 2,000 |
| 521605 | Data Services | 0 | (77) | 0 | 0 |
| 521610 | Voice Services | 3,169 | 2,290 | 5,009 | 9 |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | 5,309 |
| 522430 | Miscellaneous Other Services & Charges | 111 | 17,245 | 12,000 | 360,000 |
| 522721 | Interfund HR Client Services | 8,889 | 7,379 | 9,000 | 15,226 |
| 522722 | KRONOS Service Chargeback | 0 | 0 | 0 | 789 |
| **Total** | **Other Services and Charges** | **57,649** | **261,586** | **115,009** | **949,333** |
| 560120 | Capital Exp-Building and Bldg Improvement | 0 | 0 | 0 | 850,000 |
| 560210 | Furniture Fixtures and Equipment | 0 | 3,721 | 13,250 | 315,000 |
| 560220 | Vehicles | 0 | 78,050 | 0 | 411,470 |
| 560230 | Computer HW and Developed SW | 0 | 3,340 | 0 | 0 |
| **Total** | **Equipment** | **0** | **85,111** | **13,250** | **1,576,470** |
| 551010 | Non-Capital Office Furniture & Equipment | 0 | 19,533 | 0 | 0 |
| 551015 | Non-Capital Computer Equipment | 0 | 14,084 | 6,363 | 185,005 |
| **Total** | **Non-Capital Equipment** | **0** | **33,617** | **6,363** | **185,005** |
| | **Grand Total Expenditures** | **1,099,453** | **4,281,883** | **1,606,467** | **4,879,855** |

## Fund Summary

**Fund Name** : **Swimming Pool Safety**
**Business Area Name** : **Health and Human Services**
**Fund No./Bus. Area No.** : **2009 / 3800**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 186,606 | 186,606 | **393,171** |
| Current Revenues | 748,900 | 954,400 | **975,400** |
| Total Available Resources | 935,506 | 1,141,006 | **1,368,571** |
| Maintenance and Operations | 747,835 | 747,835 | **927,818** |
| Total Expenditures | 747,835 | 747,835 | **927,818** |
| Planned Ending Fund Balance | 187,671 | 393,171 | **440,753** |
| Total Budget | 935,506 | 1,141,006 | **1,368,571** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 187,671 | 393,171 | **440,753** |
| 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 Swimming Pool Safety Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

Created in FY2011, the Swimming Pool Safety Fund receives proceeds from enforcing municipal, state and federal pool and spa safety standards.

State and federal pool and safety standards apply to all pools and spas serving more than two dwellings. In accordance with these requirements, operators of pools and spas at apartment or condominium projects are required to obtain permits and comply with the requisite standards. The fees collected in pursuant of swimming pool and spa safety are used for the purposes of activities related to permitting, inspecting, monitoring, abating, controlling, educating and enforcement of municipal, state and federal standards.

**Business Area Budget Summary**

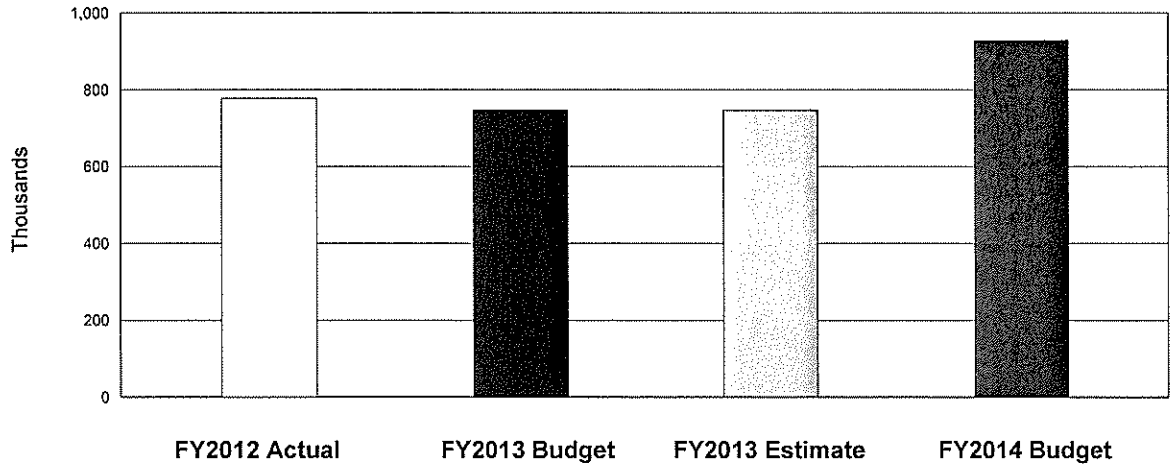
**Fund Name : Swimming Pool Safety**
**Business Area Name : Health and Human Services**
**Fund No./Bus. Area No. : 2009 / 3800**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 708,824 | 665,207 | 670,600 | **729,882** |
| | Supplies | 16,960 | 23,509 | 25,916 | **26,000** |
| | Other Services and Charges | 47,165 | 46,819 | 49,819 | **158,436** |
| | Equipment | 0 | 11,600 | 0 | **12,000** |
| | Non-Capital Equipment | 4,260 | 700 | 1,500 | **1,500** |
| | Total M & O Expenditures | 777,209 | 747,835 | 747,835 | **927,818** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 777,209 | 747,835 | 747,835 | **927,818** |
| Revenues | | 865,427 | 748,900 | 954,400 | **975,400** |
| Staffing | Full-Time Equivalents - Civilian | 9.9 | 11.9 | 10.5 | **10.6** |
| | 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 | 9.9 | 11.9 | 10.5 | **10.6** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.3** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- FY2014 Budget includes funding to contract with Digital Health Department, Inc. for software maintenance used by the inspectors in the field for pool abatement.

**Swimming Pool Safety**
**Health and Human Services**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Swimming Pool Safety**
**Business Area Name : Health and Human Services**
**Fund No./Bus Area No. : 2009 / 3800**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| | | | | | |
| **Business Process Measures** | | | | | |
| Pool Investigations | P,Q | 5,110 | 5,600 | 5,600 | **6,146** |
| Pool Establishment Complaints | P,Q | 810 | 810 | 810 | **584** |
| Pool Permits Issued | P,Q | 3,422 | 3,444 | 3,444 | **3,442** |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 93% | 98% | 100% | **98%** |
| Revenues Budget vs Actual Utilization | F | 94% | 100% | 127% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Swimming Pool Safety
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2009 / 3800

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Environmental Health Services 380004** | | | | | | |
| Prevention of disease and disability resulting from water borne illnesses and drownings through enforcement and education | 9.9 | 777,209 | 10.5 | 747,835 | **10.6** | **927,818** |
| Total | 9.9 | 777,209 | 10.5 | 747,835 | **10.6** | **927,818** |

Business Area Roster Summary

Fund Name : Swimming Pool Safety
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2009 / 3800

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATION MANAGER | 26 | 0.5 | 0.0 | (0.5) |
| ENVIRONMENTAL INVESTIGATOR II | 16 | 2.0 | 2.0 | |
| ENVIRONMENTAL INVESTIGATOR III | 20 | 3.5 | 4.0 | 0.5 |
| SANITARIAN I | 14 | 0.0 | 2.7 | 2.7 |
| SANITARIAN II | 17 | 0.0 | 0.9 | 0.9 |
| SANITARIAN III | 21 | 0.2 | 1.0 | 0.8 |
| SENIOR CUSTOMER SERVICE CLERK | 12 | 4.0 | 0.0 | (4.0) |
| STAFF ANALYST | 26 | 0.2 | 0.0 | (0.2) |
| **Total FTEs** | | **10.4** | **10.6** | **0.2** |
| **Less adjustment for Civilian Vacancy Factor** | | **(1.5)** | **0.0** | **1.5** |
| **Full-Time Equivalents** | | **11.9** | **10.6** | **(1.3)** |

Business Area Revenue Summary

Fund Name : Swimming Pool Safety
Business Area Name : Health and Human Services
Fund No./Bus Area No. : 2009 / 3800

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **3800040005** | **HHS - Plt, Cnt&Prev-Wtr** | | | |
| 421070 | Swimming Pool Operating Permits | 647,700 | 824,800 | **845,500** |
| 421630 | Administrative Fee - Licenses & Permits | 100,200 | 126,600 | **128,900** |
| 432010 | Interest on Pooled Investments | 1,000 | 3,000 | **1,000** |
| **Total** | **HHS - Plt, Cnt&Prev-Wtr** | **748,900** | **954,400** | **975,400** |
| **Total** | **Health and Human Services** | **748,900** | **954,400** | **975,400** |

**Business Area Expenditure Summary**

**Fund Name : Swimming Pool Safety**
**Business Area Name : Health and Human Services**
**Fund No./Bus. Area No. : 2009 / 3800**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 463,827 | 420,397 | 420,400 | **458,974** |
| 500030 | Salary Part Time - Civilian | 0 | 13,645 | 8,000 | **0** |
| 500060 | Overtime - Civilian | 8,728 | 13,999 | 14,000 | **20,000** |
| 500110 | Bilingual Pay - Civilian | 1,998 | 900 | 2,500 | **3,615** |
| 501070 | Pension - Civilian | 83,002 | 89,964 | 90,000 | **104,141** |
| 501120 | Termination Pay - Civilian | 15,063 | 0 | 0 | **0** |
| 502010 | FICA - Civilian | 41,136 | 34,345 | 34,300 | **36,915** |
| 503010 | Health Ins-Act Civilian | 73,897 | 85,889 | 90,900 | **100,170** |
| 503015 | Basic Life Insurance - Active Civilian | 275 | 225 | 300 | **289** |
| 503050 | Health/Life Insurance - Retiree Civilian | 1,326 | 0 | 4,000 | **0** |
| 503060 | Long Term Disability-Civilian | 792 | 875 | 900 | **871** |
| 503090 | Workers Compensation-Civilian-Admin | 2,308 | 2,514 | 3,000 | **2,453** |
| 503100 | Workers Compensation-Civilian-Claim | 5,682 | 2,052 | 2,000 | **2,052** |
| 504030 | Unemployment Claims - Administration | 10,790 | 402 | 300 | **402** |
| **Total** | **Personnel Services** | **708,824** | **665,207** | **670,600** | **729,882** |
| 511010 | Chemical Gases & Special Fluids | 76 | 0 | 0 | **0** |
| 511015 | Cleaning & Sanitary Supplies | 1,287 | 1,000 | 300 | **300** |
| 511045 | Computer Supplies | 2,924 | 2,400 | 3,000 | **3,000** |
| 511050 | Paper & Printing Supplies | 866 | 900 | 300 | **300** |
| 511055 | Publications & Printed Materials | 85 | 200 | 200 | **200** |
| 511060 | Postage | 104 | 4,000 | 4,000 | **4,000** |
| 511070 | Miscellaneous Office Supplies | 4,046 | 1,500 | 3,000 | **3,000** |
| 511080 | General Laboratory Supplies | 0 | 0 | 3,000 | **3,000** |
| 511090 | Medical & Surgical Supplies | 0 | 0 | 200 | **200** |
| 511110 | Fuel | 0 | 8,000 | 4,000 | **4,000** |
| 511115 | Vehicle Repair & Maintenance Supplies | 0 | 1,540 | 1,000 | **1,000** |
| 511120 | Clothing | 0 | 469 | 0 | **0** |
| 511145 | Small Tools & Minor Equipment | 1,096 | 0 | 0 | **0** |
| 511150 | Miscellaneous Parts & Supplies | 6,476 | 3,500 | 6,916 | **7,000** |
| **Total** | **Supplies** | **16,960** | **23,509** | **25,916** | **26,000** |
| 520100 | Temporary Personnel Services | 11,259 | 0 | 0 | **15,000** |
| 520123 | Vehicle & Motor Equipment Services | 212 | 0 | 0 | **0** |
| 520159 | Non-Sub-Recipient Grant Contract | 10,000 | 22,600 | 22,600 | **122,600** |
| 520515 | Print Shop Services | 13 | 0 | 2,200 | **2,200** |
| 520520 | Printing & Reproduction Services | 392 | 700 | 0 | **0** |
| 520605 | Advertising Services | 0 | 100 | 0 | **0** |
| 520765 | Membership & Professional Fees | 0 | 700 | 300 | **300** |
| 520805 | Education & Training | 4,352 | 1,100 | 1,100 | **1,100** |
| 520905 | Travel - Training Related | 4,047 | 800 | 1,800 | **1,800** |
| 520910 | Travel - Non-Training Related | 0 | 100 | 100 | **100** |
| 521605 | Data Services | 45 | 0 | 3,900 | **1,224** |
| 521610 | Voice Services | 8,492 | 8,428 | 8,428 | **21** |
| 521620 | Voice Equipment | (11) | 400 | 400 | **0** |
| 521625 | Voice Labor | 27 | 0 | 0 | **0** |
| 521630 | GIS Revolving Fund Services | 0 | 1,016 | 1,016 | **1,115** |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | **4,247** |
| 521715 | Office Equipment Rental | 0 | 3,000 | 0 | **0** |
| 522205 | Metro Commuter Passes | 1,903 | 0 | 0 | **0** |
| 522430 | Miscellaneous Other Services & Charges | 218 | 200 | 300 | **300** |

## Business Area Expenditure Summary

**Fund Name** : **Swimming Pool Safety**
**Business Area Name** : **Health and Human Services**
**Fund No./Bus. Area No.** : **2009 / 3800**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 522721 | Interfund HR Client Services | 6,216 | 7,300 | 7,300 | **8,014** |
| 522722 | KRONOS Service Chargeback | 0 | 375 | 375 | **415** |
| **Total** | **Other Services and Charges** | **47,165** | **46,819** | **49,819** | **158,436** |
| 560220 | Vehicles | 0 | 11,600 | 0 | **12,000** |
| **Total** | **Equipment** | **0** | **11,600** | **0** | **12,000** |
| 551010 | Non-Capital Office Furniture & Equipment | 1,485 | 0 | 0 | **0** |
| 551015 | Non-Capital Computer Equipment | 2,775 | 700 | 1,500 | **1,500** |
| **Total** | **Non-Capital Equipment** | **4,260** | **700** | **1,500** | **1,500** |
| | **Grand Total Expenditures** | **777,209** | **747,835** | **747,835** | **927,818** |

**Fund Summary**

| | | |
|---|---|---|
| **Fund Name** | : | **Digital Houston** |
| **Business Area Name** | : | **Library** |
| **Fund No./Bus. Area No.** | : | **2422 / 3400** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 1,597,242 | 1,597,242 | **1,017,058** |
| Current Revenues | 25,000 | 15,000 | **12,000** |
| Total Available Resources | 1,622,242 | 1,612,242 | **1,029,058** |
| Maintenance and Operations | 958,967 | 595,184 | **597,671** |
| Debt Service | 0 | 0 | **0** |
| Total Expenditures | 958,967 | 595,184 | **597,671** |
| Planned Ending Fund Balance | 663,275 | 1,017,058 | **431,387** |
| Total Budget | 1,622,242 | 1,612,242 | **1,029,058** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 663,275 | 1,017,058 | **431,387** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2013 Budget, FY2013 Estimate and FY2014 Budget for the Digital Houston Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Digital Inclusion Initiative began as a part of a citywide wireless project, and is being implemented by the Houston Public Library (HPL), with the vision to create a digital future for Houstonians through a digital literacy effort in support of achieving Houston's educational workforce and educational goals.

**Business Area Budget Summary**

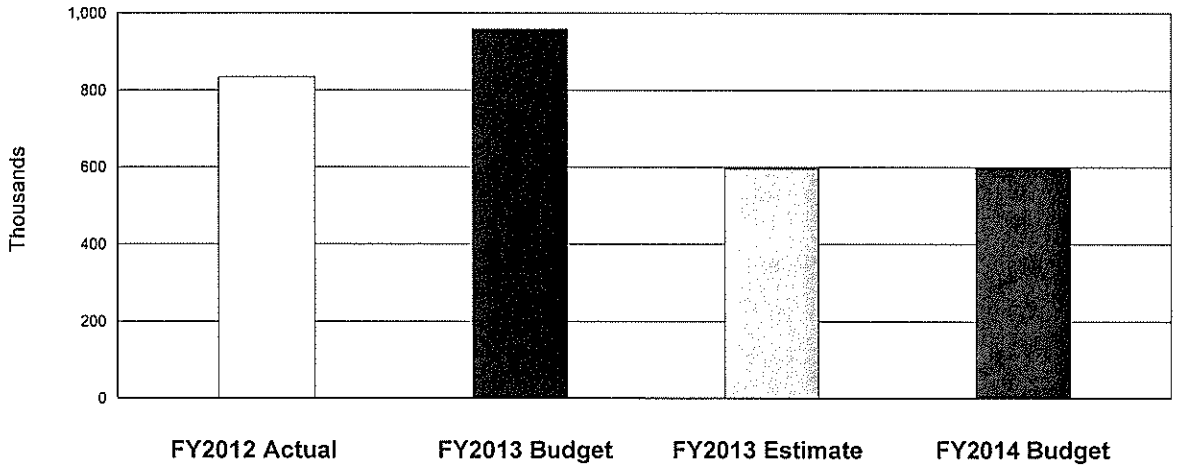
**Fund Name : Digital Houston**
**Business Area Name : Library**
**Fund No./Bus. Area No. : 2422 / 3400**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 182,477 | 205,412 | 178,093 | **439,429** |
| | Supplies | 4,422 | 10,057 | 10,896 | **10,000** |
| | Other Services and Charges | 177,337 | 442,921 | 306,195 | **123,242** |
| | Equipment | 26,376 | 0 | 0 | **0** |
| | Non-Capital Equipment | 443,071 | 300,577 | 100,000 | **25,000** |
| | Total M & O Expenditures | 833,683 | 958,967 | 595,184 | **597,671** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 833,683 | 958,967 | 595,184 | **597,671** |
| Revenues | | 29,045 | 25,000 | 15,000 | **12,000** |
| Staffing | Full-Time Equivalents - Civilian | 1.7 | 2.0 | 2.0 | **5.0** |
| | 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 | 1.7 | 2.0 | 2.0 | **5.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- Support the Houston Public Library's finalized build out of Wireless Empowered Community Access Network (WeCAN) Gulfton super neighborhood network pilot project.
- Support the expansion of WeCAN Digital Inclusion (DI) network through the launch of three super neighborhood networks.
- Support phased implementation of WeCAN Works pilot workforce development and digital literacy training program.

**Digital Houston**
**Library**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Digital Houston**
**Business Area Name : Library**
**Fund No./Bus Area No. : 2422 / 3400**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Citizens Impacted through DI Programs | Q | N/A | N/A | N/A | **240,000** |
| **Business Process Measures** | | | | | |
| Sustainability of Digital Inclusion Network | J,Q | N/A | N/A | N/A | **22** |
| Broadband Technology Opportunities Program Grant Compliance | J,Q | N/A | N/A | N/A | **83** |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 66% | 98% | 62% | **98%** |
| Revenues Budget vs Actual Utilization | F | 21% | 100% | 60% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Digital Houston
Business Area Name : Library
Fund No./Bus Area No. : 2422 / 3400

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **HPL - Digital Inclusion Initiative 340001** | | | | | | |
| Deployment of a comprehensive community broadband infrastructure for public community access, public safety and public service. | 1.7 | 833,683 | 2.0 | 595,184 | **5.0** | **597,671** |
| Total | 1.7 | 833,683 | 2.0 | 595,184 | **5.0** | **597,671** |

**Business Area Roster Summary**

**Fund Name** : Digital Houston
**Business Area Name** : Library
**Fund No./Bus Area No.** : 2422 / 3400

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATION MANAGER | 26 | 0.0 | 1.0 | 1.0 |
| ADMINISTRATIVE SPECIALIST | 20 | 0.0 | 1.0 | 1.0 |
| COMMUNITY INVOLVEMENT COORDINATOR | 22 | 1.0 | 1.0 | |
| SENIOR IT PROJECT MANAGER (EXE LEV) | 30 | 1.0 | 1.0 | |
| TECHNICAL HARDWARE ANALYST III | 23 | 0.0 | 1.0 | 1.0 |
| **Total FTEs** | | **2.0** | **5.0** | **3.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **2.0** | **5.0** | **3.0** |

Business Area Revenue Summary

Fund Name : Digital Houston
Business Area Name : Library
Fund No./Bus Area No. : 2422 / 3400

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 3400010007 | HPL-Digital Inclusion Initiative | | | |
| 432010 | Interest on Pooled Investments | 25,000 | 15,000 | 12,000 |
| Total Library | | 25,000 | 15,000 | 12,000 |

Business Area Expenditure Summary

Fund Name : Digital Houston
Business Area Name : Library
Fund No./Bus. Area No. : 2422 / 3400

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 129,651 | 141,749 | 125,718 | **303,151** |
| 501070 | Pension - Civilian | 23,532 | 30,334 | 23,882 | **68,785** |
| 501120 | Termination Pay - Civilian | 1,285 | 0 | 0 | **0** |
| 502010 | FICA - Civilian | 9,464 | 10,844 | 9,224 | **23,191** |
| 503010 | Health Ins-Act Civilian | 17,951 | 21,682 | 18,615 | **42,375** |
| 503015 | Basic Life Insurance - Active Civilian | 80 | 85 | 68 | **237** |
| 503060 | Long Term Disability-Civilian | 162 | 170 | 141 | **425** |
| 503090 | Workers Compensation-Civilian-Admin | 352 | 478 | 397 | **1,195** |
| 504030 | Unemployment Claims - Administration | 0 | 70 | 48 | **70** |
| **Total** | **Personnel Services** | **182,477** | **205,412** | **178,093** | **439,429** |
| 511045 | Computer Supplies | 0 | 1,396 | 1,396 | **1,500** |
| 511055 | Publications & Printed Materials | 0 | 150 | 0 | **0** |
| 511060 | Postage | 0 | 100 | 0 | **0** |
| 511070 | Miscellaneous Office Supplies | 647 | 750 | 500 | **1,500** |
| 511150 | Miscellaneous Parts & Supplies | 3,775 | 7,661 | 9,000 | **7,000** |
| **Total** | **Supplies** | **4,422** | **10,057** | **10,896** | **10,000** |
| 520100 | Temporary Personnel Services | 74,688 | 105,000 | 50,000 | **0** |
| 520110 | Management Consulting Services | 2,754 | 35,000 | 10,000 | **0** |
| 520114 | Miscellaneous Support Services | 55,021 | 184,081 | 184,081 | **35,000** |
| 520515 | Print Shop Services | 0 | 1,500 | 500 | **500** |
| 520605 | Advertising Services | 1,144 | 30,000 | 30,000 | **11,500** |
| 520805 | Education & Training | 613 | 1,500 | 1,500 | **5,000** |
| 520905 | Travel - Training Related | 469 | 1,000 | 1,000 | **5,000** |
| 520910 | Travel - Non-Training Related | 1,944 | 2,500 | 1,000 | **5,000** |
| 521605 | Data Services | 137 | 5,024 | 1,500 | **0** |
| 521610 | Voice Services | 5,990 | 14,798 | 5,000 | **35** |
| 521620 | Voice Equipment | 0 | 0 | 0 | **4,154** |
| 521625 | Voice Labor | 10 | 0 | 0 | **5,266** |
| 521630 | GIS Revolving Fund Services | 100 | 79 | 79 | **101** |
| 522430 | Miscellaneous Other Services & Charges | 33,394 | 60,904 | 20,000 | **50,000** |
| 522721 | Interfund HR Client Services | 1,073 | 1,460 | 1,460 | **1,603** |
| 522722 | KRONOS Service Chargeback | 0 | 75 | 75 | **83** |
| **Total** | **Other Services and Charges** | **177,337** | **442,921** | **306,195** | **123,242** |
| 560230 | Computer HW and Developed SW | 26,376 | 0 | 0 | **0** |
| **Total** | **Equipment** | **26,376** | **0** | **0** | **0** |
| 551015 | Non-Capital Computer Equipment | 154,017 | 152,902 | 50,000 | **12,500** |
| 551020 | Non-Capital Communication Equipment | 289,054 | 147,675 | 50,000 | **12,500** |
| **Total** | **Non-Capital Equipment** | **443,071** | **300,577** | **100,000** | **25,000** |
| | **Grand Total Expenditures** | **833,683** | **958,967** | **595,184** | **597,671** |

**Fund Summary**

| | | |
|---|---|---|
| **Fund Name** | : | **Houston Emergency Center** |
| **Business Area Name** | : | **Houston Emergency Center** |
| **Fund No./Bus. Area No.** | : | **2205 / 1500** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 2,523,000 | 2,523,000 | **2,523,000** |
| Current Revenues | 24,504,804 | 24,504,804 | **25,189,613** |
| Total Available Resources | 27,027,804 | 27,027,804 | **27,712,613** |
| Maintenance and Operations | 24,504,804 | 24,504,804 | **25,189,613** |
| Total Expenditures | 24,504,804 | 24,504,804 | **25,189,613** |
| Planned Ending Fund Balance | 2,523,000 | 2,523,000 | **2,523,000** |
| Total Budget | 27,027,804 | 27,027,804 | **27,712,613** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 2,523,000 | 2,523,000 | **2,523,000** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2013 Budget, FY2013 Estimate and FY2014 Budget for the Houston Emergency Center (HEC) Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The mission of the Houston Emergency Center is to provide the citizens of Houston with the most efficient, accurate, and professional service when processing their life-threatening calls. The City of Houston's Houston Emergency Center, in coordination with the Office of Emergency Management (OEM), protects life and property by operating the Public Safety Communications System and by coordinating and managing emergency situations. The Information Technology Department is responsible for the administration, maintenance and operations of the police, Fire/EMS Computer Aided Dispatch (CAD) System, radio system and Records Management Systems (RMS).

Department Short Term Goals:
- o Answer 90% of 9-1-1 emergency calls within 10 seconds.
- o Answer 80% of non-emergency calls within 10 seconds.
- o Expansion of the Quality Assurance Program.
- o Expansion of the Training Programs to provide on-going professional growth opportunities of HEC employees including technical teamwork enhancement and required certification of all employees.
- o Cross train employees to improve call flow.
- o Conduct at least one Table Top Exercise (TTX) and one Functional/Full Scale Exercise.
- o Maintain City's Grant eligibility by submitting EMPG and NIMSCAST Reports.
- o Accreditations of Houston Emergency Center.
  - CALEA (Commission on Accreditation for Law Enforcement Agencies).

Department Long Term Goals:
- o Improve efficiency over FY2013 baseline.
- o Accreditations of Houston Emergency Center.
  - National Academy of Emergency Medical Dispatch (NAEMD).
  - National Emergency Number Association Emergency Number Personnel (NENA ENP).
- o Establish Houston Emergency Communications State-Certified Academy.
- o Civilianization of the Houston Emergency Center.
- o Create a Disaster Recovery site for the CAD.
- o Develop an inter-jurisdictional collaboration portal to facilitate secure information sharing.

**Business Area Budget Summary**

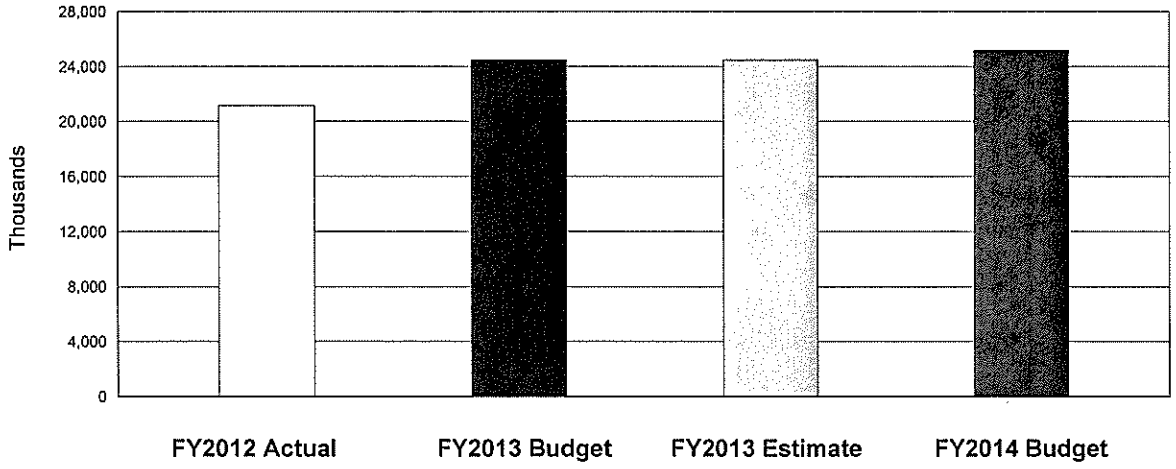
**Fund Name : Houston Emergency Center**
**Business Area Name : Houston Emergency Center**
**Fund No./Bus. Area No. : 2205 / 1500**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 15,145,896 | 17,493,540 | 17,493,540 | **18,152,510** |
| | Supplies | 214,127 | 225,035 | 225,035 | **210,117** |
| | Other Services and Charges | 5,672,364 | 6,718,229 | 6,718,229 | **6,826,986** |
| | Equipment | 77,329 | 0 | 0 | **0** |
| | Non-Capital Equipment | 25,588 | 68,000 | 68,000 | **0** |
| | Total M & O Expenditures | 21,135,304 | 24,504,804 | 24,504,804 | **25,189,613** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 21,135,304 | 24,504,804 | 24,504,804 | **25,189,613** |
| Revenues | | 22,314,914 | 24,504,804 | 24,504,804 | **25,189,613** |
| Staffing | Full-Time Equivalents - Civilian | 222.6 | 238.3 | 238.3 | **242.3** |
| | 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 | 222.6 | 238.3 | 238.3 | **242.3** |
| | Full-Time Equivalents - Overtime | 6.3 | 10.8 | 10.8 | **10.4** |

**Significant Budget Changes and Highlights**

- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- o The FY2014 Budget supports the continuation of current service levels.

**Houston Emergency Center**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Houston Emergency Center**
**Business Area Name : Houston Emergency Center**
**Fund No./Bus Area No. : 2205 / 1500**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Answer 90% of emergency calls within 10 seconds | P,Q | 99% | 90% | 100% | **90%** |
| Answer 80% of non-emergency calls within 10 seconds | P,Q | 89% | 80% | 90% | **80%** |
| **Business Process Measures** | | | | | |
| Conduct at least one emergency response Table Top Exercise (TTX) | P,Q | 1 | 1 | 1 | **1** |
| Conduct at least one functional/full-scale emergency response exercise | P,Q | 1 | 1 | 1 | **1** |
| **People and Technology Measures** | | | | | |
| Training hours completed per call taker | P,J | 24 | 24 | 24 | **24** |
| Staff training hours per FTE Office of Emergency Management (OEM) | P,J | 0 | 40 | 40 | **40** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 90% | 98% | 100% | **98%** |
| Revenues Budget vs Actual Utilization | F | 95% | 100% | 100% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

**Division Summary**

**Fund Name : Houston Emergency Center**
**Business Area Name : Houston Emergency Center**
**Fund No./Bus Area No. : 2205 / 1500**

| Division Description | | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|---|
| | | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **HEC-Office of the Director Group** | **150001** | | | | | | |
| Provide management of the Houston Emergency Center and facilitation of public education. | | 4.2 | 806,304 | 5.0 | 1,193,297 | **5.0** | **1,107,279** |
| **HEC-Information Technology Group** | **150002** | | | | | | |
| Provide management of the Houston Emergency Center and facilitation of public education. | | 3.0 | 4,716,428 | 0.0 | 5,008,826 | **0.0** | **5,072,451** |
| **HEC-Police Call Taking Group** | **150003** | | | | | | |
| Answer and process police non-emergency number phone calls. | | 63.8 | 4,405,315 | 74.9 | 5,051,072 | **73.8** | **5,232,770** |
| **HEC-9-1-1 Network Group** | **150004** | | | | | | |
| The City of Houston's Public Safety Answering Point's responsibility is to answer and process 9-1-1 emergency assistance requests from the citizens of Houston. Provide administrative support to HEC which includes budget and finance, HR, training, and hiring of personnel. | | 143.6 | 10,583,177 | 152.0 | 12,179,203 | **155.5** | **12,548,132** |
| **HEC - OEM** | **150005** | | | | | | |
| Oversee the City's emergency and non-emergency response centers. | | 8.0 | 624,080 | 6.4 | 1,072,406 | **8.0** | **1,228,981** |
| Total | | 222.6 | 21,135,304 | 238.3 | 24,504,804 | **242.3** | **25,189,613** |

**Business Area Roster Summary**

**Fund Name : Houston Emergency Center**
**Business Area Name : Houston Emergency Center**
**Fund No./Bus Area No. : 2205 / 1500**

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| 9-1-1 CUSTODIAN OF RECORDS | 17 | 3.0 | 3.0 | |
| 9-1-1 PSAP SUPERVISOR | 21 | 23.0 | 25.0 | 2.0 |
| 9-1-1 PSAP SUPERVISOR-FIRE/EMS | 23 | 9.0 | 9.0 | |
| 9-1-1 TELECOMMUNICATOR | 14 | 68.0 | 71.5 | 3.5 |
| ADMINISTRATION MANAGER | 26 | 1.0 | 1.0 | |
| ADMINISTRATIVE AIDE | 10 | 2.0 | 1.0 | (1.0) |
| ADMINISTRATIVE ASSISTANT | 17 | 6.0 | 6.0 | |
| ADMINISTRATIVE COORDINATOR | 24 | 4.0 | 3.0 | (1.0) |
| ADMINISTRATIVE SPECIALIST | 20 | 1.0 | 2.0 | 1.0 |
| ADMINISTRATIVE SUPERVISOR | 22 | 3.0 | 3.0 | |
| ASSISTANT DIRECTOR (EXE LEV) | 32 | 4.0 | 1.0 | (3.0) |
| CUSTOMER SERVICE REP. III | 16 | 2.0 | 2.0 | |
| DEPUTY ASSISTANT DIRECTOR (EXE LEV) | 30 | 0.0 | 1.0 | 1.0 |
| DEPUTY DIRECTOR (EXE LEV) | 34 | 1.0 | 2.0 | 1.0 |
| DIVISION MANAGER | 29 | 3.0 | 4.0 | 1.0 |
| DIVISION MANAGER (EXE LEV) | 29 | 1.0 | 1.0 | |
| EXECUTIVE OFFICE ASSISTANT | 15 | 1.0 | 1.0 | |
| H.E.C. TELECOMM. SHIFT MANAGER | 26 | 3.0 | 4.0 | 1.0 |
| MANAGEMENT ANALYST II | 18 | 1.0 | 1.0 | |
| MANAGEMENT ANALYST III | 21 | 1.0 | 1.0 | |
| MANAGEMENT ANALYST IV | 25 | 1.0 | 1.0 | |
| POLICE TELECOMMUNICATOR | 14 | 59.0 | 54.5 | (4.5) |
| SENIOR 9-1-1 TELECOMMUNICATOR | 16 | 40.0 | 40.0 | |
| SENIOR GIS ANALYST | 24 | 1.0 | 1.0 | |
| SENIOR OFFICE ASSISTANT | 12 | 1.0 | 1.0 | |
| STAFF ANALYST | 26 | 1.0 | 1.0 | |
| TRAINING COORDINATOR | 24 | 4.0 | 4.0 | |
| **Total FTEs** | | **244.0** | **245.0** | **1.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **5.7** | **2.7** | **(3.0)** |
| **Full-Time Equivalents** | | **238.3** | **242.3** | **4.0** |

Business Area Revenue Summary

Fund Name : Houston Emergency Center
Business Area Name : Houston Emergency Center
Fund No./Bus Area No. : 2205 / 1500

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **1500010001** | **HEC-Director** | | | |
| 426360 | Reimbursement for 911 Staff | 76,704 | 76,704 | **76,704** |
| 490010 | Transfer from General Fund | 1,116,593 | 1,116,593 | **1,030,575** |
| **Total** | **HEC-Director** | **1,193,297** | **1,193,297** | **1,107,279** |
| **1500020001** | **HEC-IT** | | | |
| 490010 | Transfer from General Fund | 5,008,826 | 5,008,826 | **5,072,451** |
| **1500030001** | **HEC-Police Call Take** | | | |
| 424060 | Interfund Airport Police Services | 200,000 | 200,000 | **200,000** |
| 490010 | Transfer from General Fund | 4,851,072 | 4,851,072 | **5,032,770** |
| **Total** | **HEC-Police Call Take** | **5,051,072** | **5,051,072** | **5,232,770** |
| **1500040001** | **HEC-9-1-1 Network** | | | |
| 426360 | Reimbursement for 911 Staff | 12,179,203 | 12,179,203 | **12,548,132** |
| **1500050001** | **HEC - OEM** | | | |
| 423010 | Other Grant Awards | 193,542 | 193,542 | **193,542** |
| 490010 | Transfer from General Fund | 878,864 | 878,864 | **1,035,439** |
| **Total** | **HEC - OEM** | **1,072,406** | **1,072,406** | **1,228,981** |
| **Total** | **Houston Emergency Center** | **24,504,804** | **24,504,804** | **25,189,613** |

**Business Area Expenditure Summary**

**Fund Name : Houston Emergency Center**
**Business Area Name : Houston Emergency Center**
**Fund No./Bus. Area No. : 2205 / 1500**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 9,943,873 | 10,669,432 | 10,669,432 | **11,065,657** |
| 500020 | Salary Base Pay - Classified | 139,088 | 0 | 0 | **0** |
| 500040 | Salary Assignment Pay - Classified | 20,531 | 34,860 | 34,860 | **34,860** |
| 500060 | Overtime - Civilian | 354,270 | 602,775 | 602,775 | **602,775** |
| 500090 | Premium Pay - Civilian | 180,577 | 242,892 | 242,892 | **242,892** |
| 500110 | Bilingual Pay - Civilian | 42,226 | 47,338 | 47,338 | **47,338** |
| 500250 | HOPE Union Business Usage | 3,817 | 0 | 0 | **0** |
| 501070 | Pension - Civilian | 1,906,694 | 2,281,118 | 2,281,118 | **2,510,803** |
| 501120 | Termination Pay - Civilian | 40,681 | 490,590 | 490,590 | **466,390** |
| 502010 | FICA - Civilian | 782,939 | 906,866 | 906,866 | **911,606** |
| 502020 | FICA - Classified | 8,727 | 0 | 0 | **0** |
| 503010 | Health Ins-Act Civilian | 1,500,459 | 1,898,777 | 1,898,777 | **1,947,770** |
| 503015 | Basic Life Insurance - Active Civilian | 5,681 | 6,317 | 6,317 | **8,413** |
| 503020 | Health Ins.Act-Classified | 14,243 | 0 | 0 | **0** |
| 503025 | Basic Life Insurance - Active Classified | 82 | 0 | 0 | **0** |
| 503050 | Health/Life Insurance - Retiree Civilian | 61,094 | 94,742 | 94,742 | **94,742** |
| 503060 | Long Term Disability-Civilian | 18,204 | 20,283 | 20,283 | **20,659** |
| 503061 | Long Term Disability-Classified | 11 | 0 | 0 | **0** |
| 503070 | Municipal Pension-Other Classified | 26,454 | 0 | 0 | **0** |
| 503080 | Workers Compensation-Classified-Admin | 188 | 0 | 0 | **0** |
| 503090 | Workers Compensation-Civilian-Admin | 42,603 | 57,026 | 57,026 | **58,081** |
| 503100 | Workers Compensation-Civilian-Claim | 3,570 | 63,793 | 63,793 | **63,793** |
| 504030 | Unemployment Claims - Administration | 49,884 | 40,816 | 40,816 | **40,816** |
| 504031 | Unemployment Claims | 0 | 35,915 | 35,915 | **35,915** |
| **Total** | **Personnel Services** | **15,145,896** | **17,493,540** | **17,493,540** | **18,152,510** |
| 511015 | Cleaning & Sanitary Supplies | 0 | 1,000 | 1,000 | **1,000** |
| 511020 | Construction Materials | 155 | 0 | 0 | **0** |
| 511040 | Audiovisual Supplies | 1,068 | 6,700 | 6,700 | **6,700** |
| 511045 | Computer Supplies | 57,530 | 45,500 | 45,500 | **37,500** |
| 511050 | Paper & Printing Supplies | 0 | 8,500 | 8,500 | **8,500** |
| 511055 | Publications & Printed Materials | 196 | 2,387 | 2,387 | **2,387** |
| 511060 | Postage | 850 | 8,945 | 8,945 | **8,945** |
| 511070 | Miscellaneous Office Supplies | 45,863 | 65,000 | 65,000 | **65,000** |
| 511080 | General Laboratory Supplies | 2,264 | 0 | 0 | **0** |
| 511085 | Drugs & Medical Chemicals | 640 | 0 | 0 | **0** |
| 511090 | Medical & Surgical Supplies | 0 | 8,500 | 8,500 | **8,500** |
| 511100 | Veterinary & Animal Supplies | 165 | 0 | 0 | **0** |
| 511110 | Fuel | 20,338 | 12,700 | 12,700 | **8,782** |
| 511115 | Vehicle Repair & Maintenance Supplies | 0 | 1,000 | 1,000 | **1,000** |
| 511120 | Clothing | 24,733 | 7,500 | 7,500 | **7,500** |
| 511125 | Food Supplies | 5,035 | 14,200 | 14,200 | **14,200** |
| 511135 | Recreational Supplies | 0 | 1,650 | 1,650 | **1,650** |
| 511145 | Small Tools & Minor Equipment | 14,199 | 9,500 | 9,500 | **6,500** |
| 511150 | Miscellaneous Parts & Supplies | 41,091 | 31,953 | 31,953 | **31,953** |
| **Total** | **Supplies** | **214,127** | **225,035** | **225,035** | **210,117** |
| 520100 | Temporary Personnel Services | 408,991 | 322,949 | 322,949 | **322,949** |
| 520105 | Accounting & Auditing Services | 3,044 | 0 | 0 | **0** |
| 520108 | Information Resource Services | 2,967 | 0 | 0 | **0** |
| 520109 | Medical Dental & Laboratory Services | 1,902 | 1,650 | 1,650 | **1,650** |
| 520110 | Management Consulting Services | 151 | 0 | 0 | **0** |
| 520112 | Banking Services | 2,664 | 0 | 0 | **0** |
| 520114 | Miscellaneous Support Services | 10,590 | 214,805 | 214,805 | **181,805** |
| 520115 | Real Estate Lease/Office Rental | 5,734 | 10,967 | 10,967 | **10,967** |
| 520119 | Computer Equipment/Software Maintenance | 210,448 | 114,906 | 114,906 | **114,906** |
| 520120 | Communications Equipment Services | 2,023 | 7,403 | 7,403 | **7,403** |
| 520121 | IT Application Svcs | 7,687 | 17,365 | 17,365 | **102,277** |

Business Area Expenditure Summary

Fund Name : Houston Emergency Center
Business Area Name : Houston Emergency Center
Fund No./Bus. Area No. : 2205 / 1500

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520122 | Office Equipment Services | 0 | 500 | 500 | **500** |
| 520123 | Vehicle & Motor Equipment Services | 6,351 | 10,500 | 10,500 | **10,500** |
| 520126 | Construction Site Work Services | 0 | 1,500 | 1,500 | **1,500** |
| 520510 | Mail/Delivery Services | 55 | 1,700 | 1,700 | **1,700** |
| 520515 | Print Shop Services | 1,668 | 7,000 | 7,000 | **7,000** |
| 520520 | Printing & Reproduction Services | 9,433 | 65,451 | 65,451 | **65,451** |
| 520605 | Advertising Services | 167 | 3,000 | 3,000 | **3,000** |
| 520705 | Insurance Fees | 84,887 | 101,056 | 101,056 | **110,231** |
| 520765 | Membership & Professional Fees | 21,751 | 18,975 | 18,975 | **18,975** |
| 520805 | Education & Training | 35,736 | 125,500 | 125,500 | **112,500** |
| 520905 | Travel - Training Related | 44,782 | 58,740 | 58,740 | **58,740** |
| 520910 | Travel - Non-Training Related | 23,484 | 22,000 | 22,000 | **22,000** |
| 521305 | Indirect Cost Recovery Payment | 110,000 | 110,000 | 110,000 | **110,000** |
| 521405 | Building Maintenance Services | 42,770 | 39,000 | 39,000 | **0** |
| 521435 | Water Services | 0 | 1,800 | 1,800 | **1,800** |
| 521505 | Electricity | 0 | 7,200 | 7,200 | **7,200** |
| 521510 | Natural Gas | 0 | 1,000 | 1,000 | **1,000** |
| 521605 | Data Services | 32,042 | 49,097 | 49,097 | **125,074** |
| 521610 | Voice Services | 85,493 | 155,030 | 155,030 | **77,957** |
| 521615 | Radio Communications | 0 | 5,000 | 5,000 | **5,000** |
| 521620 | Voice Equipment | 0 | 10,727 | 10,727 | **8,979** |
| 521625 | Voice Labor | 1,496 | 6,695 | 6,695 | **11,383** |
| 521630 | GIS Revolving Fund Services | 32,011 | 36,384 | 36,384 | **12,070** |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | **33,935** |
| 521715 | Office Equipment Rental | 21,136 | 25,000 | 25,000 | **25,000** |
| 521725 | Other Rental | 2,656 | 7,140 | 7,140 | **7,140** |
| 521730 | Parking Space Rental | 3,084 | 26,587 | 26,587 | **26,587** |
| 522430 | Miscellaneous Other Services & Charges | 92,756 | 229,484 | 229,484 | **244,959** |
| 522720 | Interfund Payroll Services | (4,620) | 0 | 0 | **0** |
| 522722 | KRONOS Service Chargeback | 5,002 | 8,240 | 8,240 | **9,513** |
| 522723 | Drainage Fee Service Chargeback | 10,897 | 10,929 | 10,929 | **10,900** |
| 522735 | Interfund Communication Equipment Repair | 0 | 10,000 | 10,000 | **10,000** |
| 522795 | Other Interfund Services | 4,340,507 | 4,872,949 | 4,872,949 | **4,940,079** |
| 522845 | Interfund Vehicle Services | 12,619 | 0 | 0 | **4,356** |
| **Total** | **Other Services and Charges** | **5,672,364** | **6,718,229** | **6,718,229** | **6,826,986** |
| 560210 | Furniture Fixtures and Equipment | 10,393 | 0 | 0 | **0** |
| 560230 | Computer HW and Developed SW | 66,936 | 0 | 0 | **0** |
| **Total** | **Equipment** | **77,329** | **0** | **0** | **0** |
| 551010 | Non-Capital Office Furniture & Equipment | 25,588 | 68,000 | 68,000 | **0** |
| **Total** | **Non-Capital Equipment** | **25,588** | **68,000** | **68,000** | **0** |
| | **Grand Total Expenditures** | **21,135,304** | **24,504,804** | **24,504,804** | **25,189,613** |

**Fund Summary**

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

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 2,569,704 | 2,569,704 | **2,507,819** |
| Current Revenues | 3,697,178 | 3,985,812 | **4,213,553** |
| Total Available Resources | 6,266,882 | 6,555,516 | **6,721,372** |
| 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 | 5,557,291 | 4,047,697 | **6,640,407** |
| Planned Ending Fund Balance | 709,591 | 2,507,819 | **80,965** |
| Total Budget | 6,266,882 | 6,555,516 | **6,721,372** |
| 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 Commision 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.

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).

**Business Area Budget Summary**

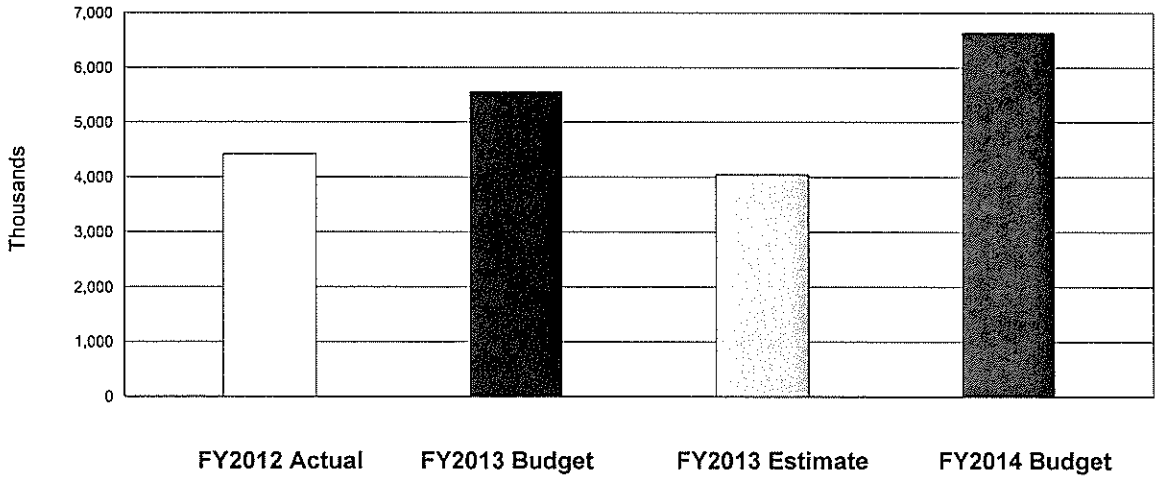
**Fund Name : Cable Televsion**
**Business Area Name : Mayor's Office**
**Fund No./Bus. Area No. : 2401 / 2428 / 5000**

| | | 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**

- Provide funding for renovation of studios, offices and facilities on the first floor of City Hall.
- Purchase production equipment to convert from Standard Definition to High Definition mandated by the Federal Communications Commission.
- Develop a partnership with the Public, Education, and Governmental (PEG) community and share opportunities.
- Develop inter-local agreements and memorandum of understanding with local government and corporate partners.
- Leverage marketing and production assets to assist departments in promoting city services, educate citizens and local business partners about new initiatives and offerings.
- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.

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



**Business Area Performance Measures**

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

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| | | | | | |
| **Business Process Measures** | | | | | |
| | | | | | |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| 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)

Division Summary

Fund Name : Cable Televsion
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 $ |
| **HTV Houston Television** **500002** | | | | | | |
| 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 | 11.6 | 4,416,278 | 17.5 | 4,047,697 | **17.5** | **6,640,407** |

Business Area Roster Summary

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

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| 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 |
| **Total FTEs** | | **17.5** | **17.5** | **0.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **17.5** | **17.5** | **0.0** |

Business Area Revenue Summary

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

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **5000020001** | **MYR- Muni Cable T.V.** | | | |
| 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** |
| **5000020002** | **MYR- Capital Only** | | | |
| 444030 | PEG Contributions - State Franchises | 1,358,600 | 1,433,800 | **1,599,200** |
| **5000020003** | **MYR - Operational** | | | |
| 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** |
| **Total** | **Mayor's Office** | 3,697,178 | 3,985,812 | **4,213,553** |

Business Area Expenditure Summary

Fund Name : Cable Televsion
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** |
| **Total** | **Personnel Services** | **960,409** | **1,314,674** | **1,299,674** | **1,355,242** |
| 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** |
| **Total** | **Supplies** | **23,149** | **34,500** | **38,796** | **39,773** |
| 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** |

## Business Area Expenditure Summary

**Fund Name** : **Cable Televsion**
**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** |
| **Total** | **Other Services and Charges** | **3,270,569** | **4,205,117** | **2,706,555** | **4,545,392** |
| 560220 | Vehicles | 21,755 | 0 | 0 | **0** |
| 560240 | Communication Equipment | 95,394 | 0 | 0 | **341,529** |
| **Total** | **Equipment** | **117,149** | **0** | **0** | **341,529** |
| 551020 | Non-Capital Communication Equipment | 45,002 | 3,000 | 2,672 | **0** |
| **Total** | **Non-Capital Equipment** | **45,002** | **3,000** | **2,672** | **0** |
| 532020 | Transfers to Capital Projects | 0 | 0 | 0 | **358,471** |
| **Total** | **Debt Service and Other Uses** | **0** | **0** | **0** | **358,471** |
| | **Grand Total Expenditures** | **4,416,278** | **5,557,291** | **4,047,697** | **6,640,407** |

**Fund Summary**

**Fund Name** : **Municipal Court Bldg Security Fund**
**Business Area Name** : **Municipal Courts Department**
**Fund No./Bus. Area No.** : **2206 / 1600**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 11,677 | 11,677 | **0** |
| Current Revenues | 900,245 | 900,245 | **900,245** |
| Total Available Resources | 911,922 | 911,922 | **900,245** |
| Maintenance and Operations | 911,922 | 911,922 | **762,889** |
| Total Expenditures | 911,922 | 911,922 | **762,889** |
| Planned Ending Fund Balance | 0 | 0 | **137,356** |
| Total Budget | 911,922 | 911,922 | **900,245** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 0 | 0 | **137,356** |
| 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 Municipal Courts Building Security Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Municipal Courts Department is responsible for administering the Courts Building Security Fund at the direction of City Council. The Courts Building Security Fund began in FY1997 generating revenue from a $3.00 fee charged on all convictions.

The mission of the Municipal Court Building Security Fund is to protect the health and welfare of civilians and employees by ensuring that adequate equipment and procedures are present at all court facilities. In doing so, available funds will be utilized to upgrade security equipment at all court facilities.

**Business Area Budget Summary**

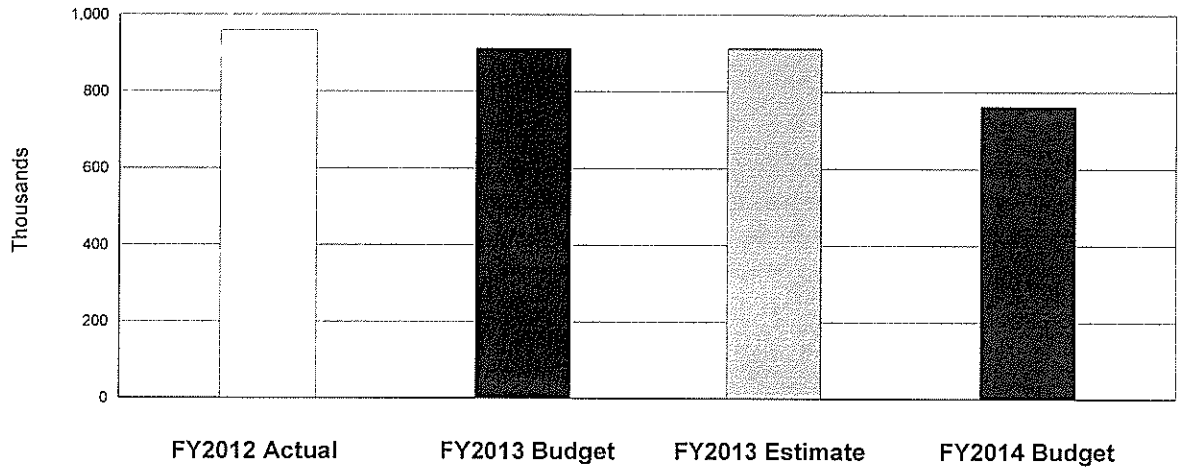
Fund Name : Municipal Court Bldg Security Fund
Business Area Name : Municipal Courts Department
Fund No./Bus. Area No. : 2206 / 1600

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 957,410 | 910,126 | 910,126 | **0** |
| | Other Services and Charges | 1,281 | 1,796 | 1,796 | **762,889** |
| | Total M & O Expenditures | 958,691 | 911,922 | 911,922 | **762,889** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 958,691 | 911,922 | 911,922 | **762,889** |
| Revenues | | 869,950 | 900,245 | 900,245 | **900,245** |
| Staffing | Full-Time Equivalents - Civilian | 19.8 | 18.1 | 18.1 | **0.0** |
| | 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 | 19.8 | 18.1 | 18.1 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- Municipal Court security personnel has been moved to the General Fund.
- Private security contract costs and armored car contract costs have been realigned from the General Fund to the Municipal Court Building Security Fund.
- Enhancements includes funding for contract guards at Satelite Courts (Kingwood/Clear Lake) one day per week, and the purchase of additional panic buttons, surveillance cameras and swipe access devices.

**Municipal Court Bldg Security Fund**
**Municipal Courts Department**
**Expenditure Summary**



Division Summary

Fund Name : Municipal Court Bldg Security Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2206 / 1600

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **MCD - Administrative Services 160001** | | | | | | |
| The Texas Code of Criminal Procedure Article 102.017 and City of Houston Ordinance Article I Section 16-10 are the basis for the building security fund/fee. Convicted defendants are required to pay a $3 fee. | 19.8 | 958,691 | 18.1 | 911,922 | 0.0 | 762,889 |
| Total | 19.8 | 958,691 | 18.1 | 911,922 | 0.0 | 762,889 |

Business Area Roster Summary

Fund Name : Municipal Court Bldg Security Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2206 / 1600

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| MUNICIPAL COURTS SECURITY OFFICER | 12 | 18.0 | 0.0 | (18.0) |
| MUNICIPAL COURTS SUPERVISOR | 18 | 1.0 | 0.0 | (1.0) |
| **Total FTEs** | | **19.0** | **0.0** | **(19.0)** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.9** | **0.0** | **(0.9)** |
| **Full-Time Equivalents** | | **18.1** | **0.0** | **(18.1)** |

Business Area Revenue Summary

Fund Name : Municipal Court Bldg Security Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2206 / 1600

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 1600010001 | MCD - Administrative Services | | | |
| 432010 | Interest on Pooled Investments | 426 | 426 | 426 |
| 452030 | Miscellaneous Revenue | 899,819 | 899,819 | 899,819 |
| Total | MCD - Administrative Services | 900,245 | 900,245 | 900,245 |
| Total | Municipal Courts Department | 900,245 | 900,245 | 900,245 |

Business Area Expenditure Summary

Fund Name : Municipal Court Bldg Security Fund
Business Area Name : Municipal Courts Department
Fund No./Bus. Area No. : 2206 / 1600

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 639,279 | 582,166 | 586,544 | 0 |
| 500060 | Overtime - Civilian | 106 | 0 | 0 | 0 |
| 500090 | Premium Pay - Civilian | 5,378 | 5,114 | 5,015 | 0 |
| 500110 | Bilingual Pay - Civilian | 8,144 | 8,139 | 8,310 | 0 |
| 501070 | Pension - Civilian | 116,541 | 124,585 | 125,559 | 0 |
| 501120 | Termination Pay - Civilian | 272 | 3,224 | 3,224 | 0 |
| 502010 | FICA - Civilian | 47,308 | 45,550 | 45,767 | 0 |
| 503010 | Health Ins-Act Civilian | 121,323 | 121,957 | 119,281 | 0 |
| 503015 | Basic Life Insurance - Active Civilian | 379 | 345 | 342 | 0 |
| 503040 | Health/Life Ins.Ret-Classified | 3,309 | 4,000 | 2,746 | 0 |
| 503050 | Health/Life Insurance - Retiree Civilian | 1,763 | 2,300 | 2,454 | 0 |
| 503060 | Long Term Disability-Civilian | 1,699 | 1,539 | 1,567 | 0 |
| 503090 | Workers Compensation-Civilian-Admin | 4,942 | 4,326 | 4,378 | 0 |
| 503100 | Workers Compensation-Civilian-Claim | 1,913 | 4,939 | 4,939 | 0 |
| 504030 | Unemployment Claims - Administration | 5,054 | 1,942 | 0 | 0 |
| **Total** | **Personnel Services** | **957,410** | **910,126** | **910,126** | **0** |
| 520102 | Security Services | 0 | 0 | 0 | **712,384** |
| 520114 | Miscellaneous Support Services | 0 | 0 | 0 | **50,505** |
| 522205 | Metro Commuter Passes | 1,281 | 1,796 | 1,796 | **0** |
| **Total** | **Other Services and Charges** | **1,281** | **1,796** | **1,796** | **762,889** |
| | **Grand Total Expenditures** | **958,691** | **911,922** | **911,922** | **762,889** |

**Fund Summary**

| | | |
|---|---|---|
| **Fund Name** | : | **Municipal Court Technology Fee Fund** |
| **Business Area Name** | : | **Municipal Courts Department** |
| **Fund No./Bus. Area No.** | : | **2207 / 1600** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 335,540 | 335,540 | **240,521** |
| Current Revenues | 1,305,552 | 1,210,714 | **1,210,714** |
| Total Available Resources | 1,641,092 | 1,546,254 | **1,451,235** |
| Maintenance and Operations | 1,196,254 | 955,733 | **1,010,000** |
| Debt Service | 350,000 | 350,000 | **350,000** |
| Total Expenditures | 1,546,254 | 1,305,733 | **1,360,000** |
| Planned Ending Fund Balance | 94,838 | 240,521 | **91,235** |
| Total Budget | 1,641,092 | 1,546,254 | **1,451,235** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 94,838 | 240,521 | **91,235** |
| 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 Municipal CourtsTechnology Fee Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Municipal Courts Department is responsible for administering the Municipal Courts Technology Fee Fund at the direction of City Council. The Municipal Courts Technology Fee Fund was established in FY2001 to account for revenue generated from a $4.00 technology fee for convictions on all traffic and non-traffic misdemeanor offenses occurring on or after June 26, 2000. The purpose of the fund is to finance technological enhancements for the Municipal Courts and maintaining systems to operate in an efficient manner.

The mission of the Technology Fund is to maintain existing system support of the Courts current case management system. Municipal Courts continues to partner with the Houston Information Technology Services (HITS) department to develop the Court's new case management system.

**Business Area Budget Summary**

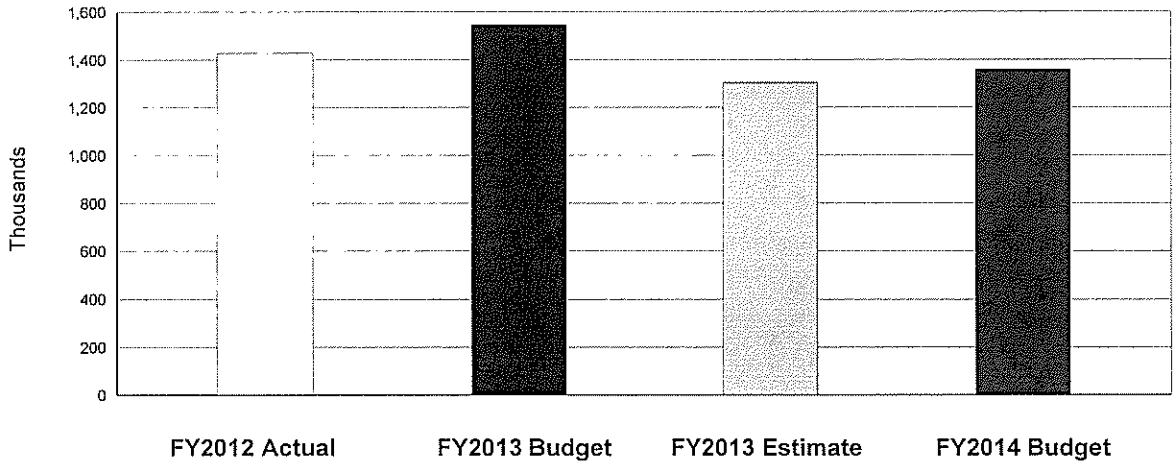
Fund Name : Municipal Court Technology Fee Fund
Business Area Name : Municipal Courts Department
Fund No./Bus. Area No. : 2207 / 1600

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Other Services and Charges | 1,077,615 | 1,196,254 | 955,733 | **1,010,000** |
| | Total M & O Expenditures | 1,077,615 | 1,196,254 | 955,733 | **1,010,000** |
| | Debt Service & Other Uses | 350,000 | 350,000 | 350,000 | **350,000** |
| | Total Expenditures | 1,427,615 | 1,546,254 | 1,305,733 | **1,360,000** |
| Revenues | | 1,255,034 | 1,305,552 | 1,210,714 | **1,210,714** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 0.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- FY2014 Budget includes the final debt service payment related to the Integrated Case Managment System (ICMS).
- FY2014 Budget includes funding for technology-related maintenance and system support contracts.

**Municipal Court Technology Fee Fund**
**Municipal Courts Department**
**Expenditure Summary**



Division Summary

**Fund Name** : **Municipal Court Technology Fee Fund**
**Business Area Name** : **Municipal Courts Department**
**Fund No./Bus Area No.** : **2207 / 1600**

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **MCD - Administrative Services 160001** | | | | | | |
| The Texas Code of Criminal Procedure Article 102.0172 and City of Houston Ordinance Article I Section 16-13 are the basis for the Technology Fee Fund. Convicted defendants are required to pay a $4.00 court fee on all traffic and non-traffic misdemeanors. | 0.0 | 1,427,615 | 0.0 | 1,305,733 | **0.0** | **1,360,000** |
| Total | 0.0 | 1,427,615 | 0.0 | 1,305,733 | **0.0** | **1,360,000** |

Business Area Revenue Summary

Fund Name : Municipal Court Technology Fee Fund
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2207 / 1600

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 1600010001 | MCD - Administrative Services | | | |
| 427080 | Municipal Courts Technology | 1,296,426 | 1,205,312 | **1,205,312** |
| 432010 | Interest on Pooled Investments | 9,126 | 5,402 | **5,402** |
| Total | MCD - Administrative Services | **1,305,552** | **1,210,714** | **1,210,714** |
| Total | Municipal Courts Department | **1,305,552** | **1,210,714** | **1,210,714** |

Business Area Expenditure Summary

Fund Name : Municipal Court Technology Fee Fund
Business Area Name : Municipal Courts Department
Fund No./Bus. Area No. : 2207 / 1600

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520107 | Computer Info/Contr | 392,946 | 518,431 | 280,900 | **300,000** |
| 520114 | Miscellaneous Support Services | 0 | 4,625 | 4,625 | **0** |
| 520119 | Computer Equipment/Software Maintenance | 159,066 | 213,998 | 213,998 | **245,000** |
| 520157 | Computer Software Maintenance Services | 525,603 | 459,200 | 456,210 | **465,000** |
| **Total** | **Other Services and Charges** | **1,077,615** | **1,196,254** | **955,733** | **1,010,000** |
| 532055 | Transfers to Certification of Obligation | 350,000 | 350,000 | 350,000 | **350,000** |
| **Total** | **Debt Service and Other Uses** | **350,000** | **350,000** | **350,000** | **350,000** |
| | **Grand Total Expenditures** | **1,427,615** | **1,546,254** | **1,305,733** | **1,360,000** |

Fund Summary

| | | |
|---|---|---|
| **Fund Name** | : | **Juvenile Case Manager Fee** |
| **Business Area Name** | : | **Municipal Courts Department** |
| **Fund No./Bus. Area No.** | : | **2211 / 1600** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 1,627,027 | 1,627,027 | **1,683,870** |
| Current Revenues | 1,470,173 | 1,245,558 | **1,245,558** |
| Total Available Resources | 3,097,200 | 2,872,585 | **2,929,428** |
| Maintenance and Operations | 1,253,828 | 1,188,715 | **1,406,578** |
| Total Expenditures | 1,253,828 | 1,188,715 | **1,406,578** |
| Planned Ending Fund Balance | 1,843,372 | 1,683,870 | **1,522,850** |
| Total Budget | 3,097,200 | 2,872,585 | **2,929,428** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 1,843,372 | 1,683,870 | **1,522,850** |
| 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 Municipal Courts Juvenile Case Manager Fee Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Municipal Courts Department is responsible for administering the Municipal Courts Juvenile Case Manager Fee Fund at the direction of City Council. The Municipal Courts Juvenile Case Manager Fee Fund was established in FY2008, and is funded by the collection of a $5 fee per paid conviction. This funding allows for the salary, benefits, and operational costs related to the Juvenile Case Manager staff.

The mission of the Juvenile Case Manager Fee Fund is to partner with school districts within the City of Houston in an effort to increase school attendance and reduce truancy through early identification, assessment and prevention services, to enhance the accountability of students and families, and to limit a juvenile's exposure to the criminal justice system.

For FY2014, the Juvenile Case Manager Program will provide services to both Houston Independent School District middle and high schools as well as Spring Branch Independent School District middle and high school campuses.

**Business Area Budget Summary**

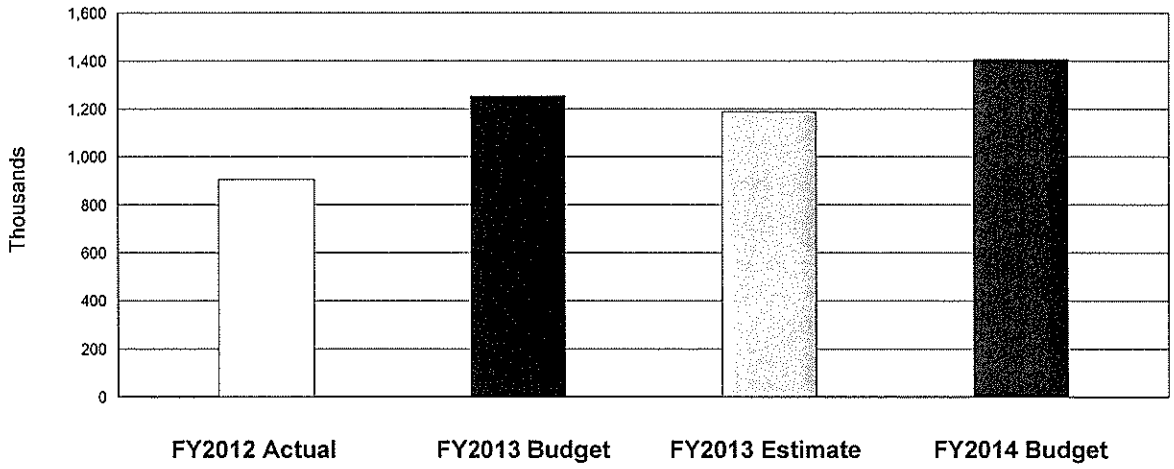
**Fund Name : Juvenile Case Manager Fee**
**Business Area Name : Municipal Courts Department**
**Fund No./Bus. Area No. : 2211 / 1600**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 873,479 | 1,113,982 | 1,081,515 | **1,307,671** |
| | Supplies | 1,492 | 3,000 | 3,000 | **3,500** |
| | Other Services and Charges | 31,743 | 136,846 | 104,200 | **95,407** |
| | Total M & O Expenditures | 906,714 | 1,253,828 | 1,188,715 | **1,406,578** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 906,714 | 1,253,828 | 1,188,715 | **1,406,578** |
| Revenues | | 1,065,799 | 1,470,173 | 1,245,558 | **1,245,558** |
| Staffing | Full-Time Equivalents - Civilian | 14.5 | 18.0 | 17.2 | **20.0** |
| | 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 | 14.5 | 18.0 | 17.2 | **20.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- FY2014 includes two additional FTEs due to expansion of the program to Spring Branch Independent School District (SBISD).

**Juvenile Case Manager Fee**
**Municipal Courts Department**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Juvenile Case Manager Fee**
**Business Area Name : Municipal Courts Department**
**Fund No./Bus Area No. : 2211 / 1600**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Number of After School/Summer Student Programs | P,Q | 5 | 2 | 5 | **5** |
| Client Social Service Referrals | P,Q | 12.3 | 13 | 13 | **14** |
| Community Outreach Hours per Case Manager | Q | 65 | 39 | 65 | **70** |
| **Business Process Measures** | | | | | |
| Rate of Overall Campus Attendance | Q | 93.8% | 93.5% | 93% | **93%** |
| Recidivism Level of Student Truancy | Q | 2% | 1% | 2% | **< 2.5%** |
| Program Expansion - Campuses Served | J,P | 11 | 14 | 14 | **17** |
| **People and Technology Measures** | | | | | |
| Overall Staff Training Hours | J,Q | 1,719 | 1,062 | 1,100 | **1,100** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 96% | 98% | 95% | **98%** |
| Revenues Budget vs Actual Utilization | F | 123% | 100% | 85% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

**Fund Name** : **Juvenile Case Manager Fee**
**Business Area Name** : **Municipal Courts Department**
**Fund No./Bus Area No.** : **2211 / 1600**

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **MCD - Judicial Operations Group 160007** | | | | | | |
| The objective of the Juvenile Case Manager Program is to increase attendance and reduce truancy levels at target schools by providing education, counseling and referrals to students and families, creative sanctioning alternatives, and limiting a juvenile's exposure to the criminal justice system. | 14.5 | 906,714 | 17.2 | 1,188,715 | **20.0** | **1,406,578** |
| Total | 14.5 | 906,714 | 17.2 | 1,188,715 | **20.0** | **1,406,578** |

Business Area Roster Summary

Fund Name : Juvenile Case Manager Fee
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2211 / 1600

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATION MANAGER | 26 | 0.0 | 1.0 | 1.0 |
| JUVENILE CASE MANAGER | 20 | 17.0 | 17.0 | |
| SENIOR JUVENILE CASE MANAGER | 23 | 1.0 | 2.0 | 1.0 |
| **Total FTEs** | | **18.0** | **20.0** | **2.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **18.0** | **20.0** | **2.0** |

Business Area Revenue Summary

Fund Name : Juvenile Case Manager Fee
Business Area Name : Municipal Courts Department
Fund No./Bus Area No. : 2211 / 1600

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 1600070001 | MCD - Judicial Operations Group | | | |
| 427270 | Juvenile Case Manager Revenue | 1,445,177 | 1,227,338 | **1,227,338** |
| 432010 | Interest on Pooled Investments | 24,996 | 18,220 | **18,220** |
| Total | MCD - Judicial Operations Group | **1,470,173** | **1,245,558** | **1,245,558** |
| Total | Municipal Courts Department | **1,470,173** | **1,245,558** | **1,245,558** |

Business Area Expenditure Summary

Fund Name : Juvenile Case Manager Fee
Business Area Name : Municipal Courts Department
Fund No./Bus. Area No. : 2211 / 1600

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 624,221 | 760,401 | 734,149 | **872,476** |
| 500060 | Overtime - Civilian | 34 | 0 | 6 | **0** |
| 500090 | Premium Pay - Civilian | 0 | 0 | 1,803 | **1,700** |
| 500110 | Bilingual Pay - Civilian | 7,194 | 8,132 | 9,022 | **10,843** |
| 501070 | Pension - Civilian | 106,871 | 162,727 | 163,861 | **197,964** |
| 501120 | Termination Pay - Civilian | 0 | 2,000 | 425 | **2,000** |
| 502010 | FICA - Civilian | 46,850 | 58,793 | 55,113 | **67,704** |
| 503010 | Health Ins-Act Civilian | 84,015 | 115,015 | 111,210 | **147,198** |
| 503015 | Basic Life Insurance - Active Civilian | 275 | 452 | 359 | **676** |
| 503060 | Long Term Disability-Civilian | 1,257 | 1,530 | 1,458 | **1,700** |
| 503090 | Workers Compensation-Civilian-Admin | 2,762 | 4,302 | 4,109 | **4,780** |
| 504030 | Unemployment Claims - Administration | 0 | 630 | 0 | **630** |
| **Total** | **Personnel Services** | **873,479** | **1,113,982** | **1,081,515** | **1,307,671** |
| 511070 | Miscellaneous Office Supplies | 1,422 | 2,837 | 2,837 | **3,000** |
| 511120 | Clothing | 70 | 163 | 163 | **500** |
| **Total** | **Supplies** | **1,492** | **3,000** | **3,000** | **3,500** |
| 520119 | Computer Equipment/Software Maintenance | 0 | 100,000 | 70,000 | **30,000** |
| 520121 | IT Application Svcs | 0 | 0 | 0 | **2,872** |
| 520515 | Print Shop Services | 610 | 200 | 200 | **200** |
| 520765 | Membership & Professional Fees | 595 | 1,000 | 1,000 | **1,200** |
| 520805 | Education & Training | 1,546 | 1,000 | 1,000 | **5,000** |
| 520905 | Travel - Training Related | 4,985 | 3,000 | 3,000 | **5,000** |
| 520910 | Travel - Non-Training Related | 21,083 | 19,000 | 19,000 | **22,000** |
| 521605 | Data Services | 15 | 0 | 0 | **1,829** |
| 521610 | Voice Services | 1,192 | 2,156 | 341 | **293** |
| 521620 | Voice Equipment | 1,714 | 490 | 490 | **452** |
| 521625 | Voice Labor | 3 | 0 | 0 | **573** |
| 521630 | GIS Revolving Fund Services | 0 | 0 | 0 | **911** |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | **748** |
| 521730 | Parking Space Rental | 0 | 10,000 | 9,169 | **10,000** |
| 522721 | Interfund HR Client Services | 0 | 0 | 0 | **13,623** |
| 522722 | KRONOS Service Chargeback | 0 | 0 | 0 | **706** |
| **Total** | **Other Services and Charges** | **31,743** | **136,846** | **104,200** | **95,407** |
| | **Grand Total Expenditures** | **906,714** | **1,253,828** | **1,188,715** | **1,406,578** |

**Fund Summary**

| | | |
|---|---|---|
| **Fund Name** | : | **Contractors Responsibility Fund** |
| **Business Area Name** | : | **Office of Business Opportunity** |
| **Fund No./Bus. Area No.** | : | **2424 / 5100** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 2,835,058 | 2,835,058 | **2,791,385** |
| Current Revenues | 730,301 | 730,301 | **471,614** |
| Total Available Resources | 3,565,359 | 3,565,359 | **3,262,999** |
| Maintenance and Operations | 869,724 | 373,974 | **711,259** |
| Total Expenditures | 1,269,724 | 773,974 | **1,111,259** |
| Planned Ending Fund Balance | 2,295,635 | 2,791,385 | **2,151,740** |
| Total Budget | 3,565,359 | 3,565,359 | **3,262,999** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 2,295,635 | 2,791,385 | **2,151,740** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarized the FY2013 Budget, the FY2013 Estimate and the FY2014 Budget for the Contractor Responsibility Fund. Also included are the beginning and ending fund balance, total revenues and total expenditures.

Prior to FY2014, this fund was reported as non-budgeted. The Contractor Responsibility Fund was established with ordinance 2007-534 in July 2007 through the implementation Executive Order 1-7, the City of Houston created the Pay or Play Program (POP), which is administered by the Office of Business Opportunity.

The Pay or Play program is designed to foster health care options for the citizens of Houston and Harris County area, create a level playing field for contractors bidding on City of Houston projects and defray the cost of the local uninsured workforce. Pursuant to Executive Order 1-7, contractors subject to Pay or Play are required to offer employees a minimal level of health benefits. Contractors who do not provide health benefits to their employees will contribute $1 for each regular hour of work performed by covered employees on a covered City contract. The revenue collected from the Contractor Responsibility Fund is used to offset the cost of uninsured citizens in the Houston and Harris County area. Currently, the revenue is used to support health programs such as the Care Houston Program, Tex-Health Harris County 3-Share Program, and the Alternative Transportation Program as well as the cost associated with administering the program.

The Care Houston Program is a collaboration between the Houston Fire Department (HFD) and Health & Human Services Department (HHS) to decrease the volume of non-emergency calls for Emergency Medical Services (EMS) and reduce the use of HFD personnel for non-emergency responses. The program requires EMS to identify residents who have made more than five emergency calls in a 90-period and forward the information to HHS. HHS staff contacts the resident and if she/he agrees to participate in the program, a nurse case manager makes a home visit, conducts a needs assessment, assists the resident in devising a service plan, and provides social and medical referrals as needed.

The TexHealth Harris County 3-Share Plan uses the Contractor Responsibility Fund to subsidize insurance premiums for small business owners who have been unable to provide health coverage to their employees due to high premiums and administrative costs. This plan has afforded businesses an opportunity to participate in a low-cost program that benefits not only the employee but, the employer as well.

The Alternative Transportation Program (ATP) is a collaboration among Harris County Healthcare Alliance, Houston Fire Department, Harris County RIDES, and Community Health Centers. ATP provides non-emergent 9-1-1 callers with the option of a no-cost cab ride to an emergency department or a community health center. It also provides the option of scheduling an appointment at a community health center at no charge to the caller. This helps divert from the emergency medical system those patients who do not need emergency care and can benefit more from primary care services.

**Business Area Budget Summary**

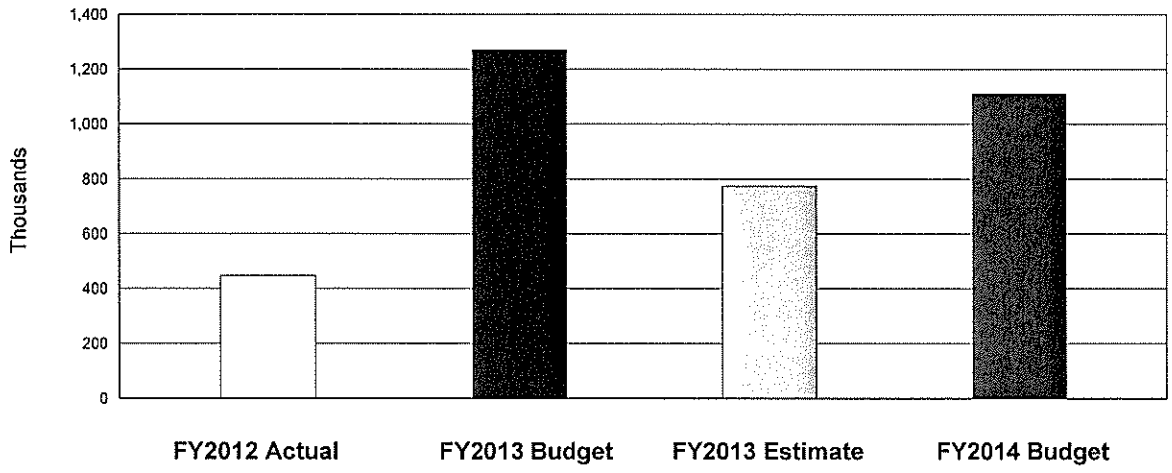
**Fund Name : Contractors Responsibility Fund**
**Business Area Name : Office of Business Opportunity**
**Fund No./Bus. Area No. : 2424 / 5100**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 46,839 | 119,724 | 111,534 | **117,645** |
| | Other Services and Charges | 0 | 750,000 | 262,440 | **593,614** |
| | Total M & O Expenditures | 46,839 | 869,724 | 373,974 | **711,259** |
| | Debt Service & Other Uses | 400,000 | 400,000 | 400,000 | **400,000** |
| | Total Expenditures | 446,839 | 1,269,724 | 773,974 | **1,111,259** |
| Revenues | | 1,112,120 | 730,301 | 730,301 | **471,614** |
| Staffing | Full-Time Equivalents - Civilian | 2.0 | 2.0 | 2.0 | **2.0** |
| | 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 | 2.0 | 2.0 | 2.0 | **2.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 2.0 | 2.0 | **0.0** |

**Significant Budget Changes and Highlights**

- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- o This fund was previously reported as non-budgeted fund.
- o Continue commitment to support the Care Houston Program with estimated costs of $400,000.
- o Increase support for the Tex-Health Harris County 3 Share Plan by $181,340 due to anticipation of more enrollees into the Tex-Health Harris County 3 Share Plan and depletion of the original allocation.
- o Increase support for the Alternative Transportation Program by $148,143 due to a greater need for funding in FY2014 and depletion of the original allocation in FY2013.

**Contractors Responsibility Fund**
**Office of Business Opportunity**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Contractors Responsibility Fund**
**Business Area Name : Office of Business Opportunity**
**Fund No./Bus Area No. : 2424 / 5100**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| POP Funds Collected | J,Q | N/A | N/A | 730,301 | **471,614** |
| **Business Process Measures** | | | | | |
| New Pay Option Contracts | Q | N/A | 4 | 24 | **12** |
| New Play Option Contracts | J,Q | N/A | 33 | 36 | **30** |
| New Pay and Play Option Contracts | J,Q | N/A | 7 | 12 | **2** |
| New Exempt Contracts | Q | N/A | 7 | 5 | **3** |
| Job Site Audits | Q | N/A | 37 | 208 | **75** |
| Special Audits | Q | N/A | 4 | 30 | **15** |
| Pre-Bid Meetings (POP) | Q | N/A | 16 | 30 | **15** |
| **People and Technology Measures** | | | | | |
| POP Training For Contractors and City Personnel | Q | N/A | 18 | 20 | **10** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 41% | 98% | 61% | **98%** |
| Revenues Budget vs Actual Utilization | F | N/A | 100% | 100% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

## Division Summary

**Fund Name** : **Contractors Responsibility Fund**
**Business Area Name** : **Office of Business Opportunity**
**Fund No./Bus Area No.** : **2424 / 5100**

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Certification & Compliance** **510002** | | | | | | |
| This section provides oversight of the Pay or Play program and is responsible for program revenue collections, administrative operations, financial oversight and monitoring of funds. | 2.0 | 446,839 | 2.0 | 773,974 | **2.0** | **1,111,259** |
| Total | 2.0 | 446,839 | 2.0 | 773,974 | **2.0** | **1,111,259** |

Business Area Roster Summary

Fund Name : Contractors Responsibility Fund
Business Area Name : Office of Business Opportunity
Fund No./Bus Area No. : 2424 / 5100

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATIVE ASSOCIATE | 13 | 1.0 | 1.0 | |
| CONTRACT ADMINISTRATOR | 22 | 1.0 | 1.0 | |
| **Total FTEs** | | **2.0** | **2.0** | **0.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **2.0** | **2.0** | **0.0** |

Business Area Revenue Summary

Fund Name : Contractors Responsibility Fund
Business Area Name : Office of Business Opportunity
Fund No./Bus Area No. : 2424 / 5100

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **5100020001** | **Certification & Compliance** | | | |
| 432010 | Interest on Pooled Investments | 28,592 | 28,592 | **12,664** |
| 434355 | Pay or Play Revenue | 701,709 | 701,709 | **458,950** |
| **Total** | **Certification & Compliance** | **730,301** | **730,301** | **471,614** |
| **Total** | **Office of Business Opportunity** | **730,301** | **730,301** | **471,614** |

## Business Area Expenditure Summary

**Fund Name** : **Contractors Responsibility Fund**
**Business Area Name** : **Office of Business Opportunity**
**Fund No./Bus. Area No.** : **2424 / 5100**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 33,976 | 83,854 | 77,830 | **80,649** |
| 501070 | Pension - Civilian | 6,081 | 18,075 | 16,656 | **18,299** |
| 502010 | FICA - Civilian | 2,557 | 6,097 | 5,954 | **6,170** |
| 503010 | Health Ins-Act Civilian | 3,978 | 10,522 | 10,000 | **11,816** |
| 503015 | Basic Life Insurance - Active Civilian | 19 | 535 | 524 | **63** |
| 503060 | Long Term Disability-Civilian | 71 | 188 | 169 | **170** |
| 503090 | Workers Compensation-Civilian-Admin | 157 | 453 | 401 | **478** |
| **Total** | **Personnel Services** | **46,839** | **119,724** | **111,534** | **117,645** |
| 520114 | Miscellaneous Support Services | 0 | 750,000 | 262,440 | **591,928** |
| 522721 | Interfund HR Client Services | 0 | 0 | 0 | **1,603** |
| 522722 | KRONOS Service Chargeback | 0 | 0 | 0 | **83** |
| **Total** | **Other Services and Charges** | **0** | **750,000** | **262,440** | **593,614** |
| 532025 | Transfers to Special Revenues | 400,000 | 400,000 | 400,000 | **400,000** |
| **Total** | **Debt Service and Other Uses** | **400,000** | **400,000** | **400,000** | **400,000** |
| | **Grand Total Expenditures** | **446,839** | **1,269,724** | **773,974** | **1,111,259** |

**Fund Summary**

**Fund Name** : **Parks Golf Special Fund**
**Business Area Name** : **Parks and Recreation**
**Fund No./Bus. Area No.** : **2104 / 3600**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 369,030 | 369,030 | **472,145** |
| Current Revenues | 6,205,600 | 6,044,725 | **6,134,600** |
| Total Available Resources | 6,574,630 | 6,413,755 | **6,606,745** |
| Maintenance and Operations | 5,941,610 | 5,941,610 | **6,174,327** |
| Total Expenditures | 5,941,610 | 5,941,610 | **6,174,327** |
| Planned Ending Fund Balance | 633,020 | 472,145 | **432,418** |
| Total Budget | 6,574,630 | 6,413,755 | **6,606,745** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 633,020 | 472,145 | **432,418** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2013 Current Budget, the FY2013 Estimate and the FY2014 Budget for the Parks Golf Special Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Parks Golf Special Fund was created with a zero beginning fund balance to receive all City revenues derived from all city-owned golf facilities, whether operated by the City or Private entities, including all related concession fees, to be used exclusively for the maintenance, operation and improvements of any or all of such golf courses.

These funds are used for repairs, replacement and renovations of golf revenue producing facilities.

These funds are also used for maintaining equipment and operational activities at golf revenue producing facilities.

**Business Area Budget Summary**

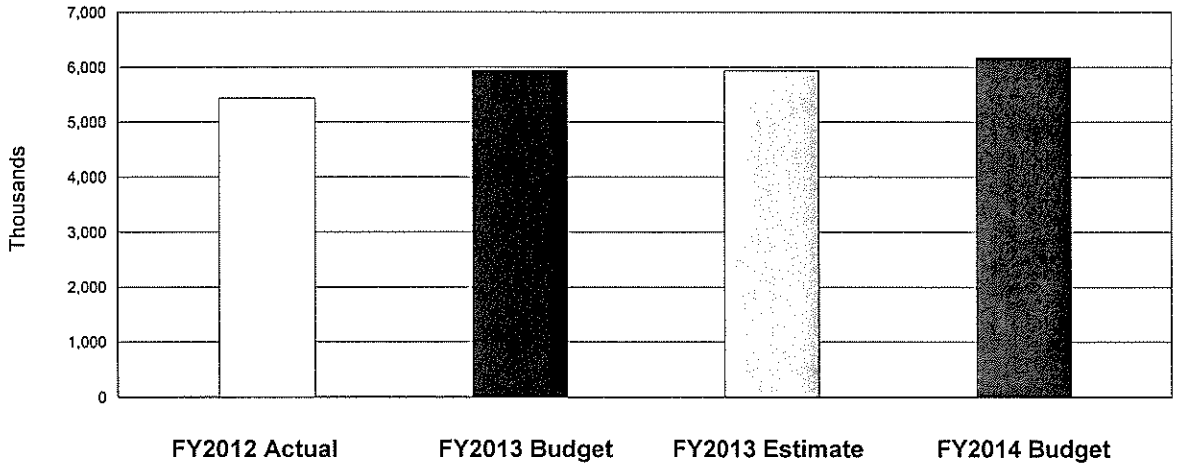
**Fund Name : Parks Golf Special Fund**
**Business Area Name : Parks and Recreation**
**Fund No./Bus. Area No. : 2104 / 3600**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 3,722,819 | 4,119,486 | 4,119,486 | **4,219,134** |
| | Supplies | 834,579 | 857,129 | 857,129 | **950,859** |
| | Other Services and Charges | 875,865 | 964,995 | 964,995 | **1,004,334** |
| | Total M & O Expenditures | 5,433,263 | 5,941,610 | 5,941,610 | **6,174,327** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 5,433,263 | 5,941,610 | 5,941,610 | **6,174,327** |
| Revenues | | 5,802,293 | 6,205,600 | 6,044,725 | **6,134,600** |
| Staffing | Full-Time Equivalents - Civilian | 62.8 | 76.0 | 76.0 | **80.5** |
| | 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 | 62.8 | 76.0 | 76.0 | **80.5** |
| | Full-Time Equivalents - Overtime | 3.9 | 4.4 | 4.4 | **4.4** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- The Parks Golf Special Revenue Fund 2104 was created in FY2012 to separate the golf courses activities from the existing Parks Special Revenue Fund 2100 and to create a self-sustaining Golf Fund.
- Continue to provide well-maintained, attractive and safe golf courses.
- Resurfacing the existing greens at Sharpstown Golf Course.

**Parks Golf Special Fund**
**Parks and Recreation**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Parks Golf Special Fund**
**Business Area Name : Parks and Recreation**
**Fund No./Bus Area No. : 2104 / 3600**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Golf Rounds | Q | 156,583 | 169,781 | 163,517 | **167,205** |
| Driving Range Users | Q | 145,111 | 141,236 | 147,004 | **153,417** |
| **Business Process Measures** | | | | | |
| Privatized GC-annual inspection | P,I | 6.0 | 6.0 | 6.0 | **6.0** |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization % | F | 94.02% | 98% | 100.00% | **98%** |
| Revenues Budget vs Actual Utilization % | F | 96.84% | 100% | 97.41% | **100%** |
| Golf Rounds - Revenue | F | $3,355,933 | $3,595,900 | $3,471,800 | **$3,565,900** |
| Driving Range - Revenue | F | $710,862 | $677,200 | $717,500 | **$743,800** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Parks Golf Special Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2104 / 3600

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **PRD - Golf Courses 360011** | | | | | | |
| Administer the operations and maintenance of City operated and privatized golf courses to achieve the highest standard both in performance and customer service. COH operated Golf Courses in this group are; Sharpstown, Brock and Gus Wortham whereas, privatized includes Glenbrook, Melrose and Hermann Park Golf Courses. | 32.0 | 2,810,387 | 38.0 | 3,093,774 | **42.0** | **3,262,062** |
| **PRD - Memorial Golf Courses 360012** | | | | | | |
| Manage the operation and maintenance of the City's premier Memorial golf course; including the Pro Shop, customer service staff, driving range, and practice facilities. | 30.8 | 2,622,876 | 38.0 | 2,847,836 | **38.5** | **2,912,265** |
| Total | 62.8 | 5,433,263 | 76.0 | 5,941,610 | **80.5** | **6,174,327** |

**Business Area Roster Summary**

**Fund Name : Parks Golf Special Fund**
**Business Area Name : Parks and Recreation**
**Fund No./Bus Area No. : 2104 / 3600**

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATIVE ASSISTANT | 17 | 1.0 | 1.0 | |
| ADMINISTRATIVE SPECIALIST | 20 | 2.0 | 2.0 | |
| ASSISTANT SUPERINTENDENT | 20 | 3.0 | 4.0 | 1.0 |
| CREW LEADER | 11 | 2.0 | 2.0 | |
| DIVISION MANAGER | 29 | 1.0 | 1.0 | |
| EQUIPMENT WORKER | 13 | 7.0 | 6.0 | (1.0) |
| FIELD SUPERVISOR | 17 | 3.0 | 3.0 | |
| GARDENER | 8 | 1.0 | 1.0 | |
| GROUNDSKEEPER | 5 | 8.0 | 10.0 | 2.0 |
| LABORER | 4 | 8.0 | 9.0 | 1.0 |
| MAINTENANCE MECHANIC III | 14 | 3.0 | 2.0 | (1.0) |
| MAINTENANCE SUPERVISOR | 16 | 1.0 | 1.0 | |
| MANAGEMENT ANALYST III | 21 | 1.0 | 1.0 | |
| OFFICE SUPERVISOR | 17 | 2.0 | 1.0 | (1.0) |
| PARK MAINTENANCE AIDE | 4 | 0.5 | 0.5 | |
| RECREATION ASSISTANT | 6 | 21.5 | 22.0 | 0.5 |
| SECURITY OFFICER | 8 | 1.0 | 1.0 | |
| SEMI-SKILLED LABORER | 6 | 5.0 | 5.0 | |
| SENIOR CASHIER | 10 | 5.0 | 4.0 | (1.0) |
| SENIOR SUPERINTENDENT | 27 | 2.0 | 2.0 | |
| SUPERINTENDENT | 24 | 2.0 | 2.0 | |
| **Total FTEs** | | **80.0** | **80.5** | **0.5** |
| **Less adjustment for Civilian Vacancy Factor** | | **4.0** | **0.0** | **(4.0)** |
| **Full-Time Equivalents** | | **76.0** | **80.5** | **4.5** |

Business Area Revenue Summary

Fund Name : Parks Golf Special Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2104 / 3600

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **3600110001** | **PRD-Golf Admin.** | | | |
| 428080 | Returned Check Charges | 0 | 25 | **0** |
| 432010 | Interest on Pooled Investments | 5,000 | 5,000 | **5,000** |
| 443030 | Terminal Operation Agreement | 261,000 | 275,000 | **240,000** |
| **Total** | **PRD-Golf Admin.** | **266,000** | **280,025** | **245,000** |
| **3600110002** | **PRD-ShrptownGolfCrse** | | | |
| 426190 | Golf Fees | 954,700 | 934,300 | **954,700** |
| 426370 | Training Services | 1,800 | 1,600 | **1,800** |
| 442070 | Other Rental Fees | 348,200 | 333,700 | **348,200** |
| 443010 | Temporary park Concessions | 3,700 | 0 | **3,700** |
| 443040 | Other Recreational Concessions | 8,300 | 9,900 | **8,300** |
| 443190 | Retail Concessions | 53,500 | 53,200 | **53,500** |
| 452030 | Miscellaneous Revenue | 4,100 | 1,100 | **4,100** |
| **Total** | **PRD-ShrptownGolfCrse** | **1,374,300** | **1,333,800** | **1,374,300** |
| **3600110003** | **PRD-Brock Golf Course** | | | |
| 426190 | Golf Fees | 348,100 | 291,900 | **318,100** |
| 426370 | Training Services | 0 | 400 | **0** |
| 442070 | Other Rental Fees | 172,000 | 135,100 | **152,000** |
| 443010 | Temporary park Concessions | 1,400 | 0 | **1,400** |
| 443040 | Other Recreational Concessions | 7,400 | 6,500 | **7,400** |
| 443190 | Retail Concessions | 21,100 | 12,700 | **21,100** |
| **Total** | **PRD-Brock Golf Course** | **550,000** | **446,600** | **500,000** |
| **3600110004** | **PRD-Gus Wortham Golf Course** | | | |
| 426190 | Golf Fees | 470,100 | 467,700 | **470,100** |
| 426370 | Training Services | 1,000 | 500 | **1,000** |
| 442070 | Other Rental Fees | 216,000 | 211,600 | **216,000** |
| 443010 | Temporary park Concessions | 1,900 | 0 | **1,900** |
| 443040 | Other Recreational Concessions | 44,100 | 41,900 | **44,100** |
| 443190 | Retail Concessions | 22,500 | 18,600 | **22,500** |
| **Total** | **PRD-Gus Wortham Golf Course** | **755,600** | **740,300** | **755,600** |
| **3600120001** | **PRD-Memorial ProShop Admin.** | | | |
| 426190 | Golf Fees | 1,823,000 | 1,777,900 | **1,823,000** |
| 426370 | Training Services | 36,200 | 33,700 | **36,200** |
| 434340 | Cashier Overages | 100 | 100 | **100** |
| 442070 | Other Rental Fees | 425,000 | 404,500 | **425,000** |
| 443020 | Terminal Concession Agreements | 129,400 | 127,900 | **129,400** |
| 443040 | Other Recreational Concessions | 617,400 | 659,200 | **617,400** |
| 443190 | Retail Concessions | 228,600 | 240,700 | **228,600** |
| **Total** | **PRD-Memorial ProShop Admin.** | **3,259,700** | **3,244,000** | **3,259,700** |
| **Total** | **Parks and Recreation** | **6,205,600** | **6,044,725** | **6,134,600** |

Business Area Expenditure Summary

Fund Name : Parks Golf Special Fund
Business Area Name : Parks and Recreation
Fund No./Bus. Area No. : 2104 / 3600

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 2,025,267 | 2,114,117 | 2,002,463 | **2,120,662** |
| 500030 | Salary Part Time - Civilian | 309,341 | 366,457 | 366,457 | **429,970** |
| 500060 | Overtime - Civilian | 174,119 | 187,600 | 187,600 | **187,600** |
| 500090 | Premium Pay - Civilian | 22,825 | 15,660 | 15,660 | **15,660** |
| 500110 | Bilingual Pay - Civilian | 1,813 | 1,808 | 1,808 | **1,808** |
| 501070 | Pension - Civilian | 364,291 | 455,415 | 455,415 | **481,178** |
| 501120 | Termination Pay - Civilian | 18,692 | 14,000 | 64,000 | **0** |
| 502010 | FICA - Civilian | 186,070 | 206,541 | 206,541 | **210,826** |
| 503010 | Health Ins-Act Civilian | 497,623 | 596,009 | 632,664 | **609,197** |
| 503015 | Basic Life Insurance - Active Civilian | 1,187 | 1,252 | 1,252 | **1,609** |
| 503050 | Health/Life Insurance - Retiree Civilian | 66,992 | 115,834 | 115,834 | **115,834** |
| 503060 | Long Term Disability-Civilian | 4,882 | 5,355 | 5,355 | **5,185** |
| 503090 | Workers Compensation-Civilian-Admin | 17,689 | 19,443 | 19,443 | **19,610** |
| 503100 | Workers Compensation-Civilian-Claim | 30,228 | 17,930 | 42,929 | **17,930** |
| 504030 | Unemployment Claims - Administration | 1,800 | 2,065 | 2,065 | **2,065** |
| **Total** | **Personnel Services** | **3,722,819** | **4,119,486** | **4,119,486** | **4,219,134** |
| 511010 | Chemical Gases & Special Fluids | 147,618 | 164,200 | 164,200 | **167,000** |
| 511015 | Cleaning & Sanitary Supplies | 24,968 | 19,600 | 19,600 | **18,800** |
| 511020 | Construction Materials | 22,937 | 56,300 | 56,300 | **53,300** |
| 511025 | Electrical Hardware & Parts | 366 | 4,600 | 4,600 | **4,500** |
| 511030 | Mechanical Hardware & Parts | 3,534 | 2,300 | 2,300 | **2,300** |
| 511035 | Meters Hydrants & Plumbing Supplies | 4,780 | 27,500 | 27,500 | **27,300** |
| 511040 | Audiovisual Supplies | 0 | 300 | 300 | **300** |
| 511045 | Computer Supplies | 0 | 800 | 800 | **800** |
| 511050 | Paper & Printing Supplies | 390 | 1,300 | 1,300 | **1,200** |
| 511055 | Publications & Printed Materials | 77 | 3,500 | 3,500 | **2,500** |
| 511060 | Postage | 0 | 200 | 200 | **200** |
| 511070 | Miscellaneous Office Supplies | 7,538 | 4,800 | 7,000 | **4,800** |
| 511080 | General Laboratory Supplies | 0 | 300 | 300 | **200** |
| 511090 | Medical & Surgical Supplies | 416 | 500 | 900 | **500** |
| 511095 | Small Technical & Scientific Equipment | 0 | 1,000 | 1,000 | **700** |
| 511110 | Fuel | 69,138 | 61,629 | 61,629 | **61,629** |
| 511115 | Vehicle Repair & Maintenance Supplies | 43,665 | 55,700 | 55,700 | **57,130** |
| 511120 | Clothing | 10,329 | 13,200 | 13,200 | **12,100** |
| 511125 | Food Supplies | 915 | 0 | 0 | **0** |
| 511130 | Weapons Munitions & Supplies | 288 | 0 | 0 | **0** |
| 511135 | Recreational Supplies | 49,354 | 39,800 | 39,800 | **39,500** |
| 511140 | Landscaping & Gardening Supplies | 65,580 | 43,100 | 47,200 | **136,400** |
| 511145 | Small Tools & Minor Equipment | 4,284 | 11,500 | 11,500 | **14,000** |
| 511150 | Miscellaneous Parts & Supplies | 107,939 | 51,800 | 78,300 | **52,000** |
| 511155 | Inventory Sales | 270,463 | 293,200 | 260,000 | **293,700** |
| **Total** | **Supplies** | **834,579** | **857,129** | **857,129** | **950,859** |
| 520102 | Security Services | 112,801 | 116,600 | 116,600 | **119,900** |
| 520104 | Claims Payment Services | 0 | 5,000 | 5,000 | **5,000** |
| 520107 | Computer Info/Contr | 0 | 1,200 | 1,200 | **1,200** |
| 520112 | Banking Services | 64,005 | 47,900 | 47,900 | **48,900** |
| 520114 | Miscellaneous Support Services | 6,123 | 0 | 0 | **0** |
| 520118 | Refuse Disposal | 12,220 | 27,800 | 27,800 | **29,200** |
| 520119 | Computer Equipment/Software Maintenance | 24,885 | 24,900 | 24,900 | **24,900** |
| 520121 | IT Application Svcs | 0 | 3,284 | 3,284 | **16,554** |
| 520122 | Office Equipment Services | 0 | 100 | 100 | **100** |
| 520123 | Vehicle & Motor Equipment Services | 1,081 | 13,400 | 13,400 | **13,300** |

Business Area Expenditure Summary

Fund Name : Parks Golf Special Fund
Business Area Name : Parks and Recreation
Fund No./Bus. Area No. : 2104 / 3600

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520124 | Other Equipment Services | 250 | 8,300 | 3,800 | **7,400** |
| 520127 | Structural Construction Work Services | 0 | 900 | 900 | **700** |
| 520128 | Other Construction Work Services | 0 | 2,900 | 2,900 | **2,900** |
| 520510 | Mail/Delivery Services | 11,921 | 13,800 | 15,500 | **16,800** |
| 520515 | Print Shop Services | 0 | 100 | 100 | **100** |
| 520520 | Printing & Reproduction Services | 10,383 | 16,300 | 7,500 | **14,900** |
| 520605 | Advertising Services | 10,120 | 17,700 | 17,700 | **16,200** |
| 520705 | Insurance Fees | 10,856 | 12,631 | 12,631 | **13,885** |
| 520765 | Membership & Professional Fees | 2,892 | 3,900 | 3,900 | **4,200** |
| 520805 | Education & Training | 830 | 200 | 200 | **200** |
| 520905 | Travel - Training Related | 0 | 7,100 | 7,100 | **7,300** |
| 520910 | Travel - Non-Training Related | 2,058 | 700 | 700 | **600** |
| 521405 | Building Maintenance Services | 17,342 | 6,200 | 6,200 | **6,200** |
| 521410 | Sewer Services | 61,149 | 61,200 | 61,200 | **58,900** |
| 521415 | Land and Grounds Maintenance | 5,299 | 4,700 | 10,100 | **6,100** |
| 521435 | Water Services | 2,853 | 3,400 | 3,400 | **2,055** |
| 521605 | Data Services | 1,005 | 2,715 | 2,715 | **10,545** |
| 521610 | Voice Services | 11,784 | 8,824 | 18,524 | **8,539** |
| 521620 | Voice Equipment | 0 | 98 | 98 | **90** |
| 521625 | Voice Labor | 0 | 37 | 37 | **115** |
| 521630 | GIS Revolving Fund Services | 3,999 | 3,649 | 3,649 | **4,533** |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | **3,441** |
| 521705 | Vehicle/Equipment Rental/Lease | 409,851 | 434,900 | 434,900 | **434,900** |
| 521715 | Office Equipment Rental | 6,875 | 5,300 | 5,300 | **5,600** |
| 521725 | Other Rental | 13,287 | 22,300 | 22,300 | **24,500** |
| 522305 | Freight Charges | 6,816 | 9,000 | 9,000 | **8,800** |
| 522430 | Miscellaneous Other Services & Charges | 6,173 | 10,800 | 7,300 | **10,800** |
| 522721 | Interfund HR Client Services | 59,007 | 67,157 | 67,157 | **71,321** |
| 522722 | KRONOS Service Chargeback | 0 | 0 | 0 | **3,656** |
| **Total** | **Other Services and Charges** | **875,865** | **964,995** | **964,995** | **1,004,334** |
| | **Grand Total Expenditures** | **5,433,263** | **5,941,610** | **5,941,610** | **6,174,327** |

**Fund Summary**

**Fund Name** : **Parks Special Revenue Fund**
**Business Area Name** : **Parks and Recreation**
**Fund No./Bus. Area No.** : **2100 / 3600**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 4,866,452 | 4,866,452 | **5,131,887** |
| Current Revenues | 1,974,000 | 2,229,000 | **2,027,300** |
| Total Available Resources | 6,840,452 | 7,095,452 | **7,159,187** |
| Maintenance and Operations | 1,963,565 | 1,963,565 | **2,251,504** |
| Transfer to Special Non-Recurring Projects | 0 | 0 | **0** |
| Total Expenditures | 1,963,565 | 1,963,565 | **2,251,504** |
| Planned Ending Fund Balance | 4,876,887 | 5,131,887 | **4,907,683** |
| Total Budget | 6,840,452 | 7,095,452 | **7,159,187** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 4,876,887 | 5,131,887 | **4,907,683** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2013 Current Budget, the FY2013 Estimate and the FY2014 Budget for the Parks Special Revenue Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

In 1981, City Council directed that revenues from revenue generating activities should be deposited in a "Parks Special Revenue Fund." These funds should be used for repairs, replacement, and renovation of parks revenue producing facilities, equipment, and for maintaining and operation of parks revenue producing facilities and activities.

Presently, revenue-generating activities include, but are not limited to:

- Tennis, Fitness and Garden Center
- Community center and ball field rentals
- Adult sports league registrations
- Youth summer enrichment programs
- Park concessions
- Lake Houston Wilderness Park entrance fees, cabin rentals, and campsite reservations

**Business Area Budget Summary**

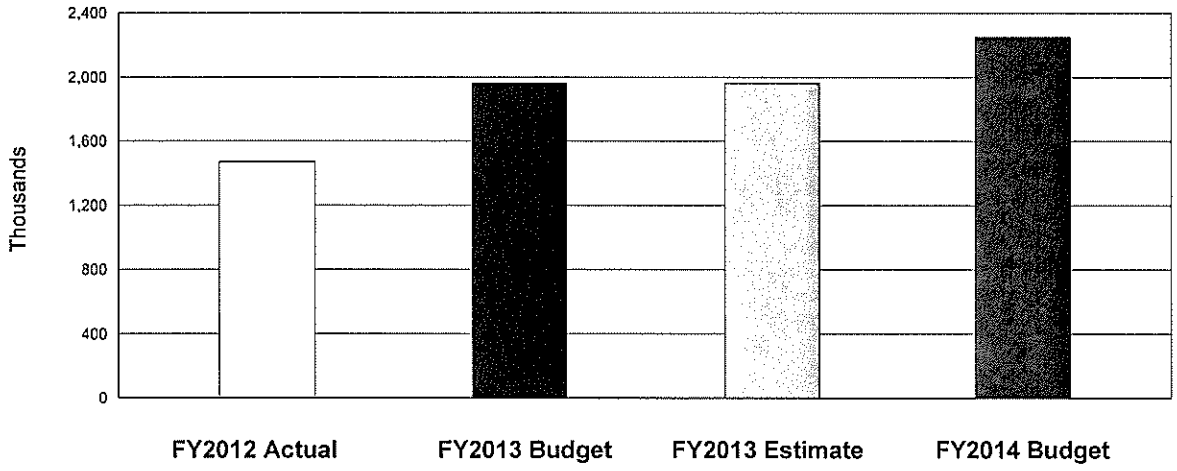
**Fund Name : Parks Special Revenue Fund**
**Business Area Name : Parks and Recreation**
**Fund No./Bus. Area No. : 2100 / 3600**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 414,449 | 481,348 | 481,348 | **516,465** |
| | Supplies | 261,579 | 579,000 | 579,000 | **578,600** |
| | Other Services and Charges | 721,710 | 903,217 | 903,217 | **1,156,439** |
| | Total M & O Expenditures | 1,397,738 | 1,963,565 | 1,963,565 | **2,251,504** |
| | Debt Service & Other Uses | 72,647 | 0 | 0 | **0** |
| | Total Expenditures | 1,470,385 | 1,963,565 | 1,963,565 | **2,251,504** |
| Revenues | | 1,592,254 | 1,974,000 | 2,229,000 | **2,027,300** |
| Staffing | Full-Time Equivalents - Civilian | 15.0 | 10.5 | 10.5 | **10.5** |
| | 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 | 15.0 | 10.5 | 10.5 | **10.5** |
| | Full-Time Equivalents - Overtime | 3.9 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- Promote tennis programs through the website, media, town hall meetings, and citizens community base.
- Continue to provide well-maintained, attractive and safe tennis facilities.
- Supplement summer programs budgeted by purchasing t-shirts, sponsoring field trips and day camping nature trips, and making improvements to Memorial Tennis Center.
- The easement payment of $250,000 for Lake Houston Wilderness Park assists with the operational and and maintenance costs for this location.
- Continue to enhance and strengthen existing public and private partnerships.

**Parks Special Revenue Fund**
**Parks and Recreation**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Parks Special Revenue Fund**
**Business Area Name : Parks and Recreation**
**Fund No./Bus Area No. : 2100 / 3600**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Adult, Youth & Private Leagues | Q | 1,300 | 1,383 | 1,360 | **1,445** |
| Tennis Court Rentals | Q | 48,609 | 43,835 | 44,507 | **44,507** |
| Adult Practice/Community Centers | Q | N/A | 3,732 | 3,682 | **5,002** |
| Adaptive Recreation | Q | N/A | 255 | 186 | **345** |
| Cabin Lodge/Lakeside Cabin/Dining Hall | Q | N/A | 431 | 407 | **443** |
| Temporary Park/Vendor Concessions | Q | N/A | 437 | 420 | **444** |
| **Business Process Measures** | | | | | |
| Level 1 Ballfield Preparation Cycle | P,I | 7.0 | 7.0 | 7.0 | **7.0** |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 73% | 98% | 100% | **98%** |
| Revenues Budget vs Actual Utilization | F | 89% | 100% | 113% | **100%** |
| Adult, Youth & Private Leagues Rentals | F | $539,400 | $269,128 | $266,368 | **$279,064** |
| Tennis Court Rentals | F | $202,765 | $185,400 | $190,000 | **$190,000** |
| Adult Practice/Community Center Rentals | F | N/A | $74,640 | $73,640 | **$100,000** |
| Adaptive Recreation Rental | F | N/A | $16,575 | $12,090 | **$22,425** |
| Cabin Lodge/Lakeside Cabin/Dining Hall Rental | F | N/A | $84,600 | $80,900 | **$86,500** |
| Temporary Park/Vendor Concessions Rental | F | N/A | $46,505 | $45,000 | **$51,190** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

**Division Summary**

**Fund Name** : **Parks Special Revenue Fund**
**Business Area Name** : **Parks and Recreation**
**Fund No./Bus Area No.** : **2100 / 3600**

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **Recreation and Wellness 360009** | | | | | | |
| Administer the operations of citywide fee-based Adult Sports programs, pay sports officials and purchase recreational supplies. | 0.0 | 477,285 | 0.0 | 240,500 | **0.0** | **234,500** |
| **Tennis Centers 360011** | | | | | | |
| Oversee the operations of three tennis centers and to achieve the utmost performance and customer service. | 15.0 | 577,850 | 10.5 | 653,865 | **10.5** | **690,490** |
| **Greenspace Management 360013** | | | | | | |
| The division offers cyclical ground maintenance of COH parks, sports fields, trails, trees, libraries, multipurpose centers, esplanades and other natural resources. Control invasive plants species and make available emergency services during disasters. FY14 Budget includes $250k from easement payment to Lake Houston Wildlife Park for renovation and maintenance. | 0.0 | 404,340 | 0.0 | 755,950 | **0.0** | **1,010,900** |
| **PRD - Community Center Operations 360015** | | | | | | |
| Community Center Operations includes Houston Garden Center and Memorial Park Fitness Center expenses, such as t-shirts, recreational supplies, etc. The Summer Programs as well as transportation service expenses are included in this Division. | 0.0 | 10,910 | 0.0 | 313,250 | **0.0** | **315,614** |
| Total | 15.0 | 1,470,385 | 10.5 | 1,963,565 | **10.5** | **2,251,504** |

Business Area Roster Summary

Fund Name : Parks Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2100 / 3600

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ASSISTANT TENNIS CENTER MANAGER | 17 | 1.0 | 1.0 | |
| LABORER | 4 | 1.0 | 1.0 | |
| RECREATION ASSISTANT | 6 | 5.5 | 5.5 | |
| RECREATION FACILITY MANAGER | 20 | 2.0 | 2.0 | |
| TENNIS CENTER MANAGER | 21 | 1.0 | 1.0 | |
| **Total FTEs** | | **10.5** | **10.5** | **0.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **10.5** | **10.5** | **0.0** |

Business Area Revenue Summary

Fund Name : Parks Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2100 / 3600

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **3600020004** | **PRD-Financial Services** | | | |
| 421530 | Special Event Permits | 100,000 | 100,000 | **100,000** |
| 428080 | Returned Check Charges | 100 | 0 | **100** |
| 432010 | Interest on Pooled Investments | 90,000 | 60,000 | **70,000** |
| 434205 | Sale of Scrap Metal | 7,000 | 7,500 | **8,000** |
| 443020 | Terminal Concession Agreements | 240,000 | 235,000 | **240,000** |
| 443160 | Vending Machine Concessions | 42,000 | 42,000 | **42,000** |
| 452030 | Miscellaneous Revenue | 500 | 5,000 | **3,000** |
| **Total** | **PRD-Financial Services** | **479,600** | **449,500** | **463,100** |
| **3600090002** | **PRD-Park Fac. Permit** | | | |
| 421540 | Closed Use Permits | 92,900 | 100,000 | **102,200** |
| 426170 | Recreation Sports & Education Program | 13,500 | 11,000 | **14,900** |
| 426440 | Park Facility Use Fees | 344,600 | 340,000 | **379,100** |
| 443010 | Temporary park Concessions | 46,500 | 45,000 | **51,200** |
| **Total** | **PRD-Park Fac. Permit** | **497,500** | **496,000** | **547,400** |
| **3600090003** | **PRD-AdultSportsPrgm** | | | |
| 426170 | Recreation Sports & Education Program | 370,600 | 347,500 | **352,900** |
| **3600090012** | **PRD-Adaptive Recreation** | | | |
| 426420 | Building Space Rental Fees | 16,600 | 12,100 | **22,400** |
| **3600110005** | **PRD-Homer Ford Tennis Ctr** | | | |
| 426180 | Tennis Court Fees | 21,500 | 23,000 | **23,000** |
| 426290 | Other Service Charges | 300 | 300 | **300** |
| 426370 | Training Services | 800 | 900 | **1,000** |
| 443190 | Retail Concessions | 2,000 | 1,800 | **2,000** |
| **Total** | **PRD-Homer Ford Tennis Ctr** | **24,600** | **26,000** | **26,300** |
| **3600110006** | **PRD-Memorial Tennis Ctr** | | | |
| 426180 | Tennis Court Fees | 89,600 | 90,000 | **90,000** |
| 426290 | Other Service Charges | 21,800 | 21,800 | **21,800** |
| 426370 | Training Services | 14,000 | 16,000 | **16,000** |
| 434340 | Cashier Overages | 100 | 100 | **100** |
| 443020 | Terminal Concession Agreements | 18,000 | 18,000 | **18,000** |
| 443190 | Retail Concessions | 8,400 | 8,400 | **8,400** |
| **Total** | **PRD-Memorial Tennis Ctr** | **151,900** | **154,300** | **154,300** |
| **3600110007** | **PRD-Lee LeClear Tennis Ctr** | | | |
| 426180 | Tennis Court Fees | 74,300 | 77,000 | **77,000** |
| 426290 | Other Service Charges | 600 | 600 | **600** |
| 426370 | Training Services | 2,300 | 1,800 | **1,800** |
| 443190 | Retail Concessions | 2,300 | 1,500 | **2,000** |
| **Total** | **PRD-Lee LeClear Tennis Ctr** | **79,500** | **80,900** | **81,400** |
| **3600120002** | **PRD-Memorial Course Maint.** | | | |
| 434215 | Sale of Non-Capital Rolling Stock | 500 | 0 | **500** |
| **3600130001** | **PRD-Ground Maint. Admin.** | | | |
| 452030 | Miscellaneous Revenue | 5,200 | 47,600 | **24,000** |
| **3600130021** | **PRD - Lake Houston** | | | |
| 426170 | Recreation Sports & Education Program | 5,000 | 2,100 | **5,000** |
| 426200 | Admission and User Fees | 34,000 | 39,000 | **43,500** |
| 426430 | Facility Rental Fees | 84,600 | 80,900 | **86,500** |
| 442060 | Grounds Rental Fees | 0 | 257,000 | **4,500** |
| 443040 | Other Recreational Concessions | 4,800 | 0 | **0** |
| **Total** | **PRD - Lake Houston** | **128,400** | **379,000** | **139,500** |
| **3600150001** | **PRD-Community Center Administration** | | | |
| 426170 | Recreation Sports & Education Program | 100,000 | 110,000 | **110,000** |
| 426420 | Building Space Rental Fees | 82,800 | 84,300 | **86,100** |
| **Total** | **PRD-Community Center Administration** | **182,800** | **194,300** | **196,100** |

Business Area Revenue Summary

Fund Name : Parks Special Revenue Fund
Business Area Name : Parks and Recreation
Fund No./Bus Area No. : 2100 / 3600

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **3600150040** | **PRD-Houston Garden Center** | | | |
| 421540 | Closed Use Permits | 1,100 | 1,700 | 0 |
| 426420 | Building Space Rental Fees | 12,900 | 16,000 | 0 |
| 452030 | Miscellaneous Revenue | 4,100 | 4,500 | 0 |
| **Total** | **PRD-Houston Garden Center** | **18,100** | **22,200** | **0** |
| **3600150041** | **PRD-Memorial Fitness** | | | |
| 426200 | Admission and User Fees | 17,500 | 18,100 | 18,200 |
| 426290 | Other Service Charges | 1,200 | 1,500 | 1,200 |
| **Total** | **PRD-Memorial Fitness** | **18,700** | **19,600** | **19,400** |
| **Total** | **Parks and Recreation** | **1,974,000** | **2,229,000** | **2,027,300** |

**Business Area Expenditure Summary**

**Fund Name** : **Parks Special Revenue Fund**
**Business Area Name** : **Parks and Recreation**
**Fund No./Bus. Area No.** : **2100 / 3600**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 250,275 | 263,455 | 245,831 | **274,661** |
| 500030 | Salary Part Time - Civilian | 38,425 | 70,798 | 70,798 | **86,508** |
| 500060 | Overtime - Civilian | 16 | 300 | 300 | **300** |
| 500090 | Premium Pay - Civilian | 1,913 | 1,704 | 1,704 | **1,704** |
| 500110 | Bilingual Pay - Civilian | 0 | 904 | 904 | **904** |
| 501070 | Pension - Civilian | 45,309 | 56,378 | 56,378 | **62,321** |
| 501120 | Termination Pay - Civilian | 0 | 0 | 13,500 | **0** |
| 502010 | FICA - Civilian | 23,564 | 25,794 | 25,794 | **27,854** |
| 503010 | Health Ins-Act Civilian | 44,000 | 51,300 | 54,424 | **51,441** |
| 503015 | Basic Life Insurance - Active Civilian | 149 | 154 | 154 | **211** |
| 503050 | Health/Life Insurance - Retiree Civilian | 7,939 | 5,744 | 6,744 | **5,744** |
| 503060 | Long Term Disability-Civilian | 692 | 680 | 680 | **680** |
| 503090 | Workers Compensation-Civilian-Admin | 2,167 | 2,557 | 2,557 | **2,557** |
| 503100 | Workers Compensation-Civilian-Claim | 0 | 1,300 | 1,300 | **1,300** |
| 504030 | Unemployment Claims - Administration | 0 | 280 | 280 | **280** |
| **Total** | **Personnel Services** | **414,449** | **481,348** | **481,348** | **516,465** |
| 511010 | Chemical Gases & Special Fluids | 38,590 | 115,300 | 115,300 | **115,200** |
| 511015 | Cleaning & Sanitary Supplies | 15,618 | 23,100 | 23,100 | **23,200** |
| 511020 | Construction Materials | 19,277 | 52,000 | 52,000 | **52,000** |
| 511025 | Electrical Hardware & Parts | 884 | 4,600 | 14,700 | **3,100** |
| 511030 | Mechanical Hardware & Parts | 51 | 1,000 | 4,050 | **1,000** |
| 511035 | Meters Hydrants & Plumbing Supplies | 9,268 | 15,400 | 15,400 | **15,400** |
| 511045 | Computer Supplies | 2,800 | 300 | 300 | **300** |
| 511050 | Paper & Printing Supplies | 90 | 300 | 300 | **300** |
| 511070 | Miscellaneous Office Supplies | 1,152 | 800 | 2,300 | **900** |
| 511090 | Medical & Surgical Supplies | 15 | 200 | 750 | **200** |
| 511115 | Vehicle Repair & Maintenance Supplies | (951) | 300 | 300 | **0** |
| 511120 | Clothing | 25,412 | 54,300 | 54,300 | **56,400** |
| 511135 | Recreational Supplies | 85,633 | 88,200 | 88,200 | **87,900** |
| 511140 | Landscaping & Gardening Supplies | 53,504 | 200,000 | 184,800 | **200,000** |
| 511145 | Small Tools & Minor Equipment | 381 | 5,700 | 5,700 | **5,700** |
| 511150 | Miscellaneous Parts & Supplies | 1,978 | 8,900 | 8,900 | **8,400** |
| 511155 | Inventory Sales | 7,877 | 8,600 | 8,600 | **8,600** |
| **Total** | **Supplies** | **261,579** | **579,000** | **579,000** | **578,600** |
| 520101 | Janitorial Services | 23,253 | 33,900 | 33,900 | **35,100** |
| 520102 | Security Services | 601 | 2,700 | 2,700 | **2,800** |
| 520106 | Architectural Services | 20,150 | 0 | 0 | **0** |
| 520108 | Information Resource Services | 0 | 6,800 | 6,800 | **6,800** |
| 520110 | Management Consulting Services | 280 | 0 | 0 | **0** |
| 520112 | Banking Services | 1,592 | 250 | 5,350 | **2,100** |
| 520114 | Miscellaneous Support Services | 28,341 | 35,200 | 35,200 | **34,200** |
| 520118 | Refuse Disposal | 3,809 | 5,100 | 5,100 | **5,300** |
| 520124 | Other Equipment Services | 0 | 400 | 400 | **400** |
| 520126 | Construction Site Work Services | 185,000 | 250,000 | 250,000 | **500,000** |
| 520128 | Other Construction Work Services | 2,829 | 6,000 | 6,000 | **5,000** |
| 520146 | Contract Instructor Sports | 211,872 | 213,000 | 213,000 | **207,000** |
| 520510 | Mail/Delivery Services | 10,163 | 9,592 | 11,092 | **10,300** |
| 520515 | Print Shop Services | 690 | 0 | 0 | **0** |
| 520520 | Printing & Reproduction Services | 0 | 200 | 200 | **200** |
| 520705 | Insurance Fees | 2,164 | 2,523 | 2,523 | **2,773** |
| 520755 | Contingency | 0 | 9,300 | 9,300 | **9,300** |
| 520765 | Membership & Professional Fees | 18,825 | 20,500 | 20,500 | **20,500** |

## Business Area Expenditure Summary

**Fund Name** : **Parks Special Revenue Fund**
**Business Area Name** : **Parks and Recreation**
**Fund No./Bus. Area No.** : **2100 / 3600**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520805 | Education & Training | 160 | 0 | 0 | **0** |
| 520905 | Travel - Training Related | (318) | 0 | 900 | **400** |
| 520910 | Travel - Non-Training Related | 6 | 300 | 300 | **500** |
| 521405 | Building Maintenance Services | 54,395 | 97,400 | 97,400 | **96,200** |
| 521415 | Land and Grounds Maintenance | 1,396 | 0 | 0 | **0** |
| 521610 | Voice Services | 38 | 2,058 | 2,058 | **406** |
| 521620 | Voice Equipment | 0 | 0 | 0 | **923** |
| 521625 | Voice Labor | 448 | 0 | 0 | **1,170** |
| 521630 | GIS Revolving Fund Services | 0 | 0 | 0 | **595** |
| 521705 | Vehicle/Equipment Rental/Lease | 120,996 | 159,100 | 159,100 | **165,100** |
| 521715 | Office Equipment Rental | 0 | 200 | 200 | **200** |
| 521725 | Other Rental | 3,900 | 6,858 | 6,858 | **5,400** |
| 522430 | Miscellaneous Other Services & Charges | 28,160 | 34,500 | 27,000 | **34,500** |
| 522721 | Interfund HR Client Services | 2,940 | 7,300 | 7,300 | **8,815** |
| 522722 | KRONOS Service Chargeback | 20 | 36 | 36 | **457** |
| **Total** | **Other Services and Charges** | **721,710** | **903,217** | **903,217** | **1,156,439** |
| 532035 | Transf-Spec Nonrecr | 72,647 | 0 | 0 | **0** |
| **Total** | **Debt Service and Other Uses** | **72,647** | **0** | **0** | **0** |
| | **Grand Total Expenditures** | **1,470,385** | **1,963,565** | **1,963,565** | **2,251,504** |

## Fund Summary

**Fund Name** : **Historic Preservation Fund**
**Fund No./Bus. Area No.** : **2306 / 3400 / 7000**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 839,990 | 839,990 | **748,071** |
| Current Revenues | 118,000 | 223,000 | **213,000** |
| Total Available Resources | 957,990 | 1,062,990 | **961,071** |
| Maintenance and Operations | 840,950 | 314,919 | **651,900** |
| Total Expenditures | 840,950 | 314,919 | **651,900** |
| Planned Ending Fund Balance | 117,040 | 748,071 | **309,171** |
| Total Budget | 957,990 | 1,062,990 | **961,071** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | 0 |
| Restricted | 117,040 | 748,071 | **309,171** |
| Committed | 0 | 0 | 0 |
| Assigned | 0 | 0 | 0 |
| Unassigned | 0 | 0 | 0 |

The above summarizes the FY2013 Budget, FY2013 Estimate and FY2014 Budget for the Historic Preservation Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

Historic Preservation Fund, which is administered by Planning & Development (P&D) Department, was established to utilize funds set aside from the sale of historic fire stations by the City to promote historic preservation of residential and commercial programs. The program utilizes City funds as seed money to encourage private investment, attract grant funds, and support educational programs that will further preservation efforts in Houston.

This fund, administered by Houston Public Library (HPL), also provides future funding for the maintenance needs of the historic Julia Ideson Building. The building was re-opened to the public on December 5, 2011 after a four-year expansion and restoration project, made possible by a successful $32 million capital campaign conducted by the non-profit Julia Ideson Library Preservation Partners.

The Fund was created to help ensure a high level of care for investment on restoration made by taxpayers, private contributors and a grant from National Park Service United States Department of the Interior. Rental revenues will be deposited into this fund and related expenses paid out of it. The net revenues will be available for the maintenance needs of the building. The Julia Ideson Building rental program was launched in November 2011 with the Julia Ideson Library Preservation as Partners. A special events manager was hired to work closely with the Houston Public Library and the Mayor's Office of Special Events.

**Business Area Budget Summary**

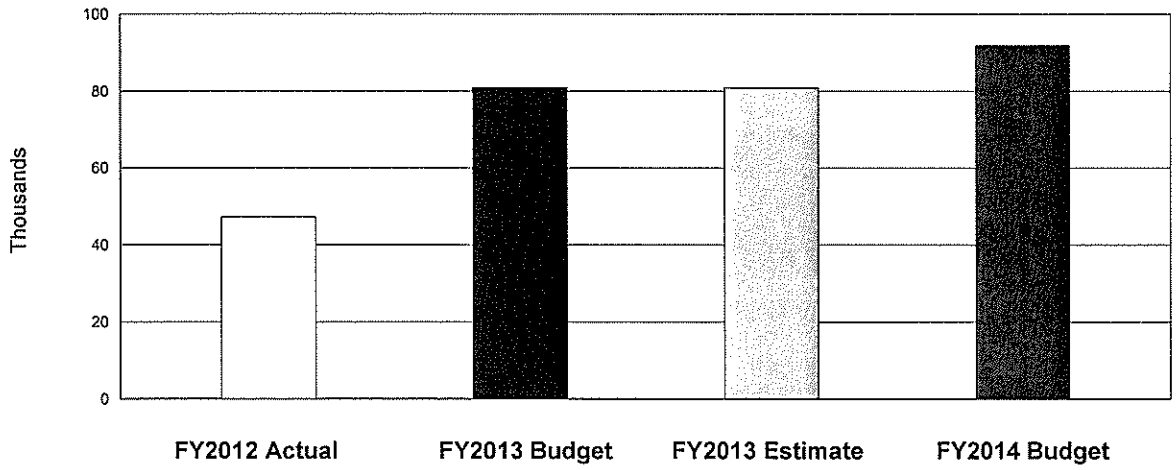
**Fund Name** : **Historic Preservation Fund**
**Business Area Name** : **Library**
**Fund No./Bus. Area No.** : **2306 / 3400**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Supplies | 0 | 2,000 | 1,000 | **2,000** |
| | Other Services and Charges | 47,253 | 78,919 | 79,919 | **89,900** |
| | Total M & O Expenditures | 47,253 | 80,919 | 80,919 | **91,900** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 47,253 | 80,919 | 80,919 | **91,900** |
| Revenues | | 118,781 | 100,000 | 200,000 | **200,000** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 0.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- Provide a rental program for the Houston Public Library Special Collection locations (Julia Ideson Building, African American Library at the Gregory School and Clayton Library Center for Genealogical Research).
- Generate funds to provide maintenance services for the Houston Public Library Special Collections locations.
- Promote the preservation of the Houston Public Library Special Collections locations.

**Historic Preservation Fund**
**Library**
**Expenditure Summary**



Division Summary

Fund Name : Historic Preservation Fund
Business Area Name : Library
Fund No./Bus Area No. : 2306 / 3400

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **HPL-Library Operations 340006** | | | | | | |
| To generate revenue by renting of event spaces at Julia Ideson Building and utilize the funding for maintenance and enhancement of the historic building. | 0.0 | 47,253 | 0.0 | 80,919 | **0.0** | **91,900** |
| Total | 0.0 | 47,253 | 0.0 | 80,919 | **0.0** | **91,900** |

Business Area Revenue Summary

Fund Name : Historic Preservation Fund
Business Area Name : Library
Fund No./Bus Area No. : 2306 / 3400

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **3400060002** | **HPL-Special Collections** | | | |
| 426420 | Building Space Rental Fees | 100,000 | 200,000 | **200,000** |
| **Total** | **Library** | **100,000** | **200,000** | **200,000** |

Business Area Expenditure Summary

Fund Name : Historic Preservation Fund
Business Area Name : Library
Fund No./Bus. Area No. : 2306 / 3400

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 511070 | Miscellaneous Office Supplies | 0 | 1,000 | 500 | 1,000 |
| 511150 | Miscellaneous Parts & Supplies | 0 | 1,000 | 500 | 1,000 |
| **Total** | **Supplies** | **0** | **2,000** | **1,000** | **2,000** |
| 520101 | Janitorial Services | 2,206 | 2,430 | 2,000 | 3,000 |
| 520102 | Security Services | 1,269 | 0 | 500 | 2,000 |
| 520110 | Management Consulting Services | 41,609 | 73,990 | 75,000 | 75,000 |
| 520114 | Miscellaneous Support Services | 0 | 0 | 0 | 3,000 |
| 520515 | Print Shop Services | 19 | 19 | 19 | 0 |
| 520705 | Insurance Fees | 2,150 | 1,900 | 1,900 | 1,900 |
| 521405 | Building Maintenance Services | 0 | 580 | 500 | 5,000 |
| **Total** | **Other Services and Charges** | **47,253** | **78,919** | **79,919** | **89,900** |
| | **Grand Total Expenditures** | **47,253** | **80,919** | **80,919** | **91,900** |

**Business Area Budget Summary**

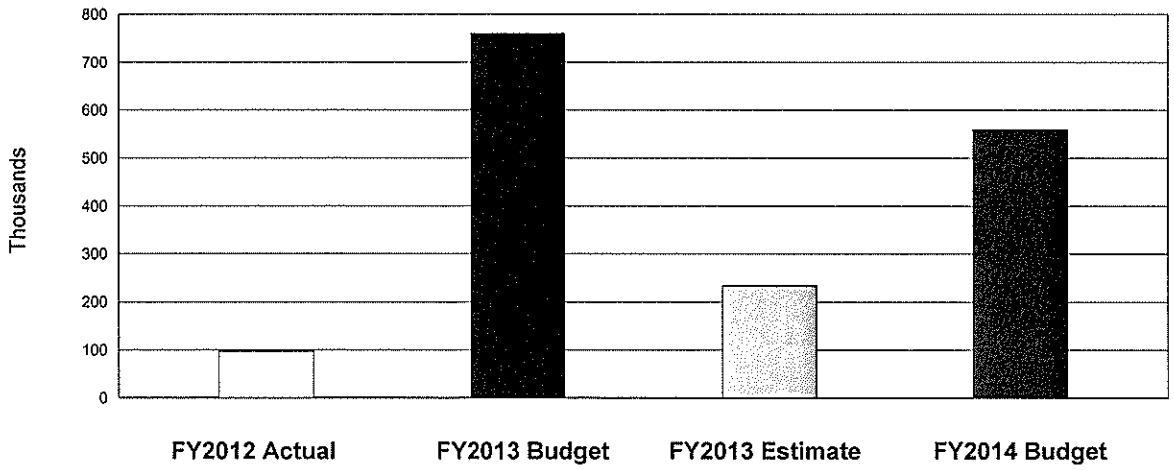
**Fund Name : Historic Preservation Fund**
**Business Area Name : Planning & Development**
**Fund No./Bus. Area No. : 2306 / 7000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Supplies | 0 | 3,000 | 3,000 | **3,000** |
| | Other Services and Charges | 96,390 | 757,031 | 231,000 | **557,000** |
| | Total M & O Expenditures | 96,390 | 760,031 | 234,000 | **560,000** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 96,390 | 760,031 | 234,000 | **560,000** |
| Revenues | | 11,325 | 18,000 | 23,000 | **13,000** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 0.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- Develop programs that utilize City funds as seed money to encourage private investment, attract grant funds and support educational programs that will further preservation efforts in Houston.
- Promote preservation of City owned historic buildings.

**Historic Preservation Fund**
**Planning & Development**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Historic Preservation Fund**
**Business Area Name : Planning & Development**
**Fund No./Bus Area No. : 2306 / 7000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| **Business Process Measures** | | | | | |
| Create Database of Common Materials & Dimensions in Historic Districts | Q | N/A | N/A | N/A | **500** |
| Develop and Conduct a Walking Tour of Historic Districts for HAHC Commissoners | Q | N/A | N/A | N/A | **1** |
| Develop and Deliver Training Sesssions at Commission Meetings | Q | N/A | N/A | N/A | **12** |
| **People and Technology Measures** | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 12% | 98% | 31% | **98%** |
| Revenues Budget vs Actual Utilization | F | 57% | 100% | 128% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Historic Preservation Fund
Business Area Name : Planning & Development
Fund No./Bus Area No. : 2306 / 7000

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **PD-Development Services 700003** | | | | | | |
| Historic Preservation Fund was established to utilize funds set aside from the sale of historic fire stations by the City to promote historic preservation of residential and commercial programs. The program utilizes City funds as seed money to encourage private investment, attract grant funds, and support educational programs that will further preservation efforts in Houston. | 0.0 | 96,390 | 0.0 | 234,000 | **0.0** | **560,000** |
| Total | 0.0 | 96,390 | 0.0 | 234,000 | **0.0** | **560,000** |

Business Area Revenue Summary

Fund Name : Historic Preservation Fund
Business Area Name : Planning & Development
Fund No./Bus Area No. : 2306 / 7000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 7000030001 | Development Services | | | |
| 432010 | Interest on Pooled Investments | 18,000 | 18,000 | 13,000 |
| 490010 | Transfer from General Fund | 0 | 5,000 | 0 |
| Total | Development Services | 18,000 | 23,000 | 13,000 |
| Total | Planning & Development | 18,000 | 23,000 | 13,000 |

Business Area Expenditure Summary

Fund Name : Historic Preservation Fund
Business Area Name : Planning & Development
Fund No./Bus. Area No. : 2306 / 7000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 511060 | Postage | 0 | 3,000 | 3,000 | 3,000 |
| **Total** | **Supplies** | **0** | **3,000** | **3,000** | **3,000** |
| 520114 | Miscellaneous Support Services | 47,055 | 757,031 | 226,000 | 557,000 |
| 520126 | Construction Site Work Services | 48,347 | 0 | 0 | 0 |
| 520515 | Print Shop Services | 988 | 0 | 0 | 0 |
| 522430 | Miscellaneous Other Services & Charges | 0 | 0 | 5,000 | 0 |
| **Total** | **Other Services and Charges** | **96,390** | **757,031** | **231,000** | **557,000** |
| | **Grand Total Expenditures** | **96,390** | **760,031** | **234,000** | **560,000** |

**Fund Summary**

| | | |
|---|---|---|
| **Fund Name** | : | **Asset Forfeiture** |
| **Business Area Name** | : | **Police Department** |
| **Fund No./Bus. Area No.** | : | **2202 / 2203 / 2204 / 1000** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 4,080,081 | 4,080,081 | **5,970,993** |
| Current Revenues | 6,390,912 | 8,490,912 | **6,629,007** |
| Total Available Resources | 10,470,993 | 12,570,993 | **12,600,000** |
| Maintenance and Operations | 9,000,000 | 6,600,000 | **12,600,000** |
| Other InterFund Transfers | 0 | 0 | **0** |
| Total Expenditures | 9,000,000 | 6,600,000 | **12,600,000** |
| Planned Ending Fund Balance | 1,470,993 | 5,970,993 | **0** |
| Total Budget | 10,470,993 | 12,570,993 | **12,600,000** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 1,470,993 | 5,970,993 | **0** |
| 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 Asset Forfeiture Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Asset Forfeiture Fund was established to account for asset forfeiture proceeds. The Houston Police Department (HPD) receives asset forfeiture proceeds under guidelines set forth by the US Department of Justice, the US Department of the Treasury, and the State of Texas. These forfeiture proceeds are generated as a result of law enforcement efforts against illegal and criminal activity. Proceeds received under the various guidelines must be used for law enforcement purposes.

Asset forfeiture funds are used for overtime expenditures for HPD officers budgeted in the General Fund, and for purchases of supplies and materials related to law enforcement programs.

**Business Area Budget Summary**

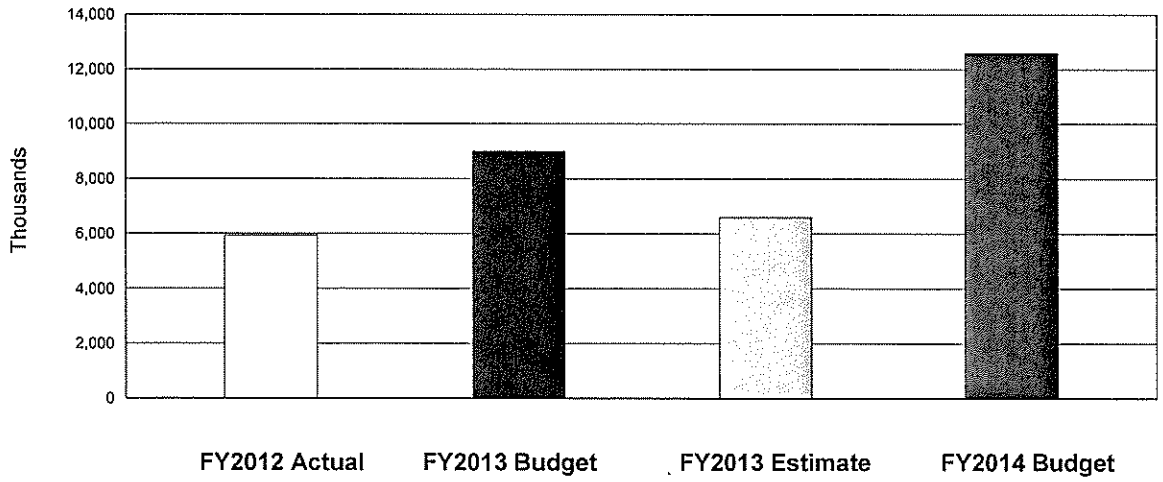
**Fund Name : Asset Forfeiture**
**Business Area Name : Police Department**
**Fund No./Bus. Area No. : 2202 / 2203 / 2204 / 1000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 2,477,104 | 3,100,000 | 3,100,000 | **3,000,000** |
| | Supplies | 1,679,686 | 1,911,139 | 910,184 | **4,263,100** |
| | Other Services and Charges | 1,495,331 | 1,976,207 | 1,908,728 | **1,994,600** |
| | Equipment | 157,597 | 416,093 | 402,277 | **0** |
| | Non-Capital Equipment | 118,291 | 1,596,561 | 278,811 | **3,342,300** |
| | Total M & O Expenditures | 5,928,009 | 9,000,000 | 6,600,000 | **12,600,000** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 5,928,009 | 9,000,000 | 6,600,000 | **12,600,000** |
| Revenues | | 7,258,520 | 6,390,912 | 8,490,912 | **6,629,007** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 0.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 24.4 | 30.6 | 30.1 | **29.1** |

**Significant Budget Changes and Highlights**

- o Operates programs against drug dealers and money launderers.
- o Funds overtime for law enforcement activities.
- o Provides support for investigations and other law enforcement activities.
- o FY2014 Budget includes capital funding for field technologies such as body cameras, in-car video, tasers, and automatic license plate readers. Other capital items include laptop replacements, body armor, and various technology related items.

**Asset Forfeiture**
**Police Department**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Asset Forfeiture Fund - Treasury**
**Business Area Name : Police Department**
**Fund No./Bus Area No. : 2202 / 2203 / 2204 / 1000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Part 1 Crime (all Asset Forfeiture related crimes) | P | 120,860 | 135,656 | 133,724 | **133,817** |
| **Business Process Measures** | | | | | |
| Cash Seizures | P,Q | $17M | $17.5M | $20M | **$20M** |
| **People and Technology Measures** | | | | | |
| Body Cameras Deployed | P,Q | N/A | 100 | N/A | **250** |
| In-Car Cameras Deployed | P,Q | N/A | 225 | N/A | **450** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 55% | 98% | 84% | **98%** |
| Revenues Budget vs Actual Utilization | F | 213% | 100% | 56% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Asset Forfeiture
Business Area Name : Police Department
Fund No./Bus Area No. : 2202 / 2203 / 2204 / 1000

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Asset Forfeiture Funds** 100001 | | | | | | |
| Provide funding for the enhancement of law enforcement activities. | 0.0 | 5,928,009 | 0.0 | 6,600,000 | **0.0** | **12,600,000** |

## Division Summary

Fund Name : Asset Forfeiture
Business Area Name : Police Department
Fund No./Bus Area No. : 2202 / 2203 / 2204 / 1000

| Division | Division Name | FY2012 Actual FTEs | FY2012 Actual Costs $ | FY2013 Estimate FTEs | FY2013 Estimate Costs $ | FY2014 Budget FTEs | FY2014 Budget Costs $ |
|---|---|---|---|---|---|---|---|
| 100001 | Asset Forfeiture Funds | | | | | | |
| | Civilian | 0.0 | | 0.0 | | **0.0** | |
| | Classified | 0.0 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | | 0.0 | 5,928,009 | 0.0 | 6,600,000 | **0.0** | **12,600,000** |
| | Grand Total | | | | | | |
| | Civilian | 0.0 | | 0.0 | | **0.0** | |
| | Classified | 0.0 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Grand Total | 0.0 | 5,928,009 | 0.0 | 6,600,000 | **0.0** | **12,600,000** |

Business Area Revenue Summary

Fund Name : Asset Forfeiture
Business Area Name : Police Department
Fund No./Bus Area No. : 2202 / 2203 / 2204 / 1000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 1000010053 | HPD - Narcotics | | | |
| 432010 | Interest on Pooled Investments | 54,912 | 54,912 | 51,007 |
| 435510 | Confiscations | 6,336,000 | 8,436,000 | 6,578,000 |
| Total | Police Department | 6,390,912 | 8,490,912 | 6,629,007 |

Business Area Expenditure Summary

Fund Name : Asset Forfeiture
Business Area Name : Police Department
Fund No./Bus. Area No. : 2202 / 2203 / 2204 / 1000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500060 | Overtime - Civilian | 9,775 | 0 | 0 | **0** |
| 500070 | Overtime - Classified | 2,464,299 | 3,100,000 | 3,100,000 | **3,000,000** |
| 500090 | Premium Pay - Civilian | 12 | 0 | 0 | **0** |
| 501070 | Pension - Civilian | 3,018 | 0 | 0 | **0** |
| **Total** | **Personnel Services** | 2,477,104 | 3,100,000 | 3,100,000 | **3,000,000** |
| 511025 | Electrical Hardware & Parts | 12,348 | 0 | 0 | **0** |
| 511040 | Audiovisual Supplies | 4,902 | 20,000 | 20,000 | **40,000** |
| 511045 | Computer Supplies | 492,410 | 202,362 | 201,639 | **85,000** |
| 511055 | Publications & Printed Materials | 2,103 | 2,100 | 2,100 | **2,100** |
| 511070 | Miscellaneous Office Supplies | 20,229 | 0 | 2,770 | **0** |
| 511080 | General Laboratory Supplies | 73,859 | 0 | 0 | **0** |
| 511090 | Medical & Surgical Supplies | 5,370 | 5,000 | 5,000 | **7,000** |
| 511100 | Veterinary & Animal Supplies | 7,372 | 9,000 | 9,000 | **10,000** |
| 511105 | Trained Police Animals | 7,000 | 7,000 | 7,000 | **14,000** |
| 511115 | Vehicle Repair & Maintenance Supplies | 25,731 | 50,000 | 50,000 | **55,000** |
| 511120 | Clothing | 290,345 | 502,000 | 202,000 | **760,000** |
| 511130 | Weapons Munitions & Supplies | 663,774 | 895,000 | 195,000 | **3,036,000** |
| 511135 | Recreational Supplies | 0 | 0 | 285 | **0** |
| 511145 | Small Tools & Minor Equipment | 38,007 | 18,000 | 18,719 | **54,000** |
| 511150 | Miscellaneous Parts & Supplies | 36,236 | 200,677 | 196,671 | **200,000** |
| **Total** | **Supplies** | 1,679,686 | 1,911,139 | 910,184 | **4,263,100** |
| 520105 | Accounting & Auditing Services | 0 | 7,000 | 0 | **13,053** |
| 520107 | Computer Info/Contr | 112,063 | 371,160 | 369,004 | **370,000** |
| 520110 | Management Consulting Services | 13,525 | 0 | 0 | **0** |
| 520114 | Miscellaneous Support Services | 12,194 | 14,000 | 14,000 | **10,000** |
| 520119 | Computer Equipment/Software Maintenance | 92,870 | 28,765 | 28,765 | **0** |
| 520120 | Communications Equipment Services | 149,357 | 279,000 | 216,634 | **250,000** |
| 520123 | Vehicle & Motor Equipment Services | 436 | 0 | 0 | **0** |
| 520124 | Other Equipment Services | 0 | 21,000 | 21,000 | **83,925** |
| 520145 | Criminal Intelligence Services | 425,000 | 475,000 | 472,300 | **450,000** |
| 520520 | Printing & Reproduction Services | 18 | 0 | 0 | **0** |
| 520805 | Education & Training | 10,668 | 7,000 | 7,000 | **5,974** |
| 520905 | Travel - Training Related | 4,470 | 5,000 | 5,000 | **7,000** |
| 520910 | Travel - Non-Training Related | 4,796 | 5,000 | 5,000 | **3,973** |
| 521610 | Voice Services | 110 | 65,000 | 65,000 | **65,000** |
| 521705 | Vehicle/Equipment Rental/Lease | 338,022 | 365,000 | 365,000 | **365,000** |
| 522305 | Freight Charges | 1,052 | 600 | 1,342 | **675** |
| 522430 | Miscellaneous Other Services & Charges | 330,750 | 332,682 | 338,683 | **370,000** |
| **Total** | **Other Services and Charges** | 1,495,331 | 1,976,207 | 1,908,728 | **1,994,600** |
| 560210 | Furniture Fixtures and Equipment | 14,828 | 35,890 | 29,890 | **0** |
| 560220 | Vehicles | 0 | 219,630 | 211,815 | **0** |
| 560230 | Computer HW and Developed SW | 142,769 | 160,573 | 160,572 | **0** |
| **Total** | **Equipment** | 157,597 | 416,093 | 402,277 | **0** |
| 551015 | Non-Capital Computer Equipment | 80,014 | 107,219 | 107,932 | **85,000** |

Business Area Expenditure Summary

Fund Name : Asset Forfeiture
Business Area Name : Police Department
Fund No./Bus. Area No. : 2202 / 2203 / 2204 / 1000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 551020 | Non-Capital Communication Equipment | 0 | 5,000 | 5,000 | **5,000** |
| 551040 | Non-Capital Other | 38,277 | 1,484,342 | 165,879 | **3,252,300** |
| **Total** | **Non-Capital Equipment** | 118,291 | 1,596,561 | 278,811 | **3,342,300** |
| | **Grand Total Expenditures** | **5,928,009** | **9,000,000** | **6,600,000** | **12,600,000** |

**Fund Summary**

**Fund Name : Auto Dealers Fund**
**Business Area Name : Police Department**
**Fund No./Bus. Area No. : 2200 / 1000**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 2,884,703 | 2,884,703 | **3,720,685** |
| Current Revenues | 6,455,700 | 7,018,350 | **6,794,520** |
| Total Available Resources | 9,340,403 | 9,903,053 | **10,515,205** |
| Maintenance and Operations | 5,785,812 | 5,087,568 | **5,513,674** |
| Debt Service | 1,094,800 | 1,094,800 | **1,262,500** |
| Total Expenditures | 6,880,612 | 6,182,368 | **6,776,174** |
| Planned Ending Fund Balance | 2,459,791 | 3,720,685 | **3,739,031** |
| Total Budget | 9,340,403 | 9,903,053 | **10,515,205** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 2,459,791 | 3,720,685 | **3,739,031** |
| 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 Auto Dealers Fund. Also included are the beginning fund balances, total revenues and total expenditures.

The Auto Dealers Fund was established to account for the funds that the Houston Police Department (HPD) received during its enforcement of Chapter 8 of the City's Code of Ordinances. This ordinance was passed in compliance with Texas Senate Bill 226 of the 45th Regular Session. This bill gives cities the right to enact laws regulating automotive dealers and to fix penalties for the violation of these laws. The Auto Dealers' Division is also responsible for coordinating the licensing of tow truck drivers and regulating storage lots.

Senate Bill 226 also requires that "all sums collected from such dealers shall be used by the City for the enforcement, hereof, and for the enforcement of all provisions of the law regulating the sale, theft, or exchange of motor vehicles or parts, or accessories thereto and for no other purpose."

**Business Area Budget Summary**

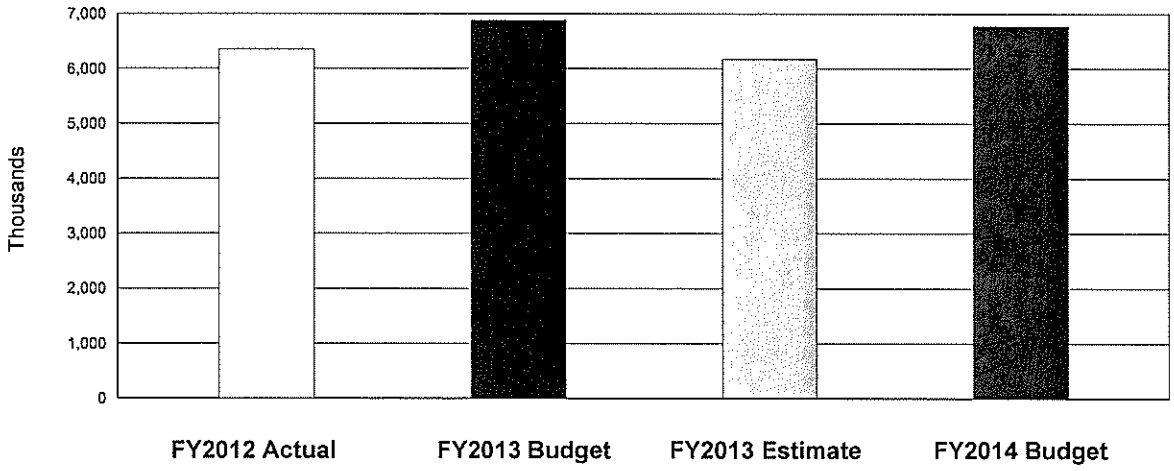
**Fund Name : Auto Dealers Fund**
**Business Area Name : Police Department**
**Fund No./Bus. Area No. : 2200 / 1000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 2,835,038 | 3,116,232 | 2,989,343 | **3,535,673** |
| | Supplies | 133,917 | 304,080 | 196,470 | **335,000** |
| | Other Services and Charges | 1,195,871 | 1,245,500 | 1,227,945 | **1,243,001** |
| | Equipment | 0 | 1,120,000 | 673,810 | **400,000** |
| | Total M & O Expenditures | 4,164,826 | 5,785,812 | 5,087,568 | **5,513,674** |
| | Debt Service & Other Uses | 2,189,600 | 1,094,800 | 1,094,800 | **1,262,500** |
| | Total Expenditures | 6,354,426 | 6,880,612 | 6,182,368 | **6,776,174** |
| Revenues | | 6,725,248 | 6,455,700 | 7,018,350 | **6,794,520** |
| Staffing | Full-Time Equivalents - Civilian | 6.4 | 8.0 | 6.0 | **8.0** |
| | Full-Time Equivalents - Classified | 22.5 | 23.0 | 19.2 | **23.0** |
| | Full-Time Equivalents - Cadets | 0.0 | 0.0 | 0.0 | **0.0** |
| | Total | 28.9 | 31.0 | 25.2 | **31.0** |
| | Full-Time Equivalents - Overtime | 2.1 | 2.6 | 2.4 | **4.8** |

**Significant Budget Changes and Highlights**

- The FY2014 budget continues the FY2013 service levels.
- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.

**Auto Dealers Fund**
**Police Department**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Auto Dealers Fund**
**Business Area Name : Police Department**
**Fund No./Bus Area No. : 2200 / 1000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Licenses issued | J,P,Q | 12,562 | 12,400 | 12,313 | **12,213** |
| Tow truck licenses | J,P,Q | 855 | 1,300 | 430 | **1,076** |
| **Business Process Measures** | | | | | |
| Vehicles auctioned | Q | 16,132 | 17,500 | 14,976 | **18,671** |
| Notification letters | Q | 31,487 | 32,000 | 33,341 | **37,286** |
| Storage lots regulated | P,Q | 105 | 100 | 109 | **137** |
| **People and Technology Measures** | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 86% | 98% | 90% | **98%** |
| Revenues Budget vs Actual Utilization | F | 104% | 100% | 109% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Auto Dealers Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 2200 / 1000

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **Auto Dealers** 100001 | | | | | | |
| Issue licenses and regulate automotive businesses and salesmen as provided by Chapter 8 of the Code of Ordinances, Houston, Texas, established on July 5, 1945. Auction abandoned motor vehicles as prescribed by Chapter 683 of the Texas Transportation Code. | 28.9 | 6,354,426 | 25.2 | 6,182,368 | **31.0** | **6,776,174** |

Division Summary

Fund Name : Auto Dealers Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 2200 / 1000

| Division | Division Name | FY2012 Actual FTEs | FY2012 Actual Costs $ | FY2013 Estimate FTEs | FY2013 Estimate Costs $ | FY2014 Budget FTEs | FY2014 Budget Costs $ |
|---|---|---|---|---|---|---|---|
| 100001 | Auto Dealers | | | | | | |
| | Civilian | 6.4 | | 6.0 | | **8.0** | |
| | Classified | 22.5 | | 19.2 | | **23.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Total | 28.9 | 6,354,426 | 25.2 | 6,182,368 | **31.0** | **6,776,174** |
| Grand Total | | | | | | | |
| | Civilian | 6.4 | | 6.0 | | **8.0** | |
| | Classified | 22.5 | | 19.2 | | **23.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Grand Total | 28.9 | 6,354,426 | 25.2 | 6,182,368 | **31.0** | **6,776,174** |

Business Area Roster Summary

Fund Name : Auto Dealers Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 2200 / 1000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| CUSTOMER SERVICE CLERK | 10 | 6.0 | 6.0 | |
| OFFICE SUPERVISOR | 17 | 1.0 | 1.0 | |
| POLICE LIEUTENANT | PA07 | 1.0 | 1.0 | |
| POLICE OFFICER | PA03 | 2.0 | 3.0 | 1.0 |
| POLICE SERGEANT | PA06 | 5.0 | 5.0 | |
| SENIOR ACCOUNT CLERK | 13 | 1.0 | 1.0 | |
| SENIOR POLICE OFFICER | PA04 | 15.0 | 14.0 | (1.0) |
| **Total FTEs** | | **31.0** | **31.0** | **0.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Less adjustment for Classified Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **31.0** | **31.0** | **0.0** |

Business Area Revenue Summary

Fund Name : Auto Dealers Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 2200 / 1000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **1000010072** | **HPD - Auto Dealers** | | | |
| 421161 | Auto Dealers Licenses | 2,500,000 | 2,600,000 | **2,563,800** |
| 421240 | Wrecker Licenses & Permits | 620,000 | 716,000 | **700,000** |
| 426220 | Vehicle Storage Notification | 218,000 | 229,000 | **220,020** |
| 426230 | Vehicle Auction Fees | 220,000 | 199,000 | **242,000** |
| 428080 | Returned Check Charges | 1,700 | 300 | **1,700** |
| 432010 | Interest on Pooled Investments | 35,000 | 40,000 | **42,000** |
| 434220 | Sale of Impounded Vehicles | 671,000 | 495,200 | **500,000** |
| 452030 | Miscellaneous Revenue | 2,190,000 | 2,738,850 | **2,525,000** |
| **Total** | **HPD - Auto Dealers** | **6,455,700** | **7,018,350** | **6,794,520** |
| **Total** | **Police Department** | **6,455,700** | **7,018,350** | **6,794,520** |

Business Area Expenditure Summary

Fund Name : Auto Dealers Fund
Business Area Name : Police Department
Fund No./Bus. Area No. : 2200 / 1000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 203,073 | 215,038 | 221,500 | **227,183** |
| 500020 | Salary Base Pay - Classified | 1,397,400 | 1,473,604 | 1,311,455 | **1,516,438** |
| 500050 | Sal-Edu/Incen-Classfd | 57,702 | 52,000 | 59,500 | **62,000** |
| 500060 | Overtime - Civilian | 22,867 | 30,000 | 30,000 | **30,000** |
| 500070 | Overtime - Classified | 229,452 | 200,000 | 200,000 | **440,000** |
| 500110 | Bilingual Pay - Civilian | 4,840 | 4,800 | 4,700 | **4,800** |
| 500120 | Bilingual Pay - Classified | 7,754 | 7,400 | 7,200 | **7,400** |
| 500130 | Equipment Allowance-Classified | 43,860 | 42,000 | 44,200 | **45,000** |
| 500150 | Shift Differential Pay-Classified | 0 | 600 | 600 | **600** |
| 500160 | Training Incent.-Classified | 174,255 | 156,000 | 169,500 | **196,315** |
| 500190 | Temporary Higher Class Pay | 575 | 1,500 | 1,000 | **1,500** |
| 501020 | Clothing Allowance - Classified | 17,600 | 16,800 | 17,200 | **19,200** |
| 501070 | Pension - Civilian | 36,527 | 46,018 | 46,100 | **51,548** |
| 501090 | Pension - Police | 297,590 | 450,000 | 450,000 | **450,000** |
| 501120 | Termination Pay - Civilian | 243 | 500 | 300 | **500** |
| 501130 | Termination Pay - Classified | 0 | 5,000 | 15,325 | **5,000** |
| 501140 | Third Party Disability B-Classified | 13,632 | 16,000 | 18,400 | **18,500** |
| 502010 | FICA - Civilian | 17,176 | 19,113 | 18,950 | **28,541** |
| 502020 | FICA - Classified | 14,234 | 14,813 | 15,300 | **53,554** |
| 503010 | Health Ins-Act Civilian | 46,115 | 56,557 | 56,100 | **64,089** |
| 503015 | Basic Life Insurance - Active Civilian | 116 | 126 | 100 | **172** |
| 503020 | Health Ins.Act-Classified | 205,632 | 251,205 | 224,750 | **255,874** |
| 503025 | Basic Life Insurance - Active Classified | 828 | 865 | 550 | **1,166** |
| 503040 | Health/Life Ins.Ret-Classified | 12,295 | 23,000 | 10,000 | **23,000** |
| 503050 | Health/Life Insurance - Retiree Civilian | 7,146 | 5,000 | 7,000 | **5,000** |
| 503060 | Long Term Disability-Civilian | 642 | 680 | 680 | **680** |
| 503080 | Workers Compensation-Classified-Admin | 3,762 | 5,497 | 5,497 | **5,497** |
| 503090 | Workers Compensation-Civilian-Admin | 1,308 | 1,912 | 1,912 | **1,912** |
| 503100 | Workers Compensation-Civilian-Claim | 18,414 | 10,000 | 38,500 | **10,000** |
| 503110 | Workers Compensation-Classified-Claim | 0 | 9,924 | 9,924 | **9,924** |
| 504030 | Unemployment Claims - Administration | 0 | 280 | 3,100 | **280** |
| **Total** | **Personnel Services** | **2,835,038** | **3,116,232** | **2,989,343** | **3,535,673** |
| 511015 | Cleaning & Sanitary Supplies | 13 | 0 | 0 | **0** |
| 511040 | Audiovisual Supplies | 87 | 1,500 | 800 | **0** |
| 511045 | Computer Supplies | 1,594 | 27,200 | 11,200 | **74,000** |
| 511050 | Paper & Printing Supplies | 3,272 | 3,500 | 0 | **0** |
| 511060 | Postage | 100,310 | 170,000 | 170,370 | **170,000** |
| 511070 | Miscellaneous Office Supplies | 19,483 | 20,000 | 4,400 | **20,000** |
| 511115 | Vehicle Repair & Maintenance Supplies | 7,855 | 52,040 | 4,800 | **50,000** |
| 511145 | Small Tools & Minor Equipment | 388 | 1,000 | 1,000 | **1,000** |
| 511150 | Miscellaneous Parts & Supplies | 915 | 28,840 | 3,900 | **20,000** |
| **Total** | **Supplies** | **133,917** | **304,080** | **196,470** | **335,000** |
| 520100 | Temporary Personnel Services | 5 | 0 | 22,300 | **25,000** |
| 520105 | Accounting & Auditing Services | 15,000 | 15,000 | 0 | **0** |
| 520109 | Medical Dental & Laboratory Services | 1,833 | 0 | 525 | **0** |
| 520114 | Miscellaneous Support Services | 1,325 | 2,300 | 2,400 | **2,400** |
| 520115 | Real Estate Lease/Office Rental | 55,637 | 55,637 | 55,637 | **0** |
| 520121 | IT Application Svcs | 0 | 1,800 | 1,800 | **1,800** |
| 520515 | Print Shop Services | 2,378 | 3,000 | 0 | **3,000** |
| 520605 | Advertising Services | 14,446 | 30,000 | 15,000 | **30,000** |
| 520805 | Education & Training | 429 | 0 | 800 | **5,000** |

## Business Area Expenditure Summary

**Fund Name** : **Auto Dealers Fund**
**Business Area Name** : **Police Department**
**Fund No./Bus. Area No.** : **2200 / 1000**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520910 | Travel - Non-Training Related | 0 | 1,000 | 0 | **1,000** |
| 521305 | Indirect Cost Recovery Payment | 684,231 | 696,300 | 696,300 | **892,675** |
| 521605 | Data Services | 0 | 1,000 | 1,000 | **1,000** |
| 521610 | Voice Services | 25 | 6,000 | 100 | **600** |
| 521705 | Vehicle/Equipment Rental/Lease | 149,917 | 156,100 | 155,720 | **39,025** |
| 521715 | Office Equipment Rental | 12,660 | 15,000 | 15,000 | **15,000** |
| 522205 | Metro Commuter Passes | 1,942 | 3,000 | 2,100 | **3,000** |
| 522305 | Freight Charges | 75 | 0 | 0 | **100** |
| 522430 | Miscellaneous Other Services & Charges | 1,061 | 1,000 | 1,000 | **1,000** |
| 522840 | Interfund Permit Center Rent Chargeback | 254,907 | 253,363 | 253,363 | **212,401** |
| **Total** | **Other Services and Charges** | **1,195,871** | **1,245,500** | **1,227,945** | **1,243,001** |
| 560220 | Vehicles | 0 | 720,000 | 673,810 | **0** |
| 560230 | Computer HW and Developed SW | 0 | 400,000 | 0 | **400,000** |
| **Total** | **Equipment** | **0** | **1,120,000** | **673,810** | **400,000** |
| 532005 | Transfers to General Fund | 2,189,600 | 1,094,800 | 1,094,800 | **1,262,500** |
| **Total** | **Debt Service and Other Uses** | **2,189,600** | **1,094,800** | **1,094,800** | **1,262,500** |
| | **Grand Total Expenditures** | **6,354,426** | **6,880,612** | **6,182,368** | **6,776,174** |

**Fund Summary**

**Fund Name** : **Child Safety Fund**
**Business Area Name** : **Police Department**
**Fund No./Bus. Area No.** : **2209 / 1000**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 223,730 | 223,730 | **0** |
| Current Revenues | 3,090,000 | 3,090,000 | **3,090,000** |
| Total Available Resources | 3,313,730 | 3,313,730 | **3,090,000** |
| Maintenance and Operations | 3,313,730 | 3,313,730 | **3,090,000** |
| Total Expenditures | 3,313,730 | 3,313,730 | **3,090,000** |
| Planned Ending Fund Balance | 0 | 0 | **0** |
| Total Budget | 3,313,730 | 3,313,730 | **3,090,000** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 0 | 0 | **0** |
| 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 Child Safety Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

In 1991, the Texas legislature required each municipality with a population greater than 850,000 to create a Child Safety Fund. The purpose of this fund is to provide funding for public, parochial, and private school crossing guard programs inside the City. Revenues to the fund come from an assessment of a Municipal Court fee of $5.00 on each parking violation, a $1.50 fee for each vehicle registration authorized by Harris County, and up to $25 court costs assessed when an offense occurs within a school crossing zone or a parent contributes to school non-attendance.

Adopted in 1991, City Ordinance No. 91-939 stipulates that the first priority for the Child Safety Fund expenditures should be for elementary school crossing guards. Funding is apportioned based on each school district's percentage of the total number of school crossings with paid guards within the City. The ordinance also states that if excess funds are available, funding for secondary school crossing guard services is apportioned in the same manner.

The legislation creating the fund also provides that if a surplus exists after the payment of all covered contract expenses, the excess can be used to pay for programs designed to enhance child safety, health, or nutrition.

The City of Houston pays out 100% of all revenues that come into this fund. The City does not charge administrative expenses for managing this fund, though they are allowable by law. The City has no obligation (or means) for paying out more from the fund than the fund takes in from revenue.

**Business Area Budget Summary**

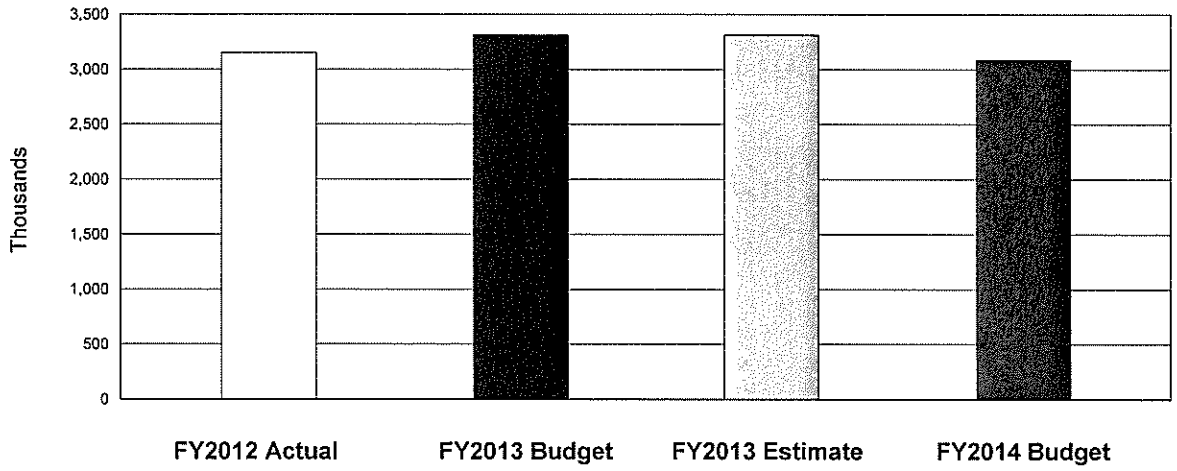
**Fund Name : Child Safety Fund**
**Business Area Name : Police Department**
**Fund No./Bus. Area No. : 2209 / 1000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Supplies | 3,000 | 3,000 | 3,000 | **3,000** |
| | Other Services and Charges | 3,148,750 | 3,310,730 | 3,310,730 | **3,087,000** |
| | Total M & O Expenditures | 3,151,750 | 3,313,730 | 3,313,730 | **3,090,000** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 3,151,750 | 3,313,730 | 3,313,730 | **3,090,000** |
| Revenues | | 3,275,729 | 3,090,000 | 3,090,000 | **3,090,000** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 0.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

Continue maintaining crossing guards in accordance with City Ordinance No. 91-939, which established crossing guard services for elementary schools as priority followed by services for secondary schools.

**Child Safety Fund**
**Police Department**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Child Safety Fund**
**Business Area Name : Police Department**
**Fund No./Bus Area No. : 2209 / 1000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| School Crossing Guards | J,P,Q | 703 | 743 | 750 | **750** |
| Schools/School Districts | J,P,Q | 13 | 15 | 17 | **17** |
| **Business Process Measures** | | | | | |
| | | | | | |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 100% | 98% | 100% | **98%** |
| Revenues Budget vs Actual Utilization | F | 106% | 100% | 100% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Child Safety Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 2209 / 1000

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **HPD - Office of Budget and Finance 100001** | | | | | | |
| Revenues derived from the $5.00 court fee assessed on each parking violation, the $1.50 fee for each vehicle registration authorized by Harris County, and up to $25 court costs assessed when offenses occur in a school zone or a parent contributing to non-attendance. | 0.0 | 3,151,750 | 0.0 | 3,313,730 | **0.0** | **3,090,000** |

Division Summary

Fund Name : Child Safety Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 2209 / 1000

| Division | Division Name | FY2012 Actual FTEs | FY2012 Actual Costs $ | FY2013 Estimate FTEs | FY2013 Estimate Costs $ | FY2014 Budget FTEs | FY2014 Budget Costs $ |
|---|---|---|---|---|---|---|---|
| 100001 | HPD - Office of Budget and Finance | | | | | | |
| | Civilian | 0.0 | | 0.0 | | **0.0** | |
| | Classified | 0.0 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Total | 0.0 | 3,151,750 | 0.0 | 3,313,730 | **0.0** | **3,090,000** |
| | Grand Total | | | | | | |
| | Civilian | 0.0 | | 0.0 | | **0.0** | |
| | Classified | 0.0 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Grand Total | 0.0 | 3,151,750 | 0.0 | 3,313,730 | **0.0** | **3,090,000** |

Business Area Revenue Summary

Fund Name : Child Safety Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 2209 / 1000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 1000010002 | HPD - Budget & Finance | | | |
| 428090 | Miscellaneous Fines & Forfeitures | 770,000 | 770,000 | **770,000** |
| 432010 | Interest on Pooled Investments | 20,000 | 20,000 | **20,000** |
| 452030 | Miscellaneous Revenue | 2,300,000 | 2,300,000 | **2,300,000** |
| **Total** | **HPD - Budget & Finance** | **3,090,000** | **3,090,000** | **3,090,000** |
| **Total** | **Police Department** | **3,090,000** | **3,090,000** | **3,090,000** |

Business Area Expenditure Summary

Fund Name : Child Safety Fund
Business Area Name : Police Department
Fund No./Bus. Area No. : 2209 / 1000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 511060 | Postage | 2,500 | 2,500 | 2,500 | **2,500** |
| 511070 | Miscellaneous Office Supplies | 500 | 500 | 500 | **500** |
| **Total** | **Supplies** | **3,000** | **3,000** | **3,000** | **3,000** |
| 520114 | Miscellaneous Support Services | 3,148,004 | 3,309,965 | 3,309,965 | **3,085,000** |
| 520605 | Advertising Services | 746 | 765 | 765 | **2,000** |
| **Total** | **Other Services and Charges** | **3,148,750** | **3,310,730** | **3,310,730** | **3,087,000** |
| | **Grand Total Expenditures** | **3,151,750** | **3,313,730** | **3,313,730** | **3,090,000** |

**Fund Summary**

| | | |
|---|---|---|
| **Fund Name** | : | **Forensic Transition Special Fund** |
| **Business Area Name** | : | **Police Department** |
| **Fund No./Bus. Area No.** | : | **2213 / 1000** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 0 | 0 | **0** |
| Current Revenues | 0 | 0 | **19,917,794** |
| Total Available Resources | 0 | 0 | **19,917,794** |
| Maintenance and Operations | 0 | 0 | **19,917,794** |
| Total Expenditures | 0 | 0 | **19,917,794** |
| Planned Ending Fund Balance | 0 | 0 | **0** |
| Total Budget | 0 | 0 | **19,917,794** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 0 | 0 | **0** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The Forensic Transition Special Fund is a new fund created in FY2014. Therefore, the above summarization does not include any historical figures.

The Forensic Transition Special Fund was created for the transition of forensic operations from the Houston Police Department to the independent Houston Forensics Science Local Government Corporation (LGC). The fund's budget covers City of Houston employees that provide services to the Houston Forensic Science LGC. The LGC reimburses the City for services provided.

The Forensic Transition Special Fund resources will be used to receive, analyze, and preserve physical evidence while adhering to the highest standards of quality, objectivity, and ethics. Expert testimony that is impartial and scientifically reliable will be provided. The Forensic Transition Special Fund consists of the Crime Laboratory and Identification Divisions. Forensic examination covers multiple scientific disciplines to include Biology/Serology, Controlled Substances, Firearms, Toxicology, Automated Fingerprints Identification System (AFIS), Computer Forensics, Crime Scene Unit, Audio - Video, Latent Prints and Polygraph.

**Business Area Budget Summary**

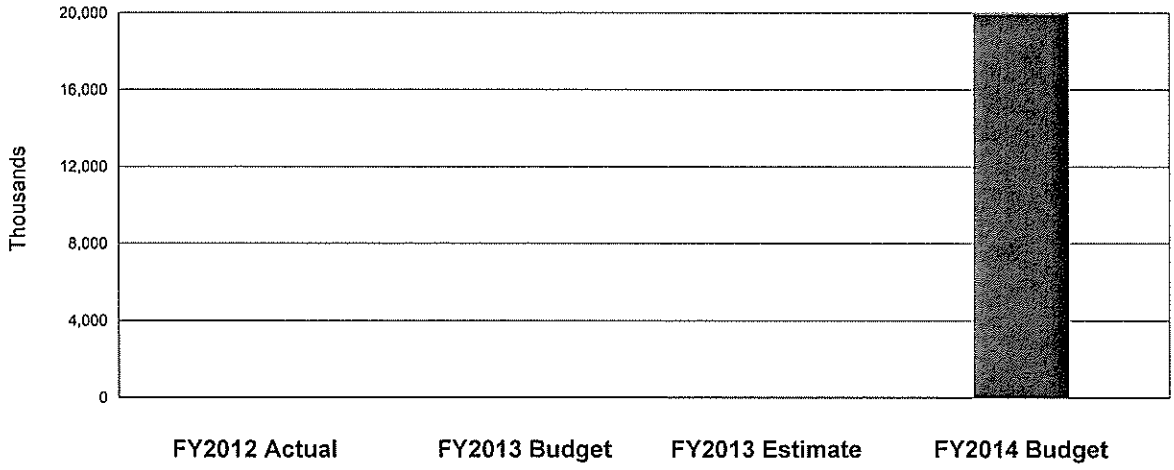
**Fund Name** : **Forensic Transition Special Fund**
**Business Area Name** : **Police Department**
**Fund No./Bus. Area No.** : **2213 / 1000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 0 | 0 | 0 | **15,433,502** |
| | Supplies | 0 | 0 | 0 | **617,430** |
| | Other Services and Charges | 0 | 0 | 0 | **3,626,862** |
| | Non-Capital Equipment | 0 | 0 | 0 | **240,000** |
| | Total M & O Expenditures | 0 | 0 | 0 | **19,917,794** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 0 | 0 | 0 | **19,917,794** |
| Revenues | | 0 | 0 | 0 | **19,917,794** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 0.0 | **91.2** |
| | Full-Time Equivalents - Classified | 0.0 | 0.0 | 0.0 | **78.0** |
| | Full-Time Equivalents - Cadets | 0.0 | 0.0 | 0.0 | **0.0** |
| | Total | 0.0 | 0.0 | 0.0 | **169.2** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **4.1** |

**Significant Budget Changes and Highlights**

- o Prior to FY2014, the Forensic Services were reported in the General Fund. This newly created fund is to report the forensic services provided to the Houston Forensic Science LGC.
- o Continue to provide technical and analytical expertise in the identification of controlled substances, analysis of firearms, forensic serology, DNA testing, toxicology, computer forensics, latent prints, crime scenes and polygraph services.
- o Manage and maintain proficiency testing, audits, certifications, inspections, and performance.
- o Continue to manage caseload in a timely manner while mitigating any backlogs in various forensic disciplines through the proper management of personnel processes and utilization of technology.
- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.

**Forensic Transition Special Fund**
**Police Department**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Forensic Transition Special Fund**
**Business Area Name : Police Department**
**Fund No./Bus Area No. : 2213 / 1000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| | | | | | |
| **Business Process Measures** | | | | | |
| Investigator Requests Completed | J,P | N/A | N/A | N/A | **35,000** |
| Criminalist/Specialist Proficiency Tests Completed | P | N/A | N/A | N/A | **101** |
| Hours of Testimony | P | N/A | N/A | N/A | **568** |
| Prisoners Processed through AFIS | P,Q | N/A | N/A | N/A | **107,831** |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | | N/A | N/A | **98%** |
| Revenues Budget vs Actual Utilization | F | | N/A | N/A | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Forensic Transition Special Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 2213 / 1000

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **Investigative Operations 100005** | | | | | | |
| Consists of the Crime Laboratory and Identification Divisions. Forensic examination covers multiple scientific disciplines to include Biology/Serology, Controlled Substances, Firearms, Toxicology, AFIS, Computer Forensics, Crime Scene Unit, Audio - Video, Latent Prints and Polygraph. | 0.0 | 0 | 0.0 | 0 | **169.2** | **19,917,794** |

## Division Summary

Fund Name : Forensic Transition Special Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 2213 / 1000

| Division | Division Name | FY2012 Actual FTEs | FY2012 Actual Costs $ | FY2013 Estimate FTEs | FY2013 Estimate Costs $ | FY2014 Budget FTEs | FY2014 Budget Costs $ |
|---|---|---|---|---|---|---|---|
| 100005 | Investigative Operations | | | | | | |
| | Civilian | 0.0 | | 0.0 | | 91.2 | |
| | Classified | 0.0 | | 0.0 | | 78.0 | |
| | Cadets | 0.0 | | 0.0 | | 0.0 | |
| | Total | 0.0 | 0 | 0.0 | 0 | 169.2 | 19,917,794 |
| Grand Total | | | | | | | |
| | Civilian | 0.0 | | 0.0 | | 91.2 | |
| | Classified | 0.0 | | 0.0 | | 78.0 | |
| | Cadets | 0.0 | | 0.0 | | 0.0 | |
| | Grand Total | 0.0 | 0 | 0.0 | 0 | 169.2 | 19,917,794 |

Business Area Roster Summary

Fund Name : Forensic Transition Special Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 2213 / 1000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATIVE AIDE | 10 | 0.0 | 1.0 | 1.0 |
| ADMINISTRATIVE SPECIALIST | 20 | 0.0 | 1.0 | 1.0 |
| ASSISTANT DIRECTOR (EXE LEV) | 32 | 0.0 | 1.0 | 1.0 |
| CLERK TYPIST | 6 | 0.0 | 2.0 | 2.0 |
| CRIMINALIST | 20 | 0.0 | 53.5 | 53.5 |
| CRIMINALIST LABORATORY MANAGER | 29 | 0.0 | 4.0 | 4.0 |
| CRIMINALIST SPECIALIST | 25 | 0.0 | 8.0 | 8.0 |
| CUSTOMER SERVICE CLERK | 10 | 0.0 | 2.5 | 2.5 |
| DATA ENTRY OPERATOR | 8 | 0.0 | 1.0 | 1.0 |
| EVIDENCE TECHNICIAN | 11 | 0.0 | 4.5 | 4.5 |
| FINGERPRINT TECHNICIAN | 10 | 0.0 | 1.0 | 1.0 |
| FINGERPRINT TECHNICIAN SUPERVISOR | 16 | 0.0 | 1.0 | 1.0 |
| IMAGING TECHNICIAN | 5 | 0.0 | 2.0 | 2.0 |
| POLICE ADMINISTRATOR (EXE LEV) | 30 | 0.0 | 2.0 | 2.0 |
| POLICE CAPTAIN | PA09 | 0.0 | 1.0 | 1.0 |
| POLICE LIEUTENANT | PA07 | 0.0 | 8.0 | 8.0 |
| POLICE OFFICER | PA03 | 0.0 | 36.0 | 36.0 |
| POLICE SERGEANT | PA06 | 0.0 | 11.0 | 11.0 |
| SENIOR CONTRACT ADMINISTRATOR | 27 | 0.0 | 1.0 | 1.0 |
| SENIOR DATA ENTRY OPERATOR | 12 | 0.0 | 3.0 | 3.0 |
| SENIOR EVIDENCE TECHNICIAN | 15 | 0.0 | 2.0 | 2.0 |
| SENIOR IMAGING TECHNICIAN | 13 | 0.0 | 1.0 | 1.0 |
| SENIOR MICROCOMPUTER ANALYST | 23 | 0.0 | 1.0 | 1.0 |
| SENIOR OFFICE ASSISTANT | 12 | 0.0 | 2.0 | 2.0 |
| SENIOR POLICE OFFICER | PA04 | 0.0 | 22.0 | 22.0 |
| **Total FTEs** | | **0.0** | **172.5** | **172.5** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **3.3** | **3.3** |
| **Less adjustment for Classified Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **0.0** | **169.2** | **169.2** |

Business Area Revenue Summary

Fund Name : Forensic Transition Special Fund
Business Area Name : Police Department
Fund No./Bus Area No. : 2213 / 1000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **1000010056** | **HPD - Crimb Lab** | | | |
| 426260 | Police Services | 0 | 0 | **7,386,397** |
| **1000010059** | **HPD - Identification** | | | |
| 426260 | Police Services | 0 | 0 | **12,531,397** |
| **Total** | **Police Department** | **0** | **0** | **19,917,794** |

Business Area Expenditure Summary

Fund Name : Forensic Transition Special Fund
Business Area Name : Police Department
Fund No./Bus. Area No. : 2213 / 1000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 0 | 0 | 0 | 4,657,579 |
| 500020 | Salary Base Pay - Classified | 0 | 0 | 0 | 4,800,229 |
| 500040 | Salary Assignment Pay - Classified | 0 | 0 | 0 | 1,789 |
| 500050 | Sal-Edu/Incen-Classfd | 0 | 0 | 0 | 212,976 |
| 500060 | Overtime - Civilian | 0 | 0 | 0 | 75,356 |
| 500070 | Overtime - Classified | 0 | 0 | 0 | 291,785 |
| 500090 | Premium Pay - Civilian | 0 | 0 | 0 | 7,416 |
| 500110 | Bilingual Pay - Civilian | 0 | 0 | 0 | 1,734 |
| 500120 | Bilingual Pay - Classified | 0 | 0 | 0 | 21,683 |
| 500130 | Equipment Allowance-Classified | 0 | 0 | 0 | 150,571 |
| 500150 | Shift Differential Pay-Classified | 0 | 0 | 0 | 42,994 |
| 500160 | Training Incent.-Classified | 0 | 0 | 0 | 495,648 |
| 500170 | Weekend Prem Pay-Classified | 0 | 0 | 0 | 38,409 |
| 500190 | Temporary Higher Class Pay | 0 | 0 | 0 | 3,909 |
| 501070 | Pension - Civilian | 0 | 0 | 0 | 1,056,802 |
| 501090 | Pension - Police | 0 | 0 | 0 | 1,500,393 |
| 501120 | Termination Pay - Civilian | 0 | 0 | 0 | 1,130 |
| 501130 | Termination Pay - Classified | 0 | 0 | 0 | 1,558 |
| 501140 | Third Party Disability B-Classified | 0 | 0 | 0 | 21,843 |
| 502010 | FICA - Civilian | 0 | 0 | 0 | 360,524 |
| 502020 | FICA - Classified | 0 | 0 | 0 | 75,253 |
| 503010 | Health Ins-Act Civilian | 0 | 0 | 0 | 682,746 |
| 503015 | Basic Life Insurance - Active Civilian | 0 | 0 | 0 | 3,595 |
| 503020 | Health Ins.Act-Classified | 0 | 0 | 0 | 866,739 |
| 503025 | Basic Life Insurance - Active Classified | 0 | 0 | 0 | 3,698 |
| 503060 | Long Term Disability-Civilian | 0 | 0 | 0 | 7,763 |
| 503080 | Workers Compensation-Classified-Admin | 0 | 0 | 0 | 18,644 |
| 503090 | Workers Compensation-Civilian-Admin | 0 | 0 | 0 | 21,826 |
| 503100 | Workers Compensation-Civilian-Claim | 0 | 0 | 0 | 2,710 |
| 504030 | Unemployment Claims - Administration | 0 | 0 | 0 | 6,200 |
| **Total** | **Personnel Services** | **0** | **0** | **0** | **15,433,502** |
| 511010 | Chemical Gases & Special Fluids | 0 | 0 | 0 | 65,675 |
| 511015 | Cleaning & Sanitary Supplies | 0 | 0 | 0 | 166 |
| 511040 | Audiovisual Supplies | 0 | 0 | 0 | 95,129 |
| 511045 | Computer Supplies | 0 | 0 | 0 | 22,824 |
| 511050 | Paper & Printing Supplies | 0 | 0 | 0 | 8,296 |
| 511055 | Publications & Printed Materials | 0 | 0 | 0 | 1,420 |
| 511070 | Miscellaneous Office Supplies | 0 | 0 | 0 | 15,071 |
| 511080 | General Laboratory Supplies | 0 | 0 | 0 | 295,610 |
| 511085 | Drugs & Medical Chemicals | 0 | 0 | 0 | 5,000 |
| 511095 | Small Technical & Scientific Equipment | 0 | 0 | 0 | 10,000 |
| 511110 | Fuel | 0 | 0 | 0 | 70,467 |
| 511120 | Clothing | 0 | 0 | 0 | 1,268 |
| 511130 | Weapons Munitions & Supplies | 0 | 0 | 0 | 3,500 |
| 511145 | Small Tools & Minor Equipment | 0 | 0 | 0 | 1,069 |
| 511150 | Miscellaneous Parts & Supplies | 0 | 0 | 0 | 21,935 |
| **Total** | **Supplies** | **0** | **0** | **0** | **617,430** |
| 520107 | Computer Info/Contr | 0 | 0 | 0 | 510 |
| 520109 | Medical Dental & Laboratory Services | 0 | 0 | 0 | 374,492 |
| 520110 | Management Consulting Services | 0 | 0 | 0 | 2,832,036 |
| 520114 | Miscellaneous Support Services | 0 | 0 | 0 | 29,760 |

Business Area Expenditure Summary

Fund Name : Forensic Transition Special Fund
Business Area Name : Police Department
Fund No./Bus. Area No. : 2213 / 1000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520118 | Refuse Disposal | 0 | 0 | 0 | 37,500 |
| 520121 | IT Application Svcs | 0 | 0 | 0 | 8,883 |
| 520124 | Other Equipment Services | 0 | 0 | 0 | 51,000 |
| 520765 | Membership & Professional Fees | 0 | 0 | 0 | 13,420 |
| 520805 | Education & Training | 0 | 0 | 0 | 20,601 |
| 520905 | Travel - Training Related | 0 | 0 | 0 | 20,000 |
| 520910 | Travel - Non-Training Related | 0 | 0 | 0 | 5,000 |
| 521605 | Data Services | 0 | 0 | 0 | 34,882 |
| 521610 | Voice Services | 0 | 0 | 0 | 88,281 |
| 521620 | Voice Equipment | 0 | 0 | 0 | 3,550 |
| 521625 | Voice Labor | 0 | 0 | 0 | 2,926 |
| 521715 | Office Equipment Rental | 0 | 0 | 0 | 19,153 |
| 521725 | Other Rental | 0 | 0 | 0 | 760 |
| 522305 | Freight Charges | 0 | 0 | 0 | 780 |
| 522430 | Miscellaneous Other Services & Charges | 0 | 0 | 0 | 12,113 |
| 522845 | Interfund Vehicle Services | 0 | 0 | 0 | 71,215 |
| **Total** | **Other Services and Charges** | **0** | **0** | **0** | **3,626,862** |
| 551025 | Non-Capital Scientific/Medical Equipment | 0 | 0 | 0 | 240,000 |
| **Total** | **Non-Capital Equipment** | **0** | **0** | **0** | **240,000** |
| | **Grand Total Expenditures** | **0** | **0** | **0** | **19,917,794** |

**Fund Summary**

**Fund Name : Police Special Services**
**Business Area Name : Police Department**
**Fund No./Bus. Area No. : 2201 / 1000**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 5,439,402 | 5,439,402 | **4,492,658** |
| Current Revenues | 8,394,554 | 9,284,713 | **8,737,168** |
| Total Available Resources | 13,833,956 | 14,724,115 | **13,229,826** |
| Maintenance and Operations | 11,169,880 | 10,231,457 | **12,022,867** |
| Debt Service | 0 | 0 | **0** |
| Total Expenditures | 11,169,880 | 10,231,457 | **12,022,867** |
| Planned Ending Fund Balance | 2,664,076 | 4,492,658 | **1,206,959** |
| Total Budget | 13,833,956 | 14,724,115 | **13,229,826** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 2,664,076 | 4,492,658 | **1,206,959** |
| 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 Police Special Services Fund. Also included are the beginning and ending fund balances, total revenues, and total expenditures.

The Police Special Services Fund was created to properly account for monies received by the Houston Police Department (HPD) that are not covered by other funds. These funds include monies received from other agencies or organizations to reimburse HPD for cost of supplies and services. As a sub-grantee for monies restricted to a specific law enforcement purpose, HPD uses these funds which are dedicated to specific purposes.

Examples of reimbursable services include HPD participation in joint police operations; security and traffic control for such activities as fun runs and parades; traffic management at airports; staffing for training facilities when used by other agencies; and contracted services as with the Immigration Customs Enforcement. Examples of restricted funds include certain court awards and state training funds. An example of a donation is a contribution from an organization or citizen for the purchase of police equipment or vehicles.

**Business Area Budget Summary**

**Fund Name : Police Special Services**
**Business Area Name : Police Department**
**Fund No./Bus. Area No. : 2201 / 1000**

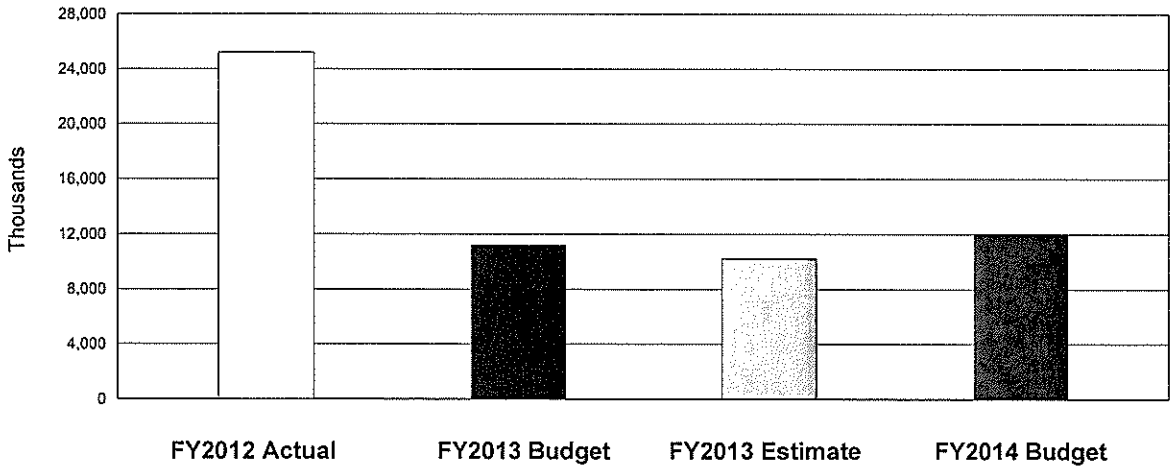
| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 21,225,029 | 7,506,363 | 7,588,259 | **7,740,522** |
| | Supplies | 2,287,022 | 231,923 | 329,714 | **420,305** |
| | Other Services and Charges | 1,565,419 | 2,125,851 | 2,033,008 | **2,802,383** |
| | Equipment | 63,693 | 117,658 | 117,658 | **0** |
| | Non-Capital Equipment | 70,428 | 1,188,085 | 162,818 | **1,059,657** |
| | Total M & O Expenditures | 25,211,591 | 11,169,880 | 10,231,457 | **12,022,867** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 25,211,591 | 11,169,880 | 10,231,457 | **12,022,867** |
| Revenues | | 23,703,360 | 8,394,554 | 9,284,713 | **8,737,168** |
| Staffing | Full-Time Equivalents - Civilian | 5.9 | 3.0 | 3.0 | **3.0** |
| | Full-Time Equivalents - Classified | 1.8 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Cadets | 0.0 | 0.0 | 0.0 | **0.0** |
| | Total | 7.7 | 3.0 | 3.0 | **3.0** |
| | Full-Time Equivalents - Overtime | 92.6 | 73.9 | 71.7 | **73.0** |

**Significant Budget Changes and Highlights**

The budget continues FY2013 service levels with associated accounting for:

- o Law Enforcement Officers Standards in Education (L.E.O.S.E.) – Funds received by the State and designated for training of police personnel.
- o Donations and contributions from private companies to designated divisions/commands.
- o Tax Increment Reinvestment Zones (TIRZ) – Municipal Service Fees from various zones/districts per agreements to defray some of the costs incurred for programs specifically in the districts.
- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.

**Police Special Services**
**Police Department**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Police Special Services**
**Business Area Name : Police Department**
**Fund No./Bus Area No. : 2201 / 1000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Municipal Service Agreements with TIRZ Districts | P,Q | 11 | 11 | 11 | **11** |
| Reimburseable fun runs and parades | P,Q | 13 | 15 | 16 | **18** |
| **Business Process Measures** | | | | | |
| Memorandum of Understandings/Agreements for police services | P,Q | 51 | 47 | 49 | **50** |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 88% | 98% | 92% | **98%** |
| Revenues Budget vs Actual Utilization | F | 94% | 100% | 111% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus Area No. : 2201 / 1000

| Division Description | | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|---|
| **Police Fleet Services** | **100001** | | | | | | |
| Accounting for the Take Home Vehicle program. (This activity was moved to the General Fund in FY2013) | | 0.0 | 1,579,950 | 0.0 | 0 | **0.0** | **0** |
| **Police Services** | **100002** | | | | | | |
| Provide services to outside entities, organizations, and other law enforcement activities. These services include providing security at fun runs and parades, plus cover assignments for other agencies. Account for TIRZ funds. | | 6.6 | 10,911,604 | 3.0 | 9,847,488 | **3.0** | **10,967,134** |
| **Alarm Ordinance** | **100003** | | | | | | |
| Supplement General Fund resources for classified salaries, overtime initiatives, and other police uses. (This activity was moved to the General Fund in FY2013) | | 0.0 | 12,375,526 | 0.0 | 0 | **0.0** | **0** |
| **LEOSE Training Funds** | **100004** | | | | | | |
| Law Enforcement Officers Standards in Education (LEOSE). Disburse restricted funds for law enforcement training activities. | | 0.0 | 116,894 | 0.0 | 266,236 | **0.0** | **310,000** |
| **Police Mobility Services** | **100005** | | | | | | |
| Street Closure Permits and Traffic Control Permits. Air Support training and equipment. | | 0.0 | 218,424 | 0.0 | 117,733 | **0.0** | **745,733** |
| **Safe Clear** | **100006** | | | | | | |
| Safe Clear program ended; no longer reported in Police Special Services Fund. | | 1.1 | 9,193 | 0.0 | 0 | **0.0** | **0** |

## Division Summary

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus Area No. : 2201 / 1000

| Division | Division Name | FY2012 Actual FTEs | FY2012 Actual Costs $ | FY2013 Estimate FTEs | FY2013 Estimate Costs $ | FY2014 Budget FTEs | FY2014 Budget Costs $ |
|---|---|---|---|---|---|---|---|
| 100001 | Police Fleet Services | | | | | | |
| | Civilian | 0.0 | | 0.0 | | **0.0** | |
| | Classified | 0.0 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Total | 0.0 | 1,579,950 | 0.0 | 0 | **0.0** | **0** |
| 100002 | Police Services | | | | | | |
| | Civilian | 5.9 | | 3.0 | | **3.0** | |
| | Classified | 0.7 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Total | 6.6 | 10,911,604 | 3.0 | 9,847,488 | **3.0** | **10,967,134** |
| 100003 | Alarm Ordinance | | | | | | |
| | Civilian | 0.0 | | 0.0 | | **0.0** | |
| | Classified | 0.0 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Total | 0.0 | 12,375,526 | 0.0 | 0 | **0.0** | **0** |
| 100004 | LEOSE Training Funds | | | | | | |
| | Civilian | 0.0 | | 0.0 | | **0.0** | |
| | Classified | 0.0 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Total | 0.0 | 116,894 | 0.0 | 266,236 | **0.0** | **310,000** |
| 100005 | Police Mobility Services | | | | | | |
| | Civilian | 0.0 | | 0.0 | | **0.0** | |
| | Classified | 0.0 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Total | 0.0 | 218,424 | 0.0 | 117,733 | **0.0** | **745,733** |
| 100006 | Safe Clear | | | | | | |
| | Civilian | 0.0 | | 0.0 | | **0.0** | |
| | Classified | 1.1 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Total | 1.1 | 9,193 | 0.0 | 0 | **0.0** | **0** |
| | Grand Total | | | | | | |
| | Civilian | 5.9 | | 3.0 | | **3.0** | |
| | Classified | 1.8 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Grand Total | 7.7 | 25,211,591 | 3.0 | 10,231,457 | **3.0** | **12,022,867** |

Business Area Roster Summary

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus Area No. : 2201 / 1000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| FINANCIAL ANALYST III | 21 | 2.0 | 2.0 | |
| SENIOR ACCOUNT CLERK | 13 | 1.0 | 1.0 | |
| **Total FTEs** | | **3.0** | **3.0** | **0.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Less adjustment for Classified Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **3.0** | **3.0** | **0.0** |

Business Area Revenue Summary

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus Area No. : 2201 / 1000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **1000010002** | **HPD - Budget & Finance** | | | |
| 432010 | Interest on Pooled Investments | 200,000 | 200,000 | **200,000** |
| 452030 | Miscellaneous Revenue | 25,000 | 10,000 | **10,000** |
| **Total** | **HPD - Budget & Finance** | **225,000** | **210,000** | **210,000** |
| **1000010004** | **HPD - Public Affairs** | | | |
| 431020 | Contributions from Others | 5,000 | 5,000 | **5,000** |
| **1000010012** | **HPD - Internal Affairs** | | | |
| 426260 | Police Services | 0 | 10,000 | **10,000** |
| **1000010016** | **HPD - Training Academy** | | | |
| 426260 | Police Services | 12,000 | 12,000 | **12,000** |
| **1000010019** | **HPD - Field Operations Command** | | | |
| 421350 | Site Inspection Fees | 0 | 400 | **15,200** |
| 490010 | Transfer from General Fund | 4,925,200 | 4,925,200 | **4,925,200** |
| **Total** | **HPD - Field Operations Command** | **4,925,200** | **4,925,600** | **4,940,400** |
| **1000010021** | **HPD - North Patrol Command** | | | |
| 431020 | Contributions from Others | 0 | 48,000 | **0** |
| **1000010022** | **HPD - IAH Airport Patrol** | | | |
| 424060 | Interfund Airport Police Services | 300,000 | 300,000 | **300,000** |
| **1000010023** | **HPD - HOU Airport Patrol** | | | |
| 424060 | Interfund Airport Police Services | 200,000 | 200,000 | **200,000** |
| **1000010027** | **HPD - North Patrol** | | | |
| 426260 | Police Services | 240,000 | 230,000 | **230,000** |
| **1000010043** | **HPD - Robbery** | | | |
| 426260 | Police Services | 49,000 | 40,000 | **41,500** |
| **1000010044** | **HPD - Auto Theft** | | | |
| 426260 | Police Services | 35,400 | 30,000 | **35,400** |
| **1000010045** | **HPD - Homicide** | | | |
| 426260 | Police Services | 0 | 35,000 | **35,000** |
| **1000010046** | **HPD - Burglary & Theft** | | | |
| 426260 | Police Services | 76,100 | 108,000 | **108,000** |
| **1000010047** | **HPD - Juvenile** | | | |
| 426260 | Police Services | 52,000 | 50,000 | **70,000** |
| **1000010049** | **HPD - Major Offenders** | | | |
| 426260 | Police Services | 326,000 | 326,000 | **369,000** |
| **1000010051** | **HPD - Vice** | | | |
| 426260 | Police Services | 35,400 | 35,400 | **35,400** |
| 435510 | Confiscations | 120,000 | 180,000 | **200,000** |
| **Total** | **HPD - Vice** | **155,400** | **215,400** | **235,400** |
| **1000010052** | **HPD - Criminal Intelligence** | | | |
| 426260 | Police Services | 191,468 | 150,000 | **191,468** |
| **1000010053** | **HPD - Narcotics** | | | |
| 426260 | Police Services | 347,000 | 347,000 | **347,000** |
| **1000010054** | **HPD - Gangs** | | | |
| 426260 | Police Services | 40,000 | 47,000 | **47,000** |
| **1000010059** | **HPD - Identification** | | | |
| 426260 | Police Services | 0 | 33,000 | **33,000** |
| **1000010069** | **HPD - Special Operations** | | | |
| 426260 | Police Services | 411,836 | 430,000 | **450,000** |
| 431020 | Contributions from Others | 0 | 2,494 | **0** |
| **Total** | **HPD - Special Operations** | **411,836** | **432,494** | **450,000** |

Business Area Revenue Summary

Fund Name : Police Special Services
Business Area Name : Police Department
Fund No./Bus Area No. : 2201 / 1000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **1000010070** | **HPD - Tactical Operation** | | | |
| 426260 | Police Services | 12,000 | 12,000 | **12,000** |
| **1000010075** | **HPD - Mobility Initiative** | | | |
| 421310 | Mobility Permits | 81,150 | 143,000 | **143,000** |
| 426290 | Other Service Charges | 10,000 | 10,000 | **12,000** |
| **Total** | **HPD - Mobility Initiative** | **91,150** | **153,000** | **155,000** |
| **1000010076** | **HPD - Safe Clear** | | | |
| 452020 | Recoveries & Refunds | 0 | 110,069 | **0** |
| **1000010078** | **HPD - Special Events** | | | |
| 431020 | Contributions from Others | 700,000 | 524,000 | **700,000** |
| **1000010083** | **HPD - Midwest** | | | |
| 431020 | Contributions from Others | 0 | 1,150 | **0** |
| **1000010084** | **HPD - Air Support** | | | |
| 434235 | Sale of Capital Assets | 0 | 730,000 | **0** |
| **Total** | **Police Department** | **8,394,554** | **9,284,713** | **8,737,168** |

**Business Area Expenditure Summary**

**Fund Name : Police Special Services**
**Business Area Name : Police Department**
**Fund No./Bus. Area No. : 2201 / 1000**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 137,456 | 134,232 | 134,232 | **138,300** |
| 500020 | Salary Base Pay - Classified | 11,600,794 | 0 | 0 | **0** |
| 500050 | Sal-Edu/Incen-Classfd | 490 | 0 | 0 | **0** |
| 500060 | Overtime - Civilian | 36,598 | 0 | 10,000 | **0** |
| 500070 | Overtime - Classified | 9,368,247 | 7,286,709 | 7,358,605 | **7,509,973** |
| 500090 | Premium Pay - Civilian | 8 | 0 | 0 | **0** |
| 500130 | Equipment Allowance-Classified | 269 | 0 | 0 | **0** |
| 500160 | Training Incent.-Classified | 1,115 | 0 | 0 | **0** |
| 501070 | Pension - Civilian | 30,000 | 28,726 | 28,726 | **31,380** |
| 501090 | Pension - Police | 1,772 | 0 | 0 | **0** |
| 501140 | Third Party Disability B-Classified | 48 | 0 | 0 | **0** |
| 502010 | FICA - Civilian | 9,867 | 10,268 | 10,268 | **10,579** |
| 502020 | FICA - Classified | 62 | 0 | 0 | **0** |
| 503010 | Health Ins-Act Civilian | 27,408 | 30,836 | 30,836 | **34,670** |
| 503015 | Basic Life Insurance - Active Civilian | 81 | 79 | 79 | **107** |
| 503020 | Health Ins.Act-Classified | 443 | 0 | 0 | **0** |
| 503025 | Basic Life Insurance - Active Classified | 3 | 0 | 0 | **0** |
| 503050 | Health/Life Insurance - Retiree Civilian | 7,379 | 10,922 | 10,922 | **10,922** |
| 503060 | Long Term Disability-Civilian | 272 | 255 | 255 | **255** |
| 503080 | Workers Compensation-Classified-Admin | 5 | 0 | 0 | **0** |
| 503090 | Workers Compensation-Civilian-Admin | 661 | 717 | 717 | **717** |
| 503100 | Workers Compensation-Civilian-Claim | 0 | 514 | 514 | **514** |
| 504020 | Compensation Contingency | 0 | 3,000 | 3,000 | **3,000** |
| 504030 | Unemployment Claims - Administration | 2,051 | 105 | 105 | **105** |
| **Total** | **Personnel Services** | **21,225,029** | **7,506,363** | **7,588,259** | **7,740,522** |
| 511025 | Electrical Hardware & Parts | 171 | 0 | 0 | **0** |
| 511040 | Audiovisual Supplies | 20,013 | 0 | 10,000 | **10,000** |
| 511045 | Computer Supplies | 135,371 | 117,651 | 93,651 | **12,465** |
| 511050 | Paper & Printing Supplies | 4,655 | 4,600 | 2,600 | **1,000** |
| 511055 | Publications & Printed Materials | 25,546 | 0 | 30,660 | **0** |
| 511070 | Miscellaneous Office Supplies | 5,433 | 11,853 | 14,500 | **14,500** |
| 511090 | Medical & Surgical Supplies | 143 | 0 | 0 | **0** |
| 511095 | Small Technical & Scientific Equipment | 6,983 | 0 | 0 | **0** |
| 511110 | Fuel | 1,579,950 | 0 | 0 | **0** |
| 511115 | Vehicle Repair & Maintenance Supplies | 945 | 0 | 13,631 | **0** |
| 511120 | Clothing | 430,026 | 2,000 | 8,000 | **2,000** |
| 511125 | Food Supplies | 0 | 6,372 | 6,372 | **0** |
| 511130 | Weapons Munitions & Supplies | 798 | 0 | 0 | **0** |
| 511135 | Recreational Supplies | 3,780 | 0 | 0 | **0** |
| 511145 | Small Tools & Minor Equipment | 45,447 | 0 | 40,000 | **27,840** |
| 511150 | Miscellaneous Parts & Supplies | 27,761 | 89,447 | 110,300 | **352,500** |
| **Total** | **Supplies** | **2,287,022** | **231,923** | **329,714** | **420,305** |
| 520100 | Temporary Personnel Services | 348,610 | 400,000 | 400,000 | **400,000** |
| 520107 | Computer Info/Contr | 7,535 | 15,761 | 27,761 | **0** |
| 520108 | Information Resource Services | 0 | 199 | 199 | **199** |
| 520110 | Management Consulting Services | 49,500 | 0 | 25,941 | **0** |
| 520114 | Miscellaneous Support Services | 1,984 | 11,900 | 166,700 | **0** |
| 520123 | Vehicle & Motor Equipment Services | (2,473) | 20,000 | 10,000 | **20,000** |
| 520145 | Criminal Intelligence Services | 100,000 | 0 | 0 | **175,000** |
| 520520 | Printing & Reproduction Services | 12,040 | 0 | 0 | **0** |
| 520605 | Advertising Services | 7,332 | 7,500 | 10,000 | **12,000** |
| 520765 | Membership & Professional Fees | 0 | 3,150 | 3,150 | **0** |

## Business Area Expenditure Summary

**Fund Name** : **Police Special Services**
**Business Area Name** : **Police Department**
**Fund No./Bus. Area No.** : **2201 / 1000**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520805 | Education & Training | 194,472 | 242,000 | 135,140 | **282,000** |
| 520815 | Tuition Reimbursement | 88,512 | 100,000 | 100,000 | **100,000** |
| 520905 | Travel - Training Related | 81,018 | 100,000 | 92,000 | **110,000** |
| 520910 | Travel - Non-Training Related | 13,171 | 52,000 | 50,000 | **52,000** |
| 521610 | Voice Services | 4 | 0 | 4 | **0** |
| 521630 | GIS Revolving Fund Services | 6,601 | 15,433 | 15,433 | **15,433** |
| 521705 | Vehicle/Equipment Rental/Lease | 101,780 | 124,008 | 130,160 | **131,160** |
| 522205 | Metro Commuter Passes | 630 | 630 | 630 | **0** |
| 522305 | Freight Charges | 405 | 0 | 325 | **0** |
| 522430 | Miscellaneous Other Services & Charges | 50,107 | 1,032,970 | 865,265 | **1,504,000** |
| 522722 | KRONOS Service Chargeback | 402 | 300 | 300 | **591** |
| 522795 | Other Interfund Services | 503,789 | 0 | 0 | **0** |
| **Total** | **Other Services and Charges** | **1,565,419** | **2,125,851** | **2,033,008** | **2,802,383** |
| 560210 | Furniture Fixtures and Equipment | 30,609 | 0 | 0 | **0** |
| 560220 | Vehicles | 8,155 | 117,658 | 117,658 | **0** |
| 560230 | Computer HW and Developed SW | 24,929 | 0 | 0 | **0** |
| **Total** | **Equipment** | **63,693** | **117,658** | **117,658** | **0** |
| 551010 | Non-Capital Office Furniture & Equipment | 21,325 | 0 | 14,390 | **0** |
| 551015 | Non-Capital Computer Equipment | 29,688 | 2,326 | 2,326 | **0** |
| 551040 | Non-Capital Other | 19,415 | 1,185,759 | 146,102 | **1,059,657** |
| **Total** | **Non-Capital Equipment** | **70,428** | **1,188,085** | **162,818** | **1,059,657** |
| | **Grand Total Expenditures** | **25,211,591** | **11,169,880** | **10,231,457** | **12,022,867** |

**Fund Summary**

| | | |
|---|---|---|
| **Fund Name** | : | **Supplemental Environmental Protection** |
| **Business Area Name** | : | **Police Department** |
| **Fund No./Bus. Area No.** | : | **2404 / 1000** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 120,447 | 120,447 | **138,298** |
| Current Revenues | 102,500 | 102,500 | **104,000** |
| Total Available Resources | 222,947 | 222,947 | **242,298** |
| Maintenance and Operations | 204,000 | 84,649 | **200,000** |
| Total Expenditures | 204,000 | 84,649 | **200,000** |
| Planned Ending Fund Balance | 18,947 | 138,298 | **42,298** |
| Total Budget | 222,947 | 222,947 | **242,298** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 18,947 | 138,298 | **42,298** |
| 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 Houston Police Department Supplemental Environmental Protection Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

Environmental Investigations, or Rat-On-A-Rat (ROAR), use the Supplemental Environmental Protection Fund for the advancement of the goals of clean air, water, and to enhance the community environment impacted by criminal environmental violators.

**Business Area Budget Summary**

**Fund Name : Supplemental Environmental Protection**
**Business Area Name : Police Department**
**Fund No./Bus. Area No. : 2404 / 1000**

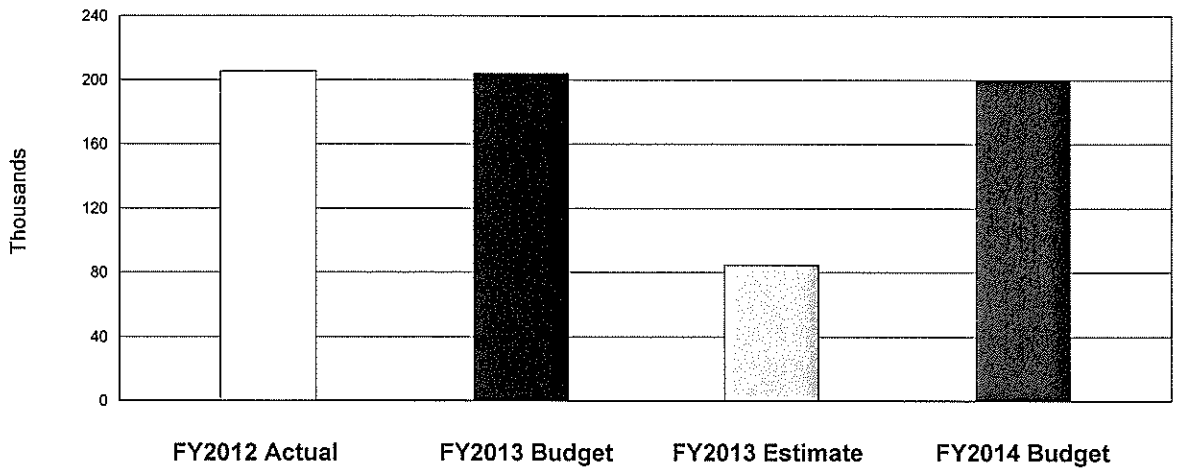
| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Supplies | 38,984 | 33,700 | 6,346 | **49,000** |
| | Other Services and Charges | 21,956 | 41,550 | 52,551 | **41,000** |
| | Equipment | 133,321 | 122,950 | 20,000 | **110,000** |
| | Non-Capital Equipment | 11,119 | 5,800 | 5,752 | **0** |
| | Total M & O Expenditures | 205,380 | 204,000 | 84,649 | **200,000** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 205,380 | 204,000 | 84,649 | **200,000** |
| Revenues | | 126,167 | 102,500 | 102,500 | **104,000** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 0.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

o The FY2014 Budget includes funding for ten school environmental projects.

o Includes funding to acquire surveillance cameras and sampling supplies to aid in investigating environmental crimes.

**Supplemental Environmental Protection**
**Police Department**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Supplemental Environmental Protection**
**Business Area Name : Police Department**
**Fund No./Bus Area No. : 2404 / 1000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Number of School Environmental Projects | J | 0 | 10 | 0 | **10** |
| **Business Process Measures** | | | | | |
| | | | | | |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 76% | 98% | 41% | **98%** |
| Revenues Budget vs Actual Utilization | F | 84% | 100% | 100% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Supplemental Environmental Protection
Business Area Name : Police Department
Fund No./Bus Area No. : 2404 / 1000

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **Supplemental Environmental Protection 100001** | | | | | | |
| Advancement of the goals of clean air and water, and to enhance the community environment impacted by criminal environmental violators. Environmental Investigations or Rat-On-A-Rat (ROAR) also seeks to minimize environmental violations. | 0.0 | 205,380 | 0.0 | 84,649 | **0.0** | **200,000** |

## Division Summary

**Fund Name** : **Supplemental Environmental Protection**
**Business Area Name** : **Police Department**
**Fund No./Bus Area No.** : **2404 / 1000**

| Division | Division Name | FY2012 Actual FTEs | FY2012 Actual Costs $ | FY2013 Estimate FTEs | FY2013 Estimate Costs $ | FY2014 Budget FTEs | FY2014 Budget Costs $ |
|---|---|---|---|---|---|---|---|
| 100001 | Supplemental Environmental Protection | | | | | | |
| | Civilian | 0.0 | | 0.0 | | **0.0** | |
| | Classified | 0.0 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Total | 0.0 | 205,380 | 0.0 | 84,649 | **0.0** | **200,000** |
| | Grand Total | | | | | | |
| | Civilian | 0.0 | | 0.0 | | **0.0** | |
| | Classified | 0.0 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Grand Total | 0.0 | 205,380 | 0.0 | 84,649 | **0.0** | **200,000** |

Business Area Revenue Summary

Fund Name : Supplemental Environmental Protection
Business Area Name : Police Department
Fund No./Bus Area No. : 2404 / 1000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 1000010050 | HPD - Environ. Protection | | | |
| 432010 | Interest on Pooled Investments | 2,500 | 2,500 | 2,000 |
| 452030 | Miscellaneous Revenue | 100,000 | 100,000 | 102,000 |
| Total | HPD - Environ. Protection | 102,500 | 102,500 | 104,000 |
| Total | Police Department | 102,500 | 102,500 | 104,000 |

Business Area Expenditure Summary

Fund Name : Supplemental Environmental Protection
Business Area Name : Police Department
Fund No./Bus. Area No. : 2404 / 1000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 511050 | Paper & Printing Supplies | 0 | 1,000 | 0 | **1,000** |
| 511060 | Postage | 0 | 1,000 | 0 | **1,000** |
| 511145 | Small Tools & Minor Equipment | 7,130 | 1,000 | 1,200 | **1,000** |
| 511150 | Miscellaneous Parts & Supplies | 31,854 | 30,700 | 5,146 | **46,000** |
| **Total** | **Supplies** | **38,984** | **33,700** | **6,346** | **49,000** |
| 520114 | Miscellaneous Support Services | 26 | 1,000 | 1,000 | **1,000** |
| 520123 | Vehicle & Motor Equipment Services | 0 | 1,000 | 0 | **1,000** |
| 520124 | Other Equipment Services | 450 | 0 | 0 | **5,000** |
| 520520 | Printing & Reproduction Services | 20,175 | 15,000 | 30,000 | **10,000** |
| 520905 | Travel - Training Related | 968 | 3,000 | 0 | **2,000** |
| 520910 | Travel - Non-Training Related | 0 | 1,550 | 1,551 | **2,000** |
| 521610 | Voice Services | 337 | 0 | 0 | **0** |
| 522430 | Miscellaneous Other Services & Charges | 0 | 20,000 | 20,000 | **20,000** |
| **Total** | **Other Services and Charges** | **21,956** | **41,550** | **52,551** | **41,000** |
| 560120 | Capital Exp-Building and Bldg Improvement | 0 | 97,950 | 0 | **0** |
| 560210 | Furniture Fixtures and Equipment | 0 | 25,000 | 20,000 | **110,000** |
| 560220 | Vehicles | 119,048 | 0 | 0 | **0** |
| 560240 | Communication Equipment | 14,273 | 0 | 0 | **0** |
| **Total** | **Equipment** | **133,321** | **122,950** | **20,000** | **110,000** |
| 551015 | Non-Capital Computer Equipment | 9,684 | 0 | 0 | **0** |
| 551030 | Non-Capital Machinery & Equipment | 0 | 5,800 | 5,752 | **0** |
| 551040 | Non-Capital Other | 1,435 | 0 | 0 | **0** |
| **Total** | **Non-Capital Equipment** | **11,119** | **5,800** | **5,752** | **0** |
| | **Grand Total Expenditures** | **205,380** | **204,000** | **84,649** | **200,000** |

**Fund Summary**

**Fund Name : Building Inspection Fund**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus. Area No. : 2301 / 2000**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 10,972,961 | 10,972,961 | **15,462,882** |
| Current Revenues | 54,741,700 | 65,682,903 | **61,952,900** |
| Total Available Resources | 65,714,661 | 76,655,864 | **77,415,782** |
| Maintenance and Operations | 50,230,786 | 50,230,786 | **65,551,300** |
| Debt Service | 0 | 0 | **0** |
| Other Interfund Transfers | 10,962,196 | 10,962,196 | **962,400** |
| Total Expenditures | 61,192,982 | 61,192,982 | **66,513,700** |
| Planned Ending Fund Balance | 4,521,679 | 15,462,882 | **10,902,082** |
| Total Budget | 65,714,661 | 76,655,864 | **77,415,782** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 4,521,679 | 15,462,882 | **10,902,082** |
| 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 Building Inspection Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Building Inspection Fund of the Public Works & Engineering Department ensures that buildings and structures constructed and maintained within the City adhere to the standards set by the City of Houston's Building Code.

In addition, Building Inspection will continue to enhance the level of services to:

- Review 100% of residential plans within 7 days and 90% of commercial plans within 11 days.

- Continue to research and deploy wireless initiatives to assist in the Telework Program for field inspectors.

**Business Area Budget Summary**

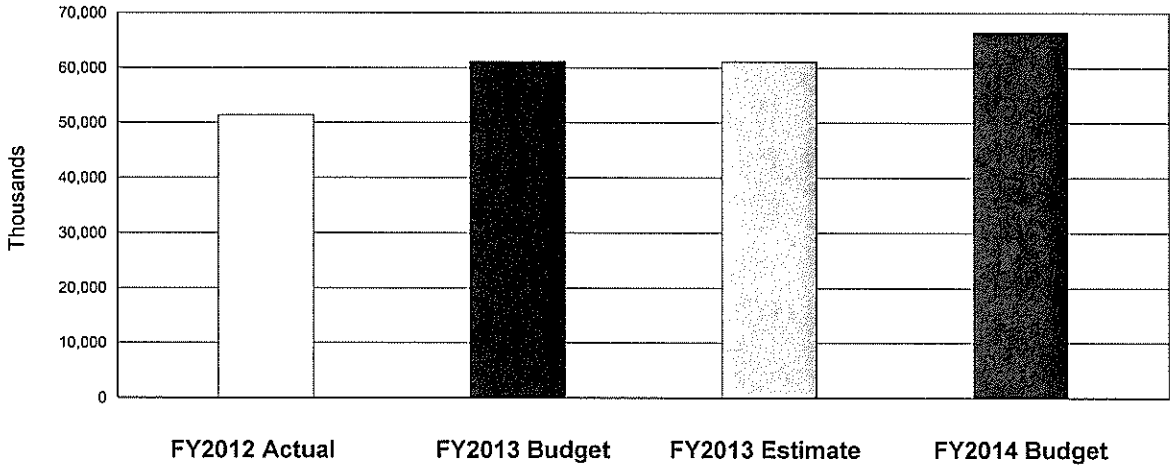
**Fund Name : Building Inspection Fund**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus. Area No. : 2301 / 2000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 36,244,469 | 38,898,829 | 38,898,829 | **45,034,400** |
| | Supplies | 808,331 | 835,000 | 835,000 | **1,076,900** |
| | Other Services and Charges | 6,949,616 | 9,662,707 | 9,662,707 | **11,618,400** |
| | Equipment | 0 | 486,100 | 486,100 | **6,603,000** |
| | Non-Capital Equipment | 77,373 | 98,150 | 98,150 | **218,600** |
| | Total M & O Expenditures | 44,079,789 | 49,980,786 | 49,980,786 | **64,551,300** |
| | Debt Service & Other Uses | 7,270,796 | 11,212,196 | 11,212,196 | **1,962,400** |
| | Total Expenditures | 51,350,585 | 61,192,982 | 61,192,982 | **66,513,700** |
| Revenues | | 56,266,919 | 54,741,700 | 65,682,903 | **61,952,900** |
| Staffing | Full-Time Equivalents - Civilian | 468.3 | 502.7 | 480.4 | **527.1** |
| | 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 | 468.3 | 502.7 | 480.4 | **527.1** |
| | Full-Time Equivalents - Overtime | 14.7 | 15.3 | 20.2 | **22.8** |

**Significant Budget Changes and Highlights**

- o The FY2014 Budget provides funding for health benefits, pension contibution and municipal employees 3% pay increases.
- o Continue streamlining the plan review process to maintain a goal of 7 days residential and 11 days commercial.
- o Permitting revenues are increasing due to the annual Consumer Price Index rate increase, as well as, anticipated increase in permit activities.
- o Provides funding to replace the obsolete Integrated Land Management System (ILMS), as well as, the design and development of a new permitting website that will consolidate online permitting and document workflows.
- o Increase staffing levels in the plan review, code enforcement and customer assistance areas in an effort to enhance customer service levels, as well as, keep up with the rising demand in the number of plan submittals, inspection requests and walk in customers at the Houston Permitting Center (HPC).

**Building Inspection Fund**
**Public Works & Engineering**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Building Inspection Fund**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus Area No. : 2301 / 2000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Plan Reviews completed on new single family residence within 7 days | Q | 88% | 100% | 83% | **100%** |
| Plan Reviews completed on Commercial property within 11 days | Q | 95% | 100% | 98% | **100%** |
| Public Infrastructure Plan Reviews completed within 11 days | Q | 97% | 90% | 95% | **90%** |
| **Business Process Measures** | | | | | |
| Site inspections completed (each) | J,P,Q | 4,200 | 4,300 | 4,300 | **4,300** |
| Flood plain area inspections completed (each) | J,P,Q | 1,900 | 3,000 | 3,200 | **3,200** |
| Building Plan Review completed- Residential (each) | J | 6,578 | 7,200 | 8,750 | **8,000** |
| Building Plan Review completed- Commercial (each) | J | 18,389 | 19,325 | 19,200 | **19,500** |
| Habitability inspections completed (each) | Q | 1,644 | 1,681 | 1,681 | **1,700** |
| **People and Technology Measures** | | | | | |
| System availability | J,P,Q | 100% | 100% | 100% | **100%** |
| Eligible engineers holding current state licenses | J,P,Q | 100% | 100% | 100% | **100%** |
| Inspectors & Plan Reviewers holding state or trade licensing/certifications | J,P,Q | 100% | 100% | 100% | **100%** |
| Accident frequency per 75,000 miles driven | F,J,Q | N/A | N/A | N/A | **<1 accident** |
| Workers' compensation incident frequency per 3,500 productive days worked | F,J,Q | N/A | N/A | N/A | **<1 incident** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 99% | 98% | 100% | **98%** |
| Revenues Budget vs Actual Utilization | F | 121% | 100% | 120% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

## Division Summary

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2301 / 2000

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Planning & Development Services Division 200006** | | | | | | |
| Provide leadership, issue permits, ensure compliance, administer the Houston Building Code, manage development activities and schedule inspections at all properties managed by the Code Enforcement's Occupancy Branch. | 455.1 | 48,175,181 | 467.7 | 56,957,937 | **510.1** | **55,575,200** |
| **Information Technology 200008** | | | | | | |
| Provide support with mainframe, desktop, software application, programming, and other pertinent technology to the users of this division. | 13.2 | 3,135,492 | 12.7 | 4,197,645 | **17.0** | **10,891,700** |
| **Management Support Branch 200009** | | | | | | |
| Provide necessary funding to ensure effective delivery of accurate, reliable, and timely bi-weekly reports. | 0.0 | 39,912 | 0.0 | 37,400 | **0.0** | **46,800** |
| Total | 468.3 | 51,350,585 | 480.4 | 61,192,982 | **527.1** | **66,513,700** |

Business Area Roster Summary

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2301 / 2000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATION MANAGER | 26 | 9.0 | 9.0 | |
| ADMINISTRATIVE AIDE | 10 | 2.0 | 3.0 | 1.0 |
| ADMINISTRATIVE ASSISTANT | 17 | 10.0 | 10.0 | |
| ADMINISTRATIVE ASSOCIATE | 13 | 0.0 | 1.0 | 1.0 |
| ADMINISTRATIVE COORDINATOR | 24 | 4.0 | 5.0 | 1.0 |
| ADMINISTRATIVE SPECIALIST | 20 | 9.0 | 9.0 | |
| ASSISTANT BUYER | 12 | 1.0 | 1.0 | |
| ASSISTANT CHIEF INSPECTOR | 25 | 8.0 | 9.0 | 1.0 |
| ASSISTANT DIRECTOR (EXE LEV) | 32 | 2.0 | 2.0 | |
| ASSISTANT DIRECTOR-PUBLIC WORKS (EXE LEV) | 34 | 1.0 | 1.0 | |
| ASSISTANT PROJECT MANAGER | 20 | 2.0 | 3.5 | 1.5 |
| CODE ENFORCEMENT OFFICER II | 18 | 0.0 | 2.0 | 2.0 |
| COMMUNITY SERVICE INSPECTOR | 16 | 1.0 | 0.0 | (1.0) |
| CUSTOMER SERVICE CASHIER | 12 | 6.0 | 6.0 | |
| CUSTOMER SERVICE REP. I | 13 | 19.0 | 26.0 | 7.0 |
| CUSTOMER SERVICE REP. II | 15 | 27.0 | 25.0 | (2.0) |
| CUSTOMER SERVICE REP. III | 16 | 25.0 | 26.0 | 1.0 |
| CUSTOMER SERVICE SECTION CHIEF | 22 | 7.0 | 7.0 | |
| CUSTOMER SERVICE SUPERVISOR | 18 | 1.0 | 1.0 | |
| DEPUTY ASSISTANT DIRECTOR (EXE LEV) | 30 | 3.0 | 3.0 | |
| DEPUTY DIRECTOR-PUBLIC WORKS | 36 | 1.0 | 1.0 | |
| DIVISION MANAGER | 29 | 7.0 | 7.0 | |
| ENGINEER | 26 | 8.0 | 11.0 | 3.0 |
| GRADUATE ENGINEER | 22 | 11.0 | 12.0 | 1.0 |
| INFORMATION SYSTEMS ADMIN. (EXE LEV) | 30 | 1.0 | 0.0 | (1.0) |
| INSPECTOR | 18 | 184.0 | 188.0 | 4.0 |
| INSPECTOR TRAINEE | 12 | 1.0 | 1.0 | |
| IRM MANAGER | 29 | 1.0 | 2.0 | 1.0 |
| IT PROJECT MANAGER | 28 | 2.0 | 3.0 | 1.0 |
| LAN SPECIALIST | 26 | 1.0 | 0.0 | (1.0) |
| MANAGEMENT ANALYST II | 18 | 1.0 | 2.0 | 1.0 |
| MANAGING ENGINEER | 31 | 3.0 | 3.0 | |
| MESSENGER | 6 | 1.0 | 1.0 | |
| MULTI-DISCIPLINE INSPECTOR | 21 | 4.0 | 4.0 | |
| OFFICE SUPERVISOR | 17 | 2.0 | 2.0 | |
| PLAN ANALYST SUPERVISOR | 22 | 9.0 | 9.0 | |
| PROCUREMENT SPECIALIST | 24 | 1.0 | 1.0 | |
| PROGRAMMER ANALYST IV | 25 | 2.0 | 1.0 | (1.0) |
| PROJECT MANAGER | 24 | 2.0 | 2.0 | |
| PROJECT TECHNICIAN III | 17 | 3.0 | 3.0 | |
| PROJECT TECHNICIAN IV | 20 | 3.0 | 3.0 | |
| RECORDS MANAGER | 25 | 0.0 | 1.0 | 1.0 |
| RECORDS SUPERVISOR | 18 | 1.0 | 1.0 | |
| RECORDS TECHNICIAN | 9 | 2.0 | 0.0 | (2.0) |
| REGULATORY COMPLIANCE COORDINATOR | 17 | 1.0 | 1.0 | |
| SANITARIAN III | 21 | 1.0 | 1.0 | |
| SENIOR ACCOUNT CLERK | 13 | 1.0 | 0.0 | (1.0) |
| SENIOR BUYER | 22 | 1.0 | 1.0 | |
| SENIOR CUSTOMER SERVICE CASHIER | 13 | 2.0 | 2.0 | |
| SENIOR IMAGING TECHNICIAN | 13 | 7.0 | 8.0 | 1.0 |
| SENIOR INSPECTOR | 22 | 39.0 | 40.0 | 1.0 |
| SENIOR PLAN ANALYST | 18 | 48.0 | 56.0 | 8.0 |

Business Area Roster Summary

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2301 / 2000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| SENIOR PROJECT MANAGER | 27 | 1.0 | 1.0 | |
| SENIOR STAFF ANALYST (EXE LEV) | 28 | 1.0 | 1.0 | |
| STAFF ANALYST | 26 | 0.0 | 2.0 | 2.0 |
| STAFF ANALYST (EXE LEV) | 26 | 1.0 | 1.0 | |
| STUDENT INTERN II | 10 | 1.0 | 2.0 | 1.0 |
| SUPERVISING ENGINEER | 29 | 5.0 | 6.0 | 1.0 |
| SYSTEMS CONSULTANT | 26 | 6.0 | 6.0 | |
| SYSTEMS SUPPORT ANALYST I | 16 | 1.0 | 1.0 | |
| SYSTEMS SUPPORT ANALYST II | 19 | 2.0 | 2.0 | |
| SYSTEMS SUPPORT ANALYST IV | 25 | 0.0 | 1.0 | 1.0 |
| TRUCK DRIVER | 6 | 3.0 | 3.0 | |
| **Total FTEs** | | **509.0** | **542.5** | **33.5** |
| **Less adjustment for Civilian Vacancy Factor** | | **6.3** | **15.4** | **9.1** |
| **Full-Time Equivalents** | | **502.7** | **527.1** | **24.4** |

Business Area Revenue Summary

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2301 / 2000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **2000060001** | **PWE - Management Support** | | | |
| 432010 | Interest on Pooled Investments | 169,900 | 169,900 | **171,300** |
| **2000060002** | **PWE - Permit Applications & CACD** | | | |
| 421630 | Administrative Fee - Licenses & Permits | 4,794,800 | 5,073,700 | **4,887,300** |
| 426330 | Miscellaneous Copies Fees | 13,000 | 500 | **500** |
| 426490 | Alternate Method Review Fee | 14,700 | 18,700 | **12,200** |
| 452030 | Miscellaneous Revenue | 245,200 | 231,200 | **699,200** |
| **Total** | **PWE - Permit Applications & CACD** | **5,067,700** | **5,324,100** | **5,599,200** |
| **2000060003** | **PWE - Electrical Inspection** | | | |
| 421480 | Reinspections Fees | 0 | 44,300 | **0** |
| 421500 | Electrical Permits | 6,744,700 | 8,222,700 | **8,487,200** |
| 426495 | Investigation Fee | 0 | 394,700 | **0** |
| 434245 | Sale of Capital Assets - Vehicles | 0 | 1,600 | **4,500** |
| 434335 | Recover Damage-Infrastructure | 0 | 18,700 | **0** |
| **Total** | **PWE - Electrical Inspection** | **6,744,700** | **8,682,000** | **8,491,700** |
| **2000060006** | **PWE - City Engineer's Office** | | | |
| 419080 | Encroachment Franchise Fee | 305,000 | 421,700 | **385,000** |
| 421200 | Other Building & Construction Permits | 500 | 3,500 | **2,000** |
| 421280 | Other Licenses & Permits | 84,000 | 226,700 | **85,000** |
| 421300 | Facility Permits | 18,200 | 82,700 | **29,700** |
| 421490 | Plan Review Fees | 122,200 | 158,500 | **168,800** |
| 421491 | Plan Review - Per Sheet Fee | 1,077,900 | 1,468,500 | **1,335,900** |
| 421550 | Street Cut Permit | 969,600 | 875,600 | **975,000** |
| 421560 | Flood Plain Dev Prmt | 688,800 | 865,600 | **790,000** |
| 421630 | Administrative Fee - Licenses & Permits | 182,900 | 182,900 | **182,900** |
| 426320 | City Maps & Related Items | 43,500 | 0 | **0** |
| 456110 | Stormwater Quality Mgmt Permits | 210,600 | 211,600 | **218,000** |
| **Total** | **PWE - City Engineer's Office** | **3,703,200** | **4,497,300** | **4,172,300** |
| **2000060011** | **PWE - Sign Administration** | | | |
| 421162 | Electric Signs Fee | 392,000 | 371,500 | **374,100** |
| 421330 | Impounded Sign Fees | 200 | 400 | **100** |
| 421340 | Sign Construction Fees | 463,500 | 681,900 | **693,100** |
| 421350 | Site Inspection Fees | 351,400 | 360,800 | **368,900** |
| 421370 | Sign Operation Fees | 2,920,600 | 2,368,000 | **1,556,300** |
| 421371 | Sign Op Fee-Off Perm | 53,400 | 97,700 | **32,600** |
| 421372 | Sign Op Fee-Off Perm | 26,700 | 33,200 | **11,100** |
| 421373 | Sign Operation Fees-New Operating-City | 352,400 | 402,400 | **441,400** |
| 421380 | Sign Contractor Licenses | 80,000 | 221,600 | **86,400** |
| 421390 | Sign Plan Examination Fees | 448,600 | 421,400 | **424,000** |
| 421630 | Administrative Fee - Licenses & Permits | 774,000 | 987,900 | **1,012,300** |
| 421640 | LED Changeable Message Sign | 43,100 | 26,800 | **105,300** |
| 426330 | Miscellaneous Copies Fees | 0 | 0 | **29,100** |
| **Total** | **PWE - Sign Administration** | **5,905,900** | **5,973,600** | **5,134,700** |
| **2000060013** | **PWE - Multi-Family Habitability** | | | |
| 421700 | Multi-Family Rental Building Inspections | 54,800 | 133,200 | **360,000** |
| **2000060016** | **PWE - HPC Shared Services** | | | |
| 424110 | Other Interfund Services | 393,900 | 393,900 | **468,300** |

Business Area Revenue Summary

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2301 / 2000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 428080 | Returned Check Charges | 9,400 | 9,400 | 9,400 |
| 434340 | Cashier Overages | 0 | 1,400 | 0 |
| **Total** | **PWE - HPC Shared Services** | **403,300** | **404,700** | **477,700** |
| **2000060018** | **PWE - HPC Imaging Shared Services** | | | |
| 426290 | Other Service Charges | 1,206,000 | 1,206,000 | 1,134,000 |
| 426320 | City Maps & Related Items | 43,200 | 62,000 | 57,800 |
| 426330 | Miscellaneous Copies Fees | 0 | 29,803 | 22,500 |
| **Total** | **PWE - HPC Imaging Shared Services** | **1,249,200** | **1,297,803** | **1,214,300** |
| **2000060019** | **PWE - HPC Shared Facility/Motor Pool Serv.** | | | |
| 424200 | Interfund Permit Center Rent | 1,300,500 | 1,300,500 | 819,500 |
| **2000060020** | **PWE - Occupancy Inspection** | | | |
| 421470 | Occupancy Fees | 3,811,800 | 6,880,500 | 5,050,000 |
| 421520 | Heliport/Helistop Inspection Fees | 10,900 | 25,800 | 24,400 |
| 434245 | Sale of Capital Assets - Vehicles | 0 | 1,600 | 4,500 |
| **Total** | **PWE - Occupancy Inspection** | **3,822,700** | **6,907,900** | **5,078,900** |
| **2000060021** | **PWE - Plumbing Inspection** | | | |
| 421510 | Plumbing Permits | 4,233,300 | 5,079,100 | 5,130,700 |
| 434245 | Sale of Capital Assets - Vehicles | 0 | 1,600 | 4,500 |
| **Total** | **PWE - Plumbing Inspection** | **4,233,300** | **5,080,700** | **5,135,200** |
| **2000060022** | **PWE - Structural Inspection** | | | |
| 421190 | Construction Permits | 15,557,500 | 19,210,600 | 18,991,600 |
| 421210 | Fire Alarm Permits | 8,800 | 13,700 | 13,800 |
| 421450 | House Moving Permits | 7,900 | 15,800 | 16,800 |
| 421460 | Mobile Home Permits | 361,400 | 432,800 | 375,100 |
| 421480 | Reinspections Fees | 112,600 | 0 | 0 |
| 426495 | Investigation Fee | 561,100 | 0 | 0 |
| 434245 | Sale of Capital Assets - Vehicles | 0 | 1,500 | 4,500 |
| **Total** | **PWE - Structural Inspection** | **16,609,300** | **19,674,400** | **19,401,800** |
| **2000060023** | **PWE - Mechanical Inspection** | | | |
| 421420 | A/C Boiler Cons Prmt | 4,825,700 | 5,227,700 | 4,815,400 |
| 421430 | Annual Boiler Fees | 141,600 | 185,900 | 202,500 |
| 421440 | Elevator Permits | 509,900 | 821,700 | 873,900 |
| 434245 | Sale of Capital Assets - Vehicles | 0 | 1,500 | 4,500 |
| **Total** | **PWE - Mechanical Inspection** | **5,477,200** | **6,236,800** | **5,896,300** |
| **Total** | **Public Works & Engineering** | **54,741,700** | **65,682,903** | **61,952,900** |

Business Area Expenditure Summary

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2301 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 23,719,739 | 24,425,970 | 24,425,970 | **27,339,391** |
| 500030 | Salary Part Time - Civilian | 57,291 | 25,007 | 25,007 | **27,157** |
| 500060 | Overtime - Civilian | 1,126,791 | 1,494,909 | 1,494,909 | **1,750,727** |
| 500090 | Premium Pay - Civilian | 79,150 | 89,127 | 89,127 | **120,123** |
| 500110 | Bilingual Pay - Civilian | 77,261 | 77,765 | 77,765 | **76,840** |
| 500250 | HOPE Union Business Usage | (1,972) | 0 | 0 | **400** |
| 501060 | Moving Expenses | 0 | 0 | 0 | **15,000** |
| 501070 | Pension - Civilian | 4,497,426 | 5,289,796 | 5,289,796 | **6,203,319** |
| 501120 | Termination Pay - Civilian | 199,523 | 95,945 | 95,945 | **833,300** |
| 501160 | Vehicle Allowance - Civilian | 3,554 | 0 | 0 | **0** |
| 502010 | FICA - Civilian | 1,844,478 | 1,906,466 | 1,906,466 | **2,240,253** |
| 503010 | Health Ins-Act Civilian | 3,951,153 | 4,705,892 | 4,705,892 | **5,553,922** |
| 503015 | Basic Life Insurance - Active Civilian | 13,890 | 13,924 | 13,924 | **20,913** |
| 503050 | Health/Life Insurance - Retiree Civilian | 486,311 | 538,347 | 538,347 | **615,300** |
| 503060 | Long Term Disability-Civilian | 37,961 | 39,045 | 39,045 | **44,988** |
| 503090 | Workers Compensation-Civilian-Admin | 89,577 | 115,660 | 115,660 | **126,554** |
| 503100 | Workers Compensation-Civilian-Claim | 50,544 | 57,286 | 57,286 | **37,600** |
| 504030 | Unemployment Claims - Administration | 11,792 | 23,690 | 23,690 | **28,613** |
| **Total** | **Personnel Services** | **36,244,469** | **38,898,829** | **38,898,829** | **45,034,400** |
| 511010 | Chemical Gases & Special Fluids | 149 | 1,800 | 1,800 | **1,600** |
| 511015 | Cleaning & Sanitary Supplies | 563 | 1,700 | 1,700 | **3,900** |
| 511020 | Construction Materials | 779 | 200 | 200 | **0** |
| 511025 | Electrical Hardware & Parts | 303 | 1,200 | 1,200 | **2,100** |
| 511030 | Mechanical Hardware & Parts | 432 | 0 | 0 | **0** |
| 511040 | Audiovisual Supplies | 5,124 | 2,500 | 2,500 | **10,200** |
| 511045 | Computer Supplies | 85,334 | 111,800 | 111,800 | **178,800** |
| 511050 | Paper & Printing Supplies | 24,615 | 43,500 | 43,500 | **58,300** |
| 511055 | Publications & Printed Materials | 47,764 | 31,100 | 31,100 | **63,200** |
| 511060 | Postage | 28,511 | 16,200 | 16,200 | **22,600** |
| 511070 | Miscellaneous Office Supplies | 46,063 | 42,500 | 42,500 | **59,700** |
| 511090 | Medical & Surgical Supplies | 1,911 | 300 | 300 | **1,100** |
| 511095 | Small Technical & Scientific Equipment | 32 | 0 | 0 | **0** |
| 511110 | Fuel | 534,503 | 550,100 | 550,100 | **578,500** |
| 511115 | Vehicle Repair & Maintenance Supplies | 62 | 0 | 0 | **0** |
| 511120 | Clothing | 9,754 | 13,600 | 13,600 | **23,700** |
| 511125 | Food Supplies | 1,482 | 0 | 0 | **0** |
| 511145 | Small Tools & Minor Equipment | 3,148 | 4,336 | 4,336 | **20,800** |
| 511150 | Miscellaneous Parts & Supplies | 17,802 | 14,164 | 14,164 | **34,100** |
| 511160 | Protective Gear | 0 | 0 | 0 | **18,300** |
| **Total** | **Supplies** | **808,331** | **835,000** | **835,000** | **1,076,900** |
| 520100 | Temporary Personnel Services | 106,417 | 48,048 | 48,048 | **56,000** |
| 520101 | Janitorial Services | 20,304 | 0 | 0 | **0** |
| 520102 | Security Services | 275,403 | 345,000 | 345,000 | **390,000** |
| 520105 | Accounting & Auditing Services | 0 | 143,070 | 143,070 | **0** |
| 520106 | Architectural Services | 5,675 | 0 | 0 | **44,000** |
| 520107 | Computer Info/Contr | 867,458 | 1,695,000 | 1,695,000 | **1,922,500** |
| 520108 | Information Resource Services | 133,500 | 17,416 | 17,416 | **0** |
| 520109 | Medical Dental & Laboratory Services | 3,432 | 4,800 | 4,800 | **4,900** |
| 520110 | Management Consulting Services | 112,615 | 141,300 | 141,300 | **358,000** |
| 520112 | Banking Services | 8,101 | 8,100 | 8,100 | **8,800** |
| 520114 | Miscellaneous Support Services | 91,477 | 143,300 | 143,300 | **266,300** |
| 520115 | Real Estate Lease/Office Rental | 229,488 | 88,000 | 88,000 | **125,000** |
| 520116 | Parking Services Contract | 0 | 0 | 0 | **138,600** |
| 520118 | Refuse Disposal | 460 | 900 | 900 | **900** |
| 520119 | Computer Equipment/Software Maintenance | 538,837 | 600 | 600 | **0** |
| 520121 | IT Application Svcs | 4,566 | 29,500 | 29,500 | **68,900** |
| 520122 | Office Equipment Services | 0 | 5,000 | 5,000 | **5,000** |

Business Area Expenditure Summary

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2301 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520123 | Vehicle & Motor Equipment Services | 450,854 | 636,928 | 636,928 | **532,300** |
| 520126 | Construction Site Work Services | 100,823 | 102,325 | 102,325 | **260,000** |
| 520141 | Engineering Services | 3,628 | 0 | 0 | **0** |
| 520157 | Computer Software Maintenance Services | 111,835 | 649,800 | 649,800 | **759,900** |
| 520158 | Computer Equipment Maintenance Services | 0 | 222,700 | 222,700 | **239,200** |
| 520510 | Mail/Delivery Services | 0 | 2 | 2 | **0** |
| 520515 | Print Shop Services | 80,239 | 67,400 | 67,400 | **143,100** |
| 520520 | Printing & Reproduction Services | 4,009 | 1,144,300 | 1,144,300 | **1,134,800** |
| 520605 | Advertising Services | 687 | 500 | 500 | **0** |
| 520705 | Insurance Fees | 51,682 | 19,655 | 19,655 | **13,700** |
| 520720 | Fines | 0 | 100 | 100 | **0** |
| 520755 | Contingency | 0 | 0 | 0 | **250,000** |
| 520765 | Membership & Professional Fees | 22,658 | 26,100 | 26,100 | **50,500** |
| 520805 | Education & Training | 37,517 | 57,475 | 57,475 | **141,700** |
| 520905 | Travel - Training Related | 15,332 | 43,300 | 43,300 | **68,200** |
| 520910 | Travel - Non-Training Related | 5,880 | 200 | 200 | **2,700** |
| 521305 | Indirect Cost Recovery Payment | 1,753,112 | 1,667,200 | 1,667,200 | **1,438,800** |
| 521306 | PWE Allocated Cost | 0 | 0 | 0 | **870,000** |
| 521315 | Reimbursement for Energy Leakage Testing | 24,000 | 20,000 | 20,000 | **20,000** |
| 521405 | Building Maintenance Services | 814,381 | 1,090,400 | 1,090,400 | **1,090,400** |
| 521505 | Electricity | 30,911 | 1,000 | 1,000 | **2,100** |
| 521510 | Natural Gas | 65 | 0 | 0 | **0** |
| 521605 | Data Services | 39,314 | 56,591 | 56,591 | **53,500** |
| 521610 | Voice Services | 210,725 | 173,233 | 173,233 | **143,900** |
| 521620 | Voice Equipment | 10,485 | 10,057 | 10,057 | **71,800** |
| 521625 | Voice Labor | 3,256 | 7,532 | 7,532 | **2,900** |
| 521630 | GIS Revolving Fund Services | 20,659 | 38,400 | 38,400 | **49,000** |
| 521705 | Vehicle/Equipment Rental/Lease | 0 | 0 | 0 | **4,000** |
| 521715 | Office Equipment Rental | 41,759 | 91,100 | 91,100 | **122,300** |
| 521725 | Other Rental | 78,232 | 4,400 | 4,400 | **4,700** |
| 521730 | Parking Space Rental | 122,609 | 140,925 | 140,925 | **9,000** |
| 521735 | Hobby Parking Space Rental | 0 | 0 | 0 | **5,400** |
| 521905 | Legal Services | 6,000 | 0 | 0 | **0** |
| 521910 | Legal Svcs - Crt Report | 1,434 | 2,600 | 2,600 | **12,600** |
| 522205 | Metro Commuter Passes | 79,797 | 100,900 | 100,900 | **95,100** |
| 522305 | Freight Charges | 721 | 1,450 | 1,450 | **1,400** |
| 522430 | Miscellaneous Other Services & Charges | 30,139 | 33,600 | 33,600 | **52,900** |
| 522720 | Interfund Payroll Services | 39,912 | 37,400 | 37,400 | **46,800** |
| 522721 | Interfund HR Client Services | 336,261 | 383,700 | 383,700 | **420,800** |
| 522722 | KRONOS Service Chargeback | 16,800 | 17,400 | 17,400 | **20,200** |
| 522723 | Drainage Fee Service Chargeback | 4,330 | 2,200 | 2,200 | **4,500** |
| 522730 | Interfund Engineering Services | 0 | 2,000 | 2,000 | **0** |
| 522780 | Interfund Photo Copy Services | 237 | 0 | 0 | **0** |
| 522795 | Other Interfund Services | 1,350 | 139,800 | 139,800 | **91,300** |
| 522805 | Interfund Network Services | 250 | 0 | 0 | **0** |
| **Total** | **Other Services and Charges** | **6,949,616** | **9,662,707** | **9,662,707** | **11,618,400** |
| 560220 | Vehicles | 0 | 486,100 | 486,100 | **961,000** |
| 560230 | Computer HW and Developed SW | 0 | 0 | 0 | **5,642,000** |
| **Total** | **Equipment** | **0** | **486,100** | **486,100** | **6,603,000** |
| 551010 | Non-Capital Office Furniture & Equipment | 3,945 | 6,300 | 6,300 | **9,100** |
| 551015 | Non-Capital Computer Equipment | 73,428 | 86,850 | 86,850 | **204,500** |
| 551020 | Non-Capital Communication Equipment | 0 | 5,000 | 5,000 | **5,000** |
| **Total** | **Non-Capital Equipment** | **77,373** | **98,150** | **98,150** | **218,600** |
| 521930 | Contingency/Reserve | 0 | 250,000 | 250,000 | **1,000,000** |
| 532005 | Transfers to General Fund | 5,752,945 | 0 | 0 | **0** |
| 532020 | Transfers to Capital Projects | 0 | 10,164,796 | 10,164,796 | **0** |
| 532025 | Transfers to Special Revenues | 720,500 | 0 | 0 | **0** |

Business Area Expenditure Summary

Fund Name : Building Inspection Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2301 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 532050 | Trans to PIB Bonds Debt Service | 797,351 | 797,400 | 797,400 | 962,400 |
| Total | Debt Service and Other Uses | 7,270,796 | 11,212,196 | 11,212,196 | 1,962,400 |
| | Grand Total Expenditures | 51,350,585 | 61,192,982 | 61,192,982 | 66,513,700 |

**Fund Summary**

| | | |
|---|---|---|
| **Fund Name** | : | **Houston TranStar** |
| **Business Area Name** | : | **Public Works & Engineering** |
| **Fund No./Bus. Area No.** | : | **2402 / 2000** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 2,048,038 | 2,048,038 | **1,967,932** |
| Current Revenues | 2,228,200 | 2,244,210 | **2,513,100** |
| Total Available Resources | 4,276,238 | 4,292,248 | **4,481,032** |
| Maintenance and Operations | 2,365,700 | 2,324,316 | **2,860,800** |
| Total Expenditures | 2,365,700 | 2,324,316 | **2,860,800** |
| Planned Ending Fund Balance | 1,910,538 | 1,967,932 | **1,620,232** |
| Total Budget | 4,276,238 | 4,292,248 | **4,481,032** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 1,910,538 | 1,967,932 | **1,620,232** |
| 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 Houston TranStar Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Houston TranStar Center was built through a cooperative effort between the City of Houston, Harris County, the Metropolitan Transit Authority (METRO) and the Texas Department of Transportation (TxDOT). The Center houses personnel responsible for and/or involved with transportation and emergency management planning and operations in the Houston/Harris County area. The Center is part of a national effort to establish an Intelligent Transportation System. Many state-of-the-art technologies are in use to help managers improve mobility conditions. These technologies and programs include: Closed Circuit Television Cameras (CCTV), Dynamic Message Signs (DMS), Synchronized Traffic Signals, Speed Sensors, Traveler Information Devices, the MAP/Safe Clear Traffic Incident Response Program and much more.

This partnership of agencies streamlines emergency identification and response. When emergency conditions occur such as hurricanes, floods, chemical plant explosions or terrorist acts, the Emergency Operations Center (EOC) at the Houston TranStar Center is activated. Representatives from all four partner agencies come together in concert with Federal and State Agencies and Private Organizations to coordinate a quick and efficient response. Some of the technologies include: the Automated Flood Warning System, Doppler Radar Imagery, Satellite Weather Maps, Roadway Flood Warning System, HAM Radio, the National Weather Service and the Regional Incident Management Systems (RIMS). The Center is funded from revenue received from the member agencies with the cost to each member prorated based on occupancy and use of the Center facilities. The City of Houston's prorated share of the TranStar operation is budgeted within the Public Works & Engineering Department.

Through agreement of all the member agencies, the City of Houston is the financial manager of the Center's funds and is responsible for maintaining the financial records and processing the expenditures. The Center's operating budget covers costs associated with building maintenance and operations such as cleaning, maintenance, supplies, utilities and computer maintenance. The budget also includes salaries and associated costs for the Center's eight staff members who are employed through the City of Houston.

**Business Area Budget Summary**

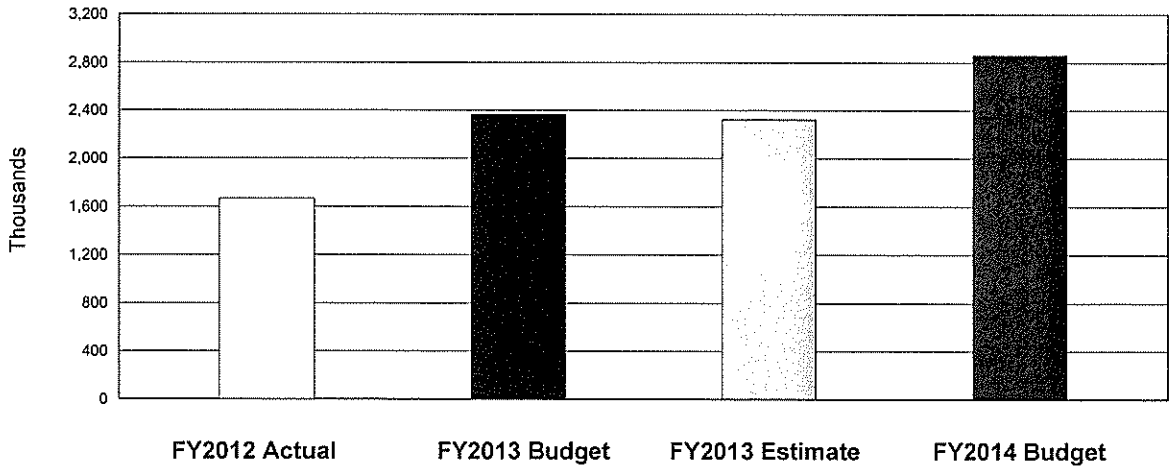
**Fund Name** : **Houston TranStar**
**Business Area Name** : **Public Works & Engineering**
**Fund No./Bus. Area No.** : **2402 / 2000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 748,190 | 850,900 | 775,844 | **880,700** |
| | Supplies | 91,131 | 129,000 | 116,800 | **123,500** |
| | Other Services and Charges | 737,564 | 1,332,800 | 1,378,672 | **1,697,600** |
| | Equipment | 64,595 | 30,000 | 30,000 | **136,000** |
| | Non-Capital Equipment | 24,297 | 23,000 | 23,000 | **23,000** |
| | Total M & O Expenditures | 1,665,777 | 2,365,700 | 2,324,316 | **2,860,800** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 1,665,777 | 2,365,700 | 2,324,316 | **2,860,800** |
| Revenues | | 2,376,936 | 2,228,200 | 2,244,210 | **2,513,100** |
| Staffing | Full-Time Equivalents - Civilian | 7.2 | 8.0 | 6.6 | **8.0** |
| | 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 | 7.2 | 8.0 | 6.6 | **8.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- o Provide police and transit dispatch services to transit systems; safe and clear dispatch services to the public.
- o Provide incident management services to first responders (police, fire, EMS, maintenance).
- o Provide emergency management for natural disaster and Homeland Security threats.
- o Provide traveler information to the public (travel times, construction status, rail positioning, incident status, amber alerts, school closures, camera views, ferry times, news media reports).
- o Provide transportation and communication design services.
- o Provide resources to fund maintenance contracts administered by the City of Houston General Service Department (GSD) due to expansion in the amount of $395,000. A portion of the cost will be reimbursed by contributions from other agencies in the amount of $285,000.

**Houston TranStar**
**Public Works & Engineering**
**Expenditure Summary**



**Business Area Performance Measures**

Fund Name : Houston TranStar
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2402 / 2000

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| | | | | | |
| **Business Process Measures** | | | | | |
| | | | | | |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 72% | 98% | 98% | **98%** |
| Revenues Budget vs Actual Utilization | F | 117% | 100% | 101% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Houston TranStar
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2402 / 2000

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Traffic Operations Division 200002** | | | | | | |
| Manage, operate and maintain the Houston TranStar Center. | 7.2 | 1,665,777 | 6.6 | 2,324,316 | **8.0** | **2,860,800** |
| Total | 7.2 | 1,665,777 | 6.6 | 2,324,316 | **8.0** | **2,860,800** |

Business Area Roster Summary

Fund Name : Houston TranStar
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2402 / 2000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATIVE ASSISTANT | 17 | 0.0 | 1.0 | 1.0 |
| ADMINISTRATIVE SPECIALIST | 20 | 1.0 | 1.0 | |
| ASSISTANT BUYER | 12 | 1.0 | 0.0 | (1.0) |
| ASSISTANT DIRECTOR-PUBLIC WORKS (EXE LEV) | 34 | 1.0 | 1.0 | |
| EXECUTIVE STAFF ANALYST (EXE LEV) | 30 | 1.0 | 1.0 | |
| FINANCIAL ANALYST IV | 25 | 1.0 | 1.0 | |
| SENIOR GIS ANALYST | 24 | 1.0 | 1.0 | |
| SENIOR PROCUREMENT SPECIALIST | 27 | 1.0 | 1.0 | |
| SYSTEMS CONSULTANT | 26 | 1.0 | 1.0 | |
| **Total FTEs** | | **8.0** | **8.0** | **0.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **8.0** | **8.0** | **0.0** |

Business Area Revenue Summary

Fund Name : Houston TranStar
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2402 / 2000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **2000020009** | **PWE - Houston TranStar** | | | |
| 422030 | Department of Transportation Grants | 307,200 | 307,200 | **307,200** |
| 423010 | Other Grant Awards | 1,300,100 | 1,300,100 | **1,554,300** |
| 426290 | Other Service Charges | 605,900 | 605,900 | **628,600** |
| 432010 | Interest on Pooled Investments | 15,000 | 23,000 | **23,000** |
| 452020 | Recoveries & Refunds | 0 | 8,010 | **0** |
| **Total** | **PWE - Houston TranStar** | **2,228,200** | **2,244,210** | **2,513,100** |
| **Total** | **Public Works & Engineering** | **2,228,200** | **2,244,210** | **2,513,100** |

Business Area Expenditure Summary

Fund Name : Houston TranStar
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 2402 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 547,989 | 595,217 | 544,134 | **601,347** |
| 501070 | Pension - Civilian | 99,112 | 127,376 | 116,500 | **136,444** |
| 502010 | FICA - Civilian | 39,707 | 44,340 | 39,722 | **45,030** |
| 503010 | Health Ins-Act Civilian | 56,227 | 75,734 | 70,270 | **89,595** |
| 503015 | Basic Life Insurance - Active Civilian | 325 | 347 | 323 | **465** |
| 503050 | Health/Life Insurance - Retiree Civilian | 2,923 | 5,000 | 2,630 | **5,000** |
| 503060 | Long Term Disability-Civilian | 593 | 692 | 593 | **680** |
| 503090 | Workers Compensation-Civilian-Admin | 1,314 | 1,942 | 1,672 | **1,912** |
| 504030 | Unemployment Claims - Administration | 0 | 252 | 0 | **227** |
| **Total** | **Personnel Services** | **748,190** | **850,900** | **775,844** | **880,700** |
| 511015 | Cleaning & Sanitary Supplies | 2,641 | 1,800 | 1,800 | **1,800** |
| 511020 | Construction Materials | 3,980 | 7,000 | 3,500 | **3,600** |
| 511025 | Electrical Hardware & Parts | 21,401 | 8,000 | 8,000 | **8,000** |
| 511030 | Mechanical Hardware & Parts | 1,666 | 7,000 | 3,500 | **3,500** |
| 511045 | Computer Supplies | 26,840 | 22,000 | 22,000 | **27,000** |
| 511050 | Paper & Printing Supplies | 5,757 | 8,400 | 8,400 | **7,500** |
| 511055 | Publications & Printed Materials | 615 | 1,500 | 1,500 | **1,500** |
| 511060 | Postage | 2,033 | 1,300 | 1,300 | **1,300** |
| 511070 | Miscellaneous Office Supplies | 10,520 | 28,700 | 17,000 | **26,000** |
| 511090 | Medical & Surgical Supplies | 5,746 | 4,200 | 4,200 | **4,200** |
| 511110 | Fuel | 4,460 | 28,500 | 35,000 | **28,500** |
| 511115 | Vehicle Repair & Maintenance Supplies | 11 | 500 | 500 | **500** |
| 511125 | Food Supplies | 0 | 5,000 | 5,000 | **5,000** |
| 511140 | Landscaping & Gardening Supplies | 162 | 100 | 100 | **100** |
| 511145 | Small Tools & Minor Equipment | 5,271 | 5,000 | 5,000 | **5,000** |
| 511150 | Miscellaneous Parts & Supplies | 28 | 0 | 0 | **0** |
| **Total** | **Supplies** | **91,131** | **129,000** | **116,800** | **123,500** |
| 520101 | Janitorial Services | 34,984 | 60,000 | 27,859 | **0** |
| 520107 | Computer Info/Contr | 36,453 | 51,000 | 17,250 | **51,000** |
| 520108 | Information Resource Services | 4,428 | 0 | 0 | **0** |
| 520109 | Medical Dental & Laboratory Services | 252 | 100 | 100 | **100** |
| 520110 | Management Consulting Services | 4,248 | 10,000 | 8,125 | **25,000** |
| 520113 | Photographic Services | 0 | 1,000 | 2,175 | **1,000** |
| 520118 | Refuse Disposal | 3,210 | 3,600 | 1,023 | **0** |
| 520119 | Computer Equipment/Software Maintenance | 74,864 | 83,000 | 83,000 | **83,000** |
| 520120 | Communications Equipment Services | 0 | 0 | 1,600 | **0** |
| 520121 | IT Application Svcs | 1,098 | 2,400 | 2,400 | **1,000** |
| 520122 | Office Equipment Services | 2,377 | 1,000 | 947 | **1,000** |
| 520123 | Vehicle & Motor Equipment Services | 1,246 | 500 | 2,100 | **1,300** |
| 520127 | Structural Construction Work Services | 11,407 | 0 | 4,600 | **0** |
| 520141 | Engineering Services | 6,300 | 340,000 | 332,506 | **340,000** |
| 520157 | Computer Software Maintenance Services | 9,195 | 0 | 0 | **0** |
| 520510 | Mail/Delivery Services | 2,040 | 3,000 | 3,000 | **3,000** |
| 520520 | Printing & Reproduction Services | 8,498 | 10,000 | 10,000 | **10,000** |
| 520605 | Advertising Services | 40,951 | 36,700 | 36,700 | **46,700** |
| 520755 | Contingency | 0 | 100,000 | 0 | **100,000** |
| 520765 | Membership & Professional Fees | 315 | 600 | 1,100 | **2,000** |
| 520805 | Education & Training | 2,696 | 1,900 | 1,900 | **2,900** |
| 520905 | Travel - Training Related | 1,988 | 1,000 | 1,000 | **3,800** |
| 520910 | Travel - Non-Training Related | 386 | 5,500 | 5,500 | **5,500** |
| 521405 | Building Maintenance Services | 138,829 | 235,000 | 128,000 | **105,000** |
| 521410 | Sewer Services | 3,138 | 3,300 | 3,300 | **3,300** |

**Business Area Expenditure Summary**

**Fund Name** : **Houston TranStar**
**Business Area Name** : **Public Works & Engineering**
**Fund No./Bus. Area No.** : **2402 / 2000**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 521415 | Land and Grounds Maintenance | 12,014 | 19,000 | 6,300 | **0** |
| 521435 | Water Services | 10,437 | 12,000 | 5,500 | **12,000** |
| 521505 | Electricity | 232,273 | 228,300 | 235,125 | **179,800** |
| 521510 | Natural Gas | 4,295 | 5,100 | 5,100 | **3,800** |
| 521605 | Data Services | 5,480 | 6,900 | 6,318 | **5,200** |
| 521610 | Voice Services | 68,213 | 94,900 | 120,729 | **82,600** |
| 521620 | Voice Equipment | 178 | 800 | 0 | **900** |
| 521625 | Voice Labor | 277 | 400 | 0 | **900** |
| 521630 | GIS Revolving Fund Services | 1,143 | 0 | 0 | **0** |
| 521705 | Vehicle/Equipment Rental/Lease | 32 | 0 | 0 | **0** |
| 521715 | Office Equipment Rental | 3,467 | 7,000 | 7,000 | **7,000** |
| 521725 | Other Rental | 4,860 | 4,900 | 900 | **900** |
| 521730 | Parking Space Rental | 600 | 600 | 600 | **600** |
| 522205 | Metro Commuter Passes | 3,024 | 3,000 | 3,000 | **3,000** |
| 522430 | Miscellaneous Other Services & Charges | 2,068 | 0 | 0 | **0** |
| 522722 | KRONOS Service Chargeback | 300 | 300 | 300 | **300** |
| 522810 | Interfund Carpentry & Painting | 0 | 0 | 313,615 | **615,000** |
| **Total** | **Other Services and Charges** | **737,564** | **1,332,800** | **1,378,672** | **1,697,600** |
| 560120 | Capital Exp-Building and Bldg Improvement | 0 | 0 | 0 | **100,000** |
| 560210 | Furniture Fixtures and Equipment | 49,271 | 0 | 10,000 | **0** |
| 560220 | Vehicles | 0 | 0 | 0 | **6,000** |
| 560230 | Computer HW and Developed SW | 15,324 | 30,000 | 20,000 | **30,000** |
| **Total** | **Equipment** | **64,595** | **30,000** | **30,000** | **136,000** |
| 551010 | Non-Capital Office Furniture & Equipment | 12,740 | 13,000 | 9,465 | **13,000** |
| 551015 | Non-Capital Computer Equipment | 9,161 | 5,000 | 8,500 | **5,000** |
| 551020 | Non-Capital Communication Equipment | 2,396 | 5,000 | 5,035 | **5,000** |
| **Total** | **Non-Capital Equipment** | **24,297** | **23,000** | **23,000** | **23,000** |
| | **Grand Total Expenditures** | **1,665,777** | **2,365,700** | **2,324,316** | **2,860,800** |

**Fund Summary**

**Fund Name** : **Mobility Response Team**
**Business Area Name** : **Public Works & Engineering**
**Fund No./Bus. Area No.** : **2304 / 2000**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 2,082,362 | 2,082,362 | **0** |
| Current Revenues | 26,000 | 26,000 | **0** |
| Total Available Resources | 2,108,362 | 2,108,362 | **0** |
| Maintenance and Operations | 0 | 0 | **0** |
| Total Expenditures | 2,108,362 | 2,108,362 | **0** |
| Planned Ending Fund Balance | 0 | 0 | **0** |
| Total Budget | 2,108,362 | 2,108,362 | **0** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 0 | 0 | **0** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2012 Budget, the FY2012 Estimate and the FY2013 Budget for the Mobility Response Team Fund. Also included are the beginning and ending fund balance, total available resources and total expenditures.

The Mobility Response Team responds to and mitigates significant traffic congestion resulting from malfunctioning traffic signals, accidents and other mobility issues throughout the City.

The Mobility Response Team Fund was closed out in FY2013 and the function was reported in General Fund.

**Business Area Budget Summary**

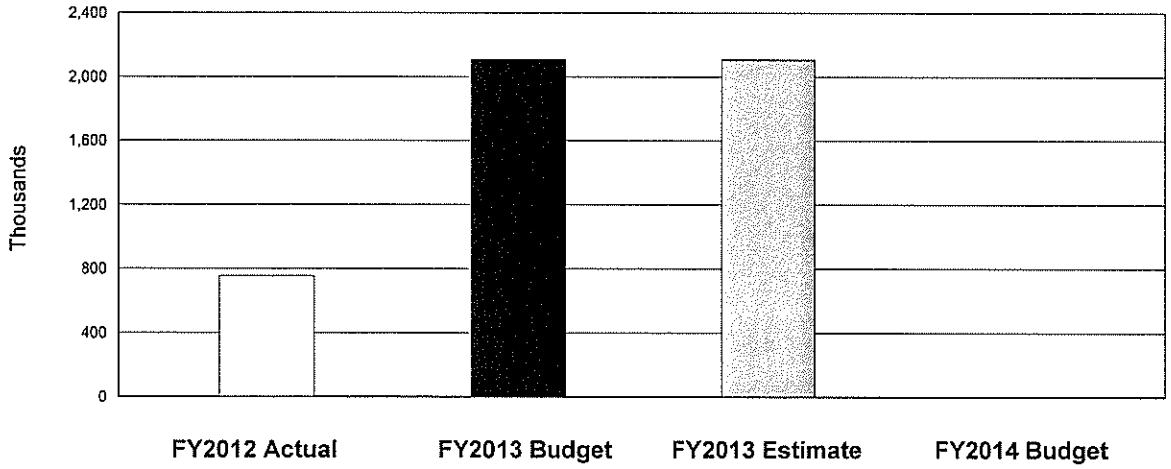
**Fund Name : Mobility Response Team**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus. Area No. : 2304 / 2000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 504,089 | 0 | 0 | **0** |
| | Supplies | 15,810 | 0 | 0 | **0** |
| | Other Services and Charges | 234,736 | 0 | 0 | **0** |
| | Total M & O Expenditures | 754,635 | 0 | 0 | **0** |
| | Debt Service & Other Uses | 0 | 2,108,362 | 2,108,362 | **0** |
| | Total Expenditures | 754,635 | 2,108,362 | 2,108,362 | **0** |
| Revenues | | 45,362 | 26,000 | 26,000 | **0** |
| Staffing | Full-Time Equivalents - Civilian | 6.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 6.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.1 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

o The Mobility Response Team Fund was closed out in FY2013.

**Mobility Response Team**
**Public Works & Engineering**
**Expenditure Summary**



## Division Summary

Fund Name : Mobility Response Team
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 2304 / 2000

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Traffic Operations Division 200002** | | | | | | |
| The Mobility Response Team's functions was moved to General Fund in FY2013. | 6.0 | 754,635 | 0.0 | 2,108,362 | **0.0** | **0** |
| Total | 6.0 | 754,635 | 0.0 | 2,108,362 | **0.0** | **0** |

## Business Area Expenditure Summary

**Fund Name** : **Mobility Response Team**
**Business Area Name** : **Public Works & Engineering**
**Fund No./Bus. Area No.** : **2304 / 2000**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 360,790 | 0 | 0 | 0 |
| 500060 | Overtime - Civilian | 7,925 | 0 | 0 | 0 |
| 500090 | Premium Pay - Civilian | 192 | 0 | 0 | 0 |
| 501070 | Pension - Civilian | 65,164 | 0 | 0 | 0 |
| 502010 | FICA - Civilian | 27,640 | 0 | 0 | 0 |
| 503010 | Health Ins-Act Civilian | 40,530 | 0 | 0 | 0 |
| 503015 | Basic Life Insurance - Active Civilian | 213 | 0 | 0 | 0 |
| 503060 | Long Term Disability-Civilian | 508 | 0 | 0 | 0 |
| 503090 | Workers Compensation-Civilian-Admin | 1,127 | 0 | 0 | 0 |
| **Total** | **Personnel Services** | **504,089** | **0** | **0** | **0** |
| 511025 | Electrical Hardware & Parts | 12,023 | 0 | 0 | 0 |
| 511110 | Fuel | 3,660 | 0 | 0 | 0 |
| 511120 | Clothing | 127 | 0 | 0 | 0 |
| **Total** | **Supplies** | **15,810** | **0** | **0** | **0** |
| 520110 | Management Consulting Services | 190,348 | 0 | 0 | 0 |
| 520123 | Vehicle & Motor Equipment Services | 2,093 | 0 | 0 | 0 |
| 520765 | Membership & Professional Fees | 235 | 0 | 0 | 0 |
| 520805 | Education & Training | 2,900 | 0 | 0 | 0 |
| 521610 | Voice Services | 2,552 | 0 | 0 | 0 |
| 521730 | Parking Space Rental | 1,944 | 0 | 0 | 0 |
| 522720 | Interfund Payroll Services | 510 | 0 | 0 | 0 |
| 522721 | Interfund HR Client Services | 4,296 | 0 | 0 | 0 |
| 522722 | KRONOS Service Chargeback | 200 | 0 | 0 | 0 |
| 522795 | Other Interfund Services | 29,658 | 0 | 0 | 0 |
| **Total** | **Other Services and Charges** | **234,736** | **0** | **0** | **0** |
| 532005 | Transfers to General Fund | 0 | 2,108,362 | 2,108,362 | 0 |
| **Total** | **Debt Service and Other Uses** | **0** | **2,108,362** | **2,108,362** | **0** |
| | **Grand Total Expenditures** | **754,635** | **2,108,362** | **2,108,362** | **0** |

## Business Area Budget Summary

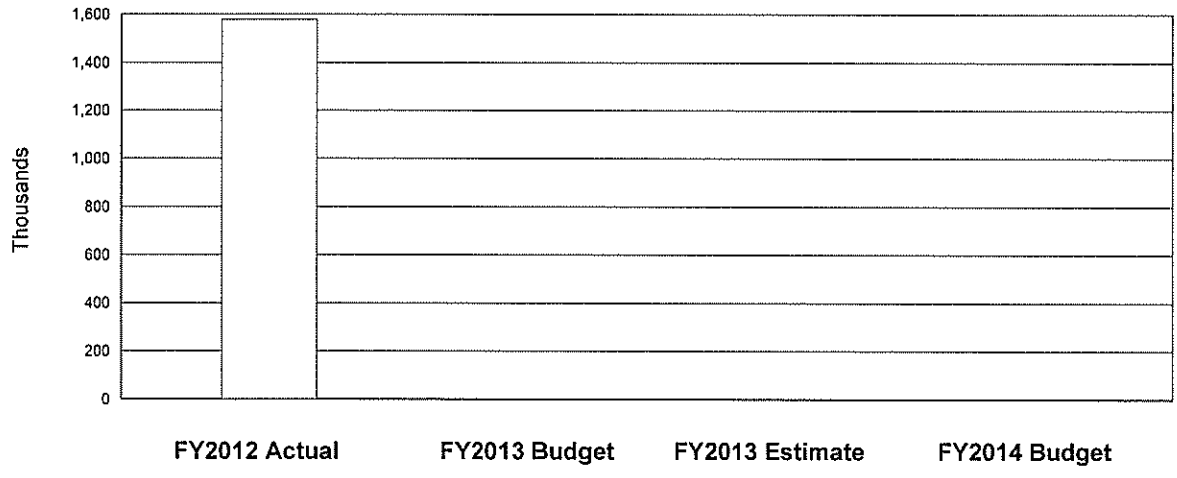
**Fund Name** : **Mobility Response Team**
**Business Area Name** : **Police Department**
**Fund No./Bus. Area No.** : **2304 / 1000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 1,571,499 | 0 | 0 | **0** |
| | Supplies | 8,119 | 0 | 0 | **0** |
| | Total M & O Expenditures | 1,579,618 | 0 | 0 | **0** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 1,579,618 | 0 | 0 | **0** |
| Revenues | | 0 | 0 | 0 | **0** |
| Staffing | Full-Time Equivalents - Civilian | 24.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 24.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.1 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

o The Mobility Response Team Fund was closed out in FY2013.

**Mobility Response Team**
**Police Department**
**Expenditure Summary**



## Division Summary

**Fund Name** : **Mobility Response Team**
**Business Area Name** : **Police Department**
**Fund No./Bus Area No.** : **2304 / 1000**

| Division Description | | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|---|
| **Mobility Response Team** | **100001** | | | | | | |
| HPD - Traffic | 1000010071 | 24.0 | 1,579,618 | 0.0 | 0 | **0.0** | **0** |

The Mobility Response Team is a unit composed of mainly civilian employees trained in traffic signal timing, design, and repair, as well as manual traffic direction.

## Division Summary

**Fund Name** : **Mobility Response Team**
**Business Area Name** : **Police Department**
**Fund No./Bus Area No.** : **2304 / 1000**

| Division | Division Name | FY2012 Actual FTEs | FY2012 Actual Costs $ | FY2013 Estimate FTEs | FY2013 Estimate Costs $ | FY2014 Budget FTEs | FY2014 Budget Costs $ |
|---|---|---|---|---|---|---|---|
| 100001 | Mobility Response Team | | | | | | |
| | Civilian | 24.0 | | 0.0 | | **0.0** | |
| | Classified | 0.0 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Total | 24.0 | 1,579,618 | 0.0 | 0 | **0.0** | **0** |
| | Grand Total | | | | | | |
| | Civilian | 24.0 | | 0.0 | | **0.0** | |
| | Classified | 0.0 | | 0.0 | | **0.0** | |
| | Cadets | 0.0 | | 0.0 | | **0.0** | |
| | Grand Total | 24.0 | 1,579,618 | 0.0 | 0 | **0.0** | **0** |

## Business Area Expenditure Summary

**Fund Name** : **Mobility Response Team**
**Business Area Name** : **Police Department**
**Fund No./Bus. Area No.** : **2304 / 1000**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 1,043,653 | 0 | 0 | 0 |
| 500060 | Overtime - Civilian | 2,527 | 0 | 0 | 0 |
| 500070 | Overtime - Classified | 8 | 0 | 0 | 0 |
| 500090 | Premium Pay - Civilian | 8,308 | 0 | 0 | 0 |
| 500110 | Bilingual Pay - Civilian | 1,725 | 0 | 0 | 0 |
| 501070 | Pension - Civilian | 145,681 | 0 | 0 | 0 |
| 501120 | Termination Pay - Civilian | 1,490 | 0 | 0 | 0 |
| 502010 | FICA - Civilian | 91,915 | 0 | 0 | 0 |
| 502020 | FICA - Classified | (7) | 0 | 0 | 0 |
| 503010 | Health Ins-Act Civilian | 183,335 | 0 | 0 | 0 |
| 503015 | Basic Life Insurance - Active Civilian | 622 | 0 | 0 | 0 |
| 503060 | Long Term Disability-Civilian | 2,266 | 0 | 0 | 0 |
| 503090 | Workers Compensation-Civilian-Admin | 5,235 | 0 | 0 | 0 |
| 503100 | Workers Compensation-Civilian-Claim | 78,846 | 0 | 0 | 0 |
| 504030 | Unemployment Claims - Administration | 5,895 | 0 | 0 | 0 |
| **Total** | **Personnel Services** | **1,571,499** | **0** | **0** | **0** |
| 511070 | Miscellaneous Office Supplies | 1,018 | 0 | 0 | 0 |
| 511120 | Clothing | 6,750 | 0 | 0 | 0 |
| 511150 | Miscellaneous Parts & Supplies | 351 | 0 | 0 | 0 |
| **Total** | **Supplies** | **8,119** | **0** | **0** | **0** |
| | **Grand Total Expenditures** | **1,579,618** | **0** | **0** | **0** |

**Fund Summary**

**Fund Name** : **Recycling Expansion Program**
**Business Area Name** : **Solid Waste Management**
**Fund No./Bus. Area No.** : **2305 / 2100**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 1,999,777 | 1,999,777 | **652,776** |
| Current Revenues | 1,437,589 | 1,224,431 | **2,079,673** |
| Total Available Resources | 3,437,366 | 3,224,208 | **2,732,449** |
| Maintenance and Operations | 1,424,920 | 1,424,920 | **809,986** |
| Other Interfund Transfers | 1,146,512 | 1,146,512 | **1,882,459** |
| Total Expenditures | 2,571,432 | 2,571,432 | **2,692,445** |
| Planned Ending Fund Balance | 865,934 | 652,776 | **40,004** |
| Total Budget | 3,437,366 | 3,224,208 | **2,732,449** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 865,934 | 652,776 | **40,004** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2013 Current Budget, the FY2013 Estimate and the FY2014 Budget for the Recycling Expansion Program. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Recycling Expansion Program was created September 9, 2008, by Ordinance No. 2008-792, to receive funds to be used for the expansion and implementation of the City's Recycling Programs and related services including but not limited to; equipment and materials acquisition, recycling education, and hiring of staff.

Presently, the revenue generating activity is for the sale of recyclable materials sold by the City, although it is not limited to this activity.

The department's mission for the Recycling Expansion Program is to expand the recycling program to increase the convenience to the citizens and maximize the diversion of the City's waste stream by expanding the curbside recycling program to all residents using single-stream recycling.

**Business Area Budget Summary**

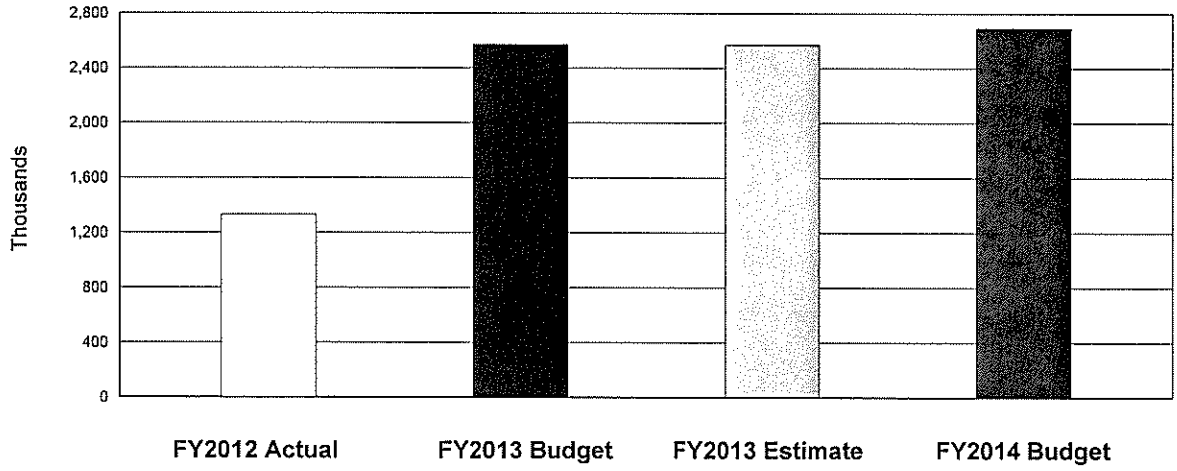
**Fund Name : Recycling Expansion Program**
**Business Area Name : Solid Waste Management**
**Fund No./Bus. Area No. : 2305 / 2100**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 294,050 | 443,995 | 443,995 | **255,439** |
| | Supplies | 3,126 | 7,600 | 7,600 | **133,600** |
| | Other Services and Charges | 497,785 | 965,887 | 973,325 | **420,947** |
| | Equipment | 51,076 | 0 | 0 | **0** |
| | Non-Capital Equipment | 17,308 | 7,438 | 0 | **0** |
| | Total M & O Expenditures | 863,345 | 1,424,920 | 1,424,920 | **809,986** |
| | Debt Service & Other Uses | 466,694 | 1,146,512 | 1,146,512 | **1,882,459** |
| | Total Expenditures | 1,330,039 | 2,571,432 | 2,571,432 | **2,692,445** |
| Revenues | | 1,108,887 | 1,437,589 | 1,224,431 | **2,079,673** |
| Staffing | Full-Time Equivalents - Civilian | 4.0 | 5.0 | 5.0 | **3.0** |
| | 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 | 4.0 | 5.0 | 5.0 | **3.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- Educate and promote the recycling program to the community through the distribution of marketing materials, media ad placements, and direct mail.
- Forge new partnerships and pilot projects with multi-family dwelling owners to divert waste from landfills and implement recycling programs.
- Increase recycling through efficient cost-effective savings of expenditures.
- The FY2014 Budget includes $1.2M to convert 20,000 Dual Stream recycling units to Single Stream recycling units.

**Recycling Expansion Program**
**Solid Waste Management**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Recycling Expansion Program**
**Business Area Name : Solid Waste Management**
**Fund No./Bus Area No. : 2305 / 2100**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Dual Stream Recycling Units | J,Q | 100,000 | 100,000 | 100,000 | **80,000** |
| Single Stream Recycling Units | J,Q | 105,000 | 105,000 | 105,000 | **138,000** |
| Business Recycling Units | J,F,Q | 0 | 62 | 80 | **89** |
| Recycling Rates: | | | | | |
| Recycle Units/Total Units Served | J,Q | 54% | 54% | 54% | **57%** |
| Recycle Tons/Total Tons Collected | J,F,Q | 17% | 18% | 18% | **19%** |
| **Business Process Measures** | | | | | |
| Sale of Capital Assets: | | | | | |
| Recycling Material Revenue | F,J | $1,133,954 | $1,157,394 | $1,012,680 | **$1,119,807** |
| Tons of Recycling Material Collected | F,J | 113,506 | 119,369 | 121,782 | **131,433** |
| **People and Technology Measures** | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 99% | 98% | 100% | **98%** |
| Revenues Budget vs Actual Utilization | F | 93% | 100% | 85% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Recycling Expansion Program
Business Area Name : Solid Waste Management
Fund No./Bus Area No. : 2305 / 2100

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **SWM - SW Collections 210009** | | | | | | |
| Educate and promote the recycling program to the community. | 4.0 | 1,330,039 | 5.0 | 2,571,432 | **3.0** | **2,692,445** |
| Total | 4.0 | 1,330,039 | 5.0 | 2,571,432 | **3.0** | **2,692,445** |

Business Area Roster Summary

Fund Name : Recycling Expansion Program
Business Area Name : Solid Waste Management
Fund No./Bus Area No. : 2305 / 2100

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATIVE ASSISTANT | 17 | 1.0 | 0.0 | (1.0) |
| ADMINISTRATIVE SPECIALIST | 20 | 1.0 | 1.0 | |
| DEPUTY ASSISTANT DIRECTOR (EXE LEV) | 30 | 1.0 | 0.0 | (1.0) |
| MANAGEMENT ANALYST IV | 25 | 1.0 | 1.0 | |
| WEB DESIGNER | 21 | 1.0 | 1.0 | |
| **Total FTEs** | | **5.0** | **3.0** | **(2.0)** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **5.0** | **3.0** | **(2.0)** |

Business Area Revenue Summary

Fund Name : Recycling Expansion Program
Business Area Name : Solid Waste Management
Fund No./Bus Area No. : 2305 / 2100

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **2100090004** | **SWM - SW Curbside Recycle** | | | |
| 432010 | Interest on Pooled Investments | 50,300 | 35,000 | **38,073** |
| 434205 | Sale of Scrap Metal | 114,895 | 102,351 | **105,421** |
| 434255 | Sale of Recyclable Materials | 1,157,394 | 1,012,680 | **1,360,530** |
| 452030 | Miscellaneous Revenue | 25,000 | 50,000 | **46,500** |
| 456165 | New Customer Fees | 90,000 | 24,400 | **27,149** |
| 456176 | Recycling Revenues | 0 | 0 | **502,000** |
| **Total** | **SWM - SW Curbside Recycle** | **1,437,589** | **1,224,431** | **2,079,673** |
| **Total** | **Solid Waste Management** | **1,437,589** | **1,224,431** | **2,079,673** |

## Business Area Expenditure Summary

**Fund Name** : **Recycling Expansion Program**
**Business Area Name** : **Solid Waste Management**
**Fund No./Bus. Area No.** : **2305 / 2100**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 205,477 | 303,752 | 303,752 | **173,024** |
| 500060 | Overtime - Civilian | 2,687 | 2,500 | 2,500 | **2,300** |
| 500110 | Bilingual Pay - Civilian | 901 | 904 | 904 | **0** |
| 501070 | Pension - Civilian | 35,260 | 65,002 | 65,002 | **39,259** |
| 502010 | FICA - Civilian | 15,437 | 25,233 | 25,233 | **13,412** |
| 503010 | Health Ins-Act Civilian | 33,113 | 44,663 | 44,663 | **26,198** |
| 503015 | Basic Life Insurance - Active Civilian | 119 | 181 | 181 | **134** |
| 503060 | Long Term Disability-Civilian | 328 | 425 | 425 | **255** |
| 503090 | Workers Compensation-Civilian-Admin | 728 | 1,195 | 1,195 | **717** |
| 504030 | Unemployment Claims - Administration | 0 | 140 | 140 | **140** |
| **Total** | **Personnel Services** | **294,050** | **443,995** | **443,995** | **255,439** |
| 511040 | Audiovisual Supplies | 868 | 1,000 | 1,000 | **1,000** |
| 511110 | Fuel | 0 | 0 | 0 | **126,000** |
| 511120 | Clothing | 0 | 600 | 600 | **600** |
| 511150 | Miscellaneous Parts & Supplies | 2,258 | 6,000 | 6,000 | **6,000** |
| **Total** | **Supplies** | **3,126** | **7,600** | **7,600** | **133,600** |
| 520100 | Temporary Personnel Services | 19,390 | 128,000 | 128,000 | **55,000** |
| 520114 | Miscellaneous Support Services | 519 | 500 | 500 | **510** |
| 520123 | Vehicle & Motor Equipment Services | 26,030 | 57,266 | 57,266 | **81,411** |
| 520132 | Contracts/Sponsorships | 0 | 100,000 | 100,000 | **102,000** |
| 520520 | Printing & Reproduction Services | 0 | 25,000 | 25,000 | **25,500** |
| 520605 | Advertising Services | 449,279 | 607,500 | 607,500 | **100,000** |
| 521630 | GIS Revolving Fund Services | 129 | 159 | 159 | **288** |
| 522305 | Freight Charges | 0 | 30 | 30 | **31** |
| 522430 | Miscellaneous Other Services & Charges | 0 | 44,362 | 51,800 | **52,836** |
| 522721 | Interfund HR Client Services | 2,418 | 2,920 | 2,920 | **3,205** |
| 522722 | KRONOS Service Chargeback | 20 | 150 | 150 | **166** |
| **Total** | **Other Services and Charges** | **497,785** | **965,887** | **973,325** | **420,947** |
| 560210 | Furniture Fixtures and Equipment | 51,076 | 0 | 0 | **0** |
| **Total** | **Equipment** | **51,076** | **0** | **0** | **0** |
| 551040 | Non-Capital Other | 17,308 | 7,438 | 0 | **0** |
| **Total** | **Non-Capital Equipment** | **17,308** | **7,438** | **0** | **0** |
| 532120 | Transfer to Fleet/Eq | 466,694 | 1,146,512 | 1,146,512 | **1,882,459** |
| **Total** | **Debt Service and Other Uses** | **466,694** | **1,146,512** | **1,146,512** | **1,882,459** |
| | **Grand Total Expenditures** | **1,330,039** | **2,571,432** | **2,571,432** | **2,692,445** |

# INTERNAL SERVICE FUNDS

Health Benefits ..... XI - 2

Long Term Disability ..... XI - 12

**Fund Summary**

**Fund Name : Health Benefits**
**Business Area Name : Human Resources**
**Fund No./Bus. Area No. : 9000 / 8000**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | (14,127,726) | (14,127,726) | **3,355,128** |
| Current Revenues | 343,881,163 | 345,989,375 | **357,070,120** |
| Total Available Resources | 329,753,437 | 331,861,649 | **360,425,248** |
| Maintenance and Operations | 331,861,649 | 328,506,521 | **357,107,017** |
| Total Expenditures | 331,861,649 | 328,506,521 | **357,107,017** |
| Planned Ending Fund Balance | (2,108,212) | 3,355,128 | **3,318,231** |
| Total Budget | 329,753,437 | 331,861,649 | **360,425,248** |

Subsequent to a highly competitive proposal process, effective May 1, 2011, the City awarded CIGNA a three year contract with two one-year renewal options for administrative services only (ASO). The new health benefits model is composed of four plans, all of which have heavy emphasis on a wellness component, and includes; 1) a limited network HMO-type plan, 2) an open access PPO-type plan with no out-of-network coverage, 3) a Consumer Driven high deductible Health Plan (CDHP), partnered with a Health Reimbursement Account, and 4) a special plan for retirees not eligible for Medicare, mostly those under age 65, who live outside the limited network service area but who live in Texas. The plan combines the copayment benefits of the limited plan and the network and contributions of the open access plan.

The City continues to provide six Medicare plans with five different vendors, and has made these plans mandatory for all retirees over age 65 who are eligible for Medicare. The medical plans are supported by contributions from the City and subscribers. The Fund also includes two dental plans, funded entirely by participants, a dental health maintenance organization (DHMO) and dental indemnity plan. The Vision plan exclusively is funded by participants. Basic Life Insurance is paid by the City and Voluntary Life Insurance is paid by the subscribers. A Healthcare Flexible Spending Account (HFSA), in addition to the Dependent Care Account, is also in the Health Benefits Fund. Employees and the City benefit from the pre-tax advantages.

Simultaneously with implementation of the new health benefits vendor, the City changed its funding method from fully insured to self-insured. Effective May 1, 2013, the City will no longer purchase individual and aggregate stop-loss coverage. The City will assume the financial risk of catastrophic and overall claim liability. Enrollment distribution in the medical plans is predicted to be 76% in the limited network plan, 21% in the open access plan, and 3% in the CDHP.

Dental Insurance

Effective May 1, 2011, the City awarded a three year contract with two one-year renewal options to United Healthcare Insurance Company to provide dental benefits for employees and retirees. Participants pay the full cost for the coverage. The City retained the current plan model: a managed care (DHMO) plan and an indemnity plan with an underlying network of dentists providing discounted fees. There is no cost to the City for the dental program. Plan participants pay the full premium. FY2014 DHMO and Indemnity rates will be the same as FY2013.

Life Insurance

Effective October 1, 2008, the City awarded a three year contract with two one-year renewal options to Standard Insurance Company. Standard offered the most competitive proposal to improve benefits and reduced the basic life insurance premium rate by 54%. Under such contract, the Basic Coverage is one times base annual salary of the employee and the rates are guaranteed for three years and extendable for two optional years. Premiums for Basic Coverage are paid for by the City, with employees funding Voluntary Coverage.

Vision Insurance

Effective May 1, 2013, the City awarded a three year contract with two one-year options to Block Vision to provide vision benefits to city employees, certain retirees and their dependents and is funded exclusively by participants. Limited Vision coverage was previously available through Cigna.

**Business Area Budget Summary**

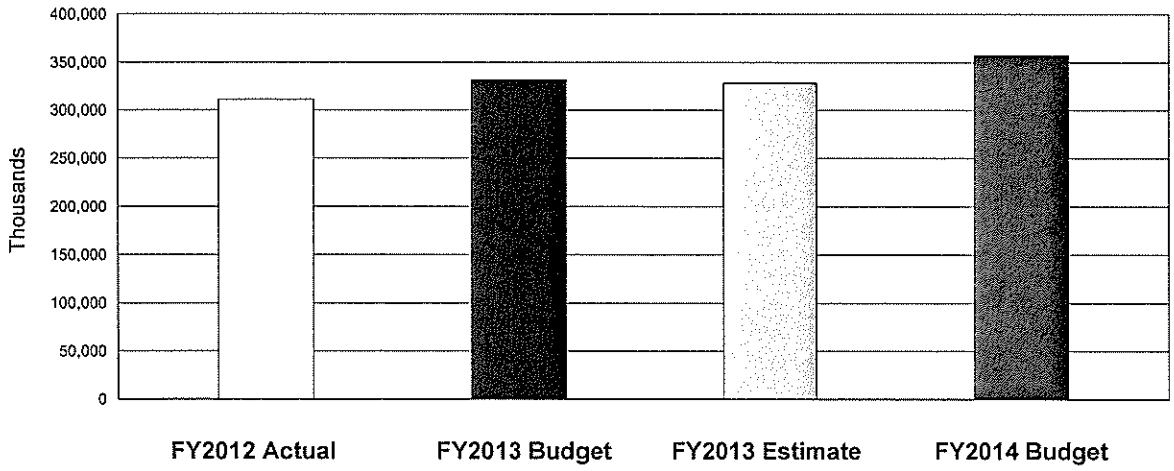
**Fund Name : Health Benefits**
**Business Area Name : Human Resources**
**Fund No./Bus. Area No. : 9000 / 8000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 3,355,871 | 3,961,985 | 3,732,399 | **4,097,940** |
| | Supplies | 78,028 | 59,715 | 110,300 | **118,001** |
| | Other Services and Charges | 308,005,736 | 327,718,656 | 324,593,519 | **352,872,126** |
| | Equipment | 0 | 25,348 | 18,000 | **0** |
| | Non-Capital Equipment | 21,964 | 95,945 | 52,303 | **18,950** |
| | Total M & O Expenditures | 311,461,599 | 331,861,649 | 328,506,521 | **357,107,017** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 311,461,599 | 331,861,649 | 328,506,521 | **357,107,017** |
| Revenues | | 294,496,199 | 343,881,163 | 345,989,375 | **357,070,120** |
| Staffing | Full-Time Equivalents - Civilian | 42.0 | 49.0 | 48.4 | **49.8** |
| | 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 | 42.0 | 49.0 | 48.4 | **49.8** |
| | Full-Time Equivalents - Overtime | 0.1 | 0.1 | 0.1 | **0.0** |

**Significant Budget Changes and Highlights**

- Expand Employee Assistance Program (EAP) to address employee demands.
- Procure and implement data warehouse for benefits management and cost controls.
- As a self-insured organization, emphasis is placed on strategic planning for long term cost/health control as well as the internal administrative planning and operations support.
- Enhanced staff to establish self-insured accounting requirements, reporting and internal controls.
- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- Increased expenditures in FY2014 are mainly driven by increases in health care costs nationwide and implementation of the Affordable Care Act.

**Health Benefits**
**Human Resources**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Health Benefits**
**Business Area Name : Human Resources**
**Fund No./Bus Area No. : 9000 / 8000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Conduct a customer service satisfaction survey | J | N/A | N/A | N/A | **80%** |
| Process Consolidated Omnibus Budget Reconciliation Act letters (COBRA) | J | 1,600 | 1,700 | 1,700 | **1,500** |
| Process enrollment changes | J | 7,500 | 7,000 | 7,000 | **7,000** |
| Member/vendor inquiries | J | 58,000 | 44,000 | 71,410 | **70,000** |
| Wellness communications | J | N/A | 12 | 12 | **12** |
| **Business Process Measures** | | | | | |
| Conduct a comprehensive dependent audit for 100 % of covered dependents | F | N/A | N/A | N/A | **1** |
| Group Vision insurance plan enrollment | Q | N/A | N/A | N/A | **95%** |
| Facilitate Phase I and II annual wellness engagement initiatives | Q,F | N/A | N/A | N/A | **27,875** |
| Implement and promote EAP to 21,000 or more active employees,and integrate into wellness activities | Q | N/A | N/A | N/A | **7,350** |
| **People and Technology Measures** | | | | | |
| Employee education meetings | J,F | 450 | 460 | 460 | **350** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 105% | 98% | 99% | **98%** |
| Revenues Budget vs Actual Utilization | F | 97% | 100% | 101% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Health Benefits
Business Area Name : Human Resources
Fund No./Bus Area No. : 9000 / 8000

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **HR - Benefits Administration 800012** | | | | | | |
| Administer and analyze City sponsored benefits by utilizing a customer focused approach for employees, retirees, and their dependents to create a healthy culture throughout the City of Houston that positively affects employee productivity and morale, leading to the City being an "employer of choice." | 25.8 | 2,501,749 | 29.9 | 3,452,175 | **31.8** | **4,144,524** |
| **HR - Employee Assistance Program 800013** | | | | | | |
| Offer confidential assessment, referral and short-term counseling to employees with personal concerns that may adversely affect work performance. Serve as a leader in compliance with the Drug Free Workplace Act. Provide consultation and education to supervisors/managers. Serve as a key resource in the prevention and management of workplace violence. | 3.7 | 371,688 | 3.5 | 340,304 | **3.0** | **569,613** |
| **HR - Communications 800014** | | | | | | |
| Communicate to employees their roles in the organization and the importance of providing excellent customer service. Improve employee morale, foster teamwork, recognize employee achievements, inform and educate employees about their benefit choices and foster an environment of wellness. | 5.0 | 486,080 | 7.0 | 533,808 | **7.0** | **643,198** |
| **HR - Benefits Financial/Reporting 800015** | | | | | | |
| Assist in the design, maintenance and interpretation of management reports on operational and financial matter. Prepare the budget and monitor the various benefit plans' financial impact. | 7.5 | 308,102,082 | 8.0 | 324,180,234 | **8.0** | **351,749,682** |
| Total | 42.0 | 311,461,599 | 48.4 | 328,506,521 | **49.8** | **357,107,017** |

**Business Area Roster Summary**

**Fund Name : Health Benefits**
**Business Area Name : Human Resources**
**Fund No./Bus Area No. : 9000 / 8000**

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATION MANAGER | 26 | 0.0 | 2.0 | 2.0 |
| ADMINISTRATIVE ASSISTANT | 17 | 6.0 | 6.0 | |
| ADMINISTRATIVE COORDINATOR | 24 | 3.0 | 2.0 | (1.0) |
| ADMINISTRATIVE SPECIALIST | 20 | 2.0 | 1.0 | (1.0) |
| ADMINISTRATIVE SUPERVISOR | 22 | 4.0 | 2.0 | (2.0) |
| ASSISTANT DIRECTOR-HUMAN RESOURCES (EXE LEV) | 32 | 1.0 | 1.0 | |
| COMMUNICATIONS SPECIALIST | 15 | 0.0 | 1.0 | 1.0 |
| COMMUNICATIONS SPECIALIST SUPERVISOR | 23 | 1.0 | 0.0 | (1.0) |
| CUSTOMER SERVICE CLERK | 10 | 2.0 | 2.0 | |
| CUSTOMER SERVICE REP. I | 13 | 1.0 | 1.0 | |
| CUSTOMER SERVICE REP. II | 15 | 2.0 | 2.0 | |
| DEPUTY DIRECTOR (EXE LEV) | 34 | 1.0 | 1.0 | |
| DIVISION MANAGER | 29 | 2.0 | 2.0 | |
| EAP MANAGER | 26 | 1.0 | 0.0 | (1.0) |
| EXECUTIVE OFFICE ASSISTANT | 15 | 1.0 | 2.0 | 1.0 |
| FINANCIAL ANALYST III | 21 | 1.0 | 1.0 | |
| GRAPHIC DESIGNER | 17 | 1.0 | 1.0 | |
| HUMAN RESOURCES ASSISTANT | 13 | 4.0 | 4.0 | |
| HUMAN RESOURCES SPECIALIST | 17 | 1.0 | 1.0 | |
| HUMAN RESOURCES SUPERVISOR | 24 | 1.0 | 2.0 | 1.0 |
| MANAGEMENT ANALYST III | 21 | 1.0 | 1.0 | |
| SENIOR COMMUNICATIONS SPECIALIST | 20 | 2.0 | 4.0 | 2.0 |
| SENIOR COUNSELOR | 22 | 2.0 | 2.0 | |
| SENIOR PUBLIC HEALTH EDUCATOR | 18 | 2.4 | 2.8 | 0.4 |
| SENIOR STAFF ANALYST | 28 | 2.0 | 2.0 | |
| STAFF ANALYST | 26 | 3.0 | 2.0 | (1.0) |
| STUDENT INTERN II | 10 | 0.5 | 0.0 | (0.5) |
| SYSTEMS ACCOUNTANT III | 27 | 2.0 | 2.0 | |
| **Total FTEs** | | **49.9** | **49.8** | **(0.1)** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.9** | **0.0** | **(0.9)** |
| **Full-Time Equivalents** | | **49.0** | **49.8** | **0.8** |

Business Area Revenue Summary

Fund Name : Health Benefits
Business Area Name : Human Resources
Fund No./Bus Area No. : 9000 / 8000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **8000120001** | **Strategic Benefits Operations** | | | |
| 432010 | Interest on Pooled Investments | 200,000 | 200,000 | **200,000** |
| 434505 | Prior Year Expenditure Recovery | 0 | 261,816 | **0** |
| 452030 | Miscellaneous Revenue | 0 | 2,930,607 | **0** |
| **Total** | **Strategic Benefits Operations** | **200,000** | **3,392,423** | **200,000** |
| **8000150003** | **Texan Plus (SelectCare of Texas)** | | | |
| 429030 | Retirees - City Insurance Contribution | 1,266,140 | 1,167,892 | **1,169,389** |
| 429080 | Retirees Insurance Contribution | 445,813 | 349,016 | **350,005** |
| **Total** | **Texan Plus (SelectCare of Texas)** | **1,711,953** | **1,516,908** | **1,519,394** |
| **8000150004** | **Texas HealthSprings** | | | |
| 429030 | Retirees - City Insurance Contribution | 1,518,288 | 1,121,699 | **854,257** |
| 429080 | Retirees Insurance Contribution | 526,289 | 320,895 | **229,260** |
| **Total** | **Texas HealthSprings** | **2,044,577** | **1,442,594** | **1,083,517** |
| **8000150005** | **Retiree Plan A** | | | |
| 429080 | Retirees Insurance Contribution | 2,900 | 2,337 | **1,632** |
| **8000150009** | **Dental DHMO** | | | |
| 429040 | Active Employees-Insurance Contribution | 2,787,866 | 2,644,825 | **2,726,965** |
| 429080 | Retirees Insurance Contribution | 536,392 | 534,076 | **556,055** |
| **Total** | **Dental DHMO** | **3,324,258** | **3,178,901** | **3,283,020** |
| **8000150010** | **Dental Indemnity** | | | |
| 429040 | Active Employees-Insurance Contribution | 4,689,046 | 4,796,689 | **4,885,814** |
| 429080 | Retirees Insurance Contribution | 1,725,432 | 1,754,637 | **1,868,139** |
| **Total** | **Dental Indemnity** | **6,414,478** | **6,551,326** | **6,753,953** |
| **8000150011** | **Dependent Care Reimbursement** | | | |
| 429050 | Active Employees Dependent Care | 260,000 | 230,000 | **260,000** |
| **8000150012** | **Health Flexible Spending Account** | | | |
| 429055 | Active Employees-Health Flex Account | 2,100,000 | 2,000,000 | **2,200,000** |
| **8000150013** | **Employee Basic Life** | | | |
| 429020 | Active Employees-City Insurance Contrib. | 674,032 | 646,857 | **891,033** |
| **8000150014** | **Active Employee Voluntary Life** | | | |
| 429040 | Active Employees-Insurance Contribution | 5,105,140 | 5,222,694 | **5,503,212** |
| **8000150015** | **Retiree Voluntary Life $5,000** | | | |
| 429080 | Retirees Insurance Contribution | 33,045 | 30,626 | **35,621** |
| **8000150017** | **Kelsey HMO** | | | |
| 429030 | Retirees - City Insurance Contribution | 2,815,864 | 3,036,121 | **3,238,006** |
| 429080 | Retirees Insurance Contribution | 976,795 | 892,632 | **958,777** |
| **Total** | **Kelsey HMO** | **3,792,659** | **3,928,753** | **4,196,783** |
| **8000150019** | **Kelsey POS (Point-of-Service)** | | | |
| 429030 | Retirees - City Insurance Contribution | 746,961 | 728,976 | **750,851** |
| 429080 | Retirees Insurance Contribution | 268,809 | 223,747 | **232,735** |
| **Total** | **Kelsey POS (Point-of-Service)** | **1,015,770** | **952,723** | **983,586** |
| **8000150020** | **UHC Medicare** | | | |
| 429030 | Retirees - City Insurance Contribution | 4,379,339 | 4,643,099 | **5,006,010** |
| 429080 | Retirees Insurance Contribution | 1,611,203 | 1,423,484 | **1,592,435** |
| **Total** | **UHC Medicare** | **5,990,542** | **6,066,583** | **6,598,445** |
| **8000150021** | **AETNA ESA PPO** | | | |
| 429030 | Retirees - City Insurance Contribution | 4,040,235 | 4,165,139 | **4,454,197** |
| 429080 | Retirees Insurance Contribution | 1,481,778 | 1,314,274 | **1,415,282** |
| **Total** | **AETNA ESA PPO** | **5,522,013** | **5,479,413** | **5,869,479** |

Business Area Revenue Summary

Fund Name : Health Benefits
Business Area Name : Human Resources
Fund No./Bus Area No. : 9000 / 8000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **8000150022** | **CIGNA Kelseycare - EPO Limited** | | | |
| 429020 | Active Employees-City Insurance Contrib. | 171,066,794 | 163,434,664 | **168,537,927** |
| 429030 | Retirees - City Insurance Contribution | 13,984,906 | 15,786,834 | **14,677,305** |
| 429040 | Active Employees-Insurance Contribution | 35,640,277 | 31,906,187 | **33,215,924** |
| 429080 | Retirees Insurance Contribution | 16,991,679 | 16,470,843 | **18,255,026** |
| 429110 | Active Employee Health Surcharge | 310,175 | 160,388 | **0** |
| **Total** | **CIGNA Kelseycare - EPO Limited** | **237,993,831** | **227,758,916** | **234,686,182** |
| **8000150023** | **CIGNA Open Access Plan - EPO Full** | | | |
| 429020 | Active Employees-City Insurance Contrib. | 33,363,967 | 41,720,991 | **43,577,962** |
| 429030 | Retirees - City Insurance Contribution | 2,490,740 | 2,418,324 | **1,946,675** |
| 429040 | Active Employees-Insurance Contribution | 10,962,055 | 12,817,386 | **13,311,652** |
| 429080 | Retirees Insurance Contribution | 8,499,385 | 6,195,425 | **6,844,983** |
| 429110 | Active Employee Health Surcharge | 154,850 | 153,188 | **0** |
| **Total** | **CIGNA Open Access Plan - EPO Full** | **55,470,997** | **63,305,314** | **65,681,272** |
| **8000150024** | **CIGNA Consumer Driven Health Plan** | | | |
| 429020 | Active Employees-City Insurance Contrib. | 5,606,485 | 6,853,691 | **7,010,804** |
| 429030 | Retirees - City Insurance Contribution | 1,857,971 | 2,271,716 | **2,169,715** |
| 429040 | Active Employees-Insurance Contribution | 666,268 | 800,713 | **815,355** |
| 429080 | Retirees Insurance Contribution | 1,791,478 | 1,931,317 | **2,180,644** |
| 429110 | Active Employee Health Surcharge | 9,975 | 7,988 | **0** |
| **Total** | **CIGNA Consumer Driven Health Plan** | **9,932,177** | **11,865,425** | **12,176,518** |
| **8000150025** | **CIGNA - Out of Area** | | | |
| 429030 | Retirees - City Insurance Contribution | 523,162 | 510,445 | **427,916** |
| 429080 | Retirees Insurance Contribution | 1,769,629 | 1,361,359 | **1,443,902** |
| **Total** | **CIGNA - Out of Area** | **2,292,791** | **1,871,804** | **1,871,818** |
| **8000150035** | **HR - Vision** | | | |
| 429040 | Active Employees-Insurance Contribution | 0 | 469,520 | **2,817,111** |
| 429080 | Retirees Insurance Contribution | 0 | 76,258 | **457,544** |
| **Total** | **HR - Vision** | **0** | **545,778** | **3,274,655** |
| **Total** | **Human Resources** | **343,881,163** | **345,989,375** | **357,070,120** |

Business Area Expenditure Summary

Fund Name : Health Benefits
Business Area Name : Human Resources
Fund No./Bus. Area No. : 9000 / 8000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 2,323,310 | 2,690,207 | 2,577,795 | **2,799,538** |
| 500030 | Salary Part Time - Civilian | 8,255 | 138,482 | 80,192 | **34,095** |
| 500060 | Overtime - Civilian | 8,298 | 0 | 7,596 | **3,871** |
| 500110 | Bilingual Pay - Civilian | 6,009 | 5,424 | 4,587 | **4,500** |
| 501070 | Pension - Civilian | 450,650 | 575,705 | 535,521 | **635,212** |
| 501120 | Termination Pay - Civilian | 88,466 | 0 | 0 | **0** |
| 501160 | Vehicle Allowance - Civilian | 743 | 0 | 0 | **0** |
| 502010 | FICA - Civilian | 180,230 | 214,908 | 190,751 | **217,740** |
| 503010 | Health Ins-Act Civilian | 252,625 | 296,891 | 297,319 | **360,484** |
| 503015 | Basic Life Insurance - Active Civilian | 1,355 | 1,598 | 1,418 | **2,169** |
| 503050 | Health/Life Insurance - Retiree Civilian | 23,912 | 21,217 | 22,371 | **22,637** |
| 503060 | Long Term Disability-Civilian | 3,444 | 3,995 | 3,577 | **4,165** |
| 503090 | Workers Compensation-Civilian-Admin | 8,076 | 11,948 | 11,272 | **11,919** |
| 503100 | Workers Compensation-Civilian-Claim | 498 | 0 | 0 | **0** |
| 504030 | Unemployment Claims - Administration | 0 | 1,610 | 0 | **1,610** |
| **Total** | **Personnel Services** | **3,355,871** | **3,961,985** | **3,732,399** | **4,097,940** |
| 511040 | Audiovisual Supplies | 232 | 1,000 | 1,000 | **0** |
| 511045 | Computer Supplies | 19,697 | 6,900 | 14,900 | **10,300** |
| 511050 | Paper & Printing Supplies | 1,405 | 10,400 | 18,400 | **23,838** |
| 511055 | Publications & Printed Materials | 2,518 | 6,600 | 5,950 | **9,563** |
| 511060 | Postage | 20,094 | 7,700 | 35,250 | **28,700** |
| 511070 | Miscellaneous Office Supplies | 21,951 | 20,615 | 22,800 | **31,000** |
| 511110 | Fuel | 0 | 1,000 | 0 | **0** |
| 511125 | Food Supplies | 4,300 | 0 | 0 | **0** |
| 511150 | Miscellaneous Parts & Supplies | 7,831 | 5,500 | 12,000 | **14,600** |
| **Total** | **Supplies** | **78,028** | **59,715** | **110,300** | **118,001** |
| 520100 | Temporary Personnel Services | 74,331 | 31,186 | 41,702 | **55,000** |
| 520107 | Computer Info/Contr | 0 | 0 | 0 | **25,000** |
| 520108 | Information Resource Services | 0 | 7,120 | 6,000 | **3,000** |
| 520109 | Medical Dental & Laboratory Services | 412 | 100 | 150 | **150** |
| 520110 | Management Consulting Services | 232,293 | 400,080 | 445,000 | **445,000** |
| 520114 | Miscellaneous Support Services | 18,643 | 78,935 | 75,000 | **153,000** |
| 520115 | Real Estate Lease/Office Rental | 158,210 | 168,210 | 168,210 | **168,210** |
| 520119 | Computer Equipment/Software Maintenance | 11,155 | 218,090 | 6,000 | **240,000** |
| 520121 | IT Application Svcs | 32,387 | 66,458 | 66,458 | **9,487** |
| 520122 | Office Equipment Services | 0 | 500 | 500 | **16,500** |
| 520123 | Vehicle & Motor Equipment Services | 0 | 494 | 0 | **0** |
| 520126 | Construction Site Work Services | 1,229 | 77,475 | 15,000 | **57,500** |
| 520510 | Mail/Delivery Services | 0 | 0 | 0 | **1,500** |
| 520515 | Print Shop Services | 36,000 | 12,355 | 131,300 | **129,300** |
| 520520 | Printing & Reproduction Services | 113,473 | 129,370 | 1,300 | **3,900** |
| 520605 | Advertising Services | 1,758 | 3,440 | 6,000 | **5,000** |
| 520705 | Insurance Fees | 624,822 | 674,500 | 647,325 | **891,501** |
| 520765 | Membership & Professional Fees | 6,310 | 9,626 | 9,426 | **10,778** |
| 520771 | Cigna - Active Ins Administration Fees | 7,214,654 | 7,701,970 | 7,566,135 | **7,481,177** |
| 520772 | Cigna - Reti <65 Ins Administration Fees | 1,588,892 | 1,679,931 | 1,590,489 | **1,566,424** |
| 520773 | Cigna - Reti >65 No Med Ins Admin Fees | 25,485 | 36,105 | 20,411 | **22,147** |
| 520774 | Cigna - Reti >65 with Med Ins Admin Fees | 25,737 | 7,091 | 12,707 | **17,364** |
| 520805 | Education & Training | 24,174 | 32,400 | 33,000 | **54,351** |
| 520905 | Travel - Training Related | 3,188 | 19,000 | 18,700 | **28,441** |
| 520910 | Travel - Non-Training Related | 10,443 | 11,000 | 9,500 | **8,500** |

## Business Area Expenditure Summary

**Fund Name** : **Health Benefits**
**Business Area Name** : **Human Resources**
**Fund No./Bus. Area No.** : **9000 / 8000**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 521405 | Building Maintenance Services | 3,980 | 0 | 0 | **0** |
| 521605 | Data Services | 5,243 | 9,662 | 9,662 | **5,057** |
| 521610 | Voice Services | 23,576 | 36,576 | 14,059 | **24,558** |
| 521620 | Voice Equipment | 36 | 1,226 | 1,226 | **1,132** |
| 521625 | Voice Labor | 840 | 506 | 1,130 | **1,435** |
| 521630 | GIS Revolving Fund Services | 1,520 | 1,728 | 2,023 | **2,524** |
| 521715 | Office Equipment Rental | 2,639 | 8,500 | 4,572 | **4,733** |
| 521730 | Parking Space Rental | 22,914 | 25,272 | 23,772 | **26,272** |
| 521905 | Legal Services | 784 | 6,513 | 25,000 | **25,000** |
| 522205 | Metro Commuter Passes | 19,124 | 18,000 | 18,000 | **19,000** |
| 522430 | Miscellaneous Other Services & Charges | 5,466 | 207,208 | 50,180 | **267,580** |
| 522445 | Wellness Initiative | 320 | 122,396 | 160,000 | **333,116** |
| 522505 | Employee Premiums | 7,123,635 | 7,465,140 | 7,452,694 | **7,963,212** |
| 522510 | Retiree Premiums | 16,417,229 | 19,222,925 | 18,127,059 | **19,149,596** |
| 522525 | Cigna - Active Individual Stop Loss Fees | 3,860,783 | 3,750,916 | 3,946,877 | **0** |
| 522526 | Cigna - Retiree <65 Indv Stop Loss Fees | 805,859 | 785,129 | 820,912 | **0** |
| 522527 | Cigna - Retiree >65 No Med Indv Stop Loss Fees | 12,287 | 9,799 | 10,084 | **0** |
| 522528 | Cigna - Retiree >65 with Med Indv Stop Loss Fees | 38,873 | 10,164 | 8,579 | **0** |
| 522530 | Cigna - Active Aggregate Stop Loss Fees | 8,297,313 | 7,326,635 | 7,705,125 | **0** |
| 522531 | Cigna - Retiree<65 Aggregate Stop Loss Fees | 1,731,317 | 1,531,247 | 1,602,597 | **0** |
| 522532 | Cigna - Retiree>65 No Med Aggr Stop Loss Fees | 26,408 | 21,201 | 19,684 | **0** |
| 522533 | Cigna - Retiree>65 with Med Aggr Stop Loss Fees | 85,032 | 15,782 | 16,746 | **0** |
| 522535 | Cigna - Retiree>65 with Medi Hlth Care Acct | 8,222 | 1,435 | 1,603 | **1,880** |
| 522536 | Cigna - Retiree<65 Health Care Acct | 333,699 | 230,681 | 218,551 | **330,359** |
| 522537 | Cigna - Active Health Care Account | 577,759 | 448,162 | 396,401 | **590,285** |
| 522538 | Cigna - Retiree>65 No Medi Hlth Care Acct | 1,093 | 3,600 | 2,190 | **2,358** |
| 522605 | Active Employee Incurred Claims | 7,434,212 | 7,476,912 | 7,911,034 | **10,429,890** |
| 522610 | Retiree Insurred Claims | 2,196,848 | 2,261,824 | 2,364,971 | **2,881,738** |
| 522615 | Retiree "A" Medical Claims | 0 | 0 | 12 | **1,632** |
| 522625 | Cigna - Active Medical Claims Expense | 208,560,769 | 223,169,800 | 222,746,925 | **254,283,489** |
| 522630 | Cigna - Retiree<65 Medical Claims Expense | 38,004,858 | 40,133,494 | 38,869,253 | **43,617,377** |
| 522635 | Cigna - Retiree>65 No Med Medical Claims Expens | 1,133,110 | 1,714,321 | 847,518 | **1,134,830** |
| 522640 | Cigna - Retiree>65 with Med Medical Claims | 1,062,374 | 326,080 | 336,811 | **379,474** |
| 522722 | KRONOS Service Chargeback | 824 | 1,456 | 1,456 | **1,869** |
| 522730 | Interfund Engineering Services | 0 | 2,430 | 0 | **0** |
| 522780 | Interfund Photo Copy Services | 3,194 | 6,500 | 6,500 | **500** |
| **Total** | **Other Services and Charges** | **308,005,736** | **327,718,656** | **324,593,519** | **352,872,126** |
| 560210 | Furniture Fixtures and Equipment | 0 | 25,348 | 0 | **0** |
| 560230 | Computer HW and Developed SW | 0 | 0 | 18,000 | **0** |
| **Total** | **Equipment** | **0** | **25,348** | **18,000** | **0** |
| 551010 | Non-Capital Office Furniture & Equipment | 14,268 | 29,293 | 15,570 | **0** |
| 551015 | Non-Capital Computer Equipment | 3,130 | 27,265 | 16,333 | **15,000** |
| 551020 | Non-Capital Communication Equipment | 0 | 23,992 | 16,400 | **2,750** |
| 551030 | Non-Capital Machinery & Equipment | 4,566 | 12,256 | 0 | **0** |
| 551040 | Non-Capital Other | 0 | 3,139 | 4,000 | **1,200** |
| **Total** | **Non-Capital Equipment** | **21,964** | **95,945** | **52,303** | **18,950** |
| | **Grand Total Expenditures** | **311,461,599** | **331,861,649** | **328,506,521** | **357,107,017** |

Fund Summary

| | | |
|---|---|---|
| Fund Name | : | Long Term Disability |
| Business Area Name | : | Human Resources |
| Fund No./Bus. Area No. | : | 9001 / 8000 |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 1,062,378 | 1,062,378 | **1,020,042** |
| Current Revenues | 1,359,968 | 1,315,832 | **1,326,239** |
| Total Available Resources | 2,422,346 | 2,378,210 | **2,346,281** |
| Maintenance and Operations | 1,419,968 | 1,358,168 | **1,480,380** |
| Total Expenditures | 1,419,968 | 1,358,168 | **1,480,380** |
| Planned Ending Fund Balance | 1,002,378 | 1,020,042 | **865,901** |
| Total Budget | 2,422,346 | 2,378,210 | **2,346,281** |

The above summarizes the FY2013 Current Budget, the FY2013 Estimate and the FY2014 Budget for the Long Term Disability (LTD) Internal Service Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The LTD plan is a self-insured program established in 1985 and has been modified several times. In 2001, classified police officers were removed from the plan as a result of Meet and Confer negotiations, which replaced their disability plan with a Paid Time Off (PTO) program. Effective September 1, 2008, each new permanent full-time employee (other than classified police officers) is eligible for LTD coverage after one year of employment (previously two years).

The plan is actuarially funded, which means that each year's expenditures are a combination of current payments to disabled employees and an amount needed to ensure the long-term financial soundness of the fund. An independent actuary makes a determination of the most likely future trends in expenditures and investment return and suggests an appropriate contribution.

The Human Resources Department administers the plan and coordinates benefits to disabled employees in a way to avoid possible duplication of benefits with other insurance programs. A third-party administrator determines eligibility and pays claims.

Like all internal service funds, the Long Term Disability Fund derives its revenue from other City departments by transfer, through premium charges contained in each department's budget (G/L expense account 503060 and 503061). These premium charges cover the actuarially-determined contributions as discussed above plus an amount for third-party administrative fees.

## Business Area Budget Summary

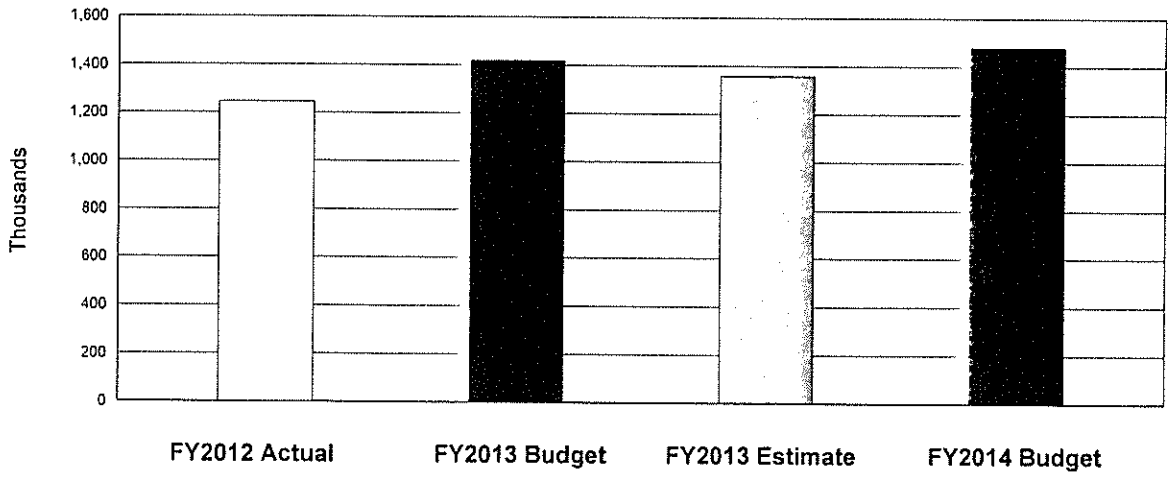
Fund Name : Long Term Disability
Business Area Name : Human Resources
Fund No./Bus. Area No. : 9001 / 8000

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Other Services and Charges | 1,245,271 | 1,419,968 | 1,358,168 | **1,480,380** |
| | Total M & O Expenditures | 1,245,271 | 1,419,968 | 1,358,168 | **1,480,380** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 1,245,271 | 1,419,968 | 1,358,168 | **1,480,380** |
| Revenues | | 1,339,459 | 1,359,968 | 1,315,832 | **1,326,239** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 0.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget continues funding on a full accrual basis supported by actuarial valuation and includes benefits for eligible employees in the LTD program.
- The FY2014 contributions from City departments are based on FY2013 contribution rate of $7.06/month per eligible employee. The FY2014 average eligible employee base is estimated at 14,415 employees.

**Long Term Disability**
**Human Resources**
**Expenditure Summary**



Business Area Performance Measures

Fund Name : Long Term Disability
Business Area Name : Human Resources
Fund No./Bus Area No. : 9001 / 8000

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| | | | | | |
| **Business Process Measures** | | | | | |
| | | | | | |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 88% | 98% | 96% | 98% |
| Revenues Budget vs Actual Utilization | F | 104% | 100% | 97% | 100% |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Long Term Disability
Business Area Name : Human Resources
Fund No./Bus Area No. : 9001 / 8000

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Benefits Administration** 800012<br>Process long term disability claims for eligible employees. The claim costs are actuarially determined. | 0.0 | 1,245,271 | 0.0 | 1,358,168 | **0.0** | **1,480,380** |
| Total | 0.0 | 1,245,271 | 0.0 | 1,358,168 | **0.0** | **1,480,380** |

Business Area Revenue Summary

Fund Name : Long Term Disability
Business Area Name : Human Resources
Fund No./Bus Area No. : 9001 / 8000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 8000120001 | Strategic Benefits Operations | | | |
| 429010 | Interfund Billing - Long Term Disability | 1,219,968 | 1,215,832 | **1,221,239** |
| 432010 | Interest on Pooled Investments | 140,000 | 100,000 | **105,000** |
| **Total** | **Strategic Benefits Operations** | **1,359,968** | **1,315,832** | **1,326,239** |
| **Total** | **Human Resources** | **1,359,968** | **1,315,832** | **1,326,239** |

Business Area Expenditure Summary

Fund Name : Long Term Disability
Business Area Name : Human Resources
Fund No./Bus. Area No. : 9001 / 8000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520104 | Claims Payment Services | 124,173 | 170,000 | 150,000 | **170,000** |
| 520110 | Management Consulting Services | 16,000 | 58,800 | 17,000 | **65,000** |
| 522605 | Active Employee Incurred Claims | 1,105,098 | 1,191,168 | 1,191,168 | **1,245,380** |
| **Total** | **Other Services and Charges** | **1,245,271** | **1,419,968** | **1,358,168** | **1,480,380** |
| | **Grand Total Expenditures** | **1,245,271** | **1,419,968** | **1,358,168** | **1,480,380** |

# SERVICE CHARGEBACK FUNDS

In-House Renovation ..... XII - 2

Fleet Management ..... XII - 10

Property and Casualty ..... XII - 34

Workers' Compensation ..... XII - 48

Central Services ..... XII - 62

Project Cost Recovery ..... XII - 102

**Fund Summary**

| | | |
|---|---|---|
| **Fund Name** | : | **In-House Renovation** |
| **Business Area Name** | : | **General Services** |
| **Fund No./Bus. Area No.** | : | **1003 / 2500** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 21,161 | 21,161 | **21,161** |
| Current Revenues | 5,795,524 | 5,795,524 | **5,798,078** |
| Total Available Resources | 5,816,685 | 5,816,685 | **5,819,239** |
| Maintenance and Operations | 5,795,524 | 5,795,524 | **5,798,078** |
| Total Expenditures | 5,795,524 | 5,795,524 | **5,798,078** |
| Planned Ending Fund Balance | 21,161 | 21,161 | **21,161** |
| Total Budget | 5,816,685 | 5,816,685 | **5,819,239** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 21,161 | 21,161 | **21,161** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The In-House Renovation Fund supports renovation and reconstruction of fire stations, police and other facilities. General Services Department's In-House Renovation Group provides labor and expertise required to address maintenance deficiencies by performing capital improvements to various City facilities and emergency repairs affecting life safety issues. Costs are billed to bond funds for those projects that result in permanent improvement to facilities.

The FY2014 Budget includes funding to renovate and/or reconstruct fire stations and office build-outs, and manage construction of various Houston Fire Department (HFD) and Houston Police Department (HPD) Capital Improvement Projects. The City facilities, including HFD buildings, need to be maintained at a quality standard that meet codes and provide for operational efficiency.

**Business Area Budget Summary**

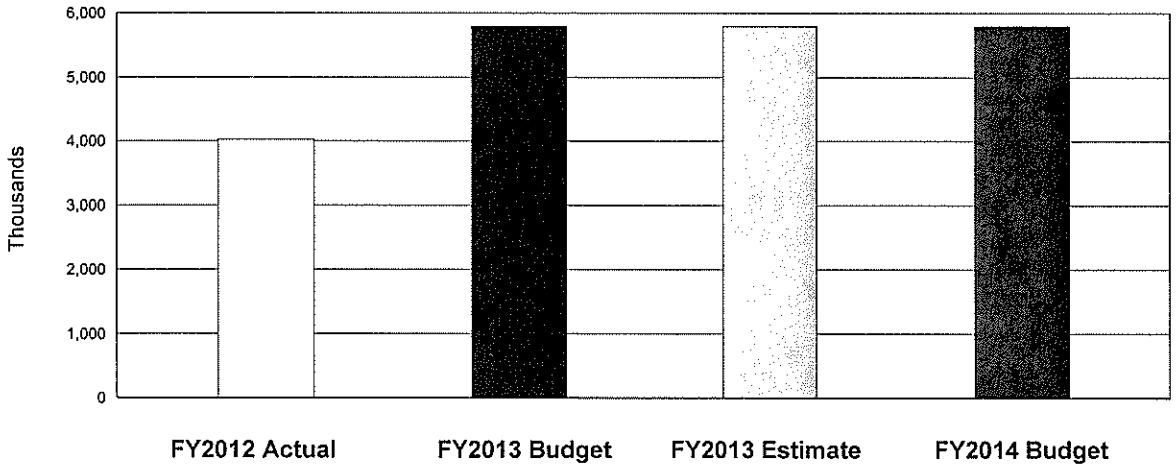
**Fund Name : In-House Renovation**
**Business Area Name : General Services**
**Fund No./Bus. Area No. : 1003 / 2500**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 1,993,619 | 2,250,645 | 2,170,645 | **2,328,885** |
| | Supplies | 725,758 | 733,807 | 808,807 | **734,807** |
| | Other Services and Charges | 1,307,404 | 2,811,072 | 2,816,072 | **2,734,386** |
| | Total M & O Expenditures | 4,026,781 | 5,795,524 | 5,795,524 | **5,798,078** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 4,026,781 | 5,795,524 | 5,795,524 | **5,798,078** |
| Revenues | | 4,026,781 | 5,795,524 | 5,795,524 | **5,798,078** |
| Staffing | Full-Time Equivalents - Civilian | 28.7 | 30.0 | 28.9 | **30.0** |
| | 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 | 28.7 | 30.0 | 28.9 | **30.0** |
| | Full-Time Equivalents - Overtime | 0.1 | 0.3 | 0.1 | **0.7** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- Complete full renovation of Fire Stations 66 and 68.
- Address priority needs for HFD and HPD from the Facility Assessment Report.

**In-House Renovation**
**General Services**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : In-House Renovation**
**Business Area Name : General Services**
**Fund No./Bus Area No. : 1003 / 2500**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Avg Customer Service Rating per Project (out of 5) | Q | 4.8 | 4.3 | 4.8 | **4.8** |
| **Business Process Measures** | | | | | |
| Square Feet Renovations- HFD | I | 27,682 | 27,505 | 40,215 | **40,215** |
| Square Feet Renovations- HPD | I | 31,636 | 31,341 | 25,757 | **25,757** |
| Square Feet Renovations- Others | I | 4,185 | 2,870 | 25,138 | **25,138** |
| Build-Out Projects | I,Q | N/A | N/A | 36 | **35** |
| Facility Improvement/Repairs | I,Q | N/A | N/A | 22 | **62** |
| Major Fire Station Renovations | I,Q | N/A | N/A | 2 | **2** |
| **People and Technology Measures** | | | | | |
| FTEs Overtime Usage | F | 0.3 | 0.7 | 0.1 | **0.7** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 88% | 100% | 100% | **100%** |
| Revenues Budget vs Actual Utilization | F | 115% | 100% | 100% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

## Division Summary

**Fund Name** : In-House Renovation
**Business Area Name** : General Services
**Fund No./Bus Area No.** : 1003 / 2500

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **GSD - In-House Renovation 250005** | | | | | | |
| In-house staff perform capital improvements to various City facilities and emergency repairs affecting life safety issues, including the renovation and reconstruction of fire stations, police facilities, and other work space renovations, build-outs, upgrades, structural issues and expansion needs requested by client departments. | 28.7 | 4,026,781 | 28.9 | 5,795,524 | **30.0** | **5,798,078** |
| Total | 28.7 | 4,026,781 | 28.9 | 5,795,524 | **30.0** | **5,798,078** |

Business Area Roster Summary

Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus Area No. : 1003 / 2500

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| CARPENTER LEADER | 19 | 3.0 | 3.0 | |
| CHIEF STATIONARY ENGINEER | 19 | 1.0 | 1.0 | |
| ELECTRICAL SUPERINTENDENT | 26 | 1.0 | 1.0 | |
| ELECTRICAL SUPERVISOR | 24 | 1.0 | 1.0 | |
| ELECTRICIAN | 18 | 4.0 | 4.0 | |
| MAINTENANCE MECHANIC III | 14 | 14.0 | 14.0 | |
| MAINTENANCE SUPERVISOR | 16 | 2.0 | 2.0 | |
| PLUMBER | 14 | 1.0 | 1.0 | |
| PLUMBER LEADER | 18 | 1.0 | 1.0 | |
| SUPERINTENDENT | 24 | 2.0 | 2.0 | |
| **Total FTEs** | | **30.0** | **30.0** | **0.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **30.0** | **30.0** | **0.0** |

Business Area Revenue Summary

Fund Name : In-House Renovation
Business Area Name : General Services
Fund No./Bus Area No. : 1003 / 2500

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 2500050001 | GSD - In-House Renovation | | | |
| 425100 | Indirect Cost Recovery-Other | 145,524 | 145,524 | 148,078 |
| 452020 | Recoveries & Refunds | 5,650,000 | 5,650,000 | 5,650,000 |
| Total | GSD - In-House Renovation | 5,795,524 | 5,795,524 | 5,798,078 |
| Total | General Services | 5,795,524 | 5,795,524 | 5,798,078 |

**Business Area Expenditure Summary**

**Fund Name** : **In-House Renovation**
**Business Area Name** : **General Services**
**Fund No./Bus. Area No.** : **1003 / 2500**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 1,297,686 | 1,340,681 | 1,370,696 | **1,383,295** |
| 500060 | Overtime - Civilian | 20,951 | 48,000 | 8,000 | **48,000** |
| 500090 | Premium Pay - Civilian | 0 | 2,000 | 2,000 | **2,000** |
| 501070 | Pension - Civilian | 246,406 | 286,908 | 293,715 | **313,871** |
| 501120 | Termination Pay - Civilian | 6,970 | 0 | 0 | **0** |
| 502010 | FICA - Civilian | 94,195 | 106,389 | 96,940 | **109,648** |
| 503010 | Health Ins-Act Civilian | 295,775 | 343,402 | 350,518 | **410,170** |
| 503015 | Basic Life Insurance - Active Civilian | 750 | 795 | 788 | **1,064** |
| 503050 | Health/Life Insurance - Retiree Civilian | 6,253 | 14,000 | 7,376 | **14,000** |
| 503060 | Long Term Disability-Civilian | 2,478 | 2,550 | 2,562 | **2,550** |
| 503090 | Workers Compensation-Civilian-Admin | 5,500 | 7,170 | 7,233 | **7,170** |
| 503100 | Workers Compensation-Civilian-Claim | 16,655 | 97,700 | 30,817 | **36,067** |
| 504030 | Unemployment Claims - Administration | 0 | 1,050 | 0 | **1,050** |
| **Total** | **Personnel Services** | **1,993,619** | **2,250,645** | **2,170,645** | **2,328,885** |
| 511020 | Construction Materials | 323,865 | 288,512 | 318,512 | **288,512** |
| 511025 | Electrical Hardware & Parts | 95,517 | 194,432 | 194,432 | **194,432** |
| 511030 | Mechanical Hardware & Parts | 37,273 | 60,976 | 60,976 | **60,976** |
| 511035 | Meters Hydrants & Plumbing Supplies | 88,605 | 37,535 | 77,535 | **37,535** |
| 511045 | Computer Supplies | 0 | 500 | 500 | **500** |
| 511050 | Paper & Printing Supplies | 142 | 0 | 1,000 | **1,000** |
| 511055 | Publications & Printed Materials | 47 | 0 | 0 | **0** |
| 511060 | Postage | 15 | 0 | 0 | **0** |
| 511070 | Miscellaneous Office Supplies | 8,734 | 7,840 | 11,840 | **7,840** |
| 511110 | Fuel | 0 | 7,840 | 7,840 | **7,840** |
| 511115 | Vehicle Repair & Maintenance Supplies | (3,303) | 7,056 | 7,056 | **7,056** |
| 511120 | Clothing | 3,129 | 4,000 | 4,000 | **4,000** |
| 511145 | Small Tools & Minor Equipment | 30,633 | 18,816 | 18,816 | **18,816** |
| 511150 | Miscellaneous Parts & Supplies | 141,101 | 106,300 | 106,300 | **106,300** |
| **Total** | **Supplies** | **725,758** | **733,807** | **808,807** | **734,807** |
| 520100 | Temporary Personnel Services | 8,788 | 20,000 | 20,000 | **20,000** |
| 520101 | Janitorial Services | 0 | 7,840 | 7,840 | **7,840** |
| 520106 | Architectural Services | 99,319 | 125,440 | 106,470 | **125,440** |
| 520109 | Medical Dental & Laboratory Services | 0 | 157 | 157 | **157** |
| 520112 | Banking Services | 167 | 50 | 52 | **50** |
| 520114 | Miscellaneous Support Services | 110 | 0 | 0 | **0** |
| 520118 | Refuse Disposal | 0 | 7,840 | 7,840 | **7,840** |
| 520120 | Communications Equipment Services | 50,443 | 101,360 | 101,360 | **101,360** |
| 520123 | Vehicle & Motor Equipment Services | 3,401 | 31,360 | 31,360 | **31,360** |
| 520124 | Other Equipment Services | 240 | 3,136 | 3,136 | **3,136** |
| 520126 | Construction Site Work Services | 71,860 | 112,720 | 142,720 | **112,720** |
| 520127 | Structural Construction Work Services | 0 | 944,433 | 914,434 | **949,434** |
| 520128 | Other Construction Work Services | 78,464 | 120,864 | 125,392 | **120,864** |
| 520141 | Engineering Services | 83,946 | 104,691 | 104,691 | **104,691** |
| 520520 | Printing & Reproduction Services | 3,524 | 5,488 | 5,488 | **5,488** |
| 520765 | Membership & Professional Fees | 1,297 | 1,568 | 1,568 | **1,568** |
| 520805 | Education & Training | 582 | 470 | 942 | **1,470** |
| 521405 | Building Maintenance Services | 874,191 | 1,133,920 | 1,133,920 | **1,010,118** |
| 521415 | Land and Grounds Maintenance | 0 | 6,272 | 6,272 | **6,272** |
| 521605 | Data Services | 6 | 50 | 50 | **3,226** |
| 521610 | Voice Services | 1,267 | 980 | 980 | **215** |
| 521620 | Voice Equipment | 7,400 | 0 | 11,867 | **13,846** |
| 521625 | Voice Labor | 2,617 | 2,940 | 2,940 | **17,554** |

## Business Area Expenditure Summary

**Fund Name** : **In-House Renovation**
**Business Area Name** : **General Services**
**Fund No./Bus. Area No.** : **1003 / 2500**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 521630 | GIS Revolving Fund Services | 0 | 1,190 | 1,190 | **1,518** |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | **2,326** |
| 521705 | Vehicle/Equipment Rental/Lease | 2,178 | 0 | 4,900 | **2,326** |
| 521725 | Other Rental | 3,106 | 3,920 | 6,120 | **6,920** |
| 522430 | Miscellaneous Other Services & Charges | 13,979 | 51,360 | 51,360 | **51,360** |
| 522721 | Interfund HR Client Services | 0 | 21,899 | 21,899 | **24,041** |
| 522722 | KRONOS Service Chargeback | 0 | 1,124 | 1,124 | **1,246** |
| 522760 | Interfund Billing & Collection Service | 519 | 0 | 0 | **0** |
| **Total** | **Other Services and Charges** | **1,307,404** | **2,811,072** | **2,816,072** | **2,734,386** |
| | **Grand Total Expenditures** | **4,026,781** | **5,795,524** | **5,795,524** | **5,798,078** |

**Fund Summary**

**Fund Name** : **Fleet Management Fund**
**Business Area Name** : **Public Works & Engineering / Finance / Fleet Management**
**Fund No./Bus. Area No.** : **1005 / 2000 / 6400 / 6700**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 0 | 0 | **0** |
| Current Revenues | 87,647,256 | 85,122,221 | **90,954,675** |
| Total Available Resources | 87,647,256 | 85,122,221 | **90,954,675** |
| Maintenance and Operations | 87,647,256 | 85,122,221 | **90,954,675** |
| Debt Services | 0 | 0 | **0** |
| Total Expenditures | 87,647,256 | 85,122,221 | **90,954,675** |
| Planned Ending Fund Balance | 0 | 0 | **0** |
| Total Budget | 87,647,256 | 85,122,221 | **90,954,675** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 0 | 0 | **0** |
| 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 Fleet Management Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Fleet Management Fund consist of three departments which are Fleet Management, Finance and Public Works and Engineering. The overall goal of these departments are to improve the efficiency and administration of Fleet Management.

The Fleet Managment Department (FMD) supports general fund departments through maintenance services along with partnering with the Houston Airport System to transition their Fleet Maintenance operation from an outsourced vendor operation to maintenance services provided by the City of Houston Fleet Management Department. FMD will also continue to administer the citywide fuel program including procurement and delivery of fuel and monitoring, maintenance and repair of fuel sites.

The Finance Department provides resources to the Fleet Management Department by consolidating financial responsibilities into the Finance Department providing transparent, reliable and timely information, thus enhancing the department's ability to focus on operations.

The Public Works and Engineering Department's mission is to improve effectiveness of maintenance operations and constantly strive to be as cost effective as possible while maintaining the highest level of services.

**Business Area Budget Summary**

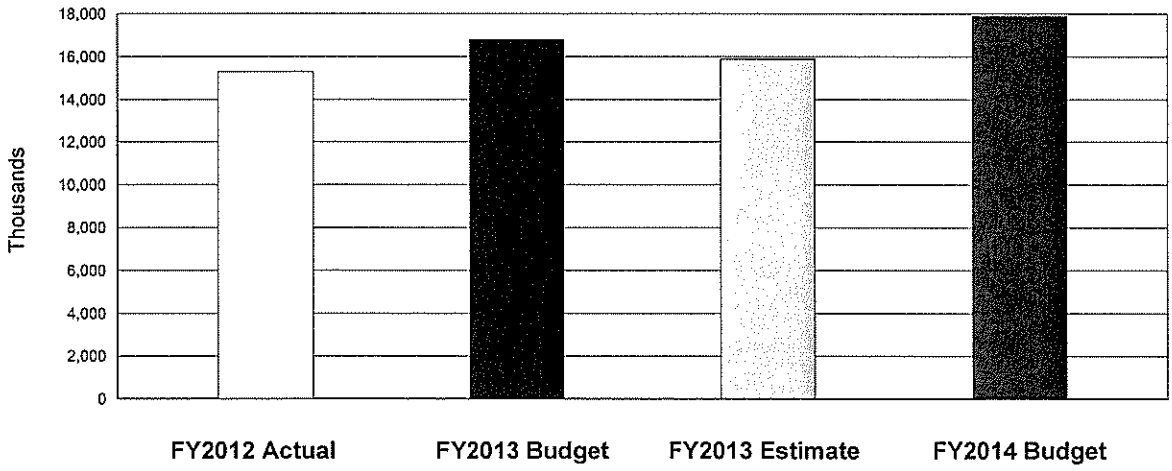
**Fund Name** : **Fleet Management Fund**
**Business Area Name** : **Public Works & Engineering**
**Fund No./Bus. Area No.** : **1005 / 2000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 6,165,057 | 7,358,100 | 6,345,088 | **7,754,300** |
| | Supplies | 5,806,627 | 5,651,156 | 5,656,708 | **6,029,100** |
| | Other Services and Charges | 3,325,161 | 3,607,000 | 3,789,963 | **3,963,400** |
| | Equipment | 0 | 149,144 | 71,195 | **106,200** |
| | Non-Capital Equipment | 441 | 37,500 | 37,500 | **37,500** |
| | Total M & O Expenditures | 15,297,286 | 16,802,900 | 15,900,454 | **17,890,500** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 15,297,286 | 16,802,900 | 15,900,454 | **17,890,500** |
| Revenues | | 15,297,286 | 16,802,900 | 15,900,454 | **17,890,500** |
| Staffing | Full-Time Equivalents - Civilian | 83.8 | 92.2 | 80.1 | **92.9** |
| | 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 | 83.8 | 92.2 | 80.1 | **92.9** |
| | Full-Time Equivalents - Overtime | 8.2 | 8.0 | 8.0 | **1.3** |

**Significant Budget Changes and Highlights**

- o FY2014 Budget provides funding for the health benefits, pension contribution and municipal employees 3% pay increases.
- o Implement Productivity Compensation Incentive Program (PCIP) that will compensate mechanics based on productivity. This will enhance the quantity and quality of work provided by the mechanics.
- o Enhance the number and quality of preventive maintenance services.
- o Improve effectiveness of operation by updating diagnostic equipment and provide mechanic training. Meet with departmental vehicle coordinators to evaluate individual department equipment needs.
- o Continue service life project for heavy/medium units.

**Fleet Management Fund**
**Public Works & Engineering**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Fleet Management Fund**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus Area No. : 1005 / 2000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Customer Satisfaction Survey | I,Q | N/A | N/A | N/A | **93%** |
| Vehicle availability rate | I,Q | 94% | 95% | 95% | **95%** |
| **Business Process Measures** | | | | | |
| Average repair time achieved (days) | I | 4.8 | 5.0 | 5.0 | **5.0** |
| **People and Technology Measures** | | | | | |
| Direct Labor Productivity | F | 76% | 70% | 76% | **87%** |
| Accident frequency per 75,000 miles driven | F,I | N/A | N/A | N/A | **<1 accident** |
| Workers' compensation incident frequency per 2,000 productive days worked | F,I | N/A | N/A | N/A | **<1 incident** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 91% | 100% | 95% | **100%** |
| Revenues Budget vs Actual Utilization | F | 91% | 100% | 95% | **100%** |
| Labor hours billed | F | 95,888 | 99,000 | 96,000 | **115,245** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

## Division Summary

**Fund Name** : **Fleet Management Fund**
**Business Area Name** : **Public Works & Engineering**
**Fund No./Bus Area No.** : **1005 / 2000**

| Division Description | | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|---|
| | | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Street and Drainage Division** | **200001** | | | | | | |
| Deliver high quality services, in a safe and timely manner, that provide for excellent maintenance of PW&E's and other City Departments' vehicles and equipment. | | 83.8 | 15,297,286 | 80.1 | 15,900,454 | **92.9** | **17,890,500** |
| Total | | 83.8 | 15,297,286 | 80.1 | 15,900,454 | **92.9** | **17,890,500** |

**Business Area Roster Summary**

**Fund Name : Fleet Management Fund**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus Area No. : 1005 / 2000**

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATIVE AIDE | 10 | 1.0 | 1.0 | |
| ADMINISTRATIVE ASSISTANT | 17 | 1.0 | 1.0 | |
| ADMINISTRATIVE SUPERVISOR | 22 | 1.0 | 1.0 | |
| AUTOMOTIVE SERVICE WRITER | 15 | 1.0 | 1.0 | |
| CUSTOMER SERVICE CLERK | 10 | 0.0 | 6.0 | 6.0 |
| DEPUTY ASSISTANT DIRECTOR (EXE LEV) | 30 | 1.0 | 1.0 | |
| DIVISION MANAGER | 29 | 1.0 | 0.0 | (1.0) |
| MECHANIC I | 11 | 7.0 | 7.0 | |
| MECHANIC II | 15 | 16.0 | 14.0 | (2.0) |
| MECHANIC III | 19 | 46.0 | 46.0 | |
| PROCUREMENT SPECIALIST | 24 | 3.0 | 2.0 | (1.0) |
| SENIOR AUDITOR | 21 | 0.0 | 1.0 | 1.0 |
| SENIOR INVENTORY MANAGEMENT CLERK | 12 | 2.0 | 2.0 | |
| SENIOR PROCUREMENT SPECIALIST | 27 | 1.0 | 1.0 | |
| SHOP MANAGER | 23 | 10.0 | 10.0 | |
| STAFF ANALYST | 26 | 1.0 | 1.0 | |
| STUDENT INTERN II | 10 | 1.0 | 1.0 | |
| SUPERINTENDENT | 24 | 2.0 | 2.0 | |
| SYSTEMS ACCOUNTANT III | 27 | 1.0 | 1.0 | |
| **Total FTEs** | | **96.0** | **99.0** | **3.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **3.8** | **6.1** | **2.3** |
| **Full-Time Equivalents** | | **92.2** | **92.9** | **0.7** |

Business Area Revenue Summary

Fund Name : Fleet Management Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1005 / 2000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **2000010015** | **PWE - Fleet Maintenance Direct** | | | |
| 424130 | Interfund Vehicle Repair | 8,386,000 | 8,386,000 | **8,623,300** |
| 434245 | Sale of Capital Assets - Vehicles | 0 | 1,553 | **0** |
| 452020 | Recoveries & Refunds | 5,000 | 10,000 | **10,000** |
| 457040 | Interfund Fleet Maintenance | 8,411,900 | 7,502,901 | **9,257,200** |
| **Total** | **PWE - Fleet Maintenance Direct** | **16,802,900** | **15,900,454** | **17,890,500** |
| **Total** | **Public Works & Engineering** | **16,802,900** | **15,900,454** | **17,890,500** |

Business Area Expenditure Summary

Fund Name : Fleet Management Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1005 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 3,567,952 | 4,007,197 | 3,483,705 | **4,213,690** |
| 500060 | Overtime - Civilian | 536,524 | 488,199 | 488,199 | **95,400** |
| 500090 | Premium Pay - Civilian | 0 | 10,000 | 0 | **534,497** |
| 500250 | HOPE Union Business Usage | (262) | 0 | 0 | **0** |
| 501070 | Pension - Civilian | 678,371 | 857,534 | 745,046 | **956,084** |
| 501120 | Termination Pay - Civilian | 26,072 | 126,129 | 126,129 | **126,100** |
| 502010 | FICA - Civilian | 297,718 | 344,664 | 299,156 | **368,210** |
| 503010 | Health Ins-Act Civilian | 810,139 | 1,013,812 | 925,982 | **1,102,448** |
| 503015 | Basic Life Insurance - Active Civilian | 2,096 | 2,365 | 1,988 | **3,075** |
| 503050 | Health/Life Insurance - Retiree Civilian | 170,282 | 403,619 | 195,782 | **250,000** |
| 503060 | Long Term Disability-Civilian | 6,467 | 7,838 | 6,195 | **7,914** |
| 503090 | Workers Compensation-Civilian-Admin | 15,844 | 22,036 | 19,447 | **22,245** |
| 503100 | Workers Compensation-Civilian-Claim | 53,854 | 71,474 | 50,283 | **71,500** |
| 504030 | Unemployment Claims - Administration | 0 | 3,233 | 3,176 | **3,137** |
| **Total** | **Personnel Services** | **6,165,057** | **7,358,100** | **6,345,088** | **7,754,300** |
| 511010 | Chemical Gases & Special Fluids | 6,286 | 6,700 | 6,700 | **6,700** |
| 511015 | Cleaning & Sanitary Supplies | 5,595 | 10,000 | 10,000 | **10,000** |
| 511020 | Construction Materials | 194 | 2,000 | 2,000 | **2,000** |
| 511025 | Electrical Hardware & Parts | 613 | 2,000 | 2,000 | **2,000** |
| 511030 | Mechanical Hardware & Parts | 1,155 | 500 | 500 | **500** |
| 511045 | Computer Supplies | 587 | 5,000 | 5,000 | **5,000** |
| 511050 | Paper & Printing Supplies | 5,602 | 6,500 | 6,500 | **6,500** |
| 511060 | Postage | 24 | 100 | 100 | **100** |
| 511070 | Miscellaneous Office Supplies | 4,625 | 5,000 | 5,000 | **5,000** |
| 511085 | Drugs & Medical Chemicals | 0 | 0 | 100 | **0** |
| 511090 | Medical & Surgical Supplies | 1,978 | 4,200 | 4,101 | **4,200** |
| 511095 | Small Technical & Scientific Equipment | 14 | 0 | 0 | **0** |
| 511110 | Fuel | 57,134 | 73,300 | 58,649 | **73,300** |
| 511115 | Vehicle Repair & Maintenance Supplies | 5,599,935 | 5,445,000 | 5,465,202 | **5,800,000** |
| 511120 | Clothing | 20,519 | 19,300 | 19,300 | **19,300** |
| 511125 | Food Supplies | 681 | 500 | 500 | **500** |
| 511145 | Small Tools & Minor Equipment | 49,370 | 21,056 | 21,056 | **44,000** |
| 511150 | Miscellaneous Parts & Supplies | 52,315 | 50,000 | 50,000 | **50,000** |
| **Total** | **Supplies** | **5,806,627** | **5,651,156** | **5,656,708** | **6,029,100** |
| 520100 | Temporary Personnel Services | 17,698 | 0 | 236,797 | **0** |
| 520101 | Janitorial Services | 73,161 | 68,000 | 68,000 | **68,000** |
| 520109 | Medical Dental & Laboratory Services | 3,292 | 3,900 | 3,900 | **3,900** |
| 520114 | Miscellaneous Support Services | 29 | 0 | 0 | **0** |
| 520115 | Real Estate Lease/Office Rental | 22,171 | 21,100 | 21,100 | **23,800** |
| 520118 | Refuse Disposal | 14,140 | 16,400 | 13,550 | **16,400** |
| 520119 | Computer Equipment/Software Maintenance | 16,090 | 0 | 0 | **0** |
| 520121 | IT Application Svcs | 3,171 | 13,100 | 13,100 | **11,600** |
| 520123 | Vehicle & Motor Equipment Services | 2,613,350 | 2,932,000 | 2,932,000 | **2,823,300** |
| 520124 | Other Equipment Services | 81,213 | 15,000 | 15,000 | **15,000** |
| 520515 | Print Shop Services | 1,397 | 1,000 | 6,055 | **1,000** |
| 520720 | Fines | 4,000 | 0 | 0 | **0** |
| 520765 | Membership & Professional Fees | 2,196 | 2,800 | 2,800 | **2,800** |
| 520805 | Education & Training | 10,750 | 28,800 | 28,800 | **28,800** |
| 520905 | Travel - Training Related | 2,159 | 11,900 | 11,900 | **11,900** |
| 521306 | PWE Allocated Cost | 0 | 0 | 0 | **575,200** |
| 521405 | Building Maintenance Services | 118,519 | 85,000 | 84,300 | **85,000** |
| 521410 | Sewer Services | 5,072 | 6,200 | 6,200 | **6,200** |

Business Area Expenditure Summary

Fund Name : Fleet Management Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1005 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 521415 | Land and Grounds Maintenance | 600 | 0 | 600 | **0** |
| 521505 | Electricity | 159,076 | 155,100 | 157,271 | **121,900** |
| 521510 | Natural Gas | 15,616 | 36,400 | 12,764 | **33,900** |
| 521605 | Data Services | 32,317 | 63,100 | 48,949 | **9,000** |
| 521610 | Voice Services | 22,586 | 37,900 | 19,061 | **16,400** |
| 521620 | Voice Equipment | 530 | 200 | 1,308 | **1,300** |
| 521625 | Voice Labor | 474 | 100 | 1,563 | **1,400** |
| 521630 | GIS Revolving Fund Services | 16,088 | 0 | 0 | **0** |
| 521715 | Office Equipment Rental | 5,473 | 3,900 | 5,598 | **6,000** |
| 521725 | Other Rental | 355 | 2,100 | 2,100 | **0** |
| 521730 | Parking Space Rental | 647 | 1,700 | 1,700 | **1,700** |
| 522205 | Metro Commuter Passes | 1,554 | 2,000 | 2,000 | **2,000** |
| 522430 | Miscellaneous Other Services & Charges | 5,782 | 15,500 | 9,747 | **15,500** |
| 522720 | Interfund Payroll Services | 7,558 | 7,100 | 7,100 | **7,500** |
| 522721 | Interfund HR Client Services | 64,797 | 69,900 | 69,900 | **67,000** |
| 522722 | KRONOS Service Chargeback | 3,300 | 3,100 | 3,100 | **3,200** |
| 522735 | Interfund Communication Equipment Repair | 0 | 3,700 | 3,700 | **3,700** |
| **Total** | **Other Services and Charges** | **3,325,161** | **3,607,000** | **3,789,963** | **3,963,400** |
| 560210 | Furniture Fixtures and Equipment | 0 | 22,944 | 22,944 | **0** |
| 560220 | Vehicles | 0 | 126,200 | 48,251 | **106,200** |
| **Total** | **Equipment** | **0** | **149,144** | **71,195** | **106,200** |
| 551010 | Non-Capital Office Furniture & Equipment | 441 | 0 | 1,968 | **0** |
| 551015 | Non-Capital Computer Equipment | 0 | 33,900 | 31,932 | **37,500** |
| 551020 | Non-Capital Communication Equipment | 0 | 3,600 | 3,600 | **0** |
| **Total** | **Non-Capital Equipment** | **441** | **37,500** | **37,500** | **37,500** |
| | **Grand Total Expenditures** | **15,297,286** | **16,802,900** | **15,900,454** | **17,890,500** |

**Business Area Budget Summary**

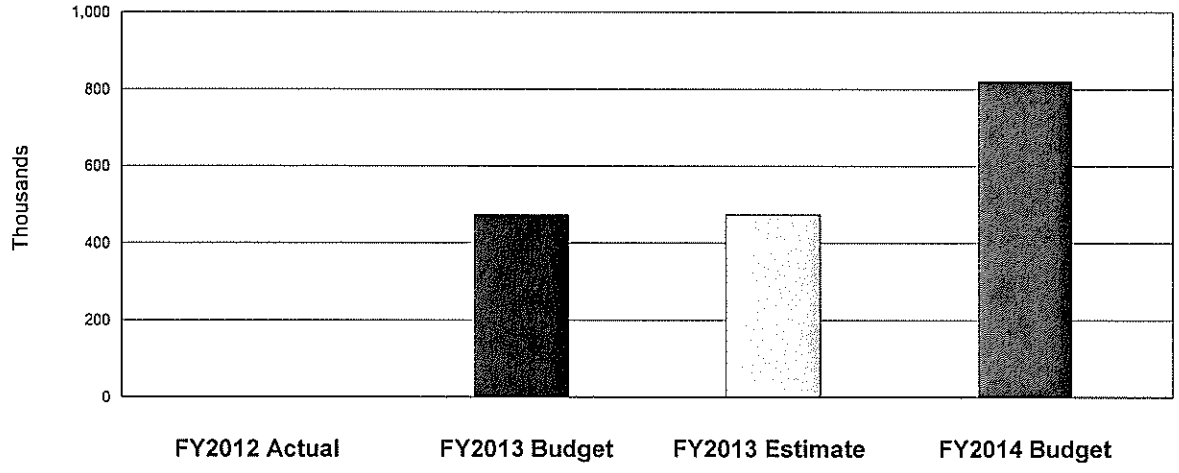
**Fund Name** : **Fleet Management Fund**
**Business Area Name** : **Finance Department**
**Fund No./Bus. Area No.** : **1005 / 6400**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 0 | 455,258 | 455,258 | **788,938** |
| | Supplies | 0 | 1,813 | 1,813 | **1,550** |
| | Other Services and Charges | 0 | 16,025 | 16,025 | **31,356** |
| | Total M & O Expenditures | 0 | 473,096 | 473,096 | **821,844** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 0 | 473,096 | 473,096 | **821,844** |
| Revenues | | 120 | 473,096 | 473,096 | **821,844** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 4.5 | 4.5 | **8.5** |
| | 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 | 0.0 | 4.5 | 4.5 | **8.5** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.1** |

**Significant Budget Changes and Highlights**

- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- o Includes funding for 1 FTE responsible for improving and maintaining the fleet capital improvement plan and supporting analysis of investment alternatives.
- o Includes funding for 2 FTEs dedicated to fleet purchasing in Strategic Purchasing Division.

**Fleet Management Fund**
**Finance Department**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Fleet Management Fund**
**Business Area Name : Finance Department**
**Fund No./Bus Area No. : 1005 / 6400**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Respond to customer within 24 hours | J | N/A | 80% | 75% | **100%** |
| Customer satisfaction | J | N/A | N/A | N/A | **TBD** |
| **Business Process Measures** | | | | | |
| Process all invoice pmts in 30 days of receipt | F | N/A | N/A | N/A | **95%** |
| Process chargebacks to departments in 45 days | F | N/A | 100% | 100% | **100%** |
| **People and Technology Measures** | | | | | |
| Average training hours per employee | J | N/A | N/A | N/A | **17.87** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | N/A | 100% | 100% | **100%** |
| Revenues Budget vs Actual Utilization | F | N/A | 100% | 100% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

**Division Summary**

**Fund Name : Fleet Management Fund**
**Business Area Name : Finance Department**
**Fund No./Bus Area No. : 1005 / 6400**

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **Public Finance 640003** The division serves the citizens of Houston by providing cost-efficient debt management services to the City and its enterprise funds for short, medium and long-term debt. As well, the division coordinates and oversees the City's CIP. | 0.0 | 0 | 0.0 | 0 | **1.0** | **85,714** |
| **Financial Planning & Analysis 640004** The Budget Management service chargeback section provides centralized financial oversight to Fleet Management. The section provides centralized support in budget development, management, analysis and reporting. | 0.0 | 0 | 1.5 | 174,891 | **3.0** | **336,822** |
| **Financial Reporting & Internal Control 640005** This division provides centralized support in accounts payable, management and process review, analysis and reporting services for the Fleet Management Department. | 0.0 | 0 | 3.0 | 298,205 | **2.5** | **236,289** |
| **Strategic Purchasing Group 640007** The Spot Purchasing Group is responsible for all Fleet related purchases via competitive/informal bid or City contracts as well as provides day-to-day departmental support of routine transactions and activities. | 0.0 | 0 | 0.0 | 0 | **2.0** | **163,019** |
| Total | 0.0 | 0 | 4.5 | 473,096 | **8.5** | **821,844** |

Business Area Roster Summary

**Fund Name** : **Fleet Management Fund**
**Business Area Name** : **Finance Department**
**Fund No./Bus Area No.** : **1005 / 6400**

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ACCOUNTANT | 17 | 1.0 | 1.0 | |
| ACCOUNTANT ASSOCIATE | 14 | 1.0 | 1.0 | |
| ADMINISTRATIVE ASSOCIATE | 13 | 0.0 | 0.5 | 0.5 |
| DEPUTY ASSISTANT DIRECTOR (EXE LEV) | 30 | 1.0 | 0.5 | (0.5) |
| DIVISION MANAGER | 29 | 0.5 | 0.5 | |
| FINANCIAL ANALYST IV | 25 | 1.0 | 1.0 | |
| PROCUREMENT SPECIALIST | 24 | 0.0 | 1.0 | 1.0 |
| SENIOR BUYER | 22 | 0.0 | 1.0 | 1.0 |
| STAFF ANALYST | 26 | 0.0 | 2.0 | 2.0 |
| **Total FTEs** | | **4.5** | **8.5** | **4.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **4.5** | **8.5** | **4.0** |

Business Area Revenue Summary

Fund Name : Fleet Management Fund
Business Area Name : Finance Department
Fund No./Bus Area No. : 1005 / 6400

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **6400030003** | **Central Services Public Finance Fleet** | | | |
| 424110 | Other Interfund Services | 0 | 0 | **85,714** |
| **6400040003** | **Fleet - Finance Operations** | | | |
| 424110 | Other Interfund Services | 174,891 | 174,891 | **336,822** |
| **6400050007** | **Central AP - Fleet Management** | | | |
| 424110 | Other Interfund Services | 298,205 | 298,205 | **236,289** |
| **6400070003** | **Central Services SPD Fleet** | | | |
| 424110 | Other Interfund Services | 0 | 0 | **163,019** |
| **Total** | **Finance Department** | **473,096** | **473,096** | **821,844** |

**Business Area Expenditure Summary**

**Fund Name** : **Fleet Management Fund**
**Business Area Name** : **Finance Department**
**Fund No./Bus. Area No.** : **1005 / 6400**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 0 | 316,781 | 316,781 | **539,400** |
| 500060 | Overtime - Civilian | 0 | 0 | 0 | **5,000** |
| 500090 | Premium Pay - Civilian | 0 | 0 | 0 | **12,345** |
| 501070 | Pension - Civilian | 0 | 70,073 | 70,073 | **122,390** |
| 502010 | FICA - Civilian | 0 | 25,051 | 25,051 | **42,591** |
| 503010 | Health Ins-Act Civilian | 0 | 41,699 | 41,699 | **64,037** |
| 503015 | Basic Life Insurance - Active Civilian | 0 | 182 | 182 | **379** |
| 503060 | Long Term Disability-Civilian | 0 | 386 | 386 | **733** |
| 503090 | Workers Compensation-Civilian-Admin | 0 | 1,086 | 1,086 | **2,063** |
| **Total** | **Personnel Services** | **0** | **455,258** | **455,258** | **788,938** |
| 511045 | Computer Supplies | 0 | 784 | 784 | **800** |
| 511070 | Miscellaneous Office Supplies | 0 | 1,029 | 1,029 | **750** |
| **Total** | **Supplies** | **0** | **1,813** | **1,813** | **1,550** |
| 520100 | Temporary Personnel Services | 0 | 9,669 | 9,669 | **25,000** |
| 520121 | IT Application Svcs | 0 | 1,120 | 1,120 | **1,120** |
| 521610 | Voice Services | 0 | 792 | 792 | **792** |
| 521730 | Parking Space Rental | 0 | 3,444 | 3,444 | **3,444** |
| 522721 | Interfund HR Client Services | 0 | 1,000 | 1,000 | **1,000** |
| **Total** | **Other Services and Charges** | **0** | **16,025** | **16,025** | **31,356** |
| | **Grand Total Expenditures** | **0** | **473,096** | **473,096** | **821,844** |

**Business Area Budget Summary**

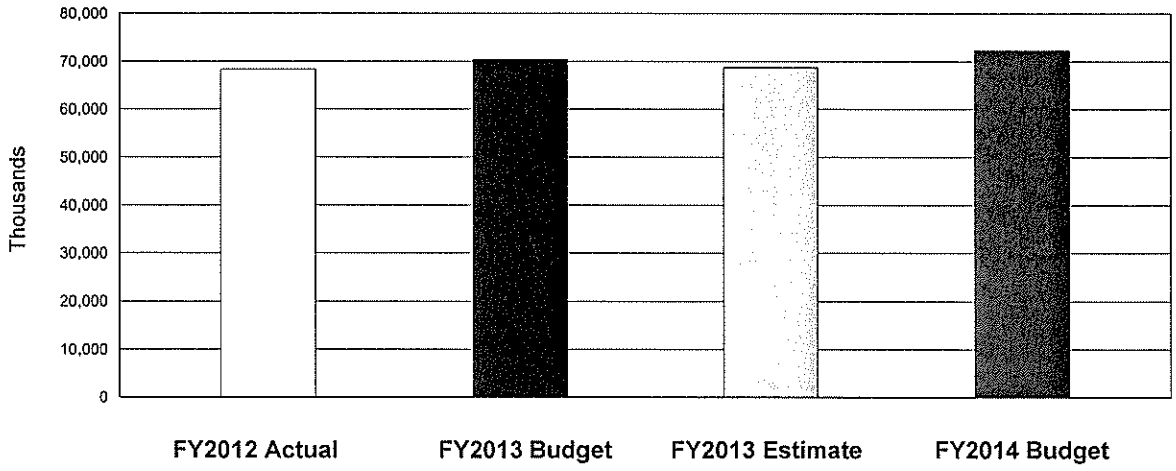
**Fund Name : Fleet Management Fund**
**Business Area Name : Fleet Management Department**
**Fund No./Bus. Area No. : 1005 / 6700**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 17,345,826 | 18,732,206 | 17,861,286 | **21,450,824** |
| | Supplies | 48,586,767 | 47,079,918 | 46,696,586 | **46,478,999** |
| | Other Services and Charges | 2,407,451 | 4,559,136 | 4,178,799 | **4,312,508** |
| | Non-Capital Equipment | 916 | 0 | 12,000 | **0** |
| | Total M & O Expenditures | 68,340,960 | 70,371,260 | 68,748,671 | **72,242,331** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 68,340,960 | 70,371,260 | 68,748,671 | **72,242,331** |
| Revenues | | 68,340,960 | 70,371,260 | 68,748,671 | **72,242,331** |
| Staffing | Full-Time Equivalents - Civilian | 253.2 | 273.0 | 257.5 | **300.9** |
| | 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 | 253.2 | 273.0 | 257.5 | **300.9** |
| | Full-Time Equivalents - Overtime | 9.3 | 10.1 | 11.3 | **9.1** |

**Significant Budget Changes and Highlights**

- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- o Continued support of the General Fund departments through fleet maintenance services.
- o 23 additional FTEs at a cost of $1.4 million to provide fleet maintance services to the Houston Airport System.

**Fleet Management Fund**
**Fleet Management Department**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Fleet Management Fund**
**Business Area Name : Fleet Management Department**
**Fund No./Bus Area No. : 1005 / 6700**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Maintain Operational Readiness | F | 92% | 95% | 93% | **95%** |
| Preventative Maintenance Every 90 Days | F,P | 174 days | 90 days | 126 days | **90 days** |
| Recall Notices Within 90 Days | P | 180 days | 90 days | 45 days | **90 days** |
| Fleet Share Vehicle Availability | F | N/A | 90% | 96% | **99%** |
| **Business Process Measures** | | | | | |
| Payment Of Vendors Within 30 Days | F | 215 days | 30 days | 115 days | **30 days** |
| Payroll Hours Charged To Work Orders | F | 71% | 75% | 78% | **80%** |
| **People and Technology Measures** | | | | | |
| Employees Receiving Leadership In Practice Training | J | 8 | 6 | 6 | **6** |
| Automotive Service Excellence/Emergency Vehicle Technician Certifications | J | 25% | 45% | 37% | **50%** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 105% | 100% | 98% | **100%** |
| Revenues Budget vs Actual Utilization | F | 109% | 100% | 98% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

**Division Summary**

**Fund Name : Fleet Management Fund**
**Business Area Name : Fleet Management Department**
**Fund No./Bus Area No. : 1005 / 6700**

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **FMD - Director's Office 670001** Provides overall Leadership and Management of the Fleet Management Department. Instrumental in the overall success of the department by providing guidance on administrative, financial, and operational issues including the long term vision for the City's overall fleet. Provides department communication to the Mayor's office, Council Members, City Departments, and the public. | 9.9 | 1,006,684 | 8.0 | 816,273 | **3.8** | **563,624** |
| **FMD - Fleet Operations 670002** The Fleet Maintenance Division is responsible for management and leadership of mechanics, shop managers, and other field personnel. The Fleet Maintenance Division works with customer departments to meet vehicle and equipment readiness requirements, and performs maintenance and repairs of vehicles and equipment used by City of Houston departments. | 223.4 | 31,587,796 | 228.5 | 34,120,915 | **5.8** | **18,784,387** |
| **FMD - Fleet Administration 670003** The Fuel Division is responsible for acquisition of unleaded, diesel, and jet fuel for citywide use. Manages deliveries of fuel to city sites, and conducts daily fuel site inspections to meet local, state, and federal reporting requirements. Repairs, monitors, and maintain fuel sites. Oversees the City of Houston's Fuel card program. | 19.9 | 35,746,480 | 21.0 | 33,811,483 | **11.6** | **33,368,936** |
| **FMD - Asset Management 670004** The Asset Management Division is responsible for licensing, titling, and inspecting all city vehicles upon receipt. Manage fixed assets for the department including shop equipment, computers, and furniture. Maintains fixed asset management for all city vehicles and end of life disposal of vehicle assets. | 0.0 | 0 | 0.0 | 0 | **7.2** | **649,760** |
| **FMD - Parts 670005** The Parts Division is responsible for oversight, management and auditing of the Parts supply relationship with NAPA and the City of Houston. Manages outside vendor repairs, and payment. Setups vendor contracts and audits vendor contract compliance. | 0.0 | 0 | 0.0 | 0 | **9.4** | **689,726** |
| **FMD - HPD Maintenance 670021** The Houston Police Department (HPD) Maintenance Division is responsible for maintenance and vehicle repair for HPD vehicles. Provides equipment readiness requirements for HPD, and daily visibility of HPD Fleet readiness. | 0.0 | 0 | 0.0 | 0 | **58.8** | **4,197,939** |

Division Summary

**Fund Name** : **Fleet Management Fund**
**Business Area Name** : **Fleet Management Department**
**Fund No./Bus Area No.** : **1005 / 6700**

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **FMD - SWD Maintenance 670022** The Solid Waste Maintenance Division is responsible for maintenance and vehicle repair for Solid Waste vehicles. Provides equipment readiness requirements for Solid Waste, and daily visibility of Solid Waste Fleet readiness. | 0.0 | 0 | 0.0 | 0 | **95.8** | **6,531,405** |
| **FMD - PRD/Body Maintenance 670023** The Parks & Recreation (PRD) / Body Shop / and Houston Airport System (HAS) Maintenance Division is responsible for maintenance and vehicle repair for PRD / HAS vehicles. Provides equipment readiness requirements for PRD / HAS, and daily visibility of PRD / HAS Fleet readiness. The Body Shops provide paint and body work repair for all City of Houston Departments. | 0.0 | 0 | 0.0 | 0 | **62.4** | **4,224,808** |
| **FMD - HFD Maintenance 670024** The Houston Fire Department (HFD) Maintenance Division is responsible for maintenance and vehicle repair for HFD vehicles. Provides equipment readiness requirements for HFD, and daily visibility of HFD Fleet readiness. | 0.0 | 0 | 0.0 | 0 | **46.1** | **3,231,746** |
| Total | 253.2 | 68,340,960 | 257.5 | 68,748,671 | **300.9** | **72,242,331** |

**Business Area Roster Summary**

**Fund Name : Fleet Management Fund**
**Business Area Name : Fleet Management Department**
**Fund No./Bus Area No. : 1005 / 6700**

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATION MANAGER | 26 | 2.0 | 2.0 | |
| ADMINISTRATIVE ASSISTANT | 17 | 6.0 | 8.0 | 2.0 |
| ADMINISTRATIVE COORDINATOR | 24 | 3.0 | 2.0 | (1.0) |
| ADMINISTRATIVE SPECIALIST | 20 | 2.0 | 3.0 | 1.0 |
| ADMINISTRATIVE SUPERVISOR | 22 | 3.0 | 3.0 | |
| ASSISTANT DIRECTOR (EXE LEV) | 32 | 1.0 | 1.0 | |
| ASSISTANT FIELD SUPERVISOR | 15 | 1.0 | 1.0 | |
| AUTOMOTIVE SERVICE WRITER | 15 | 10.0 | 10.0 | |
| CAR ATTENDANT | 4 | 0.0 | 1.0 | 1.0 |
| CONTRACT ADMINISTRATOR | 22 | 1.0 | 1.0 | |
| CUSTOMER SERVICE REP. II | 15 | 3.0 | 7.0 | 4.0 |
| CUSTOMER SERVICE REP. III | 16 | 1.0 | 1.0 | |
| DEPUTY ASSISTANT DIRECTOR (EXE LEV) | 30 | 2.0 | 2.0 | |
| DIVISION MANAGER | 29 | 4.0 | 5.0 | 1.0 |
| EXECUTIVE OFFICE ASSISTANT | 15 | 1.0 | 0.0 | (1.0) |
| FLEET MANAGEMENT DIRECTOR | 35 | 1.0 | 1.0 | |
| INSPECTOR | 18 | 2.0 | 2.0 | |
| IRON WORKER | 13 | 2.0 | 2.0 | |
| MAINTENANCE MECHANIC III | 14 | 5.0 | 9.0 | 4.0 |
| MANAGEMENT ANALYST III | 21 | 2.0 | 1.0 | (1.0) |
| MANAGEMENT ANALYST IV | 25 | 1.0 | 1.0 | |
| MECHANIC HELPER | 5 | 15.0 | 24.0 | 9.0 |
| MECHANIC I | 11 | 25.0 | 25.0 | |
| MECHANIC II | 15 | 22.0 | 24.0 | 2.0 |
| MECHANIC III | 19 | 122.0 | 130.0 | 8.0 |
| PUBLIC INFORMATION OFFICER | 26 | 0.0 | 1.0 | 1.0 |
| SEMI-SKILLED LABORER | 6 | 4.0 | 3.0 | (1.0) |
| SENIOR FIXED ASSET SPECIALIST | 17 | 2.0 | 2.0 | |
| SENIOR STAFF ANALYST | 28 | 1.0 | 1.0 | |
| SENIOR SUPERINTENDENT | 27 | 0.0 | 4.0 | 4.0 |
| SHOP MANAGER | 23 | 19.0 | 21.0 | 2.0 |
| TRUCK DRIVER | 6 | 10.0 | 10.0 | |
| **Total FTEs** | | **273.0** | **308.0** | **35.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **7.1** | **7.1** |
| **Full-Time Equivalents** | | **273.0** | **300.9** | **27.9** |

Business Area Revenue Summary

Fund Name : Fleet Management Fund
Business Area Name : Fleet Management Department
Fund No./Bus Area No. : 1005 / 6700

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **6700020001** | **FMD - Fleet Maintenance** | | | |
| 424130 | Interfund Vehicle Repair | 13,832,000 | 13,212,349 | **13,883,772** |
| 457040 | Interfund Fleet Maintenance | 21,345,131 | 20,658,051 | **21,707,849** |
| **Total** | **FMD - Fleet Maintenance** | **35,177,131** | **33,870,400** | **35,591,621** |
| **6700030002** | **FMD - Fuel** | | | |
| 424120 | Interfund Vehicle Fuel | 35,194,129 | 34,878,271 | **36,650,710** |
| **Total** | **Fleet Management Department** | **70,371,260** | **68,748,671** | **72,242,331** |

Business Area Expenditure Summary

Fund Name : Fleet Management Fund
Business Area Name : Fleet Management Department
Fund No./Bus. Area No. : 1005 / 6700

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 10,748,765 | 11,521,910 | 10,809,301 | **13,213,474** |
| 500030 | Salary Part Time - Civilian | 39,229 | 43,195 | 37,357 | **43,989** |
| 500060 | Overtime - Civilian | 627,120 | 600,540 | 680,917 | **578,300** |
| 500090 | Premium Pay - Civilian | 63,926 | 66,295 | 73,512 | **66,000** |
| 500110 | Bilingual Pay - Civilian | 1,621 | 1,808 | 1,494 | **0** |
| 501070 | Pension - Civilian | 2,017,077 | 2,465,689 | 2,314,124 | **2,998,154** |
| 501120 | Termination Pay - Civilian | 527,671 | 53,800 | 303,566 | **53,800** |
| 502010 | FICA - Civilian | 866,155 | 932,740 | 852,485 | **1,060,267** |
| 503010 | Health Ins-Act Civilian | 2,211,548 | 2,577,863 | 2,467,322 | **3,088,740** |
| 503015 | Basic Life Insurance - Active Civilian | 6,222 | 6,809 | 6,272 | **10,141** |
| 503050 | Health/Life Insurance - Retiree Civilian | 14,824 | 17,130 | 19,543 | **10,780** |
| 503060 | Long Term Disability-Civilian | 20,156 | 23,120 | 20,151 | **25,494** |
| 503090 | Workers Compensation-Civilian-Admin | 50,193 | 65,247 | 62,713 | **71,915** |
| 503100 | Workers Compensation-Civilian-Claim | 34,928 | 149,920 | 199,286 | **223,300** |
| 504020 | Compensation Contingency | 0 | 193,575 | 0 | **0** |
| 504030 | Unemployment Claims - Administration | 116,391 | 12,565 | 13,243 | **6,470** |
| **Total** | **Personnel Services** | **17,345,826** | **18,732,206** | **17,861,286** | **21,450,824** |
| 511010 | Chemical Gases & Special Fluids | 35 | 0 | 0 | **0** |
| 511020 | Construction Materials | 4,989 | 3,000 | 0 | **5,000** |
| 511030 | Mechanical Hardware & Parts | 19,824 | 0 | 953 | **0** |
| 511045 | Computer Supplies | 1,967 | 41,232 | 58,696 | **40,732** |
| 511050 | Paper & Printing Supplies | 820 | 2,000 | 1,000 | **5,250** |
| 511055 | Publications & Printed Materials | 10,395 | 12,000 | 0 | **12,000** |
| 511060 | Postage | 0 | 0 | 0 | **12,500** |
| 511070 | Miscellaneous Office Supplies | 30,288 | 57,500 | 31,028 | **17,500** |
| 511110 | Fuel | 33,649,152 | 33,284,606 | 31,267,813 | **31,584,726** |
| 511115 | Vehicle Repair & Maintenance Supplies | 14,721,770 | 13,515,400 | 15,137,518 | **14,728,861** |
| 511120 | Clothing | 64,842 | 26,480 | 24,452 | **26,480** |
| 511125 | Food Supplies | 5,966 | 3,000 | 0 | **3,000** |
| 511145 | Small Tools & Minor Equipment | 1,491 | 0 | 10,555 | **10,500** |
| 511150 | Miscellaneous Parts & Supplies | 75,228 | 134,700 | 164,571 | **32,450** |
| **Total** | **Supplies** | **48,586,767** | **47,079,918** | **46,696,586** | **46,478,999** |
| 520100 | Temporary Personnel Services | 39,534 | 35,000 | 17,257 | **35,000** |
| 520101 | Janitorial Services | 15,572 | 28,375 | 16,776 | **28,375** |
| 520109 | Medical Dental & Laboratory Services | 3,163 | 2,000 | 6,700 | **6,700** |
| 520110 | Management Consulting Services | 40 | 0 | 1,230 | **2,000** |
| 520114 | Miscellaneous Support Services | 73 | 0 | 6,400 | **8,250** |
| 520115 | Real Estate Lease/Office Rental | 4,682 | 0 | 10,300 | **10,300** |
| 520116 | Parking Services Contract | 0 | 0 | 0 | **5,000** |
| 520118 | Refuse Disposal | 30,064 | 117,320 | 51,582 | **117,320** |
| 520119 | Computer Equipment/Software Maintenance | 107,352 | 266,669 | 461,290 | **89,669** |
| 520120 | Communications Equipment Services | 0 | 0 | 0 | **26,000** |
| 520121 | IT Application Svcs | 769 | 5,000 | 6,174 | **180,005** |
| 520123 | Vehicle & Motor Equipment Services | 1,831,590 | 3,081,600 | 2,510,995 | **2,558,783** |
| 520124 | Other Equipment Services | 3,338 | 369,447 | 467,373 | **456,000** |
| 520151 | Parking EZ Tag Fees | 664 | 1,200 | 2,660 | **2,660** |
| 520510 | Mail/Delivery Services | 0 | 0 | 151 | **200** |
| 520515 | Print Shop Services | 2,800 | 2,200 | 5,054 | **3,000** |
| 520705 | Insurance Fees | 10,611 | 110,909 | 110,844 | **119,775** |

## Business Area Expenditure Summary

**Fund Name** : **Fleet Management Fund**
**Business Area Name** : **Fleet Management Department**
**Fund No./Bus. Area No.** : **1005 / 6700**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520710 | State/Federal Inspection Fees | 20,363 | 36,000 | 91,763 | **92,000** |
| 520765 | Membership & Professional Fees | 171 | 1,500 | 1,250 | **1,000** |
| 520805 | Education & Training | 10,335 | 44,120 | 39,070 | **25,220** |
| 520905 | Travel - Training Related | 1,436 | 10,650 | 10,692 | **10,650** |
| 520910 | Travel - Non-Training Related | 390 | 4,000 | 2,000 | **2,000** |
| 521605 | Data Services | 26 | 2,000 | 0 | **28,368** |
| 521610 | Voice Services | 18,069 | 23,510 | 40,065 | **24,143** |
| 521620 | Voice Equipment | 2,781 | 5,300 | 1,000 | **923** |
| 521625 | Voice Labor | 1,444 | 2,500 | 5,608 | **1,170** |
| 521630 | GIS Revolving Fund Services | 0 | 0 | 11,541 | **13,811** |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | **39,714** |
| 521705 | Vehicle/Equipment Rental/Lease | 10,053 | 7,224 | 7,224 | **7,224** |
| 521715 | Office Equipment Rental | 13,035 | 24,000 | 24,000 | **24,000** |
| 521730 | Parking Space Rental | 2,299 | 5,000 | 2,009 | **2,009** |
| 522205 | Metro Commuter Passes | 7,061 | 6,000 | 8,200 | **8,200** |
| 522430 | Miscellaneous Other Services & Charges | 116,292 | 182,200 | 74,179 | **162,200** |
| 522721 | Interfund HR Client Services | 153,444 | 185,412 | 185,412 | **209,955** |
| 522722 | KRONOS Service Chargeback | 0 | 0 | 0 | **10,884** |
| **Total** | **Other Services and Charges** | **2,407,451** | **4,559,136** | **4,178,799** | **4,312,508** |
| 551010 | Non-Capital Office Furniture & Equipment | 0 | 0 | 12,000 | **0** |
| 551015 | Non-Capital Computer Equipment | 916 | 0 | 0 | **0** |
| **Total** | **Non-Capital Equipment** | **916** | **0** | **12,000** | **0** |
| | **Grand Total Expenditures** | **68,340,960** | **70,371,260** | **68,748,671** | **72,242,331** |

## Fund Summary

**Fund Name** : **Property & Casualty Fund**
**Fund No./Bus. Area No.** : **1004 / 6500 / 9000**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 0 | 0 | **0** |
| Current Revenues | 33,535,149 | 33,535,149 | **35,765,865** |
| Total Available Resources | 33,535,149 | 33,535,149 | **35,765,865** |
| Maintenance and Operations | 33,535,149 | 33,535,149 | **35,765,865** |
| Total Expenditures | 33,535,149 | 33,535,149 | **35,765,865** |
| Planned Ending Fund Balance | 0 | 0 | **0** |
| Total Budget | 33,535,149 | 33,535,149 | **35,765,865** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 0 | 0 | **0** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The information above summarizes the FY2013 Budget, FY2013 Estimate and FY2014 Budget of the Property and Casualty Fund. Also included are the beginning and ending fund balances, total available resources and total expenditures.

The Property and Casualty Fund was established to monitor the financial requirements of the Property and Risk Management Programs. Revenue in this fund is generated from assessed premiums to the other funds. These premiums are based upon projected expenditures. It has two distinct parts: one managed by the Legal Department to account for claims against the City, and one managed by Administration and Regulatory Affairs to account for property insurance costs.

The mission of the Legal Department's portion of the Property and Casualty Fund (Claims and Subrogation, General Litigation, and Labor, Employment and Civil Rights Sections) is to defend against claims and tort lawsuits filed against the City, minimize the City's financial exposure, and file affirmative claims on behalf of the City for property damage and subrogation. The Claims and Subrogation, General Litigation, and Labor, Employment and Civil Rights Sections of the Legal Department are responsible for the investigation and defense of claims against the City, case settlement, and payment of claims and judgments.

The Insurance Management Division of the Administration and Regulatory Affairs Department is responsible for administering all citywide non-health related insurance services including, but not limited to: property, terrorism, boiler and machinery, crime, fine arts, electronic equipment protection, notary, fidelity and surety bond insurance. All risks to the City's assets (except Workers' Compensation, Life, and Long-Term Disability) fall within the scope of this fund.

Goals for the divisions where the activity is accounted for in the Property and Casualty Fund are to:

- manage risk through identification and analysis of exposure to determine level of risk assumption or transfer of risk through commercial insurance for City departments and related agencies;
- procure, monitor, and maintain commercial insurance policies to control and minimize the City's exposure to financial risk;
- maximize commercial insurance claim recoveries;
- reduce the average amount paid per liability claim and civil rights lawsuits filed against the City;
- advise City departments on risk management issues to reduce or eliminate tort claim exposure;
- aggressively defend the City in all matters filed against it to deter meritless lawsuits with exaggerated claims;
- reduce tort claims exposure by working with the Human Resources Department to identify safety problems and educate employees on how to perform their jobs safely to avoid incidents that damage City property, employees and third parties;
- identify delinquent accounts owed to the City and increase recoveries on affirmative claims.

**Business Area Budget Summary**

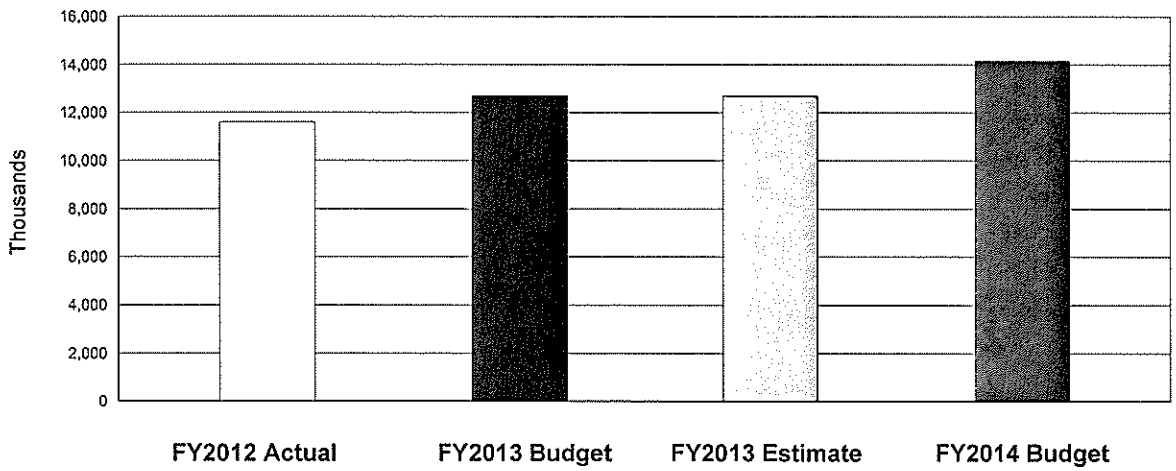
**Fund Name** : **Property & Casualty Fund**
**Business Area Name** : **Administration and Regulatory Affairs**
**Fund No./Bus. Area No.** : **1004 / 6500**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 536,273 | 587,606 | 597,606 | **616,737** |
| | Supplies | 2,366 | 2,977 | 2,977 | **2,977** |
| | Other Services and Charges | 11,064,630 | 12,101,443 | 12,091,443 | **13,528,808** |
| | Non-Capital Equipment | 0 | 0 | 0 | **7,000** |
| | Total M & O Expenditures | 11,603,269 | 12,692,026 | 12,692,026 | **14,155,522** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 11,603,269 | 12,692,026 | 12,692,026 | **14,155,522** |
| Revenues | | 11,603,269 | 12,692,026 | 12,692,026 | **14,155,522** |
| Staffing | Full-Time Equivalents - Civilian | 5.1 | 5.0 | 5.0 | **5.0** |
| | 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 | 5.1 | 5.0 | 5.0 | **5.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 5.0 | 5.0 | **0.0** |

**Significant Budget Changes and Highlights**

- In FY2014, Property Insurance projects a rate increase of 7% due to increasing cost of property insurance.
- Insurance coverage for Information Technology's communication equipment budgeted at $140,000.
- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.

**Property & Casualty Fund**
**Administration and Regulatory Affairs**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Property & Casualty Fund**
**Business Area Name : Administration and Regulatory Affairs**
**Fund No./Bus Area No. : 1004 / 6500**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Insurance Advisory Request Completed | J | N/A | N/A | N/A | **100%** |
| **Business Process Measures** | | | | | |
| Insurance Programs Administered | I,F | 24 | 24 | 24 | **24** |
| **People and Technology Measures** | | | | | |
| Prof. Insurance License Maint/Prof. Development | J | 15 | 21 | 21 | **21** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 89% | 100% | 100% | **100%** |
| Revenues Budget vs Actual Utilization | F | 89% | 100% | 100% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Property & Casualty Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1004 / 6500

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Accounting Services Group 650005** | | | | | | |
| Administer all non-health related insurance to the City and associated groups including, but not limited to: property, terrorism, boiler and machinery, crime, fine arts, electronic equipment protection, fidelity, surety, inland marine, and Notary Public program. | 5.1 | 11,603,269 | 5.0 | 12,692,026 | **5.0** | **14,155,522** |
| Total | 5.1 | 11,603,269 | 5.0 | 12,692,026 | **5.0** | **14,155,522** |

Business Area Roster Summary

Fund Name : Property & Casualty Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1004 / 6500

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATIVE SPECIALIST | 20 | 1.0 | 1.0 | |
| ASSISTANT DIRECTOR (EXE LEV) | 32 | 1.0 | 1.0 | |
| SENIOR STAFF ANALYST | 28 | 2.0 | 2.0 | |
| STAFF ANALYST | 26 | 1.0 | 1.0 | |
| **Total FTEs** | | **5.0** | **5.0** | **0.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **5.0** | **5.0** | **0.0** |

Business Area Revenue Summary

Fund Name : Property & Casualty Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1004 / 6500

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 6500050003 | ARA - Insurance Management | | | |
| 424070 | Interfund Legal Services | 12,692,026 | 12,692,026 | 14,155,522 |
| Total | Administration and Regulatory Affairs | 12,692,026 | 12,692,026 | 14,155,522 |

Business Area Expenditure Summary

Fund Name : Property & Casualty Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 1004 / 6500

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 369,765 | 389,726 | 389,726 | **401,297** |
| 501070 | Pension - Civilian | 70,375 | 83,401 | 83,401 | **91,054** |
| 502010 | FICA - Civilian | 26,862 | 29,706 | 29,706 | **30,699** |
| 503010 | Health Ins-Act Civilian | 61,556 | 70,942 | 80,942 | **79,776** |
| 503015 | Basic Life Insurance - Active Civilian | 222 | 231 | 231 | **311** |
| 503050 | Health/Life Insurance - Retiree Civilian | 6,130 | 8,000 | 8,000 | **8,000** |
| 503060 | Long Term Disability-Civilian | 424 | 425 | 425 | **425** |
| 503090 | Workers Compensation-Civilian-Admin | 939 | 1,195 | 1,195 | **1,195** |
| 503100 | Workers Compensation-Civilian-Claim | 0 | 3,800 | 3,800 | **3,800** |
| 504030 | Unemployment Claims - Administration | 0 | 180 | 180 | **180** |
| **Total** | **Personnel Services** | **536,273** | **587,606** | **597,606** | **616,737** |
| 511045 | Computer Supplies | 745 | 600 | 600 | **600** |
| 511050 | Paper & Printing Supplies | 718 | 737 | 737 | **737** |
| 511055 | Publications & Printed Materials | 114 | 400 | 400 | **400** |
| 511060 | Postage | 124 | 240 | 240 | **240** |
| 511070 | Miscellaneous Office Supplies | 665 | 1,000 | 1,000 | **1,000** |
| **Total** | **Supplies** | **2,366** | **2,977** | **2,977** | **2,977** |
| 520100 | Temporary Personnel Services | 0 | 50,000 | 50,000 | **50,000** |
| 520109 | Medical Dental & Laboratory Services | 0 | 95 | 95 | **96** |
| 520110 | Management Consulting Services | 0 | 40,000 | 40,000 | **40,000** |
| 520115 | Real Estate Lease/Office Rental | 0 | 17,916 | 17,916 | **17,916** |
| 520121 | IT Application Svcs | 446 | 290 | 290 | **845** |
| 520122 | Office Equipment Services | 0 | 72 | 72 | **72** |
| 520510 | Mail/Delivery Services | 0 | 200 | 200 | **200** |
| 520515 | Print Shop Services | 269 | 2,330 | 2,330 | **2,330** |
| 520605 | Advertising Services | 1,534 | 3,212 | 3,212 | **3,200** |
| 520705 | Insurance Fees | 10,677,420 | 11,549,550 | 11,558,427 | **12,944,598** |
| 520765 | Membership & Professional Fees | 625 | 575 | 575 | **675** |
| 520770 | Insurance Administration Fees | 241,384 | 297,960 | 279,923 | **297,960** |
| 520805 | Education & Training | 1,360 | 3,000 | 3,000 | **3,000** |
| 520905 | Travel - Training Related | 1,157 | 5,907 | 5,907 | **3,900** |
| 520910 | Travel - Non-Training Related | 0 | 4,000 | 4,000 | **6,000** |
| 521305 | Indirect Cost Recovery Payment | 126,379 | 107,839 | 107,839 | **138,617** |
| 521605 | Data Services | 6,404 | 9,427 | 8,369 | **9,427** |
| 521610 | Voice Services | 224 | 98 | 294 | **549** |
| 521630 | GIS Revolving Fund Services | 328 | 353 | 375 | **447** |
| 521730 | Parking Space Rental | 2,964 | 3,144 | 3,144 | **0** |
| 521735 | Hobby Parking Space Rental | 0 | 0 | 0 | **3,144** |
| 522205 | Metro Commuter Passes | 887 | 1,638 | 1,638 | **1,638** |
| 522430 | Miscellaneous Other Services & Charges | 117 | 0 | 0 | **0** |
| 522721 | Interfund HR Client Services | 3,031 | 3,650 | 3,650 | **4,007** |
| 522722 | KRONOS Service Chargeback | 101 | 187 | 187 | **187** |
| **Total** | **Other Services and Charges** | **11,064,630** | **12,101,443** | **12,091,443** | **13,528,808** |
| 551010 | Non-Capital Office Furniture & Equipment | 0 | 0 | 0 | **7,000** |
| **Total** | **Non-Capital Equipment** | **0** | **0** | **0** | **7,000** |
| | **Grand Total Expenditures** | **11,603,269** | **12,692,026** | **12,692,026** | **14,155,522** |

## Business Area Budget Summary

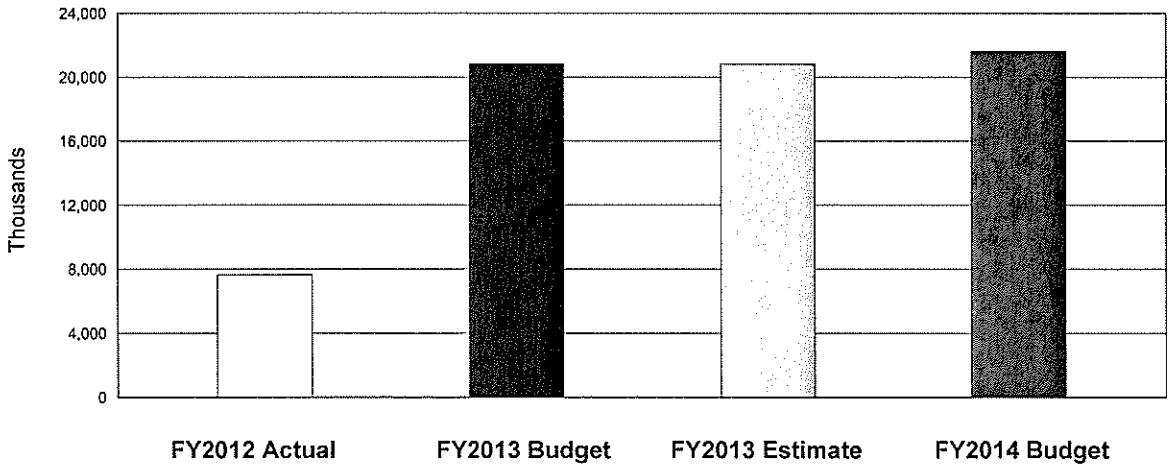
**Fund Name** : Property & Casualty Fund
**Business Area Name** : Legal
**Fund No./Bus. Area No.** : 1004 / 9000

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 5,008,972 | 6,537,930 | 6,537,930 | **7,112,764** |
| | Supplies | 160,814 | 189,800 | 189,800 | **164,150** |
| | Other Services and Charges | 2,483,810 | 14,115,393 | 14,115,393 | **14,333,429** |
| | Total M & O Expenditures | 7,653,596 | 20,843,123 | 20,843,123 | **21,610,343** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 7,653,596 | 20,843,123 | 20,843,123 | **21,610,343** |
| Revenues | | 7,653,596 | 20,843,123 | 20,843,123 | **21,610,343** |
| Staffing | Full-Time Equivalents - Civilian | 46.6 | 52.4 | 52.1 | **53.9** |
| | 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 | 46.6 | 52.4 | 52.1 | **53.9** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- The budget for claims, settlements and judgments is $12,824,554 which is slightly greater than the amount budgeted in FY2013 and represents 59% of the total budget.

**Property & Casualty Fund**
**Legal**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Property & Casualty Fund**
**Business Area Name : Legal**
**Fund No./Bus Area No. : 1004 / 9000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Property damage subrogation claims processed | F,Q,I,J | 1,681 | 1,300 | 1,471 | **1,300** |
| Liability claims processed | F,P,Q | 1,269 | 1,300 | 1,227 | **1,200** |
| Liability claims closed without payment | F,P,Q | 863 | 850 | 763 | **800** |
| Liability claims resolved with payment | F,P,Q | 316 | 300 | 311 | **300** |
| **Business Process Measures** | | | | | |
| New litigation files opened | F,J,I,Q | 233 | N/A | 271 | **270** |
| **People and Technology Measures** | | | | | |
| EEOC and TX Workforce Commission matters handled | J,F | 314 | 400 | 290 | **360** |
| Personnel actions/hearings handled | J,F | 362 | 800 | 562 | **600** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 34% | 100% | 100% | **100%** |
| Revenues Budget vs Actual Utilization | F | 34% | 100% | 100% | **100%** |
| Funds recovered from affirmative collections | F,Q,I,J | $2,265,955 | $1,600,000 | $2,408,000 | **$2,200,000** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Property & Casualty Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1004 / 9000

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **LGL - Staff Administration Section 900001** | | | | | | |
| This cost center captures personnel costs associated with broad oversight of all the litigation sections and activities related to those sections. | 1.1 | 242,588 | 1.0 | 246,426 | **2.0** | **330,696** |
| **LGL - General Litigation Section 900002** | | | | | | |
| Responsible for litigation related to animal law, annexation, bankruptcy, building and standards commission appeals, Code enforcement, collections, constitutional challenges to ordinances, contract disputes, election contests, environmental, Fed False Claims Act, forcible entry and detainer, intergovernmental disputes, inverse condemnation, probate, Private Real Property Preservation Act and more. | 18.1 | 1,984,243 | 20.3 | 2,651,362 | **22.0** | **2,983,772** |
| **LGL - Labor, Emply. & Civil Rights Section 900005** | | | | | | |
| The section is responsible for representing the City on all labor, employment and civil rights lawsuits. | 17.2 | 1,844,981 | 20.8 | 2,632,364 | **19.9** | **2,748,525** |
| **LGL - Claims & Subrogation Section 900010** | | | | | | |
| This section is responsible for liability tort claims, subrogation matters and general affirmative claim matters at the claim stage. | 10.2 | 955,610 | 10.0 | 1,037,738 | **10.0** | **1,104,111** |
| **LGL - Litigation Costs Section 900012** | | | | | | |
| This section captures costs directly related to the payment of claims and judgments including legal services and other services. | 0.0 | 2,626,174 | 0.0 | 14,275,233 | **0.0** | **14,443,239** |
| Total | 46.6 | 7,653,596 | 52.1 | 20,843,123 | **53.9** | **21,610,343** |

**Business Area Roster Summary**

**Fund Name : Property & Casualty Fund**
**Business Area Name : Legal**
**Fund No./Bus Area No. : 1004 / 9000**

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATIVE ASSISTANT | 17 | 0.0 | 1.0 | 1.0 |
| ADMINISTRATIVE SPECIALIST | 20 | 1.0 | 1.0 | |
| ASSISTANT CITY ATTORNEY I | 21 | 3.0 | 3.0 | |
| ASSISTANT CITY ATTORNEY II | 24 | 3.0 | 2.0 | (1.0) |
| ASSISTANT CITY ATTORNEY III | 27 | 4.0 | 0.0 | (4.0) |
| EXECUTIVE OFFICE ASSISTANT | 15 | 1.0 | 0.0 | (1.0) |
| FIRST ASSISTANT CITY ATTORNEY | 37 | 1.0 | 2.0 | 1.0 |
| LEGAL WORD PROCESSOR | 11 | 1.0 | 0.0 | (1.0) |
| PARALEGAL I | 12 | 5.0 | 5.0 | |
| PARALEGAL II | 14 | 0.0 | 1.0 | 1.0 |
| PARALEGAL III | 16 | 2.0 | 0.0 | (2.0) |
| SENIOR ASSISTANT CITY ATTORNEY I | 30 | 8.0 | 6.0 | (2.0) |
| SENIOR ASSISTANT CITY ATTORNEY II | 32 | 6.0 | 17.0 | 11.0 |
| SENIOR ASSISTANT CITY ATTORNEY III | 34 | 5.0 | 0.0 | (5.0) |
| SENIOR ASSISTANT CITY ATTORNEY,SECTION CHIEF | 35 | 3.0 | 2.0 | (1.0) |
| SENIOR CLAIMS COORDINATOR | 21 | 4.0 | 4.0 | |
| SENIOR LEGAL WORD PROCESSOR | 13 | 3.0 | 4.0 | 1.0 |
| SENIOR PARALEGAL | 19 | 3.0 | 6.0 | 3.0 |
| **Total FTEs** | | **53.0** | **54.0** | **1.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.6** | **0.1** | **(0.5)** |
| **Full-Time Equivalents** | | **52.4** | **53.9** | **1.5** |

Business Area Revenue Summary

Fund Name : Property & Casualty Fund
Business Area Name : Legal
Fund No./Bus Area No. : 1004 / 9000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **9000010001** | **LGL - General Admin of Dept** | | | |
| 424070 | Interfund Legal Services | 246,426 | 246,426 | **330,696** |
| **9000020001** | **LGL - Genl Litigation** | | | |
| 424070 | Interfund Legal Services | 2,651,362 | 2,651,362 | **2,983,772** |
| **9000050001** | **LGL - Labor,Employ, Civ. Rights** | | | |
| 424070 | Interfund Legal Services | 2,632,364 | 2,632,364 | **2,748,525** |
| **9000100001** | **LGL - Claims & Subrog.** | | | |
| 424070 | Interfund Legal Services | 1,037,738 | 1,037,738 | **1,104,111** |
| **9000120001** | **LGL - Litigation Costs** | | | |
| 424070 | Interfund Legal Services | 14,275,233 | 14,275,233 | **14,443,239** |
| **Total** | **Legal** | **20,843,123** | **20,843,123** | **21,610,343** |

**Business Area Expenditure Summary**

**Fund Name** : **Property & Casualty Fund**
**Business Area Name** : **Legal**
**Fund No./Bus. Area No.** : **1004 / 9000**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 3,683,767 | 4,558,509 | 4,558,509 | **4,922,151** |
| 500060 | Overtime - Civilian | 7 | 0 | 0 | **0** |
| 500110 | Bilingual Pay - Civilian | 905 | 910 | 910 | **910** |
| 501070 | Pension - Civilian | 693,302 | 975,526 | 975,526 | **1,116,836** |
| 501120 | Termination Pay - Civilian | 57,649 | 170,000 | 170,000 | **180,000** |
| 502010 | FICA - Civilian | 264,408 | 325,032 | 325,032 | **349,905** |
| 503010 | Health Ins-Act Civilian | 241,122 | 379,342 | 379,342 | **462,343** |
| 503015 | Basic Life Insurance - Active Civilian | 2,045 | 2,750 | 2,750 | **3,820** |
| 503050 | Health/Life Insurance - Retiree Civilian | 29,148 | 41,848 | 41,848 | **37,500** |
| 503060 | Long Term Disability-Civilian | 3,777 | 4,455 | 4,455 | **4,582** |
| 503090 | Workers Compensation-Civilian-Admin | 8,369 | 12,523 | 12,523 | **12,882** |
| 503100 | Workers Compensation-Civilian-Claim | 1,035 | 20,000 | 20,000 | **0** |
| 504030 | Unemployment Claims - Administration | 23,438 | 47,035 | 47,035 | **21,835** |
| **Total** | **Personnel Services** | **5,008,972** | **6,537,930** | **6,537,930** | **7,112,764** |
| 511045 | Computer Supplies | 21,718 | 49,500 | 49,500 | **23,850** |
| 511050 | Paper & Printing Supplies | 7,000 | 7,000 | 7,000 | **7,000** |
| 511055 | Publications & Printed Materials | 111,939 | 110,000 | 110,000 | **110,000** |
| 511060 | Postage | 3,384 | 5,000 | 5,000 | **5,000** |
| 511070 | Miscellaneous Office Supplies | 17,302 | 17,500 | 17,500 | **17,500** |
| 511110 | Fuel | 0 | 800 | 800 | **800** |
| 511150 | Miscellaneous Parts & Supplies | (529) | 0 | 0 | **0** |
| **Total** | **Supplies** | **160,814** | **189,800** | **189,800** | **164,150** |
| 520107 | Computer Info/Contr | 4,705 | 18,000 | 18,000 | **30,000** |
| 520108 | Information Resource Services | 15,621 | 17,000 | 17,000 | **17,000** |
| 520114 | Miscellaneous Support Services | 88,051 | 120,000 | 120,000 | **125,000** |
| 520119 | Computer Equipment/Software Maintenance | 23,768 | 35,000 | 35,000 | **35,000** |
| 520133 | Private Investigative Services | 0 | 4,600 | 4,600 | **5,500** |
| 520510 | Mail/Delivery Services | 4,272 | 5,900 | 5,900 | **5,900** |
| 520515 | Print Shop Services | 138 | 420 | 420 | **500** |
| 520520 | Printing & Reproduction Services | 20,751 | 20,000 | 20,000 | **60,000** |
| 520605 | Advertising Services | 180 | 0 | 0 | **0** |
| 520740 | Document Recording/Filing Fees | 39,235 | 38,900 | 38,900 | **39,000** |
| 520765 | Membership & Professional Fees | 7,653 | 10,900 | 10,900 | **13,000** |
| 520805 | Education & Training | 7,127 | 10,700 | 10,700 | **32,500** |
| 520905 | Travel - Training Related | 634 | 3,740 | 3,740 | **5,540** |
| 520910 | Travel - Non-Training Related | 7,973 | 8,200 | 8,200 | **9,800** |
| 521605 | Data Services | 38 | 141 | 141 | **5,117** |
| 521610 | Voice Services | 8,392 | 13,030 | 13,030 | **1,894** |
| 521620 | Voice Equipment | 0 | 500 | 500 | **923** |
| 521625 | Voice Labor | 313 | 0 | 0 | **1,170** |
| 521630 | GIS Revolving Fund Services | 956 | 1,844 | 1,844 | **2,651** |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | **3,311** |
| 521715 | Office Equipment Rental | 1,304 | 10,000 | 10,000 | **10,000** |
| 521730 | Parking Space Rental | 34,692 | 35,000 | 35,000 | **35,000** |
| 521905 | Legal Services | 288,161 | 500,000 | 500,000 | **500,000** |
| 521910 | Legal Svcs - Crt Report | 171,463 | 183,800 | 183,800 | **185,000** |
| 521915 | Legal Svcs - Atty Fee | 200 | 1,000 | 1,000 | **1,000** |
| 521920 | Legal Svcs -Med Svcs | 18,360 | 34,100 | 34,100 | **34,000** |
| 521925 | Legal Svcs -Ex Wit | 102,640 | 220,000 | 220,000 | **220,000** |
| 521935 | Legal Svcs -Claims | 710,805 | 898,200 | 898,200 | **900,000** |
| 521940 | Legal Svcs -Judgemt | 0 | 3,000,000 | 3,000,000 | **3,000,000** |
| 521945 | Legal Svcs -Settleme | 831,151 | 8,834,895 | 8,834,895 | **8,924,554** |

Business Area Expenditure Summary

Fund Name : Property & Casualty Fund
Business Area Name : Legal
Fund No./Bus. Area No. : 1004 / 9000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 521950 | Legal Svcs -Doc Rec | 80,817 | 80,000 | 80,000 | **120,000** |
| 522205 | Metro Commuter Passes | 2,242 | 1,700 | 1,700 | **1,700** |
| 522420 | Petty Cash/Change Special Fund | 36 | 300 | 300 | **300** |
| 522430 | Miscellaneous Other Services & Charges | 6,483 | 5,800 | 5,800 | **6,200** |
| 522722 | KRONOS Service Chargeback | 482 | 1,723 | 1,723 | **1,869** |
| 522740 | Interfund Police Service | 167 | 0 | 0 | **0** |
| 522780 | Interfund Photo Copy Services | 5,000 | 0 | 0 | **0** |
| **Total** | **Other Services and Charges** | **2,483,810** | **14,115,393** | **14,115,393** | **14,333,429** |
| | **Grand Total Expenditures** | **7,653,596** | **20,843,123** | **20,843,123** | **21,610,343** |

Fund Summary

Fund Name : Workers' Compensation
Fund No./Bus. Area No. : 1011 / 8000 / 9000

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 0 | 0 | **0** |
| Current Revenues | 20,105,841 | 20,105,841 | **21,332,311** |
| Total Available Resources | 20,105,841 | 20,105,841 | **21,332,311** |
| Maintenance and Operations | 20,105,841 | 20,105,841 | **21,332,311** |
| Total Expenditures | 20,105,841 | 20,105,841 | **21,332,311** |
| Planned Ending Fund Balance | 0 | 0 | **0** |
| Total Budget | 20,105,841 | 20,105,841 | **21,332,311** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 0 | 0 | **0** |
| 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 Workers' Compensation Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Workers' Compensation Fund is a service chargeback fund administered by the Human Resources Department. The Fund was established to centralize the financial transactions in the areas of workers' compensation, accident prevention, and loss control.

The City's Workers' Compensation Program is self-insured and has a contract with a third party administrator to manage claims activity. All financial liability for indemnity payments, medical costs, and other claims related payments are processed directly to the departments. Department premium rates are based on projected external Third Party Administrator (TPA) fees and internal administrative costs allocated on staffing levels.

The administrative portion of the budget includes staff for an accident prevention unit in the Human Resources Department and a litigation unit in the Legal Department. A prime objective is the elimination/reduction of accidents via the implementation, monitoring and assessment of departments' Accident Prevention Plans. These cooperative efforts have reduced accidents and returned years of productivity and saved millions in workers' compensation payments. Emphasis on the "return to work" program was accomplished by the adoption of the Work Ability Guidelines, effective April 1, 1995, with a comprehensive revision effective December 16, 2006. These guidelines institute a transitional duty program, which focuses on returning injured employees to work as soon as medically possible, while complying with all federal, state, and local laws.

The overall goal of the program is to create an atmosphere of safety awareness and a risk free environment. Specific initiatives are listed in the budget highlights.

Business Area Budget Summary

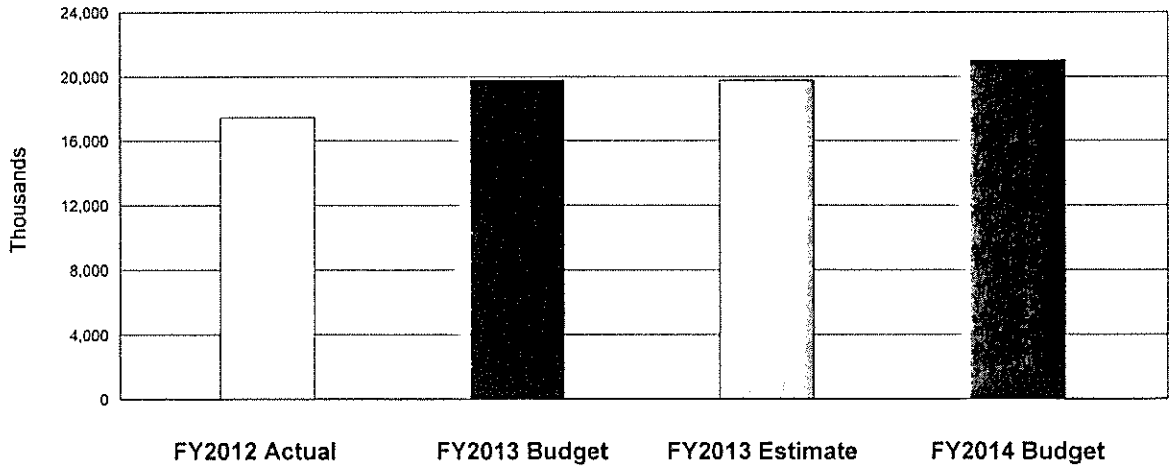
Fund Name : Workers' Compensation
Business Area Name : Human Resources
Fund No./Bus. Area No. : 1011 / 8000

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 2,108,243 | 2,572,902 | 2,572,902 | **2,987,530** |
| | Supplies | 31,551 | 36,834 | 36,834 | **40,307** |
| | Other Services and Charges | 15,278,899 | 17,125,346 | 17,125,346 | **17,977,630** |
| | Equipment | 0 | 12,000 | 12,000 | **0** |
| | Non-Capital Equipment | 22,593 | 30,600 | 30,600 | **6,350** |
| | Total M & O Expenditures | 17,441,286 | 19,777,682 | 19,777,682 | **21,011,817** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 17,441,286 | 19,777,682 | 19,777,682 | **21,011,817** |
| Revenues | | 17,441,286 | 20,105,841 | 20,105,841 | **21,332,311** |
| Staffing | Full-Time Equivalents - Civilian | 28.7 | 31.6 | 30.1 | **34.8** |
| | 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 | 28.7 | 31.6 | 30.1 | **34.8** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- o Improve safety assessments for departments via department specific programs, technology and external resources.
- o Continue promotion of the Resource Allocation Program (RAP) to reduce incidents and claims.
- o Perform in-depth case management review to obtain a shorter claim cycle and return the employee to work in a pre-injury condition.
- o Develop an injury/safety panel to eliminate recurrence and promote awareness and prevention.
- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.

**Workers' Compensation**
**Human Resources**
**Expenditure Summary**



Business Area Performance Measures

Fund Name : Workers' Compensation
Business Area Name : Human Resources
Fund No./Bus Area No. : 1011 / 8000

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Survey of injured employees | F | 10 | 260 | 260 | **260** |
| **Business Process Measures** | | | | | |
| Globally Harmonized System hazcom standards employees trained | F | 0 | 0 | 0 | **21,300** |
| Risk management online safety assessments | F | 0 | 0 | 0 | **96** |
| **People and Technology Measures** | | | | | |
| Cooperative safety training partnerships | F | 0 | 0 | 0 | **2** |
| Injured employee claims | F | 1,967 | 1,775 | 1,913 | **1,900** |
| Lost time workers' comp claims reported | F | 593 | 625 | 500 | **600** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 98% | 100% | 104% | **100%** |
| Revenues Budget vs Actual Utilization | F | 96% | 100% | 104% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Workers' Compensation
Business Area Name : Human Resources
Fund No./Bus Area No. : 1011 / 8000

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **Employee Clinic** 800009<br>Physical examination and drug testing services for all City of Houston applicants and employees. Licensed Commercial Driver alcohol and drug testing services for Department of Transportation compliance. | 2.9 | 223,288 | 3.4 | 257,679 | **3.8** | **266,019** |
| **HR - Workers' Compensation Group** 800010<br>Provides oversight and direction to all Workers' Compensation (WC) programs via ongoing assessment and analysis of program functions as compared to citywide activities. Ensures the acceptable performance of the City's WC system's internal and external components to include coordination of various accident prevention proactive and reactive safety activities. | 19.7 | 16,742,234 | 20.9 | 19,026,236 | **24.0** | **20,142,085** |
| **WC Finance** 810007<br>Provide statistical data in areas of accident prevention, workers' compensation claims losses and unemployment compensation. Provide financial reporting and budget management for the Human Resources Department. | 6.1 | 475,764 | 5.8 | 493,767 | **7.0** | **603,713** |
| Total | 28.7 | 17,441,286 | 30.1 | 19,777,682 | **34.8** | **21,011,817** |

Business Area Roster Summary

Fund Name : Workers' Compensation
Business Area Name : Human Resources
Fund No./Bus Area No. : 1011 / 8000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATION MANAGER | 26 | 2.0 | 1.0 | (1.0) |
| ADMINISTRATIVE ASSISTANT | 17 | 3.0 | 4.0 | 1.0 |
| ADMINISTRATIVE COORDINATOR | 24 | 3.8 | 4.0 | 0.2 |
| ADMINISTRATIVE SPECIALIST | 20 | 2.0 | 3.0 | 1.0 |
| ASSISTANT DIRECTOR-HUMAN RESOURCES (EXE LEV) | 32 | 0.0 | 1.0 | 1.0 |
| CLAIMS COORDINATOR | 17 | 1.0 | 1.0 | |
| CUSTOMER SERVICE CLERK | 10 | 1.0 | 1.0 | |
| DIVISION MANAGER | 29 | 2.0 | 2.0 | |
| FINANCIAL ANALYST III | 21 | 1.0 | 1.0 | |
| HUMAN RESOURCES ASSISTANT | 13 | 1.0 | 0.0 | (1.0) |
| HUMAN RESOURCES SPECIALIST | 17 | 0.0 | 1.0 | 1.0 |
| LICENSED VOCATIONAL NURSE | 12 | 0.8 | 0.8 | |
| MESSENGER | 6 | 1.0 | 1.0 | |
| PUBLIC HEALTH NURSE IV | 22 | 1.0 | 1.0 | |
| SAFETY ADMINISTRATOR | 27 | 0.8 | 1.0 | 0.2 |
| SAFETY OFFICER | 21 | 5.0 | 4.0 | (1.0) |
| SAFETY SUPERVISOR | 24 | 4.0 | 5.0 | 1.0 |
| SENIOR ACCOUNT CLERK | 13 | 1.0 | 1.0 | |
| SENIOR CLAIMS COORDINATOR | 21 | 1.0 | 1.0 | |
| SYSTEMS ACCOUNTANT III | 27 | 1.0 | 1.0 | |
| **Total FTEs** | | **32.4** | **34.8** | **2.4** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.8** | **0.0** | **(0.8)** |
| **Full-Time Equivalents** | | **31.6** | **34.8** | **3.2** |

Business Area Revenue Summary

Fund Name : Workers' Compensation
Business Area Name : Human Resources
Fund No./Bus Area No. : 1011 / 8000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 8000100006 | Administrators Office | | | |
| 426370 | Training Services | 3,000 | 3,000 | 0 |
| 432010 | Interest on Pooled Investments | 18,000 | 18,000 | 22,000 |
| 451010 | Interfund Billing-Workers' Comp Admin | 5,036,341 | 5,036,341 | 5,420,311 |
| 451015 | Interfund Billing-Workers' Comp Claims | 15,048,500 | 15,048,500 | 15,890,000 |
| Total | Administrators Office | 20,105,841 | 20,105,841 | 21,332,311 |
| Total | Human Resources | 20,105,841 | 20,105,841 | 21,332,311 |

Business Area Expenditure Summary

Fund Name : Workers' Compensation
Business Area Name : Human Resources
Fund No./Bus. Area No. : 1011 / 8000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 1,436,036 | 1,737,045 | 1,737,045 | **1,981,558** |
| 500030 | Salary Part Time - Civilian | 13,939 | 25,467 | 25,467 | **35,280** |
| 500060 | Overtime - Civilian | 13 | 375 | 375 | **0** |
| 500090 | Premium Pay - Civilian | 0 | 1,750 | 1,750 | **15,600** |
| 500110 | Bilingual Pay - Civilian | 1,810 | 1,800 | 1,800 | **1,808** |
| 501070 | Pension - Civilian | 275,129 | 373,677 | 373,677 | **449,617** |
| 501120 | Termination Pay - Civilian | 25,826 | 11,609 | 11,609 | **0** |
| 502010 | FICA - Civilian | 111,076 | 132,339 | 132,339 | **154,936** |
| 503010 | Health Ins-Act Civilian | 185,088 | 233,010 | 233,010 | **289,826** |
| 503015 | Basic Life Insurance - Active Civilian | 875 | 982 | 982 | **1,534** |
| 503050 | Health/Life Insurance - Retiree Civilian | 35,625 | 38,714 | 38,714 | **40,146** |
| 503060 | Long Term Disability-Civilian | 2,266 | 2,377 | 2,377 | **2,890** |
| 503090 | Workers Compensation-Civilian-Admin | 5,467 | 7,757 | 7,757 | **8,335** |
| 503100 | Workers Compensation-Civilian-Claim | 7 | 0 | 0 | **0** |
| 504030 | Unemployment Claims - Administration | 15,086 | 6,000 | 6,000 | **6,000** |
| **Total** | **Personnel Services** | **2,108,243** | **2,572,902** | **2,572,902** | **2,987,530** |
| 511015 | Cleaning & Sanitary Supplies | 0 | 200 | 200 | **200** |
| 511045 | Computer Supplies | 486 | 3,700 | 3,700 | **3,700** |
| 511050 | Paper & Printing Supplies | 2,156 | 4,500 | 4,500 | **3,375** |
| 511055 | Publications & Printed Materials | 1,126 | 1,000 | 1,000 | **2,960** |
| 511060 | Postage | 3,109 | 6,100 | 6,100 | **3,100** |
| 511070 | Miscellaneous Office Supplies | 6,464 | 7,560 | 7,560 | **7,210** |
| 511080 | General Laboratory Supplies | 308 | 0 | 0 | **600** |
| 511095 | Small Technical & Scientific Equipment | 225 | 800 | 800 | **5,800** |
| 511110 | Fuel | 14,197 | 12,900 | 12,900 | **13,262** |
| 511125 | Food Supplies | 247 | 0 | 0 | **0** |
| 511150 | Miscellaneous Parts & Supplies | 3,233 | 74 | 74 | **100** |
| **Total** | **Supplies** | **31,551** | **36,834** | **36,834** | **40,307** |
| 520100 | Temporary Personnel Services | 14,100 | 7,500 | 7,500 | **0** |
| 520104 | Claims Payment Services | 1,429,922 | 1,673,000 | 1,673,000 | **1,660,279** |
| 520108 | Information Resource Services | 0 | 225 | 225 | **225** |
| 520109 | Medical Dental & Laboratory Services | 158 | 158 | 158 | **100** |
| 520110 | Management Consulting Services | 33,700 | 62,500 | 62,500 | **70,000** |
| 520114 | Miscellaneous Support Services | 9,845 | 13,500 | 13,500 | **10,700** |
| 520115 | Real Estate Lease/Office Rental | 150,000 | 150,000 | 150,000 | **150,000** |
| 520119 | Computer Equipment/Software Maintenance | 9,527 | 11,145 | 11,145 | **11,500** |
| 520121 | IT Application Svcs | 1,629 | 18,862 | 18,862 | **24,784** |
| 520123 | Vehicle & Motor Equipment Services | 15,418 | 9,000 | 9,000 | **9,000** |
| 520515 | Print Shop Services | 5,686 | 3,740 | 3,740 | **8,115** |
| 520520 | Printing & Reproduction Services | 146 | 0 | 0 | **0** |
| 520605 | Advertising Services | 0 | 3,000 | 3,000 | **3,000** |
| 520705 | Insurance Fees | 169 | 1,184 | 1,184 | **1,247** |
| 520765 | Membership & Professional Fees | 2,291 | 5,075 | 5,075 | **14,780** |
| 520805 | Education & Training | 18,725 | 22,621 | 22,621 | **47,264** |
| 520905 | Travel - Training Related | 0 | 3,700 | 3,700 | **3,700** |
| 520910 | Travel - Non-Training Related | 12 | 1,000 | 1,000 | **1,000** |
| 521605 | Data Services | 7,706 | 14,932 | 14,932 | **3,336** |
| 521610 | Voice Services | 21,849 | 27,930 | 27,930 | **5,860** |
| 521620 | Voice Equipment | 420 | 735 | 735 | **678** |
| 521625 | Voice Labor | 571 | 329 | 329 | **860** |
| 521630 | GIS Revolving Fund Services | 1,122 | 1,275 | 1,275 | **1,639** |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | **10,707** |

Business Area Expenditure Summary

Fund Name : Workers' Compensation
Business Area Name : Human Resources
Fund No./Bus. Area No. : 1011 / 8000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 521715 | Office Equipment Rental | 0 | 7,100 | 7,100 | **6,427** |
| 521730 | Parking Space Rental | 24,979 | 19,732 | 19,732 | **19,626** |
| 522205 | Metro Commuter Passes | 8,258 | 16,152 | 16,152 | **20,538** |
| 522430 | Miscellaneous Other Services & Charges | 405 | 0 | 0 | **0** |
| 522605 | Active Employee Incurred Claims | 13,513,447 | 15,048,500 | 15,048,500 | **15,890,000** |
| 522722 | KRONOS Service Chargeback | 623 | 1,101 | 1,101 | **1,288** |
| 522780 | Interfund Photo Copy Services | 6,846 | 400 | 400 | **0** |
| 522845 | Interfund Vehicle Services | 1,345 | 950 | 950 | **977** |
| **Total** | **Other Services and Charges** | **15,278,899** | **17,125,346** | **17,125,346** | **17,977,630** |
| 560210 | Furniture Fixtures and Equipment | 0 | 12,000 | 12,000 | **0** |
| **Total** | **Equipment** | **0** | **12,000** | **12,000** | **0** |
| 551010 | Non-Capital Office Furniture & Equipment | 22,593 | 5,730 | 5,730 | **2,000** |
| 551015 | Non-Capital Computer Equipment | 0 | 7,770 | 7,770 | **4,350** |
| 551020 | Non-Capital Communication Equipment | 0 | 16,500 | 16,500 | **0** |
| 551030 | Non-Capital Machinery & Equipment | 0 | 600 | 600 | **0** |
| **Total** | **Non-Capital Equipment** | **22,593** | **30,600** | **30,600** | **6,350** |
| | **Grand Total Expenditures** | **17,441,286** | **19,777,682** | **19,777,682** | **21,011,817** |

## Business Area Budget Summary

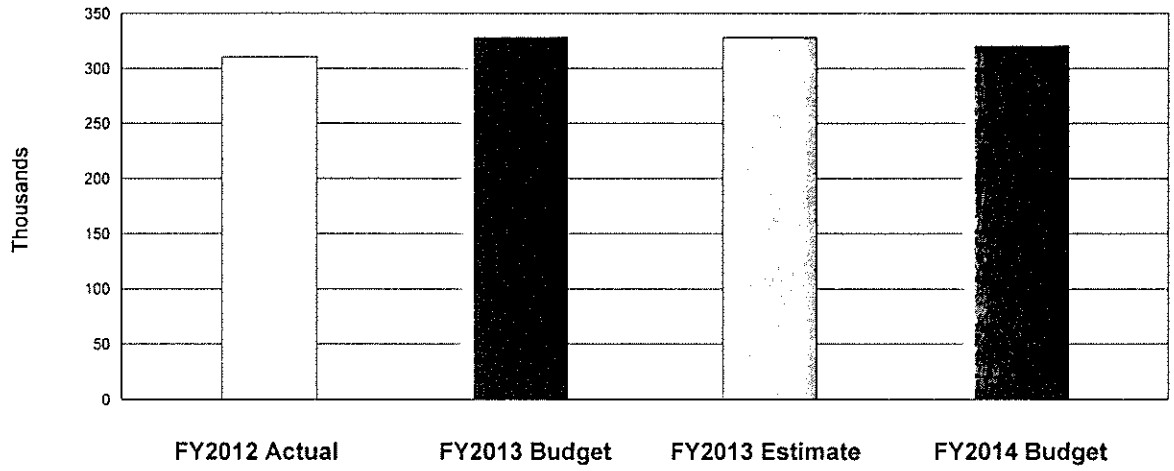
Fund Name : Workers' Compensation
Business Area Name : Legal
Fund No./Bus. Area No. : 1011 / 9000

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 291,883 | 309,309 | 308,009 | **299,094** |
| | Supplies | 13,400 | 13,400 | 13,400 | **13,400** |
| | Other Services and Charges | 5,402 | 5,450 | 6,750 | **8,000** |
| | Total M & O Expenditures | 310,685 | 328,159 | 328,159 | **320,494** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 310,685 | 328,159 | 328,159 | **320,494** |
| Revenues | | 310,685 | 0 | 0 | **0** |
| Staffing | Full-Time Equivalents - Civilian | 3.1 | 3.0 | 3.0 | **3.0** |
| | 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 | 3.1 | 3.0 | 3.0 | **3.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- Continue providing the highest level services to the Workers' Compensation Benefits Program.
- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.

**Workers' Compensation**
**Legal**
**Expenditure Summary**



Business Area Performance Measures

Fund Name : Workers' Compensation
Business Area Name : Legal
Fund No./Bus Area No. : 1011 / 9000

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| | | | | | |
| **Business Process Measures** | | | | | |
| Subrogation Claims Processed | F,I | 132 | 90 | 69 | **90** |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 101% | 100% | 100% | **100%** |
| Lost Revenue Recovered | F | 2,000,666 | 2,050,000 | 2,562,349 | **2,050,000** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Workers' Compensation
Business Area Name : Legal
Fund No./Bus Area No. : 1011 / 9000

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **LGL - Workers' Compensation Litigation 900013** | | | | | | |
| This section is responsible for providing comprehensive legal services for the City's Workers' Compensation Benefits Program including defending contested claims, pursuing subrogation matters, and providing general counsel relating to the program. | 3.1 | 310,685 | 3.0 | 328,159 | **3.0** | **320,494** |
| Total | 3.1 | 310,685 | 3.0 | 328,159 | **3.0** | **320,494** |

Business Area Roster Summary

Fund Name : Workers' Compensation
Business Area Name : Legal
Fund No./Bus Area No. : 1011 / 9000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATIVE AIDE | 10 | 1.0 | 0.0 | (1.0) |
| ASSISTANT CITY ATTORNEY I | 21 | 1.0 | 1.0 | |
| RECORDS TECHNICIAN | 9 | 0.0 | 1.0 | 1.0 |
| SENIOR ASSISTANT CITY ATTORNEY I | 30 | 1.0 | 1.0 | |
| **Total FTEs** | | **3.0** | **3.0** | **0.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **3.0** | **3.0** | **0.0** |

Business Area Expenditure Summary

Fund Name : Workers' Compensation
Business Area Name : Legal
Fund No./Bus. Area No. : 1011 / 9000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 184,031 | 197,526 | 197,526 | **201,390** |
| 501070 | Pension - Civilian | 35,104 | 42,270 | 42,270 | **45,696** |
| 501120 | Termination Pay - Civilian | 18,730 | 5,000 | 3,700 | **5,000** |
| 502010 | FICA - Civilian | 15,329 | 15,110 | 15,110 | **15,406** |
| 503010 | Health Ins-Act Civilian | 20,854 | 23,570 | 23,570 | **22,111** |
| 503015 | Basic Life Insurance - Active Civilian | 112 | 118 | 118 | **156** |
| 503060 | Long Term Disability-Civilian | 268 | 255 | 255 | **255** |
| 503090 | Workers Compensation-Civilian-Admin | 595 | 717 | 717 | **717** |
| 503100 | Workers Compensation-Civilian-Claim | 0 | 3,363 | 3,363 | **3,363** |
| 504030 | Unemployment Claims - Administration | 16,860 | 21,380 | 21,380 | **5,000** |
| **Total** | **Personnel Services** | **291,883** | **309,309** | **308,009** | **299,094** |
| 511045 | Computer Supplies | 3,700 | 3,700 | 3,700 | **3,700** |
| 511055 | Publications & Printed Materials | 6,400 | 6,400 | 6,400 | **6,400** |
| 511070 | Miscellaneous Office Supplies | 3,300 | 3,300 | 3,300 | **3,300** |
| **Total** | **Supplies** | **13,400** | **13,400** | **13,400** | **13,400** |
| 520114 | Miscellaneous Support Services | 2,400 | 3,400 | 3,400 | **3,400** |
| 520515 | Print Shop Services | 25 | 25 | 25 | **25** |
| 520605 | Advertising Services | 809 | 0 | 0 | **0** |
| 520765 | Membership & Professional Fees | 713 | 400 | 400 | **400** |
| 520805 | Education & Training | 295 | 1,000 | 1,000 | **1,000** |
| 520905 | Travel - Training Related | 346 | 100 | 100 | **100** |
| 521610 | Voice Services | 1 | 7 | 7 | **7** |
| 521630 | GIS Revolving Fund Services | 166 | 190 | 190 | **190** |
| 521730 | Parking Space Rental | 0 | 0 | 0 | **1,250** |
| 522205 | Metro Commuter Passes | 546 | 150 | 1,450 | **1,450** |
| 522722 | KRONOS Service Chargeback | 101 | 178 | 178 | **178** |
| **Total** | **Other Services and Charges** | **5,402** | **5,450** | **6,750** | **8,000** |
| | **Grand Total Expenditures** | **310,685** | **328,159** | **328,159** | **320,494** |

## Fund Summary

**Fund Name** : **Central Service Revolving Fund**
**Fund No./Bus. Area No.** : **1002 / 2500 / 6400 / 6500 / 6800 / 7000 / 8000**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 0 | 0 | **0** |
| Current Revenues | 201,389,370 | 199,325,946 | **186,907,549** |
| Total Available Resources | 201,389,370 | 199,325,946 | **186,907,549** |
| Maintenance and Operations | 200,789,370 | 198,725,946 | **186,307,549** |
| Operating Transfers | 600,000 | 600,000 | **600,000** |
| Total Expenditures | 201,389,370 | 199,325,946 | **186,907,549** |
| Planned Ending Fund Balance | 0 | 0 | **0** |
| Total Budget | 201,389,370 | 199,325,946 | **186,907,549** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 0 | 0 | **0** |
| 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 Central Service Revolving Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Central Service Revolving Fund provides budgetary accounts for a centralized service function that provides for the purchase of goods and/or services for citywide operating departments. This method allows for the purchase of large quantities of goods and services for a large number of departments in a planned and well-managed manner. In addition, it provides for the efficient and effective audit of billings for such purchases.

Appropriations for these accounts are made from the respective operating departmental budgets as a part of the general appropriations ordinance. Sufficient appropriations are authorized from each department to allow for minimal encumbrance balances in each supply and service account in the Central Service Revolving Fund. After the delivery of goods and services, the actual cost is billed to the operating departments. At the end of each fiscal year, the fund is treated as a sub-fund of the General Fund and is not shown as a separate entity in the Comprehensive Annual Financial Report.

The General Services Department is responsible for administering the electricity and natural gas accounts for the City. The Finance Department oversees procurement contracts and forecasting. The Administration and Regulatory Affairs Department manages the reprographics and office services accounts. The communications and data services fees are administered by the Houston Information Technology Services Department. The Planning and Development Department provides a centralized service for geographic information system purchases. The Human Resources Department administers the accounts for temporary personnel services, client relation services, employee drug and alcohol testing and employee training. The revenue and expenditure summaries include: General Services, Administration and Regulatory Affairs, Houston Information Technology Services, Planning and Development, Human Resources and Finance.

**Business Area Budget Summary**

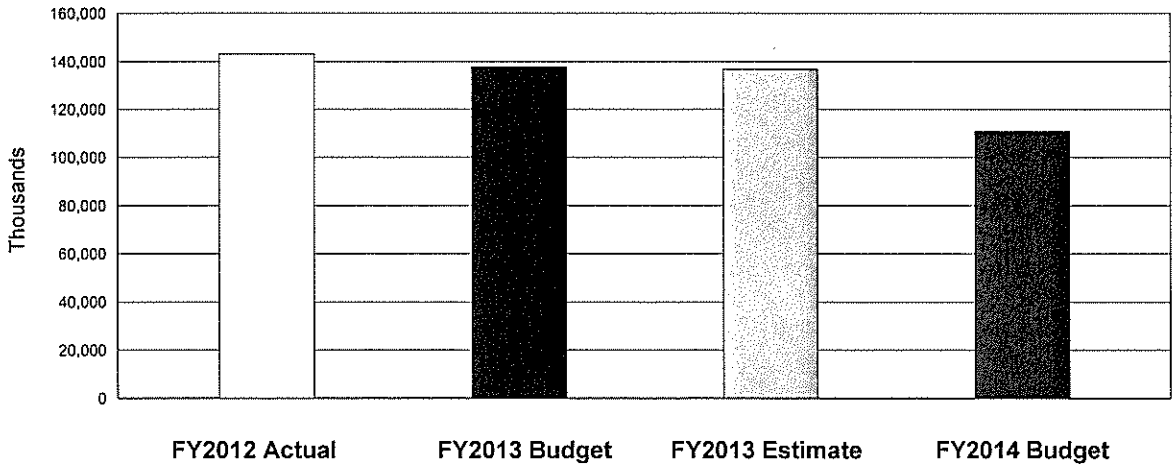
**Fund Name** : **Central Service Revolving Fund**
**Business Area Name** : **General Services**
**Fund No./Bus. Area No.** : **1002 / 2500**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 627,415 | 571,434 | 535,926 | **388,855** |
| | Supplies | 3,090 | 6,000 | 6,000 | **6,000** |
| | Other Services and Charges | 142,478,836 | 137,206,017 | 136,341,178 | **110,432,969** |
| | Total M & O Expenditures | 143,109,341 | 137,783,451 | 136,883,104 | **110,827,824** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 143,109,341 | 137,783,451 | 136,883,104 | **110,827,824** |
| Revenues | | 143,109,341 | 137,783,451 | 136,883,104 | **110,827,824** |
| Staffing | Full-Time Equivalents - Civilian | 3.6 | 5.0 | 5.0 | **4.0** |
| | 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 | 3.6 | 5.0 | 5.0 | **4.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.1 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- In FY2014 the City of Houston awarded a contract to Reliant Energy, saving approximately $27 million in electricity cost over the FY2013 Estimate.
- The City of Houston has captured the top spot on the Environmental Protection Agency's (EPA) list of green energy purchases by local governments.
- The City of Houston purchases 50 mega watts annually of Renewable Energy Credits (REC) generated almost exclusively from wind power.
- The City of Houston is ranked fourth in the nation for total number of Leadership in Energy and Environmental Design (LEED™) projects.

**Central Service Revolving Fund**
**General Services**
**Expenditure Summary**



## Business Area Performance Measures

**Fund Name** : Central Service Revolving Fund
**Business Area Name** : General Services
**Fund No./Bus Area No.** : 1002 / 2500

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Invoice processing transactions accuracy rate | F | 100% | 99% | 100% | **99%** |
| **Business Process Measures** | | | | | |
| Utility invoice payments | F | 60,505 | 62,000 | 65,428 | **62,000** |
| Utility management (meter applications, connects, and disconnects) | F | 1,017 | 1,000 | 1,076 | **1,000** |
| Natural gas invoices paid electronically | F | N/A | N/A | 0% | **95%** |
| Electricity invoices paid electronically | F | N/A | N/A | 98% | **95%** |
| **People and Technology Measures** | | | | | |
| Training hours per employee | F | N/A | N/A | N/A | **12** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 97% | 100% | 99% | **100%** |
| Revenues Budget vs Actual Utilization | F | 97% | 100% | 99% | **100%** |
| MWBE contract participation - Natural Gas | F | N/A | N/A | N/A | **24%** |
| MWBE contract participation - Electricity | F | N/A | N/A | N/A | **24%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Central Service Revolving Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1002 / 2500

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **GSD - Energy Management 250004** | | | | | | |
| Provide day-to-day administrative support for citywide electricity and natural gas activities. | 3.6 | 143,109,341 | 5.0 | 136,883,104 | **4.0** | **110,827,824** |
| Total | 3.6 | 143,109,341 | 5.0 | 136,883,104 | **4.0** | **110,827,824** |

**Business Area Roster Summary**

**Fund Name : Central Service Revolving Fund**
**Business Area Name : General Services**
**Fund No./Bus Area No. : 1002 / 2500**

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATION MANAGER | 26 | 1.0 | 1.0 | |
| ADMINISTRATIVE AIDE | 10 | 1.0 | 0.0 | (1.0) |
| GRADUATE ENGINEER | 22 | 1.0 | 1.0 | |
| MANAGEMENT ANALYST III | 21 | 1.0 | 0.0 | (1.0) |
| MANAGEMENT ANALYST IV | 25 | 0.0 | 1.0 | 1.0 |
| SENIOR ACCOUNT CLERK | 13 | 0.0 | 1.0 | 1.0 |
| SENIOR ASSISTANT CITY ATTORNEY IV | 35 | 1.0 | 0.0 | (1.0) |
| **Total FTEs** | | **5.0** | **4.0** | **(1.0)** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **5.0** | **4.0** | **(1.0)** |

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1002 / 2500

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **2500040001** | **GSD - Energy Mgmt.** | | | |
| 424110 | Other Interfund Services | 965,062 | 730,672 | **675,677** |
| 451030 | Interfund Natural Gas | 5,865,109 | 5,585,109 | **6,616,606** |
| 457060 | Interfund Electricity | 130,953,280 | 130,567,323 | **103,535,541** |
| **Total** | **GSD - Energy Mgmt.** | **137,783,451** | **136,883,104** | **110,827,824** |
| **Total** | **General Services** | **137,783,451** | **136,883,104** | **110,827,824** |

## Business Area Expenditure Summary

**Fund Name** : **Central Service Revolving Fund**
**Business Area Name** : **General Services**
**Fund No./Bus. Area No.** : **1002 / 2500**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 373,136 | 418,501 | 388,365 | **272,022** |
| 500060 | Overtime - Civilian | 6 | 1,000 | 200 | **200** |
| 501070 | Pension - Civilian | 71,217 | 88,980 | 84,334 | **61,721** |
| 501120 | Termination Pay - Civilian | 120,548 | 0 | 0 | **0** |
| 502010 | FICA - Civilian | 31,448 | 28,131 | 28,269 | **20,825** |
| 503010 | Health Ins-Act Civilian | 29,396 | 32,798 | 32,798 | **32,406** |
| 503015 | Basic Life Insurance - Active Civilian | 223 | 229 | 241 | **210** |
| 503060 | Long Term Disability-Civilian | 424 | 425 | 448 | **340** |
| 503090 | Workers Compensation-Civilian-Admin | 1,017 | 1,195 | 1,271 | **956** |
| 504030 | Unemployment Claims - Administration | 0 | 175 | 0 | **175** |
| **Total** | **Personnel Services** | **627,415** | **571,434** | **535,926** | **388,855** |
| 511045 | Computer Supplies | 507 | 3,000 | 3,000 | **3,000** |
| 511060 | Postage | 0 | 500 | 0 | **0** |
| 511070 | Miscellaneous Office Supplies | 2,566 | 2,500 | 3,000 | **3,000** |
| 511120 | Clothing | 17 | 0 | 0 | **0** |
| **Total** | **Supplies** | **3,090** | **6,000** | **6,000** | **6,000** |
| 520108 | Information Resource Services | 8,015 | 8,300 | 8,300 | **8,500** |
| 520110 | Management Consulting Services | 47,069 | 200,000 | 100,000 | **200,000** |
| 520119 | Computer Equipment/Software Maintenance | 2,255 | 6,000 | 6,000 | **6,000** |
| 520141 | Engineering Services | 0 | 98,552 | 0 | **0** |
| 520515 | Print Shop Services | 0 | 2,000 | 2,000 | **2,000** |
| 520605 | Advertising Services | 0 | 1,698 | 1,698 | **250** |
| 520765 | Membership & Professional Fees | 1,175 | 1,398 | 1,398 | **1,398** |
| 520805 | Education & Training | 480 | 2,000 | 2,000 | **2,000** |
| 520905 | Travel - Training Related | 0 | 0 | 0 | **1,000** |
| 520910 | Travel - Non-Training Related | 0 | 750 | 750 | **750** |
| 521505 | Electricity | 136,397,338 | 130,953,280 | 130,567,323 | **103,535,541** |
| 521510 | Natural Gas | 5,995,213 | 5,865,109 | 5,585,109 | **6,616,606** |
| 521605 | Data Services | 6 | 71 | 71 | **334** |
| 521610 | Voice Services | 340 | 588 | 588 | **12** |
| 521625 | Voice Labor | 13 | 0 | 0 | **0** |
| 521630 | GIS Revolving Fund Services | 431 | 238 | 238 | **253** |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | **765** |
| 521905 | Legal Services | 22,942 | 58,033 | 58,033 | **50,000** |
| 522205 | Metro Commuter Passes | 499 | 960 | 630 | **960** |
| 522430 | Miscellaneous Other Services & Charges | 809 | 4,700 | 4,700 | **4,030** |
| 522721 | Interfund HR Client Services | 2,090 | 2,190 | 2,190 | **2,404** |
| 522722 | KRONOS Service Chargeback | 161 | 150 | 150 | **166** |
| **Total** | **Other Services and Charges** | **142,478,836** | **137,206,017** | **136,341,178** | **110,432,969** |
| | **Grand Total Expenditures** | **143,109,341** | **137,783,451** | **136,883,104** | **110,827,824** |

## Business Area Budget Summary

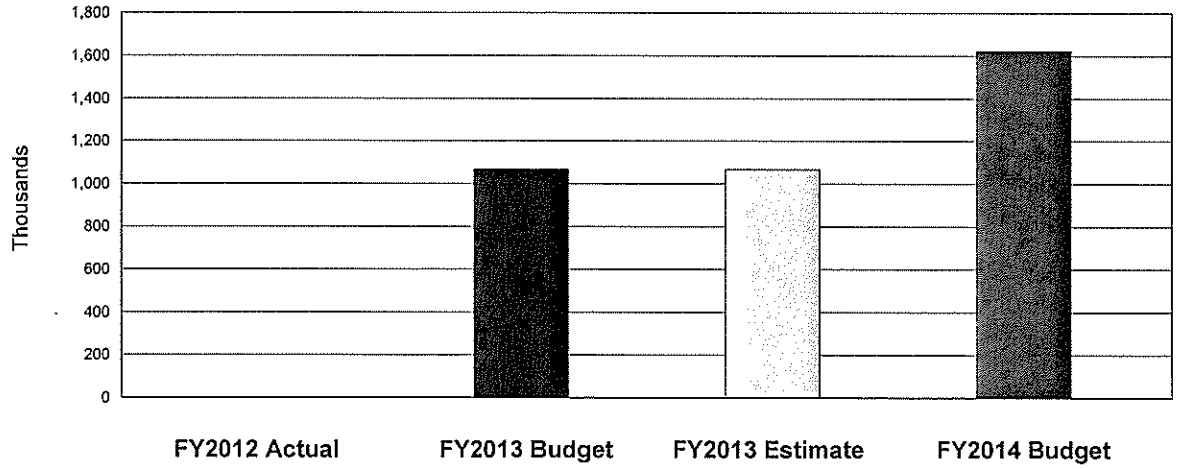
**Fund Name** : Central Service Revolving Fund
**Business Area Name** : Finance Department
**Fund No./Bus. Area No.** : 1002 / 6400

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 0 | 935,225 | 935,225 | **1,542,547** |
| | Supplies | 0 | 8,334 | 8,334 | **6,970** |
| | Other Services and Charges | 0 | 123,230 | 123,230 | **74,518** |
| | Total M & O Expenditures | 0 | 1,066,789 | 1,066,789 | **1,624,035** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 0 | 1,066,789 | 1,066,789 | **1,624,035** |
| Revenues | | 0 | 1,066,789 | 1,066,789 | **1,624,035** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 11.5 | 11.5 | **16.2** |
| | 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 | 0.0 | 11.5 | 11.5 | **16.2** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- o Includes funding for 1 FTE responsible for improving and maintaining the technology capital improvement plan and supporting analysis of investment alternatives.
- o Includes funding for 2 FTEs dedicated to technology purchasing in Strategic Purchasing Division.

**Central Service Revolving Fund**
**Finance Department**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Central Service Revolving Fund**
**Business Area Name : Finance Department**
**Fund No./Bus Area No. : 1002 / 6400**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Respond to customer within 24 hours | J | N/A | 80% | 750% | **100%** |
| Customer satisfaction | J | N/A | N/A | N/A | **TBD** |
| **Business Process Measures** | | | | | |
| Process all invoice pmts in 30 days of receipt | F | N/A | N/A | N/A | **95%** |
| Process chargebacks to departments in 45 days | F | N/A | 100% | 100% | **100%** |
| **People and Technology Measures** | | | | | |
| Average training hours per employee | J | N/A | N/A | N/A | **17.87** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | N/A | 100% | 100% | **100%** |
| Revenues Budget vs Actual Utilization | F | N/A | 100% | 100% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

**Division Summary**

**Fund Name** : **Central Service Revolving Fund**
**Business Area Name** : **Finance Department**
**Fund No./Bus Area No.** : **1002 / 6400**

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **Public Finance 640003** The division serves the citizens of Houston by providing cost-efficient debt management services to the City and its enterprise funds for short, medium and long-term debt. As well, the division coordinates and oversees the City's CIP. | 0.0 | 0 | 0.0 | 0 | **1.0** | **103,035** |
| **Financial Planning & Analysis 640004** The Central Support Services Division is responsible for the consolidated finance functions requiring budget development, budget monitoring, revenue and expense analysis, and day-to-day departmental support of routine transactions and activities. | 0.0 | 0 | 5.5 | 680,372 | **7.6** | **855,645** |
| **Financial Reporting & Internal Control 640005** This division provides centralized support in accounts payable, management and process review, analysis, and reporting services for the Houston Information Technology Services. | 0.0 | 0 | 6.0 | 386,417 | **5.6** | **502,336** |
| **Strategic Purchasing Group 640007** The division is responsible for all citywide IT related purchases via DIR or competitive/informal bid. | 0.0 | 0 | 0.0 | 0 | **2.0** | **163,019** |
| Total | 0.0 | 0 | 11.5 | 1,066,789 | **16.2** | **1,624,035** |

Business Area Roster Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Finance Department
Fund No./Bus Area No. : 1002 / 6400

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ACCOUNT CLERK | 10 | 2.0 | 0.0 | (2.0) |
| ACCOUNTANT | 17 | 2.0 | 1.0 | (1.0) |
| ACCOUNTANT ASSOCIATE | 14 | 0.0 | 0.5 | 0.5 |
| ACCOUNTANT MANAGER | 27 | 0.0 | 1.0 | 1.0 |
| ACCOUNTANT SUPERVISOR | 24 | 1.0 | 0.0 | (1.0) |
| ADMINISTRATIVE ASSOCIATE | 13 | 0.0 | 0.5 | 0.5 |
| DEPUTY ASSISTANT DIRECTOR (EXE LEV) | 30 | 0.0 | 0.5 | 0.5 |
| DEPUTY DIRECTOR (EXE LEV) | 34 | 1.0 | 0.0 | (1.0) |
| DEPUTY DIRECTOR-FINANCE/ADMIN. | 36 | 0.0 | 1.0 | 1.0 |
| DIVISION MANAGER | 29 | 0.5 | 0.5 | |
| EXECUTIVE OFFICE ASSISTANT | 15 | 0.0 | 1.0 | 1.0 |
| FINANCIAL ANALYST I | 15 | 1.0 | 1.0 | |
| FINANCIAL ANALYST II | 18 | 1.0 | 1.0 | |
| FINANCIAL ANALYST III | 21 | 1.0 | 1.0 | |
| FINANCIAL ANALYST IV | 25 | 0.0 | 2.0 | 2.0 |
| PROCUREMENT SPECIALIST | 24 | 0.0 | 1.0 | 1.0 |
| SENIOR ACCOUNTANT | 20 | 0.0 | 1.0 | 1.0 |
| SENIOR ASSISTANT CITY ATTORNEY IV | 35 | 0.0 | 1.0 | 1.0 |
| SENIOR BUYER | 22 | 0.0 | 1.0 | 1.0 |
| STAFF ANALYST | 26 | 2.0 | 0.0 | (2.0) |
| STUDENT INTERN II | 10 | 0.0 | 1.0 | 1.0 |
| **Total FTEs** | | **11.5** | **16.0** | **4.5** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **(0.2)** | **(0.2)** |
| **Full-Time Equivalents** | | **11.5** | **16.2** | **4.7** |

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Finance Department
Fund No./Bus Area No. : 1002 / 6400

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **6400030002** | **Central Services Public Finance HITS** | | | |
| 424110 | Other Interfund Services | 0 | 0 | **103,035** |
| **6400040002** | **FIN - IT Financial Operations** | | | |
| 424110 | Other Interfund Services | 396,815 | 396,815 | **482,623** |
| **6400040004** | **Energy** | | | |
| 424110 | Other Interfund Services | 283,557 | 283,557 | **373,022** |
| **6400050006** | **Central Accounts Payable** | | | |
| 451020 | Interfund Billing-Telephone | 296,516 | 296,516 | **413,431** |
| **6400050008** | **CDBG Grant** | | | |
| 424110 | Other Interfund Services | 89,901 | 89,901 | **88,905** |
| **6400070002** | **Central Services SPD HITS** | | | |
| 424110 | Other Interfund Services | 0 | 0 | **163,019** |
| **Total** | **Finance Department** | **1,066,789** | **1,066,789** | **1,624,035** |

## Business Area Expenditure Summary

**Fund Name** : **Central Service Revolving Fund**
**Business Area Name** : **Finance Department**
**Fund No./Bus. Area No.** : **1002 / 6400**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 0 | 651,895 | 651,895 | **1,001,248** |
| 500030 | Salary Part Time - Civilian | 0 | 0 | 0 | **106,392** |
| 501070 | Pension - Civilian | 0 | 161,065 | 161,065 | **227,182** |
| 502010 | FICA - Civilian | 0 | 55,405 | 55,405 | **83,305** |
| 503010 | Health Ins-Act Civilian | 0 | 62,369 | 62,369 | **118,466** |
| 503015 | Basic Life Insurance - Active Civilian | 0 | 436 | 436 | **732** |
| 503060 | Long Term Disability-Civilian | 0 | 981 | 981 | **1,309** |
| 503090 | Workers Compensation-Civilian-Admin | 0 | 2,759 | 2,759 | **3,913** |
| 504030 | Unemployment Claims - Administration | 0 | 315 | 315 | **0** |
| **Total** | **Personnel Services** | **0** | **935,225** | **935,225** | **1,542,547** |
| 511045 | Computer Supplies | 0 | 2,294 | 2,294 | **1,592** |
| 511055 | Publications & Printed Materials | 0 | 3,980 | 3,980 | **3,980** |
| 511070 | Miscellaneous Office Supplies | 0 | 2,060 | 2,060 | **1,398** |
| **Total** | **Supplies** | **0** | **8,334** | **8,334** | **6,970** |
| 520100 | Temporary Personnel Services | 0 | 96,772 | 96,772 | **50,000** |
| 520121 | IT Application Svcs | 0 | 2,520 | 2,520 | **2,600** |
| 520805 | Education & Training | 0 | 7,800 | 7,800 | **9,202** |
| 520905 | Travel - Training Related | 0 | 5,629 | 5,629 | **6,202** |
| 521610 | Voice Services | 0 | 1,653 | 1,653 | **1,661** |
| 521730 | Parking Space Rental | 0 | 8,856 | 8,856 | **4,853** |
| **Total** | **Other Services and Charges** | **0** | **123,230** | **123,230** | **74,518** |
| | **Grand Total Expenditures** | **0** | **1,066,789** | **1,066,789** | **1,624,035** |

**Business Area Budget Summary**

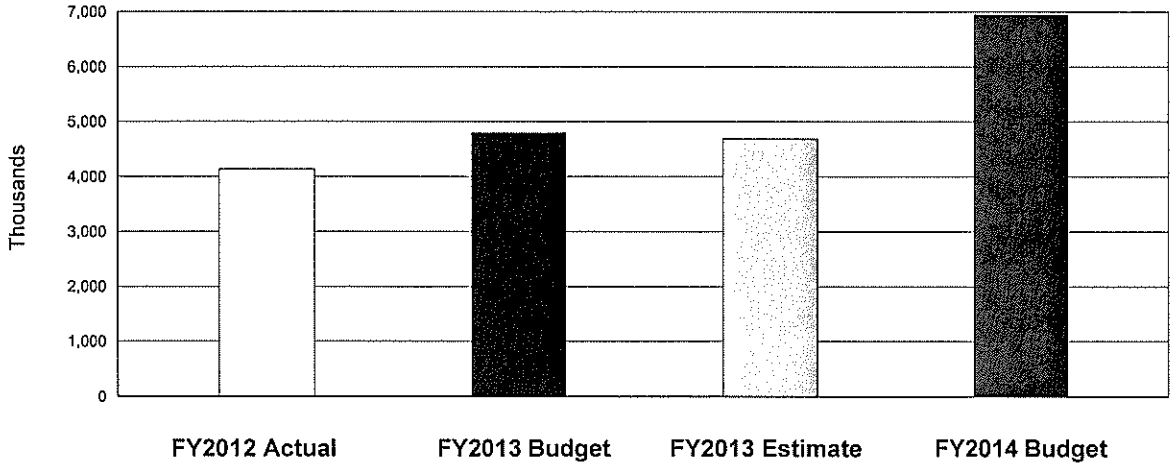
**Fund Name** : **Central Service Revolving Fund**
**Business Area Name** : **Administration and Regulatory Affairs**
**Fund No./Bus. Area No.** : **1002 / 6500**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Supplies | 276,903 | 400,000 | 300,000 | **300,000** |
| | Other Services and Charges | 3,857,618 | 4,393,745 | 4,386,852 | **6,652,228** |
| | Total M & O Expenditures | 4,134,521 | 4,793,745 | 4,686,852 | **6,952,228** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 4,134,521 | 4,793,745 | 4,686,852 | **6,952,228** |
| Revenues | | 4,134,521 | 4,793,745 | 4,686,852 | **6,952,228** |
| Staffing | Full-Time Equivalents - Civilian | 0.0 | 0.0 | 0.0 | **0.0** |
| | 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 | 0.0 | 0.0 | 0.0 | **0.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- In FY2014, a new cost center Employee Transit was set up with a budget of $2.28M for charge back service of employees' parking program including, Metro bus passes (Q cards), Hobby Center, and HoustonFirst (Tranquility, City Hall Annex, Lot H and Lot C).
- Includes the annual cost for hosting and software maintenance of the KRONOS automated time and attendance system as approved by City Council (Ordinance 2010-0555) in the amount of $872,041.

**Central Service Revolving Fund**
**Administration and Regulatory Affairs**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Central Service Revolving Fund**
**Business Area Name : Administration and Regulatory Affairs**
**Fund No./Bus Area No. : 1002 / 6500**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Respond to Customer Inquiries within 3 Days | F | 100% | 100% | 100% | **100%** |
| **Business Process Measures** | | | | | |
| Charge Back Accuracy Rate | F | 100% | 100% | 100% | **100%** |
| Automated Parking/Bus Pass Revenue Charge Back | F | N/A | N/A | N/A | **100%** |
| Vendor Payment within 30 days after Invoiced | F | 100% | 100% | 100% | **100%** |
| Accurately Allocated KRONOS Costs to Funds/Depts | F | 100% | 100% | 100% | **100%** |
| **People and Technology Measures** | | | | | |
| | | | | | |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 82% | 100% | 98% | **100%** |
| Revenues Budget vs Actual Utilization | F | 82% | 100% | 98% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

**Division Summary**

**Fund Name : Central Service Revolving Fund**
**Business Area Name : Administration and Regulatory Affairs**
**Fund No./Bus Area No. : 1002 / 6500**

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Central Services 650005** | | | | | | |
| Provide a centralized service function for Xerox rental and postage for citywide operating departments. Administer service contracts and processes related service billings. | 0.0 | 2,398,899 | 0.0 | 2,800,000 | **0.0** | **2,800,000** |
| **Print Shop 650006** | | | | | | |
| Provide printing services to various departments including design, artwork, layout, offset printing/copying and a variety of finishing services. Provide cost effective high volume copying services through interlocal agreement with Houston Independent School District. | 0.0 | 935,354 | 0.0 | 1,001,480 | **0.0** | **1,000,000** |
| **ARA - Payroll Services 650007** | | | | | | |
| Manage the hosting and software maintenance of the KRONOS System. | 0.0 | 800,268 | 0.0 | 885,372 | **0.0** | **872,041** |
| **Employee Transit 650009** | | | | | | |
| Manage the City employee parking program for Metro Bus Passes, Hobby Center, HoustonFirst (Tranquility, City Hall Annex, Lot H and Lot C) through charge back services in the Central Service Revolving Fund. | 0.0 | 0 | 0.0 | 0 | **0.0** | **2,280,187** |
| Total | 0.0 | 4,134,521 | 0.0 | 4,686,852 | **0.0** | **6,952,228** |

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus Area No. : 1002 / 6500

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **6500050002** | **ARA - Central Services** | | | |
| 451040 | Interfund Postage | 400,000 | 300,000 | **300,000** |
| 457030 | Interfund Billing & Collection Service | 2,576,000 | 2,500,000 | **2,500,000** |
| **Total** | **ARA - Central Services** | **2,976,000** | **2,800,000** | **2,800,000** |
| **6500060004** | **ARA - Print Shop** | | | |
| 451060 | Interfund Print Shop Operations | 1,001,480 | 1,001,480 | **1,000,000** |
| **6500070001** | **ARA - Payroll Services** | | | |
| 424180 | Interfund KRONOS | 816,265 | 885,372 | **872,041** |
| **6500090004** | **ARA - Employee Transit** | | | |
| 447020 | Garage Parking Revenue | 0 | 0 | **1,211,878** |
| 447021 | Hobby Garage Parking Revenue | 0 | 0 | **348,309** |
| 447022 | Metro Passes Revenue | 0 | 0 | **720,000** |
| **Total** | **ARA - Employee Transit** | **0** | **0** | **2,280,187** |
| **Total** | **Administration and Regulatory Affairs** | **4,793,745** | **4,686,852** | **6,952,228** |

Business Area Expenditure Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Administration and Regulatory Affairs
Fund No./Bus. Area No. : 1002 / 6500

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 511060 | Postage | 275,010 | 400,000 | 300,000 | **300,000** |
| 511110 | Fuel | 1,893 | 0 | 0 | **0** |
| **Total** | **Supplies** | **276,903** | **400,000** | **300,000** | **300,000** |
| 520114 | Miscellaneous Support Services | 157,576 | 162,560 | 224,654 | **248,433** |
| 520119 | Computer Equipment/Software Maintenance | 642,692 | 653,705 | 660,718 | **623,608** |
| 520121 | IT Application Svcs | 446 | 193 | 205 | **0** |
| 520123 | Vehicle & Motor Equipment Services | 606 | 0 | 0 | **0** |
| 520515 | Print Shop Services | 930,707 | 996,345 | 996,345 | **999,967** |
| 521605 | Data Services | 752 | 1,414 | 1,414 | **0** |
| 521610 | Voice Services | 1,665 | 3,528 | 3,516 | **33** |
| 521625 | Voice Labor | 8 | 0 | 0 | **0** |
| 521715 | Office Equipment Rental | 2,123,166 | 2,576,000 | 2,500,000 | **2,500,000** |
| 521730 | Parking Space Rental | 0 | 0 | 0 | **1,211,878** |
| 521735 | Hobby Parking Space Rental | 0 | 0 | 0 | **348,309** |
| 522205 | Metro Commuter Passes | 0 | 0 | 0 | **720,000** |
| **Total** | **Other Services and Charges** | **3,857,618** | **4,393,745** | **4,386,852** | **6,652,228** |
| | **Grand Total Expenditures** | **4,134,521** | **4,793,745** | **4,686,852** | **6,952,228** |

**Business Area Budget Summary**

**Fund Name** : **Central Service Revolving Fund**
**Business Area Name** : **Houston Information Technology Services**
**Fund No./Bus. Area No.** : **1002 / 6800**

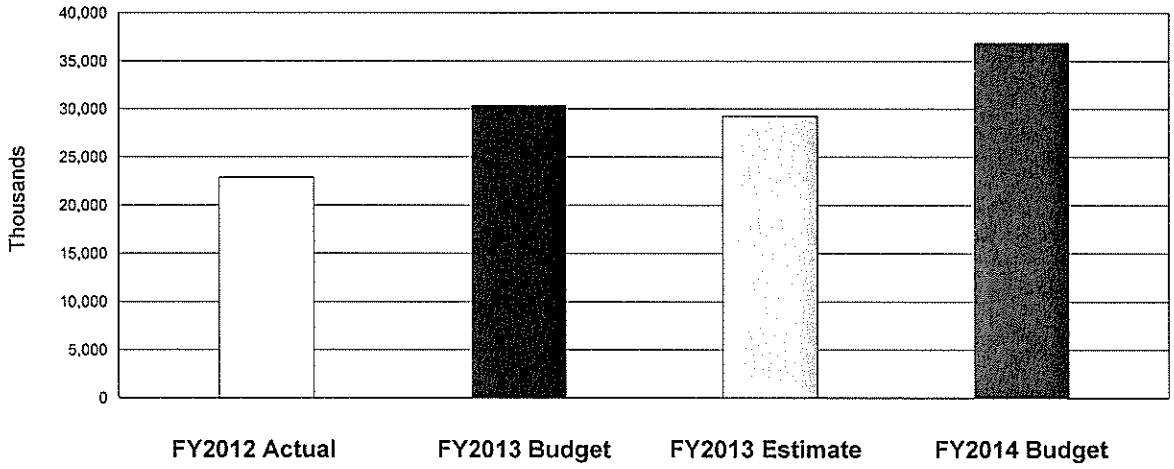
| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 3,270,444 | 4,167,847 | 3,948,018 | **6,048,095** |
| | Supplies | 205,302 | 125,000 | 100,000 | **125,000** |
| | Other Services and Charges | 19,396,081 | 25,313,441 | 24,550,261 | **29,993,580** |
| | Equipment | 28,578 | 120,000 | 71,825 | **120,000** |
| | Total M & O Expenditures | 22,900,405 | 29,726,288 | 28,670,104 | **36,286,675** |
| | Debt Service & Other Uses | 0 | 600,000 | 600,000 | **600,000** |
| | Total Expenditures | 22,900,405 | 30,326,288 | 29,270,104 | **36,886,675** |
| Revenues | | 22,900,405 | 30,326,288 | 29,270,104 | **36,886,675** |
| Staffing | Full-Time Equivalents - Civilian | 22.7 | 40.8 | 35.8 | **50.6** |
| | 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 | 22.7 | 40.8 | 35.8 | **50.6** |
| | Full-Time Equivalents - Overtime | 0.2 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

o The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
o The increased cost in FY2014 Budget includes supports for:
- Data Center Consolidation
- Learning Management System Upgrade
- HITS Budget support from Finance
- SAP License Fees
- Mobile Device Management
- Network & Telephony Upgrade
- E-Discovery Records Management including archiving, governance and compliance
- Microsoft Enterprise License

o Includes funding for 2 FTEs to support HFD IT operations, 5 FTEs to support CSMART, 2.8 FTEs to support project management, 2 FTEs to support the E-Discovery initiative, and 3 FTEs to support the Data Warehouse Group.

**Central Service Revolving Fund**
**Houston Information Technology Services**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Central Service Revolving Fund**
**Business Area Name : Houston Information Technology Services**
**Fund No./Bus Area No. : 1002 / 6800**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Service delivery with alignment of business requirement participation | F | N/A | N/A | 55% | **60%** |
| Data center consolidation implementation | F | N/A | N/A | N/A | **50%** |
| **Business Process Measures** | | | | | |
| Success rate on server data backups | I | N/A | 95% | 95% | **95%** |
| Number of externally generated e-mails blocked due to Spam and/or Malware | I | N/A | N/A | 96% | **96%** |
| **People and Technology Measures** | | | | | |
| Develop blueprint for the complete IT professional in support of city services | J | N/A | N/A | 78% | **83%** |
| Design/Implement information security framework and practice | P | N/A | 90% | 60% | **85%** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 92% | 100% | 97% | **100%** |
| Revenues Budget vs Actual Utilization | F | 92% | 100% | 97% | **100%** |
| Implement a continuous 3 year planning and prioritization process of IT capital projects citywide | F | N/A | N/A | N/A | **60%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

**Division Summary**

**Fund Name** : **Central Service Revolving Fund**
**Business Area Name** : **Houston Information Technology Services**
**Fund No./Bus Area No.** : **1002 / 6800**

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **HITS - Director's Office Group 680001** | | | | | | |
| Citywide IT oversight, administrative support in financial analysis and reporting, cost accounting, capital planning, project staffing, funds management, asset management, procurement, contract compliance, open records and accounts payable. Management of costs common to entire IT Department. The common costs include: data services, IT Applications, voice & data services and insurance premiums. | 0.0 | 24,665 | 1.0 | 1,087,383 | **1.0** | **3,766,293** |
| **HITS - Applications 680002** | | | | | | |
| Provides solutions for business processes to City departments and responsible for implementing and supporting enterprise systems such as ERP, commercial off-the-shelf applications like 3-1-1, Fleet, the Contact Center, as well as custom developed solutions. | 0.9 | 2,030,213 | 6.8 | 3,802,472 | **8.8** | **4,842,625** |
| **HITS - Infrastructure Group 680003** | | | | | | |
| Provide firewall security, monitoring the network, preventing outsiders from accessing the City's data resources through hardware and software protocols and security criteria. | 0.0 | 16,426,284 | 1.0 | 19,652,298 | **3.0** | **21,993,343** |
| **HITS - Consulting Services 680006** | | | | | | |
| HEC - IT Provide management of the Houston Emergency Center and facilitation of public education.<br><br>CSMART - provide technical support of the Municipal Courts Case Management System project (CSMART).<br><br>BARC - IT Provide compassionate animal care through pet services. Protect the public health and safety by enforcing local and state laws. | 21.8 | 4,419,243 | 22.0 | 4,418,418 | **30.0** | **5,152,620** |
| **HITS - Project Group 680007** | | | | | | |
| Provide support to accounts receivable collection, accounts payable improvement, the citywide scorecard project and data warehouse management. Provides citywide project management services. | 0.0 | 0 | 5.0 | 309,533 | **7.8** | **1,131,794** |
| Total | 22.7 | 22,900,405 | 35.8 | 29,270,104 | **50.6** | **36,886,675** |

**Business Area Roster Summary**

**Fund Name** : **Central Service Revolving Fund**
**Business Area Name** : **Houston Information Technology Services**
**Fund No./Bus Area No.** : **1002 / 6800**

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATIVE ASSISTANT | 17 | 0.0 | 1.0 | 1.0 |
| ADMINISTRATIVE COORDINATOR | 24 | 1.8 | 0.8 | (1.0) |
| ADMINISTRATIVE SPECIALIST | 20 | 0.0 | 1.0 | 1.0 |
| CENTRAL NETWORK ADMINISTRATOR | 26 | 0.0 | 1.0 | 1.0 |
| DEPUTY DIRECTOR (EXE LEV) | 34 | 2.0 | 1.7 | (0.3) |
| GIS ANALYST | 20 | 2.0 | 0.0 | (2.0) |
| GIS SUPERVISOR | 26 | 1.0 | 0.0 | (1.0) |
| GIS TECHNICIAN | 12 | 1.0 | 0.0 | (1.0) |
| INFORMATION SYSTEMS ADMINISTRATOR | 30 | 2.0 | 3.0 | 1.0 |
| IRM MANAGER | 29 | 1.0 | 1.0 | |
| IS/IT HELP DESK COORDINATOR | 10 | 2.0 | 0.0 | (2.0) |
| IT PROJECT MANAGER | 28 | 2.0 | 2.7 | 0.7 |
| OPERATIONS MANAGER | 27 | 3.0 | 3.0 | |
| PROGRAMMER ANALYST III | 22 | 2.0 | 2.0 | |
| PROGRAMMER ANALYST IV | 25 | 1.0 | 2.0 | 1.0 |
| SENIOR CENTRAL NETWORK ADMINISTRATOR | 28 | 1.0 | 1.0 | |
| SENIOR DATA BASE ANALYST | 25 | 0.0 | 1.0 | 1.0 |
| SENIOR ERP BUSINESS SYSTEMS ANALYST | 26 | 0.0 | 1.0 | 1.0 |
| SENIOR GIS TECHNICIAN | 17 | 1.0 | 0.0 | (1.0) |
| SENIOR IT PROJECT MANAGER (EXE LEV) | 30 | 0.0 | 3.4 | 3.4 |
| SENIOR MICROCOMPUTER ANALYST | 23 | 2.0 | 5.0 | 3.0 |
| SENIOR STAFF ANALYST | 28 | 0.0 | 3.0 | 3.0 |
| SYSTEMS CONSULTANT | 26 | 5.0 | 6.0 | 1.0 |
| SYSTEMS SUPPORT ANALYST II | 19 | 1.0 | 2.0 | 1.0 |
| SYSTEMS SUPPORT ANALYST III | 22 | 4.0 | 4.0 | |
| SYSTEMS SUPPORT ANALYST IV | 25 | 3.0 | 2.0 | (1.0) |
| TECHNICAL HARDWARE ANALYST II | 21 | 1.0 | 1.0 | |
| TECHNICAL HARDWARE ANALYST III | 23 | 2.0 | 2.0 | |
| **Total FTEs** | | **40.8** | **50.6** | **9.8** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **40.8** | **50.6** | **9.8** |

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Houston Information Technology Services
Fund No./Bus Area No. : 1002 / 6800

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **6800010001** | **HITS - Director's Office** | | | |
| 424100 | Intfd IT Network Svc | 0 | 1,087,383 | **2,142,371** |
| 457020 | Interfund Communication Equipment Repair | 0 | 0 | **720,000** |
| **Total** | **HITS - Director's Office** | **0** | **1,087,383** | **2,862,371** |
| **6800010002** | **HITS - Administration** | | | |
| 424100 | Intfd IT Network Svc | 500,000 | 0 | **0** |
| 424110 | Other Interfund Services | 219,553 | 0 | **869,278** |
| **Total** | **HITS - Administration** | **719,553** | **0** | **869,278** |
| **6800020001** | **HITS - Enterprise Applications** | | | |
| 424100 | Intfd IT Network Svc | 1,248,797 | 806,539 | **1,668,298** |
| 424110 | Other Interfund Services | 18,979 | 18,918 | **18,979** |
| **Total** | **HITS - Enterprise Applications** | **1,267,776** | **825,457** | **1,687,277** |
| **6800020003** | **HITS - Enterprise Application-311 Support** | | | |
| 424100 | Intfd IT Network Svc | 972,852 | 918,847 | **1,038,653** |
| 424110 | Other Interfund Services | 38 | 44 | **39** |
| **Total** | **HITS - Enterprise Application-311 Support** | **972,890** | **918,891** | **1,038,692** |
| **6800020004** | **HITS - ERP Team** | | | |
| 424100 | Intfd IT Network Svc | 1,340,000 | 2,058,124 | **2,135,885** |
| **6800020005** | **HITS - Business Intelligence** | | | |
| 424110 | Other Interfund Services | 251,681 | 0 | **0** |
| **6800030001** | **HITS - Client Services** | | | |
| 424100 | Intfd IT Network Svc | 0 | 0 | **170,301** |
| 457020 | Interfund Communication Equipment Repair | 180,000 | 144,409 | **473,900** |
| **Total** | **HITS - Client Services** | **180,000** | **144,409** | **644,201** |
| **6800030004** | **HITS - Network Data Services** | | | |
| 424100 | Intfd IT Network Svc | 846,447 | 781,213 | **0** |
| 457020 | Interfund Communication Equipment Repair | 1,635,954 | 1,488,878 | **1,975,000** |
| **Total** | **HITS - Network Data Services** | **2,482,401** | **2,270,091** | **1,975,000** |
| **6800030005** | **HITS - Network Voice Services** | | | |
| 424100 | Intfd IT Network Svc | 117,165 | 112,294 | **123,339** |
| 451020 | Interfund Billing-Telephone | 14,930,467 | 13,373,680 | **14,586,646** |
| 457020 | Interfund Communication Equipment Repair | 2,147,363 | 2,336,682 | **2,337,532** |
| **Total** | **HITS - Network Voice Services** | **17,194,995** | **15,822,656** | **17,047,517** |
| **6800030007** | **HITS - Enterprise Operations** | | | |
| 424100 | Intfd IT Network Svc | 351,000 | 351,000 | **411,000** |
| 457020 | Interfund Communication Equipment Repair | 1,082,150 | 1,064,142 | **1,931,040** |
| **Total** | **HITS - Enterprise Operations** | **1,433,150** | **1,415,142** | **2,342,040** |
| **6800060003** | **HITS - Consulting Public Infrastructure** | | | |
| 424110 | Other Interfund Services | 4,270,992 | 4,267,849 | **4,442,587** |
| **6800060004** | **HITS - Consulting Public Services** | | | |
| 424100 | Intfd IT Network Svc | 0 | 68,500 | **621,213** |
| **6800060006** | **HITS - Consulting Public Administration** | | | |
| 424110 | Other Interfund Services | 84,432 | 82,069 | **88,820** |
| **6800070001** | **HITS - Project Management Office** | | | |
| 424100 | Intfd IT Network Svc | 0 | 124,544 | **476,732** |
| **6800070002** | **HITS - Business Analysis** | | | |
| 424110 | Other Interfund Services | 128,418 | 184,989 | **655,062** |
| **Total** | **Houston Information Technology Services** | **30,326,288** | **29,270,104** | **36,886,675** |

Business Area Expenditure Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Houston Information Technology Services
Fund No./Bus. Area No. : 1002 / 6800

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 2,308,777 | 2,867,190 | 2,603,964 | **4,131,977** |
| 500030 | Salary Part Time - Civilian | 48,753 | 60,343 | 61,045 | **67,131** |
| 500060 | Overtime - Civilian | (14) | 0 | 349 | **0** |
| 500180 | Temporary Employees | 2,445 | 0 | 0 | **0** |
| 501070 | Pension - Civilian | 435,555 | 613,579 | 560,633 | **937,543** |
| 501120 | Termination Pay - Civilian | 29,818 | 0 | 195,711 | **0** |
| 501160 | Vehicle Allowance - Civilian | 1,066 | 0 | 0 | **0** |
| 502010 | FICA - Civilian | 173,598 | 217,758 | 198,544 | **318,105** |
| 503010 | Health Ins-Act Civilian | 234,329 | 374,529 | 294,248 | **552,567** |
| 503015 | Basic Life Insurance - Active Civilian | 1,391 | 1,743 | 1,599 | **3,193** |
| 503040 | Health/Life Ins.Ret-Classified | 6,900 | 7,000 | 7,000 | **7,000** |
| 503050 | Health/Life Insurance - Retiree Civilian | 12,652 | 13,000 | 13,000 | **13,000** |
| 503060 | Long Term Disability-Civilian | 2,453 | 2,976 | 2,865 | **4,255** |
| 503090 | Workers Compensation-Civilian-Admin | 5,905 | 8,574 | 9,060 | **12,169** |
| 504030 | Unemployment Claims - Administration | 6,816 | 1,155 | 0 | **1,155** |
| **Total** | **Personnel Services** | **3,270,444** | **4,167,847** | **3,948,018** | **6,048,095** |
| 511025 | Electrical Hardware & Parts | 0 | 2,000 | 2,000 | **2,000** |
| 511040 | Audiovisual Supplies | 35 | 10,000 | 10,000 | **10,000** |
| 511045 | Computer Supplies | 160,629 | 83,500 | 58,500 | **83,500** |
| 511050 | Paper & Printing Supplies | 26 | 2,000 | 2,000 | **2,000** |
| 511055 | Publications & Printed Materials | 1,382 | 3,000 | 3,000 | **3,000** |
| 511060 | Postage | 50 | 500 | 500 | **500** |
| 511070 | Miscellaneous Office Supplies | 28,567 | 5,000 | 5,000 | **5,000** |
| 511115 | Vehicle Repair & Maintenance Supplies | 4,750 | 5,000 | 5,000 | **5,000** |
| 511120 | Clothing | 0 | 2,000 | 2,000 | **2,000** |
| 511135 | Recreational Supplies | 90 | 0 | 0 | **0** |
| 511145 | Small Tools & Minor Equipment | 0 | 2,000 | 2,000 | **2,000** |
| 511150 | Miscellaneous Parts & Supplies | 9,773 | 10,000 | 10,000 | **10,000** |
| **Total** | **Supplies** | **205,302** | **125,000** | **100,000** | **125,000** |
| 520100 | Temporary Personnel Services | 259,503 | 19,924 | 83,016 | **19,924** |
| 520107 | Computer Info/Contr | 0 | 650,000 | 650,000 | **400,000** |
| 520110 | Management Consulting Services | 106,856 | 40,000 | 291,690 | **40,000** |
| 520119 | Computer Equipment/Software Maintenance | 968,836 | 1,370,612 | 1,370,612 | **1,428,301** |
| 520120 | Communications Equipment Services | 820 | 15,000 | 15,000 | **15,000** |
| 520121 | IT Application Svcs | 1,773,571 | 3,701,522 | 3,626,352 | **5,140,025** |
| 520122 | Office Equipment Services | 108,745 | 8,444 | 8,444 | **8,444** |
| 520123 | Vehicle & Motor Equipment Services | 0 | 1,000 | 1,000 | **1,000** |
| 520126 | Construction Site Work Services | 10,560 | 0 | 0 | **0** |
| 520510 | Mail/Delivery Services | 37 | 1,000 | 1,000 | **1,000** |
| 520520 | Printing & Reproduction Services | 448 | 1,000 | 1,000 | **1,000** |
| 520765 | Membership & Professional Fees | 1,000 | 2,000 | 2,000 | **2,000** |
| 520805 | Education & Training | 3,481 | 11,000 | 11,000 | **11,000** |
| 520905 | Travel - Training Related | 0 | 5,000 | 5,000 | **5,000** |
| 520910 | Travel - Non-Training Related | 104 | 3,000 | 3,000 | **3,000** |
| 521405 | Building Maintenance Services | 2,995 | 40,000 | 40,000 | **40,000** |
| 521605 | Data Services | 2,185,494 | 4,330,424 | 4,129,749 | **6,467,260** |
| 521610 | Voice Services | 13,094,482 | 14,364,467 | 13,373,680 | **13,226,368** |
| 521620 | Voice Equipment | 438,563 | 432,422 | 432,422 | **399,161** |
| 521625 | Voice Labor | 420,801 | 282,621 | 471,940 | **506,051** |
| 521630 | GIS Revolving Fund Services | 66 | 250 | 250 | **8,399** |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | **1,360,278** |
| 521725 | Other Rental | 216 | 0 | 0 | **0** |

Business Area Expenditure Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Houston Information Technology Services
Fund No./Bus. Area No. : 1002 / 6800

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 521730 | Parking Space Rental | 0 | 1,000 | 1,000 | **1,000** |
| 522205 | Metro Commuter Passes | 1,906 | 2,302 | 1,708 | **2,371** |
| 522305 | Freight Charges | 0 | 500 | 500 | **500** |
| 522430 | Miscellaneous Other Services & Charges | 2,913 | 10,000 | 10,000 | **10,000** |
| 522721 | Interfund HR Client Services | 14,657 | 18,979 | 18,918 | **26,245** |
| 522722 | KRONOS Service Chargeback | 27 | 974 | 980 | **975** |
| 522795 | Other Interfund Services | 0 | 0 | 0 | **869,278** |
| **Total** | **Other Services and Charges** | **19,396,081** | **25,313,441** | **24,550,261** | **29,993,580** |
| 560230 | Computer HW and Developed SW | 28,578 | 120,000 | 71,825 | **120,000** |
| **Total** | **Equipment** | **28,578** | **120,000** | **71,825** | **120,000** |
| 532020 | Transfers to Capital Projects | 0 | 600,000 | 600,000 | **600,000** |
| **Total** | **Debt Service and Other Uses** | **0** | **600,000** | **600,000** | **600,000** |
| | **Grand Total Expenditures** | **22,900,405** | **30,326,288** | **29,270,104** | **36,886,675** |

**Business Area Budget Summary**

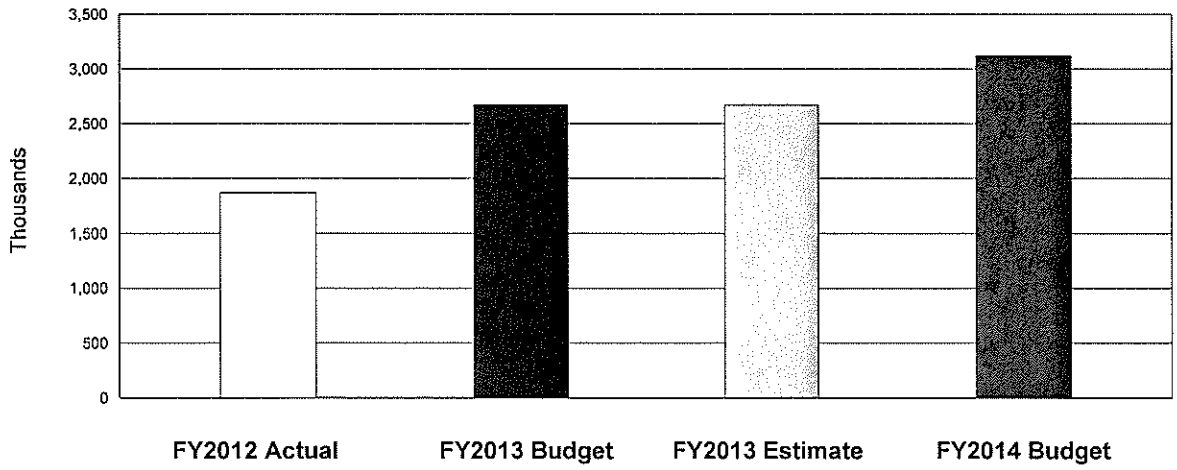
**Fund Name : Central Service Revolving Fund**
**Business Area Name : Planning & Development**
**Fund No./Bus. Area No. : 1002 / 7000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 1,065,447 | 1,636,169 | 1,636,169 | **1,736,843** |
| | Supplies | 23,297 | 34,932 | 34,932 | **56,432** |
| | Other Services and Charges | 764,668 | 990,415 | 990,415 | **1,081,647** |
| | Equipment | 14,320 | 9,500 | 9,500 | **246,000** |
| | Total M & O Expenditures | 1,867,732 | 2,671,016 | 2,671,016 | **3,120,922** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 1,867,732 | 2,671,016 | 2,671,016 | **3,120,922** |
| Revenues | | 1,867,732 | 2,671,016 | 2,671,016 | **3,120,922** |
| Staffing | Full-Time Equivalents - Civilian | 9.3 | 16.5 | 16.5 | **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 | 9.3 | 16.5 | 16.5 | **17.5** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- Upgrade Geographic Information System (GIS) applications and services to use the newest Environmental System Research Institute (ESRI) GIS software release.
- Replace aging hardware infrastructure to support Enterprise GIS needs for more applications, analysis, virtualization, and mobile technology solutions.
- Enhance Houston Plat Tracker to include more business functionality and improvements.

**Central Service Revolving Fund**
**Planning & Development**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Central Service Revolving Fund**
**Business Area Name : Planning & Development**
**Fund No./Bus Area No. : 1002 / 7000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| GIS Technical Support Response Time | I | N/A | N/A | N/A | **2 days (avg)** |
| Enterprise GIS User Engagements | J,Q,I | N/A | 2 events | 3 events | **3 events** |
| **Business Process Measures** | | | | | |
| GIS Services/Applications | I,J,P,F,Q | N/A | 10 | 10 | **25** |
| GIS Datasets | I,J,P,F,Q | N/A | 20 | 30 | **30** |
| Addresses Created in GIS Database | P,J,I | N/A | 5,000 | 10,000 | **5,000** |
| **People and Technology Measures** | | | | | |
| Staff Technical Training | I | N/A | 100% | 100% | **100%** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 88% | 100% | 100% | **100%** |
| Revenues Budget vs Actual Utilization | F | 88% | 100% | 100% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

## Division Summary

**Fund Name** : **Central Service Revolving Fund**
**Business Area Name** : **Planning & Development**
**Fund No./Bus Area No.** : **1002 / 7000**

| Division Description | FY2012 Actual FTEs | FY2012 Actual Cost $ | FY2013 Estimate FTEs | FY2013 Estimate Cost $ | FY2014 Budget FTEs | FY2014 Budget Cost $ |
|---|---|---|---|---|---|---|
| **PD - GIS Services 700002** | | | | | | |
| Enterprise GIS (EGIS) centralizes data for interdepartmental and public access via web and desktop services and tools; It includes ESRI ELA, training, technical support, reporting, analysis, hardware, software, application and data development, addressing and 911 road maintenance, and GIS consultation. | 9.3 | 1,867,732 | 16.5 | 2,671,016 | **17.5** | **3,120,922** |
| Total | 9.3 | 1,867,732 | 16.5 | 2,671,016 | **17.5** | **3,120,922** |

Business Area Roster Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Planning & Development
Fund No./Bus Area No. : 1002 / 7000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| GIS ANALYST | 20 | 2.0 | 5.0 | 3.0 |
| GIS MANAGER | 29 | 1.0 | 1.5 | 0.5 |
| GIS SUPERVISOR | 26 | 3.5 | 4.0 | 0.5 |
| INFORMATION SYSTEMS ADMINISTRATOR | 30 | 1.0 | 1.0 | |
| SENIOR GIS ANALYST | 24 | 2.0 | 1.0 | (1.0) |
| SENIOR GIS TECHNICIAN | 17 | 1.0 | 3.0 | 2.0 |
| SYSTEMS SUPPORT ANALYST IV | 25 | 1.0 | 1.0 | |
| WEB DESIGNER | 21 | 1.0 | 1.0 | |
| **Total FTEs** | | **12.5** | **17.5** | **5.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **(4.0)** | **0.0** | **4.0** |
| **Full-Time Equivalents** | | **16.5** | **17.5** | **1.0** |

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Planning & Development
Fund No./Bus Area No. : 1002 / 7000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **7000020001** | **PD - GIS Services** | | | |
| 457090 | ENT-Geographic Information System | 2,177,188 | 2,177,188 | **2,621,253** |
| **7000020002** | **PD - GIS HEC** | | | |
| 424110 | Other Interfund Services | 493,828 | 493,828 | **499,669** |
| **Total** | **Planning & Development** | **2,671,016** | **2,671,016** | **3,120,922** |

## Business Area Expenditure Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Planning & Development
Fund No./Bus. Area No. : 1002 / 7000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 773,767 | 1,142,151 | 1,142,151 | **1,198,412** |
| 500110 | Bilingual Pay - Civilian | 900 | 904 | 904 | **904** |
| 501070 | Pension - Civilian | 147,437 | 244,419 | 244,419 | **271,919** |
| 501120 | Termination Pay - Civilian | 0 | 15,000 | 15,000 | **15,000** |
| 502010 | FICA - Civilian | 58,655 | 87,445 | 87,445 | **91,751** |
| 503010 | Health Ins-Act Civilian | 81,053 | 139,425 | 139,425 | **151,776** |
| 503015 | Basic Life Insurance - Active Civilian | 477 | 671 | 671 | **897** |
| 503060 | Long Term Disability-Civilian | 980 | 1,490 | 1,490 | **1,499** |
| 503090 | Workers Compensation-Civilian-Admin | 2,178 | 4,192 | 4,192 | **4,213** |
| 504030 | Unemployment Claims - Administration | 0 | 472 | 472 | **472** |
| **Total** | **Personnel Services** | **1,065,447** | **1,636,169** | **1,636,169** | **1,736,843** |
| 511045 | Computer Supplies | 22,550 | 29,432 | 29,432 | **50,932** |
| 511055 | Publications & Printed Materials | 46 | 500 | 500 | **500** |
| 511070 | Miscellaneous Office Supplies | 701 | 5,000 | 5,000 | **5,000** |
| **Total** | **Supplies** | **23,297** | **34,932** | **34,932** | **56,432** |
| 520100 | Temporary Personnel Services | 0 | 87,424 | 87,424 | **64,000** |
| 520107 | Computer Info/Contr | 23,531 | 134,500 | 134,500 | **157,423** |
| 520110 | Management Consulting Services | 56 | 0 | 0 | **0** |
| 520116 | Parking Services Contract | 4,520 | 5,200 | 5,200 | **0** |
| 520119 | Computer Equipment/Software Maintenance | 675,703 | 670,000 | 670,000 | **761,533** |
| 520765 | Membership & Professional Fees | 1,615 | 3,500 | 3,500 | **3,500** |
| 520805 | Education & Training | 19,707 | 62,500 | 62,500 | **60,628** |
| 520905 | Travel - Training Related | 7,660 | 15,600 | 15,600 | **15,600** |
| 521610 | Voice Services | 3 | 0 | 0 | **0** |
| 521735 | Hobby Parking Space Rental | 0 | 0 | 0 | **5,400** |
| 522205 | Metro Commuter Passes | 5,617 | 5,300 | 5,300 | **5,300** |
| 522430 | Miscellaneous Other Services & Charges | 20,708 | 0 | 0 | **0** |
| 522721 | Interfund HR Client Services | 5,454 | 6,142 | 6,142 | **8,014** |
| 522722 | KRONOS Service Chargeback | 94 | 249 | 249 | **249** |
| **Total** | **Other Services and Charges** | **764,668** | **990,415** | **990,415** | **1,081,647** |
| 560230 | Computer HW and Developed SW | 14,320 | 9,500 | 9,500 | **246,000** |
| **Total** | **Equipment** | **14,320** | **9,500** | **9,500** | **246,000** |
| | **Grand Total Expenditures** | **1,867,732** | **2,671,016** | **2,671,016** | **3,120,922** |

Business Area Budget Summary

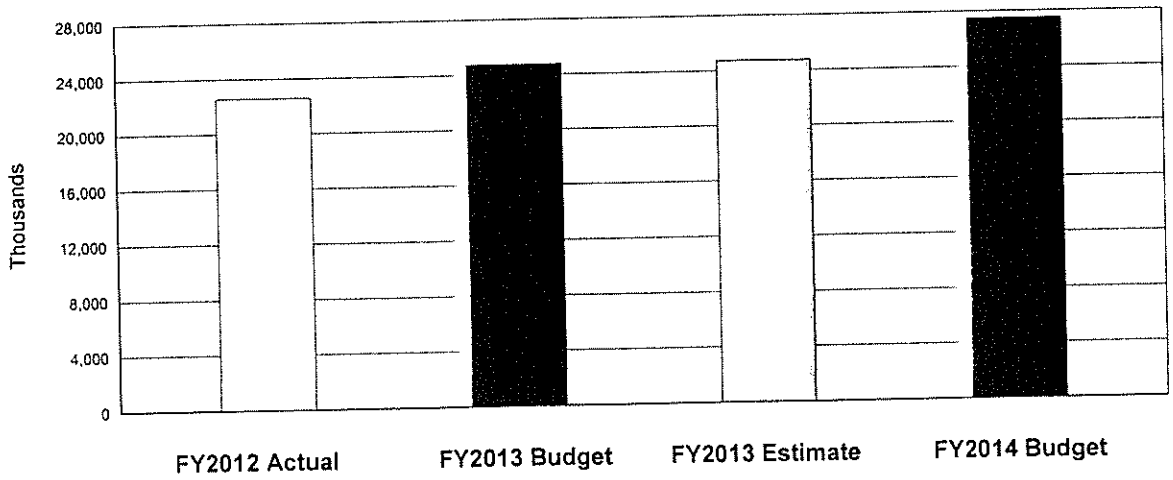
Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus. Area No. : 1002 / 8000

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 9,461,714 | 10,569,472 | 10,429,928 | **12,519,373** |
| | Supplies | 17,740 | 93,786 | 92,757 | **123,625** |
| | Other Services and Charges | 13,077,816 | 14,068,107 | 14,206,480 | **14,814,617** |
| | Non-Capital Equipment | 24,999 | 16,716 | 18,916 | **38,250** |
| | Total M & O Expenditures | 22,582,269 | 24,748,081 | 24,748,081 | **27,495,865** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 22,582,269 | 24,748,081 | 24,748,081 | **27,495,865** |
| Revenues | | 22,582,269 | 24,748,081 | 24,748,081 | **27,495,865** |
| Staffing | Full-Time Equivalents - Civilian | 121.0 | 133.0 | 123.5 | **150.0** |
| | 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 | 121.0 | 133.0 | 123.5 | **150.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.1** |

**Significant Budget Changes and Highlights**

- Provide HR services (employee relations, benefits support, retirement, staffing, succession planning, monitoring of legal compliance, reporting and transactional duties). HR to employee ratio is 1:117.
- Through prudent management, the Client Relations section was able to resolve 85% of the grievance cases at the department level.
- The rollout of the KRONOS Workforce Absence Manager module in FY2014 will ensure consistent enforcement of attendance policies. The Family and Medical Leave Act (FMLA) will be tracked to ensure compliance with the law and standardization throughout the City.
- The Temporary Employee Service Program (TESP) web based system will continue to further promote administration efficiency by reducing paper usage, improving service delivery, record keeping and management reports.
- Includes funding for the Learning and Development center that was previously managed by the Public Works and Engineering Department.
- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.

**Central Service Revolving Fund**
**Human Resources**
**Expenditure Summary**



**Business Area Performance Measures**

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1002 / 8000

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Non-classfied recruiting events | J | N/A | N/A | 4 | 6 |
| Classified recruiting events | J | N/A | 120 | 560 | 600 |
| Temporary employee hours worked | F | 507,634 | 520,000 | 517,500 | 520,000 |
| Temporary employee FTEs | F | 252.8 | 260 | 255 | 260 |
| City Accreditation Program for Supervisors (CAPS) and Leadership Institute Program (LIP) offered at the Learning & Development Center | J | 6 | 5 | 6 | 8 |
| **Business Process Measures** | | | | | |
| Standardization of processess ( New Hire Tracking, FMLA, SAP1st) | F | N/A | 12 | 5 | 3 |
| Continuing Professional Education accreditted courses | J | 0 | 4 | 5 | 6 |
| Professional development hours (PDH) seminars for professional engineers | J | 6 | 6 | 8 | 12 |
| **People and Technology Measures** | | | | | |
| Training/meetings/presentations by subject matter experts | J | N/A | 12 | 12 | 12 |
| Memorandum of understanding with external clients at the Learning and Development Center | F | 1 | 2 | 1 | 2 |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 93% | 100% | 100% | 100% |
| Revenues Budget vs Actual Utilization | F | 93% | 100% | 100% | 100% |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1002 / 8000

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Temporary Employee Services/Drug Testing 800011**<br>Provide quality temporary employees to city department's at the best cost possible, while meeting department needs. | 3.4 | 13,122,547 | 4.0 | 13,786,579 | **4.0** | **13,556,400** |
| **HR Client Relations Division 800020**<br>Provide Human Resources client services consulting, expertise and support to department leaders. Provide Human Resources services and support to citywide personnel. | 117.6 | 9,459,722 | 119.5 | 10,961,502 | **128.0** | **12,130,105** |
| **Learning and Development Center 800030**<br>Provide quality training programs that will enhance the efficiency and productivity of participants and meet specific department and employee needs. Promote LIP and CAPS program. This program was previously managed by the Public Works and Engineering Department. | 0.0 | 0 | 0.0 | 0 | **18.0** | **1,809,360** |
| Total | 121.0 | 22,582,269 | 123.5 | 24,748,081 | **150.0** | **27,495,865** |

Business Area Roster Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1002 / 8000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATION MANAGER | 26 | 1.0 | 1.0 | |
| ADMINISTRATIVE AIDE | 10 | 2.0 | 0.0 | (2.0) |
| ADMINISTRATIVE ASSISTANT | 17 | 13.0 | 11.0 | (2.0) |
| ADMINISTRATIVE ASSOCIATE | 13 | 5.0 | 5.0 | |
| ADMINISTRATIVE COORDINATOR | 24 | 9.0 | 6.0 | (3.0) |
| ADMINISTRATIVE SPECIALIST | 20 | 3.0 | 3.0 | |
| ADMINISTRATIVE SPECIALIST (EXE LEV) | 20 | 1.0 | 1.0 | |
| ADMINISTRATIVE SUPERVISOR | 22 | 0.0 | 1.0 | 1.0 |
| ASSISTANT DIRECTOR-HUMAN RESOURCES (EXE LEV) | 32 | 1.0 | 1.0 | |
| BUYER | 16 | 0.0 | 1.0 | 1.0 |
| DIVISION MANAGER | 29 | 6.0 | 7.0 | 1.0 |
| GRAPHIC DESIGNER | 17 | 0.0 | 1.0 | 1.0 |
| HUMAN RESOURCES ASSISTANT | 13 | 3.0 | 4.0 | 1.0 |
| HUMAN RESOURCES GENERALIST | 17 | 11.0 | 21.0 | 10.0 |
| HUMAN RESOURCES MANAGER | 27 | 18.0 | 19.0 | 1.0 |
| HUMAN RESOURCES SUPERVISOR | 24 | 9.0 | 9.0 | |
| HUMAN RESOURCES TECHNICIAN | 12 | 2.0 | 2.0 | |
| MANAGEMENT ANALYST II | 18 | 1.0 | 1.0 | |
| SENIOR ACCOUNT CLERK | 13 | 3.5 | 2.0 | (1.5) |
| SENIOR HEALTH PLANNER | 20 | 1.0 | 0.0 | (1.0) |
| SENIOR HUMAN RESOURCES GENERALIST | 21 | 41.2 | 41.7 | 0.5 |
| SENIOR HUMAN RESOURCES SPECIALIST | 21 | 1.0 | 2.0 | 1.0 |
| SENIOR STAFF ANALYST | 28 | 1.0 | 1.0 | |
| SENIOR TRAINER | 21 | 0.0 | 5.0 | 5.0 |
| STAFF ANALYST | 26 | 0.0 | 1.0 | 1.0 |
| TRAINING ADMINISTRATOR | 24 | 0.0 | 2.0 | 2.0 |
| TRAINING COORDINATOR | 24 | 0.3 | 1.3 | 1.0 |
| **Total FTEs** | | **133.0** | **150.0** | **17.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **133.0** | **150.0** | **17.0** |

Business Area Revenue Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus Area No. : 1002 / 8000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **8000110001** | **Temporary Personnel Service** | | | |
| 426290 | Other Service Charges | 286,579 | 286,579 | **356,400** |
| 451050 | Interfund Lab Services | 300,000 | 300,000 | **0** |
| 457070 | Interfund Temporary Personnel | 13,200,000 | 13,200,000 | **13,200,000** |
| **Total** | **Temporary Personnel Service** | **13,786,579** | **13,786,579** | **13,556,400** |
| **8000210001** | **HR - Client Relations Administration** | | | |
| 424170 | Interfind HR Client Servicess | 10,961,502 | 10,961,502 | **11,830,105** |
| 451050 | Interfund Lab Services | 0 | 0 | **300,000** |
| **Total** | **HR - Client Relations Administration** | **10,961,502** | **10,961,502** | **12,130,105** |
| **8000310001** | **Learning & Dev Ctr** | | | |
| 426370 | Training Services | 0 | 0 | **150,000** |
| 490010 | Transfer from General Fund | 0 | 0 | **859,360** |
| 490040 | Transfer from Water & Sewer Fund | 0 | 0 | **800,000** |
| **Total** | **Learning & Dev Ctr** | **0** | **0** | **1,809,360** |
| **Total** | **Human Resources** | **24,748,081** | **24,748,081** | **27,495,865** |

Business Area Expenditure Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus. Area No. : 1002 / 8000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 6,585,419 | 7,189,925 | 6,926,482 | **8,398,963** |
| 500030 | Salary Part Time - Civilian | 133,234 | 172,597 | 172,550 | **151,939** |
| 500060 | Overtime - Civilian | 332 | 0 | 847 | **6,000** |
| 500110 | Bilingual Pay - Civilian | 14,577 | 15,240 | 13,124 | **11,747** |
| 500250 | HOPE Union Business Usage | 63 | 0 | 522 | **0** |
| 501070 | Pension - Civilian | 1,249,471 | 1,538,644 | 1,479,090 | **1,905,720** |
| 501120 | Termination Pay - Civilian | 31,094 | 0 | 183,455 | **3,650** |
| 502010 | FICA - Civilian | 495,426 | 564,029 | 549,759 | **655,355** |
| 503010 | Health Ins-Act Civilian | 860,880 | 1,006,615 | 1,034,071 | **1,290,962** |
| 503015 | Basic Life Insurance - Active Civilian | 3,902 | 4,303 | 4,264 | **6,507** |
| 503050 | Health/Life Insurance - Retiree Civilian | 4,380 | 5,585 | 12,198 | **28,190** |
| 503060 | Long Term Disability-Civilian | 9,969 | 11,043 | 10,142 | **12,534** |
| 503090 | Workers Compensation-Civilian-Admin | 23,730 | 31,847 | 30,942 | **35,904** |
| 503100 | Workers Compensation-Civilian-Claim | 18,358 | 0 | 7,405 | **365** |
| 504030 | Unemployment Claims - Administration | 30,879 | 29,644 | 5,077 | **11,537** |
| **Total** | **Personnel Services** | **9,461,714** | **10,569,472** | **10,429,928** | **12,519,373** |
| 511040 | Audiovisual Supplies | 0 | 1,135 | 0 | **3,900** |
| 511045 | Computer Supplies | 3,542 | 50,412 | 49,878 | **46,550** |
| 511050 | Paper & Printing Supplies | 0 | 600 | 0 | **4,200** |
| 511055 | Publications & Printed Materials | 124 | 1,125 | 1,125 | **6,325** |
| 511060 | Postage | 9 | 100 | 0 | **500** |
| 511070 | Miscellaneous Office Supplies | 13,520 | 37,974 | 39,474 | **58,400** |
| 511120 | Clothing | 0 | 0 | 0 | **300** |
| 511150 | Miscellaneous Parts & Supplies | 545 | 2,440 | 2,280 | **3,450** |
| **Total** | **Supplies** | **17,740** | **93,786** | **92,757** | **123,625** |
| 520100 | Temporary Personnel Services | 12,630,299 | 13,282,500 | 13,278,500 | **13,269,000** |
| 520109 | Medical Dental & Laboratory Services | 11,186 | 26,200 | 26,400 | **40,300** |
| 520110 | Management Consulting Services | 0 | 4,000 | 4,000 | **119,500** |
| 520114 | Miscellaneous Support Services | 87,865 | 251,560 | 341,401 | **637,400** |
| 520119 | Computer Equipment/Software Maintenance | 3,609 | 99,196 | 144,196 | **201,642** |
| 520120 | Communications Equipment Services | 0 | 0 | 0 | **2,600** |
| 520121 | IT Application Svcs | 0 | 2,280 | 2,280 | **29,815** |
| 520126 | Construction Site Work Services | 0 | 552 | 560 | **0** |
| 520515 | Print Shop Services | 1,782 | 0 | 6,860 | **8,300** |
| 520520 | Printing & Reproduction Services | 143 | 200 | 200 | **2,300** |
| 520705 | Insurance Fees | 92 | 0 | 100 | **200** |
| 520765 | Membership & Professional Fees | 2,413 | 10,533 | 4,070 | **8,640** |
| 520805 | Education & Training | 15,858 | 21,237 | 20,874 | **39,094** |
| 520905 | Travel - Training Related | 0 | 5,361 | 5,011 | **7,631** |
| 520910 | Travel - Non-Training Related | 990 | 13,690 | 9,990 | **9,590** |
| 521605 | Data Services | 154 | 283 | 283 | **24,950** |
| 521610 | Voice Services | 7,457 | 9,800 | 9,800 | **9,070** |
| 521620 | Voice Equipment | 0 | 563 | 563 | **1,995** |
| 521625 | Voice Labor | 1,169 | 184 | 184 | **1,816** |
| 521630 | GIS Revolving Fund Services | 199 | 5,116 | 228 | **6,956** |
| 521635 | Voice Services -Wireless | 0 | 0 | 0 | **8,497** |
| 521715 | Office Equipment Rental | 0 | 0 | 0 | **25,000** |
| 521730 | Parking Space Rental | 11,672 | 30,769 | 22,201 | **21,487** |
| 522205 | Metro Commuter Passes | 1,796 | 1,890 | 26,586 | **28,854** |
| 522430 | Miscellaneous Other Services & Charges | 300,551 | 300,000 | 300,000 | **304,000** |
| 522720 | Interfund Payroll Services | (63) | 0 | 0 | **0** |
| 522722 | KRONOS Service Chargeback | 644 | 1,965 | 1,965 | **5,752** |

Business Area Expenditure Summary

Fund Name : Central Service Revolving Fund
Business Area Name : Human Resources
Fund No./Bus. Area No. : 1002 / 8000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 522780 | Interfund Photo Copy Services | 0 | 228 | 228 | 228 |
| **Total** | **Other Services and Charges** | **13,077,816** | **14,068,107** | **14,206,480** | **14,814,617** |
| 551010 | Non-Capital Office Furniture & Equipment | 15,208 | 6,500 | 5,000 | 10,750 |
| 551015 | Non-Capital Computer Equipment | 9,791 | 10,216 | 13,916 | 27,500 |
| **Total** | **Non-Capital Equipment** | **24,999** | **16,716** | **18,916** | **38,250** |
| | **Grand Total Expenditures** | **22,582,269** | **24,748,081** | **24,748,081** | **27,495,865** |

Fund Summary

**Fund Name : Project Cost Recovery Fund**
**Fund No./Bus. Area No. : 1001 / 2000 / 2500 / 6800**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|
| Beginning Fund Balance | 0 | 0 | **0** |
| Current Revenues | 46,486,321 | 42,869,945 | **46,093,089** |
| Total Available Resources | 46,486,321 | 42,869,945 | **46,093,089** |
| Maintenance and Operations | 46,486,321 | 42,869,945 | **46,093,089** |
| Total Expenditures | 46,486,321 | 42,869,945 | **46,093,089** |
| Planned Ending Fund Balance | 0 | 0 | **0** |
| Total Budget | 46,486,321 | 42,869,945 | **46,093,089** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 0 | 0 | **0** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2013 Budget, FY2013 Estimates and the FY2014 Budget for the Project Cost Recovery Fund. Also included are the projected beginning and ending fund balances, total revenues and total expenditures.

The Project Cost Recovery Fund was established to segregate those activities that are in direct support of the Street, Stormwater, Traffic, Water & Wastewater Capital Improvement Plan (CIP). These activities encompass a variety of divisions within the department, with the majority of the activities in the Engineering & Construction Division (ECD). The costs of these activities are recovered from the appropriate CIP funds through the use of time sheets provided by the operating divisions. Included in the chargeback is overhead that pays for administrative costs provided by the fund's management and support staff, as well as, Public Works and Engineering allocated costs. An additional amount is included in the surcharge that pays for the fund's indirect cost allocation as calculated by the Finance Department.

The primary areas of focus for the Project Cost Recovery Fund are:

- Continue to design and construct the City's public infrastructure so that quality capital projects are delivered in a timely fashion, within budget and with minimal inconvenience to the citizens.
- Continue to assess and revise policies and procedures in order to improve efficiency and effectiveness in the management of the City's CIP program.
- Continue to refine the requirements for City contractors to streamline the delivery of services.
- Continue to coordinate infrastructure improvements within the City limits sponsored by other governmental entities in order to ensure quality work.

**Business Area Budget Summary**

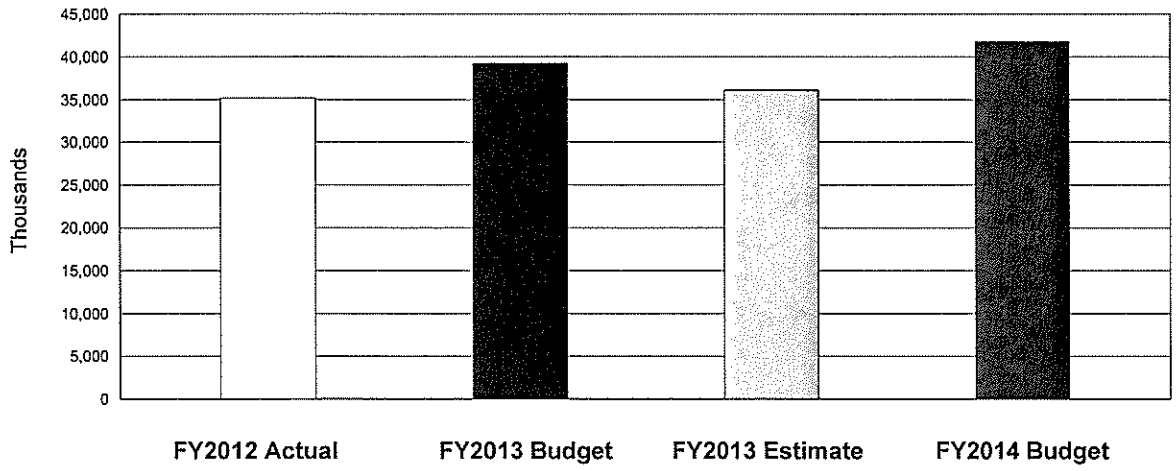
**Fund Name : Project Cost Recovery Fund**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus. Area No. : 1001 / 2000**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 28,910,554 | 31,261,500 | 29,567,694 | **33,049,800** |
| | Supplies | 383,454 | 448,700 | 423,770 | **457,300** |
| | Other Services and Charges | 5,861,635 | 7,529,600 | 6,112,927 | **8,040,100** |
| | Equipment | 0 | 0 | 0 | **134,000** |
| | Non-Capital Equipment | 17,528 | 27,900 | 25,409 | **80,200** |
| | Total M & O Expenditures | 35,173,171 | 39,267,700 | 36,129,800 | **41,761,400** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 35,173,171 | 39,267,700 | 36,129,800 | **41,761,400** |
| Revenues | | 35,173,171 | 39,267,700 | 36,129,800 | **41,761,400** |
| Staffing | Full-Time Equivalents - Civilian | 322.1 | 328.2 | 305.2 | **330.0** |
| | 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 | 322.1 | 328.2 | 305.2 | **330.0** |
| | Full-Time Equivalents - Overtime | 4.0 | 6.1 | 5.6 | **5.4** |

**Significant Budget Changes and Highlights**

- o FY2014 Budget provides funding for the health benefits, pension contribution and municipal employees 3% pay increase.
- o Continue concerted effort to update standards for infrastructure.
- o Implementation of 10 year CIP plan for FY2014-2023.
- o Continue to improve CIP processes (planning and programming).
- o Continue to upgrade Capital Improvement Program Management System (CIPMS), initiate back-end programming, prioritize and schedule future system modifications in an effort to make the system a more reliable baseline data source for project information.
- o Continue to acquire parcels by construction award date.
- o Develop mobile applications for the Real Estate Branch technical staff in an effort to improve efficiency and real-time data uploads from the field into the Capital Improvement Management System (CIMS).
- o Funding of $110,000 is included to purchase a new real estate information system module.

**Project Cost Recovery Fund**
**Public Works & Engineering**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Project Cost Recovery Fund**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus Area No. : 1001 / 2000**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Construction projects completed within budget | I | 98% | 100% | 100% | **100%** |
| Construction projects completed on schedule | I | 98% | 98% | 97% | **98%** |
| **Business Process Measures** | | | | | |
| Professional service actions prepared (each) | I | 75 | 70 | 57 | **78** |
| Contract actions prepared (each) | I | 103 | 70 | 102 | **109** |
| Accept work actions prepared (each) | I | 63 | 100 | 115 | **100** |
| Land boundary survey prepared (each) | I | 349 | 200 | 300 | **300** |
| Pre-engineering needs identifications compl (each) | I | N/A | 47 | 48 | **51** |
| Parcels of land acquired | I | 450 | 498 | 419 | **498** |
| **People and Technology Measures** | | | | | |
| System availability | I | 100% | 100% | 100% | **100%** |
| Engineers & inspectors with license renewals | I | 100% | 100% | 100% | **100%** |
| Accident frequency per 75,000 miles driven | F,I | N/A | N/A | N/A | **<1 accident** |
| Workers' compensation incident frequency per 3,500 productive days worked | F,I | N/A | N/A | N/A | **<1 incident** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 90% | 100% | 92% | **100%** |
| Revenues Budget vs Actual Utilization | F | 90% | 100% | 92% | **100%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

**Division Summary**

**Fund Name : Project Cost Recovery Fund**
**Business Area Name : Public Works & Engineering**
**Fund No./Bus Area No. : 1001 / 2000**

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Traffic Operations Division 200002**<br>Manage and analyze traffic calming plans to support the Neighborhood Traffic Management Program. | 2.1 | 203,464 | 2.0 | 218,155 | **2.0** | **230,100** |
| **Office of the Director 200003**<br>Administer the City's Minority/Women/Disadvantaged Business Enterprise Program (M/W/DBE) and Disabilities Business Enterprise Program (PDBE). | 0.0 | 564,134 | 0.0 | 682,700 | **0.0** | **774,200** |
| **Resource Management Division 200005**<br>Process pay estimates and project reimbursements in a timely manner. Provide financial reports on project and grant related activites. Monitor and account for CIP related revenues. | 15.0 | 3,145,782 | 13.0 | 2,597,148 | **16.0** | **2,810,100** |
| **Planning & Development Services Division 200006**<br>Support the City's Capital Improvement Projects by coordinating planning initiatives, preparing for long-term 10 year planning goals and preparing 5 year rolling plan for water, sanitation, storm drainage, and roadway projects. Acquire land in support of CIP projects. | 50.8 | 5,639,113 | 51.3 | 6,187,273 | **54.5** | **6,914,700** |
| **Engineering & Construction Division 200007**<br>The Engineering and Construction Division is responsible for the implementation of engineering and construction of infrastructure projects per the City's adopted five year CIP plan. | 249.2 | 24,864,545 | 233.9 | 25,607,352 | **252.5** | **29,837,800** |
| **Information Technology 200008**<br>Technically assist the PW&E inspectors to perform work and input data into CIPMS from remote sites. | 5.0 | 728,280 | 5.0 | 811,072 | **5.0** | **1,166,200** |

Division Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **Management Support Branch 200009** | | | | | | |
| Provide necessary funding to ensure effective delivery of accurate, reliable and timely bi-weekly payroll reports. | 0.0 | 27,853 | 0.0 | 26,100 | **0.0** | **28,300** |
| Total | 322.1 | 35,173,171 | 305.2 | 36,129,800 | **330.0** | **41,761,400** |

Business Area Roster Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ACCOUNTANT | 17 | 1.0 | 1.0 | |
| ACCOUNTANT ASSOCIATE | 14 | 1.0 | 1.0 | |
| ADMINISTRATION MANAGER | 26 | 1.0 | 1.0 | |
| ADMINISTRATIVE AIDE | 10 | 3.0 | 3.0 | |
| ADMINISTRATIVE ASSISTANT | 17 | 16.0 | 15.0 | (1.0) |
| ADMINISTRATIVE ASSOCIATE | 13 | 7.0 | 7.0 | |
| ADMINISTRATIVE COORDINATOR | 24 | 5.0 | 5.0 | |
| ADMINISTRATIVE SPECIALIST | 20 | 11.0 | 11.0 | |
| ADMINISTRATIVE SUPERVISOR | 22 | 4.0 | 4.0 | |
| ASSISTANT DIRECTOR (EXE LEV) | 32 | 6.0 | 6.0 | |
| ASSISTANT DIRECTOR-PUBLIC WORKS (EXE LEV) | 34 | 5.0 | 5.0 | |
| ASSISTANT PROJECT MANAGER | 20 | 3.0 | 3.0 | |
| ASSISTANT REAL ESTATE ANALYST | 17 | 1.0 | 1.0 | |
| ASSISTANT REAL ESTATE MANAGER | 26 | 4.0 | 4.0 | |
| CHIEF INSPECTOR | 27 | 1.0 | 1.0 | |
| CHIEF SURVEYOR | 28 | 1.0 | 1.0 | |
| CONTRACT ADMINISTRATOR | 22 | 1.0 | 0.0 | (1.0) |
| CONTRACT COMPLIANCE SUPERVISOR | 22 | 1.0 | 1.0 | |
| CUSTOMER SERVICE REP. I | 13 | 1.0 | 1.0 | |
| CUSTOMER SERVICE REP. II | 15 | 1.0 | 1.0 | |
| CUSTOMER SERVICE REP. III | 16 | 1.0 | 1.0 | |
| DEPUTY ASSISTANT DIRECTOR (EXE LEV) | 30 | 1.0 | 1.0 | |
| DEPUTY DIRECTOR-PUBLIC WORKS | 36 | 1.0 | 1.0 | |
| DIVISION MANAGER | 29 | 1.0 | 1.0 | |
| ENGINEER | 26 | 15.0 | 17.0 | 2.0 |
| EXECUTIVE OFFICE ASSISTANT | 15 | 1.0 | 1.0 | |
| EXECUTIVE STAFF ANALYST (EXE LEV) | 30 | 1.0 | 1.0 | |
| FINANCIAL ANALYST I | 15 | 2.0 | 2.0 | |
| FINANCIAL ANALYST II | 18 | 1.0 | 1.0 | |
| FINANCIAL ANALYST IV | 25 | 4.0 | 4.0 | |
| GIS ANALYST | 20 | 1.0 | 1.0 | |
| GRADUATE ENGINEER | 22 | 23.0 | 20.0 | (3.0) |
| INSPECTOR | 18 | 49.0 | 51.0 | 2.0 |
| INSTRUMENT PERSON | 11 | 3.0 | 3.0 | |
| IT PROJECT MANAGER | 28 | 1.0 | 1.0 | |
| MANAGEMENT ANALYST II | 18 | 3.0 | 5.0 | 2.0 |
| MANAGEMENT ANALYST III | 21 | 2.0 | 2.0 | |
| MANAGEMENT ANALYST IV | 25 | 2.0 | 2.0 | |
| MANAGING ENGINEER | 31 | 13.0 | 14.0 | 1.0 |
| MESSENGER | 6 | 2.0 | 2.0 | |
| OFFICE SERVICE MANAGER | 23 | 1.0 | 1.0 | |
| OFFICE SUPERVISOR | 17 | 1.0 | 1.0 | |
| PARTY CHIEF | 19 | 2.0 | 2.0 | |
| PLANNER | 16 | 1.0 | 1.0 | |
| PROGRAMMER ANALYST II | 19 | 1.0 | 1.0 | |
| PROGRAMMER ANALYST IV | 25 | 2.0 | 2.0 | |
| PROJECT MANAGER | 24 | 15.0 | 14.0 | (1.0) |
| PROJECT TECHNICIAN I | 8 | 1.0 | 2.0 | 1.0 |
| PROJECT TECHNICIAN II | 13 | 1.0 | 1.0 | |
| PROJECT TECHNICIAN III | 17 | 8.0 | 9.0 | 1.0 |
| PROJECT TECHNICIAN IV | 20 | 4.0 | 4.0 | |

Business Area Roster Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| REAL ESTATE ANALYST | 20 | 4.0 | 5.0 | 1.0 |
| REAL ESTATE MANAGER | 29 | 3.0 | 3.0 | |
| REAL ESTATE SUPERVISOR | 21 | 1.0 | 1.0 | |
| RODPERSON | 5 | 2.0 | 2.0 | |
| SENIOR ACCOUNT CLERK | 13 | 2.0 | 2.0 | |
| SENIOR CONTRACT ADMINISTRATOR | 27 | 1.0 | 1.0 | |
| SENIOR GIS TECHNICIAN | 17 | 1.0 | 1.0 | |
| SENIOR INSPECTOR | 22 | 13.0 | 11.0 | (2.0) |
| SENIOR PROJECT MANAGER | 27 | 20.0 | 18.0 | (2.0) |
| SENIOR REAL ESTATE ANALYST | 24 | 15.0 | 15.0 | |
| SENIOR RODPERSON | 9 | 3.0 | 3.0 | |
| SENIOR STAFF ANALYST | 28 | 6.0 | 5.0 | (1.0) |
| STAFF ANALYST | 26 | 1.0 | 1.0 | |
| STUDENT INTERN II | 10 | 1.0 | 1.5 | 0.5 |
| SUPERINTENDENT | 24 | 2.0 | 2.0 | |
| SUPERVISING ENGINEER | 29 | 30.0 | 34.0 | 4.0 |
| SYSTEMS CONSULTANT | 26 | 1.0 | 1.0 | |
| **Total FTEs** | | **344.0** | **347.5** | **3.5** |
| **Less adjustment for Civilian Vacancy Factor** | | **15.8** | **17.5** | **1.7** |
| **Full-Time Equivalents** | | **328.2** | **330.0** | **1.8** |

Business Area Revenue Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1001 / 2000

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **2000020012** | **PWE - Traffic Neighborhood Programs** | | | |
| 424020 | Interfund Engineering Services | 431,500 | 431,500 | **445,700** |
| **2000060007** | **PWE - Office of the City Engineer** | | | |
| 452030 | Miscellaneous Revenue | 31,000 | 29,774 | **0** |
| **2000060010** | **PWE - Real Estate** | | | |
| 424020 | Interfund Engineering Services | 0 | 0 | **1,645,000** |
| 457010 | Interfund Land Acquisition | 1,676,300 | 1,676,300 | **0** |
| **Total** | **PWE - Real Estate** | **1,676,300** | **1,676,300** | **1,645,000** |
| **2000070001** | **PWE - Engineering & Construction Support Services** | | | |
| 424020 | Interfund Engineering Services | 556,400 | 556,400 | **602,800** |
| **2000070002** | **PWE - Engineering** | | | |
| 421491 | Plan Review - Per Sheet Fee | 0 | 1,226 | **35,000** |
| 423010 | Other Grant Awards | 0 | 0 | **139,700** |
| 424020 | Interfund Engineering Services | 18,829,600 | 15,691,700 | **20,314,000** |
| **Total** | **PWE - Engineering** | **18,829,600** | **15,692,926** | **20,488,700** |
| **2000070003** | **PWE - Construction** | | | |
| 424020 | Interfund Engineering Services | 16,228,900 | 16,228,900 | **16,751,600** |
| **2000070005** | **PWE - Geo-Environmental Services** | | | |
| 424020 | Interfund Engineering Services | 1,514,000 | 1,514,000 | **1,827,600** |
| **Total** | **Public Works & Engineering** | **39,267,700** | **36,129,800** | **41,761,400** |

Business Area Expenditure Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1001 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 20,020,467 | 20,614,197 | 19,520,376 | **21,506,071** |
| 500030 | Salary Part Time - Civilian | 10,290 | 25,865 | 11,406 | **14,156** |
| 500060 | Overtime - Civilian | 287,515 | 380,900 | 349,000 | **385,900** |
| 500090 | Premium Pay - Civilian | 1,383 | 0 | 584 | **0** |
| 500110 | Bilingual Pay - Civilian | 4,380 | 6,327 | 4,588 | **5,424** |
| 501050 | Employee Awards | 671 | 0 | 0 | **0** |
| 501070 | Pension - Civilian | 3,803,217 | 4,411,441 | 4,200,948 | **4,879,732** |
| 501120 | Termination Pay - Civilian | 260,572 | 628,677 | 457,161 | **596,000** |
| 501160 | Vehicle Allowance - Civilian | 48,022 | 47,900 | 15,335 | **9,300** |
| 502010 | FICA - Civilian | 1,511,251 | 1,598,420 | 1,497,066 | **1,667,972** |
| 503010 | Health Ins-Act Civilian | 2,717,152 | 3,228,636 | 3,171,149 | **3,619,985** |
| 503015 | Basic Life Insurance - Active Civilian | 11,821 | 12,254 | 11,298 | **16,555** |
| 503050 | Health/Life Insurance - Retiree Civilian | 77,207 | 85,165 | 110,335 | **117,900** |
| 503060 | Long Term Disability-Civilian | 25,992 | 27,861 | 24,828 | **28,097** |
| 503090 | Workers Compensation-Civilian-Admin | 60,995 | 78,553 | 73,500 | **79,098** |
| 503100 | Workers Compensation-Civilian-Claim | 55,762 | 103,853 | 103,872 | **104,000** |
| 504030 | Unemployment Claims - Administration | 13,857 | 11,451 | 16,248 | **19,610** |
| **Total** | **Personnel Services** | **28,910,554** | **31,261,500** | **29,567,694** | **33,049,800** |
| 511010 | Chemical Gases & Special Fluids | 0 | 1,000 | 1,000 | **600** |
| 511015 | Cleaning & Sanitary Supplies | 282 | 1,100 | 1,100 | **1,100** |
| 511020 | Construction Materials | 5,972 | 2,500 | 2,765 | **2,500** |
| 511025 | Electrical Hardware & Parts | 2 | 200 | 200 | **200** |
| 511040 | Audiovisual Supplies | 0 | 6,500 | 6,235 | **6,500** |
| 511045 | Computer Supplies | 66,813 | 85,000 | 77,870 | **81,500** |
| 511050 | Paper & Printing Supplies | 18,106 | 36,100 | 28,000 | **27,500** |
| 511055 | Publications & Printed Materials | 7,746 | 10,900 | 7,846 | **8,400** |
| 511060 | Postage | 9,855 | 19,600 | 13,754 | **15,200** |
| 511070 | Miscellaneous Office Supplies | 50,609 | 53,500 | 52,324 | **53,600** |
| 511090 | Medical & Surgical Supplies | 0 | 1,600 | 1,500 | **1,100** |
| 511095 | Small Technical & Scientific Equipment | 200 | 1,500 | 1,500 | **1,500** |
| 511110 | Fuel | 206,541 | 206,900 | 205,215 | **233,700** |
| 511115 | Vehicle Repair & Maintenance Supplies | 0 | 1,500 | 3,685 | **4,000** |
| 511120 | Clothing | 6,027 | 10,000 | 9,712 | **9,600** |
| 511125 | Food Supplies | 556 | 800 | 735 | **800** |
| 511145 | Small Tools & Minor Equipment | 1,158 | 2,200 | 2,607 | **2,200** |
| 511150 | Miscellaneous Parts & Supplies | 9,587 | 7,800 | 7,722 | **7,300** |
| **Total** | **Supplies** | **383,454** | **448,700** | **423,770** | **457,300** |
| 520100 | Temporary Personnel Services | 144,231 | 1,285,000 | 256,000 | **843,500** |
| 520107 | Computer Info/Contr | 27,811 | 13,100 | 15,500 | **125,500** |
| 520108 | Information Resource Services | 13,389 | 14,500 | 14,500 | **17,500** |
| 520109 | Medical Dental & Laboratory Services | 2,772 | 4,600 | 4,627 | **4,700** |
| 520110 | Management Consulting Services | 0 | 0 | 0 | **40,000** |
| 520114 | Miscellaneous Support Services | 30,090 | 56,500 | 47,300 | **55,500** |
| 520115 | Real Estate Lease/Office Rental | 1,608,486 | 1,640,300 | 1,640,300 | **1,669,600** |
| 520119 | Computer Equipment/Software Maintenance | 40,289 | 43,600 | 42,100 | **0** |
| 520120 | Communications Equipment Services | 0 | 1,500 | 1,500 | **1,000** |
| 520121 | IT Application Svcs | 10,238 | 42,600 | 42,600 | **44,000** |
| 520122 | Office Equipment Services | 2,021 | 3,800 | 3,300 | **3,100** |
| 520123 | Vehicle & Motor Equipment Services | 113,710 | 120,000 | 143,254 | **166,000** |
| 520124 | Other Equipment Services | 1,266 | 1,400 | 1,899 | **1,400** |
| 520157 | Computer Software Maintenance Services | 0 | 0 | 0 | **114,400** |

Business Area Expenditure Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1001 / 2000

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520158 | Computer Equipment Maintenance Services | 0 | 0 | 345 | **0** |
| 520510 | Mail/Delivery Services | 760 | 3,400 | 2,087 | **1,700** |
| 520515 | Print Shop Services | 3,444 | 20,700 | 11,779 | **13,800** |
| 520520 | Printing & Reproduction Services | 1,996 | 8,700 | 17,807 | **16,900** |
| 520605 | Advertising Services | 1,101 | 3,300 | 2,400 | **4,500** |
| 520765 | Membership & Professional Fees | 27,470 | 42,500 | 42,040 | **42,300** |
| 520805 | Education & Training | 21,313 | 66,000 | 61,606 | **67,500** |
| 520905 | Travel - Training Related | 3,910 | 18,200 | 14,100 | **16,600** |
| 520910 | Travel - Non-Training Related | 4,939 | 20,100 | 19,204 | **16,600** |
| 521305 | Indirect Cost Recovery Payment | 1,783,274 | 1,268,600 | 1,268,600 | **1,213,400** |
| 521306 | PWE Allocated Cost | 0 | 0 | 0 | **802,400** |
| 521405 | Building Maintenance Services | 0 | 2,500 | 1,490 | **4,000** |
| 521605 | Data Services | 12,331 | 27,000 | 39,499 | **34,200** |
| 521610 | Voice Services | 126,015 | 238,700 | 101,446 | **75,300** |
| 521620 | Voice Equipment | 1,197 | 32,900 | 1,417 | **30,600** |
| 521625 | Voice Labor | 1,927 | 10,900 | 304 | **18,600** |
| 521630 | GIS Revolving Fund Services | 57,934 | 199,600 | 199,600 | **254,800** |
| 521705 | Vehicle/Equipment Rental/Lease | 1,067 | 1,500 | 1,500 | **1,500** |
| 521715 | Office Equipment Rental | 41,660 | 60,600 | 52,300 | **54,300** |
| 521725 | Other Rental | 83 | 4,200 | 4,200 | **2,200** |
| 521730 | Parking Space Rental | 153,253 | 174,700 | 174,700 | **106,800** |
| 521735 | Hobby Parking Space Rental | 0 | 0 | 0 | **72,800** |
| 521905 | Legal Services | 21,106 | 238,500 | 88,327 | **208,300** |
| 521910 | Legal Svcs - Crt Report | 1,587 | 1,000 | 1,000 | **1,000** |
| 522205 | Metro Commuter Passes | 149,276 | 210,300 | 199,300 | **196,100** |
| 522305 | Freight Charges | 19 | 0 | 0 | **0** |
| 522430 | Miscellaneous Other Services & Charges | 4,773 | 4,600 | 5,696 | **6,000** |
| 522720 | Interfund Payroll Services | 27,853 | 26,100 | 26,100 | **28,300** |
| 522721 | Interfund HR Client Services | 230,078 | 272,200 | 272,200 | **258,400** |
| 522722 | KRONOS Service Chargeback | 11,600 | 12,200 | 12,200 | **12,600** |
| 522765 | Interfund Legal Services | 319,700 | 330,600 | 330,600 | **364,400** |
| 522795 | Other Interfund Services | 722,940 | 950,900 | 889,500 | **987,200** |
| 522820 | Interfund EB Cape Training | 0 | 5,000 | 5,000 | **5,000** |
| 522840 | Interfund Permit Center Rent Chargeback | 134,726 | 47,200 | 53,700 | **35,800** |
| **Total** | **Other Services and Charges** | **5,861,635** | **7,529,600** | **6,112,927** | **8,040,100** |
| 560230 | Computer HW and Developed SW | 0 | 0 | 0 | **134,000** |
| **Total** | **Equipment** | **0** | **0** | **0** | **134,000** |
| 551010 | Non-Capital Office Furniture & Equipment | 5,810 | 13,800 | 3,770 | **11,000** |
| 551015 | Non-Capital Computer Equipment | 11,718 | 14,100 | 21,639 | **69,200** |
| **Total** | **Non-Capital Equipment** | **17,528** | **27,900** | **25,409** | **80,200** |
| | **Grand Total Expenditures** | **35,173,171** | **39,267,700** | **36,129,800** | **41,761,400** |

**Business Area Budget Summary**

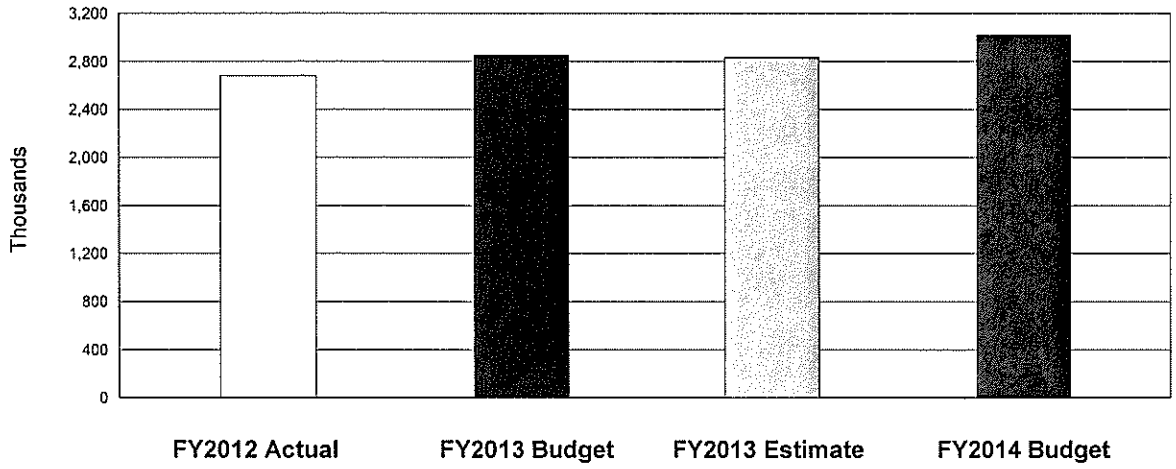
**Fund Name : Project Cost Recovery Fund**
**Business Area Name : General Services**
**Fund No./Bus. Area No. : 1001 / 2500**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 2,679,523 | 2,851,820 | 2,833,768 | **3,019,047** |
| | Total M & O Expenditures | 2,679,523 | 2,851,820 | 2,833,768 | **3,019,047** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 2,679,523 | 2,851,820 | 2,833,768 | **3,019,047** |
| Revenues | | 2,679,523 | 2,851,820 | 2,833,768 | **3,019,047** |
| Staffing | Full-Time Equivalents - Civilian | 25.4 | 25.0 | 24.6 | **26.0** |
| | 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 | 25.4 | 25.0 | 24.6 | **26.0** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.1** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget provides funding for health benefits, pension contribution and municipal employees 3% pay increases.
- Continue implementing Leadership in Energy and Environmental Design (LEED™) standards to improve the quality of City buildings and their impact on the environment.

**Project Cost Recovery Fund**
**General Services**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Project Cost Recovery Fund**
**Business Area Name : General Services**
**Fund No./Bus Area No. : 1001 / 2500**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Design Projects Completed within 12 Months | J,I,Q,F | N/A | N/A | N/A | **90%** |
| Construction Projects Completed within 12 Months | J,I,Q,F | N/A | N/A | N/A | **90%** |
| **Business Process Measures** | | | | | |
| Design Projects Initiated | J,I,Q | 18 | 18 | 18 | **48** |
| Projects Through Substantial Completion | J,I,Q | 89 | 37 | 37 | **26** |
| Job Order Contract/Task Order Contract Projects | J,I,Q | N/A | 120 | 171 | **250** |
| LEED Certified Projects | J,I,Q | 5 | 1 | 1 | **1** |
| **People and Technology Measures** | | | | | |
| Project Management Training per Project Manager | F | N/A | N/A | 48 Hours | **12 Hours** |
| Number of Projects per Project Manager | F | N/A | N/A | 14 | **5** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 98% | 100% | 99% | **100%** |
| Revenues Budget vs Actual Utilization | F | 98% | 100% | 99% | **100%** |
| Percentage of Projects within Budget | F | N/A | N/A | N/A | **80%** |
| MWBE Contract Participation Percentage | F | N/A | N/A | N/A | **24%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

## Division Summary

**Fund Name** : **Project Cost Recovery Fund**
**Business Area Name** : **General Services**
**Fund No./Bus Area No.** : **1001 / 2500**

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **GSD-Design & Construction 250003** | | | | | | |
| Provide CIP planning; manage the design and construction of City facilities for all departments except Aviation; facilitate tenant improvements; manage construction and coordinate moves; track, monitor, and manage environmental contracts; civic art administration; provide in-house planning and design services and construction project management. | 25.4 | 2,679,523 | 24.6 | 2,833,768 | **26.0** | **3,019,047** |
| Total | 25.4 | 2,679,523 | 24.6 | 2,833,768 | **26.0** | **3,019,047** |

Business Area Roster Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1001 / 2500

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATIVE ASSISTANT | 17 | 3.0 | 3.0 | |
| ADMINISTRATIVE SPECIALIST | 20 | 1.0 | 1.0 | |
| ADMINISTRATIVE SUPERVISOR | 22 | 1.0 | 1.0 | |
| ARCHITECT | 25 | 1.0 | 1.0 | |
| ASSISTANT DIRECTOR (EXE LEV) | 32 | 1.0 | 1.0 | |
| ASSISTANT PROJECT MANAGER | 20 | 1.0 | 1.0 | |
| DEPUTY ASSISTANT DIRECTOR (EXE LEV) | 30 | 2.0 | 1.0 | (1.0) |
| DIVISION MANAGER | 29 | 1.0 | 1.0 | |
| INSPECTOR | 18 | 1.0 | 0.0 | (1.0) |
| PROJECT MANAGER | 24 | 1.0 | 4.0 | 3.0 |
| SENIOR PLANNER | 20 | 1.0 | 0.0 | (1.0) |
| SENIOR PROJECT MANAGER | 27 | 10.0 | 11.0 | 1.0 |
| SENIOR STAFF ANALYST | 28 | 1.0 | 1.0 | |
| **Total FTEs** | | **25.0** | **26.0** | **1.0** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **25.0** | **26.0** | **1.0** |

Business Area Revenue Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : General Services
Fund No./Bus Area No. : 1001 / 2500

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **2500030001** | **Capital Design/Construction** | | | |
| 424020 | Interfund Engineering Services | 2,087,841 | 2,070,034 | **2,407,312** |
| **2500030003** | **GSD - Job Order Contract** | | | |
| 424020 | Interfund Engineering Services | 396,451 | 396,206 | **414,593** |
| **2500030004** | **GSD - Environment Mgmt** | | | |
| 424020 | Interfund Engineering Services | 0 | 0 | **87,547** |
| **2500030005** | **GSD - Strategic Planning** | | | |
| 424020 | Interfund Engineering Services | 367,528 | 367,528 | **0** |
| **2500030006** | **GSD - In-House Planning** | | | |
| 424020 | Interfund Engineering Services | 0 | 0 | **109,595** |
| **Total** | **General Services** | **2,851,820** | **2,833,768** | **3,019,047** |

## Business Area Expenditure Summary

**Fund Name** : **Project Cost Recovery Fund**
**Business Area Name** : **General Services**
**Fund No./Bus. Area No.** : **1001 / 2500**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 1,923,229 | 1,968,693 | 1,972,088 | **2,055,463** |
| 500060 | Overtime - Civilian | 4,053 | 6,000 | 4,955 | **6,000** |
| 501070 | Pension - Civilian | 365,843 | 422,983 | 422,741 | **466,385** |
| 501120 | Termination Pay - Civilian | 2,893 | 7,862 | 7,862 | **0** |
| 502010 | FICA - Civilian | 141,703 | 151,669 | 148,287 | **157,707** |
| 503010 | Health Ins-Act Civilian | 233,735 | 267,279 | 267,279 | **305,423** |
| 503015 | Basic Life Insurance - Active Civilian | 1,149 | 1,181 | 1,181 | **1,592** |
| 503060 | Long Term Disability-Civilian | 2,146 | 2,125 | 2,190 | **2,210** |
| 503090 | Workers Compensation-Civilian-Admin | 4,772 | 5,975 | 7,185 | **6,214** |
| 504030 | Unemployment Claims - Administration | 0 | 18,053 | 0 | **18,053** |
| **Total** | **Personnel Services** | **2,679,523** | **2,851,820** | **2,833,768** | **3,019,047** |
| | **Grand Total Expenditures** | **2,679,523** | **2,851,820** | **2,833,768** | **3,019,047** |

**Business Area Budget Summary**

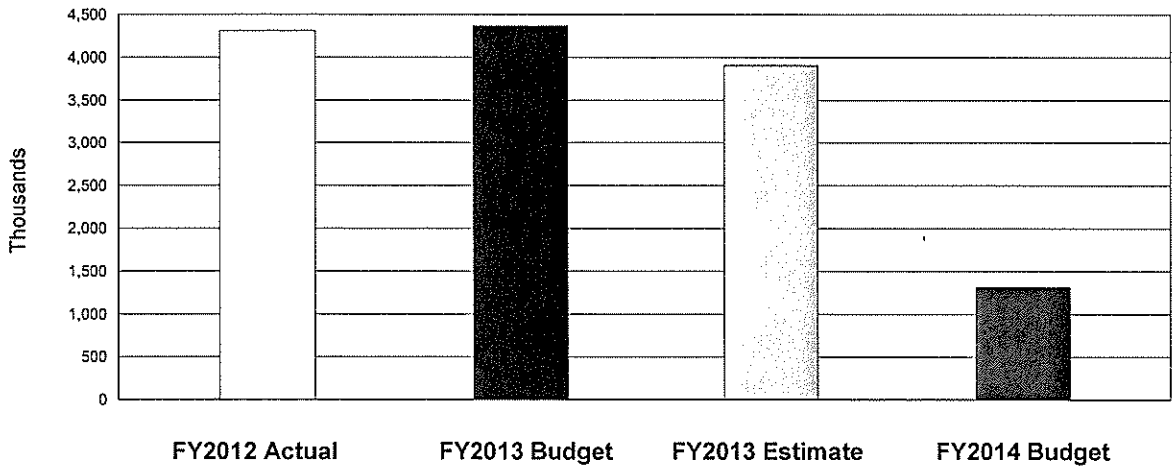
**Fund Name : Project Cost Recovery Fund**
**Business Area Name : Houston Information Technology Services**
**Fund No./Bus. Area No. : 1001 / 6800**

| | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Expenditures | Personnel Services | 2,813,690 | 3,136,623 | 2,738,199 | **754,583** |
| | Supplies | 125,966 | 192,700 | 125,054 | **0** |
| | Other Services and Charges | 1,335,825 | 987,478 | 993,124 | **558,059** |
| | Equipment | 0 | 14,000 | 14,000 | **0** |
| | Non-Capital Equipment | 33,498 | 36,000 | 36,000 | **0** |
| | Total M & O Expenditures | 4,308,979 | 4,366,801 | 3,906,377 | **1,312,642** |
| | Debt Service & Other Uses | 0 | 0 | 0 | **0** |
| | Total Expenditures | 4,308,979 | 4,366,801 | 3,906,377 | **1,312,642** |
| Revenues | | 4,308,979 | 4,366,801 | 3,906,377 | **1,312,642** |
| Staffing | Full-Time Equivalents - Civilian | 21.4 | 27.0 | 19.0 | **6.6** |
| | 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 | 21.4 | 27.0 | 19.0 | **6.6** |
| | Full-Time Equivalents - Overtime | 0.0 | 0.0 | 0.0 | **0.0** |

**Significant Budget Changes and Highlights**

- The FY2014 Budget provides funding for the health benefits, pension contribution and municipal employees 3% pay increases.
- FY2014 Budget includes expenditure decreases due to project close-outs.
- The custom developed Municipal Courts Case Management System to manage the critical processes required to operate a high volume, complex court operation is in final stages.
- The new Radio System to provide public safety agencies additional system capacity for critical public safety communications, improved coverage and to ensure equipment reliability is in final stages.

**Project Cost Recovery Fund**
**Houston Information Technology Services**
**Expenditure Summary**



**Business Area Performance Measures**

**Fund Name : Project Cost Recovery Fund**
**Business Area Name : Houston Information Technology Services**
**Fund No./Bus Area No. : 1001 / 6800**

| Customer Measures | Priorities | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Service delivery with alignment of business requirement participation | F | N/A | N/A | 55% | **60%** |
| Data center consolidation implementation | F | N/A | N/A | N/A | **50%** |
| **Business Process Measures** | | | | | |
| Success rate on server data backups | I | N/A | 95% | 95% | **95%** |
| Number of externally generated e-mails blocked due to Spam and/or Malware | I | N/A | N/A | 96% | **96%** |
| **People and Technology Measures** | | | | | |
| Develop blueprint for the complete IT professional in support of City services | J | N/A | N/A | 78% | **83%** |
| Design/Implement information security framework and practice | P | N/A | 90% | 60% | **85%** |
| **Financial Measures** | | | | | |
| Expenditures Budget vs Actual Utilization | F | 60% | 100% | 89% | **100%** |
| Revenues Budget vs Actual Utilization | F | 60% | 100% | 89% | **100%** |
| Implement a continuous 3 year planning and prioritization process of IT capital projects citywide | F | N/A | N/A | N/A | **60%** |

Mayor's Five Priorities: Jobs and Sustainable Development (J) Public Safety (P) Infrastructure (I)
Fiscal Responsibility (F) Quality of Life (Q)

Division Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Houston Information Technology Services
Fund No./Bus Area No. : 1001 / 6800

| Division Description | FY2012 Actual | | FY2013 Estimate | | FY2014 Budget | |
|---|---|---|---|---|---|---|
| | FTEs | Cost $ | FTEs | Cost $ | FTEs | Cost $ |
| **HITS - Applications 680002** | | | | | | |
| Responsible for providing citywide applications support to the City's core business systems and management of the Municipal Courts Case Management System project (CSMART). | 13.6 | 1,602,890 | 10.8 | 2,105,042 | **3.0** | **324,375** |
| **HITS - Infrastructure Group 680003** | | | | | | |
| Manage server platforms, storage systems, data center facilities and server rooms, e-mail, communication systems, and system management tools. | 1.0 | 97,980 | 0.0 | 0 | **0.0** | **0** |
| **HITS - Radio Communications Services 680005** | | | | | | |
| Responsible for upgrading current City radios to 700 MHz Radio System. Provide management and oversight of the City's existing radio system. | 6.8 | 2,608,109 | 8.2 | 1,801,335 | **2.4** | **780,457** |
| **HITS - Project Group 680007** | | | | | | |
| Responsible for business continuity and the development and implementation of IT policies, procedures and standards. | 0.0 | 0 | 0.0 | 0 | **1.2** | **207,810** |
| Total | 21.4 | 4,308,979 | 19.0 | 3,906,377 | **6.6** | **1,312,642** |

Business Area Roster Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Houston Information Technology Services
Fund No./Bus Area No. : 1001 / 6800

| Job Description | Pay Grade | FY2013 Current Budget FTE | FY2014 Budget FTE | Change |
|---|---|---|---|---|
| ADMINISTRATION MANAGER | 26 | 2.0 | 1.0 | (1.0) |
| ADMINISTRATIVE ASSISTANT | 17 | 1.0 | 0.0 | (1.0) |
| ADMINISTRATIVE SPECIALIST | 20 | 1.0 | 0.3 | (0.7) |
| ADMINISTRATIVE SUPERVISOR | 22 | 1.0 | 0.5 | (0.5) |
| ASSISTANT DIRECTOR (EXE LEV) | 32 | 4.0 | 0.8 | (3.2) |
| DEPUTY DIRECTOR (EXE LEV) | 34 | 0.0 | 0.3 | 0.3 |
| FINANCIAL ANALYST IV | 25 | 1.0 | 0.5 | (0.5) |
| INFORMATION SYSTEMS ADMINISTRATOR | 30 | 1.0 | 0.0 | (1.0) |
| IT PROJECT MANAGER | 28 | 1.0 | 0.3 | (0.7) |
| SENIOR DATA BASE ANALYST | 25 | 4.0 | 0.0 | (4.0) |
| SENIOR IT PROJECT MANAGER (EXE LEV) | 30 | 1.0 | 0.9 | (0.1) |
| SENIOR PARALEGAL | 19 | 1.0 | 0.5 | (0.5) |
| SENIOR PROJECT MANAGER | 27 | 2.0 | 0.3 | (1.7) |
| SYSTEMS CONSULTANT | 26 | 2.0 | 0.0 | (2.0) |
| SYSTEMS SUPPORT ANALYST II | 19 | 1.0 | 0.0 | (1.0) |
| TECHNICAL HARDWARE ANALYST II | 21 | 2.0 | 0.6 | (1.4) |
| TECHNICAL HARDWARE ANALYST III | 23 | 2.0 | 0.6 | (1.4) |
| **Total FTEs** | | **27.0** | **6.6** | **(20.4)** |
| **Less adjustment for Civilian Vacancy Factor** | | **0.0** | **0.0** | **0.0** |
| **Full-Time Equivalents** | | **27.0** | **6.6** | **(20.4)** |

Business Area Revenue Summary

Fund Name : Project Cost Recovery Fund
Business Area Name : Houston Information Technology Services
Fund No./Bus Area No. : 1001 / 6800

| Commit Item | Description | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **6800020001** | **HITS - Enterprise Applications** | | | |
| 424030 | Intfd Computer Dev | 2,409,765 | 2,105,042 | **324,375** |
| **6800050001** | **HITS - Radio Comm Services** | | | |
| 424030 | Intfd Computer Dev | 1,957,036 | 1,801,335 | **780,457** |
| **6800070001** | **HITS - Project Management Office** | | | |
| 424030 | Intfd Computer Dev | 0 | 0 | **207,810** |
| **Total** | **Houston Information Technology Services** | **4,366,801** | **3,906,377** | **1,312,642** |

**Business Area Expenditure Summary**

**Fund Name** : **Project Cost Recovery Fund**
**Business Area Name** : **Houston Information Technology Services**
**Fund No./Bus. Area No.** : **1001 / 6800**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 1,978,551 | 2,192,427 | 1,913,937 | **513,166** |
| 500060 | Overtime - Civilian | 19,635 | 0 | 0 | **0** |
| 501070 | Pension - Civilian | 375,826 | 469,181 | 409,584 | **116,439** |
| 501120 | Termination Pay - Civilian | 59,668 | 0 | 0 | **0** |
| 501160 | Vehicle Allowance - Civilian | 678 | 0 | 0 | **0** |
| 502010 | FICA - Civilian | 146,926 | 162,714 | 142,046 | **39,258** |
| 503010 | Health Ins-Act Civilian | 224,129 | 301,195 | 262,936 | **82,320** |
| 503015 | Basic Life Insurance - Active Civilian | 1,125 | 1,308 | 1,142 | **166** |
| 503060 | Long Term Disability-Civilian | 2,192 | 2,295 | 2,004 | **572** |
| 503090 | Workers Compensation-Civilian-Admin | 4,960 | 6,453 | 5,633 | **1,612** |
| 504030 | Unemployment Claims - Administration | 0 | 1,050 | 917 | **1,050** |
| **Total** | **Personnel Services** | **2,813,690** | **3,136,623** | **2,738,199** | **754,583** |
| 511020 | Construction Materials | 0 | 5,000 | 5,000 | **0** |
| 511025 | Electrical Hardware & Parts | 19,720 | 0 | 25,500 | **0** |
| 511030 | Mechanical Hardware & Parts | 304 | 0 | 0 | **0** |
| 511045 | Computer Supplies | 2,479 | 7,500 | 7,500 | **0** |
| 511055 | Publications & Printed Materials | 1,170 | 0 | 500 | **0** |
| 511060 | Postage | 0 | 200 | 200 | **0** |
| 511070 | Miscellaneous Office Supplies | 10,400 | 12,000 | 12,000 | **0** |
| 511095 | Small Technical & Scientific Equipment | 11,072 | 25,000 | 9,354 | **0** |
| 511110 | Fuel | 2,250 | 30,000 | 3,000 | **0** |
| 511115 | Vehicle Repair & Maintenance Supplies | 432 | 3,000 | 1,500 | **0** |
| 511145 | Small Tools & Minor Equipment | 0 | 5,000 | 500 | **0** |
| 511150 | Miscellaneous Parts & Supplies | 78,139 | 105,000 | 60,000 | **0** |
| **Total** | **Supplies** | **125,966** | **192,700** | **125,054** | **0** |
| 520100 | Temporary Personnel Services | 74,297 | 0 | 10,282 | **0** |
| 520105 | Accounting & Auditing Services | 16,500 | 17,250 | 17,250 | **0** |
| 520106 | Architectural Services | (500) | 37,500 | 37,500 | **0** |
| 520107 | Computer Info/Contr | 133,419 | 150,000 | 150,000 | **0** |
| 520110 | Management Consulting Services | 11,865 | 25,000 | 25,000 | **0** |
| 520114 | Miscellaneous Support Services | 6,328 | 7,000 | 7,000 | **0** |
| 520115 | Real Estate Lease/Office Rental | 0 | 5,000 | 5,000 | **0** |
| 520119 | Computer Equipment/Software Maintenance | 1,907 | 1,000 | 1,000 | **0** |
| 520120 | Communications Equipment Services | 0 | 5,000 | 5,000 | **0** |
| 520126 | Construction Site Work Services | 10,888 | 34,500 | 34,500 | **0** |
| 520128 | Other Construction Work Services | 0 | 10,000 | 10,000 | **0** |
| 520141 | Engineering Services | 487,587 | 0 | 0 | **0** |
| 520157 | Computer Software Maintenance Services | 0 | 3,000 | 3,000 | **0** |
| 520158 | Computer Equipment Maintenance Services | 0 | 5,000 | 5,000 | **0** |
| 520510 | Mail/Delivery Services | 0 | 500 | 500 | **0** |
| 520515 | Print Shop Services | 0 | 2,500 | 2,500 | **0** |
| 520520 | Printing & Reproduction Services | 181 | 0 | 0 | **0** |
| 520705 | Insurance Fees | 216,038 | 216,500 | 216,500 | **112,500** |
| 520765 | Membership & Professional Fees | 113 | 500 | 500 | **0** |
| 520805 | Education & Training | 278 | 4,000 | 4,000 | **0** |
| 520905 | Travel - Training Related | 1,056 | 180,000 | 180,000 | **0** |
| 520910 | Travel - Non-Training Related | 7,235 | 8,000 | 8,000 | **0** |
| 521405 | Building Maintenance Services | 1,019 | 500 | 500 | **0** |
| 521505 | Electricity | 126,629 | 68,216 | 68,216 | **95,000** |

## Business Area Expenditure Summary

**Fund Name** : **Project Cost Recovery Fund**
**Business Area Name** : **Houston Information Technology Services**
**Fund No./Bus. Area No.** : **1001 / 6800**

| Commit Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 521510 | Natural Gas | 71,454 | 5,500 | 5,500 | 0 |
| 521605 | Data Services | 9,624 | 71 | 71 | 0 |
| 521610 | Voice Services | 6,909 | 3,136 | 3,136 | 0 |
| 521620 | Voice Equipment | 1,305 | 2,940 | 2,940 | 0 |
| 521625 | Voice Labor | 1,156 | 2,205 | 2,205 | 0 |
| 521630 | GIS Revolving Fund Services | 574 | 1,507 | 1,507 | 0 |
| 521715 | Office Equipment Rental | 0 | 500 | 4,078 | 0 |
| 521725 | Other Rental | 0 | 0 | 0 | 339,750 |
| 521730 | Parking Space Rental | 0 | 4,000 | 4,000 | 0 |
| 522430 | Miscellaneous Other Services & Charges | 143,686 | 169,023 | 150,000 | 0 |
| 522721 | Interfund HR Client Services | 5,901 | 16,789 | 27,598 | 10,809 |
| 522722 | KRONOS Service Chargeback | 376 | 841 | 841 | 0 |
| **Total** | **Other Services and Charges** | **1,335,825** | **987,478** | **993,124** | **558,059** |
| 560240 | Communication Equipment | 0 | 14,000 | 14,000 | 0 |
| **Total** | **Equipment** | **0** | **14,000** | **14,000** | **0** |
| 551010 | Non-Capital Office Furniture & Equipment | 0 | 5,000 | 5,000 | 0 |
| 551015 | Non-Capital Computer Equipment | 10,727 | 25,000 | 25,000 | 0 |
| 551020 | Non-Capital Communication Equipment | 22,771 | 0 | 0 | 0 |
| 551040 | Non-Capital Other | 0 | 6,000 | 6,000 | 0 |
| **Total** | **Non-Capital Equipment** | **33,498** | **36,000** | **36,000** | **0** |
| | **Grand Total Expenditures** | **4,308,979** | **4,366,801** | **3,906,377** | **1,312,642** |

# CAPITAL AND EQUIPMENT

Equipment Acquisition Fund Summary ..... XIII - 2

Capital Improvement Plan Summary ..... XIII - 4

# EQUIPMENT ACQUISITION FUND SUMMARY

The Equipment Acquisition Fund (EAF) was created in FY1987 to purchase capital equipment. The EAF acquires the majority of capital equipment for all General Fund departments. Capital equipment eligible for funding in the EAF includes light duty passenger cars, patrol cars, ladder trucks, pumper trucks, refuse trucks, maintenance equipment, furniture, computers, communication equipment, construction equipment and other items that have an average useful life of 3 to 15 years.

In FY1997, City Council approved Ordinance No. 96-1178, which authorizes the issuance of commercial paper to finance the purchase of capital equipment, budgeted in the EAF. This technique provides "on-time" financing (i.e., commercial paper issuance timed to payments to vendors) at traditionally lower interest rates.

## FIVE-YEAR REPLACEMENT PLAN

Historically City Council has adopted a five year Equipment Acquisition Plan (EAP) which consisted of three major categories: fleet, technology and other equipment. The EAF has been a major funding source of this plan. Beginning in FY2013, this plan was included as part of the overall Capital Improvement Plan.

At the direction of the Mayor, the Fleet Management Department (FMD) requested each department to prepare a Five-Year Fleet Acquisition Plan. The first step in the development of the fleet plan is a needs assessment. The departments evaluated their fleets based on operational requirements to determine: (a) do they have all the equipment they need, (b) could they remove from their fleet excess vehicles, or (c) do they require additional vehicles to perform their assigned City services? Then, departments reviewed their fleets to determine an optimum replacement schedule for all vehicles and other equipment.

FMD analysts performed a review of the departments' submissions to evaluate the current fleet size, reserve fleet size, maintenance procedures and replacement criteria used by the departments. This independent analysis enabled FMD to develop a logical and supportable plan for vehicle replacement. Department submissions are prioritized and adjusted annually into a five-year plan submission to ensure that the replacement requests were reasonable.

The Information Technology Department worked with all City departments to determine the appropriate number of technology assets needed to perform City business along with maintaining a standard configuration for desktop components. The Chief Technology Officers of the City departments worked together on the Technology Steering Committee (TSC) to identity technology replacement needs (both hardware and software), and establish a list of IT projects that require funding. This process produced a set of guidelines for computer asset replacement and a prioritized list of information and projects for improvements to City's technology infrastructure.

Finance works with various departments to identify other equipment acquisition needs of the City to develop a five-year plan.

## APPROVAL PROCESS

All three of these categories was included in the overall Capital Improvement Plan beginning in FY2013. This Capital Improvement Plan is a document passed by resolution and is not an appropriation of funds. The actual purchases of equipment must separately be presented to City Council for an appropriation.

The FY2014-18 Capital Improvement Plan will be presented to Council in early June and is expected to be adopted by the end of FY2013.

EQUIPMENT TYPES

The following is an overview of the categories of equipment in this fund:

**Rolling Stock Replacement** – the City's rolling stock is comprised of a wide array of equipment ranging from light duty passenger cars, tractors, mowers and trailers to patrol cars, refuse trucks, and fire apparatus. Emphasis is being placed on identifying replacement of vehicles that will cost more to repair than the annual debt service cost if these vehicles are replaced. Solid Waste Management is requesting replacement of side-loader refuse trucks with high maintenance costs. The Police Department is replacing high mileage marked patrol cars and investigative units while the Fire Department is targeting the replacement of ambulances, some fire-fighting apparatus, and squad vehicles for paramedics. Additionally, the City continues its initiative to purchase hybrid alternatives within vehicle categories where there is a financially viable alternative.

**Other Equipment** – this category is comprised of all items that are not rolling stock or computer equipment. Typically, the Fire Department will request replacement bunker gear and other incidental equipment.

**Information Technology (IT)** – this category is comprised of all IT hardware and voice/data communications technology. This equipment ranges from network infrastructure enhancements to the replacement of obsolete hardware, software, and data communication components. The replacement of desktop components (computers, printers, scanners, and monitors), servers and data storage arrays will continue as the manufacturer no longer supports the older components, and maintenance costs become prohibitive.

# CAPITAL IMPROVEMENT PLAN SUMMARY

In November 1983, the City Council established a five-year capital improvement planning process for physical improvements to public facilities and infrastructure. By resolution, it became City policy to engage in a continuous five-year capital improvement planning process that includes annual review, revision, and adoption of a five-year Capital Improvement Plan (CIP). The five-year CIP is revised annually to include new projects, reflect changes in priorities, and extend the plan an additional year. The first year of the plan is the current Capital Budget, and it is revised throughout the year as needs dictate or when changes are made to existing approved capital projects.

The CIP provides a schedule for capital project implementation and anticipated project allocations. Details on capital projects for public improvement programs which include Fire, General Government, Library, Parks, Police, Health, Solid Waste Management, Storm Sewer, Streets and Traffic Control, and Housing projects are included as well as enterprise capital programs which are Airport, Wastewater, and Water.

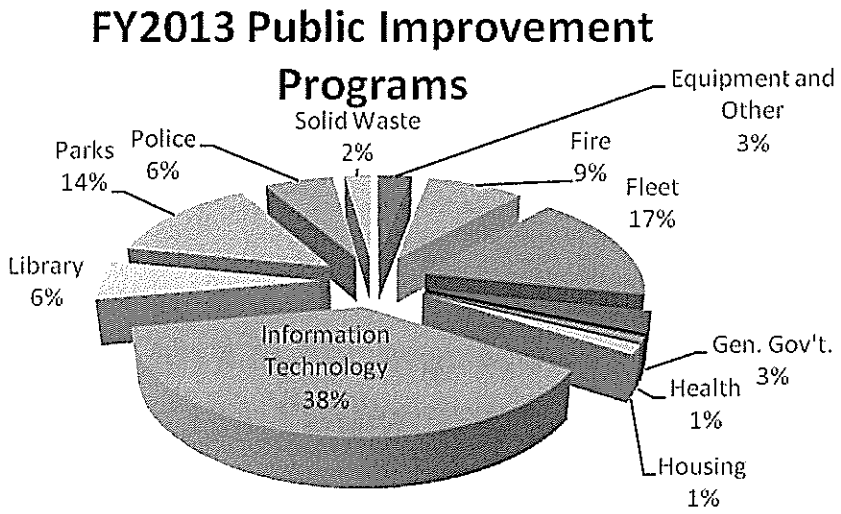
Presented below is a summary of the planned appropriations for the FY2013-17 CIP:

| | ($thousands) | | | | | |
|---|---|---|---|---|---|---|
| | 2013 | 2014 | 2015 | 2016 | 2017 | Total |
| **Enterprise Programs** | | | | | | |
| Aviation | 218,943 | 206,336 | 111,450 | 295,002 | 152,019 | **983,750** |
| Storm Drainage | 60,459 | 73,220 | 54,007 | 74,966 | 72,580 | **335,232** |
| Street & Traffic | 158,089 | 127,037 | 148,621 | 91,211 | 96,552 | **621,510** |
| Wastewater | 249,100 | 185,000 | 185,000 | 185,000 | 185,000 | **989,100** |
| Water | 245,000 | 197,545 | 220,000 | 224,000 | 205,627 | **1,092,172** |
| **Sub Total:** | **931,591** | **789,138** | **719,078** | **870,179** | **711,778** | **4,021,764** |
| **Public Improvement Programs** | | | | | | |
| Equipment and Other | 5,503 | 9,504 | 6,009 | 6,005 | 6,004 | **33,025** |
| Fire | 15,662 | 12,725 | 10,225 | 5,325 | 10,700 | **54,637** |
| Fleet | 30,606 | 26,347 | 27,591 | 30,359 | 29,155 | **144,058** |
| Gen. Gov't. | 5,970 | 2,125 | 2,275 | 2,250 | 3,100 | **15,720** |
| Health | 1,580 | 3,980 | 5,850 | 5,840 | 3,200 | **20,450** |
| Housing | 2,700 | 3,000 | 3,000 | 3,000 | 3,100 | **14,800** |
| Information Technology | 69,803 | 21,485 | 13,185 | 15,385 | 15,260 | **135,118** |
| Library | 10,923 | 7,100 | 2,601 | 8,528 | 7,852 | **37,004** |
| Parks | 24,851 | 13,512 | 11,200 | 8,725 | 9,800 | **68,088** |
| Police | 10,982 | 18,050 | 28,275 | 12,645 | 17,600 | **87,552** |
| Solid Waste | 4,168 | 935 | 3,995 | 4,300 | 1,585 | **14,983** |
| **Sub Total:** | **182,748** | **118,763** | **114,206** | **102,362** | **107,356** | **625,435** |
| **Grand Total:** | **1,114,339** | **907,901** | **833,284** | **972,541** | **819,134** | **4,647,199** |

The FY2013 Capital Improvement Plan calls for the appropriation of $1.1 billion in FY2013. Of the total appropriations planned, $932 million is from Enterprise Programs with user-fee supported funds and the remaining $183 million addresses a full range of capital facility and infrastructure improvements that uses, among other funding sources, the issuance of tax-supported Public Improvement Bonds (PIBs). The citizens of Houston approved a Bond Election for $625 million in November 2006 and $410 million in November 2012.

Of the public improvement programs, the Information Technology program is the largest with $70 million of planned appropriations in FY2013 (See Figure 1), followed by Fleet with $31 million of the FY2013 total.

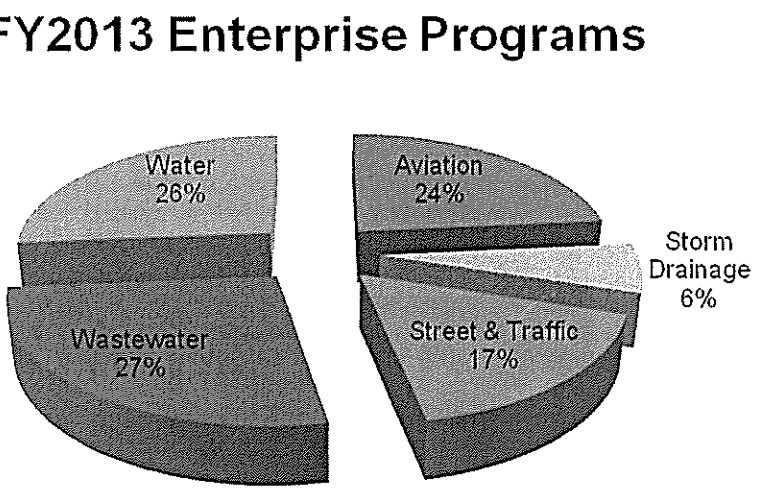
**Figure 1.**




Public improvement projects include vertical and horizontal construction projects for general public use, services, and safety. Significant projects are the continued construction, rehabilitation and renovation of the library system; continued implementation of the "Parks Master Plan" program; upgrading or replacing of the police department radio infrastructure and system, and other public safety facilities; replacement, rehabilitation and construction of fire stations; and replacement or upgrading of Solid Waste Facilities.

The Enterprise Programs include projects that are primarily funded from user-fee-supported revenues. The Enterprise Programs for FY2013 total $932 million. This is distributed among the five programs as illustrated in Figure 2. The Water and Wastewater combined constitutes the largest enterprise program and represents $494 million of the planned appropriations. Aviation Facilities Improvements represent $219 million, while Street & Traffic and Storm Drainage projects comprise the remaining $219 million.

**Figure 2.**



Funding sources which support the CIP include bond proceeds and commercial paper, Community Development Block Grants, Metropolitan Transit Authority funds, Harris County funds, Federal Aviation Administration funds, the Airport Improvement funds, Environmental Protection Agency funds, Texas Department of Transportation funds, and Airport, Wastewater, and Water Renewal and Replacement funds.

Capital improvement costs in the CIP are classified into two categories: direct project costs and associated increases to annual operational costs. Examples of direct project costs include purchases of land or facilities, design and construction of new facilities or renovation of existing facilities, and initial equipment purchases for new or renovated facilities. Operating cost includes staffing, maintenance or service (including electrical) costs related to new, renovated or expanded facilities, and also debt expenditures related to Tax Supported and Revenue bonds. The impacts of operating costs are monitored closely for inclusion in each department's annual operating budget.

The FY2014-18 Capital Improvement Plan is expected to be presented to City Council for adoption by the end of FY2013.

The following chart outlines anticipated appropriations within the Capital Improvement Plan for FY2013 for both Public and Enterprise programs over $10 million. These projects include all funding sources available to the City of Houston, including partnerships with other governments and private entities. Planned appropriations are correlated to spending, however, due to the nature and length of construction timelines, spending can span multiple fiscal years.

| Project Name | Planned Appropriations ($ Thousands) |
|---|---|
| S-000035 Neighborhood Water Main Replacement Program | 69,287 |
| S-000900 Surface Water Transmission Program | 63,916 |
| R-000266 Neighborhood Sewer Rehabilitation Program in various Service Ar | 51,000 |
| R-000265 Wastewater Treatment and Sludge Plant Improvements Program | 41,711 |
| A-000570 Reconstruction of Taxiway NA & NB - GBIAH | 33,000 |
| R-000267 Lift Station Renewal and Replacement Improvements Program | 28,448 |
| S-000056 East Water Purification Plant | 27,954 |
| N-000617 Hirsch Road Paving & Drainage: Kelley to Crosstimbers | 26,856 |
| A-000091 Modify/Expand Central Plant - GBIAH | 26,064 |
| R-000295 Citywide TCEQ Compliance Program | 21,000 |
| A-000486 Security Enhancements - GBIAH | 20,369 |
| A-000601 Hobby International Facility - Lease Agreement - HOU | 20,000 |
| A-000597 Roadway Signage - GBIAH | 18,630 |
| R-000521 Sewer Line Replacement by Other Governmental Agencies | 18,472 |
| W-200000 Public Works & Engineering | 18,367 |
| N-000573 Broadway Paving & Drainage: IH 45 to Airport Blvd. | 16,691 |
| R-000509 69th Street Wastewater Treatment Plant Improvements Program | 15,745 |
| A-000569 Upgrade Airfields to Standards - GBIAH | 15,000 |
| R-002003 Northside Sewer Relief Tunnel Rehabilitation Program | 13,800 |
| N-000784 Buffalo Speedway Paving & Drainage: Holmes Rd. to Airport Blvd. Sub-Project 1: Paving and Drainage Sub-Project 2: Bridge | 13,295 |
| S-000902 Raw Water Transmission Lines | 13,047 |
| N-000582 S. Shaver Paving & Drainage: IH-45 to S.H. 3 | 12,714 |
| N-000687 W. Little York Paving & Drainage: N. Shepherd to Alabonson | 12,607 |
| N-000785 Bridges Replacement/Expansion along Brays and Sims Bayou | 12,254 |
| A-000368 Aviation Planning Services - HAS | 12,000 |
| M-000247 Nottingham and Yorkshire Drainage and Paving | 11,899 |
| A-000557 Terminal A Power Supply Electrical Vaults - GBIAH | 11,604 |
| S-001000 Pump Station Program | 11,270 |
| R-000035 Wastewater Force Main Renewal and Replacement Program | 11,158 |
| A-000513 Airport Pavement Replacement - HAS | 10,918 |
| N-000670 Railroad Crossing Improvements - Harrisburg Overpass/Underpass at Union Pacific Railroad Tracks. | 10,170 |
| A-000509 Landside Roadway Repairs - GBIAH | 10,000 |

# DEBT AND DEBT SERVICES

General Obligation Debt Service Summary ..... XIV - 2

Debt Service Fund Budget ..... XIV - 8

Annual Financing Plan ..... XIV - 9

Tax Increment Reinvestment Zones ..... XIV - 10

# GENERAL OBLIGATION DEBT SERVICE SUMMARY

General Obligation debt is secured by and payable from the receipts of annual ad valorem taxes, within legal limits, on taxable property within the City. The City has covenanted to assess, levy and collect an ad valorem tax in each calendar year, within applicable limitations, sufficient to pay the principal of and interest on all outstanding obligations payable in such tax year. Such obligations include (1) Public Improvement Bonds, (ii) Certificates of Obligation, (iii) Certain obligations to fund a portion of the City's unfunded actuarially accrued liability to the City's pension programs, and (iv) General Obligation commercial paper notes. The debt service requirements for FY2014 are estimated to be $300 million.

The largest revenue source for the General Debt Service Funds is the General Fund, which transfers a portion of ad valorem taxes (property tax receipts) required for debt service on the obligations. Within the limits prescribed by law, the City is obligated to assess, levy, and collect annual ad valorem taxes sufficient to pay the principal of, and interest, on the obligations. The Constitution of the State of Texas limits the maximum ad valorem tax rate to $2.50 per $100 assessed valuation for home-rule cities such as the City of Houston (the "City"). In addition, the City Charter limits increases in the City's ad valorem tax revenues by requiring voter approval for increases in ad valorem taxes in future years above a limit equal to the lesser of the actual revenues in the proceeding fiscal year, plus 4.5%, or a formula that is based upon the actual revenues received in Fiscal Year 2005 adjusted for the cumulative combined rate of inflation and the City's population growth plus credits for previous years that fall under the cap. The City's tax rate for Fiscal Year 2013 (tax year 2012) was $0.63875 (per $100 assessed valuation), which consists of $0.462210 for general purposes and $0.176540 for debt service. The proposed Fiscal Year 2014 Budget includes a tax rate of $0.63875 (per $100 assessed valuation) for Fiscal Year 2014 (tax year 2013).

The City's current policy states that the annual contribution from the General Fund for general obligation debt service should not exceed 20% of the total General Fund revenues, excluding state and federal grants. The budgeted FY2014 General Fund transfer to pay debt service is approximately 12.1% of expected General Fund revenues.

The second largest source of revenue for the General Debt Service Funds are annual charges to the Combined Utility System to compensate the Debt Service Fund for the cost of debt service on assumed annexed water district debt. The Combined Utility System, via the Storm Water fund, is also charged for debt service payments on certain tax bonds issued for storm water purposes.

In past years, another source of revenue for the General Debt Service Funds was third party reimbursements, which primarily consisted of the Metro Transit Authority of Harris County (METRO). The City used various commercial paper programs to initially fund certain projects and then received reimbursements to retire the appropriate portion of the commercial paper. The City is still participating with METRO to complete certain projects; however, there is a new agreement for METRO to provide the funds before project initiation, rather than as a reimbursement. Therefore, going forward, funding from METRO will primarily be a source of revenue for the Capital Projects Funds.

Other sources include but are not limited to debt service reimbursement for special financings that vary from year to year. Examples of special financings include projects managed by the City but funded by Tax Increment Reinvestment Zones (TIRZ). Interest earned on construction funds (as a result of bonds issued) may be used as a revenue source to help fund debt service and may also be used for expenditures incurred for administering bond programs.

The FY2014 Annual Financing Plan is presented to outline the anticipated sale of City bonds, certificates of obligation, pension bonds, tax and revenue anticipation notes and commercial paper notes for the upcoming fiscal year. It is expected that the City will issue a total ranging from $0.49 to $2.6 billion, depending on needs and market conditions.

The obligations are issued in both fixed and variable rate structures. The City's current policy is to maintain no more than 20% of the obligations in a variable rate structure and currently issues variable rate commercial paper notes to initially fund various projects. When the amount of outstanding commercial paper notes reaches a level of 20% of total outstanding debt, or is otherwise deemed prudent, the commercial paper notes are

refunded with fixed rate bonds to lock in a portion of the outstanding commercial paper notes at fixed rates to minimize interest rate exposure.

Tax Bonds and Certificates of Obligation

The obligations issued as fixed rate debt bear yields ranging from 0.20% up to 6.29%, which are established at the time of issuance and are based on market rates. The City's policy is to keep the combined weighted average life of the fixed rate debt at or below 12 years. The City issues tax bonds to provide for permanent financing through refunding of commercial paper notes or refunding previously issued and outstanding tax obligations of the City. The City issued Pension Obligation Bonds in FY2005 - FY2010 and is not expected to issue more in FY2014. Pension Obligations Bonds are payable from and secured by ad valorem taxes and/or revenues to fund unfunded actuarial accrued liabilities ("UAAL") associated with its pension funds.

The City may also issue Certificates of Obligation payable from ad valorem taxes and, in some cases, a pledge of certain City revenues for the purpose of paying any contractual obligations. Certificates of Obligation are issued for special financings and demolitions of dangerous buildings.

The budget includes a seven-month reserve for Tax Bonds and Certificates of Obligation. This reserve covers principal and interest payable in the first seven months of the following fiscal year.

Variable Rate Debt - Commercial Paper Notes

Commercial paper programs provide for the issuance of voter-authorized obligations related to the 2001, 2006 and 2012 bond elections and these series have been implemented to fund various public improvement projects in the Capital Improvement Plan (CIP). These commercial paper programs include the:

- Series G with a total authorization of $200 million,
- Series H with a total authorization of $100 million, and
- Series J with a total authorization of $125 million.

The City has also authorized two other commercial paper programs under Chapter 1431, Texas Government Code, as amended, which does not require voter authorization. These programs and their uses are:

- Series E with a total authorization of $200 million is used to fund equipment acquisitions, and
- Series K with a total authorization of $200 million is used to fund capital improvements related to drainage and streets.

The commercial paper programs serve as a management tool to access the credit market to meet cash needs while minimizing the rebate liability on unspent proceeds. The commercial paper notes are refunded periodically into fixed rate tax bonds to limit the City's variable rate exposure and to match the average life of bonds to the life of the assets purchased. Interest on the notes varies depending on the market conditions. The notes may be issued for a period not to exceed 270 days and will bear interest based upon the specified terms, but initially not to exceed 6.5%. The reserves for the notes are based on the amount projected to be outstanding during the fiscal year. The budget includes reserves for interest on commercial paper notes to provide for fluctuations in interest rates at a rate of 6.0% of the estimated amount to be outstanding during the fiscal year.

Assumed Bonds

Prior to FY1991, the City had an aggressive annexation program. However, no annexations took place during FY1991 and FY1992 until the period from FY1993 to FY1997 during which the City completed seven new annexations. Although annexations have benefited the City in economic growth, no additional annexations have occurred since FY1997. Since FY1999, the legislation requires the City to adopt a three-year annexation plan, and with certain exceptions, only those areas identified in such plan would be eligible for annexation. The City does not currently have a plan in place to annex additional districts. Debt assumed by the City from annexations of various districts within the extra-territorial jurisdiction becomes a part of the City's debt service requirements. As of FY2007, all of the debt related to annexation has been refunded.

Interest Rate Swaps

As part of its debt management program, the City considers and reviews various interest rate swap proposals, including tax supported interest rate swaps, consistent with the guidelines set forth in its Interest Rate Swap Policy adopted on November 25, 2003. On February 20, 2004, with respect to certain outstanding Tax Bonds, the City entered into a tax supported interest rate swap agreement with Rice Financial Products Corp. LLC (RFP). Under this Swap Agreement, the counter party (RFP) effectively paid a variable interest rate based on the London Interbank Offered Rate ("LIBOR") plus a fixed spread, and the City paid a variable interest rate based on a Securities Industry and Financial Markets Association ("SIFMA," formerly Bond Market Association "BMA") tax exempt rate, times a notional principal amount equal to $200 million. The underlying bonds were Public Improvement Bonds (PIB) issued between 1998 and 2005 with various maturities. The initial payment date was March 1, 2005, and thereafter payments continued every September 1 and March 1 through 2009. This swap was terminated at the City's option on August 25, 2009. An accumulated profit of approximately $8 million was earned on this swap. No swaps are being contemplated at this time.

Rebuild Houston

On November 2, 2010, voters approved an amendment to the City Charter which requires the City to establish a dedicated pay-as-you-go drainage and street renewal fund to provide for enhancement, improvement and ongoing renewal of the City's drainage and streets. Among other sources of funding, Proposition 1 (2010) requires the City to capture an amount equal to revenues from 11.8 cents per $100 of assessed valuation in property taxes, which is the amount currently levied for debt service on bonds issued for streets and drainage purposes. This revenue has two authorized uses under Proposition 1. First, the 11.8 cents of captured property tax revenue must be used to pay debt service on tax supported bonds for drainage and street improvements that were issued prior to December 31, 2011. To the extent that any of the 11.8 cents of captured property tax revenue is left over after the payment of debt service, that remaining captured tax revenue will be deposited into a dedicated drainage and street improvement fund to provide cash funding for pay-as-you-go drainage and street improvements.

## Ad Valorem Tax Obligations of the City

State law permits the City to incur total bonded indebtedness through the issuance of ad valorem tax bonds in an amount not to exceed 10% of the total appraised valuation of property in the City. The schedule below shows an estimate for the current fiscal year of outstanding debt applicable to the statutory limitation.

(in thousands of dollars)

| | | |
|---|---|---|
| Appraised Value (1) | | $ 203,151,124 |
| Debt Limit, 10% of Appraised Value | | $ 20,315,112 |
| Debt applicable to limitation (2) | | |
| Public Improvement Bonds | $2,453,885 | |
| Commercial Paper Notes | 291,900 | |
| Pension Obligation | 607,775 | |
| Certificates of Obligation | 6,925 | |
| Total Debt Applicable to Limitation | $3,360,485 | |
| Less: | | |
| Amount available for repayment of general obligation debt (2) | (149,115) | |
| Total debt applicable to limitation | | $ 3,211,370 |

**(1) Appraised value for the Fiscal Year 2013 (Tax Year 2012), as of March 8, 2013.**

**(2) Balance as of March 31, 2013.**

## Outstanding General Obligation Debt

| (in thousands of dollars) | FY2011 Actual | FY2012 Actual | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| OUTSTANDING DEBT: | | | | |
| Public Improvement Bonds | $2,468,160 | $2,582,320 | $2,561,515 | $2,472,445 |
| Commercial Paper Notes | $ 237,400 | $ 226,900 | $ 166,900 | $ 241,900 |
| Pension Obligation | $ 607,625 | $ 607,775 | $ 607,775 | $ 607,775 |
| Certificates of Obligation | $ 75,990 | $ 17,365 | $ 11,870 | $ 13,715 |
| TOTAL OUTSTANDING DEBT | $3,389,175 | $3,434,360 | $3,348,060 | $3,331,780 |

The strength of the City's general obligation debt is reflected in the statements of the ratings agencies:
***Standard & Poor's* (AA)** - The stable outlook reflects the City's "sizable, deep, and diverse economic base, which has shown resiliency, strong wealth and good income indicators ,and improved financial performance that has returned the financial position to a level we consider strong. The rating is partially constraining the rating are self-imposed revenue-raising restrictions and a large capital program that will likely keep overall net debt moderately high and debt service carrying charges elevated."

***Moody's (Aa2)*** - "The rating reflects the city's large tax base that is expected to have stabilized in fiscal 2012, a financial position that remains adequate following significant draw downs in fiscal 2010 and 2011 and an above average yet manageable debt burden. The stable outlook reflects Moody's expectation that 2011 reflects a low point and that the trend of narrowing reserves will be reversed in 2012 following improving economic conditions and management commitment to improving financial margins."

***Fitch (AA)*** - Key rating drivers include improved operations; large benefit liabilities; a large, diverse regional economy; and budget pressures to continue.

# Principal and Interest Payable from Ad Valorem Taxes

Existing debt as of April 30, 2013

| Fiscal | Tax Bonds | | Pension Obligations | |
|---|---|---|---|---|
| Year | Principal | Interest (1) | Principal | Interest |
| 2014 | 139,070,000 | 112,487,589 | 6,345,000 | 36,297,353 |
| 2015 | 172,305,000 | 109,181,998 | 6,790,000 | 35,898,252 |
| 2016 | 177,645,000 | 103,206,782 | 7,265,000 | 35,471,161 |
| 2017 | 211,265,000 | 95,619,907 | 7,770,000 | 35,014,193 |
| 2018 | 222,945,000 | 87,051,312 | 8,315,000 | 34,525,460 |
| 2019 | 192,640,000 | 76,864,190 | 8,895,000 | 34,002,446 |
| 2020 | 194,085,000 | 68,263,993 | 9,520,000 | 33,442,951 |
| 2021 | 160,495,000 | 59,153,402 | 20,145,000 | 32,844,143 |
| 2022 | 149,375,000 | 51,517,325 | 21,440,000 | 31,577,022 |
| 2023 | 161,465,000 | 44,409,084 | 22,805,000 | 30,228,446 |
| 2024 | 112,265,000 | 36,823,459 | 24,265,000 | 28,794,012 |
| 2025 | 116,580,000 | 31,595,345 | 25,820,000 | 27,267,743 |
| 2026 | 85,110,000 | 25,965,816 | 27,475,000 | 25,643,665 |
| 2027 | 105,940,000 | 21,868,762 | 29,235,000 | 23,915,488 |
| 2028 | 105,140,000 | 16,664,845 | 31,100,000 | 22,076,606 |
| 2029 | 73,830,000 | 11,829,293 | 41,425,000 | 20,120,416 |
| 2030 | 40,095,000 | 8,679,173 | 43,995,000 | 17,596,516 |
| 2031 | 20,310,000 | 6,852,863 | 58,135,000 | 14,915,274 |
| 2032 | 22,555,000 | 5,834,207 | 61,650,000 | 11,438,498 |
| 2033 | 14,985,000 | 4,723,216 | 22,965,000 | 7,750,357 |
| 2034 | 12,980,000 | 3,999,944 | 0 | 6,505,750 |
| 2035 | 14,945,000 | 3,359,463 | 44,345,000 | 6,505,750 |
| 2036 | 14,290,000 | 2,633,384 | 35,400,000 | 4,078,572 |
| 2037 | 11,585,000 | 1,943,584 | 22,425,000 | 2,122,367 |
| 2038 | 8,590,000 | 1,386,048 | 0 | 880,470 |
| 2039 | 6,045,000 | 979,066 | 0 | 880,470 |
| 2040 | 3,810,000 | 711,200 | 0 | 880,470 |
| 2041 | 3,990,000 | 532,800 | 20,250,000 | 880,470 |
| 2042 | 4,175,000 | 345,900 | 0 | 0 |
| 2043 | 3,005,000 | 150,250 | 0 | 0 |
| | **2,561,515,000** | **994,634,198** | **607,775,000** | **561,554,319** |

(1) Net of Build America Subsidies

| Tax Certificates | | TOTAL | | Total |
|---|---|---|---|---|
| Principal | Interest | Principal | Interest | Debt Service |
| 2,210,000 | 494,733 | 147,625,000 | 149,279,675 | 296,904,675 |
| 2,300,000 | 483,000 | 181,395,000 | 145,563,251 | 326,958,251 |
| 0 | 368,000 | 184,910,000 | 139,045,944 | 323,955,944 |
| 0 | 368,000 | 219,035,000 | 131,002,100 | 350,037,100 |
| 1,080,000 | 368,000 | 232,340,000 | 121,944,771 | 354,284,771 |
| 1,135,000 | 314,000 | 202,670,000 | 111,180,636 | 313,850,636 |
| 1,195,000 | 257,250 | 204,800,000 | 101,964,193 | 306,764,193 |
| 1,255,000 | 197,500 | 181,895,000 | 92,195,044 | 274,090,044 |
| 1,315,000 | 134,750 | 172,130,000 | 83,229,097 | 255,359,097 |
| 1,380,000 | 69,000 | 185,650,000 | 74,706,530 | 260,356,530 |
| 0 | 0 | 136,530,000 | 65,617,471 | 202,147,471 |
| 0 | 0 | 142,400,000 | 58,863,088 | 201,263,088 |
| 0 | 0 | 112,585,000 | 51,609,482 | 164,194,482 |
| 0 | 0 | 135,175,000 | 45,784,250 | 180,959,250 |
| 0 | 0 | 136,240,000 | 38,741,451 | 174,981,451 |
| 0 | 0 | 115,255,000 | 31,949,709 | 147,204,709 |
| 0 | 0 | 84,090,000 | 26,275,688 | 110,365,688 |
| 0 | 0 | 78,445,000 | 21,768,137 | 100,213,137 |
| 0 | 0 | 84,205,000 | 17,272,705 | 101,477,705 |
| 0 | 0 | 37,950,000 | 12,473,573 | 50,423,573 |
| 0 | 0 | 12,980,000 | 10,505,694 | 23,485,694 |
| 0 | 0 | 59,290,000 | 9,865,212 | 69,155,212 |
| 0 | 0 | 49,690,000 | 6,711,956 | 56,401,956 |
| 0 | 0 | 34,010,000 | 4,065,951 | 38,075,951 |
| 0 | 0 | 8,590,000 | 2,266,518 | 10,856,518 |
| 0 | 0 | 6,045,000 | 1,859,536 | 7,904,536 |
| 0 | 0 | 3,810,000 | 1,591,670 | 5,401,670 |
| 0 | 0 | 24,240,000 | 1,413,270 | 25,653,270 |
| 0 | 0 | 4,175,000 | 345,900 | 4,520,900 |
| 0 | 0 | 3,005,000 | 150,250 | 3,155,250 |
| **11,870,000** | **3,054,233** | **3,181,160,000** | **1,559,242,750** | **4,740,402,750** |

# DEBT SERVICE FUND BUDGET

**Tax Bonds Debt Service Fund Budget**

| ($ Thousands) | FY2012 Actual | FY2013 Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **RESOURCES** | | | | |
| Transfers In: | | | | |
| General Fund for Tax Bonds and COs | 220,507 | 241,100 | 240,203 | 243,000 |
| Combined Utility System | 21,163 | 27,593 | 27,593 | 26,203 |
| Other Sources | 30,242 | 23,463 | 23,463 | 23,463 |
| Third Party Reimbursements | 8,577 | 3,600 | - | 3,600 |
| Interest Earnings | 516 | - | 1,338 | - |
| Net Bond Proceeds | 3,943 | - | - | - |
| Other | 6,214 | - | 5,872 | - |
| **Total Current Revenues** | 291,161 | 295,755 | 298,469 | 296,266 |
| Beginning Fund Balance | 143,885 | 153,064 | 149,115 | 148,128 |
| **Total Resources** | 435,046 | 448,819 | 447,583 | 444,393 |
| **EXPENDITURES** | | | | |
| Debt Service Requirements | | | | |
| Principal Retirement for Tax Bonds | 110,000 | 128,435 | 138,875 | 145,415 |
| Principal Retirement for COs | - | 10,440 | - | 2,210 |
| Principal Retirement for Commercial Paper | 7,500 | 2,700 | - | 2,700 |
| Interest | 159,025 | 153,249 | 155,178 | 149,280 |
| Projected Future Debt Service | - | - | - | - |
| Commercial Paper Fees | 4,728 | 5,000 | 4,887 | 4,362 |
| Cost of Issuance Expenses | 4,647 | - | 215 | - |
| Other | 31 | 300 | 300 | 300 |
| **Total Expenditures** | 285,931 | 300,124 | 299,455 | 304,267 |
| Ending Fund Balance | 149,115 | 148,696 | 148,128 | 140,127 |
| **Total Expenditures and Ending Fund Balance** | 435,046 | 448,819 | 447,583 | 444,393 |

* "COs" are Certificates of Obligations

# FY2014 ANNUAL FINANCING PLAN

The FY2014 Annual Financing Plan (AFP) is a projected schedule for the sale of City bonds, notes and other financings expected in FY2014. The AFP lists the projected amount of issuance, the timing of the sale, the security for the issue, the issue type (a new issue, redemption or refunding) and the method of sale.

In FY2014, four transactions are being planned (separate or combined) along with continued issuance under the City's commercial paper programs for a total ranging from $0.49 billion to $2.6 billion. The uses for the proceeds from the debt issuances include capital improvements, equipment purchases, and cash flow needs. In addition to these transactions, there are six liquidity facilities with expiration dates in FY2014 that will need to be either renewed or replaced after a review of whether such liquidity is still needed.

As the name expresses, the AFP is a plan. The timing and amounts of the sales may vary, but the stated programs will generally be carried out within the parameters cited. The FY2014 AFP is outlined below.

| Issue | Planned Issue Size ($millions) | Timing of Sale | Security for Issue | Issue Type | Planned Method of Sale |
|---|---|---|---|---|---|
| CEF Refunding | 40-50 | Sum '13 | System Revenues | Refunding | Negotiated |
| CUS Refunding | Up to 1,500 | Fall '13 | System Revenues | Refunding | Negotiated |
| GO CP Refunding | 50-200 | Spr '14 | Tax Revenue | Refunding | Negotiated |
| Tax and Revenue Anticipation Notes | 100-300 | Spr '14 | Tax Revenue | New | Competitive |
| GO CP | 100-150 | Various | Tax Revenue | New | Competitive |
| CUS CP | 200-400 | Various | System Revenues | New | Competitive |

**FY2014 Liquidity Needs**

| Series | Size ($millions) | Expiration Date | Purpose |
|---|---|---|---|
| CUS CP Series B-4 | 100 | 15-Jul-13 | Water & Wastewater Capital Projects |
| CUS CP Series B-6 | 100 | 15-Jul-13 | Water & Wastewater Capital Projects |
| GO CP Series K-2 | 100 | 2-Dec-13 | Street & Drainage Appropriations |
| CUS CP Series B-1 | 250 | 16-Dec-13 | Street & Drainage Appropriations |
| HAS CP Series A,B | 150 | 23-Dec-13 | Airport Capital Projects |
| CEF CP Series A | 50 | 16-Jan-14 | Houston First Capital Projects |

**Abbreviations**

CEF – Convention & Entertainment Facilities
CP – Commercial Paper
CUS – Combined Utility System
GO – General Obligation
HAS – Houston Airport System

# TAX INCREMENT REINVESTMENT ZONES

The City of Houston accomplishes a portion of its Capital Improvement Plan through a financing mechanism called a Tax Increment Reinvestment Zone (TIRZ). Each of the City's twenty-four TIRZs share common characteristics:

- Each zone is created by action of City Council pursuant to a project and financing plan approved by City Council.
- Each zone has defined geographical boundaries.
- At the time each zone is created, the property taxes due to the City based on the current property valuation within the zone is "frozen", and for the life of the zone, any incremental property tax revenue resulting from revaluation of property is dedicated to public improvements within the zone.
- Each TIRZ has a Board of Directors that is responsible for its activities.
- Each TIRZ has a termination date incorporated into the ordinance that created it.

TIRZs are reinvestment zones created by the City that use tax increment revenue generated by increased value in the zone to promote development and redevelopment in that zone. As development occurs in each zone, the taxes generated by the increase in value attributable to those improvements, or "tax increment", are captured in separate funds set up for each TIRZ. These funds are then used to pay for approved project costs. For a majority of these TIRZs, the City has created a companion redevelopment authority (RDA) to implement the project and financing plan.

The Mayor's Office of Economic Development/TIRZ coordinates the preparation and presentation of the budgets to City Council. These budgets are approved separately from the City's budget.

| TIRZ/Authority | Created | Termination | Size (acres) |
|---|---|---|---|
| #1 / St. George Place RDA | 12/12/1990 | 12/31/2031 | 121.57 |
| #2 / Midtown RDA | 12/14/1994 | 12/31/2033 | 764.52 |
| #3 / Main St./Market Sq. RDA | 12/13/1995 | 12/31/2043 | 653.61 |
| #4 / Village Enclaves RDA | 09/25/1996 | 12/31/2016 | 1,189.86 |
| #5 / Memorial Heights RDA | 12/18/1996 | 12/31/2029 | 1,410.36 |
| #6 / Eastside RDA | 01/15/1997 | 12/31/2027 | 769.98 |
| #7 / OST/Almeda Corridors RDA | 05/07/1997 | 12/31/2028 | 1,728.91 |
| #8 / Gulfgate RDA | 12/10/1997 | 12/31/2027 | 296.18 |
| #9 / South Post Oak RDA | 12/17/1997 | 12/31/2022 | 262.70 |
| #10 / Lake Houston TIRZ | 12/17/1997 | 12/31/2027 | 3,234.23 |
| #11 / Greater Greenspoint RDA | 08/26/1998 | 12/31/2028 | 3,396.75 |
| #12 / City Park RDA | 12/02/1998 | 12/31/2028 | 91.71 |
| #13 / Old Sixth Ward RDA | 12/22/1998 | 12/31/2028 | 249.84 |
| #14 / Fourth Ward RDA | 06/09/1999 | 12/31/2029 | 157.67 |
| #15 / East Downtown RDA | 07/07/1999 | 12/31/2040 | 387.02 |
| #16 / Uptown RDA | 07/07/1999 | 12/31/2029 | 1,045.87 |
| #17 / Memorial City RDA | 07/21/1999 | 12/31/2029 | 971.98 |
| #18 / Fifth Ward RDA | 07/21/1999 | 12/31/2029 | 498.97 |
| #19 / Upper Kirby RDA | 07/21/1999 | 12/31/2029 | 838.78 |
| #20 / Southwest Houston RDA | 12/15/1999 | 12/31/2029 | 3,167.41 |
| #21 / Hardy Place RDA | 12/17/2003 | 12/31/2033 | 326.10 |
| #22 / Leland Woods RDA | 12/23/2003 | 12/31/2033 | 80.33 |
| #23 / Harrisburg TIRZ | 10/25/2011 | 12/31/2040 | 1,600.00 |
| #24 / Greater Houston TIRZ | 12/18/2012 | 12/31/2042 | 7,109.00 |

# APPENDICES

Glossary ..... XV - 2

Definition of Performance Measures ..... XV - 15

General Fund Revenue by Department ..... XV - 19

Citywide Revenues by Category ..... XV - 26

Citywide Expenditure Summary ..... XV - 32

Revenue Supported Debt Service Schedules ..... XV - 37

Non-Major Special Revenue Funds ..... XV - 41

Budget Summary by Fund ..... XV - 47

Summary of FY2014 City Council Actions ..... XV - 54

FY2014 Budget Ordinance ..... XV - 57

Departmental Cross Reference ..... XV - 65

# GLOSSARY

ACCOUNT: An accounting unit established to record expenditures or revenues by detailed categories.

ACCOUNTING SYSTEM: The total set of records and procedures which are used to record, classify, and report information on the financial status and operations of an entity.

ACCRUAL BASIS: The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at that time).

ACTIVITY: A specific unit of work or service performed (e.g., response to medical emergencies).

ACTIVITY INDICATOR: A quantitative measure of an activity, which assists in analyzing the effectiveness and efficiency of a budget activity unit or program. Indicators may include quality, productivity, or workload measures.

AD VALOREM PROPERTY TAX: General property taxes levied on the assessed valuation of real and personal property.

ADVANTAGE FINANCIAL MANAGEMENT SYSTEM 2000 (ADV2): The Advantage Financial 2.0, from American Management Systems Inc. (AMS) is the Financial Management System for State and Local Governments. Also known as Advantage 2000, the system was used through FY2006 for purchasing and general accounting and through March 2007 for payroll. It has been replaced by the SAP system.

ADOPT-A-LOT PROGRAM: The Adopt-a-Lot Program provides funding for community groups to purchase tools and equipment to maintain public and privately owned vacant lots in target areas identified by the Neighborhood Protection Program, which have been neglected by the property owners.

ANNEXATION: A process by which a city adds land to its jurisdiction. The city then extends its services, laws and voting privileges to meet the needs of residents living in the annexed area.

APPROPRIATION: An authorization by City Council, which permits officials to incur obligations and expend City resources. Appropriations are usually made for fixed amounts which extend for a fiscal year. Appropriations for capital improvement projects, however, extend until completion, which usually extends beyond the current fiscal year.

APPROPRIATION ORDINANCE: The official enactment by City Council establishing the legal authority for City officials to obligate and expend City resources.

ARBITRAGE: Classically, the simultaneous purchase and sale of the same or an equivalent security to profit from price discrepancies. In government finance, the most common occurrence of arbitrage involves the investment of bond proceeds in an investment that yields a higher interest rate, resulting in interest revenue in excess of interest costs.

ASSESSED VALUATION: The value placed upon real and personal property by the chief appraiser of the appraisal district as the basis for levying property taxes.

ASSETS: Property with monetary value owned by the City that can be converted to cash.

AUDIT: A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to accomplish some or all the following:

- ascertain whether financial statements fairly represent financial positions and results of operations;
- test whether transactions have been legally performed;
- ascertain whether transactions have been recorded accurately and consistently;
- ascertain the stewardship of officials responsible for governmental resources; and
- identify areas for possible improvements in accounting practices and procedures.

BALANCED BUDGET: A balanced budget occurs when the total sources of funds in the City is equal to the amount it spends on personnel, supplies, services, and debt.

BALANCE SHEET: A statement purporting to present the financial position of an entity by disclosing the value of its assets, liabilities and equities as of a specified date.

BASE LAYER: A set of data that other data layers and attributes are referenced to or associated with. Example: A road has three base layers, a right-of-way, a certain type of surface/paving material, and a certain number of lanes.

BASIS: Figure or value that is the starting point in computing gain or loss, depreciation, depletion, and amortization. For example, in an asset sale, gain in proceeds minus basis, where basis is the amount on which depreciation is calculated.

BOND: A municipality will issue this debt instrument and agree to repay the face amount of the bond on the designated maturity date. Bonds are primarily used to finance capital projects.

- General Obligation (GO) Bond: This type of bond is secured by the full faith, credit, and taxing power of the municipality.
- Revenue Bond: This type of bond is secured by the revenues from a specific source such as water revenues.

BUDGET: A plan of financial operations including an estimate of proposed expenditures and revenues for a fiscal period. The budget establishes funding levels for continuing service programs, operation and maintenance of public facilities, and principal and interest payments on bonded indebtedness. Recurring replacement of capital outlay and minor new capital outlay items are included.

BUDGET CALENDAR: The schedule of key dates or milestones, which the City follows in the preparation and adoption of the budget.

BUDGET DOCUMENT: The document used by the authority responsible for preparing the budget to present a comprehensive financial program to City Council or another legislative body.

BUDGET AMENDMENT: Transfer of unencumbered appropriation balance or any portion within a department office or agency to another. Budget Amendments can be made to the annual budget ordinance by the vote of the Mayor and City Council, or through a separate ordinance submitted to City Council.

BUDGET ORDINANCE: An ordinance considered and adopted by City Council to formally enact the annual operating budget for a fiscal year.

BUDGET UNITS: The basic building blocks of the department budget requests; the principal subdivision of a department's activities for budget preparation.

BUDGETED FUNDS: Funds that are planned for certain uses but have not been formally or legally appropriated by City Council. The budget document that is submitted for Council approval is composed of budgeted operating funds.

BUSINESS AREA: An organizational unit of financial accounting that represents a separate area of operations or responsibilities within an organization and to which value changes recorded in Financial Accounting can be allocated.

CAD SYSTEM: Computerized Assisted Dispatch System (Police and Fire Department). A Computer Aided Dispatch (CAD) System, which performs the decision-making process which allows the Dispatcher to perform the functions required in a more expedient manner. The Computer Aided Dispatch system records incident details and updates, prioritizes events, and identifies the most appropriate units to respond to each incident.

CAFR - The Comprehensive Annual Financial Report: Official annual report of a government. In addition to a combined, combining (assembling of data for all funds within a type) and individual balance sheet, the following are also presented as appropriate: (1) statement of revenues, expenditures, and changes in fund balance (all funds); (2) statement of revenues, expenditures, and changes in fund balance, budget and actual (for general and special revenue funds); (3) statement of revenues, expenses, and changes in retained earnings (for proprietary funds); and (4) statement of changes in financial position (for proprietary funds).

CAPITAL ASSETS: Assets of significant value and having a useful life of several years. Capital assets are also referred to as fixed assets.

CAPITAL EXPENDITURES: Funds expended for additions or physical improvements to public facilities, infrastructure, plants or equipment.

CAPITAL IMPROVEMENT PLAN (CIP): Five-year plan for capital improvement projects detailing the schedule for design, land acquisition, and construction. Funding sources for the projects are also identified.

CAPITAL IMPROVEMENT PROJECT: An investment in the infrastructure or physical plant of the City. Examples include streets and drainage facility construction, fire stations, and major reconstruction or repair of buildings.

CAPITAL OUTLAY: Expenditures for the acquisition of capital assets. Includes the cost of land, buildings, permanent improvements, machinery, large tools and rolling and stationary equipment.

CAPITAL PROGRAM: A group of capital projects classified according to common purpose and common funding sources.

CAPITAL PROJECT: Any substantial nonrecurring physical improvement with a 15-to-20 year life expectancy. This includes land purchases, new facilities, initial equipment purchases to furnish new facilities, and all related planning, engineering, and architectural design.

CARRY-OVER BALANCE: Balances in each fund at the end of the fiscal year that will be the beginning fund balances of the next fiscal year. Generally this includes savings (total expenditures that are less than appropriations), canceled encumbrances (contracts completed for less than the encumbered amount), and actual revenues which exceed estimates.

CARRY-OVER EXPENDITURES: Expenditures budgeted and encumbered in one fiscal year for materials, equipment, etc., but not spent until the following fiscal year. These expenditures are re-encumbered at the beginning of the new fiscal year. Therefore, these expenditures must be "carried over," i.e., re-budgeted in the new fiscal year to provide funds when the goods are delivered.

CASH BASIS: The method of accounting in which revenues are recorded when received in cash and expenditures are recorded when actually paid.

CASE MANAGEMENT SYSTEM: An integrated computer system that will network with various systems within several departments such as the Police Department, Municipal Courts Department and the Legal Department to bring about a paperless work environment.

CDBG: Community Development Block Grant. The creation of several grants to replace categorical grant programs, reducing the role of the federal government and reducing administrative costs by consolidating fifty-seven categorical programs into several block grants.

CERTIFICATES OF OBLIGATION: Debt sold for the purchase of major capital outlay, building demolition, and infrastructure improvements. Property tax and mixed beverage tax receipts are pledged for repayment of principal and interest.

CHART OF ACCOUNTS: Standard classifications by which all financial transactions are recorded and summarized for budgetary and reporting purposes. Revenue and expenditures are classified according to responsible department or division, expenditure or revenue type, and asset or liability (or balance sheet) type.

CIP: Capital Improvement Plan - A long range plan (5 years), which identifies capital projects and equipment purchases, provides a planning schedule and identifies options for financing the plan to provide a link between the city and other local government entities with a comprehensive and strategic plan and annual budget.

CLAIMS LAG LIABILITY: An estimate of the value of health insurance claims costs that have not been received and reported at a given time. This lag is caused by delays in billings by doctors and hospitals and by payment requests by health plan participants. This is also sometimes called IBNR (Incurred But Not Reported).

CLEAN NEIGHBORHOOD PROGRAM: Administered by the Solid Waste Management Department. The goal of this program is to make Houston the cleanest large city in the nation.

CLEARANCE RATE: A comparison of the number of cases solved to the actual number of incidents reported to the police and fire departments.

COHGIS: City of Houston Geographic Information System is a database used to capture, store and update geographic data and attributes related to the data. COHGIS is used to analyze, manipulate and display the data in map or report form.

COMBINED UTILITY SYSTEM: The Combined Utility System is composed of three separate funds: the Water and Sewer System Operating Fund: the Combined Utility System Operating Fund and the Combined Utility System General Purpose Fund.

COMMERCIAL PAPER (TAX-EXEMPT): Issued by various municipalities as an interim funding tool for capital expenditures. A promissory note secured by pledged revenues and a revolving credit agreement. Maturities range from 1 to 270 days.

COMMITMENT ITEM: Reflect the functional structure of an organization individual revenues and expenditure line items within a financial management area.

COMMITMENT ITEM GROUP: A group of commitment items for the purpose of evaluation, such as Personnel, Supplies, etc.

COMPONENT UNIT: As defined in GASB Statement No. 14, component units are legally separate organizations for which the elected officials of the primary government are financially accountable. They may be a governmental organization (except those that meet the definition of a primary government), a nonprofit corporation, or a for-profit corporation.

CONTINGENCY: A budgetary reserve usually set aside for emergencies or unforeseen expenditures not otherwise budgeted. A contingency may also be set for a program or service for which the exact costs are not determined.

CONTRACTS: Agreements between the City and vendors covering the purchase of supplies or services.

CONTRACTUAL SERVICES: Expenditure items for services the City receives from an internal service fund or an outside company or governmental agency. Utilities and rent are examples of contractual services.

COST ALLOCATION PLAN: Based on cost accounting principles, costs incurred by General Fund central services departments (e.g. Legal, Human Resources, Finance and Administration) are calculated and allocated to funds that benefit from the services. Costs allocated are from audited, actual expenditures. However, allocations may be performed on a budget basis also. There are two types of cost allocation plans: full cost and OMB-A87. The OMB-A87 plan is implemented according to restrictive federal guidelines. The full cost plan generally recovers additional costs not allowed under the OMB-A87 plan.

COST CENTER: An organizational unit within a controlling area that represents a defined location of cost incurrence.

COST CENTER GROUP: Hierarchical grouping of cost centers created to facilitate data entry and reporting.

COST CENTER OBJECTIVE: A responsibility center in which the manager has the authority to incur costs and is evaluated on the basis of how well costs are controlled.

DEBT SERVICE: Principal and interest payments on outstanding bonds. The series of payments of interest and principal required on a debt over a given period of time to repay an outstanding debt on an obligation resulting from the issuance of bonds, certificates of obligation notes or other debt.

DEBT SERVICE FUND: A governmental fund established to repay principal and interest on outstanding debt.

DEMAND BONDS: Debt issuances with a demand ("put") provision that requires the issuer to repurchase the bonds upon notice from the bondholder at a price equal to the principal plus accrued interest. To ensure their ability to redeem the bonds, issuers of demand bonds frequently enter into standby purchase agreements and purchase and re-marketing agreements.

DEPARTMENT: A major administrative division of the City that indicates overall management responsibility for an operation or a group of related operations within a functional area.

DEVELOPER ADVANCES: Initial investment provided by developers for tax increment reinvestment zone improvements before "tax increment" is generated.

EFFECTIVE TAX RATE (ETR): The tax rate that produces the same tax levy as the previous year's levy for property taxed both years, excluding new construction. The calculation of the ETR follows a formula, stipulated by State law, that factors in changes in tax value, exemptions and debt service requirements. Increases above the effective tax rate that exceed three percent and eight percent require special public notices and City Council action.

E-GOVERNMENT: The Internet has made it possible for government to provide services electronically on a seven-day-a-week, twenty-four-hour basis or non-stop government. Government services like permits, paying water bills, and paying traffic or parking fines can be done over the Internet. In the future, the City may expand these services to include other services like purchasing and courts case management.

EMS: Emergency Medical Service. The EMS program is integrated into and administered through Houston Fire Department (HFD). As a result, all EMS personnel are also fire fighters experienced in emergency rescue, extrication, and the suppression and confinement of hazardous materials.

ENCUMBRANCES: Obligations in the form of purchase orders, contracts or salary commitments, which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is released.

ENTERPRISE FUND: A fund established to finance and account for the acquisition, operation, and maintenance of governmental facilities and services, which are entirely or predominantly self-supporting by user charges. This type of fund uses the accrual basis of accounting. The City has three enterprise funds: Aviation, Public Utilities and Convention and Entertainment Facilities. These funds are also known as proprietary funds.

EPA: Environmental Protection Agency. An agency of the federal government charged with a variety of responsibilities relating to protection of the quality of the natural environment, including research and monitoring, promulgation of standards for air and water quality, and control of the introduction of pesticides and other hazardous materials into the environment.

EQUIPMENT ACQUISITION CONSOLIDATED FUND: The Equipment Acquisition Consolidated Fund supports the acquisition of durable capital assets for all General Fund departments and selected Special Revenue Funds. Historically, funding has come from issuing Commercial Paper for the purchase of such capital assets. In FY2008, a transition began where the cost for capital assets were transferred to the respective departments who are now responsible for the respective debt service. Funding will still come from the issuance of Commercial Paper and other sources. This fund is administered by the Finance Department.

EQUIPMENT ACQUISITION PROGRAM: A program used by the City as an alternative to acquiring capital equipment through cash purchase. This program is financed by certificates of obligation/commercial paper to procure major capital outlay items such as automobiles, trucks, tractors and computer equipment.

EQUITY PAY ADJUSTMENT: Changes in the rate of compensation for similar positions in a class based on the following: evidence of high levels of employee turnover; disparities between similar jobs within or outside the organization; and/or pay differences among individuals with the same job that are not based on experience or education.

ERP: Enterprise Resource Planning. ERP utilizes ERP software applications to improve the performance of organizations' resource planning, management control and operational control. ERP software is multi-module application software that integrates activities across functional departments, from product planning, parts purchasing, inventory control, and product distribution to order tracking. ERP software may include application modules for the finance, accounting and human resources aspects of a business.

ESTIMATE: Annualized projections of either revenues or expenditures.

ETJ: Extra-Territorial Jurisdiction: Extra Territorial Jurisdiction gives a municipality the right to apply its zoning and sub-division ordinances to nearby properties that are not within the municipality and not incorporated in another municipality.

ETL: Extract Transform Load: Technology used to load data into an information technology system.

EXPENDITURES: Costs of goods received or services rendered that are recorded in the accounting system. Accounts are kept on an accrual or modified accrual basis and expenditures are recognized whether or not cash payments have been made. Where accounts are kept on a cash basis they are recognized only when cash payments have been made.

EXTRA BOARD ASSIGNMENT: An optional work assignment, which constitutes hours, worked in excess of the fire fighter's regular work hours, but less than 182 hours worked within any 24-day work cycle.

FIDUCIARY FUNDS: This category of funds includes Trust and Agency funds that account for assets held by a government as a trustee or agent. Examples of this fund include pension and benefit funds. These funds, depending on their use, can either be on an accrual or modified accrual basis of accounting.

FISCAL YEAR: A twelve-month period of time to which the annual budget applies and at the end of which a governmental unit determines its financial position and the results of its operations. The City of Houston's fiscal year is from July 1 to June 30.

FIXED RATE OBLIGATION: Debt which bears interest at a fixed rate.

FRANCHISE FEES: A fee levied by the City Council on businesses that use the City's right-of-way to deliver services. This fee is usually charged as a percentage of gross receipts.

FULL FAITH AND CREDIT: A pledge of the general taxing power for payment of debt obligations. Bonds carrying such pledges are referred to as general obligation bonds or full-faith-and-credit bonds.

FULL-TIME EQUIVALENT (FTE): Total estimated annual person-hours for all employees expected to fill positions within an organization for all or a portion of a year divided by 2,088. The annual paid hours for a full-time employee working 26.1 pay periods are 2,088, including holidays, vacation, and sick leave. For example, a seasonal employee who works for eight pay periods (approximately four months) would have an FTE of .31 (8pp x 80 hours/2,088). Other terms synonymous with FTE include worker year, staff year, or man year.

FUND: An independent fiscal and accounting entity with a self-balancing set of accounts for recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying out specific activities or attaining certain objectives.

FUND BALANCE: Unexpended and unencumbered monies left over in any fund from previous years and available for appropriation.

GAAP - Generally Accepted Accounting Principles: Uniform minimum standards and guidelines used for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local government is the GASB (Governmental Accounting Standards Board).

GFOA – Government Finance Officers Association: It is a professional association of approximately 17,500 state, provincial, and local government finance officers in the Unites States and Canada that awards the Distinguished Budget Presentation Award.

GENERAL FUND: The largest fund within the City. It was established to finance and account for the general receipts and expenditures and is operated under a modified accrual basis. This fund may be used for any legitimate municipal purpose. The sources of revenues for this fund include property and sales taxes, licenses and permits, fines, fees, and others. This fund is used for most basic operating services such as public safety, human and cultural services, parks and recreation, public works, and general government administration.

GENERAL OBLIGATION BONDS: A municipal bond backed by the credit and "taxing power" of the issuing jurisdiction rather than the revenue from a given project.

GIMS: Geographic Information Management System – A computerized map of the water, wastewater and storm water infrastructure systems, whereby the intelligence of the software provides answers to queries about the various systems.

GOVERNMENTAL FUND: A category of funds that include General, Special Revenue, Capital Projects, and Debt Service funds. Usually under the modified accrual basis of accounting these funds account for the customary governmental activities.

GOVERNMENTAL ACCOUNTING STANDARDS BOARD – STATEMENT 34 (GASB 34): A governmental accounting standard board statement that requires two financial statements of governmental funds: a balance sheet and a statement of revenues, expenditures, and changes in fund balances. In addition, Management's Discussion and Analysis (MD&A) is required. Funds have been redefined and account groups have been eliminated. Major funds will be reported instead of fund types.

GRANT: Contribution by one government unit of funding source to another. The contribution is usually made to aid in the support of a specified function, i.e., library materials, drug enforcement, etc.

GREEN LIGHTS PROGRAM: A program that promotes energy efficiency and reduction of energy consumption, resulting in lower energy costs.

HALAN: Houston Area Library Automated Network. A customer-service computer network that serves seven public libraries and one community college library in the Houston area.

HAWC: Houston Area Water Corporation. The Houston Area Water Corporation was created under Chapter 431 Transportation Code to aid and assist the City of Houston in establishing Houston's regional groundwater reduction plan for Area Three of the Harris-Galveston Coastal Subsidence District.

HAZCOM: Hazardous Communications Act. A communication program that requires information about the hazards of chemicals used in the workplace is communicated to the employees.

HEALTH BENEFITS FUND: A fund established to account for the City's employee health, dental and life insurance programs. Through assessment to other funds based on payroll, this fund receives revenues which defray claims costs of the City's medical plans and life and dental insurance. Employees and retirees also contribute based on the cost of the insurance plan or HMO in which they are enrolled. This fund includes costs for employees who handle the administrative activity and manage the third party administrative contract.

HCAD: Harris County Appraisal District.

HISTORIC PRESERVATION FUND: Provides seed funding, the involvement of the private sector and the local funding agencies in developing historic preservation programs.

IBNR: Incurred But Not Reported is a measurement of the value of outstanding claims costs that have not been received and reported.

INCEPTION-TO-DATE: The period during which financial activity has occurred for a multi-year capital project or grant. Such period begins with the initial authorization of funding by City Council which only rarely coincides with the beginning of the City's fiscal year, July 1.

INDUSTRIAL ASSESSMENT: The industrial assessment's end product is a final report that identifies recommendations of potential energy and energy-related cost-saving measures as well as productivity improvements. The report also estimates the conceptual costs to implement the findings. The list of energy conservation measures (ECMs), which include productivity improvements, will be prioritized in an action plan for the site to consider for implementation.

INTERFUND TRANSFERS: Transfers of resources from one fund to another, usually for the reimbursement of services provided or for debt service or capital outlay funds.

INTERGOVERNMENTAL REVENUE: Funds received from federal, state and other local government sources in the form of grants, shared revenues and payment in lieu of taxes.

INTERIM FINANCIAL REPORTING: For the City of Houston, this term means monthly financial reports.

INTERNAL SERVICE FUND: The Fleet and Equipment Acquisition Fund was created in FY2008 and is being used to account for the purchase of the City's fleet and other capital equipment. Over the next few years, the acquisition of equipment will be gradually shifted to the operating budgets in the general fund. Departments will make payments to the Fleet and Equipment Acquisition Fund for the use of specific capital equipment, which will then pay the debt service associated with the equipment. This fund will be administered by the Finance Department and the General Services Department.

IP TELEPHONY: IP Telephony is an abbreviated form of the phrase Internet Protocol Telephony. IP Telephony is a technology term that refers to the combining of the use of voice and data communication lines into a single communication network. Instead of voice and data communications using two separate mediums, the technology consolidates to use one communications network.

JUDGMENT: An amount to be paid or collected by a government as the result of a court decision, including a condemnation award in payment for private property taken for public use.

JUDGMENT BONDS: Bonds issued to finance legal judgments.

JUDGMENT PAYABLE: The liability incurred as the result of a legal judgment.

LARA: (LAND ASSEMBLAGE REDEVELOPMENT AUTHORITY): The Land Assemblage Redevelopment Authority (LARA) is a 13-member board appointed by the Mayor, City Council, Harris County and the Houston Independent School District. The LARA Authority is organized for the purpose of aiding, assisting and acting on behalf of the City in the performance of its governmental functions to promote the common good and general welfare of the City and in undertaking and completing one or more projects, as may be defined or determined by the City Council of the City.

LEPC: The Local Emergency Planning Committee is composed of representatives of various Police, Fire, EMS, Hospitals, Public Health, Private Industry, Red Cross, Salvation Army, Military, Coast Guard, Colleges and private ambulance services, Offices of Emergency Management, and the Public. They do not function in actual emergency situations, but attempt to identify and catalogue potential hazards, identify available resources, mitigate hazards when feasible, and write emergency plans. The role of the LEPC is to anticipate and plan the initial response for foreseeable disasters in their jurisdiction.

LIABILITY: Debt or other legal obligation arising out of a transaction in the past, which must be liquidated, renewed or refunded at some future date. This term does not include encumbrances.

LIMITED PURPOSE ANNEXATION: A Strategic Partnership Agreement with local utility districts. The City may annex properties within the district for "limited purposes". Within these areas, the City levies a 1% sale tax, which is typically split with the utility district. Further, the City collects no ad valium taxes and provides limited services and in most cases the City provides only health inspection services. Another condition of the Agreement is a deferral of "full purpose" annexation for a period of thirty years.

LGC: Local Government Corporation.

LONG-TERM DEBT: Debt with a maturity date beyond one year after the date of issuance.

M & O: Maintenance and Operation.

MAGNET SCHOOL: A school (public elementary school, public secondary school, public elementary education center or public secondary education center) of choice that provide the standard required curriculum of general education to students while using special learning themes, such as science and technology. These themes serve to attract students to the magnet schools.

MATURITY: The date on which the principal or stated value of investments or debt obligations is due and may be reclaimed.

MDT: Mobile Data Terminal.

MEET & CONFER AGREEMENT: The statutorily created process and procedure that allows for election of a majority bargaining agent that has sole and exclusive authority to negotiate with a public employer concerning wages, salaries, rates of pay, hours, working conditions, grievance, labor disputes, other terms and conditions of employment and other administrative matters of interest to police officers and municipal employees at the City of Houston.

METRO: Metropolitan Transit Authority (MTA). A local transit authority in the Houston area that operates bus, light rail, future commuter rail, and METROLIFT (paratransit) service.

MISSION: A specific task or duty assigned to a person or group of people.

MODIFIED ACCRUAL BASIS: The method of accounting under which revenues are recorded when measurable and available and expenditures are recorded when the transaction is measurable, the liability is incurred and current resources will liquidate the liability.

MOTION: An order or decision of City Council, which is less formal than an ordinance. Motions are used to accept work on construction, issue purchase orders, and appoint members to a board or commission.

MSC: Multi-Service Center.

MUD: Municipal Utility District.

MWDBE: Minority/Women/Disadvantaged Business Enterprise.

NEIGHBORHOOD ORIENTED GOVERNMENT (NOG): A philosophy and/or concept about the delivery of City services. The goal is to make City services more accessible to the people by engaging them in a meaningful way to identify and solve problems in the neighborhoods.

NEIGHBORHOODS-TO-STANDARD: A neighborhood improvement program that brings together a conglomerate of entities, such as local utility companies, local transportation agencies and any other entity that works in conjunction with the City of Houston to revitalize and stabilize older neighborhoods.

OBJECTIVE: A clear statement of a desirable accomplishment within a short-term time span, which represents an interim step or measured progress toward a goal.

OPEB: Other Post Employment Benefits.

OPERATING BUDGET: Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and services delivery activities of the City are controlled, and is required by state law.

OPERATING EXPENDITURE: An ongoing cost for running a product, business, or system. May also include the cost of workers and facility expenses such as rent and utilities.

OPERATING FUNDS: Resources are derived from recurring revenue sources and used to finance on-going operating expenditures and pay-as-you-go capital projects.

ORDINANCE: A formal written document signed by the Mayor. An ordinance is the equivalent of a municipal statute, passed by the City Council, or equivalent body, and governing matters not already covered by federal or state law. Ordinances commonly govern matters of municipalities such as zoning, building, safety, etc. Ordinances are used to award contracts, appropriate funds, establish tax abatement districts, amend or add new materials to the Code of Ordinances, or revise anything already done by ordinance.

PAID TIME OFF (PTO): A leave program governing police officers' use of sick and vacation time that became effective in September 2001.

PARKS-TO-STANDARD: A parks improvement program that brings currently developed parks up to a uniform condition, including typical amenities, security, safety, and accessibility. The program also develops and implements standards for programming design and construction; commonly used materials and equipment; compliance with state and national mandates, compliance with the American with Disabilities Act (ADA); and hazardous material abatement.

PAY FOR PERFORMANCE: A performance-based program for municipal employees. Under the program, employees are eligible for a performance-based increase.

PERFORMANCE BASED BUDGETING: A budgeting method focusing on program accomplishments in addition to program costs.

PERFORMANCE MEASURE: A unit of measure for determining a program's effectiveness in achieving its objectives.

PERSONNEL ORDINANCE: A City ordinance that defines the maximum number and type of authorized employee positions.

PERSONNEL ROSTER: A list of positions by type and number, which sets an upper limit on the number of employees that, can be on the current payroll or in the process of being hired. All rostered positions must first appear on the Personnel Ordinance.

PERSONNEL SERVICES: The costs associated with compensating employees for their labor (e.g., salaries, wages, insurance, payroll taxes, and retirement contributions).

PHASE DOWN PROGRAM: A program that provides an option to the current lump sum cash distribution of sick, vacation and compensatory time leave balances by allowing police officers to take leave and extend the payment of their accrued Paid Time Off (PTO) and compensatory accounts over a period of time up to and including their total leave balances.

PRIME ACCOUNTS: Accounts established to record expenditures or revenues by major categories.

PRIORITIES: Established preferences in the allocation of resources and services.

PROGRAM: A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the City is responsible.

PROGRAMMATIC BUDGETING: A budgeting method focusing on outputs relating to proposed expenditures grouped into programs, which identify goals and objectives to be accomplished if the program is funded.

PROJECT COST RECOVERY: A revolving fund used to pay the costs of department employees who directly and indirectly work on CIP-related projects. These costs are then recovered from the appropriate CIP project fund.

PROMPT PAYMENT ACT: Act 1993, 73rd Texas State Legislature, ch. 268 effective September 1, 1993 requires that local governments make every effort to pay vendors within 30 days after the receipt of invoice, receipt of goods or performance of service. Any payment made after 30 days is considered overdue and an interest penalty of 1% per month of the payment amount shall be imposed. This penalty is to be paid automatically without the vendor requesting payment.

PROPOSITION 1: Charter Amendment approved by voters in November 2004, which limits the growth of Property Tax revenue to the lower of the increase in population and CPI, or 4.5%.

PROPRIETARY FUNDS: A category of funds that include Public Works and Engineering - Public Utilities, Aviation, and Convention and Entertainment Facilities activities. These activities have characteristics (i.e., self-supporting through user fees and charges) similar to private sector entities. These funds are accounted for using the full accrual basis of accounting. These funds are also known as enterprise funds.

PUBLIC IMPROVEMENT BONDS (PIBs): Long-term debt issued to finance the capital improvement projects. Also known as general obligation bonds, these bonds are repaid with property tax receipts.

QUINT: A term used to describe a fire vehicle that has the basic capabilities of both an engine and ladder company. It is equipped with a 500-gallon water tank, 1,500 GPM pump, and storage space for supply/attack hose replicating an engine company. It also has a 75-100 foot aerial ladder, hydraulic extrication tools, and an assortment of ladder truck equipment/tools.

QC/QA: Quality Control/Quality Assurance.

RATING: The credit-worthiness of the City as evaluated by independent agencies. The ratings are performed by Standard and Poor's, Fitch, and Moody's Investors Service, usually before the sale of debt.

RECYCLING EXPANSION FUND: Created to receive funds to be used for the expansion and implementation of the City's Recycling Programs and related services i.e., equipment and materials acquisition and recycling education.

RESERVE: An account used to indicate that a portion of fund equity is legally restricted for a specific purpose.

RESOLUTION: A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality that an ordinance or statue.

RESOURCES: Total dollars available for appropriation including estimated revenues, fund transfers and beginning fund balances.

REVENUE: An increase in (sources of) fund financial resources other than from interfund transfers and debt issue proceeds. Revenues should be classified by fund and source.

REVENUE BOND: Legal debt instruments which finance public projects for such services as water or sewer. Revenues from the public project are pledged to pay principal and interest of the bonds. In Texas, revenue bonds may or may not be authorized by public referenda.

REVENUE ESTIMATE: A formal estimate of how much revenue will be earned from a specific revenue source for some future period, typically, a future fiscal year, or an end-of-year estimate.

REVOLVING FUND: A special type of fund established to promote improved financial reporting and administrative convenience. The City has six revolving funds: Central Services, In-House Renovation, Fleet Maintenance, Property and Casualty, and Workers Compensation. For annual comprehensive financial reporting purposes, funds of this type are considered sub-funds of the General Fund.

RISK MANAGEMENT FUND: To account for the operation of a self-insured retention fund for health services for all City employees and that relate to workers' compensation claims. Claims are primarily administered by an outside agency.

ROW: Right-of-Way.

SAP: Systems, Applications and Products in Data Processing - The integrated financial purchasing, human resources and payroll system implemented in fiscal year 2007 as the City's financial system for all expenditures and revenues. SAP accesses and unifies data from a full spectrum of enterprise resources, including document management systems including detailed accounting for operating expenditures and revenues, and inception-to-date accounting and reporting for capital projects and grants.

SCHOOLS-TO-STANDARD PROGRAM: This program focuses on the City's infrastructure, such as crossing signs/lights, sidewalks, streetlights, etc. around schools.

SELF-INSURANCE FUND: All or most costs associated with workers compensation and legal claims are funded by the City without insurance policies issued by outside vendors. The City, in effect, is assuming all associated risks and claims and is operating as its own insurance company. Self-insurance became prevalent after policy coverage became unavailable or prohibitively expensive.

SOURCE OF REVENUES: Classification of revenues according to their source or point of origin.

SPA (SPECIAL PURPOSE ANNEXATION): This type of annexation, authorized in the 1999 Legislature, may be conducted as part of a Strategic Partnership Agreement (SPA) with a utility district. It carries less stringent public notice requirements. The annexation typically includes commercial property only. Property (ad valorem) taxes are not levied on properties included in this type of annexation, but the City may levy a sales tax on retail sales conducted in the area. Properties annexed as part of a SPA do not carry the three-year requirement. The SPA identifies which regulations and services, if any, are imposed in the area annexed. It also identifies the amount of sales tax to be levied and how much, if any, will be shared with the district. Finally, the SPA identifies the length of the agreement and the City's options for when and if the City might make the property subject to general-purpose annexation.

SPECIAL REVENUE FUND: A governmental fund established to account for the proceeds of special revenue sources, which are restricted to expenditures for specific purposes.

STRATEGIC OFFICER STAFFING PROGRAM (SOSP): A program designed to provide temporary staffing throughout the Police Department for positions created by the absence of other officers, or for special assignments established by the department. Police officers volunteering to work SOSP positions are compensated with straight time pay (base salary and longevity) or compensatory time at the department's discretion.

STATUE: A type of federal or state law that restricts the time within which legal proceedings may be brought.

TAX AND REVENUE ANTICIPATION NOTES (TRAN): Notes issued prior to the receipt of taxes or other revenue. These notes are issued to meet temporary cash flow requirements that are repaid with revenue receipts expected later in the year.

TAX INCREMENT REINVESTMENT ZONES (TIRZ): Reinvestment Zones created by the City that use tax increment revenue generated by increased value in the zone to promote development and redevelopment in that zone.

TIRZ REVENUE: Revenue generated by increased value in Tax Increment Reinvestment Zones (TIRZ), created by the City to promote development and redevelopment. As development in each zone occurs, the property taxes generated by the increase in value attributable to those improvements, or "tax increments," are placed in separate funds designated for each zone. In addition to the City of Houston, contributions from Harris County and HISD are collected and deposited to the TIRZ fund.

TAX LEVY: The total amount to be billed for general property taxes for operating and debt service purposes. Revenues will be less than the levy because of delinquencies, tax roll errors, and court cases contesting assessed property value.

TAX RATE: The amount of tax levied for each $100 of assessed property value. The tax rate is applied to the assessed valuation to derive the tax levy.

TAX RATE LIMIT: The maximum legal property tax rate at which a municipality may levy a tax. The limit may apply to taxes raised for a particular purpose or for general purposes.

TECHNOLOGY IMPROVEMENT PROGRAM (TIP): The Technology Improvement Program (TIP) provides for the orderly and systematic acquisition of information technology improvements to support the county strategic plan. The TIP is the city's principle tool for communicating and coordinating strategic information technology planning.

TELEMETRY: The science of technology of automatic measurement and transmission of data by wire, radio or other means of remote sources.

UNDESIGNATED FUND BALANCE: The portion of fund's balance that is not designated for a specific purpose and is available for general appropriation.

UNIT COST: The cost required to produce a specific product or unit of service.

URBAN FORESTRY PROGRAM: A program in the Parks and Recreation Department's Field Operation Division. Urban Forestry is responsible for a healthy urban forest through tree planting, pruning and needed tree removal.

USER FEES: The payment of a fee for direct receipt of a public service by the party benefiting from the service.

VARIABLE RATE DEBT (VRD): Debt, which bears interest that changes or varies at predetermined intervals (daily, weekly, monthly, etc.) selected by the issuer. The issuer may also have the option to convert the variable rate to a fixed rate. The issue then becomes a fixed-rate obligation and cannot be returned to the variable rate mode.

VISION: Aspirational description of what an organization would like to achieve or accomplish in the mid-term or long-term future. It is intended to serve as a clear guide for choosing current and future courses of action.

WHISTLE BLOWER'S HOTLINE: A telephone service that is available 24 hours a day to provide anonymity in reporting allegations of employee misconduct that is criminal and administrative in nature.

WORKING CAPITAL: The amount by which total current assets exceed total current liabilities.

YIELD: The rate earned on an investment based on the cost of the investment, the interest earned during the period held, and the sell price or redemption value of the investment.

ZERO-BASED BUDGETING (ZBB): A type of program budget. It is designed to require managers to start at zero budget levels every year and justify all costs as if the programs involved were being initiated for the first time.

# DEFINITION OF PERFORMANCE MEASURES

Definitions of Performance Measures appear in the order they are presented in the Executive Summary of the Annual Budget (Page 4). Measures are ordered by the Mayor's Priorities and grouped by similarity.

## CUSTOMER MEASURES

JOBS ATTRIBUTABLE TO CITY ECONOMIC DEVELOPMENT: Measures the number of jobs that were incentivized through economic development programs such as Chapter 380 Agreements, Tax Abatements, Tax Increment Reinvestment Zones and Texas Enterprise Zone Applications. The number is the agreed-upon number of jobs, where all jobs attributable to a project during the life of the agreement are counted at the base year of said agreement. Goal: Increase the number of jobs in the City of Houston.

HIRE HOUSTON FIRST % OF NEW CONTRACT AWARDED: Measures the total number of contracts to Hire Houston First registered vendors compared to the total number of contracts awarded by the City of Houston for the entire fiscal year. Goal: Increase the percentage of contracts awarded to Hire Houston First vendors.

POLICE CODE 1 RESPONSE TIME (MINUTES): Measures the average annual response time from dispatch to first police unit on the scene for all Code 1 (highest priority) calls. Goal: Decrease the time it takes to respond to Code 1 priority calls.

POLICE UCR PART ONE CRIMES PER 100,000: Measures the rate of Part 1 crimes as defined by the Uniform Crime Reporting (UCR) system per 100,000 population. Crimes include: Aggravated assault, forcible rape, murder, robbery, arson, burglary, larceny-theft, and motor vehicle theft. Goal: Reduce Part 1 crime rate.

EMS RESPONSE TIME (MINUTES): Measures the average annual response time from dispatch to first EMS unit on the scene. Goal: Decrease the time it takes to respond to emergencies.

FIRE RESPONSE TIME (MINUTES): Measures the average annual response time from dispatch to first fire unit on the scene. Goal: Decrease the time it takes to respond to emergencies.

311 CALL WAIT TIME (SECONDS): Measures the average time a customer must wait in queue from time of first prompt response to the time the call is answered by a 311 customer service representative. Goal: Reduce the call wait time.

311 SERVICE LEVEL PERFORMANCE (% MEETING SLA): Measures whether departments are responding and resolving 311 customers' requests for service within the amount of time prescribed in the departments' Service Level Agreement (SLA). The SLA is determined by departments and represents the maximum amount of time a customer should expect to have an issue resolved. Goal: Increase the percentage of 311 service requests that are resolved within the SLA period.

UTILITY CALL CENTER CALLS ANSWERED WITHIN 5 MINUTES: Measures the percentage of calls to the Utility Customer Service call center that were answered by a customer service representative within 5 minutes from the time of first prompt. Goal: Increase percentage of calls answered within 5 minutes.

POT HOLES REPAIRED WITHIN 5 DAYS: Measures the percentage of pot holes identified through customer service requests that were repaired within 5 days of the initial request. Goal: Increase percentage of pot holes repaired within 5 days.

BARC LIVE RELEASE RATE: Measures the percentage of animals that are live released compared to the total number of animals that were sheltered over the fiscal year, excluding euthanasia requested by owner and animals that were lost in shelter care in accordance with the Asilomar Accords. Goal: Increase the animal live release rate.

PARKS AFTER SCHOOL ENRICHMENT PARTICIPANTS: Measures the number of participants in the Houston Parks & Recreation Department's After School Enrichment Program, which provides free after school activities and meals for children ages 6-13 at community centers across the City. Goal: Increase the number of participants in the After School Enrichment Program.

SOLID WASTE 311 REQUESTS FOR MISSED COLLECTIONS: Measures the total annual number of 311 calls received for missed garbage, heavy trash, recycling and yard waste collections. Some of these calls are a result of errors by the customer for late or incorrect bin placement or unacceptable material. Goal: Reduce the number of calls for missed collections.

SOLID WASTE RECYCLING RATE (% OF TOTAL TONNAGE): Measures the percentage of the City's total waste tonnage that is diverted through recycling. Goal: Increase the recycling diversion rate.

**BUSINESS PROCESS MEASURES**

BUILDING PLANS REVIEWED – COMMERCIAL & RESIDENTIAL: Measures the total number of plans submitted through the Code Enforcement Division of Public Works for residential and commercial Plan Review. These metrics show the workload volume and are useful as a benchmark for the City's economic growth. Goal: Increase the number of Plan Reviews.

DANGEROUS BUILDINGS DEMOLISHED: Measures the total annual number of dangerous buildings identified by Neighborhood Protection that were either, demolished voluntarily by the owner, ordered demolished through administrative hearing and abated by the owner or ordered demolished through administrative hearing and demolished by the City with lien. Goal: Increase code compliance through active enforcement, a fast and effective hearing process and dangerous building abatement/removal.

FOOD DEALER INSPECTIONS COMPLETED ON TIME: Measures the percentage of food establishments that were inspected by the Health Department within 30 days of the risk-adjusted due date. Goal: Inspect all food dealers within 30 days of the due date and at least once per year as required by Ordinance Sec. 20-20(a).

MUNICIPAL COURTS CASELOAD DISPOSITION RATE: Measures the percentage of cases filed that were disposed through adjudication, payment or other form of resolution. Goal: Resolve at least as many cases as the number of cases filed in order to prevent backlogs.

PARKING CITATIONS ISSUED: Measures the total number of parking citations issued annually within the City limits by the Houston Police Department, Parking Management Division and Volunteer Parking Enforcement Program. Goal: Increase compliance with state and local parking regulations and ensure safe parking practices throughout the City.

WATER LINE MAJOR BREAKS REPAIRED: Measures the total number of major line breaks repaired annually. Goal: Update and maintain infrastructure to limit the number of repairs and respond quickly and effectively to water line breaks.

WATER GALLONS DELIVERED: Measures the total number of water gallons delivered annually. Goal: Ensure adequate water supply and delivery infrastructure.

WASTE WATER GALLONS TREATED: Measures the total number of waste water gallons treated annually. Goal: Ensure adequate waste water treatment.

BARC ANIMAL ADOPTIONS: Measures the total annual number of animal adoptions through BARC. Goal: Increase adoptions of animals in shelters while reducing the overall stray animal population.

LIBRARY TOTAL CIRCULATION: Measures the total number of library materials that were checked-out during the year. Goal: Increase circulation of library materials.

PARKS GROUNDS MAINTENANCE CYCLE (DAYS): Measures the average number of days between mowing cycles for maintained parks and plazas. The grounds maintenance cycle is seasonal and the annual seasonally adjusted target cycle for FY2014 is 22 days. Goal: Maintain parks on a cycle within the targeted number of days.

**PEOPLE AND TECHNOLOGY MEASURES**

CIVILIAN & CLASSIFIED FULL-TIME EQUIVALENTS (FTEs): Measures the total number of employee hours worked during a fiscal year divided by the total annual number of work hours in a full-time schedule (2,080 hours/year). Goal: Maintain optimal personnel levels.

CIVILIAN & CLASSIFIED - ATTRITION RATE: Measures the rate at which full-time, part-time and part-time 30 employees cease employment with the City during the reporting period. The rate is calculated by taking the number of employees who left the City during the fiscal year and dividing by the average number of employees that were employed by the City during the same period. Elected Officials, seasonal and City temporary employees are not included in this calculation. Goal: Reduce employee attrition.

CIVILIAN AVERAGE ANNUAL BASE COMPENSATION: Measures the average annual base compensation per full-time equivalents. This measure is calculated by taking the total civilian base pay and dividing by the end of year FTE count. Goal: Maintain a competitive wage while remaining fiscally responsible.

CIVILIAN & CLASSIFIED - FTES PER 1,000 POPULATION: Measures the ratio of full-time equivalents per 1,000 population based on the end of year FTE count. Goal: Maintain optimal personnel levels.

CIVILIAN & CLASSIFIED - OVERTIME BUDGET UTILIZATION: Measures the difference between the current budget for civilian overtime personnel expenditures and the actual overtime expenditures for the fiscal year. Goal: Actual overtime personnel expenditures should be less than or equal to budgeted overtime personnel expenditures for the fiscal year, i.e. 90-100%.

CIVILIAN & CLASSIFIED - PERSONNEL BUDGET VS ACTUAL UTILIZATION: Measures the difference between the total budgeted personnel expenditure and the total actual personnel expenditure for full-time, part-time and temporary employees, an indication of how accurate the City's budgeted personnel expenditure forecast was for the fiscal year. Goal: Actual personnel expenditures should be less than or equal to budgeted personnel expenditures for the fiscal year, i.e. 90-100%.

**FINANCIAL MEASURES**

GENERAL FUND BALANCE % OF EXPENDITURES: Measures the percentage of the General Fund unassigned ending balance relative to the General Fund expenditures less debt. State law requires municipalities to maintain an adequate fund balance for temporary financing of unforeseen needs. Goal: Maintain an unassigned fund balance in the General Fund above 7.5% of total expenditures less debt service.

GENERAL FUND SURPLUS OR (DEFICIT): Measures the difference between current revenues and current expenditures for the general fund at the end of the fiscal year. A positive number means general fund revenues exceed expenditures, while a negative number indicates there are more expenditures than revenues at the end of the year. This is a one-year snapshot and does not include previous fiscal years' deficit or surplus. Goal: Increase General Fund surplus.

EXPENDITURES BUDGET VS ACTUAL UTILIZATION: Measures the difference between current budgeted expenditures and current actual expenditures, an indication of how accurate the City's budget expenditure forecast was for the fiscal year. Goal: Actual citywide expenditures should be less than or equal to budgeted expenditures for the fiscal year, i.e. 90-100%.

REVENUE BUDGET VS ACTUAL UTILIZATION: Measures the difference between current budgeted revenues and current actual revenues, an indication of how accurate the City's budget revenue forecast was for the fiscal year. Goal: Actual citywide revenues should be greater than or equal to budgeted revenues for the fiscal year, i.e. +100%.

EXPENDITURES PER CAPITA: Measures changes in expenditures relative to the City's population according to the last U.S. Census Bureau estimate on July 1, 2011. Goal: Reduce expenditures per capita through greater efficiencies while delivering the same or better quality of city services.

REVENUES PER CAPITA: Measures changes in revenue relative to the City's population according to the last U.S. Census Bureau estimate on July 1, 2011. Goal: Maintain constant or increase revenues per capita through improved collections and deliver value to constituents through high quality city services.

S/MWDBE CONTRACT PARTICIPATION: Measures the dollar amount of City contracts in purchasing, construction and professional services that are awarded to certified Small Minority Women Disadvantaged owned Business Enterprises (S/MWDBE). Goal: Increase the dollar amount of contracts awarded to S/MWDBE.

PENSION PAYMENTS AS % OF EXPENDITURES: Measures the City's total pension payments (including Police & Fire) for the fiscal year in relation to the City's expenditures including debt service, an indication of the portion of the City's spending that goes to pension contributions. Goal: Provide sufficient resources to fund the City's contribution to employee pension programs in a manner that is fiscally responsible.

PENSION PAYMENTS PER CAPITA: Measures the City's total pension payments (including Police & Fire) for the fiscal year in relation to the City's population according to the last U.S. Census Bureau estimate on July 1, 2011, an indication of the dollar amount City taxpayers are paying for City employee pension programs. Goal: Provide sufficient resources to fund the City's contribution to employee pension programs in a manner that is fiscally responsible.

GENERAL OBLIGATION DEBT AS % OF APPRAISED VALUE: Measures the ratio of general obligation debt to the City's total appraised valuation (certified and uncertified). State law permits the City to incur total bonded indebtedness in an amount not to exceed 10% of the total appraised valuation of property within City limits. Goal: Continue to maintain a bond indebtedness rate below the statutory limitation.

TAX-SUPPORTED PER CAPITA DEBT: Measures the amount of general obligation debt that is currently owed by the City relative to the City's population according to the last U.S. Census Bureau estimate on July 1, 2011, calculated by: total outstanding debt divided by population. Goal: Maintain a relatively low tax-supported per capita debt through smart public financing.

| General Fund Revenues By Business Area | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| **Public Safety** | | | | |
| **Fire Department** | | | | |
| 421180 Special Fire Permits | 7,112,051 | 5,662,500 | 6,100,000 | **6,100,000** |
| 421210 Fire Alarm Permits | 446,139 | 735,000 | 500,000 | **500,000** |
| 421280 Other Licenses & Permits | 4,107 | 0 | 2,952 | **2,952** |
| 421490 Plan Review Fees | 1,193,733 | 1,000,000 | 1,400,000 | **1,400,000** |
| 421630 Administrative Fee - Licenses & Permits | 715,271 | 702,000 | 875,000 | **875,000** |
| 424050 Interfund Fire Protection Services | 16,617,771 | 16,516,840 | 16,516,840 | **17,276,036** |
| 424140 Interfund Inventory | (124,992) | 0 | 0 | **0** |
| 426010 Hazardous Materials Response | 30,795 | 56,100 | 56,100 | **56,100** |
| 426020 Hazardous Materials Permit | 29,000 | 35,500 | 35,500 | **35,500** |
| 426030 Ambulance Fees | 33,071,497 | 32,416,779 | 33,244,585 | **32,335,022** |
| 426330 Miscellaneous Copies Fees | 121 | 420 | 420 | **420** |
| 426340 Public Safety Reports Fees | 85,372 | 90,490 | 90,490 | **90,490** |
| 426350 Fire Fighting Services | 706,166 | 618,015 | 618,015 | **618,015** |
| 428050 False Alarm Penalties | 674,654 | 740,000 | 850,000 | **850,000** |
| 428080 Returned Check Charges | 262 | 480 | 480 | **0** |
| 431020 Contributions from Others | 25 | 0 | 0 | **0** |
| 434210 Sale of Scrap Oil & Tires | 1,574 | 0 | 0 | **0** |
| 445050 Cell Tower Revenue | 73,074 | 70,000 | 50,000 | **50,000** |
| 452020 Recoveries & Refunds | 2,135,730 | 2,150,000 | 2,050,000 | **2,050,000** |
| 452030 Miscellaneous Revenue | 17,041 | 5,000 | 150,000 | **150,000** |
| Subtotal | **62,789,391** | **60,799,124** | **62,540,382** | **62,389,535** |
| **Forensic Services** | | | | |
| 426260 Police Services | 142,000 | 137,000 | 0 | **0** |
| 426330 Miscellaneous Copies Fees | 434 | 0 | 257 | **0** |
| 427200 Unclaimed Fines & Forfeitures | 5,626 | 5,000 | 1,500 | **0** |
| 452020 Recoveries & Refunds | 179 | 0 | 0 | **0** |
| Subtotal | **148,239** | **142,000** | **1,757** | **0** |
| **Municipal Courts Department** | | | | |
| 424030 Intfd Computer Dev | 79,910 | 0 | 0 | **0** |
| 424110 Other Interfund Services | 0 | 0 | 0 | **96,000** |
| 426330 Miscellaneous Copies Fees | 37,366 | 31,011 | 43,068 | **43,068** |
| 427010 Moving Violations | 19,432,994 | 18,933,578 | 18,468,706 | **18,599,857** |
| 427030 MCTP Monthly Time Payment | 575,212 | 541,490 | 631,989 | **631,989** |
| 427040 Non-Traffic Fines | 2,322,318 | 2,369,859 | 2,487,210 | **2,504,872** |
| 427050 Failure to Appear Fines | 2,151,883 | 2,235,099 | 2,090,163 | **2,105,006** |
| 427060 Scire Facias Forfeitures | 772,323 | 553,982 | 770,226 | **775,696** |
| 427070 Bond Handling Fees | 922 | 953 | 1,353 | **1,363** |
| 427100 Local Court Costs | 630,230 | 674,481 | 574,586 | **578,666** |
| 427110 Driver Safety Administration Fees | 1,583,253 | 1,723,175 | 1,507,101 | **1,517,803** |
| 427120 Cash Bond Forfeiture Fees | 3,193 | 646 | 7,361 | **7,413** |
| 427130 Local Arrest Fees | 1,521,991 | 1,592,520 | 1,410,328 | **1,420,343** |
| 427140 State Arrest Fees | 1 | 1 | 5 | **5** |
| 427160 Warrant Fees | 143,935 | 145,929 | 148,193 | **149,245** |
| 427170 HPD Overtime Fee | 65 | 66 | 34 | **34** |
| 427180 Capias Pro Fine | 4,096 | 3,494 | 3,239 | **3,262** |
| 427200 Unclaimed Fines & Forfeitures | 1,268 | 630 | 3,127 | **3,149** |
| 427210 Court Costs/Jury Costs | 67 | 61 | 51 | **51** |
| 427220 Suspended Sentence Fees | 3,836,979 | 4,244,200 | 3,979,593 | **4,007,853** |
| 427250 Registration Denial Fee | 273,117 | 249,218 | 273,830 | **275,775** |
| 427260 Dismissal Fees | 898,272 | 1,058,187 | 719,967 | **725,080** |
| 427280 In-House Collection Fee | 258,197 | 152,938 | 491,841 | **491,841** |

| General Fund Revenues By Business Area | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 428080 | Returned Check Charges | 8,991 | 9,119 | 7,176 | **7,176** |
| 434340 | Cashier Overages | 314 | 1,030 | 0 | **0** |
| 434510 | Prior Year Revenue | (2,224,696) | 0 | 0 | **0** |
| 452030 | Miscellaneous Revenue | 385,179 | 250,423 | 462,882 | **462,882** |
| Subtotal | | **32,697,380** | **34,772,090** | **34,082,029** | **34,408,429** |
| **Police Department** | | | | | |
| 421170 | Burglar Alarm Permits | 0 | 6,833,520 | 8,031,042 | **0** |
| 421630 | Administrative Fee - Licenses & Permits | 725 | 0 | 0 | **0** |
| 424060 | Interfund Airport Police Services | 20,386,806 | 22,098,451 | 22,098,451 | **23,232,130** |
| 425050 | Indirect Cost Recovery-Auto Dealers | 684,231 | 696,300 | 696,300 | **892,675** |
| 426260 | Police Services | 401,655 | 0 | 155,000 | **155,000** |
| 426340 | Public Safety Reports Fees | 698,649 | 675,000 | 758,800 | **786,800** |
| 426370 | Training Services | 63,168 | 26,000 | 30,000 | **26,000** |
| 426430 | Facility Rental Fees | 44,939 | 46,000 | 51,000 | **46,000** |
| 427200 | Unclaimed Fines & Forfeitures | 0 | 0 | 3,500 | **0** |
| 428040 | Vehicle Tow-Away Fees | 2,664 | 1,500 | 1,500 | **500** |
| 428050 | False Alarm Penalties | 0 | 2,500,000 | 2,104,130 | **0** |
| 428080 | Returned Check Charges | 72 | 0 | 200 | **200** |
| 428090 | Miscellaneous Fines & Forfeitures | 150,250 | 53,000 | 200,000 | **95,000** |
| 431020 | Contributions from Others | 133,064 | 155,460 | 114,090 | **0** |
| 434225 | Sale of Non-Capital Equip. & Merchandise | 47,186 | 25,000 | 60,000 | **60,000** |
| 434255 | Sale of Recyclable Materials | 0 | 0 | 562 | **0** |
| 434505 | Prior Year Expenditure Recovery | 455,135 | 0 | 0 | **0** |
| 434510 | Prior Year Revenue | (33) | 0 | 91,235 | **0** |
| 443130 | Pay Phone Concessions | 186,573 | 200,000 | 220,000 | **200,000** |
| 452020 | Recoveries & Refunds | 255,492 | 1,800,000 | 1,800,000 | **2,200,000** |
| 452030 | Miscellaneous Revenue | 701 | 600 | 685 | **650** |
| 490020 | Transfer from Special Revenue Fund | 2,189,600 | 1,094,800 | 1,094,800 | **1,262,500** |
| 490060 | Transfer from Civic Center | 0 | 90,000 | 0 | **0** |
| Subtotal | | **25,700,877** | **36,295,631** | **37,511,295** | **28,957,455** |
| **Total Public Safety** | | **121,335,887** | **132,008,845** | **134,135,463** | **125,755,419** |
| **Development & Maintenance Service** | | | | | |
| **General Services** | | | | | |
| 424110 | Other Interfund Services | 2,307,535 | 2,732,980 | 3,112,179 | **2,789,970** |
| 426420 | Building Space Rental Fees | 316,313 | 408,946 | 349,772 | **773,850** |
| 426430 | Facility Rental Fees | 32,557 | 23,440 | 21,810 | **13,388** |
| 428060 | Other Interest Income | 324,797 | 300,000 | 300,000 | **300,000** |
| 434240 | Sale of Capital Assets-Land/Streets | 0 | 3,000,000 | 3,257,101 | **1,000,000** |
| 443160 | Vending Machine Concessions | 253,910 | 241,601 | 250,912 | **352,685** |
| 452020 | Recoveries & Refunds | 3,190 | 0 | 0 | **0** |
| 490060 | Transfer from Civic Center | 388,221 | 388,221 | 388,221 | **388,221** |
| Subtotal | | **3,626,523** | **7,095,188** | **7,679,995** | **5,618,114** |
| **Planning & Development** | | | | | |
| 421290 | Tower Application Review Fee | 2,661 | 3,407 | 3,407 | **2,243** |
| 421630 | Administrative Fee - Licenses & Permits | 80,297 | 77,175 | 83,886 | **105,734** |
| 424110 | Other Interfund Services | 0 | 52,328 | 0 | **0** |
| 426020 | Hazardous Materials Permit | 1,517 | 1,032 | 1,032 | **1,586** |
| 426070 | Hotel & Motel Ordinance | 3,645 | 2,478 | 2,478 | **3,315** |
| 426250 | Platting Fees | 3,160,845 | 3,777,542 | 4,552,328 | **5,790,937** |
| 426290 | Other Service Charges | 3,873 | 3,000 | 5,879 | **3,000** |
| 426320 | City Maps & Related Items | 1,855 | 1,750 | 1,750 | **1,750** |
| 426450 | Park Equipment Rental Fees | 46 | 0 | 0 | **0** |

| General Fund Revenues By Business Area | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 428080 Returned Check Charges | 49 | 100 | 100 | **100** |
| 434505 Prior Year Expenditure Recovery | 497 | 0 | 3,390 | **0** |
| 452020 Recoveries & Refunds | 1 | 50 | 50 | **50** |
| 452030 Miscellaneous Revenue | 39,715 | 50,000 | 50,000 | **10,000** |
| Subtotal | **3,295,001** | **3,968,862** | **4,704,300** | **5,918,715** |
| **Public Works & Engineering** | | | | |
| 423010 Other Grant Awards | 0 | 100,000 | 400,000 | **0** |
| 424140 Interfund Inventory | (327,223) | 0 | 0 | **0** |
| 426420 Building Space Rental Fees | 0 | 1,000 | 1,000 | **1,000** |
| 434240 Sale of Capital Assets-Land/Streets | 1,504,033 | 1,500,000 | 1,500,000 | **1,500,000** |
| 452020 Recoveries & Refunds | 557,378 | 554,600 | 554,600 | **554,600** |
| 457010 Interfund Land Acquisition | 110,900 | 385,500 | 385,500 | **316,300** |
| Subtotal | **1,845,088** | **2,541,100** | **2,841,100** | **2,371,900** |
| **Solid Waste Management** | | | | |
| 421320 Dumpster Permits | 2,540,894 | 2,436,000 | 2,560,000 | **2,580,000** |
| 421630 Administrative Fee - Licenses & Permits | 387,777 | 366,375 | 366,375 | **366,375** |
| 426100 Non-Resident Garbage Fee | 470,938 | 500,000 | 345,600 | **480,000** |
| 426110 Extra Container Garbage Fee | 1,505,112 | 1,650,000 | 816,000 | **1,300,000** |
| 428080 Returned Check Charges | 1,129 | 800 | 800 | **800** |
| 434305 Judgments & Claims | 3,754 | 15,000 | 5,000 | **15,000** |
| 452020 Recoveries & Refunds | 450 | 500 | 10,963 | **500** |
| 452030 Miscellaneous Revenue | 7,528 | 10,000 | 10,000 | **10,000** |
| Subtotal | **4,917,582** | **4,978,675** | **4,114,738** | **4,752,675** |
| **Total Development & Maintenance Service** | **13,684,194** | **18,583,825** | **19,340,133** | **18,661,404** |
| **Human & Cultural Services** | | | | |
| **Department of Neighborhoods** | | | | |
| 421200 Other Building & Construction Permits | 2,411 | 15,000 | 2,500 | **2,000** |
| 421630 Administrative Fee - Licenses & Permits | 0 | 15,000 | 3,000 | **3,000** |
| 424160 Interfund Affirmative Action Services | 208,915 | 282,419 | 282,419 | **298,905** |
| 426090 Demolition Fees | 0 | 0 | 778,879 | **595,903** |
| 426120 Weed Cutting Fees | 0 | 0 | 319,499 | **293,772** |
| 426330 Miscellaneous Copies Fees | 1,469 | 3,000 | 408 | **1,000** |
| 426480 Securing/Boarding - Nuisance Abatement | 0 | 0 | 208,119 | **122,516** |
| 426485 Visual Blight - Nuisance Abatement | 0 | 0 | 1,084 | **1,404** |
| 428030 Release of Liens | 66,420 | 55,000 | 114,307 | **81,291** |
| 428105 Interest on Liens-Contract | 0 | 0 | 301,749 | **511,739** |
| 452020 Recoveries & Refunds | 4,265 | 0 | 0 | **0** |
| 452030 Miscellaneous Revenue | 0 | 0 | 67 | **0** |
| Subtotal | **283,480** | **370,419** | **2,012,031** | **1,911,530** |
| **Health and Human Services** | | | | |
| 421010 Special Food Permits | 1,053,055 | 1,052,300 | 1,052,300 | **1,371,000** |
| 421020 Food Dealers Permits | 3,502,280 | 3,395,600 | 3,471,900 | **3,565,200** |
| 421030 Food Managers Permits | 340,240 | 354,700 | 331,600 | **335,500** |
| 421040 Mobile Food Vendor Licenses | 445,445 | 356,100 | 459,600 | **485,300** |
| 421060 Miscellaneous Health Permits | 1,155,893 | 782,500 | 976,000 | **1,150,000** |
| 421630 Administrative Fee - Licenses & Permits | 171,515 | 150,900 | 172,100 | **174,200** |
| 422010 Medicaid Title XIX | 289,093 | 300,000 | 300,000 | **300,000** |
| 422020 Medicaid Title XX | 440,077 | 370,000 | 0 | **0** |
| 422025 Family Planning Fee for Service | 166,726 | 0 | 370,000 | **370,000** |
| 422153 Intergovernmental Revenue - 1115 Waiver | 0 | 0 | 1,813,742 | **10,339,698** |
| 424140 Interfund Inventory | 2,362 | 0 | 0 | **0** |
| 425110 Indirect Cost Recovery-Grants | 4,369,575 | 4,100,000 | 4,100,000 | **4,100,000** |

| General Fund Revenues By Business Area | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 426060 | Clinical Fees | 15 | 0 | 0 | **0** |
| 426130 | Dental Fees | 6,036 | 0 | 10,000 | **400** |
| 426140 | Laboratory Fees | (40) | 0 | 0 | **0** |
| 426300 | Certified Copies Fees | 1,841,847 | 1,750,000 | 1,750,000 | **1,741,100** |
| 426330 | Miscellaneous Copies Fees | 3,527 | 3,900 | 3,900 | **1,000** |
| 426420 | Building Space Rental Fees | 461,459 | 500,800 | 480,800 | **470,400** |
| 426430 | Facility Rental Fees | 66,001 | 89,800 | 62,400 | **62,400** |
| 428080 | Returned Check Charges | 838 | 900 | 900 | **500** |
| 434340 | Cashier Overages | 1,849 | 0 | 2,200 | **100** |
| 447020 | Garage Parking Revenue | 151,387 | 146,000 | 146,000 | **146,000** |
| 452020 | Recoveries & Refunds | 21 | 0 | 0 | **0** |
| 452030 | Miscellaneous Revenue | 19,037 | 16,000 | 16,000 | **16,100** |
| 456255 | Misc Operating Revenue | 96 | 0 | 0 | **0** |
| 490080 | Other Operating Transfers In | 0 | 0 | 160,000 | **0** |
| Subtotal | | **14,488,334** | **13,369,500** | **15,679,442** | **24,628,898** |
| **Library** | | | | | |
| 425040 | Indirect Cost-Houston Area Lib Auto NetWork | 99,000 | 99,000 | 99,000 | **99,000** |
| 425110 | Indirect Cost Recovery-Grants | 53,130 | 0 | 0 | **0** |
| 426040 | Library Service Charges | 17,273 | 9,500 | 10,000 | **10,000** |
| 426151 | Passport Service Fee | 55,419 | 25,000 | 250,000 | **300,000** |
| 426430 | Facility Rental Fees | 3,599 | 3,500 | 2,000 | **2,000** |
| 428020 | Library Fines | 583,819 | 575,000 | 550,000 | **575,000** |
| 428080 | Returned Check Charges | 96 | 60 | 60 | **0** |
| 443120 | Photocopier Concessions | 862 | 1,000 | 1,100 | **1,100** |
| 443150 | Telecommunications Revenue | 50 | 100 | 100 | **100** |
| 443160 | Vending Machine Concessions | 960 | 800 | 1,000 | **1,000** |
| 445050 | Cell Tower Revenue | 11,250 | 3,000 | 15,000 | **15,000** |
| 447020 | Garage Parking Revenue | 59,226 | 55,000 | 55,000 | **60,000** |
| 451040 | Interfund Postage | 0 | 0 | 500 | **1,000** |
| 452020 | Recoveries & Refunds | 4,243 | 5,000 | 5,000 | **5,000** |
| 452030 | Miscellaneous Revenue | 2,881 | 3,500 | 5,000 | **5,000** |
| Subtotal | | **891,808** | **780,460** | **993,760** | **1,074,200** |
| **Parks and Recreation** | | | | | |
| 422122 | Municipal Service Fees - TIRZ | 608,000 | 608,000 | 608,000 | **624,800** |
| 426370 | Training Services | 0 | 500 | 0 | **500** |
| 426420 | Building Space Rental Fees | 166,667 | 0 | 0 | **0** |
| 431020 | Contributions from Others | 350,000 | 0 | 0 | **0** |
| 434510 | Prior Year Revenue | 0 | 2,000 | 0 | **0** |
| 452020 | Recoveries & Refunds | 483,883 | 536,000 | 485,000 | **473,000** |
| 452030 | Miscellaneous Revenue | 42,611 | 3,000 | 15,000 | **17,000** |
| Subtotal | | **1,651,161** | **1,149,500** | **1,108,000** | **1,115,300** |
| **Total** | **Human & Cultural Services** | **17,314,783** | **15,669,879** | **19,793,233** | **28,729,928** |
| **Administrative Services** | | | | | |
| **Administration and Regulatory Affairs** | | | | | |
| 416010 | Electricity Franchise Tax | 98,194,892 | 102,196,852 | 102,196,852 | **99,026,351** |
| 417010 | Telephone Franchise Tax | 45,429,737 | 44,606,000 | 45,075,000 | **44,622,526** |
| 418010 | Natural Gas Franchise Tax | 22,009,397 | 19,194,072 | 19,194,072 | **16,492,054** |
| 419010 | Cable TV Franchise Tax | 19,361,551 | 18,439,200 | 19,718,482 | **20,500,000** |
| 419040 | Solid Waste Hauler Franichise Fee | 5,713,121 | 5,674,000 | 6,000,000 | **6,250,000** |
| 419050 | Spur Track Franchise Fee | 20,426 | 20,426 | 20,426 | **20,426** |
| 419070 | Fiber Optics Franchise Fee | 41,668 | 41,100 | 41,673 | **41,700** |
| 419090 | Telecomm Franchise Fees - Prior Year | 36,363 | 0 | 138,353 | **0** |

| General Fund Revenues By Business Area | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 419110 | Cable TV Franchise Fees-Prior Year | 169,410 | 0 | 0 | **0** |
| 419120 | Solid Waste Franchise Fees-Prior Year | 213,649 | 0 | 13,401 | **0** |
| 421100 | Occupation Licenses | 190,827 | 204,573 | 205,558 | **205,558** |
| 421110 | Sexually Oriented Business Permits | 45,014 | 36,713 | 36,713 | **47,724** |
| 421130 | Decals for Coin-Ope.Amusement Machines | 384,308 | 289,999 | 376,673 | **376,673** |
| 421140 | Dance Licenses | 53,009 | 91,254 | 65,000 | **78,487** |
| 421150 | Liquor Licenses | 1,024,218 | 1,406,574 | 1,553,365 | **1,553,365** |
| 421170 | Burglar Alarm Permits | 0 | 0 | 0 | **7,900,000** |
| 421220 | School Bus Licenses & Permits | 39,744 | 37,214 | 37,214 | **37,522** |
| 421230 | Taxicab Licenses & Permits | 1,292,056 | 1,280,052 | 1,280,052 | **1,311,027** |
| 421280 | Other Licenses & Permits | 205,137 | 171,873 | 210,000 | **225,847** |
| 421410 | Permit Preparation Fees | 20,016 | 0 | 0 | **0** |
| 421570 | Limousine Permits | 801,314 | 723,322 | 800,000 | **805,328** |
| 421580 | Charter Bus Permits | 187,220 | 181,236 | 181,236 | **140,564** |
| 421590 | Right-of-way Permits | 327,892 | 324,974 | 324,974 | **306,477** |
| 421600 | Jitney Permit & Inspection Fees | 5,666 | 7,243 | 5,743 | **4,345** |
| 421610 | Low Speed Shuttle Permit/Inspection Fees | 276 | 4,373 | 0 | **0** |
| 421620 | Pedicab Permits & Inspection Fees | 15,595 | 14,918 | 12,000 | **9,219** |
| 421630 | Administrative Fee - Licenses & Permits | 800,309 | 789,168 | 790,000 | **798,854** |
| 424040 | Interfund 311 | 0 | 0 | 373,375 | **373,376** |
| 424080 | Interfund Payroll Services | 702,215 | 553,905 | 564,305 | **671,673** |
| 424110 | Other Interfund Services | 34,686 | 16,800 | 16,800 | **0** |
| 426240 | Limousine Inspection Fees | 86,084 | 73,286 | 130,000 | **83,926** |
| 426290 | Other Service Charges | 95,461 | 101,000 | 95,000 | **101,000** |
| 426330 | Miscellaneous Copies Fees | 120 | 132 | 68 | **28** |
| 428030 | Release of Liens | 3,120 | 0 | 0 | **0** |
| 428050 | False Alarm Penalties | 0 | 0 | 0 | **2,100,000** |
| 428080 | Returned Check Charges | 72 | 456 | 456 | **0** |
| 428090 | Miscellaneous Fines & Forfeitures | 356,745 | 0 | 136,935 | **0** |
| 434205 | Sale of Scrap Metal | 1,613 | 30,000 | 30,000 | **2,000** |
| 434225 | Sale of Non-Capital Equip. & Merchandise | 373,718 | 300,000 | 300,000 | **300,000** |
| 434340 | Cashier Overages | 34 | 0 | 0 | **0** |
| 434510 | Prior Year Revenue | 0 | 0 | 1,136 | **0** |
| 452020 | Recoveries & Refunds | 71,084 | 0 | 8,170 | **0** |
| 452030 | Miscellaneous Revenue | 112,257 | 30,000 | 30,000 | **0** |
| Subtotal | | **198,420,024** | **196,840,715** | **199,963,032** | **204,386,050** |
| **City Controller** | | | | | |
| 452020 | Recoveries & Refunds | 74,527 | 0 | 0 | **0** |
| Subtotal | | **74,527** | **0** | **0** | **0** |
| **City Secretary** | | | | | |
| 426330 | Miscellaneous Copies Fees | 14,493 | 3,000 | 13,541 | **15,000** |
| Subtotal | | **14,493** | **3,000** | **13,541** | **15,000** |
| **Finance Department** | | | | | |
| 411020 | Current Property Tax | 792,005,872 | 813,212,136 | 824,618,555 | **859,521,878** |
| 411030 | Current Year Delinquent Property Tax | 50,365,051 | 61,767,865 | 48,465,294 | **55,117,122** |
| 411040 | Delinquent Property Tax - Prior Years | 485,342 | 440,926 | 623,434 | **640,832** |
| 411140 | Prior Year Delinquent Property Tax-2001 | 85,209 | 0 | 0 | **0** |
| 411150 | Prior Year Delinquent Property Tax-2002 | 102,785 | 64,882 | 109,805 | **0** |
| 411160 | Prior Year Delinquent Property Tax-2003 | 145,423 | 94,845 | 132,029 | **112,546** |
| 411170 | Prior Year Delinquent Property Tax-2004 | 149,351 | 132,841 | 186,800 | **133,633** |
| 411171 | Prior Year Delinquent Property Tax-2005 | 402,021 | 191,386 | 191,845 | **191,803** |
| 411172 | Prior Year Delinquent Property Tax-2006 | 959,184 | 271,556 | 516,406 | **195,654** |
| 411173 | Prior Year Delinquent Property Tax-2007 | 1,501,962 | 709,766 | 1,232,096 | **408,610** |

| General Fund Revenues By Business Area | | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 411174 | Prior Year Delinquent Property Tax-2008 | 1,315,608 | 1,587,735 | 2,667,930 | **796,001** |
| 411175 | Prior Year Delinquent Property Tax-2009 | 1,877,551 | 1,905,533 | 2,331,019 | **1,454,101** |
| 411176 | Prior Year Delinquent Property Tax-2010 | 5,170,130 | 2,821,225 | 2,721,794 | **2,232,503** |
| 411177 | Prior Year Delinquent Property Tax-2011 | 0 | 4,836,304 | 8,342,195 | **2,466,762** |
| 411178 | Prior Year Delinquent Property Tax-2012 | 0 | 0 | 0 | **8,075,555** |
| 411180 | Current Delinquent - P & I | 4,171,146 | 4,695,390 | 4,530,346 | **4,530,346** |
| 411190 | Penalty&Interest-Delinq. Property Tax | 7,798,117 | 7,864,610 | 8,469,654 | **8,469,654** |
| 411210 | Property Tax Rebates | (393,691) | (400,000) | (479,202) | **(479,000)** |
| 411220 | Unclaimed Refunds of Property Tax | 0 | 0 | 1,537,000 | **1,540,000** |
| 412010 | Sales Tax | 546,543,436 | 577,373,000 | 595,255,883 | **629,601,816** |
| 413010 | Mixed Beverage Tax | 9,524,636 | 9,500,000 | 9,800,000 | **9,800,000** |
| 414010 | Bingo Tax | 192,627 | 185,000 | 194,000 | **195,000** |
| 415010 | Industrial District Assessment | 36,836 | 0 | 0 | **0** |
| 424110 | Other Interfund Services | 22,426 | 15,000 | 5,000 | **16,800** |
| 426090 | Demolition Fees | 420,973 | 716,964 | 0 | **0** |
| 426120 | Weed Cutting Fees | 337,263 | 488,448 | 0 | **0** |
| 426480 | Securing/Boarding - Nuisance Abatement | 32,664 | 72,374 | 0 | **0** |
| 426485 | Visual Blight - Nuisance Abatement | 1,571 | 396 | 0 | **0** |
| 428030 | Release of Liens | 87,516 | 96,157 | 7,000 | **3,000** |
| 428060 | Other Interest Income | 0 | 5,000 | 12,025 | **11,000** |
| 428080 | Returned Check Charges | 0 | 1,000 | 1,000 | **1,000** |
| 428100 | Interest on Liens-COH | 143,135 | 200,701 | 65,990 | **110,929** |
| 428105 | Interest on Liens-Contract | 369,476 | 511,739 | 0 | **0** |
| 432010 | Interest on Pooled Investments | 4,432,642 | 4,000,000 | 3,000,000 | **3,000,000** |
| 434150 | Streets & Bridges Assessments | 78,005 | 110,764 | 50,867 | **54,804** |
| 434505 | Prior Year Expenditure Recovery | 0 | 0 | 0 | **5,001** |
| 434510 | Prior Year Revenue | (958) | 0 | 0 | **0** |
| 452020 | Recoveries & Refunds | 0 | 50,000 | 50,000 | **50,000** |
| 490120 | Transfer from Component Unit | 12,004,000 | 0 | 0 | **0** |
| Subtotal | | **1,440,367,309** | **1,493,523,543** | **1,514,638,765** | **1,588,257,350** |
| **Houston Information Technology Services** | | | | | |
| 424100 | Intfd IT Network Svc | (12) | 0 | 0 | **0** |
| 424210 | Interfund Radio Parts & Labor | 0 | 0 | 0 | **1,800** |
| 424215 | Interfund Radio System Access | 0 | 0 | 0 | **48,240** |
| 426055 | External Radio Parts & Labor | 0 | 0 | 14,000 | **27,000** |
| 426520 | External Radio System Fees | 0 | 0 | 0 | **234,000** |
| 451020 | Interfund Billing-Telephone | 975 | 0 | 0 | **0** |
| 457020 | Interfund Communication Equipment Repair | 17,680 | 0 | 0 | **0** |
| Subtotal | | **18,643** | **0** | **14,000** | **311,040** |
| **Human Resources** | | | | | |
| 426300 | Certified Copies Fees | 1,168 | 0 | 0 | **0** |
| 426330 | Miscellaneous Copies Fees | 11,735 | 6,000 | 15,000 | **6,000** |
| Subtotal | | **12,903** | **6,000** | **15,000** | **6,000** |
| **Legal** | | | | | |
| 424070 | Interfund Legal Services | 1,144,741 | 1,175,773 | 1,161,773 | **1,255,316** |
| 426330 | Miscellaneous Copies Fees | 796 | 3,000 | 1,500 | **1,200** |
| 434305 | Judgments & Claims | 33,835 | 5,000 | 18,000 | **10,000** |
| 452020 | Recoveries & Refunds | 3,883 | 5,000 | 4,000 | **5,000** |
| 452030 | Miscellaneous Revenue | 0 | 100 | 0 | **100** |
| Subtotal | | **1,183,255** | **1,188,873** | **1,185,273** | **1,271,616** |
| **Mayor's Office** | | | | | |
| 415010 | Industrial District Assessment | 0 | 14,800,000 | 29,563,000 | **15,000,000** |

| General Fund Revenues By Business Area | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|
| 421270 City Election Fees | 35,750 | 0 | 1,556 | 0 |
| 421410 Permit Preparation Fees | 0 | 0 | 9,522 | 0 |
| 421630 Administrative Fee - Licenses & Permits | 3,000 | 0 | 1,500 | 0 |
| 452020 Recoveries & Refunds | 22,818 | 0 | 0 | 301,565 |
| Subtotal | 61,568 | 14,800,000 | 29,575,578 | 15,301,565 |
| **Office of Business Opportunity** | | | | |
| 424160 Interfund Affirmative Action Services | 70,046 | 129,000 | 129,000 | 127,156 |
| 426330 Miscellaneous Copies Fees | 0 | 0 | 264 | 0 |
| 452030 Miscellaneous Revenue | 33,132 | 40,000 | 40,000 | 40,000 |
| Subtotal | 103,178 | 169,000 | 169,264 | 167,156 |
| **Total Administrative Services** | 1,640,255,900 | 1,706,531,131 | 1,745,574,453 | 1,809,715,777 |
| **General Government** | | | | |
| **General Government** | | | | |
| 416020 Miscellaneous Franchise Fee | 1,569,923 | 1,500,000 | 1,500,000 | 1,500,000 |
| 422122 Municipal Service Fees - TIRZ | 5,684,200 | 4,925,200 | 4,925,200 | 4,925,200 |
| 422141 Intergovernmental Revenue - TIRZ | 3,812,270 | 4,028,768 | 4,028,768 | 4,503,773 |
| 424140 Interfund Inventory | 214,161 | 0 | 0 | 0 |
| 425010 Indirect Cost Recovery-Aviation | 3,209,709 | 3,085,666 | 3,085,666 | 2,651,941 |
| 425020 Indirect Cost Recovery - Civic Center | 551,181 | 680,737 | 680,737 | 328,479 |
| 425030 Indirect Cost-CUS Fund | 3,868,673 | 3,479,384 | 3,479,384 | 6,173,346 |
| 425060 Indirect Cost Recover -Public TV | 39,659 | 20,097 | 20,097 | 40,528 |
| 425070 Indirect Cost-Building Inspection | 1,753,112 | 1,667,199 | 1,667,199 | 1,438,831 |
| 425080 Indirect Cost Recovery-Street & Drainage | 1,257,112 | 1,131,161 | 1,131,161 | 1,120,158 |
| 425090 Indirect Cost Recovery-911 Emergency | 110,000 | 110,000 | 110,000 | 110,000 |
| 425100 Indirect Cost Recovery-Other | 2,259,408 | 1,780,065 | 1,780,065 | 3,603,392 |
| 426330 Miscellaneous Copies Fees | 0 | 1,200 | 1,200 | 1,200 |
| 429095 Medicare Part D Distribution | 1,123,328 | 0 | 0 | 0 |
| 434305 Judgments & Claims | 0 | 100,000 | 100,000 | 100,000 |
| 434330 Subrogations | 0 | 10,000 | 7,000 | 10,000 |
| 434505 Prior Year Expenditure Recovery | (158,281) | 50,000 | 17,000 | 50,000 |
| 434510 Prior Year Revenue | 0 | 50,000 | 16,000 | 50,000 |
| 445050 Cell Tower Revenue | 199,307 | 250,000 | 240,000 | 250,000 |
| 452020 Recoveries & Refunds | 763,412 | 1,450,000 | 800,000 | 800,000 |
| 452030 Miscellaneous Revenue | (67,203) | 250,000 | 250,000 | 250,000 |
| 456555 Proceeds from Promissory Notes | 0 | 0 | 10,954,611 | 0 |
| 490020 Transfer from Special Revenue Fund | 2,499,800 | 2,353,591 | 2,082,000 | 0 |
| 490060 Transfer from Civic Center | 10,000,000 | 1,380,000 | 1,380,000 | 1,380,000 |
| 490080 Other Operating Transfers In | 17,100,000 | 0 | 0 | 0 |
| 490120 Transfer from Component Unit | 845,000 | 13,777,075 | 14,823,251 | 17,239,000 |
| 490140 Transfer from Parking Management | 8,117,371 | 7,994,222 | 7,994,222 | 7,500,000 |
| Subtotal | 64,752,142 | 50,074,365 | 61,073,561 | 54,025,848 |
| **Total General Government** | 64,752,142 | 50,074,365 | 61,073,561 | 54,025,848 |
| **Debt Service** | | | | |
| **General Debt Service** | | | | |
| 434505 Prior Year Expenditure Recovery | (550) | 0 | 0 | 0 |
| Subtotal | (550) | 0 | 0 | 0 |
| **Total Debt Service** | (550) | 0 | 0 | 0 |
| **Grand Total:** | 1,857,342,356 | 1,922,868,045 | 1,979,916,843 | 2,036,888,376 |

Citywide Revenues by Category

| Commitment Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| **Taxes** | | | | | |
| **General Property Taxes** | | | | | |
| 411020 | Current Property Tax | 792,005,872 | 813,212,136 | 824,618,555 | 859,521,878 |
| 411030 | Current Year Delinquent Property Tax | 50,365,051 | 61,767,865 | 48,465,294 | 55,117,122 |
| 411040 | Delinquent Property Tax - Prior Years | 485,342 | 440,926 | 623,434 | 640,832 |
| 411140 | Prior Year Delinquent Property Tax-2001 | 85,209 | 0 | 0 | 0 |
| 411150 | Prior Year Delinquent Property Tax-2002 | 102,785 | 64,882 | 109,805 | 0 |
| 411160 | Prior Year Delinquent Property Tax-2003 | 145,423 | 94,845 | 132,029 | 112,546 |
| 411170 | Prior Year Delinquent Property Tax-2004 | 149,351 | 132,841 | 186,800 | 133,633 |
| 411171 | Prior Year Delinquent Property Tax-2005 | 402,021 | 191,386 | 191,845 | 191,803 |
| 411172 | Prior Year Delinquent Property Tax-2006 | 959,184 | 271,556 | 516,406 | 195,654 |
| 411173 | Prior Year Delinquent Property Tax-2007 | 1,501,962 | 709,766 | 1,232,096 | 408,610 |
| 411174 | Prior Year Delinquent Property Tax-2008 | 1,315,608 | 1,587,735 | 2,667,930 | 796,001 |
| 411175 | Prior Year Delinquent Property Tax-2009 | 1,877,551 | 1,905,533 | 2,331,019 | 1,454,101 |
| 411176 | Prior Year Delinquent Property Tax-2010 | 5,170,130 | 2,821,225 | 2,721,794 | 2,232,503 |
| 411177 | Prior Year Delinquent Property Tax-2011 | 0 | 4,836,304 | 8,342,195 | 2,466,762 |
| 411178 | Prior Year Delinquent Property Tax-2012 | 0 | 0 | 0 | 8,075,555 |
| 411180 | Current Delinquent - P & I | 4,171,146 | 4,695,390 | 4,530,346 | 4,530,346 |
| 411190 | Penalty&Interest-Delinq. Property Tax | 7,798,117 | 7,864,610 | 8,469,654 | 8,469,654 |
| 411210 | Property Tax Rebates | (393,691) | (400,000) | (479,202) | (479,000) |
| 411220 | Unclaimed Refunds of Property Tax | 0 | 0 | 1,537,000 | 1,540,000 |
| Subtotal | General Property Taxes | 866,141,061 | 900,197,000 | 906,197,000 | 945,408,000 |
| 412010 | Sales Tax | 546,543,436 | 577,373,000 | 595,255,883 | 629,601,816 |
| **Other Tax** | | | | | |
| 413010 | Mixed Beverage Tax | 9,524,636 | 9,500,000 | 9,800,000 | 9,800,000 |
| 414010 | Bingo Tax | 192,627 | 185,000 | 194,000 | 195,000 |
| 449110 | Hotel Occupancy Tax | 67,548,492 | 71,229,280 | 71,229,280 | 76,000,000 |
| 449510 | Delinquent Hotel Occupancy Tax | 1,074,124 | 994,125 | 994,125 | 1,520,000 |
| Subtotal | Other Tax | 78,339,879 | 81,908,405 | 82,217,405 | 87,515,000 |
| **Total Taxes** | | **1,491,024,376** | **1,559,478,405** | **1,583,670,288** | **1,662,524,816** |
| **Industrial District Assessment** | | | | | |
| 415010 | Industrial District Assessment | 36,836 | 14,800,000 | 29,563,000 | 15,000,000 |
| **Total Industrial District Assessment** | | **36,836** | **14,800,000** | **29,563,000** | **15,000,000** |
| **Franchise Fees** | | | | | |
| **Electric Franchise** | | | | | |
| 416010 | Electricity Franchise Tax | 98,194,892 | 102,196,852 | 102,196,852 | 99,026,351 |
| 416020 | Miscellaneous Franchise Fee | 1,569,923 | 1,500,000 | 1,500,000 | 1,500,000 |
| Subtotal | Electric Franchise | 99,764,815 | 103,696,852 | 103,696,852 | 100,526,351 |
| **Telephone Franchise** | | | | | |
| 417010 | Telephone Franchise Tax | 45,429,737 | 44,606,000 | 45,075,000 | 44,622,526 |
| 419090 | Telecomm Franchise Fees - Prior Year | 36,363 | 0 | 138,353 | 0 |
| Subtotal | Telephone Franchise | 45,466,100 | 44,606,000 | 45,213,353 | 44,622,526 |
| **Gas Franchise** | | | | | |
| 418010 | Natural Gas Franchise Tax | 22,009,397 | 19,194,072 | 19,194,072 | 16,492,054 |
| **Other Franchise** | | | | | |
| 419010 | Cable TV Franchise Tax | 19,361,551 | 18,439,200 | 19,718,482 | 20,500,000 |
| 419040 | Solid Waste Hauler Franichise Fee | 5,713,121 | 5,674,000 | 6,000,000 | 6,250,000 |
| 419050 | Spur Track Franchise Fee | 20,426 | 20,426 | 20,426 | 20,426 |
| 419070 | Fiber Optics Franchise Fee | 41,668 | 41,100 | 41,673 | 41,700 |
| 419110 | Cable TV Franchise Fees-Prior Year | 169,410 | 0 | 0 | 0 |
| 419120 | Solid Waste Franchise Fees-Prior Year | 213,649 | 0 | 13,401 | 0 |
| 421330 | Impounded Sign Fees | 75 | 200 | 400 | 100 |
| 421340 | Sign Construction Fees | 644,796 | 463,500 | 681,900 | 693,100 |
| 421390 | Sign Plan Examination Fees | 418,256 | 448,600 | 421,400 | 424,000 |
| 421430 | Annual Boiler Fees | 170,480 | 141,600 | 185,900 | 202,500 |
| 421470 | Occupancy Fees | 3,826,807 | 3,811,800 | 6,880,500 | 5,050,000 |
| 421520 | Heliport/Helistop Inspection Fees | 24,012 | 10,900 | 25,800 | 24,400 |
| Subtotal | Other Franchise | 30,604,251 | 29,051,326 | 33,989,882 | 33,206,226 |
| **Total Franchise Fees** | | **197,844,563** | **196,548,250** | **202,094,159** | **194,847,157** |

Citywide Revenues by Category

| Commitment Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| Licenses and Permits | | | | | |
| 419080 | Encroachment Franchise Fee | 393,401 | 305,000 | 421,700 | 385,000 |
| 421010 | Special Food Permits | 1,053,055 | 1,052,300 | 1,052,300 | 1,371,000 |
| 421020 | Food Dealers Permits | 3,502,280 | 3,395,600 | 3,471,900 | 3,565,200 |
| 421030 | Food Managers Permits | 340,240 | 354,700 | 331,600 | 335,500 |
| 421040 | Mobile Food Vendor Licenses | 445,445 | 356,100 | 459,600 | 485,300 |
| 421060 | Miscellaneous Health Permits | 1,155,893 | 782,500 | 976,000 | 1,150,000 |
| 421070 | Swimming Pool Operating Permits | 755,531 | 647,700 | 824,800 | 845,500 |
| 421080 | Rabies Control Licenses | 905,876 | 977,506 | 719,462 | 828,185 |
| 421090 | Ambulance Permits | 338,621 | 353,100 | 353,100 | 494,000 |
| 421100 | Occupation Licenses | 190,827 | 204,573 | 205,558 | 205,558 |
| 421110 | Sexually Oriented Business Permits | 45,014 | 36,713 | 36,713 | 47,724 |
| 421130 | Decals for Coin-Ope.Amusement Machines | 384,308 | 289,999 | 376,673 | 376,673 |
| 421140 | Dance Licenses | 53,009 | 91,254 | 65,000 | 78,487 |
| 421150 | Liquor Licenses | 1,024,218 | 1,406,574 | 1,553,365 | 1,553,365 |
| 421161 | Auto Dealers Licenses | 2,648,034 | 2,500,000 | 2,600,000 | 2,563,800 |
| 421162 | Electric Signs Fee | 341,259 | 392,000 | 371,500 | 374,100 |
| 421170 | Burglar Alarm Permits | 7,729,925 | 6,833,520 | 8,031,042 | 7,900,000 |
| 421180 | Special Fire Permits | 7,112,051 | 5,662,500 | 6,100,000 | 6,100,000 |
| 421190 | Construction Permits | 16,334,049 | 15,557,500 | 19,210,600 | 18,991,600 |
| 421200 | Other Building & Construction Permits | 4,649 | 15,500 | 6,000 | 4,000 |
| 421210 | Fire Alarm Permits | 457,314 | 743,800 | 513,700 | 513,800 |
| 421220 | School Bus Licenses & Permits | 39,744 | 37,214 | 37,214 | 37,522 |
| 421230 | Taxicab Licenses & Permits | 1,292,056 | 1,280,052 | 1,280,052 | 1,311,027 |
| 421240 | Wrecker Licenses & Permits | 592,591 | 620,000 | 716,000 | 700,000 |
| 421250 | Valet Parking Operator Permits | 55,306 | 45,034 | 60,316 | 59,804 |
| 421270 | City Election Fees | 35,750 | 0 | 1,556 | 0 |
| 421280 | Other Licenses & Permits | 2,423,044 | 2,455,479 | 2,636,944 | 2,802,873 |
| 421290 | Tower Application Review Fee | 2,661 | 3,407 | 3,407 | 2,243 |
| 421300 | Facility Permits | 16,243 | 18,200 | 82,700 | 29,700 |
| 421310 | Mobility Permits | 934,128 | 751,150 | 973,000 | 1,061,000 |
| 421320 | Dumpster Permits | 2,540,894 | 2,436,000 | 2,560,000 | 2,580,000 |
| 421350 | Site Inspection Fees | 352,750 | 351,400 | 361,200 | 384,100 |
| 421370 | Sign Operation Fees | 1,936,311 | 2,920,600 | 2,368,000 | 1,556,300 |
| 421371 | Sign Op Fee-Off Perm | 41,738 | 53,400 | 97,700 | 32,600 |
| 421372 | Sign Op Fee-Off Perm | 11,261 | 26,700 | 33,200 | 11,100 |
| 421373 | Sign Operation Fees-New Operating-City | 436,519 | 352,400 | 402,400 | 441,400 |
| 421380 | Sign Contractor Licenses | 81,860 | 80,000 | 221,600 | 86,400 |
| 421400 | Miscellaneous Sign Fees | 39,607 | 28,000 | 62,100 | 37,500 |
| 421410 | Permit Preparation Fees | 20,756 | 1,000 | 10,439 | 1,000 |
| 421420 | A/C Boiler Cons Prmt | 4,615,811 | 4,825,700 | 5,227,700 | 4,815,400 |
| 421440 | Elevator Permits | 673,124 | 509,900 | 821,700 | 873,900 |
| 421450 | House Moving Permits | 11,103 | 7,900 | 15,800 | 16,800 |
| 421460 | Mobile Home Permits | 292,143 | 361,400 | 432,800 | 375,100 |
| 421480 | Reinspections Fees | 22,305 | 112,600 | 44,300 | 0 |
| 421490 | Plan Review Fees | 1,324,393 | 1,122,200 | 1,558,500 | 1,568,800 |
| 421491 | Plan Review - Per Sheet Fee | 1,077,374 | 1,077,900 | 1,468,500 | 1,335,900 |
| 421500 | Electrical Permits | 6,692,289 | 6,744,700 | 8,222,700 | 8,487,200 |
| 421510 | Plumbing Permits | 4,491,764 | 4,233,300 | 5,079,100 | 5,130,700 |
| 421530 | Special Event Permits | 156,678 | 100,000 | 100,000 | 100,000 |
| 421540 | Closed Use Permits | 82,187 | 94,000 | 101,700 | 102,200 |
| 421550 | Street Cut Permit | 944,204 | 969,600 | 875,600 | 975,000 |
| 421560 | Flood Plain Dev Prmt | 747,481 | 688,800 | 865,600 | 790,000 |
| 421570 | Limousine Permits | 801,314 | 723,322 | 800,000 | 805,328 |
| 421580 | Charter Bus Permits | 187,220 | 181,236 | 181,236 | 140,564 |
| 421590 | Right-of-way Permits | 327,892 | 324,974 | 324,974 | 306,477 |
| 421600 | Jitney Permit & Inspection Fees | 5,666 | 7,243 | 5,743 | 4,345 |
| 421610 | Low Speed Shuttle Permit/Inspection Fees | 276 | 4,373 | 0 | 0 |
| 421620 | Pedicab Permits & Inspection Fees | 15,595 | 14,918 | 12,000 | 9,219 |
| 421630 | Administrative Fee - Licenses & Permits | 8,303,075 | 8,318,118 | 9,186,166 | 8,919,763 |
| 421640 | LED Changeable Message Sign | 26,439 | 43,100 | 26,800 | 105,300 |
| 421700 | Multi-Family Rental Building Inspections | 80,219 | 54,800 | 133,200 | 360,000 |

Citywide Revenues by Category

| Commitment Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 456105 | Oil and Gas Well Permits | 1,020 | 2,500 | 1,000 | 2,500 |
| 456110 | Stormwater Quality Mgmt Permits | 229,193 | 210,600 | 211,600 | 218,000 |
| 456115 | Industrial Waste Discharge Permits | 4,680 | 5,000 | 4,583 | 5,000 |
| 456120 | Development Permits | 235,215 | 200,000 | 259,533 | 200,000 |
| **Total Licenses and Permits** | | **87,416,878** | **84,356,659** | **95,549,276** | **94,950,857** |
| **Intergovernmental** | | | | | |
| 422010 | Medicaid Title XIX | 289,093 | 300,000 | 300,000 | 300,000 |
| 422020 | Medicaid Title XX | 440,077 | 370,000 | 0 | 0 |
| 422025 | Family Planning Fee for Service | 166,726 | 0 | 370,000 | 370,000 |
| 422030 | Department of Transportation Grants | 323,157 | 307,200 | 307,200 | 307,200 |
| 422040 | Federal Emergency Mgmt Agency Grants | 0 | 549,635 | 549,635 | 0 |
| 422122 | Municipal Service Fees - TIRZ | 6,347,200 | 5,543,200 | 5,543,200 | 5,560,000 |
| 422141 | Intergovernmental Revenue - TIRZ | 3,812,270 | 4,028,768 | 4,028,768 | 4,503,773 |
| 422150 | Intergovernmental Revenue - Metro | 52,189,352 | 51,200,000 | 51,200,000 | 56,103,200 |
| 422153 | Intergovernmental Revenue - 1115 Waiver | 0 | 2,504,692 | 4,318,434 | 24,618,329 |
| 422155 | Intergovernmental Revenue - Other | 500 | 0 | 0 | 0 |
| 423010 | Other Grant Awards | 1,325,209 | 1,593,642 | 1,904,720 | 1,747,842 |
| 429095 | Medicare Part D Distribution | 1,366,578 | 0 | 0 | 0 |
| **Total Intergovernmental** | | **66,260,162** | **66,397,137** | **68,521,957** | **93,510,344** |
| **Charges for Services** | | | | | |
| **Charges for Services** | | | | | |
| 424190 | Interfund Drainage Fee | 6,850,011 | 1,879,000 | 1,879,000 | 1,621,800 |
| 424200 | Interfund Permit Center Rent | 1,213,411 | 1,300,500 | 1,300,500 | 819,500 |
| 424210 | Interfund Radio Parts & Labor | 0 | 0 | 0 | 1,800 |
| 424215 | Interfund Radio System Access | 0 | 0 | 0 | 48,240 |
| 426010 | Hazardous Materials Response | 30,795 | 56,100 | 56,100 | 56,100 |
| 426020 | Hazardous Materials Permit | 30,517 | 36,532 | 36,532 | 37,086 |
| 426030 | Ambulance Fees | 33,071,497 | 32,416,779 | 33,244,585 | 32,335,022 |
| 426040 | Library Service Charges | 17,273 | 9,500 | 10,000 | 10,000 |
| 426050 | Animal Control Fees | 117,745 | 122,200 | 95,719 | 95,719 |
| 426055 | External Radio Parts & Labor | 0 | 0 | 14,000 | 27,000 |
| 426060 | Clinical Fees | 341,802 | 367,900 | 433,858 | 423,458 |
| 426070 | Hotel & Motel Ordinance | 3,645 | 2,478 | 2,478 | 3,315 |
| 426090 | Demolition Fees | 420,973 | 716,964 | 778,879 | 595,903 |
| 426100 | Non-Resident Garbage Fee | 470,938 | 500,000 | 345,600 | 480,000 |
| 426110 | Extra Container Garbage Fee | 1,505,112 | 1,650,000 | 816,000 | 1,300,000 |
| 426120 | Weed Cutting Fees | 337,263 | 488,448 | 319,499 | 293,772 |
| 426130 | Dental Fees | 66,412 | 87,800 | 97,800 | 75,400 |
| 426140 | Laboratory Fees | 163,552 | 106,200 | 106,200 | 106,200 |
| 426151 | Passport Service Fee | 104,486 | 105,000 | 330,000 | 392,500 |
| 426170 | Recreation Sports & Education Program | 349,461 | 489,100 | 470,600 | 482,800 |
| 426180 | Tennis Court Fees | 202,765 | 185,400 | 190,000 | 190,000 |
| 426190 | Golf Fees | 3,356,248 | 3,595,900 | 3,471,800 | 3,565,900 |
| 426200 | Admission and User Fees | 52,496 | 51,500 | 57,100 | 61,700 |
| 426210 | Special Events Reimbursement | 25,779 | 23,900 | 23,900 | 24,000 |
| 426220 | Vehicle Storage Notification | 211,420 | 218,000 | 229,000 | 220,020 |
| 426230 | Vehicle Auction Fees | 212,546 | 220,000 | 199,000 | 242,000 |
| 426240 | Limousine Inspection Fees | 86,084 | 73,286 | 130,000 | 83,926 |
| 426250 | Platting Fees | 3,160,845 | 3,777,542 | 4,552,328 | 5,790,937 |
| 426260 | Police Services | 2,251,489 | 1,965,204 | 2,050,400 | 22,099,562 |
| 426270 | Utility District Application Review | 20,825 | 12,000 | 27,966 | 12,000 |
| 426290 | Other Service Charges | 1,137,316 | 2,362,600 | 2,353,779 | 2,318,600 |
| 426300 | Certified Copies Fees | 1,843,015 | 1,750,000 | 1,750,000 | 1,741,100 |
| 426320 | City Maps & Related Items | 43,793 | 88,550 | 63,789 | 59,650 |
| 426330 | Miscellaneous Copies Fees | 119,927 | 69,663 | 114,558 | 126,016 |
| 426340 | Public Safety Reports Fees | 784,021 | 765,490 | 849,290 | 877,290 |
| 426350 | Fire Fighting Services | 706,166 | 618,015 | 618,015 | 618,015 |
| 426360 | Reimbursement for 911 Staff | 10,500,445 | 12,255,907 | 12,255,907 | 12,624,836 |
| 426370 | Training Services | 253,608 | 179,600 | 239,932 | 84,300 |
| 426390 | Misc. Services to Other Agencies | 380,310 | 380,800 | 380,800 | 380,800 |
| 426420 | Building Space Rental Fees | 7,931,300 | 8,233,521 | 8,254,315 | 9,097,828 |

Citywide Revenues by Category

| Commitment Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 426430 | Facility Rental Fees | 7,647,677 | 6,994,340 | 7,008,629 | 7,297,688 |
| 426440 | Park Facility Use Fees | 356,561 | 344,600 | 340,000 | 379,100 |
| 426450 | Park Equipment Rental Fees | 46 | 0 | 0 | 0 |
| 426480 | Securing/Boarding - Nuisance Abatement | 32,664 | 72,374 | 208,119 | 122,516 |
| 426485 | Visual Blight - Nuisance Abatement | 1,571 | 396 | 1,084 | 1,404 |
| 426490 | Alternate Method Review Fee | 8,042 | 14,700 | 18,700 | 12,200 |
| 426495 | Investigation Fee | 564,237 | 561,100 | 394,700 | 0 |
| 426500 | Drainage Charge Revenue | 100,281,689 | 103,001,000 | 103,001,000 | 103,258,200 |
| 426505 | Drainage Charge Adjustment | (1,958,336) | 0 | 0 | 0 |
| 426510 | Environmental Lab Services | 220,202 | 289,000 | 289,000 | 289,000 |
| 426520 | External Radio System Fees | 0 | 0 | 0 | 234,000 |
| 441010 | Signatory Landings | 83,894,530 | 90,353,528 | 90,353,528 | 91,427,592 |
| 441015 | Carrier Incentive Program | (835,807) | (750,000) | (750,000) | (3,500,000) |
| 441020 | Aviation Fuel Revenue | 1,382,702 | 1,500,000 | 1,500,000 | 1,470,263 |
| 441030 | Aircraft Parking Revenue | 2,493,760 | 2,456,000 | 2,456,000 | 2,531,136 |
| 442030 | Terminal Space Rental Fees | 159,137,080 | 163,990,104 | 163,990,104 | 167,890,296 |
| 442035 | Terminal Space Nonair Rental Fees | 1,110,193 | 1,109,789 | 1,109,789 | 1,201,998 |
| 442040 | Cargo Building Rental Fees | 2,473,298 | 2,459,366 | 2,459,366 | 2,278,911 |
| 442050 | Hangar Rental Fees | 6,164,439 | 6,751,564 | 6,751,564 | 6,611,329 |
| 442060 | Grounds Rental Fees | 8,040,455 | 8,361,466 | 8,618,466 | 7,277,842 |
| 442070 | Other Rental Fees | 989,776 | 1,161,200 | 1,084,900 | 1,141,200 |
| 443010 | Temporary park Concessions | 40,991 | 53,500 | 45,000 | 58,200 |
| 443020 | Terminal Concession Agreements | 356,778 | 387,400 | 380,900 | 387,400 |
| 443030 | Terminal Operation Agreement | 263,053 | 261,000 | 275,000 | 240,000 |
| 443040 | Other Recreational Concessions | 710,862 | 682,000 | 717,500 | 677,200 |
| 443050 | Auto Rental Concessions | 26,770,604 | 26,522,902 | 26,522,902 | 26,987,895 |
| 443060 | Ground Transport Concessions | 6,186,560 | 6,547,352 | 6,547,352 | 7,472,223 |
| 443080 | Special Events Concessions | 23,083 | 0 | 0 | 23,083 |
| 443120 | Photocopier Concessions | 862 | 1,000 | 1,100 | 1,100 |
| 443130 | Pay Phone Concessions | 186,573 | 200,000 | 220,000 | 200,000 |
| 443150 | Telecommunications Revenue | 50 | 100 | 100 | 100 |
| 443160 | Vending Machine Concessions | 295,677 | 284,401 | 293,912 | 395,685 |
| 443190 | Retail Concessions | 38,740,648 | 39,374,695 | 39,373,195 | 41,971,963 |
| 445040 | Cultural/Convention Facility Rental | (179,750) | 0 | 0 | 0 |
| 445050 | Cell Tower Revenue | 1,078,492 | 1,092,984 | 1,074,984 | 1,155,787 |
| 447010 | Metered Parking Revenue | 5,586,221 | 6,100,186 | 6,100,186 | 6,266,000 |
| 447020 | Garage Parking Revenue | 80,502,564 | 82,768,963 | 82,768,963 | 85,796,209 |
| 447030 | Surface Parking Revenue | 1,322,798 | 1,524,934 | 1,510,380 | 1,480,177 |
| 447031 | Commerce Surface Lot Revenue | 61,645 | 25,000 | 34,370 | 34,370 |
| 447033 | Commerce Street Annex Surfact Lot Revenue | 17,363 | 22,680 | 19,543 | 22,140 |
| 447035 | Washington Ave Parking Revenue | 0 | 0 | 0 | 445,900 |
| 447040 | Contract Parking Revenue | 625,202 | 367,800 | 483,686 | 483,686 |
| 448010 | Custom Services Fees | (500) | 0 | 0 | 0 |
| 453010 | Retail Water Sales | 373,179,717 | 378,588,900 | 375,453,449 | 396,681,300 |
| 453012 | Con Treat Wat NonGov | 30,671,413 | 34,549,400 | 34,549,500 | 34,961,800 |
| 453013 | Ret Wat Bill Adjusts | (6,517,003) | (5,000,000) | (5,000,000) | (5,000,000) |
| 453014 | Area 1&2GRPFeesNnGv | 332,026 | 0 | 0 | 0 |
| 453015 | Area3 GRP Fees Nngov | 7,312,302 | 0 | 0 | 0 |
| 453020 | Bulk Water Sales - Treated | (284,873) | 41,153,200 | 40,411,485 | 47,031,100 |
| 453022 | Con Tr Ind WatNonGov | 3,147,650 | 0 | 0 | 0 |
| 453030 | Bulk Water Sales - Untreated | 4,167,030 | 45,469,300 | 45,490,208 | 47,294,700 |
| 453032 | ConUntCWAHWY225NnGv | 25,110,545 | 0 | 0 | 0 |
| 453033 | ConUntLkHousIndNonGv | 5,765,469 | 0 | 0 | 0 |
| 453035 | ConUntSoCanIndNonGv | 4,617,747 | 0 | 0 | 0 |
| 453036 | ConUntSoCanAgriNonGv | 24,153 | 0 | 0 | 0 |
| 453038 | ConUntCWABportNonGov | 6,755,671 | 0 | 0 | 0 |
| 453039 | ConUntCWANWLATNonGv | 186,501 | 0 | 0 | 0 |
| 453116 | In City MUD Water Rebates Government | (535,371) | (747,400) | (747,400) | (515,300) |
| 453118 | Ground Water Certificate Credits | 30,152 | 0 | 0 | 0 |
| 453120 | Con Tr Bulk Wat Gov | 31,374,408 | 0 | 0 | 0 |
| 454010 | Sewer Service Revenue | 439,122,240 | 442,255,500 | 439,678,028 | 460,063,500 |
| 454012 | Sewer Bill Adjusts | (16,586,986) | (14,000,000) | (14,000,000) | (14,000,000) |
| 454116 | In City MUD Sewer Rebates Government | (1,165,306) | (1,136,700) | (1,136,700) | (1,067,400) |

Citywide Revenues by Category

| Commitment Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 455010 | Sewer Service Penalties | 5,475,913 | 5,000,000 | 5,000,000 | 5,000,000 |
| 455020 | Water Service Penalties | 4,527,687 | 4,000,000 | 4,000,000 | 4,000,000 |
| 455030 | Drainage Charge Penalty | 2,162,182 | 0 | 0 | 0 |
| 456125 | Fire Sprinkler Fees | 2,759,147 | 5,156,700 | 5,172,170 | 5,500,000 |
| 456130 | Water Meter Rental Fees | 131,085 | 100,000 | 102,755 | 100,000 |
| 456135 | Delinquent Reconnection Fees | 531,743 | 500,000 | 497,435 | 500,000 |
| 456140 | Tap Installation Fees | 1,595 | 5,000 | 4,583 | 5,000 |
| 456145 | Meter Installation Fees | 611,453 | 500,000 | 512,524 | 500,000 |
| 456150 | Engineering Inspection Fees | 396,272 | 300,000 | 305,958 | 300,000 |
| 456155 | Meter Testing Fees | 3,172 | 2,000 | 4,455 | 2,000 |
| 456160 | Transient Meter Relocation Fee | 1,920 | 2,500 | 2,563 | 2,500 |
| 456165 | New Customer Fees | 254,347 | 340,000 | 271,672 | 277,149 |
| 456170 | Account Record Fees | 2,090 | 1,500 | 1,769 | 1,500 |
| 456175 | Disposal Fees | 210,035 | 210,696 | 210,696 | 217,662 |
| 456176 | Recycling Revenues | 0 | 0 | 0 | 502,000 |
| 456180 | Fertilizer Sales | 207,282 | 160,000 | 171,411 | 160,000 |
| 456185 | Contract Revenue from Water Authority | 1,169,408 | 1,131,500 | 1,132,724 | 1,131,500 |
| 456210 | Missed Appointment | 6,407 | 5,000 | 5,201 | 5,000 |
| 456220 | Tenant Notice | 2,766 | 2,000 | 3,147 | 2,000 |
| 456225 | Failure to Apply | 98,062 | 90,000 | 117,238 | 90,000 |
| 456230 | Illegal Turn On | 1,396 | 1,200 | 1,266 | 1,200 |
| 456235 | Lock Device Damage/Repair | 73 | 100 | 132 | 100 |
| 456240 | Submeter Application | 7,581 | 7,000 | 7,191 | 7,000 |
| 456245 | Evaporation Credit Processing Fee | 171,160 | 150,000 | 150,460 | 150,000 |
| 456250 | Sewage Disposal | 14,149 | 11,000 | 10,883 | 11,000 |
| 456253 | Badging Fees | 929,029 | 933,156 | 933,156 | 926,530 |
| 456256 | NewSrack Permit and Decal Fees | 107 | 205 | 205 | 7,625 |
| 456260 | Oper Recov & Refunds | 1,208,695 | 1,181,773 | 1,181,773 | 4,229,321 |
| 456265 | Municipal Setting Designation Application | 21,400 | 20,000 | 39,400 | 20,000 |
| Subtotal | Charges for Services | 1,540,583,487 | 1,572,992,333 | 1,567,892,588 | 1,652,546,675 |
| **Total** | **Charges for Services** | **1,540,583,487** | **1,572,992,333** | **1,567,892,588** | **1,652,546,675** |
| **Fines and Forfeits** | | | | | |
| **Municipal Courts Fines and Forfeits** | | | | | |
| 427010 | Moving Violations | 19,432,994 | 18,933,578 | 18,468,706 | 18,599,857 |
| 427020 | Parking Violations | 9,735,753 | 9,097,943 | 9,176,000 | 9,462,316 |
| 427030 | MCTP Monthly Time Payment | 575,212 | 541,490 | 631,989 | 631,989 |
| 427040 | Non-Traffic Fines | 2,322,318 | 2,369,859 | 2,487,210 | 2,504,872 |
| 427050 | Failure to Appear Fines | 2,151,883 | 2,235,099 | 2,090,163 | 2,105,006 |
| 427060 | Scire Facias Forfeitures | 772,323 | 553,982 | 770,226 | 775,696 |
| 427070 | Bond Handling Fees | 922 | 953 | 1,353 | 1,363 |
| 427080 | Municipal Courts Technology | 1,245,693 | 1,296,426 | 1,205,312 | 1,205,312 |
| 427090 | Residential Parking Permit | 76,471 | 66,064 | 114,585 | 101,057 |
| 427100 | Local Court Costs | 630,230 | 674,481 | 574,586 | 578,666 |
| 427110 | Driver Safety Administration Fees | 1,583,253 | 1,723,175 | 1,507,101 | 1,517,803 |
| 427120 | Cash Bond Forfeiture Fees | 3,193 | 646 | 7,361 | 7,413 |
| 427130 | Local Arrest Fees | 1,521,991 | 1,592,520 | 1,410,328 | 1,420,343 |
| 427140 | State Arrest Fees | 1 | 1 | 5 | 5 |
| 427160 | Warrant Fees | 143,935 | 145,929 | 148,193 | 149,245 |
| 427170 | HPD Overtime Fee | 65 | 66 | 34 | 34 |
| 427180 | Capias Pro Fine | 4,096 | 3,494 | 3,239 | 3,262 |
| 427200 | Unclaimed Fines & Forfeitures | 6,894 | 5,630 | 8,127 | 3,149 |
| 427210 | Court Costs/Jury Costs | 67 | 61 | 51 | 51 |
| 427220 | Suspended Sentence Fees | 3,836,979 | 4,244,200 | 3,979,593 | 4,007,853 |
| 427230 | Boot Fees | 277,126 | 509,282 | 458,652 | 458,652 |
| 427240 | Administrative Boot Fees | 264,072 | 0 | 0 | 0 |
| 427250 | Registration Denial Fee | 273,117 | 249,218 | 273,830 | 275,775 |
| 427260 | Dismissal Fees | 898,272 | 1,058,187 | 719,967 | 725,080 |
| 427270 | Juvenile Case Manager Revenue | 1,045,773 | 1,445,177 | 1,227,338 | 1,227,338 |
| 427280 | In-House Collection Fee | 258,197 | 152,938 | 491,841 | 491,841 |
| Subtotal | Municipal Courts Fines and Forfeits | 47,060,830 | 46,900,399 | 45,755,790 | 46,253,978 |

Citywide Revenues by Category

| Commitment Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| **Other Fines and Forfeits** | | | | | |
| 428010 | Deposit Forfeitures | 0 | 0 | 100 | 0 |
| 428020 | Library Fines | 583,819 | 575,000 | 550,000 | 575,000 |
| 428030 | Release of Liens | 157,179 | 151,257 | 121,787 | 84,391 |
| 428040 | Vehicle Tow-Away Fees | 2,664 | 1,500 | 1,500 | 500 |
| 428050 | False Alarm Penalties | 2,784,500 | 3,240,000 | 2,954,130 | 2,950,000 |
| 428060 | Other Interest Income | 324,797 | 348,440 | 355,465 | 311,000 |
| 428080 | Returned Check Charges | 260,075 | 276,735 | 250,617 | 273,492 |
| 428090 | Miscellaneous Fines & Forfeitures | 1,370,652 | 827,000 | 1,106,935 | 869,000 |
| 428095 | Red Light Enforcement | 1,723,283 | 4,065,000 | 397,458 | 3,032,400 |
| 428100 | Interest on Liens-COH | 143,135 | 200,701 | 65,990 | 110,929 |
| 428105 | Interest on Liens-Contract | 369,476 | 511,739 | 301,749 | 511,739 |
| Subtotal | Other Fines and Forfeits | 7,719,580 | 10,197,372 | 6,105,731 | 8,718,451 |
| **Total Fines and Forfeits** | | **54,780,410** | **57,097,771** | **51,861,521** | **54,972,429** |
| **Interest** | | | | | |
| 432010 | Interest on Pooled Investments | 27,982,370 | 21,644,551 | 19,863,418 | 16,891,852 |
| 432020 | Interest Apportionment Transfer In | 0 | 0 | 0 | 0 |
| **Total Interest** | | **27,982,370** | **21,644,551** | **19,863,418** | **16,891,852** |
| **Miscellaneous/Other** | | | | | |
| 431020 | Contributions from Others | 1,756,433 | 860,460 | 694,734 | 705,000 |
| 434150 | Streets & Bridges Assessments | 78,005 | 110,764 | 50,867 | 54,804 |
| 434205 | Sale of Scrap Metal | 414,020 | 261,895 | 267,977 | 238,321 |
| 434210 | Sale of Scrap Oil & Tires | 1,574 | 0 | 0 | 0 |
| 434215 | Sale of Non-Capital Rolling Stock | 8,903 | 500 | 3,513 | 500 |
| 434220 | Sale of Impounded Vehicles | 599,612 | 671,000 | 495,200 | 500,000 |
| 434225 | Sale of Non-Capital Equip. & Merchandise | 436,787 | 325,000 | 360,000 | 360,000 |
| 434230 | Animal Adoption | 133,569 | 142,800 | 182,726 | 251,028 |
| 434255 | Sale of Recyclable Materials | 0 | 1,157,394 | 1,013,242 | 1,360,530 |
| 434305 | Judgments & Claims | 51,671 | 132,000 | 394,703 | 137,000 |
| 434330 | Subrogations | 0 | 10,000 | 7,000 | 10,000 |
| 434335 | Recover Damage-Infrastructure | 313,925 | 214,000 | 221,618 | 214,000 |
| 434340 | Cashier Overages | 590 | 1,230 | 3,801 | 300 |
| 434355 | Pay or Play Revenue | 1,078,827 | 701,709 | 701,709 | 458,950 |
| 434505 | Prior Year Expenditure Recovery | 564,265 | 51,679 | 22,069 | 55,001 |
| 434510 | Prior Year Revenue | (4,046,516) | 301,674 | 368,802 | 2,406,096 |
| 434515 | Street Milling Sale Earnings | 1,116,619 | 900,000 | 900,000 | 950,000 |
| 435510 | Confiscations | 7,706,113 | 6,456,000 | 8,616,000 | 6,778,000 |
| 444010 | Private Contributions | 61,644 | 90,004 | 105,004 | 95,000 |
| 444020 | PEG Contributions - Ongoing Support | 110,110 | 145,325 | 100,300 | 103,400 |
| 444030 | PEG Contributions - State Franchises | 3,679,818 | 3,440,000 | 3,765,900 | 3,998,300 |
| 452020 | Recoveries & Refunds | 7,034,780 | 6,601,150 | 7,856,071 | 6,489,715 |
| 452030 | Miscellaneous Revenue | 7,599,287 | 7,625,221 | 8,587,253 | 8,852,634 |
| 456255 | Misc Operating Revenue | 1,067,834 | 787,180 | 787,180 | 715,428 |
| 456530 | Revenue Bond Proceeds | 4,321,328 | 0 | 0 | 0 |
| 458030 | Impact Fee Transfer | 16,650,862 | 13,000,000 | 17,382,463 | 17,500,000 |
| **Total Miscellaneous/Other** | | **50,740,060** | **43,986,985** | **52,888,132** | **52,234,007** |
| **Other Resources** | | | | | |
| 434235 | Sale of Capital Assets | 1,018,983 | 50,000 | 775,833 | 50,000 |
| 434240 | Sale of Capital Assets-Land/Streets | 4,212,341 | 5,117,023 | 5,807,594 | 3,400,000 |
| 434245 | Sale of Capital Assets - Vehicles | 403,957 | 171,000 | 159,629 | 187,500 |
| 456555 | Proceeds from Promissory Notes | 0 | 0 | 10,954,611 | 0 |
| 456560 | Liquidated Damages | 13,200 | 0 | 0 | 0 |
| **Total Other Resources** | | **5,648,481** | **5,338,023** | **17,697,667** | **3,637,500** |
| **Grand Total:** | | **3,522,317,623** | **3,622,640,114** | **3,689,602,006** | **3,841,115,637** |

Citywide Expenditure Summary

| Commitment Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 500010 | Salary Base Pay - Civilian | 431,924,979 | 459,736,569 | 442,840,107 | **481,143,888** |
| 500020 | Salary Base Pay - Classified | 536,108,971 | 534,062,794 | 532,827,839 | **544,010,610** |
| 500030 | Salary Part Time - Civilian | 4,660,271 | 5,855,846 | 5,910,399 | **8,253,263** |
| 500040 | Salary Assignment Pay - Classified | 6,975,917 | 7,127,254 | 6,845,223 | **6,763,360** |
| 500045 | Patrol Incentive Pay | 0 | 0 | 0 | **2,700,000** |
| 500050 | Sal-Edu/Incen-Classfd | 15,799,205 | 15,954,901 | 16,019,865 | **16,022,365** |
| 500060 | Overtime - Civilian | 23,244,517 | 17,240,830 | 20,156,683 | **19,322,641** |
| 500070 | Overtime - Classified | 37,711,756 | 40,415,950 | 40,487,845 | **40,979,214** |
| 500090 | Premium Pay - Civilian | 2,038,335 | 2,501,256 | 2,188,571 | **2,333,624** |
| 500110 | Bilingual Pay - Civilian | 915,930 | 984,331 | 912,863 | **956,035** |
| 500120 | Bilingual Pay - Classified | 3,020,591 | 3,038,165 | 3,055,112 | **3,053,667** |
| 500130 | Equipment Allowance-Classified | 10,616,827 | 10,823,307 | 10,506,957 | **10,826,307** |
| 500150 | Shift Differential Pay-Classified | 4,304,188 | 4,400,600 | 4,280,246 | **4,400,600** |
| 500160 | Training Incent.-Classified | 31,303,063 | 31,242,885 | 31,097,221 | **31,283,200** |
| 500170 | Weekend Prem Pay-Classified | 3,632,179 | 3,819,786 | 3,568,803 | **3,819,786** |
| 500180 | Temporary Employees | 1,110,895 | 977,514 | 977,514 | **1,121,977** |
| 500190 | Temporary Higher Class Pay | 2,023,522 | 2,234,715 | 1,908,610 | **1,906,214** |
| 500210 | Pay for Performance-Municipal | 72,250 | 198,733 | 192,483 | **218,541** |
| 500240 | HOPE Community Service Usage | 0 | 0 | 4,659 | **2,000** |
| 500250 | HOPE Union Business Usage | 35,710 | 15,823 | 27,021 | **17,523** |
| 501020 | Clothing Allowance - Classified | 1,293,300 | 1,292,200 | 1,364,000 | **1,365,600** |
| 501040 | Earned Leave - Classified | 1,460,260 | 1,500,000 | 1,499,994 | **1,500,000** |
| 501050 | Employee Awards | 8,543 | 66,200 | 97,500 | **25,200** |
| 501060 | Moving Expenses | 30,864 | 25,000 | 74,015 | **65,000** |
| 501070 | Pension - Civilian | 81,693,853 | 98,450,721 | 95,066,724 | **109,174,345** |
| 501080 | Pension - Fire | 61,204,184 | 61,650,030 | 61,627,895 | **61,591,942** |
| 501090 | Pension - Police | 66,000,000 | 84,500,000 | 84,500,000 | **103,000,000** |
| 501100 | Phase Down Classified | 10,444,212 | 10,500,000 | 12,024,500 | **12,651,472** |
| 501110 | Strategic Staffing-Classified | 699,521 | 1,000,000 | 600,000 | **1,000,000** |
| 501120 | Termination Pay - Civilian | 7,190,192 | 5,557,189 | 6,428,096 | **6,248,045** |
| 501130 | Termination Pay - Classified | 11,430,251 | 12,538,582 | 12,728,220 | **12,692,215** |
| 501140 | Third Party Disability B-Classified | 3,642,672 | 3,849,232 | 3,823,538 | **3,851,732** |
| 501150 | Trainees for Classified Service - Cadets | 2,569,142 | 3,799,438 | 4,194,549 | **6,986,908** |
| 501160 | Vehicle Allowance - Civilian | 114,485 | 120,116 | 105,957 | **105,431** |
| 501170 | Vehicle Allowance - Classified | 206,550 | 220,000 | 211,403 | **220,000** |
| 502010 | FICA - Civilian | 34,560,774 | 37,122,329 | 35,470,480 | **39,523,021** |
| 502020 | FICA - Classified | 6,948,919 | 7,076,571 | 7,159,559 | **7,421,999** |
| 503010 | Health Ins-Act Civilian | 71,105,759 | 97,360,926 | 96,458,606 | **97,436,019** |
| 503015 | Basic Life Insurance - Active Civilian | 251,706 | 280,494 | 259,732 | **372,279** |
| 503020 | Health Ins.Act-Classified | 90,307,831 | 104,325,082 | 104,409,096 | **114,800,434** |
| 503025 | Basic Life Insurance - Active Classified | 315,511 | 330,369 | 313,767 | **435,051** |
| 503040 | Health/Life Ins.Ret-Classified | 14,733,835 | 16,088,002 | 17,115,619 | **17,115,351** |
| 503050 | Health/Life Insurance - Retiree Civilian | 24,416,857 | 18,337,745 | 18,509,322 | **22,365,181** |
| 503060 | Long Term Disability-Civilian | 798,488 | 903,870 | 847,006 | **912,213** |
| 503061 | Long Term Disability-Classified | 263,557 | 318,919 | 279,428 | **318,671** |
| 503070 | Municipal Pension-Other Classified | 345,149 | 422,994 | 287,145 | **422,994** |
| 503080 | Workers Compensation-Classified-Admin | 1,822,293 | 2,278,348 | 2,277,588 | **2,294,351** |
| 503090 | Workers Compensation-Civilian-Admin | 2,129,584 | 2,856,991 | 2,611,771 | **2,771,276** |
| 503100 | Workers Compensation-Civilian-Claim | 4,385,373 | 4,574,394 | 4,919,276 | **4,508,113** |
| 503110 | Workers Compensation-Classified-Claim | 8,821,740 | 9,060,729 | 9,824,033 | **9,058,729** |
| 504010 | Pension - GASB 27 Pension Accrual | 3,654,245 | 0 | 0 | **0** |
| 504020 | Compensation Contingency | 0 | 253,000 | 3,000 | **2,928,616** |
| 504030 | Unemployment Claims - Administration | 3,450,522 | 4,514,895 | 4,253,348 | **1,113,988** |
| 504031 | Unemployment Claims | 0 | 35,915 | 35,915 | **35,915** |

Citywide Expenditure Summary

| Commitment Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 504040 | Res For Police Enhanc.-Classified | 42,000 | 100,000 | 0 | **100,000** |
| 504060 | Health Benefits-Fire | 686,910 | 700,000 | 700,000 | **700,000** |
| **Total** | **Personnel Services** | **1,632,528,188** | **1,732,641,540** | **1,713,889,103** | **1,824,246,906** |
| 511010 | Chemical Gases & Special Fluids | 28,305,732 | 27,513,773 | 29,196,975 | **31,717,636** |
| 511015 | Cleaning & Sanitary Supplies | 2,346,321 | 2,346,254 | 2,397,496 | **2,394,725** |
| 511020 | Construction Materials | 14,897,857 | 15,266,500 | 14,608,702 | **14,897,772** |
| 511025 | Electrical Hardware & Parts | 3,908,437 | 4,459,348 | 4,449,150 | **4,474,330** |
| 511030 | Mechanical Hardware & Parts | 2,712,459 | 2,118,501 | 1,786,134 | **2,150,541** |
| 511035 | Meters Hydrants & Plumbing Supplies | 2,042,966 | 1,836,349 | 1,933,132 | **1,706,214** |
| 511040 | Audiovisual Supplies | 390,285 | 548,759 | 429,374 | **565,951** |
| 511045 | Computer Supplies | 2,629,385 | 2,306,883 | 2,395,023 | **2,213,382** |
| 511050 | Paper & Printing Supplies | 779,875 | 957,327 | 907,420 | **914,742** |
| 511055 | Publications & Printed Materials | 561,425 | 666,111 | 667,123 | **697,663** |
| 511060 | Postage | 3,071,869 | 3,146,382 | 2,955,195 | **3,147,925** |
| 511070 | Miscellaneous Office Supplies | 2,467,664 | 2,288,176 | 2,208,436 | **2,419,671** |
| 511075 | Library Circulation Supplies | 20,203 | 29,920 | 29,920 | **30,120** |
| 511080 | General Laboratory Supplies | 1,407,290 | 1,129,417 | 1,281,798 | **1,329,597** |
| 511085 | Drugs & Medical Chemicals | 1,180,488 | 1,249,374 | 1,001,492 | **928,891** |
| 511090 | Medical & Surgical Supplies | 1,689,875 | 1,664,041 | 1,938,910 | **1,828,032** |
| 511095 | Small Technical & Scientific Equipment | 509,148 | 445,293 | 384,712 | **457,250** |
| 511100 | Veterinary & Animal Supplies | 539,628 | 461,507 | 539,000 | **586,000** |
| 511105 | Trained Police Animals | 7,000 | 17,000 | 7,000 | **14,000** |
| 511110 | Fuel | 36,192,690 | 34,008,245 | 34,589,449 | **36,796,038** |
| 511115 | Vehicle Repair & Maintenance Supplies | 719,421 | 778,264 | 767,353 | **774,361** |
| 511120 | Clothing | 4,299,078 | 4,857,082 | 4,258,897 | **5,139,534** |
| 511125 | Food Supplies | 280,687 | 614,116 | 505,777 | **754,613** |
| 511130 | Weapons Munitions & Supplies | 1,845,278 | 1,209,150 | 743,200 | **3,353,800** |
| 511135 | Recreational Supplies | 329,633 | 343,321 | 359,919 | **305,950** |
| 511140 | Landscaping & Gardening Supplies | 576,205 | 802,747 | 794,750 | **913,800** |
| 511145 | Small Tools & Minor Equipment | 1,920,651 | 2,003,219 | 1,852,500 | **2,167,784** |
| 511150 | Miscellaneous Parts & Supplies | 3,986,342 | 3,675,101 | 4,217,743 | **3,991,738** |
| 511155 | Inventory Sales | 302,662 | 301,800 | 268,600 | **302,300** |
| 511160 | Protective Gear | 2,343,146 | 912,080 | 484,653 | **534,696** |
| 511164 | Breathing Apparatus Repair Supplies | 262,972 | 381,720 | 502,720 | **399,648** |
| 511165 | Fire Fighting Equipment | 498,630 | 472,700 | 435,905 | **477,096** |
| **Total** | **Supplies** | **123,025,302** | **118,810,460** | **118,898,458** | **128,385,800** |
| 520100 | Temporary Personnel Services | 6,536,483 | 5,771,124 | 6,794,405 | **5,874,603** |
| 520101 | Janitorial Services | 4,412,610 | 4,458,031 | 4,374,708 | **4,521,468** |
| 520102 | Security Services | 6,422,849 | 6,912,570 | 6,855,044 | **7,283,426** |
| 520103 | Subrecipient Contract Services | 593,579 | 581,481 | 428,841 | **7,057,561** |
| 520104 | Claims Payment Services | 0 | 5,000 | 5,000 | **5,000** |
| 520105 | Accounting & Auditing Services | 3,096,392 | 3,767,858 | 3,864,283 | **3,883,121** |
| 520106 | Architectural Services | 139,386 | 23,183 | 26,722 | **61,500** |
| 520107 | Computer Info/Contr | 8,540,854 | 11,204,932 | 9,981,079 | **11,044,470** |
| 520108 | Information Resource Services | 1,407,522 | 1,289,277 | 1,318,379 | **1,277,965** |
| 520109 | Medical Dental & Laboratory Services | 1,568,564 | 1,461,807 | 1,515,686 | **1,650,495** |
| 520110 | Management Consulting Services | 9,711,876 | 15,724,890 | 15,617,818 | **21,570,429** |
| 520111 | Real Estate Services | 139,272 | 425,975 | 406,075 | **358,993** |
| 520112 | Banking Services | 1,335,796 | 1,551,750 | 1,559,319 | **1,567,100** |
| 520113 | Photographic Services | 9,720 | 14,850 | 19,575 | **24,850** |
| 520114 | Miscellaneous Support Services | 11,450,738 | 13,996,928 | 13,273,749 | **15,755,605** |
| 520115 | Real Estate Lease/Office Rental | 9,539,436 | 9,376,625 | 9,402,306 | **9,460,479** |
| 520116 | Parking Services Contract | 13,393,075 | 17,680,341 | 17,904,570 | **20,387,595** |
| 520118 | Refuse Disposal | 20,960,036 | 23,050,460 | 23,631,834 | **26,913,722** |

Citywide Expenditure Summary

| Commitment Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520119 | Computer Equipment/Software Maintenance | 2,918,617 | 5,092,080 | 5,009,026 | **4,948,237** |
| 520120 | Communications Equipment Services | 2,682,900 | 3,386,649 | 3,401,161 | **3,545,855** |
| 520121 | IT Application Svcs | 1,799,307 | 4,970,831 | 4,967,520 | **9,081,583** |
| 520122 | Office Equipment Services | 216,452 | 239,392 | 238,319 | **236,722** |
| 520123 | Vehicle & Motor Equipment Services | 20,262,190 | 18,297,427 | 19,309,109 | **15,313,049** |
| 520124 | Other Equipment Services | 12,267,981 | 15,876,187 | 15,782,528 | **16,242,745** |
| 520126 | Construction Site Work Services | 10,488,104 | 4,012,574 | 3,600,386 | **6,714,936** |
| 520127 | Structural Construction Work Services | 11,407 | 8,400 | 5,500 | **18,200** |
| 520128 | Other Construction Work Services | 851,569 | 466,600 | 563,172 | **1,297,300** |
| 520129 | Sewer Authority Contracts | 892,673 | 855,100 | 855,100 | **858,400** |
| 520130 | Water Authority Contracts | 26,207,524 | 32,447,600 | 29,947,600 | **29,277,400** |
| 520131 | Water Authority Contracts Debt Service | 20,389,245 | 19,663,000 | 19,663,000 | **18,875,300** |
| 520132 | Contracts/Sponsorships | 5,939,499 | 7,395,318 | 7,662,039 | **7,834,706** |
| 520133 | Private Investigative Services | 0 | 0 | 0 | **8,706** |
| 520136 | Billing & Collection Services | 1,354,291 | 1,576,933 | 1,566,933 | **2,112,832** |
| 520137 | C&E Parking Contract Svcs | 0 | 300 | 300 | **0** |
| 520138 | Zoo Contract | 8,550,514 | 8,766,159 | 8,766,159 | **8,950,927** |
| 520139 | Motor Pool Charges | 90 | 1,100 | 4,299 | **4,950** |
| 520141 | Engineering Services | 395,947 | 948,664 | 1,306,753 | **3,705,300** |
| 520142 | Classified C.S. Arbitration Cost | 48,505 | 99,000 | 60,000 | **94,539** |
| 520143 | Credit/Bank Card Services | 2,012,579 | 2,297,945 | 2,394,526 | **2,237,139** |
| 520144 | Limited Purpose Annexation Payment | 35,728,677 | 39,843,000 | 39,843,000 | **44,117,410** |
| 520145 | Criminal Intelligence Services | 1,046,258 | 1,398,042 | 1,373,457 | **4,075,650** |
| 520146 | Contract Instructor Sports | 297,783 | 321,700 | 321,700 | **312,500** |
| 520152 | Telemetry Services | 2,114,542 | 2,171,832 | 2,171,832 | **2,171,832** |
| 520153 | Protective Gear Cleaning Services | 704,226 | 660,600 | 660,600 | **707,600** |
| 520157 | Computer Software Maintenance Services | 5,220,283 | 5,211,036 | 5,209,007 | **5,624,550** |
| 520158 | Computer Equipment Maintenance Services | 369,919 | 884,099 | 867,500 | **728,000** |
| 520159 | Non-Sub-Recipient Grant Contract | 648,460 | 696,199 | 380,000 | **1,168,800** |
| 520160 | CIP-Software | 468,034 | 1,944,000 | 1,552,000 | **124,000** |
| 520170 | Generator Equipment Services | 1,056,614 | 2,894,400 | 2,894,400 | **2,894,400** |
| 520250 | CIP Expense | 83,472 | 0 | 0 | **0** |
| 520510 | Mail/Delivery Services | 1,294,517 | 1,616,804 | 1,616,419 | **1,811,777** |
| 520515 | Print Shop Services | 438,856 | 418,585 | 466,194 | **680,204** |
| 520520 | Printing & Reproduction Services | 420,241 | 1,966,612 | 1,851,003 | **1,966,613** |
| 520605 | Advertising Services | 2,132,360 | 4,233,147 | 3,619,863 | **3,566,737** |
| 520705 | Insurance Fees | 9,478,186 | 13,129,775 | 13,021,653 | **13,735,784** |
| 520710 | State/Federal Inspection Fees | 3,712,004 | 3,927,600 | 3,727,800 | **3,961,780** |
| 520715 | Arbitrage Expenses | (9,863) | 9,500 | 9,500 | **9,500** |
| 520720 | Fines | 9,620 | 22,100 | 22,100 | **22,000** |
| 520725 | Assessments - Other Governments | 1,517,994 | 1,609,954 | 1,589,653 | **2,431,438** |
| 520730 | Tax Appraisal Fees | 7,616,223 | 7,650,000 | 7,650,000 | **7,650,000** |
| 520737 | Ch380 - Sales Tax Refund | 236,091 | 0 | 0 | **0** |
| 520740 | Document Recording/Filing Fees | 47,807 | 85,600 | 85,600 | **63,460** |
| 520745 | Third Party Collection Fees | (37,024) | 0 | 0 | **750,000** |
| 520750 | Elections | 2,178,114 | 550,000 | 550,000 | **2,000,000** |
| 520755 | Contingency | 50,489 | 4,023,063 | 3,923,063 | **11,343,814** |
| 520757 | Maintenance Renewal and Replacement | 0 | 0 | 0 | **7,500,000** |
| 520760 | Contributions | 12,525,419 | 13,747,251 | 13,747,251 | **14,668,251** |
| 520763 | Intergovernmental Contribution - 1115 Waiver | 0 | 1,813,742 | 1,813,742 | **10,339,698** |
| 520765 | Membership & Professional Fees | 2,622,275 | 2,985,390 | 3,044,463 | **3,156,676** |
| 520780 | Juror Compensation | 0 | 110,059 | 108,422 | **110,060** |
| 520805 | Education & Training | 1,639,990 | 3,099,966 | 2,954,843 | **6,731,605** |
| 520806 | Paramedic/EMT Continuing Edu | 70,295 | 74,200 | 74,200 | **67,500** |

Citywide Expenditure Summary

| Commitment Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 520807 | Initial/Recert EMS Training | 6,316 | 325,601 | 325,601 | **637,150** |
| 520810 | Human Relations Training | 41,576 | 45,711 | 46,306 | **45,711** |
| 520815 | Tuition Reimbursement | 1,152,862 | 900,000 | 1,100,000 | **1,101,750** |
| 520900 | CIP-Capital Equipment Acquisition | 0 | 43,000 | 43,000 | **0** |
| 520905 | Travel - Training Related | 883,157 | 1,395,005 | 1,313,799 | **1,735,889** |
| 520910 | Travel - Non-Training Related | 663,731 | 1,028,120 | 1,058,779 | **1,229,036** |
| 521305 | Indirect Cost Recovery Payment | 11,272,251 | 10,613,059 | 10,613,058 | **14,678,761** |
| 521306 | PWE Allocated Cost | 0 | 0 | 0 | **3,561,800** |
| 521315 | Reimbursement for Energy Leakage Testing | 24,000 | 20,000 | 20,000 | **20,000** |
| 521316 | Water Conservation Rebate | 1,327,749 | 2,178,500 | 629,000 | **0** |
| 521405 | Building Maintenance Services | 40,761,313 | 44,918,159 | 42,261,916 | **42,166,286** |
| 521410 | Sewer Services | 3,527,890 | 3,395,292 | 3,321,627 | **3,087,893** |
| 521415 | Land and Grounds Maintenance | 7,876,167 | 5,828,778 | 5,914,155 | **6,188,035** |
| 521420 | Infrastructure Maintenance Service | 21,769,762 | 12,742,000 | 15,232,000 | **13,172,600** |
| 521425 | Coastal Water Authority Maintenance | 622 | 0 | 0 | **0** |
| 521435 | Water Services | 1,405,065 | 1,612,725 | 1,597,726 | **1,581,012** |
| 521440 | Steam/Chilled Water Services | 504,841 | 467,507 | 467,507 | **467,507** |
| 521505 | Electricity | 131,806,568 | 124,425,597 | 124,958,734 | **105,971,913** |
| 521510 | Natural Gas | 5,857,920 | 5,779,596 | 6,100,570 | **6,278,287** |
| 521515 | Electricity Fran Fee Exp | 1,319,504 | 1,348,840 | 1,324,017 | **1,490,206** |
| 521605 | Data Services | 2,521,772 | 3,711,007 | 4,070,584 | **6,727,831** |
| 521610 | Voice Services | 13,463,605 | 15,752,073 | 13,806,770 | **13,883,658** |
| 521615 | Radio Communications | 4,300 | 5,000 | 5,000 | **5,000** |
| 521620 | Voice Equipment | 393,932 | 396,779 | 368,396 | **462,670** |
| 521625 | Voice Labor | 396,638 | 289,163 | 418,941 | **462,002** |
| 521630 | GIS Revolving Fund Services | 1,855,468 | 1,818,975 | 1,819,141 | **2,330,654** |
| 521635 | Voice Services -Wireless | 0 | 0 | 300 | **1,584,536** |
| 521705 | Vehicle/Equipment Rental/Lease | 1,989,771 | 1,782,908 | 2,637,262 | **2,023,484** |
| 521715 | Office Equipment Rental | 1,085,421 | 2,394,177 | 2,209,901 | **2,300,746** |
| 521720 | Computer Equipment Rental | 79,364 | 26,000 | 26,000 | **28,200** |
| 521725 | Other Rental | 2,407,853 | 2,018,335 | 2,339,533 | **3,108,409** |
| 521730 | Parking Space Rental | 1,529,432 | 1,731,899 | 1,834,628 | **1,530,859** |
| 521735 | Hobby Parking Space Rental | 0 | 0 | 0 | **248,990** |
| 521905 | Legal Services | 2,702,433 | 4,058,878 | 3,929,149 | **2,932,256** |
| 521910 | Legal Svcs - Crt Report | 13,029 | 18,500 | 21,105 | **28,500** |
| 522205 | Metro Commuter Passes | 969,519 | 1,131,126 | 1,117,226 | **1,152,900** |
| 522305 | Freight Charges | 103,573 | 150,845 | 172,090 | **152,432** |
| 522405 | Management Savings | 25 | 0 | 0 | **0** |
| 522410 | Cashier Shortages | 573 | 688 | 631 | **500** |
| 522420 | Petty Cash/Change Special Fund | 1,177 | 1,500 | 1,500 | **1,500** |
| 522430 | Miscellaneous Other Services & Charges | 6,906,056 | 9,666,569 | 10,019,628 | **12,021,307** |
| 522431 | EMS Equipment Maint | 92,623 | 100,920 | 100,920 | **100,920** |
| 522432 | Life Safety Equipment Maintenance | 406,326 | 466,042 | 466,042 | **475,500** |
| 522435 | Interest Charges Past Due Accounts | 328 | 27 | 2,269 | **1,300** |
| 522620 | Claims & Judgments | 10,806,758 | 14,116,059 | 14,002,923 | **13,810,300** |
| 531160 | Issuance Expense Cost-Commercial Paper | 936,445 | 943,532 | 943,933 | **1,174,735** |
| **Total** | **Other Services and Charges** | **589,097,159** | **638,445,089** | **633,873,755** | **694,511,872** |
| 560010 | Land | 4,285,812 | 1,842,127 | 1,819,127 | **0** |
| 560120 | Capital Exp-Building and Bldg Improvement | 254,387 | 621,755 | 693,843 | **1,453,400** |
| 560140 | Improvements other than Buildings | 0 | 110,000 | 57,070 | **48,000** |
| 560210 | Furniture Fixtures and Equipment | 2,362,833 | 1,588,134 | 1,113,131 | **2,010,400** |
| 560220 | Vehicles | 6,453,420 | 20,814,739 | 10,848,400 | **26,136,140** |
| 560230 | Computer HW and Developed SW | 3,062,594 | 1,187,943 | 790,176 | **7,247,600** |
| 560240 | Communication Equipment | 417,263 | 398,448 | 407,200 | **341,529** |

Citywide Expenditure Summary

| Commitment Item | Description | FY2012 Actual | FY2013 Current Budget | FY2013 Estimate | FY2014 Budget |
|---|---|---|---|---|---|
| 560260 | Infrastructure | 6,097,162 | 6,946,500 | 4,859,015 | **6,234,400** |
| **Total** | **Equipment** | **22,933,471** | **33,509,646** | **20,587,962** | **43,471,469** |
| 551005 | Fixed Assets Restatement | 0 | 0 | 0 | **1,000** |
| 551010 | Non-Capital Office Furniture & Equipment | 404,286 | 871,558 | 613,141 | **330,359** |
| 551015 | Non-Capital Computer Equipment | 3,351,259 | 3,664,407 | 4,072,791 | **4,410,267** |
| 551020 | Non-Capital Communication Equipment | 1,254,001 | 1,641,931 | 1,516,427 | **1,023,358** |
| 551025 | Non-Capital Scientific/Medical Equipment | 297,253 | 205,130 | 212,139 | **1,049,763** |
| 551030 | Non-Capital Machinery & Equipment | 632,666 | 734,270 | 725,052 | **755,200** |
| 551035 | Non-Capital Library books | 4,701,151 | 4,686,500 | 4,686,500 | **4,686,500** |
| 551040 | Non-Capital Other | 174,015 | 2,734,045 | 384,877 | **4,475,853** |
| 551045 | Non-Capital Vehicles/Rolling Stock | 8,307 | 5,700 | 5,700 | **3,800** |
| **Total** | **Non-Capital Equipment** | **10,822,938** | **14,543,541** | **12,216,627** | **16,736,100** |
| 521930 | Contingency/Reserve | (1,277,253) | 250,000 | 250,000 | **1,000,000** |
| 531010 | Amortization Expense | 1,465 | 1,465 | 1,465 | **1,465** |
| 531085 | Other Interest | 6,036,495 | 8,126,940 | 8,126,940 | **9,729,700** |
| 531110 | Commercial Paper Agent Fees | 513,613 | 800,000 | 800,000 | **800,000** |
| 531135 | Interfund Transfers | 0 | 0 | 0 | **800,000** |
| 531140 | Transfers for Principal | 13,418,333 | 16,085,000 | 16,085,000 | **17,719,166** |
| 531145 | Transfers for Interest | 6,327,792 | 6,617,159 | 6,617,159 | **5,905,726** |
| 531150 | Discretionary Debt | 9,420,828 | 12,072,600 | 12,072,600 | **13,109,300** |
| 531170 | Rev Bonds COI | 1,008,147 | 300,000 | 1,131,162 | **1,360,000** |
| 531175 | Allen's Creek & Wallisville Principal | 109,640 | 113,200 | 113,200 | **116,800** |
| 531180 | Allen's Creek & Wallisville Interest | 1,122,473 | 1,120,700 | 1,120,700 | **1,117,100** |
| 532030 | Transfers to Trans Debt Service | 2,312,092 | 0 | 0 | **0** |
| 532050 | Trans to PIB Bonds Debt Service | 243,032,338 | 257,372,300 | 257,372,300 | **257,662,300** |
| 532055 | Transfers to Certification of Obligation | 350,000 | 350,000 | 350,000 | **350,000** |
| 532080 | System Debt Service Transfers | 484,841,437 | 540,319,500 | 530,514,366 | **557,686,263** |
| **Total** | **Debt Service and Other Uses** | **767,217,400** | **843,528,864** | **834,554,892** | **867,357,820** |
| **Grand Total Expenditures** | | **3,145,624,458** | **3,381,479,140** | **3,334,020,797** | **3,574,709,967** |

Totals include General, Special and Enterprise Funds and exclude interfund transfers.

# REVENUE SUPPORTED DEBT SERVICE
## Combined Utility System

Includes Existing Previous Lien and First Lien Bonds as of May 8, 2013

| Fiscal Year | Principal | Interest | Total |
|---|---|---|---|
| 2014 | 134,030,000 | 275,083,853 | 409,113,853 |
| 2015 | 145,415,000 | 268,824,444 | 414,239,444 |
| 2016 | 155,510,000 | 261,503,581 | 417,013,581 |
| 2017 | 172,765,000 | 252,608,810 | 425,373,810 |
| 2018 | 183,030,000 | 243,497,909 | 426,527,909 |
| 2019 | 193,915,000 | 234,959,845 | 428,874,845 |
| 2020 | 184,129,984 | 244,782,394 | 428,912,378 |
| 2021 | 195,835,853 | 236,318,811 | 432,154,664 |
| 2022 | 209,352,094 | 222,692,134 | 432,044,228 |
| 2023 | 218,088,536 | 214,533,163 | 432,621,699 |
| 2024 | 226,826,264 | 205,689,451 | 432,515,715 |
| 2025 | 238,278,525 | 194,372,214 | 432,650,739 |
| 2026 | 249,224,875 | 183,153,292 | 432,378,167 |
| 2027 | 250,457,293 | 180,789,850 | 431,247,143 |
| 2028 | 260,949,307 | 168,669,703 | 429,619,009 |
| 2029 | 260,975,964 | 165,727,455 | 426,703,419 |
| 2030 | 307,810,000 | 118,703,403 | 426,513,403 |
| 2031 | 321,310,000 | 105,235,703 | 426,545,703 |
| 2032 | 336,715,000 | 90,951,154 | 427,666,154 |
| 2033 | 351,140,000 | 76,100,908 | 427,240,908 |
| 2034 | 367,290,000 | 60,610,654 | 427,900,654 |
| 2035 | 197,940,000 | 44,724,176 | 242,664,176 |
| 2036 | 208,250,000 | 34,422,966 | 242,672,966 |
| 2037 | 195,775,000 | 24,136,616 | 219,911,616 |
| 2038 | 117,770,000 | 16,262,736 | 134,032,736 |
| 2039 | 117,890,000 | 10,433,348 | 128,323,348 |
| 2040 | 52,815,000 | 6,249,891 | 59,064,891 |
| 2041 | 54,600,000 | 3,745,477 | 58,345,477 |
| 2042 | 21,545,000 | 1,991,051 | 23,536,051 |
| 2043 | 22,525,000 | 1,012,843 | 23,537,843 |
| 2044 | 10,240,000 | 256,000 | 10,496,000 |
| | **5,962,398,694** | **4,148,043,831** | **10,110,442,525** |

Notes:
Debt service for the hedged 2004B bonds is calculated at the fixed rate of the associated swap, which is 3.78%.

Debt service for the hedged 2010B bonds is calculated at 5.061% until March 2013, and 3.761% thereafter.

Debt Service excludes variable rate fees.

# REVENUE SUPPORTED DEBT SERVICE
## Combined Utility System

Bonds Payable From Gross System Revenue as of April 30, 2013

| Fiscal Year | Principal | Interest | Total |
|---|---|---|---|
| 2014 | 13,420,000 | 5,455,214 | 18,875,214 |
| 2015 | 13,410,000 | 4,653,946 | 18,063,946 |
| 2016 | 14,025,000 | 3,826,148 | 17,851,148 |
| 2017 | 4,060,000 | 3,312,240 | 7,372,240 |
| 2018 | 3,420,000 | 3,151,513 | 6,571,513 |
| 2019 | 3,550,000 | 3,004,975 | 6,554,975 |
| 2020 | 3,710,000 | 2,842,700 | 6,552,700 |
| 2021 | 3,905,000 | 2,662,025 | 6,567,025 |
| 2022 | 4,070,000 | 2,477,850 | 6,547,850 |
| 2023 | 4,240,000 | 2,285,300 | 6,525,300 |
| 2024 | 4,450,000 | 2,068,050 | 6,518,050 |
| 2025 | 4,670,000 | 1,840,050 | 6,510,050 |
| 2026 | 9,465,000 | 1,486,675 | 10,951,675 |
| 2027 | 2,360,000 | 1,191,050 | 3,551,050 |
| 2028 | 2,480,000 | 1,070,050 | 3,550,050 |
| 2029 | 2,605,000 | 942,925 | 3,547,925 |
| 2030 | 2,735,000 | 812,844 | 3,547,844 |
| 2031 | 2,865,000 | 679,844 | 3,544,844 |
| 2032 | 3,000,000 | 540,550 | 3,540,550 |
| 2033 | 3,140,000 | 394,725 | 3,534,725 |
| 2034 | 3,290,000 | 242,013 | 3,532,013 |
| 2035 | 3,450,000 | 81,938 | 3,531,938 |
| | **112,320,000** | **45,022,623** | **157,342,623** |

# REVENUE SUPPORTED DEBT SERVICE
## Convention and Entertainment Facilities

Hotel Occupancy Tax and Special Revenue Bonds as of April 30, 2013

| Fiscal Year | Principal | Interest | Total |
|---|---|---|---|
| 2014 | 26,215,000 | 15,819,119 | 42,034,119 |
| 2015 | 25,835,000 | 14,517,869 | 40,352,869 |
| 2016 | 23,473,712 | 16,783,250 | 40,256,963 |
| 2017 | 18,870,930 | 22,510,939 | 41,381,869 |
| 2018 | 19,750,376 | 22,272,187 | 42,022,563 |
| 2019 | 20,659,207 | 21,822,722 | 42,481,929 |
| 2020 | 21,921,952 | 21,486,078 | 43,408,030 |
| 2021 | 22,168,250 | 20,805,998 | 42,974,248 |
| 2022 | 19,817,154 | 24,549,669 | 44,366,823 |
| 2023 | 20,015,674 | 24,842,342 | 44,858,017 |
| 2024 | 20,337,310 | 25,294,508 | 45,631,818 |
| 2025 | 20,817,980 | 25,556,304 | 46,374,283 |
| 2026 | 21,327,381 | 25,945,721 | 47,273,102 |
| 2027 | 22,245,836 | 26,174,222 | 48,420,058 |
| 2028 | 22,765,221 | 26,350,753 | 49,115,974 |
| 2029 | 22,504,265 | 26,663,131 | 49,167,396 |
| 2030 | 22,659,774 | 26,825,066 | 49,484,840 |
| 2031 | 22,465,392 | 27,087,586 | 49,552,977 |
| 2032 | 22,549,127 | 27,099,586 | 49,648,714 |
| 2033 | 23,129,936 | 26,599,635 | 49,729,571 |
| 2034 | 23,835,119 | 26,001,709 | 49,836,827 |
| | **463,364,594** | **495,008,394** | **958,372,988** |

Notes:
Series 2001C Bonds assumed interest at 4%.

# REVENUE SUPPORTED DEBT SERVICE
## Houston Airport System
Existing debt as of April 30, 2013

| Fiscal Year | Principal | Interest | Total |
|---|---|---|---|
| 2014 | 60,430,000 | 114,905,386 | 175,335,386 |
| 2015 | 72,010,000 | 112,608,083 | 184,618,083 |
| 2016 | 79,105,000 | 108,544,493 | 187,649,493 |
| 2017 | 82,720,000 | 104,863,987 | 187,583,987 |
| 2018 | 80,895,000 | 100,237,552 | 181,132,552 |
| 2019 | 84,950,000 | 96,165,337 | 181,115,337 |
| 2020 | 88,935,000 | 92,179,971 | 181,114,971 |
| 2021 | 94,005,000 | 87,449,518 | 181,454,518 |
| 2022 | 98,940,000 | 82,842,550 | 181,782,550 |
| 2023 | 103,660,000 | 77,275,082 | 180,935,082 |
| 2024 | 108,530,000 | 72,419,771 | 180,949,771 |
| 2025 | 113,870,000 | 66,558,507 | 180,428,507 |
| 2026 | 121,930,000 | 60,819,107 | 182,749,107 |
| 2027 | 125,585,000 | 54,731,831 | 180,316,831 |
| 2028 | 131,855,000 | 48,157,224 | 180,012,224 |
| 2029 | 140,350,000 | 41,469,890 | 181,819,890 |
| 2030 | 147,655,000 | 34,097,547 | 181,752,547 |
| 2031 | 151,995,000 | 26,564,592 | 178,559,592 |
| 2032 | 163,525,000 | 18,763,727 | 182,288,727 |
| 2033 | 22,750,000 | 10,344,125 | 33,094,125 |
| 2034 | 24,000,000 | 9,092,875 | 33,092,875 |
| 2035 | 25,320,000 | 7,772,875 | 33,092,875 |
| 2036 | 26,715,000 | 6,380,275 | 33,095,275 |
| 2037 | 28,185,000 | 4,910,950 | 33,095,950 |
| 2038 | 29,735,000 | 3,360,775 | 33,095,775 |
| 2039 | 31,370,000 | 1,725,350 | 33,095,350 |
| | **2,239,020,000** | **1,444,241,380** | **3,683,261,380** |

Notes:
Series 2002P-1 and P-2 at 5.85%.
Series 2002C, D-1 and D-2 bonds at 5.30%.
Series 2010 bonds at 5.25%.
Not reduced for capitalized interest funded from Series 2009 bond proceeds.
Includes inferior lien lease obligation.
7/15 Lease Payments assumed paid in prior fiscal year, since funds must be accrued in prior fiscal year.

# NON-MAJOR SPECIAL REVENUE FUNDS

## Description

Non-Major Special Revenue Funds are multi-year funds, which operate year-to-year under separate ordinances. The funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for its stated purposes.

**Fund Summary**

**Fund Name** : **Community Health & Assessment**
**Business Area Name** : **Health and Human Services**
**Fund No./Bus. Area No.** : **2020 / 3800**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Estimate |
|---|---|---|---|
| Beginning Fund Balance | 219,835 | 219,835 | **219,835** |
| Current Revenues | 0 | 0 | **0** |
| Total Available Resources | 219,835 | 219,835 | **219,835** |
| Maintenance and Operations | 168,870 | 0 | **28,900** |
| Total Expenditures | 168,870 | 0 | **28,900** |
| Planned Ending Fund Balance | 50,965 | 219,835 | **190,935** |
| Total Budget | 219,835 | 219,835 | **219,835** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 50,965 | 219,835 | **190,935** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2013 Current Budget, the FY2013 Estimate and the FY2014 Estimate for the Community Health & Assessment. Also included are the beginning and ending fund balances, total revenues ad total expenditures.

The Community Health and Assessment Special Revenue Fund was established to address the Department's priority of preventing the spread of communicable diseases and optimizing well being through Human Services. This fund was carried over from Hurricane Ike donations and the remaining balance will be used to provide health care services to the community.

## Fund Summary

**Fund Name** : **Fire Training Services Fund**
**Business Area Name** : **Fire Department**
**Fund No./Bus. Area No.** : **2210 / 1200**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Estimate |
|---|---|---|---|
| Beginning Fund Balance | 544,887 | 544,887 | **589,887** |
| Current Revenues | 100,000 | 145,000 | **100,000** |
| Total Available Resources | 644,887 | 689,887 | **689,887** |
| Maintenance and Operations | 100,000 | 100,000 | **80,000** |
| Total Expenditures | 100,000 | 100,000 | **80,000** |
| Planned Ending Fund Balance | 544,887 | 589,887 | **609,887** |
| Total Budget | 644,887 | 689,887 | **689,887** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 544,887 | 589,887 | **609,887** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2013 Budget, the FY2013 Estimate and the FY2014 Estimate for the Fire Training Services Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

The Fire Department Training Services Fund receives all funds generated by the Houston Fire Department from fees charged to non-City of Houston entities for training in various fire protection disciplines including rescue and hazardous materials. Revenue collected will be used to support and provide resources useful to the Val Jahnke Training Facility.

**Fund Summary**

| | | |
|---|---|---|
| **Fund Name** | : | **Housing Special Revenue Fund** |
| **Business Area Name** | : | **Housing & Community Development** |
| **Fund No./Bus. Area No.** | : | **2000 / 3200** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Estimate |
|---|---|---|---|
| Beginning Fund Balance | 1,016,434 | 1,016,434 | **997,359** |
| Current Revenues | 0 | 0 | **0** |
| Total Available Resources | 1,016,434 | 1,016,434 | **997,359** |
| Maintenance and Operations | 782,406 | 19,075 | **20,000** |
| Total Expenditures | 782,406 | 19,075 | **20,000** |
| Planned Ending Fund Balance | 234,028 | 997,359 | **977,359** |
| Total Budget | 1,016,434 | 1,016,434 | **997,359** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 234,028 | 997,359 | **977,359** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2013 Current Budget, FY2013 Estimate and the FY2014 Estimate for the Housing and Community Development Special Revenue Fund. Also included are the beginning and ending fund balances, total available resources and total expenditures.

The Housing and Community Development Special Revenue Fund originated as a result of proceeds from the sale of City owned multifamily properties under what was previously known as the Resolution Trust Corporation. The Housing and Community Development uses these funds to support emergent housing needs and promote affordable housing initiatives.

**Fund Summary**

**Fund Name** : **Library Special Revenue**
**Business Area Name** : **Library**
**Fund No./Bus. Area No.** : **2500 / 3400**

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Estimate |
|---|---|---|---|
| Beginning Fund Balance | 129,992 | 129,992 | **190,992** |
| Current Revenues | 0 | 75,000 | **30,000** |
| Total Available Resources | 129,992 | 204,992 | **220,992** |
| Maintenance and Operations | 67,179 | 14,000 | **20,000** |
| Total Expenditures | 67,179 | 14,000 | **20,000** |
| Planned Ending Fund Balance | 62,813 | 190,992 | **200,992** |
| Total Budget | 129,992 | 204,992 | **220,992** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 62,813 | 190,992 | **200,992** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2013 Budget, FY2013 Estimate and FY2014 Estimate for the Library Special Revenue Fund. Also included are the beginning and ending fund balances, total revenues and total expenditures.

This fund is known as the "Slaughter Fund." The Houston Public Library is the recipient of Henry Lee Slaughter, Jr. Trust Fund. The fund was received and deposited by the City in FY2007. The original "Slaughter Fund" has been exhausted and used up for the intended purpose. The Houston Public Library now uses this fund as a "Special Revenue Fund" to deposit gifts and donations. The deposited gifts and donations will be available for use for the intended purpose of the donor, for purchase of materials and to implement programs for children and teenagers.

**Fund Summary**

| | | |
|---|---|---|
| **Fund Name** | : | **REEP Program** |
| **Business Area Name** | : | **General Services** |
| **Fund No./Bus. Area No.** | : | **2007 / 2500** |

| | FY2013 Current Budget | FY2013 Estimate | FY2014 Estimate |
|---|---|---|---|
| Beginning Fund Balance | 646,853 | 646,853 | **458,317** |
| Current Revenues | 1,234,740 | 1,234,740 | **1,500,000** |
| Total Available Resources | 1,881,593 | 1,881,593 | **1,958,317** |
| Maintenance and Operations | 1,351,229 | 1,423,276 | **1,458,317** |
| Total Expenditures | 1,351,229 | 1,423,276 | **1,458,317** |
| Planned Ending Fund Balance | 530,364 | 458,317 | **500,000** |
| Total Budget | 1,881,593 | 1,881,593 | **1,958,317** |
| Fund Balance Distribution: | | | |
| Non-Spendable | 0 | 0 | **0** |
| Restricted | 530,364 | 458,317 | **500,000** |
| Committed | 0 | 0 | **0** |
| Assigned | 0 | 0 | **0** |
| Unassigned | 0 | 0 | **0** |

The above summarizes the FY2013 Budget, FY2013 Estimate and FY2014 Estimate for the Residential Energy Efficiency Program (REEP). Also included are the beginning and ending fund balances, total revenues and total expenditures.

CenterPoint Energy has engaged the services of Frontier Associates, LLC to administer its Agencies in Action (AIA) Program. The AIA Program provides energy efficiency measures for homeowners who are at or below 200% of the federal poverty line. CenterPoint has approved the City of Houston to continue as an agency to participate in the program and has currently allocated $2,300,000 in calendar year 2013 to fund weatherization services for citizens in this category. Under the AIA Program, Frontier Associates, LLC will reimburse the City up to $6,500 per home in accordance with the AIA Program guidelines.

## BUDGET SUMMARY BY FUND
($Thousands)

| | General Fund | Airport System * | Child Safety | Conven. & Entertain. Facilities * | Houston Emergency Center |
|---|---|---|---|---|---|
| Beginning Fund Balance - Unassigned | 170,488 | 0 | 0 | 3,282 | 2,523 |
| Revenues and Other Sources | 2,036,888 | 450,337 | 3,090 | 87,909 | 25,190 |
| Total Available Resources | 2,207,376 | 450,337 | 3,090 | 91,191 | 27,713 |
| Maintenance & Operating Expenditures/Expenses | | | | | |
| Personnel Services | 1,368,984 | 106,493 | 0 | 280 | 18,153 |
| Supplies | 42,956 | 9,145 | 3 | 0 | 210 |
| Other Services and Charges | 338,831 | 160,823 | 3,087 | 864 | 6,827 |
| Equipment | 0 | 0 | 0 | 0 | 0 |
| Non-Capital Equipment | 5,543 | 1,922 | 0 | 0 | 0 |
| Total Maintenance & Operating Expenditures/Expense | 1,756,314 | 278,383 | 3,090 | 1,144 | 25,190 |
| Debt Services & Other Uses | 314,883 | 171,954 | 0 | 86,424 | 0 |
| Total Expenditures/Expenses & Other Uses | 2,071,197 | 450,337 | 3,090 | 87,568 | 25,190 |
| Fund Balance - Unassigned | 136,179 | 0 | 0 | 3,623 | 2,523 |
| Total Budget | 2,207,376 | 450,337 | 3,090 | 91,191 | 27,713 |
| Changes to Unassigned Fund Balance | 1,000 | 0 | 0 | 0 | 0 |
| Ending Fund Balance - Unassigned | 137,179 | 0 | 0 | 3,623 | 2,523 |

* Denotes Beginning Operating Fund Balance

Totals do not include interfund eliminations and may reflect slight variances due to rounding.

## BUDGET SUMMARY BY FUND
## ($Thousands)

| | Municipal Building Security | Municipal Technology Fee | Police Asset Forfeit. | Police Auto Dealers | Police Special Services |
|---|---|---|---|---|---|
| Beginning Fund Balance - Unassigned | 0 | 241 | 5,971 | 3,721 | 4,493 |
| Revenues and Other Sources | 900 | 1,211 | 6,629 | 6,795 | 8,737 |
| Total Available Resources | 900 | 1,452 | 12,600 | 10,516 | 13,230 |
| Maintenance & Operating Expenditures/Expenses | | | | | |
| Personnel Services | 0 | 0 | 3,000 | 3,536 | 7,741 |
| Supplies | 0 | 0 | 4,263 | 335 | 420 |
| Other Services and Charges | 763 | 1,010 | 1,995 | 1,243 | 2,802 |
| Equipment | 0 | 0 | 0 | 400 | 0 |
| Non-Capital Equipment | 0 | 0 | 3,342 | 0 | 1,060 |
| Total Maintenance & Operating Expenditures/Expense | 763 | 1,010 | 12,600 | 5,514 | 12,023 |
| Debt Services & Other Uses | 0 | 350 | 0 | 1,263 | 0 |
| Total Expenditures/Expenses & Other Uses | 763 | 1,360 | 12,600 | 6,777 | 12,023 |
| Fund Balance - Unassigned | 137 | 92 | 0 | 3,739 | 1,207 |
| Total Budget | 900 | 1,452 | 12,600 | 10,516 | 13,230 |
| Changes to Unassigned Fund Balance | 0 | 0 | 0 | 0 | 0 |
| Ending Fund Balance - Unassigned | 137 | 92 | 0 | 3,739 | 1,207 |

Totals do not include interfund eliminations and may reflect slight variances due to rounding.

## BUDGET SUMMARY BY FUND
($Thousands)

| | Police Suppl. Environ. | Digital Automated Red Light | Forensic Transition Special | PW&E Storm Water | PW&E Building Inspection |
|---|---|---|---|---|---|
| Beginning Fund Balance - Unassigned | 138 | 126 | 0 | 5,000 | 15,463 |
| Revenues and Other Sources | 104 | 3,052 | 19,918 | 55,725 | 61,953 |
| Total Available Resources | 242 | 3,178 | 19,918 | 60,725 | 77,416 |
| Maintenance & Operating Expenditures/Expenses | | | | | |
| Personnel Services | 0 | 0 | 15,434 | 21,794 | 45,034 |
| Supplies | 49 | 2 | 617 | 2,600 | 1,077 |
| Other Services and Charges | 41 | 2,511 | 3,627 | 16,868 | 11,618 |
| Equipment | 110 | 0 | 0 | 3,685 | 6,603 |
| Non-Capital Equipment | 0 | 0 | 240 | 63 | 220 |
| Total Maintenance & Operating Expenditures/Expense | 200 | 2,513 | 19,918 | 45,010 | 64,552 |
| Debt Services & Other Uses | 0 | 0 | 0 | 13,715 | 1,962 |
| Total Expenditures/Expenses & Other Uses | 200 | 2,513 | 19,918 | 58,725 | 66,514 |
| Ending Fund Balance - Unassigned | 42 | 665 | 0 | 2,000 | 10,902 |
| Total Budget | 242 | 3,178 | 19,918 | 60,725 | 77,416 |
| Changes to Unassigned Fund Balance | 0 | 0 | 0 | 0 | 0 |
| Ending Fund Balance - Unassigned | 42 | 665 | 0 | 2,000 | 10,902 |

Totals do not include interfund eliminations and may reflect slight variances due to rounding.

## BUDGET SUMMARY BY FUND
($Thousands)

| | Digital Houston | Juvenile Case Manager Fee | Parks Special | Parking Management | PW&E Water & Sewer * |
|---|---|---|---|---|---|
| Beginning Fund Balance - Unassigned | 1,017 | 1,684 | 5,132 | 2,383 | 527,550 |
| Revenues and Other Sources | 12 | 1,246 | 2,027 | 18,784 | 1,022,558 |
| Total Available Resources | 1,029 | 2,930 | 7,159 | 21,167 | 1,550,108 |
| Maintenance & Operating Expenditures/Expenses | | | | | |
| Personnel Services | 439 | 1,308 | 516 | 4,708 | 170,089 |
| Supplies | 10 | 4 | 579 | 583 | 49,119 |
| Other Services and Charges | 123 | 95 | 1,156 | 6,251 | 208,983 |
| Equipment | 0 | 0 | 0 | 94 | 26,792 |
| Non-Capital Equipment | 25 | 0 | 0 | 220 | 3,140 |
| Total Maintenance & Operating Expenditures/Expense | 597 | 1,407 | 2,251 | 11,856 | 458,123 |
| Debt Services & Other Uses | 0 | 0 | 0 | 9,019 | 568,749 |
| Total Expenditures/Expenses & Other Uses | 597 | 1,407 | 2,251 | 20,875 | 1,026,872 |
| Fund Balance - Unassigned | 432 | 1,523 | 4,908 | 292 | 523,236 |
| Total Budget | 1,029 | 2,930 | 7,159 | 21,167 | 1,550,108 |
| Changes to Unassigned Fund Balance | 0 | 0 | 0 | 0 | 0 |
| Ending Fund Balance - Unassigned | 432 | 1,523 | 4,908 | 292 | 523,236 |

* Denotes Beginning Operating Fund Balance
Totals do not include interfund eliminations and may reflect slight variances due to rounding.

## BUDGET SUMMARY BY FUND
($Thousands)

| | Swimming Pool Safety | Dedicated Drainage & Street | Recycling Expansion Program | BARC Special Revenue |
|---|---|---|---|---|
| Beginning Fund Balance - Unassigned | 393 | 70,696 | 653 | 360 |
| Revenues and Other Sources | 975 | 176,908 | 2,080 | 8,563 |
| Total Available Resources | 1,368 | 247,604 | 2,733 | 8,923 |
| Maintenance & Operating Expenditures/Expenses | | | | |
| Personnel Services | 730 | 32,481 | 255 | 6,252 |
| Supplies | 26 | 12,983 | 134 | 942 |
| Other Services and Charges | 158 | 16,308 | 421 | 1,729 |
| Equipment | 12 | 3,357 | 0 | 0 |
| Non-Capital Equipment | 2 | 128 | 0 | 0 |
| Total Maintenance & Operating Expenditures/Expense | 928 | 65,257 | 810 | 8,923 |
| Debt Services & Other Uses | 0 | 120,800 | 1,882 | 0 |
| Total Expenditures/Expenses & Other Uses | 928 | 186,057 | 2,692 | 8,923 |
| Fund Balance - Unassigned | 440 | 61,547 | 41 | 0 |
| Total Budget | 1,368 | 247,604 | 2,733 | 8,923 |
| Changes to Unassigned Fund Balance | 0 | 0 | 0 | 0 |
| Ending Fund Balance - Unassigned | 440 | 61,547 | 41 | 0 |

Totals do not include interfund eliminations and may reflect slight variances due to rounding.

## BUDGET SUMMARY BY FUND
($Thousands)

| | Health Special Revenue | Laboratory Operations & Maintenance | Essential Public Health Svcs | Special Waste | Contractors Responsibility |
|---|---|---|---|---|---|
| Beginning Fund Balance - Unassigned | 4,729 | 222 | 1,653 | 3,613 | 2,791 |
| Revenues and Other Sources | 2,888 | 399 | 14,279 | 2,588 | 472 |
| Total Available Resources | 7,617 | 621 | 15,932 | 6,201 | 3,263 |
| Maintenance & Operating Expenditures/Expenses | | | | | |
| Personnel Services | 918 | 0 | 7,439 | 2,090 | 118 |
| Supplies | 520 | 88 | 524 | 79 | 0 |
| Other Services and Charges | 1,669 | 505 | 7,378 | 949 | 594 |
| Equipment | 365 | 0 | 0 | 1,576 | 0 |
| Non-Capital Equipment | 34 | 0 | 591 | 185 | 0 |
| Total Maintenance & Operating Expenditures/Expense | 3,506 | 593 | 15,932 | 4,879 | 712 |
| Debt Services & Other Uses | 0 | 0 | 0 | 0 | 400 |
| Total Expenditures/Expenses & Other Uses | 3,506 | 593 | 15,932 | 4,879 | 1,112 |
| Fund Balance - Unassigned | 4,111 | 28 | 0 | 1,322 | 2,151 |
| Total Budget | 7,617 | 621 | 15,932 | 6,201 | 3,263 |
| Changes to Unassigned Fund Balance | 0 | 0 | 0 | 0 | 0 |
| Ending Fund Balance - Unassigned | 4,111 | 28 | 0 | 1,322 | 2,151 |

Totals do not include interfund eliminations and may reflect slight variances due to rounding.

## BUDGET SUMMARY BY FUND
($Thousands)

| | Parks Golf Special | Historic Preserv. | Houston TranStar Center | Cable TV | Total Gen. Fund Enterprise & Special |
|---|---|---|---|---|---|
| Beginning Fund Balance - Unassigned | 472 | 748 | 1,968 | 2,508 | 840,018 |
| Revenues and Other Sources | 6,135 | 213 | 2,513 | 4,213 | 4,035,291 |
| Total Available Resources | 6,607 | 961 | 4,481 | 6,721 | 4,875,309 |
| Maintenance & Operating Expenditures/Expenses | | | | | |
| Personnel Services | 4,219 | 0 | 881 | 1,355 | 1,824,247 |
| Supplies | 951 | 5 | 123 | 40 | 128,387 |
| Other Services and Charges | 1,004 | 647 | 1,698 | 4,546 | 807,124 |
| Equipment | 0 | 0 | 136 | 342 | 43,472 |
| Non-Capital Equipment | 0 | 0 | 23 | 0 | 16,738 |
| Total Maintenance & Operating Expenditures/Expense | 6,174 | 652 | 2,861 | 6,283 | 2,819,968 |
| Debt Services & Other Uses | 0 | 0 | 0 | 358 | 1,291,759 |
| Total Expenditures/Expenses & Other Uses | 6,174 | 652 | 2,861 | 6,641 | 4,111,727 |
| Fund Balance - Unassigned | 433 | 309 | 1,620 | 80 | 763,582 |
| Total Budget | 6,607 | 961 | 4,481 | 6,721 | 4,875,309 |
| Changes to Unassigned Fund Balance | 0 | 0 | 0 | 0 | 1,000 |
| Ending Fund Balance - Unassigned | 433 | 309 | 1,620 | 80 | 764,582 |

Totals do not include interfund eliminations and may reflect slight variances due to rounding.

# SUMMARY OF FY2014 CITY COUNCIL ACTIONS

| ORDINANCE NUMBER | DATE ADOPTED | SUMMARY |
|---|---|---|
| ORD. #2013-0614 | June 19, 2013 | Adoption of Interim Spending Plan Appropriation Ordinance for the Fiscal Year beginning July 1, 2013. |
| ORD. #2013-0617 | June 19, 2013 | Ordinance approving Annual Budget for Fiscal Year 2014 (July 1, 2013 - June 30, 2014). |
| Motion #2013-0405 | June 19, 2013 | All General Fund revenues and resources received in FY2014 in excess of $2,207,376,250 shall be designated to the Fund Balance and shall not be appropriated for FY2014 expenditures. |
| Motion #2013-0408 | June 19, 2013 | This Amendment provides additional property tax relief for qualified older homeowners and assists them in keeping their homes. Currently, Harris County offers a $160,000.00 over-65 homestead exemption. However, the City of Houston offers a $70,862.00 exemption. This Amendment would raise the City of Houston exemption to $80,000.00 for those homeowners over 65 years of age, effective January 1, 2014. Eligible homeowners' savings would range from $0 to approximately $58.00 annually. |
| Motion #2013-0411 | June 19, 2013 | The administration will allocate funding to purchase 25 surveillance camera systems for monitoring of chronic illegal dumping areas throughout council districts B, D, H, I, and K. These council districts have been identified by the Solid Waste Department as having the greatest issues with illegal dumping. Each council district will receive 5 camera systems for sole use within each said council district's boundaries for illegal dumping surveillance. The camera systems cost approximately $10,000.00 per unit creating a total funding amount of $250,000.00. An additional $120,000.00 should be allocated for hiring extra FTEs to review and report on the recorded footage. The total funding for the camera systems and FTEs is $370,000.00. Funding Source: Asset Forfeiture Fund or General Revenue Fund.<br><br>Council Member Davis moved to amend the above motion to withdraw an additional $120,000.00 to be allocated for hiring extra FTEs to review and report on the recorded footage. The total funding for the camera systems and FTEs is $250,000.00. |

# SUMMARY OF FY2014 CITY COUNCIL ACTIONS

| ORDINANCE NUMBER | DATE ADOPTED | SUMMARY |
|---|---|---|
| Motion #2013-0412 | June 19, 2013 | In connection with the reauthorization of the City's Tax abatement guidelines that will expire in December 2013, the administration shall examine the possibility of using tax abatements to encourage the demolition of deteriorating or deteriorated residential or commercial structures and the subsequent construction of new improvements on the property and, if determined possible, make recommendations for changes in the guidelines necessary to implement the program. |
| Motion #2013-0413 | June 19, 2013 | HITS to work with appropriate departments to develop up-to-date electronic access available to Councilmembers that would eliminate the need for printed Agendas, Backups, MFOR's, Quarterly Investment Reports and Budget Books that are traditionally used during City Council and Council Committee meetings. |
| Motion #2013-0415 | June 19, 2013 | Super Neighborhood Councils represent geographically designated areas where residents, civic organizations, institutions and businesses work together to identify, plan, and set priorities to address the needs and concerns of their community. They form organizational structures, draft by-laws, and they are officially recognized by the Mayor and Council Members. To accomplish their objectives, Super Neighborhood representatives need information and statistical data that is organized, easily accessible, and geographically specific. To the extent existing City of Houston personnel and resources are available and adequate, this amendment requires the initiation of a process within 30 days after approval of the FY2014 Budget by the Police, Fire, Public Works and Engineering, Solid Waste Management, Parks and Recreation, Houston Emergency Center, Administration and Regulatory Affairs departments to utilize technology to sort information and statistical data via Super Neighborhood boundaries and make it available.<br><br>This amendment only proffers the use of existing City personnel and resources; therefore no additional funding source needs to be identified. |
| Motion #2013-0416 | June 19, 2013 | Request that the Houston Public Library/Library Board establish a policy that would review funding sources for the Houston Center for Literacy in the amount of $100,000. The need for the additional funding is due to the increase in providers that need the resources to |

# SUMMARY OF FY2014 CITY COUNCIL ACTIONS

| ORDINANCE NUMBER | DATE ADOPTED | SUMMARY |
|---|---|---|
| | | assist with adult literacy programs. Allocate $100,000 from fund balance 7.5% threshold per ordinance 2003-474. |
| Motion #2013-0418 | June 19, 2013 | Dedicate 11%, $41,000.00 to be re-allocated in the BARC budget to intake prevention (i.e. spay/neuter, micro chipping, and education awareness). |
| Motion #2013-0419 | June 19, 2013 | Create a taskforce charged with developing a comprehensive plan to increase BARC budget annually with an overall goal of reducing intake and increasing live release rate by 50% within the next five years (10% annually). |
| Motion #2013-0420 | June 19, 2013 | Respectfully incorporate the street lighting program within the City's CDBG funding for areas within low-moderate income areas (local streets only). HUD approved initiative. |
| Motion #2013-0426 | June 19, 2013 | Respectfully allocated $1.5 million for Calendar Year 2014 to establish the City of Houston Youth Summer Jobs Program out of the General Government Contingency line item with the intention to have the program up and running for the summer of Calendar Year 2014. |
| Motion #2013-0427 | June 19, 2013 | General Fund—General Government: Transfer $4,400 from the budget of Council Member Christie to the Parks & Recreation Department General Fund budget to continue Positive Coaching Alliance programming for youth sports. |
| Motion #2013-0430 | June 19, 2013 | Respectfully increase 1 FTE for the PSO (Public Service Officer) specifically for the Fort Bend Houston HPD Satellite Office (estimated cost of $60,000 inclusive of salary, benefits and pension). |
| Motion #2013-0431 | June 19, 2013 | Increase funding to HFD FY2014 Budget to include replacement of 4 ambulance units (of 7 committed to in FY2013 amendments) back in service that were taken out in December 2012 due to budget shortfall. |

Mayor's Office

To the Honorable City Council of the City of Houston:

In accordance with the provisions of Article VII, Section 7 of the Charter of the City of Houston, I submit and introduce to you the Ordinance set out below with the request that it be passed finally on the date of its introduction. There exists a public emergency requiring such action and I accordingly request that you pass the same if it meets with your approval.

Date: June 19, 2013

Annise D. Parker
Mayor of the City of Houston

City of Houston, Texas Ordinance No. 2013-617

**AN ORDINANCE RELATED TO THE FISCAL AFFAIRS OF THE CITY; APPROVING THE ANNUAL BUDGETS OF THE CITY OF HOUSTON, TEXAS, FOR FISCAL YEAR 2014, INCLUDING PROVISIONS FOR FUTURE ADJUSTMENT TO CERTAIN FUND BALANCES; MAKING VARIOUS AMENDMENTS TO THE PROPOSED BUDGETS; AUTHORIZING CERTAIN TRANSFERS; RE-DESIGNATING A CASH RESERVE IN THE FUND BALANCE; AMENDING SECTIONS 4-19, 20-38, 43-38, AND 47-423 OF THE CODE OF ORDINANCES, HOUSTON, TEXAS; AMENDING ORDINANCE 2010-476 RELATING TO THE PARKING MANAGEMENT SPECIAL REVENUE FUND; ESTABLISHING A COST FOR COPIES OF THE BUDGET; MAKING OTHER PROVISIONS RELATED TO THE SUBJECT; MAKING CERTAIN FINDINGS RELATED THERETO; PROVIDING A REPEALING CLAUSE; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.**

* * * *

**WHEREAS,** on May 14, 2013, the Mayor of the City of Houston, Texas, filed with the City Secretary a proposed budget of the expenditures of the City of Houston General, Enterprise and Special Revenue Funds for the Fiscal Year beginning July 1, 2013, and ending June 30, 2014, (the "Proposed Budget"); and

**WHEREAS,** pursuant to a resolution of the City Council of the City of Houston, and after notice was provided as required by law, a public hearing on the Proposed Budget was held in the Council Chamber in the City Hall on Tuesday, June 11, 2013, at which hearing all residents and all taxpayers, had the right to be present and to be heard, and those who requested to be heard were heard; and

**WHEREAS,** the City Council has considered the Proposed Budget and has made those changes to the Proposed Budget that in the City Council's judgment are warranted by law and demanded by the best interest of the taxpayers of the City; and

**WHEREAS,** the City Council desires to approve and adopt the final Budget as set out herein; **NOW, THEREFORE,**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HOUSTON, TEXAS:**

**Section 1.** That the findings contained in the preamble of this Ordinance are determined to be true and correct and are adopted as a part of this Ordinance.

**Section 2.** That in accordance with the City Charter and Sections 102.001 through 102.011, Tex. Loc. Gov't Code (Vernon's), the City Council hereby approves and adopts the Proposed Budget as amended herein as the Fiscal Year 2014 City of Houston, Texas, Budget, the same being contained in the budget document on file with the City Secretary in a volume entitled "Proposed Budget For Fiscal Year 2014," as amended and supplemented herein, but specifically not including as part of the Budget, the Overview, the description of the General Fund other than the Fund Summary, data relative to any Fiscal Years prior to 2014, the General Obligation Debt Service Fund, the Internal Service and Service Chargeback Fund budgets, and the Appendices or information concerning Full-Time Equivalents, all of which is provided for background, accounting convenience and reference purposes only (the "Budget"). The City Secretary is hereby directed to attach to the Budget a copy of this ordinance, any motions amending the Proposed Budget and an endorsement reading "The Official Budget of the City of Houston, for the General, Enterprise and Special Revenue Funds for the Fiscal Year Beginning July 1, 2013 and ending June 30, 2014" and to keep the Budget on file in her office as a public record. In addition, in accordance with Section 102.009(d), Tex. Loc. Gov't Code (Vernon's), the City Secretary is hereby directed to file a true copy of the approved Budget in the offices of the county clerks of the counties in which the City is located.

**Section 3.** That the City Council hereby incorporates into the final approved Budget the revisions to the Proposed Budget contained in Exhibit A, attached hereto and incorporated herein for all purposes. Further, this ordinance is amended by the Motions or Amendments approved by City Council, if any, which shall be attached as Exhibit B and become a part of this ordinance for all purposes. Any non-substantive changes necessitated by adoption of these amendments, such as changed page numbers, are also approved.

**Section 4.** That the Beginning Fund Balance reflected in the Budget for each fund for which a budget is adopted hereby automatically shall be adjusted to be the amount of the Ending Fund Balance for Fiscal Year 2013 included in the final Comprehensive Annual

Financial Report for Fiscal Year 2013 for each respective fund, when released. The revised Beginning Fund Balance shall thereafter be used to calculate the Fiscal Year 2014 Ending Fund Balance for each such fund, which also shall be adjusted automatically. No adjustment to the expenditure budgets is authorized by this Section.

**Section 5.** That the City Council hereby re-designates a cash reserve of up to $20,000,000 in the General Fund fund balance, the Rainy Day Fund, to be available for unforeseen contingencies consistent with City of Houston Ordinance No. 2003-0474. Each use of this designated portion of the fund balance must be approved and funds appropriated therefor by City Council.

**Section 6.** That the City Council hereby authorizes for each City Department the positions listed for that Department on the Personnel Summary included in the budget for that Department, including as applicable positions authorized in connection with Internal Service and Service Chargeback Funds over which the Department has control. In addition, the City Council previously has authorized classified positions subject to Chapter 143, Tex. Loc. Gov't Code, through individual personnel ordinances, which shall continue to regulate those positions. The City Council further authorizes the currently existing grant funded positions. In the future, additional grant funded positions will be authorized by acceptance or modification of a grant whether by City Council or administratively. The City Council takes cognizance of the fact that in order to facilitate the operations of the various City departments the numbers and types of positions needed to carry out the functions of the departments may vary through the year. Accordingly, the Mayor is hereby authorized to alter the numbers and types of positions authorized herein (classified positions subject to Chapter 143, Tex. Loc. Gov't Code not being authorized herein, but by separate personnel ordinances) in order to accomplish the program goals of each department; provided, however, that in so doing, all such positions must have been established by City Council in the Master Classification Ordinance and the total departmental expenditures for the affected department must remain within authorized budgetary limits, or in the case of grant funded positions, within the funding levels of the grant. The Personnel Summaries adopted by this Section are not to be considered part of the Budget adopted by this Ordinance for purposes of amendments to the Budget.

**Section 7.** That all expenditures heretofore made for Fiscal Year 2014, if any, are hereby approved, ratified and confirmed and because it is the intention of the City Council that the Budget hereby approved be inclusive of previous expenditures and commitments for Fiscal Year 2014, the City Controller is hereby directed to apply the amounts thereof to the appropriate accounts in the Budget.

**Section 8.** That the City Council takes cognizance of the fact that in order to facilitate operations of the various City departments established in the Code of Ordinances of the City of Houston (singularly "department"), and to make adjustments occasioned by events transpiring during the year, some transfers will be necessary to and from some of the accounts contained in the Budget as adopted herein. Accordingly, the Mayor shall have authority to transfer funds to and from the Budget accounts within any department

without limitation. In addition, for transfers among departments within a Fund, the Mayor shall have authority to transfer funds from any Budget account (whether one or more) in one department to any other account or accounts in any other department within the Fund, but for each department, such aggregate interdepartmental transfers from any Budget Expenditure Account Group in that department's budget shall not exceed 5% of the total amount shown for such Budget Expenditure Account group in the adopted budget for such department. Provided, however, that any such transfers shall not be subjected to or be included within the foregoing 5% limit if such transfers are approved by City Council through this ordinance or, subsequent to adoption, in compliance with Section 102.001 through 102.011, Local Government Code (Vernon's).

As used in this Section the term "Budget Expenditure Account Group" means a group of accounts within a department or a group of nondepartmental accounts which have similar purposes (for example, the Budget Expenditure Account Group for "Personnel Services" within a given department might include all of the following accounts: 500010, 500030, 500090, 500060, 501120, 501070, 502010, 503010, 501010, 501160, 500020, 500040, 500050, 500190, 500070, 501040, 501130, 501090, 501080, 503070, 502020, 503020, 501020, 501170, 503090, 503080, 504030, 503060)

**Section 9.** That the City Council approves and authorizes the transfer, in the aggregate, of up to $9,100,000 from the General Fund-General Government budget to other General Fund departmental budgets in the event that the amount included in the respective budget is inadequate to pay actual expenses for electricity, fuel, natural gas or other requirements of the City, including performance management reviews.

**Section 10.** That the City Council approves and authorizes the transfer, in the aggregate, of up to $7,500,000 from the General Fund-General Government budget to other General Fund departmental budgets to pay actual expenses for maintenance, renewal and replacement.

**Section 11.** That the City Council approves the increase, during FY2014, of the adopted budget for the Aviation Revenue Fund (Fund 8001) by the amount of any increase in revenue over that projected for the Fund as certified by the City Controller, but only for the purpose of transfer of such increased revenue, if any, to the HAS-Airports Improvement Fund, and hereby approves and authorizes any such transfer.

**Section 12.** That the City Council approves the increase, during FY2014, of the adopted budget for the Public Works & Engineering Water & Sewer Operating Fund (Fund 8300) by the amount of any increase in revenue over that projected for the Fund as certified by the City Controller, but only for the purpose of transfer of such increase, if any, to the Combined Utility Systems Operating Fund (Fund 8301), which must subsequently transfer such increase, if any, to the Combined Utility System General Purpose Fund (Fund 8305). The City Council approves the increase, during FY2014, of the adopted budget for the Combined Utility Systems Operating Fund (Fund 8301) by the amount of increased revenue transferred from the Public Works & Engineering Water & Sewer Operating Fund

(Fund 8300) pursuant to this section, but only for the purpose of transfer of such increase, if any, to the Combined Utility Systems General Purpose Fund (Fund 8305).

**Section 13.** That City Council hereby directs and authorizes that the ending Fund Balance of any Fund that receives revenue during FY2014 over and above that projected for the Fund as certified by the City Controller, shall be increased by an amount equal to the additional revenue received and that such fund balance shall be available for appropriation and transfer for any lawful purpose of the Fund.

**Section 14.** That Section 4-19 of the Code of Ordinances, Houston, Texas, relating to revenues received by the City from certain ambulance fees, is hereby amended to read as follows:

"Sec. 4-19. Disposition of certain fees.

All fees collected under sections 4-3 and 4-16 of this Code shall be allocated to the health and human services department to fund the inspection of ambulances and the permitting of ambulance operators as required by this chapter and other permitting, inspection, monitoring, controlling, education and enforcement activities pertaining to environmental health services of the health department."

**Section 15.** That Item (5) of Subsection (b) of Section 20-38 of the Code of Ordinances, Houston, Texas, relating to revenues received by the City from certain electronic monitoring systems fees for operation of mobile food units, is hereby amended to read as follows:

"(5) *Electronic monitoring system fee.* A person requesting a medallion for the operation of a mobile food unit, other than a restricted operations mobile food unit, a licensed park vending unit, or a fixed location mobile food unit, shall pay the electronic monitoring system fee stated for this provision in the city fee schedule. Funds from this account may be expended only for activities related to ~~for the~~ maintenance, operation, and utilization of the electronic monitoring system and for other permitting, inspection, monitoring, controlling, education and enforcement activities pertaining to environmental health services of the health department."

**Section 16.** That Subsection (b) of Section 43-38 of the Code Ordinances, Houston, Texas, relating to revenues received by the City for permitting and inspection of pool and spa facilities, is hereby amended to read as follows:

"(b) All fees collected pursuant to this chapter shall be deposited in the swimming pool safety fund ~~account established by the city council. Funds from this account~~ and may be expended only for the costs of ~~activities related to the chapter such as~~ activities related to this chapter and other permitting, inspection, monitoring~~, abating,~~ controlling, education and enforcement activities pertaining to environmental health services of the health department."

**Section 17.** That Subsection (d) of Section 47-423 of the Code Ordinances, Houston, Texas, relating to revenues received by the City for registration and permitting of food oil and grease generators, is hereby amended to read as follows:

"(d) All fees collected pursuant to this division shall be deposited in the special waste transportation and inspection fund account established by the city council. Funds from this account may be expended only for the costs ~~of~~ relating to management and disposal of city regulated waste and other permitting, ~~inspecting,~~ inspection, monitoring, controlling, education and ~~enforcing any violation~~ enforcement activities pertaining to ~~the management and disposal of city regulated waste~~ environmental health services of the health department."

**Section 18.** That Section 6 of Ordinance 2010-476 is hereby amended to read as follows:

"**Section 6.** That the City Council hereby creates the Parking Management Special Revenue Fund to receive certain City parking-related revenue, including but not limited to transfers as set out in Section 7 below, parking citation fines, parking permit and news rack permit sales, boot fees, parking meter charges, and certain surface and contract parking fees; expenditures from the Fund shall be limited to a $7 million administrative fee transfer to the General Fund plus any amount of the fund balance in excess of $2 million after costs of the operation, maintenance and administration of the parking management division of the Administrative and Regulatory Affairs Department (ARA) and all meter and permit revenue associated with the Washington Parking Benefit District have been deducted."

**Section 19.** That the City Council approves the payment of the City's general debt service obligations created elsewhere by separate Council action from funds in the General Obligation Debt Service Fund.

**Section 20.** That the City Council hereby establishes the price to purchase for the Budget documents by the public at $35.00 plus tax and postage, if any.

**Section 21.** That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict only. The Budget adopted by this ordinance replaces the FY2013 Budget.

**Section 22.** That the City Council officially finds, determines, recites and declares that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Sec. 551.001 et. seq. Texas Government Code; and that this meeting has been open to the public as required by law at all times during which this ordinance and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further ratifies, approves and confirms such written notice and the contents and posting thereof.

**Section 23.** That if any provision, section, subsection, sentence, clause or phrase of this ordinance, or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void or invalid, the validity of the remaining portions of this ordinance or their application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council in adopting this ordinance that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, voidness or invalidity of any other portion hereof, and all provisions of this ordinance are declared to be severable for that purpose.

**Section 24.** That there exists a public emergency requiring that this Ordinance be passed finally on the date of its introduction as requested in writing by the Mayor; therefore, this Ordinance shall be passed finally on such date and shall take effect immediately upon its passage and approval by the Mayor or July 1, 2013, whichever is later.

**PASSED AND APPROVED this 19th day of June, 2013.**

Annise D. Parker
Mayor of the City of Houston, Texas

(Prepared by Legal Dept. : Lan P. Nguyen
(LPN\ln 6/6/13) Senior Assistant City Attorney
(Requested by Kelly Dowe, Director of Finance Department)
L.D. File No. 039-1300146-001
G\Contracts\LPN\Budget\Annual Budget Ordinance_FY2014_Final

| AYE | NO | |
|---|---|---|
| ✓ | | MAYOR PARKER |
| •••• | •••• | COUNCIL MEMBERS |
| ✓ | | BROWN |
| ✓ | | DAVIS |
| ✓ | | COHEN |
| ✓ | | ADAMS |
| ✓ | | MARTIN |
| ✓ | | HOANG |
| ✓ | | PENNINGTON |
| ✓ | | GONZALEZ |
| ✓ | | RODRIGUEZ |
| | ABSENT | LASTER |
| ✓ | | GREEN |
| ✓ | | COSTELLO |
| ✓ | | BURKS |
| ABSENT ON PERSONAL BUSINESS | | NORIEGA |
| ✓ | | BRADFORD |
| ✓ | | CHRISTIE |
| CAPTION | ADOPTED | |

MAY 017 Rev. 12/12

# DEPARTMENTAL CROSS REFERENCE

| DEPARTMENT/FUND | DOCUMENT | SECTION | PAGE |
|---|---|---|---|
| **Administration and Regulatory Affairs** | | | |
| General Fund | Operating Budget | VI | 2 |
| Property & Casualty | Operating Budget | XII | 34 |
| Central Services Revolving Fund | Operating Budget | XII | 62 |
| BARC | Operating Budget | X | 2 |
| Parking Management | Operating Budget | X | 12 |
| **Aviation** | | | |
| Aviation – Operating Fund | Operating Budget | IX | 2 |
| Airport Capital Outlay | Operating Budget | IX | 16 |
| **City Controller's Office** | | | |
| General Fund | Operating Budget | VI | 14 |
| **City Council** | | | |
| General Fund | Operating Budget | VI | 22 |
| **City Secretary** | | | |
| General Fund | Operating Budget | VI | 28 |
| **Convention & Entertainment Facilities** | | | |
| Facilities Operating | Operating Budget | IX | 23 |
| **Finance** | | | |
| General Fund | Operating Budget | VI | 36 |
| Central Services Revolving Fund | Operating Budget | XII | 62 |
| Digital Automated Red Light | Operating Budget | X | 20 |
| Fleet Management Fund | Operating Budget | XII | 10 |
| **Fire** | | | |
| General Fund | Operating Budget | III | 2 |
| **Fleet Management** | | | |
| Fleet Management Fund | Operating Budget | XII | 10 |
| **General Government** | | | |
| General Fund | Operating Budget | VII | 1 |
| **General Debt Service** | | | |
| General Fund Debt Service | Operating Budget | VIII | 1 |
| General Debt Service Fund | Operating Budget | XIV | 8 |
| **General Services** | | | |
| General Fund | Operating Budget | IV | 2 |
| In-House Renovation | Operating Budget | XII | 2 |
| Central Services Revolving Fund | Operating Budget | XII | 62 |
| Project Cost Recovery | Operating Budget | XII | 102 |

# DEPARTMENTAL CROSS REFERENCE

| DEPARTMENT/FUND | DOCUMENT | SECTION | PAGE |
|---|---|---|---|
| **Health & Human Services** | | | |
| General Fund | Operating Budget | V | 2 |
| Essential Public Health Services | Operating Budget | X | 32 |
| Health Special Revenue | Operating Budget | X | 40 |
| Laboratory Operations and Maintenance | Operating Budget | X | 50 |
| Special Waste | Operating Budget | X | 56 |
| Swimming Pool Safety | Operating Budget | X | 64 |
| **Housing & Community Development** | | | |
| General Fund | Operating Budget | V | 14 |
| **Houston Emergency Center** | | | |
| General Fund | Operating Budget | III | 14 |
| Operating Fund | Operating Budget | X | 80 |
| **Houston Information Technology** | | | |
| General Fund | Operating Budget | VI | 48 |
| Central Services Revolving Fund | Operating Budget | XII | 62 |
| Project Cost Recovery | Operating Budget | XII | 102 |
| **Human Resources** | | | |
| General Fund | Operating Budget | VI | 58 |
| Health Benefits | Operating Budget | XI | 2 |
| Long-Term Disability | Operating Budget | XI | 12 |
| Workers' Compensation | Operating Budget | XII | 48 |
| Central Services Revolving Fund | Operating Budget | XII | 62 |
| **Legal** | | | |
| General Fund | Operating Budget | VI | 68 |
| Property & Casualty | Operating Budget | XII | 34 |
| Workers' Compensation | Operating Budget | XII | 48 |
| **Library** | | | |
| General Fund | Operating Budget | V | 20 |
| Digital Houston | Operating Budget | X | 72 |
| Historic Preservation | Operating Budget | X | 142 |
| **Mayor's Office** | | | |
| General Fund | Operating Budget | VI | 78 |
| Houston Emergency Center | Operating Budget | X | 80 |
| Cable Television | Operating Budget | X | 88 |
| **Municipal Courts** | | | |
| General Fund | Operating Budget | III | 18 |
| Building Security Services | Operating Budget | X | 96 |
| Technology Fee Fund | Operating Budget | X | 102 |
| Juvenile Case Manager Fund | Operating Budget | X | 108 |
| **Neighborhoods** | | | |
| General Fund | Operating Budget | V | 30 |

# DEPARTMENTAL CROSS REFERENCE

| DEPARTMENT/FUND | DOCUMENT | SECTION | PAGE |
|---|---|---|---|
| **Office of Business Opportunity** | | | |
| General Fund | Operating Budget | VI | 86 |
| Contractors Responsibility Fund | Operating Budget | X | 116 |
| **Parks & Recreation** | | | |
| General Fund | Operating Budget | V | 40 |
| Park Golf Special | Operating Budget | X | 124 |
| Parks Special Revenue | Operating Budget | X | 132 |
| **Planning & Development** | | | |
| General Fund | Operating Budget | IV | 12 |
| Central Service Revolving | Operating Budget | XII | 62 |
| Historic Preservation | Operating Budget | X | 142 |
| **Tax Increment Reinvestment Zones** | Operating Budget | XIV | 10 |
| **Police** | | | |
| General Fund | Operating Budget | III | 26 |
| Forensic Services | Operating Budget | III | 40 |
| Digital Automated Red Light | Operating Budget | X | 20 |
| Asset Forfeiture | Operating Budget | X | 154 |
| Auto Dealers | Operating Budget | X | 162 |
| Child Safety | Operating Budget | X | 172 |
| Forensic Transition Special Fund | Operating Budget | X | 180 |
| Police Special Services | Operating Budget | X | 190 |
| Supplemental Environmental Protection | Operating Budget | X | 200 |
| Mobility Response Team | Operating Budget | X | 228 |
| **Public Works & Engineering** | | | |
| General Fund | Operating Budget | IV | 20 |
| Water and Sewer Operating Fund | Operating Budget | IX | 32 |
| Combined Utility System Operating Fund | Operating Budget | IX | 46 |
| Combined Utility System General Purpose Fund | Not Applicable | IX | 50 |
| Dedicated Drainage and Street Renewal | Operating Budget | IX | 56 |
| Storm Water Fund | Operating Budget | IX | 70 |
| Building Inspection | Operating Budget | X | 208 |
| Houston TranStar Center | Operating Budget | X | 220 |
| Mobility Response Team | Operating Budget | X | 228 |
| Fleet Management | Operating Budget | XII | 10 |
| Project Cost Recovery | Operating Budget | XII | 102 |
| **Solid Waste Management** | | | |
| General Fund | Operating Budget | IV | 28 |
| Recycling Expansion Program | Operating Budget | X | 238 |