

**FISCAL YEAR 2016 BUDGET**

**Fund Summary**

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

	<u>FY2015 Current Budget</u>	<u>FY2015 Estimate</u>	<u>FY2016 Budget</u>
Beginning Fund Balance	537,820	537,820	<b>506,482</b>
Current Revenues	4,254,153	4,675,400	<b>4,779,900</b>
Total Available Resources	<u>4,791,973</u>	<u>5,213,220</u>	<b>5,286,382</b>
Maintenance and Operations	2,411,738	2,411,738	<b>2,570,307</b>
Contract with Non-Profit	2,295,000	2,295,000	<b>2,347,250</b>
Total Expenditures	<u>4,706,738</u>	<u>4,706,738</u>	<b>4,917,557</b>
Planned Ending Fund Balance	<u>85,235</u>	<u>506,482</u>	<b>368,825</b>
Total Budget	<u><u>4,791,973</u></u>	<u><u>5,213,220</u></u>	<b><u><u>5,286,382</u></u></b>

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	85,235	506,482	<b>368,825</b>
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2015 Budget, the FY2015 Estimate and the FY2016 Budget for the Cable Television Fund (2401 and 2428). Also included are the beginning and ending fund balances, total revenues and total expenditures.

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

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

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

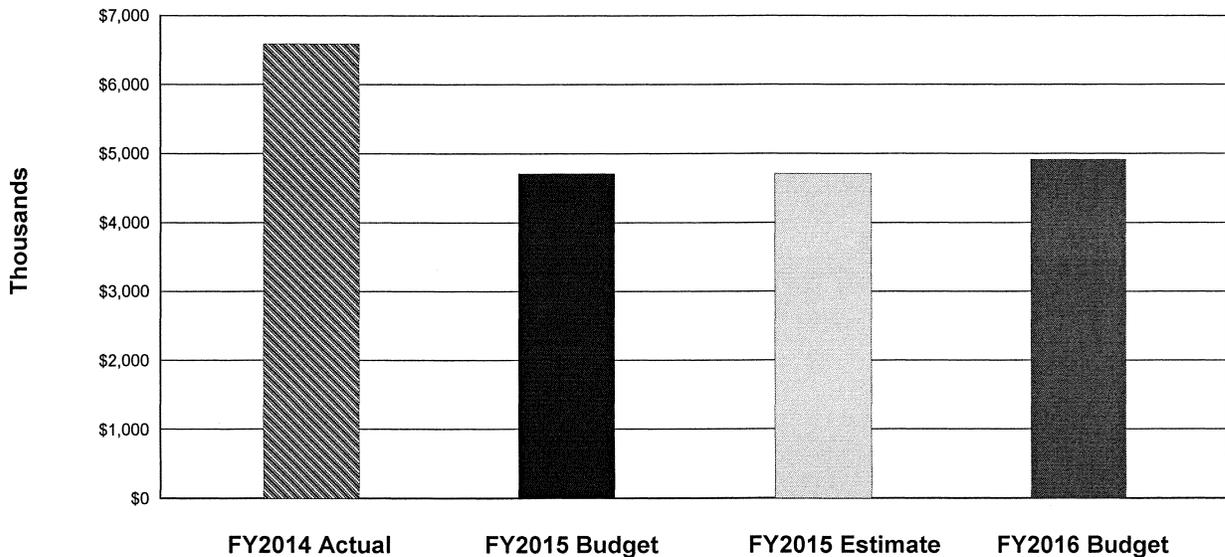
**FISCAL YEAR 2016 BUDGET**

**Business Area Budget Summary**

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

		<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
Expenditures	Personnel Services	1,338,119	1,388,808	1,388,808	<b>1,524,100</b>
	Supplies	31,726	36,060	36,060	<b>45,388</b>
	Other Services and Charges	4,913,042	2,847,969	2,847,969	<b>2,894,736</b>
	Equipment	0	75,430	75,430	<b>125,000</b>
	Non-Capital Equipment	0	0	0	<b>25,000</b>
	Total M & O Expenditures	6,282,887	4,348,267	4,348,267	<b>4,614,224</b>
	Debt Service & Other Uses	303,333	358,471	358,471	<b>303,333</b>
	<b>Total Expenditure</b>	<b>6,586,220</b>	<b>4,706,738</b>	<b>4,706,738</b>	<b>4,917,557</b>
Revenues		4,288,638	4,254,153	4,675,400	<b>4,779,900</b>
Staffing	Full-Time Equivalents - Civilian	16.3	17.0	17.0	<b>19.0</b>
	Full-Time Equivalents - Classified	0.0	0.0	0.0	<b>0.0</b>
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	<b>0.0</b>
	Total	16.3	17.0	17.0	<b>19.0</b>
	Full-Time Equivalents - Overtime	0.2	0.1	0.1	<b>0.4</b>
Significant Budget Changes and Highlights	o The FY2016 Budget provides funding for health benefits and pension contribution.				
	o Purchase production equipment to convert from Standard Definition to High Definition mandated by the Federal Communications Commission.				
	o Develop a partnership with the Public, Education, and Governmental (PEG) community and share opportunities.				
	o Develop inter-local agreements and memorandums of understanding with local government and corporate partners.				
	o Leverage marketing and production assets to assist departments in promoting city services, educate citizens and local business partners about new initiatives and offerings.				

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



**FISCAL YEAR 2016 BUDGET**

**Division Summary**

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

Division Description	FY2014 Actual		FY2015 Estimate		FY2016 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
<b>Cable Television</b> <span style="float:right"><b>500002</b></span>						
Instrumental in providing quality services to viewers and meeting programming goals. Provides DVD programming copies to city departments and viewers as requested.	16.3	6,586,220	17.0	4,706,738	<b>19.0</b>	<b>4,917,557</b>
 <b>Total</b>	<b>16.3</b>	<b>6,586,220</b>	<b>17.0</b>	<b>4,706,738</b>	<b>19.0</b>	<b>4,917,557</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Roster Summary**

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

<b>Job Description</b>	<b>Pay Grade</b>	<b>FY2015 Current Budget FTE</b>	<b>FY2016 Budget FTE</b>	<b>Change</b>
ADMINISTRATIVE ASSISTANT		1.0	1.0	0.0
DIVISION MANAGER (EXEC)		1.0	1.0	0.0
MASTER CONTROL OPERATOR		1.0	1.0	0.0
COMMUNICATIONS TECHNICIAN		1.0	1.0	0.0
SENIOR COMMUNICATIONS TECHNICIAN		6.0	6.0	0.0
CABLE ACCESS OPERATIONS SUPERVISOR		1.0	1.0	0.0
CABLE ACCESS PROGRAM SUPERVISOR		2.0	2.0	0.0
SENIOR COMMUNICATIONS SPECIALIST		3.0	3.0	0.0
PRODUCTION SPECIALIST		1.0	3.0	2.0
<b>Total FTEs</b>		<b>17.0</b>	<b>19.0</b>	<b>2.0</b>
<b>Less Adjustment for Civilian Vacancy Factor</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Full-Time Equivalents</b>		<b>17.0</b>	<b>19.0</b>	<b>2.0</b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Revenue Summary**

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

Commit Item	Description	FY2015 Current Budget	FY2015 Estimate	FY2016 Budget
<b>5000020001</b>	<b>MYR- Muni Cable T.V.</b>			
432010	Interest on Pooled Investments	0	500	500
444020	PEG Contributions - Ongoing Support	99,000	95,300	100,000
452030	Miscellaneous Revenue	80,000	80,000	80,000
<b>5000020002</b>	<b>MYR- Capital Only</b>			
444030	PEG Contributions - State Franchises	1,680,000	2,080,000	2,154,500
<b>5000020003</b>	<b>MYR - Operational</b>			
432010	Interest on Pooled Investments	31,853	4,900	4,900
444030	PEG Contributions - State Franchises	2,363,300	2,414,700	2,440,000
<b>Total Mayor's Office</b>		<b><u>4,254,153</u></b>	<b><u>4,675,400</u></b>	<b><u>4,779,900</u></b>

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Job Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
500010	Salary Base Pay - Civilian	876,978	905,589	905,589	972,436
500060	Overtime - Civilian	12,691	15,000	15,000	20,000
500090	Premium Pay - Civilian	3	200	200	200
501070	Pension - Civilian	207,949	229,656	229,656	266,058
501120	Termination Pay - Civilian	2,346	2,000	2,000	2,000
502010	FICA - Civilian	64,985	70,041	70,041	75,935
503010	Health Ins-Act Civilian	144,234	146,226	146,226	151,312
503015	Basic Life Insurance - Active Civilian	514	529	529	571
503050	Health/Life Insurance - Retiree Civilian	7,676	8,368	8,368	8,368
503060	Long Term Disability-Civilian	1,454	1,445	1,445	1,615
503090	Workers Compensation-Civilian-Admin	3,548	4,454	4,454	5,605
503100	Workers Compensation-Civilian-Claim	11,613	4,000	4,000	14,000
504030	Unemployment Claims - Administration	4,128	1,300	1,300	6,000
<b>Total</b>	<b>Personnel Services</b>	<b>1,338,119</b>	<b>1,388,808</b>	<b>1,388,808</b>	<b>1,524,100</b>
511025	Electrical Hardware & Parts	388	2,000	2,000	2,500
511030	Mechanical Hardware & Parts	18	500	500	500
511040	Audiovisual Supplies	6,732	10,000	10,000	10,000
511045	Computer Supplies	199	2,770	2,770	5,000
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	4,525	3,500	3,500	5,000
511110	Fuel	1,197	1,560	1,560	1,560
511120	Clothing	1,245	3,000	3,000	4,000
511125	Food Supplies	4,991	1,500	1,500	828
511145	Small Tools & Minor Equipment	0	300	300	300
511150	Miscellaneous Parts & Supplies	12,431	10,230	10,230	15,000
<b>Total</b>	<b>Supplies</b>	<b>31,726</b>	<b>36,060</b>	<b>36,060</b>	<b>45,388</b>
520100	Temporary Personnel Services	6,832	15,000	15,000	10,000
520102	Security Services	0	1,000	1,000	1,000
520114	Miscellaneous Support Services	39,231	40,000	40,000	49,500
520115	Real Estate Lease/Office Rental	34,247	0	0	0
520119	Computer Eq/SW Mnt	1,796	2,500	2,500	5,000
520120	Communications Equipment Services	39,088	50,000	50,000	50,000
520121	IT Application Svcs	2,721	8,165	8,165	6,915
520122	Office Equipment Services	0	200	200	200
520123	Vehicle & Motor Equipment Services	269	2,000	2,000	2,000
520126	Construction Site Work Services	1,682,846	0	0	0
520132	Contracts/Sponsorships	2,115,422	2,295,000	2,295,000	2,347,250
520510	Mail/Delivery Services	90	300	300	300
520515	Print Shop Services	2,499	1,000	1,000	2,500
520605	Advertising Services	5,579	125,000	125,000	75,000
520705	Insurance Fees	3,041	3,529	3,529	3,256
520755	Contingency	506,470	36,750	36,750	75,000
520765	Membership & Professional Fees	4,460	3,300	3,300	4,000
520805	Education & Training	518	1,000	1,000	4,000
520815	Tuition Reimbursement	0	1,000	1,000	1,000
520900	CIP-Capital Equipment Acquisition	341,529	0	0	0

**FISCAL YEAR 2016 BUDGET**

**Business Area Expenditure Summary**

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

<b>Commit Item</b>	<b>Job Description</b>	<b>FY2014 Actual</b>	<b>FY2015 Current Budget</b>	<b>FY2015 Estimate</b>	<b>FY2016 Budget</b>
520905	Travel - Training Related	6,069	7,000	7,000	7,000
520910	Travel - Non-Training Related	18	300	300	300
521305	Indirect Cost Recovery Payment	40,528	108,499	108,499	121,463
521605	Data Services	9,312	12,000	12,000	18,097
521610	Voice Services	4,493	2,124	2,124	1,853
521620	Voice Equipment	0	2,500	2,500	0
521625	Voice Labor	0	24,569	24,569	0
521630	GIS Revolving Fund Services	705	973	973	0
521635	Voice Services -Wireless	6,768	4,952	4,952	6,135
521705	Vehicle/Equipment Rental/Lease	0	5,000	5,000	5,000
521715	Office Equipment Rental	1,979	3,500	3,500	3,500
521730	Parking Space Rental	1,500	13,957	13,957	16,720
522205	Metro Commuter Passes	0	4,500	4,500	4,500
522305	Freight Charges	0	250	250	250
522405	Management Savings	(34)	0	0	0
522430	Misc Othr Svcs & Chrg	41,970	52,394	52,394	52,394
522721	Interfund HR Client Services	12,404	17,856	17,856	19,198
522722	KRONOS Service Chargeback	692	743	743	905
522730	Interfund Engineering Services	0	300	300	300
522845	Interfund Vehicle Services	0	808	808	200
<b>Total</b>	<b>Other Services and Charges</b>	<b>4,913,042</b>	<b>2,847,969</b>	<b>2,847,969</b>	<b>2,894,736</b>
560240	Communication Equipment	0	75,430	75,430	125,000
<b>Total</b>	<b>Equipment</b>	<b>0</b>	<b>75,430</b>	<b>75,430</b>	<b>125,000</b>
551020	Non-Capital Communication Equipment	0	0	0	25,000
<b>Total</b>	<b>Non-Capital Equipment</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>
532020	Transfers to Capital Projects	303,333	358,471	358,471	303,333
<b>Total</b>	<b>Debt Service and Other Uses</b>	<b>303,333</b>	<b>358,471</b>	<b>358,471</b>	<b>303,333</b>
<b>Grand Total Expenditures</b>		<b>6,586,220</b>	<b>4,706,738</b>	<b>4,706,738</b>	<b>4,917,557</b>